

# EBARB HIGH SCHOOL HANDBOOK 2020-2021

*Whatever It Takes*

A

Attendance

B

Behavior

C

Curriculum

S

Safety

# EBARB HIGH SCHOOL HANDBOOK

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**Notification:**

*The contents within our Ebarb High School Student Handbook are not inclusive and at the discretion of EHS administration.*

*Please make reference to the Sabine Parish School Board website ([www.sabine.k12.la.us](http://www.sabine.k12.la.us)) to locate our District Policy Manual, Pupil Progression Plan and various additional resources. The Sabine Parish District Student Handbook Policy is located on the web at <http://www2.sabine.k12.la.us/policy/caps/SabineCAPS.htm>*

## Sabine Parish School Board

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SNELLING**  
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VICE-PRESIDENT

**SUPPLEMENT to Sabine Parish Schools'  
Parent & Student Handbook 2020-2021**

**School Operations during a Pandemic or Other Health Emergency**

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably. Your child's school and district play an essential role, along with the local health department and emergency management agencies, in protecting the public's health and safety during a pandemic or other health emergency.

During a pandemic or other health emergency, you will be notified in a timely manner of all changes to the school environment and schedule that affect your child. Please be assured that even if school is not physically in session, it is the goal of the school and district to provide your child with the best educational opportunities possible.

**Additionally, please note the following:**

1. All decisions regarding changes to the school environment and schedule, including a possible interruption of in-person learning, will be made by the superintendent in consultation with and, if necessary, at the direction of the Governor, Louisiana Department of Public Health, local health department, emergency management agencies, and/or the Louisiana Board of Elementary and Secondary Education.
2. Available learning opportunities may include remote and/or blended learning. Blended learning may require your child/children to attend school on a modified schedule.
3. Students will be expected to participate in blended and remote instruction as required by the school and district.
4. Parents are responsible for assuring the participation of their child/children.
5. Students who do not participate in blended or remote learning will be considered truant.

6. All school disciplinary rules remain in effect even during the interruption of in-person learning.
7. Students are subject to discipline for disrupting the remote learning environment to the same extent that discipline would be imposed for disruption of the traditional classroom.
8. Students are also expected to follow all student safety protocols. Violations of school disciplinary rules are subject to disciplinary action as provided by the District Code of Conduct and all related disciplinary policies.
9. Due to safety measures implemented in response to COVID-19, some elements of our discipline plan will be temporarily suspended (one example, Project Decision at SPARK) depending upon the state's reopening phase as set by Gov. John Bel Edwards as well as mitigation steps recommended by the LDOE and LDH.
10. Students and parents will be required to observe all public health and safety measures implemented by the school and district in conjunction with state and local requirements.
11. During a pandemic or other health emergency, the school and district will ensure that educational opportunities are available to all students.
12. School personnel will work closely with students with disabilities and other vulnerable student populations to minimize the impact of any educational disruption.
13. Students who have a compromised immune system, live with an individual with a compromised immune system, or have a medical condition that may impact their ability to attend school during a pandemic or other public health emergency should contact school officials.
14. Alternative means for best educating students outside of a traditional setting will be made on a case-by-case basis.
15. During a pandemic or other health emergency, teachers and school staff will receive additional training on health and safety measures.
16. During a pandemic or other health emergency, teachers and school staff take extra cleaning and disinfecting measures.
17. In accordance with school district or state mandates, the school may need to conduct a daily health assessment of your child. Parents and students will be notified of the exact assessment procedures if this becomes necessary.
18. Parents should not send their child to school if their child exhibits any symptoms consistent with the pandemic or other health emergency.
19. Please do not hesitate to contact school or district officials if you have any concerns regarding your child's education, health or safety.
20. For the most up-to-date resources regarding the COVID-19 pandemic, please visit the Sabine Schools' Sabine Strong Website @ <http://bit.ly/sabinestrong>

## FACE COVERINGS

Ensuring student safety is one of the highest responsibilities of every school system. During the COVID-19 pandemic, that responsibility has been further magnified. For this reason, effective for the 2020-21 school year and until further notice, Sabine Parish Schools will require face coverings for all bus riders. Additionally, adults and students (3<sup>rd</sup> grade and up) will be required to wear face coverings, as able, to the maximum extent possible. Any child over the age of two may wear a face covering. Face coverings should be worn in all areas of the school. This includes classrooms. Most importantly, face coverings must be worn during arrival, dismissal, and any other transition within the school building. Students will be allowed face-covering breaks throughout the day when it is safe to do so and will have the freedom to remove the mask in the event of emergencies.

Exceptions will be made for individuals with severe breathing difficulties, disabilities, or other health/safety concerns. A physician's statement shall be required as evidence that an individual is unable to wear a face covering while on the bus or while on school facilities. In such cases, other forms of face covering will be utilized such as face shields.

We recognize that the topic of face coverings is met with both support and opposition. In addition, we respect the decision of each guardian to choose what is best for his/her children and will therefore provide an alternative educational option for parents who do not want their children to wear a mask while on the school bus and while at school. Parents will have the discretion to enroll their children into the Sabine Online Academic Program, if they do not wish for their children to return to face-to-face classes in the 2020-21 school year.

Face coverings are being added to the student and employee dress codes and must be provided by parents and employees. We understand that from time to time a student may forget his/her face covering at home and will be happy to provide one. Should it become evident that a student's lack of having an adequate face covering becomes habitual, the student and his/her guardians will be required to have a conference with the school principal, prior to being allowed to return to school. If a student exercises willful disobedience toward any district/school employee when asked to wear a face covering and blatantly refuses, he/she will be asked to sit in a special quarantine room until his/her parents are available for pick-up and will be disciplined in accordance with

the school's discipline policy for willful disobedience. If a student refuses to wear a mask to school and is supported by his/her parents, the student and his/her guardians will be required to have a conference with the Director of Student Services prior to being allowed to return to school.

As with all student dress, in alignment with the SPSB Student Dress Code Policy, students are required to be responsible in their dress and grooming by avoiding extremes and manifesting self-discipline. Cooperation of parents is essential. Student dress and grooming are not to be a source of disruption in classes, school programs, or other school-related activities or detract from the learning environment of the school. No student shall wear, possess, use, distribute, display, or sell any face covering with evidence of affiliation with tobacco, drugs, alcohol, or violence or gang related activities or that exhibits profane or obscene language/gestures. Administrators are authorized to use their discretion in determining extremes in style of dress and grooming and what is appropriate and suitable for school wear. The school administrator shall be the final interpreter of the dress code.

## EBARB PROCEDURES DURING PANDEMIC AND COVID

*Ebarb School has established new procedures for limiting the spread of germs during the COVID pandemic.*

- Students, teachers, staff, and visitors will be required to have a temperature check upon entering school, wear a face mask or covering properly while on campus, and adhere to the 6 foot social distance recommendation at all times.
- Before school, students will be temperature screened upon exiting the school bus and prior to exiting personal vehicles. In the event a student has a temperature, the student will report to the nurse, and parents will be contacted to come and get the student.
- All students will be required to report to their first period classrooms and remain in the room completing assignments, reading, or practicing skills.
- Breakfast will be provided in the classroom from 7:20-7:45. Students will have an opportunity to wash hands at the restroom or sanitizing station in the classroom.
- Students will be required to take a restroom/stretch/mask break every 2 hours or between class change for high school students.
- Lunches will be served in the classrooms according to schedule. Students will have an opportunity to wash hands at the restroom or sanitizing station in the classroom.
- High contact surfaces in the halls and restrooms will be cleaned hourly by custodial staff.
- Teachers will clean all student contact surfaces with disinfectant after each meal and transition.
- Water bottle filling stations will be in the high school Math & Science room and located at each end of the main school building. Water bottles will be taken home daily for sanitizing or replacement.
- After school, custodians will clean rooms and use a fogging system to completely disinfect all surfaces in each classroom.
- In the event a student becomes sick at school, they will remain with the nurse until parents pick them up. Ebarb School Health Center is located in the portable at the front of the school.
- If there are any concerns as to the health of a student or individual/family exposure to COVID, please contact the school nurse immediately and keep the student at home. Precautions following CDC and LDOE guidelines must be followed in order to reduce the spread of illness.
- No non-essential visitors will be allowed on campus. Parents and visitors must call the school and have an appointment set prior to arrival. All persons entering the school will be required to wear a mask and have temperature screening. Visitors must remain in the office or health center unless in the company of a staff member.

Ebarb Rebels,

I would like to take this opportunity to welcome all Ebarb Rebels. Ebarb's school mission is to do "Whatever It Takes" to provide the highest quality education in an environment where children can grow and mature into responsible adults. We believe in hard work, celebrating success, and learning from our challenges. We are proud of the strong Native American influence in Ebarb and are committed to bringing pride to our families and the Ebarb Community.

Today more than ever education is the key to success. For students to learn, we must do "Whatever It Takes" to support them and focus on our A, B, C' S: A- Attendance, B-Behavior, C-Curriculum and S-Safety. Students who attend school daily have higher achievement levels and fewer behavior problems. Behavior must be positive and support learning in the classroom. Ebarb teachers utilize a curriculum that will prepare our students for the next grade level and citizenship. And finally we must have a safe environment for our students to learn; protecting them from intruders and reducing the spread of illnesses is a top priority of all the staff at Ebarb.

This year we will face new challenges in providing students "traditional" education. Some families have opted for the Sabine Online Academic Program homeschool option, while others will participate face-to-face two days per week and virtually three days per week. Ebarb High School will be focused on helping all students be successful. Part of the commitment from our district is to provide computer devices to all students; until that point, we will provide students with paper versions of assignments on the virtual days.

It is important for parents and teachers to keep open communication lines and promptly discuss challenges to the A, B, C' S when they arise. Each teacher will have a Google Classroom to post assignments, messages, and curriculum links for students. Please allow students to download the Google Classroom App to their smart device so they can easily stay up to date with classes. Our teachers utilize Class DOJO to communicate with parents about upcoming events, activities in the classroom, behavior concerns, and positive messages. Please set-up your DOJO account to stay informed. Student records are stored electronically and are accessible to parents through [Sabine School Student Progress Center](#). Please inform the school and your student's teachers when parental contact information changes so that we may keep you informed.

Please take time to read our policies in the handbook. Due to COVID we have made some changes to our daily routines, all of which can be found in the handbook.

Let's make this a GREAT year to be an Ebarb Rebel.

Amy Johnson  
Principal  
Ebarb High School

**POSITIVE BEHAVIOR EXPECTATIONS**

Students at Ebarb are expected to follow the REBEL Traits at all times.

R.....Respect  
E.....Excellence  
B.....Bravery  
E.....Encourage  
L.....Leadership  
S.....Safety

**COMMUNICATION****Phone Numbers**

Office 645-9402  
Health Center 645-2613  
Graduation Coach 645-7823  
Cafeteria 645-4528

**Google Classroom App**

Install the Classroom app on Android

To get the latest version of the Classroom app, your device must have Android 4.4 KitKat or later.

On your device, tap Play Store. Find and install the Google Classroom app.

Install the Classroom app on iPhone or iPad

To get the latest version of the Classroom app, your device must have iOS 11 or later.

On your device, tap App Store. Find and install the Google Classroom app.

**ClassDOJO**

ClassDojo is a closed group only for students, parents, guardians, and school staff. Teachers will send parents an invitation to join their class either through text or email. It is required to join each child's class in order to view posts from the teacher. You may access ClassDOJO through the web or by downloading the app.

**Facebook**

Ebarb Athletics  
Sabine Parish School Board

**Website**

Ebarb High School Home Page <https://www.sabine.school/ehs>  
Sabine Parish Home Page <https://www.sabine.school/>

**Parent Communication Center**

Student grades, attendance, and behavior records are available online  
<https://www.sabine.school/domain/34>

**ATTENDANCE**

It is important that students are at school on time and stay for the full day. Late check-ins and early check-outs are treated as instructional minutes lost thus impacting student learning. While there are times that a child is ill or there are extenuating circumstances that interfere with them attending school, students must be in attendance following Louisiana State Law. Elementary students (K-8) may not miss more than 10 unexcused days of school per school year. High School students (9-12) may not miss more than 5 unexcused days during either semester. Attendance is required on virtual days; completion of all weekly assignments by designated due dates constitutes attendance while off campus. Please refer to the District Student Handbook for the complete policy. Our district utilizes a communication system that automatically calls the parental contact number upon entering attendance information in JCAMPUS.

**ABSENCES**

Excuses for student absences must be presented within 5 school days of the student's return. If not, the student's absence will be considered unexcused. No excuses will be taken after 5 school days.

**TARDINESS - Make it a habit to be early!**

A student is considered tardy to class if the student is not in the classroom when the bell rings READY TO LEARN. School board policy states 4 unexcused tardies is counted as 1 unexcused absence. Students who must leave the classroom to retrieve an item from their locker, another classroom, for a restroom break, etc. will be issued a tardy for that class period. Upon receiving the fifth tardy during the nine weeks grading period, an office referral will be written and subject to disciplinary action according to the school policy. Students who exhibit habitual tardiness shall be subject to disciplinary action and attendance contract.

**MAKE-UP WORK**

Make-up work following an absence is the responsibility of the student. He/she must request from the teacher any and all assignments and return the work within 3 days of the absence.

**ATTENDANCE RECOVERY**

Any students that go over their allotted time will be allowed to make up days through the Attendance Recovery Program. Information will be provided on dates and locations for Attendance Recovery as needed. It is the responsibility of the student and parent to make arrangements to attend.

**ARRIVAL ON CAMPUS**

Students should not arrive at school prior to 7:20 a.m. if being bussed or 7:30 a.m. if transportation by car. Upon arrival, students will report to the cafeteria for breakfast or their first period classrooms. All students will be required to enter through the main entrance by the flagpole.

**AFTERNOON DISMISSAL**

All students are required to exit the school through the main entrance by the flagpole. This is the only acceptable exit. There are two dismissal bells. The 3:05 p.m. dismissal bell will release

bus riders ONLY. Riders will be loaded in stages based on seating location on the bus. High school student drivers and parent pickup students should remain in their last period classroom until they are dismissed by announcement due to traffic-flow safety concerns.

### **CHECK-IN OR CHECK-OUT & TRANSPORTATION CHANGES**

Students need written permission from parents and office approval in order to check out. You must bring a note and have it approved in the office before 7:40 a.m. When you check in late, your parent must wait with you until you have been temperature checked by staff and signed in by parent. When you check out early, your parent must meet the office staff at the school entrance to sign you out. Students may NOT be checked out of school after 2:30 p.m.; unless prior notification has been provided to the office. Students riding home in personal cars must have prior written permission from a parent and approval from the office. TRANSPORTATION CHANGES MAY NOT BE MADE AFTER 2:00 P.M. AND MUST BE IN WRITING. All transportation changes are subject to administrative approval.

### **UNEXPECTED SCHOOL CLOSING ANNOUNCEMENTS**

In the case of school closure due to weather, students will be notified by the Sabine Parish School District automated call system, local radio station, and school or district designated social media.

### **CLOSED CAMPUS**

We operate a closed campus policy. Students must stay on the school grounds from the time they arrive, even if the first period has not yet started, until dismissal or until they are picked up by the bus. Any student leaving the school grounds must have permission from a parent or guardian on file with the office. Students must check out through the office with permission from the principal or other official office personnel and must leave campus immediately. If a student returns on the same day, he must sign back in. If a student leaves campus without checking out through the office, then the student will be considered skipping school and be subject to disciplinary action.

Due to safety concerns, all building doors will be locked. Any student, parent, or visitor must enter through the main entrance door by the flagpole and report immediately to the office. Non-essential visitors will not be allowed to enter the building.

### **VISITORS**

During the 2020-2021 school year non-essential visitors are not allowed on campus. Visitors must have an appointment. Visitors at our school must call the office to receive a temperature check and wear a mask before entering the building. They shall immediately report to the office to be registered and wait for staff to escort them to their meeting. Visitors parking on campus will be required to register cars when they report to the office. Parking for visitors will be in the parking lot near the flagpole.

### **CARS ON CAMPUS**

Students who drive to school and all vehicles driven on school campus are to be in compliance with Louisiana motor vehicle laws. Students who drive to school will park in designated parking spaces only. Vehicles are to be locked and may not be visited at any time during the day

without permission from the principal's office. Alcoholic beverages, weapons, illegal drugs and/or controlled and hazardous substances are not permitted in vehicles parked in the school parking area. Students will be required to purchase a Parking Permit from the office. Students who purchase permits will be drug tested and subject to random drug screening throughout the year. Student parking will be restricted to the parking lot behind the gym during school hours. An automobile parked on campus may be searched at any time if due cause is present, see the Sabine Parish Policy in the District Student Handbook.

Teachers parking will be located in the paved lot between the old and new gyms. Access to and from the parking area will be restricted during school hours.

### **STUDENT PARKING PERMIT**

Each semester (10 calendar days from the first day of the semester) students will be required to purchase an Ebarb Parking Permit prior to bringing a vehicle on campus. To obtain a parking pass, students must submit: 1. Valid Louisiana Driver's License; 2. Valid Proof of Insurance; 3. Pay \$5 per semester; 4. Random Drug Test. Any vehicle brought on campus without the proper Identification Tag visible from the front windshield is subject to towing. A Parking Permit may be revoked for any of the following offences: unsafe operation of a vehicle, loud music, having prohibited items in the vehicle, hanging out in the lot or car, allowing students who do not have proper permission to ride home, returning to car without permission from office, positive result on a drug screen, or sharing one's pass with another student.

### **STUDENT DROP-OFF AND PICK-UP**

The drop-off and pick-up zone for students arriving or departing campus with parents will be limited to the circle driveway by the flagpole. If dropping students off in the morning, parents are required to put the car in PARK while a staff member checks the temperature of the student prior to exiting the vehicle. If picking students up after school, parents must enter the driveway and park their car before students will be released to them. Students will not be allowed to enter a parking area or cross the street to be dropped off or picked up. School busses have the first priority for parking in the circle drive. Parents may not enter the driveway until all busses are loaded and have exited. Parents should plan to drop-off students between 7:30-7:40 and pick-up students no earlier than 3:10. This policy is to ensure the safety of all students.

### **SCHOOL BUS POLICY**

Ebarb High School will follow the Sabine Parish School Board School Bus Conduct policy and rules found in the SPSB District Student Handbook. While each student is provided the opportunity to ride in a school bus to and from school, they must follow all bus rules to allow for the safe transportation of students. Failure to follow safety rules and policies may result in suspension or termination of bus privileges. Students will be required to sit in assigned seats on busses to ensure social distancing. Students are required in grades 3-12 to wear masks while on school buses.

### **HALL PASSES**

Students leaving their classroom during class will be required to have permission from their teacher and a hall pass completed and in their possession. If the student will be exiting their designated building, a call must be made to the office through the intercom system prior to

them leaving the classroom. All doors will be locked upon exiting, and students will require assistance to reenter.

### **ELECTRONIC TELECOMMUNICATION DEVICES – (Cell Phones, pagers, smart watches, etc.)**

No student shall operate any cell phones on campus during the course of the regular school day unless the teacher has allowed a *“temporary use permit”* or in the event of an emergency. Operate is defined as the device being turned on. Any student that is found operating a cell phone during the course of the school day will have the phone taken and stored in the office. It DOES NOT matter who the cell phone belongs to. Cell phones will only be returned to an adult guardian after meeting with the Principal or designee and signing a receipt. A student in violation of the electronic telecommunication device policy may receive a disciplinary referral after the 3rd violation. For information on cell phone consequences refer to Behavior Matrix and SPSB Policy on Electronic Telecommunication Devices.

### **LOCKERS**

All students in grade 9-12 have access to a school locker for storage of personal and instructional items. Students are not provided a school lock but may purchase and use one to keep their items secure. School lockers are subject to search if due cause exists. Locks will be cut off if the student is not available to open a locked locker, see policy in the Sabine Parish Policy in the district handbook.

### **SCHOOL BREAKFAST AND LUNCH POLICY**

Ebarb High School Students will have the option to eat FREE breakfast from 7:20-7:45 A.M. and FREE lunch during their designated meal times. Students are allowed to bring a sack lunch from home as long as it complies with federal lunch guidelines and does not require refrigeration or cooking/reheating. Students with special dietary needs must have a written prescription or special diet form filled out EACH SCHOOL YEAR; contact the cafeteria manager. All meals will be eaten in the classroom. No visitors will be allowed for meal times.

**No outside food/drink will be allowed on campus or taken to a classroom during the school day unless approved by an administrator.**

### **SENIOR GRADUATION REQUIREMENTS**

Ebarb High School is dedicated to assisting all students in the path to graduation. In order to graduate from Ebarb High School there are numerous state requirements that must be accomplished during the senior year. Mandatory meetings for seniors in order to complete important requirements will take place throughout the school year. It is expected that all seniors will attend these meetings and will keep up-to-date contact information on file with the school secretary. Any time seniors or parents need to meet with administration or the Graduation Coach; it is recommended that they make an appointment.

**STUDENT DRESS CODE AND GOOD GROOMING**

Student dress and grooming must not adversely affect the students' participation in classes, school programs, or other school-related activities or detract from the learning environment of the school. Extremes in style and fit in student dress and extremes in style of grooming shall not be permitted. Administrators are authorized to use their discretion in determining extremes in styles of dress and grooming and what is appropriate and suitable for school wear. No student shall wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, blade, symbols, sign or other things which are evidence of affiliation with tobacco, drugs, alcohol, or violence or gang related activities or exhibits profane or obscene language/gestures.

**Ebarb High School Student Dress Code and Grooming**

- Student dress will comply with the health and safety codes of the state of Louisiana and not interfere with the educational process or the rights of others.
- Students should practice good grooming daily. Students should come to school clean, teeth brushed, hair combed, and deodorant or antiperspirant worn.
- Obscene/profane language, provocative pictures, suggestions of alcohol, drugs, tobacco or smoking, or sex acts on clothing or jewelry are not allowed. Wording and insignia should promote school spirit and an attitude of self-respect and self-esteem. Logos promoting other Sabine schools should not be worn as a matter of courtesy and loyalty to Ebarb School.
- Any clothing that is ripped, torn, or frayed and shows skin underneath is not permitted if it is above the knee.
- Clothing that damages furniture or is hazardous to others is not permitted.
- Students in grades K-3 shall follow the same guidelines, although a less strict interpretation is given for short and skirt length.
- Shirts and Tops must be appropriate and cover a student's torso following the guidelines below
  - The length of a blouse or shirt is determined as follows: If a student raises his/her arms above the head and the midriff is exposed, the blouse or shirt is not acceptable for school.
  - Bare midriffs, see through garments (including garments with holes or tears), and or shirts revealing cleavage are not appropriate for school and are prohibited.
  - Undergarment type T-shirts, muscle shirts and tank tops, thin strapped shirts are not allowed unless worn under an appropriate shirt.
  - Bras, sport bras, and sport tanks are not to be visible under clothing.
  - Button-type shirts must be appropriately buttoned.
  - Hoodie tops are allowed but students may not wear the hood over their head while at school.
  - Sleeveless garments may be worn if undergarments cannot be seen. The sleeve curve should be close to the underarm. All students must wear proper undergarments.
- Jeans, Pants, Skirts, & Shorts must be appropriate and cover the guidelines below
  - Excessively tight or loose fitting sagging jeans, pants, skirts, & shorts are not permitted.

- o Shorts, Skirts, & Dresses must not be more than 3 inches above the kneecap. This rule includes athletic shorts worn for PE and sports.
- o Pants & Jeans must fit the body above the hips and be hemmed no longer than heel length.
- o No cutoff jeans unless hemmed are allowed as shorts.
- o Leggings and jeggings may be worn under tunic style tops.
- o Pajama pants are not permitted.
- Belts are not mandatory but are a standard of good grooming and should be worn with shirts tucked in when appropriate.
- Shoes must be worn at all times. No backless shoes allowed. No house shoes allowed. Sandals are allowed but must have back straps.
- Masks/face coverings are required to be worn properly covering the nose and mouth for students in grades 3-12 and highly recommended in PreK -2. Masks should be washed daily.
- Caps and hats or other headwear are not allowed.
- Sunglasses are not allowed unless they are prescribed.
- No visible forms of body piercing (except ears) are allowed.
- Hair coloring is acceptable only in natural colors.
- Earrings may be worn that hang no lower than 1" below the ear lobe.
- Tattoos are acceptable UNLESS there are offensive language/signs visible.
- A teacher will also be allowed to restrict the manner of dress or length of hair and the wearing of earrings when it pertains to the health and/or safety of a student in that teacher's specific area.

### **Dress Code Violations**

Students in violation of the dress code will be sent directly to the office. For each occurrence, the student will phone the guardian to get the matter corrected. They will receive an infraction which will be documented in the student's disciplinary file. If dress code violations persist, a state referral will be written and the student will be assigned 3 days of ASI.

### **Faculty/Student Communication**

Ebarb High School will use Google Classroom App to communicate with groups of students, including, but not limited to classes, athletic teams, clubs, and organizations. If you plan on using this communication tool, the administration must be invited as a member and a form must be completed to be kept in the office. This form will describe the need for this communication between teacher and a group of students. The teacher will be the owner of the group.

### **ATHLETICS AND EXTRACURRICULAR ACTIVITIES**

The principle objective of athletic competition as well as any other school activities includes character development. Conduct of PARTICIPANTS or SPECTATORS (STUDENTS OR ADULTS) that does not reflect good sportsmanship will not be tolerated at any time. Sabine Parish School Board policy Public Conduct on School Property strictly outlines the procedure Ebarb will follow to ensure good sportsmanship is followed at all events.

Ebarb High School participates in the following sports: Girls Basketball, Girls Softball, Boys Basketball, Boys Baseball, Track & Field, & Cheerleading. Ebarb High School participates in the following clubs: 4H, FFA, Quiz Bowl, BETA, Class Officers, and Explorers Club.

Activities sponsored by the school are considered an extension of the school day. All students are subject to the same rules and regulations as are in effect during the regular school day. This includes activities such as field trips, ball games, district and state rallies, club meetings, or any other school sponsored and supervised events. Sponsor, Coach, Principal or Designee will have the authority to implement any measure that is necessary to ensure the safety and wellbeing of students and fans.

School attendance is a priority. Therefore, all students involved in athletics and after school activities are required to be present for classes the day of the competition or event. Excused absences must have documentation from court or physician in order to participate on the day of the absence.

Students who participate in extracurricular activities shall provide their own transportation both to and from school or a previously arranged pick-up point. Students will not be allowed to leave any activity with anyone other than his/her parent. Special arrangements may be made with the principal and sponsor of the activity in writing prior to the activity.

Communication between coaches/sponsors and students must follow Sabine Parish School Board Policy on Electronic Communications Between Employees and Students. Coaches/Sponsors are allowed to communicate electronically with students through secure web-based applications (ie. SPSB email or Google Classroom) when approved by the principal. All electronic or any other communications by employees to students at any time shall be expected to be professional, acceptable in content to any reasonable person, and limited to information that is school-related or is acceptable to both student and parent.

Student participation in sports and extra-curricular activities is up to the Coaches and Sponsors discretion. This may include suspension from practice and games, additional practice activities, and in extreme cases dismissal from the organization. In the event that a student is dismissed from the organization, a meeting with the Principal and Sponsor, or Principal, Athletic Director, and Coach may be requested by the parent.

## HONORS AND AWARDS

### **Mr. and Miss EHS**

- Based on the first six semesters in high school.
- Will be selected through a committee
- Minimum of a 3.0 Grade Point Average
- Must have attended EHS all four years of high school
- Other considerations
  - Candidate's resume'
  - Candidate's written essay
  - Test Scores
  - Participation in EHS clubs and organizations
  - Leadership Roles
  - Communal Service

### **Mr. and Miss Rebel**

- Must have been an EHS athlete all four years of high school
- No office referrals
- EHS student body votes

### **Student of the Year (5 , 8, & 12 Grades)**

- This is a school, parish, and state competition
- Requirements to participate in competition must follow at a minimum the state guidelines
- Ebarb High School reserves the right to restrict participants on the basis of conduct and attendance

### **Homecoming Court (Class Maid & Beau (9-11 Grades), Homecoming Queen & King (12 Grade)**

- No office referrals
- EHS student body votes

### **REBEL of the Month**

- Selection is based on accumulated DOJO positive reward points
- Teacher recommendation
- PreK, K-4, 5-8, 9-12

### **BETA Club**

The BETA Club of Ebarb School is an elite and prestigious club recognizing the academic excellence of high school students. It is based on students' high school GPA for each full grading period. Students who qualify for the BETA Club, along with their parents, are honored at the BETA Club reception conducted in the second semester of the school year. Graduating seniors have the option to purchase their own BETA Honor Stole.

- Qualifications for the BETA Club are:
  - 3.0 minimum GPA per semester
  - No D or F on a semester report
  - Must exhibit moral and ethical character
  - Participate in club activities and community service

**DISCIPLINE AND BEHAVIOR POLICIES**

Self-discipline is the most effective kind of discipline and students are to assume responsibility for their own behavior. When student behavior is not acceptable, necessary action will be taken. According to state law, the teacher or school administrator has the right to control or discipline a student during the time such student is in attendance or in transit to or from school or any school-sponsored function. Misconduct will be dealt with immediately. Ebarb High School follows a positive behavior program that promotes good behavior. When minor offences occur, the teacher will provide redirection, parental contact through Class DOJO, and interventions. Upon the 4th Minor Infraction, students will be referred to the office for disciplinary action. All students receiving major referrals will have parents notified through the JPAMS communication system. A parent meeting is required after the 3rd referral. All students with 4 or more referrals will be required to attend a conference with parents, teacher, and principal prior to returning to school in order to establish behavioral goals/behaviors that are conducive to a safe and productive school setting.

**After School Intervention**

Ebarb High School will provide students with After School Interventions (ASI) for behavior that has resulted in a referral for disciplinary action. ASI is an administrative decision and may not be refused by a student. All ASI time will be served. Refusal by a student will be considered a complete disregard of administrative authority and will result in suspension. Upon returning from suspension, the student will serve any remaining ASI time. ASI is assigned at the discretion of the principal and will not be available for certain major offences.

**Suspension and Expulsion**

All discipline, ASI, and suspension policies will be enforced by the principal or an appointed designee. Assignments are allowed to be made-up within the 3 school days after suspension. The final decision of any disciplinary action taken is up to the discretion of the Ebarb High School administration. Suspension and Expulsion procedures at Ebarb High School will follow the Sabine Parish School Board Discipline Procedures 2019-2020 Suspension/Expulsion Plan found in the SPSB District Student Handbook.

***Ebarb students who are suspended from school are not allowed to participate in or attend any school functions during their suspension.***

**Consequences for Disciplinary Referrals**

- 1<sup>st</sup> offense – 3 days After School Intervention
- 2<sup>nd</sup> offense – 3 days After School Intervention
- 3<sup>rd</sup> offense – 3 days After School Intervention & Parent meeting
- 4<sup>th</sup> offense – 4 days Out of School Suspension, or Principal Discretion & Conference
- 5<sup>th</sup> offense – 5 days Out of School Suspension, or Principal Discretion & Conference

*Due to platooning and social distancing consequences are subject to change to the principal's discretion. The principal has discretion to adapt ASI to include Monday ASI 8-2, complete take home assignments, and or restriction from extracurricular activities and sports. Monday ASI is equivalent to 3 days of regular ASI.*

AFTER SCHOOL INTERVENTION (ASI) BEHAVIOR MATRIX	
BEHAVIOR	PUNISHMENT
2 <sup>nd</sup> ASI Strike	Added 1 day of ASI
3 <sup>rd</sup> Major Referral	3 days ASI, Parent Meeting
4 <sup>th</sup> Dress Code Infraction (Admin tracking infractions)	3 days ASI & Student is retained in office until violation is corrected
4 <sup>th</sup> Minor Infraction (PBIS process for tracking classroom behaviors)	3 days ASI
Cheating	3 days ASI & Retest/Replace assignment
Cutting/Skipping Class/Leaving assigned location without permission (Truancy)	3 days ASI
Defacing or Destroying Property	3 days ASI & Restitution
Electronic Device or Unauthorized use of Technology	3 days ASI, Confiscate, Parent meeting
Received 5 <sup>th</sup> Classroom Tardy during the nine weeks	1 day attendance recovery
Excessive Tardiness (5 or more early check-out or late check-in during 1 semester)	3 days ASI
False Reports against staff or students through the anonymous SafeReport portal	3 days ASI
Gambling	3 days ASI
In Off-limits Area	3 days ASI
Misuse of hall pass	3 days ASI
No touch rule & PDA	3 days ASI
Profanity (ANY form or inappropriate gestures)	3 days ASI
Sleeping in class	3 days ASI
Turning in forged/falsified parent signatures	3 days ASI
Willful disobedience or disrespect	3 days ASI

<b>SUSPENDABLE BEHAVIOR MATRIX</b>	
<b>OUT OF SCHOOL SUSPENSION (OSS), IN-SCHOOL SUSPENSION in Project Decision at SPARK (ISS), Possible Expulsion, Criminal Charges, or Principal Discretion</b>	
<b>BEHAVIOR</b>	<b>PUNISHMENT</b>
3 <sup>rd</sup> ASI Mark	3 days OSS
4 <sup>th</sup> Major Referral	4 days OSS & Conference with teacher, parent, & principal
5 <sup>th</sup> Major Referral	5 days OSS & Conference with teacher, parent, & principal
6 <sup>th</sup> Major Referral	5-10 days OSS & Expulsion
Complete disregard of administrative authority	3-10 days OSS at Principal Discretion
False Reports against staff or students through the anonymous SafeReport portal that involve extensive resources to investigate	3-5 days OSS, Possible Expulsion, & Criminal Charges filed with Sabine Parish Sheriffs Office
Fighting (principal discretion on severity of fight could change punishment)	3-5 days OSS, Possible Expulsion, & Criminal Charges filed with Sabine Parish Sheriffs Office
Not reporting to office with a referral	3 days OSS
Possession and/or use of tobacco, cigarettes, e-cigarettes lighters, matches, or use of tobacco	3 days OSS
Profanity directed toward a teacher or staff member	3-5 days OSS
Skipping school	3 days OSS
Stealing	3-5 days OSS, Possible Expulsion, & Criminal Charges filed with Sabine Parish Sheriff's Office
Tampering with fire alarm (False alarm is a violation of state & federal law)	3-5 days OSS
Tampering with office or teachers computer	3-5 days OSS
Threatening students, faculty, or staff	Expulsion, Possible Expulsion, & Criminal Charges filed with Sabine Parish Sheriff's Office
Turning in forged/falsified Doctor's excuses	3-5 days OSS

**After School Intervention (ASI)**

Ebarb High School will provide students with After School Interventions (ASI) for behavior that has resulted in a referral for disciplinary action. ASI is an administrative decision and may not be refused by a student. All ASI time will be served. In the event an emergency arises and a student is unable to attend ASI, the student or parent must acquire approval from the administration prior to the absence. Refusal by a student will be considered a complete disregard of administrative authority and will result in 3-10 days OSS at Principal discretion. Upon returning from suspension, the student will serve any remaining ASI time. ASI is assigned at the discretion of the principal and will not be available for certain major offenses. Students will be allowed to ride the PALS bus home or parents may pick-up at 5 p.m. (if PALS busing is available).

In the event that Monday ASI is required, parents will be responsible for all transportation.

**ASI RULES**

1. No talking to fellow students.
2. ALL questions to the teachers must be written.
3. Both feet must be on the floor at all times.
4. No sleeping/slouching.
5. Complete all assigned work.
6. Report promptly to the classroom at 3:05 P.M.
7. All materials will accompany student to ASI daily.
8. Must stay busy at all times. If student does not bring assignments or completes all assignments, work will be provided from them to complete.
9. Student must have permission from ASI teacher to get out of desk for any reason (ex. Sharpen pencil, use computer, turn in papers, complete chores, etc.).
10. In the event an emergency arises and a student is unable to attend ASI, the student or parent must acquire approval from the administration prior to the absence. Failing to do so will result in an additional day added.

**Additional Information:**

- ASI is not intended for the use of repeat offenders
- On a 2<sup>nd</sup> infraction in ASI the student will get an additional day, the 3<sup>rd</sup> infraction warrants suspension. When returning to school the student must then complete their ASI time
- A Complete disregard of ASI authority is grounds for SUSPENSION.

# Sabine Parish School Board

**SARA P. EBARB, EdD**  
SUPERINTENDENT

695 PETERSON STREET \* P. O. BOX 1079  
MANY, LOUISIANA 71449  
PHONE (318) 256-9228 \* FAX (318) 256-0105

## UNPAID FEE COLLECTION PROCEDURE

1. A club sponsor or school administrator shall notify a parent in writing before any adverse action or denial of opportunity to a student due to an unpaid fee.
2. The notification shall state the description of the fee, the dollar amount, how the fee is to be used and the payment method of collection of the delinquent fee.
3. The notification shall also state the original deadline of the fee and give at least 5 school days from the date of the notice for the delinquent fee to be paid prior to any adverse action or denial of opportunity to a student due to an unpaid fee.
4. The notification shall make mention of the economic hardship waiver and a blank economic hardship waiver shall be attached to the letter of notification.

## ECONOMIC HARDSHIP WAIVER PROCEDURE

1. The economic hardship waiver shall be posted on each school website and printed copies of the waiver shall also be made available at each school office.
2. A parent or student may fill out the economic hardship waiver and return it to the school office in a sealed envelope marked to the attention of the school's principal.
3. If an economic hardship waiver is denied at the school level, the denial may be appealed to the Director of Student Services at the Sabine Parish School Board Central Office.
4. Appeals should be made within 10 school days of the denial.

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## Additional information relating to fees, fines, charges, and textbooks.

A fee is a fixed charge for certain services or privileges, for admission or participation in co-curricular or extracurricular activities.

Examples of things that are **NOT** fees are class rings, letter jackets, yearbooks, or similar items.

Restitution for damaged or lost textbooks or damage to other school property is not a fee.

The Sabine Parish School Board's policy regarding Student Fees, Fines, and Charges is located under file JS in its policy manual.

File JS also contains information relating to Sabine Parish School Board's Policy as it relates to Damage to Textbooks / Instructional Materials

SPSB's policy manual is located online at:

<http://policy.sabine.school/policy/SabineCAPS.htm>

NOTE -- THIS FEE SCHEDULE IS ACCURATE AS OF THE TIME OF PUBLICATION, HOWEVER FEES MAY CHANGE THROUGHOUT THE YEAR. AN UP TO DATE FEE SCHEDULE CAN BE FOUND ON THE SCHOOLS WEBSITE.

SABINE PARISH SCHOOL BOARD

FEE SCHEDULE

NAME OF SCHOOL:		EBARB HIGH SCHOOL			
FEE DESCRIPTION	DOLLAR AMOUNT	HOW THIS FEE IS COLLECTED	HOW THIS FEE IS USED	DEADLINE FOR THIS FEE	ACCEPTABLE METHODS OF PAYMENT
BETA Induction Fee	15	One time fee	To pay National BETA dues and pins	Prior to induction	Cash or Check payable to EHS
BETA Yearly Membership	15	Yearly fee	Chapter Dues, Reception, and Senior Stoles	Prior to 2nd meeting	Cash or Check payable to EHS
Senior Dues	50	25 per semester	Baccalaureat Reception and roses at graduation	1-Feb	Cash or Check payable to EHS
Girls Basketball Shoes	100	Parents pay EHS prior to season	Pay for athletic shoes	Prior to 1st scheduled game	Cash or Check payable to EHS
Boys Basketball Shoes	100	Parents pay EHS prior to season	Pay for athletic shoes	Prior to 1st scheduled game	Cash or Check payable to EHS
Cheerleaders	1420	Installments	Cheer Camp, cheer suit, and clothes	30-Sep	Cash or Check payable to EHS
FFA	20	Yearly fee	Dues and banquet	Prior to 2nd meeting	Cash or Check payable to EHS
4-H	10	Yearly fee	Dues and end of year trip	Prior to 2nd meeting	Cash or Check payable to EHS
Quiz Bowl	25	Yearly fee	Team shirts	Prior to 2nd meeting	Cash or Check payable to EHS
Softball	150	Parents pay EHS prior to season	Pay for cleats and pants	Prior to 1st scheduled game	Cash or Check payable to EHS
Baseball	150	Parents pay EHS prior to season	Pay for cleats and pants	Prior to 1st scheduled game	Cash or Check payable to EHS
Parking Permit Fee	10	5 per semester	To identify registered vehicles on campus	5th day of each semester	Cash or Check payable to EHS
Junior Dues	30	25 per semester	Prom & Ring Ceremony	1-Mar	Cash or Check payable to EHS

**ELECTRONIC TELECOMMUNICATION DEVICES**

**Grades Pre-K – 12**

No student, unless authorized by the school principal or his/her designee, shall use or operate any electronic telecommunication device, including any facsimile system, radio paging service, mobile telephone service, intercom, or electro-mechanical paging system in any elementary or secondary school building, or on the grounds thereof or in any school bus used to transport public school students. Such prohibition shall not apply to after-school functions or events when the coach, sponsor, or other school employee in charge of the event authorizes the use of such devices. A violation of these provisions may be grounds for disciplinary action, including but not limited to, suspension from school. Nothing shall prohibit the use and operation by any person, including students, of any electronic telecommunication device in the event of an emergency. *Emergency* shall mean an actual or imminent threat to public health or safety which may result in loss of life, injury, or property damage.

For purposes of this policy, the terms *use* and *operation* shall mean whenever the electronic telecommunication device is turned on.

A principal shall have the discretion to allow the use of electronic devices in accordance with established written guidelines as part of a “Bring Your Own Device” program as approved by the superintendent.

Each school principal or his/her designee has the authority to impose consequences for violations of the district’s electronic telecommunication device policy. The consequences include removal of electronic telecommunication device from student for a determined amount of days, community service, in-school suspension, out of school suspension, and/or expulsion. The consequences progress in severity for continued violations of policy. The consequences for misuse of an electronic telecommunication device shall apply to students in grades Pre-K – 12.

District Consequences for Violation of Electronic Telecommunication Device Policy		
Offense	Device Confiscated For # of School Days <sup>1</sup>	Disciplinary Consequence
1 <sup>st</sup> Offense	Up to 5 School Days	Up to 3 Days ISS <b>OR</b> 1 Full Day Saturday Detention
2 <sup>nd</sup> Offense	Up to 10 School Days	Up to 5 Days ISS <b>OR</b> 2 Full Days Saturday Detention
3 <sup>rd</sup> Offense	Up to 15 School Days	Up to 5 Days ISS <b>OR</b> 2 Full Days Saturday Detention <b>OR</b> 3 Days Out of School Suspension
4 <sup>th</sup> Offense	Up to 30 School Days <b>AND</b> Student loses right to possess phone on school campus for remainder of school year	5 Days Out of School Suspension
5 <sup>th</sup> Offense	Up to 30 School Days	Recommendation for Expulsion
<b>Student Refusal to Turn Over Electronic Telecommunication Device To School Administrator</b>	Immediate contact with parent/guardian will be made. If the parent is in agreement with student action (noncompliance with district/school policy), the student will be immediately subject to 3 Days Out of School Suspension and 3 Days ISS upon return to school. Additionally, the parent/guardian and student will be required to meet with the Director of Student Services at the Sabine Parish School Board, prior to the student’s return to school. During the meeting, the parent/guardian and student will be informed that said student has lost the right to possess a cell phone on the school campus for the remainder of the school year. If the student continues to violate the Electronic Telecommunication Device Policy upon his/her return from OSS, the student will be recommended for expulsion.	

<sup>1</sup> Parent must sign a receipt upon the return of the device.