

Many High School



Student Handbook

2020-2021

Sabine Parish School Board

Principal – Norman Booker

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Sabine Parish School Board

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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 (3rd 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.

Many High School

Welcome to Many High School. We hope the years you spend with us will be educational and rewarding. This handbook is for you. It will help you to understand the operations of the school and make your adjustment to the high school a little easier. We hope that each student will get involved in the total school program and contribute in some way to make your school a school you and the community can show with pride. The final interpretation of the rules and regulations prescribed in this handbook will be made by the Principal. Please see the parish handbook, which may be found online at school.sabine, for more details concerning school and parish policy.

MANY HIGH SCHOOL ALMA MATER

O'er the rolling hills and the plains,
Our face uplifted to God,
The majesty of her stately halls
Holds sway over all.

Oh, Many High, evermore
Thy banners waving high,
And through the halls comes this solemn cry:
God bless and keep thee always.

Many High School demands exemplary behavior from our students and rewards those who demonstrate positive behavior through our School–Wide Positive Behavior System.

P (PRODUCTIVE)

R (RESPECTFUL)

O (ON TIME)

W (WEARING PROPER ATTIRE)

L (LOOKING, LISTENING, AND LEARNING)

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Assistant Principal: Moses Curtis
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ARTICLES PROHIBITED AT SCHOOL

Problems arise each year because students have articles which are hazardous to the safety of others, or interfere, in some way with school procedure. Such items include, but are not limited to, toy guns, water pistols, knives, radios, tape recorders, video games, curling irons, dice, playing cards, and firecrackers. They will be taken from the student and disciplinary action may result.

FOOD AND DRINK/BOOK BAGS

Food and drinks are not allowed in the building.

Book bags may be worn to school but must be placed in their assigned school locker after morning assembly.

PUBLIC DISPLAY OF AFFECTION (PDA)

Public displays of affection between any two students will not be tolerated. Public displays of affection include, but are not limited to the following: hand-holding, hugging, kissing, arms wrapped around each other, sitting on one another's lap, laying your head on another's lap, etc.

ELECTION OF CLASS OFFICERS AND MR. AND MISS MHS

Students with a desire to become a class officer or run for Mr. or Miss MHS must meet the following qualifications: The student must submit an application to Mrs. Ebarb and must be in good standing with the administration of Many High School and must have been enrolled at Many Junior High School/Many High School the previous school year. Students must have a 2.5 GPA or higher to run for a class officer and a 3.0 or higher to run for Mr. and Miss MHS. Also for Mr. and Miss MHS, students must be involved in at least two extracurricular activities (clubs or sports), have no serious discipline infractions during their senior year, and have no suspensions their junior or senior year. They must be a student of MHS for all four years of high school. Once applications are received, Many High School faculty and staff will vote for class officers and Mr. and Miss MHS by using a rubric.

HOMECOMING COURT

Qualifications are as follows: must be in good standing with the administration, must have been enrolled in Many Junior High or Many High the previous school year, and must have a minimum 2.5 grade point average.

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 check out through the office.

VISITORS

Parents are always welcome at Many High School. However, all visitors must register in the office. The school policy is to accept only those visitors who have legitimate business to attend to at the school. Students are not allowed guests during instructional time.

CHECK OUT

Students will be allowed to check out of school during the school day only if a parent or legal guardian signs that student out in the school office or the student presents a note signed by the guardian. All telephones are for school business only. Students may not use the telephone for any reason other than personal illness. The adult checking a student out must be listed on the student's contact list.

POLICY FOR EARLY DEPARTURES FOR SENIORS

ALL SENIOR students are required to schedule a minimum of 1 class per semester; although 2 classes per semester are required for athletes. Parents must sign a release form in the school office within the first 5 days of school in order for seniors to be released early. If you choose to check out early you must leave campus.

EXTRACURRICULAR ACTIVITIES

All rules and regulations that apply to daily school activities apply to extracurricular activities. This includes any activities held at other locations in which Many High School is participating. Students may not be released from a class that they are presently failing. Students involved in extracurricular and athletic activities and any other field trip MUST ride to and from the activity with the team or group. NO EXCEPTIONS.

All athletes and cheerleaders are governed by LHSAA, including but not limited to eligibility, G.P.A., drug testing, release time, age and enrollment requirements, medical exams, participation forms, sportsmanship, etc.

All athletes eligible for letterman jackets must have balances paid in full before jackets are ordered. Seniors who wish to participate in sports are required to take and pass at least 4 subjects. An athlete may not quit a sport and begin another until the current sport is complete.

PROM

Many High School's PROM is for MHS Juniors and Seniors and their dates who must be younger than 20 years of age. All attendees must be in good standing financially, academically, and must meet the eligibility guidelines for extracurricular sports. Also students must not have more than 5 unexcused absences in a semester or had a suspension from school in order to attend. All deadlines for fees and PROM contracts must be in on or before the due date set by the administration of MHS.



DUAL ENROLLMENT

In collaboration with Northwestern State University, Many High School will offer dual enrollment courses. Participation in these courses will provide students the opportunity to pursue college credit for core courses while still in high school. These courses will be offered on a year to year basis. See the district handbook for current course choices.

EXCUSES FOR PHYSICAL EDUCATION

Pupils who are physically unable to participate in physical education activities must have a medical doctor's statement to the effect. The statement should be clear as to what exercises should be avoided and for what time frame. All students MUST DRESS for physical education daily unless they possess a doctor's excuse. FIVE UNEXCUSED NO-DRESS IN PHYSICAL EDUCATION WILL RESULT IN A FAILING GRADE FOR THE NINE WEEKS' PERIOD IN WHICH THEY OCCUR. STUDENTS WILL BE ALLOWED TWO PARENTAL EXCUSES/NINE WEEKS WITH NO DEDUCTIONS MADE FROM GRADE.

SCHEDULE CHANGES/ DROPPING CLASSES

Schedule changes will be permitted if one or more of the following has/have occurred: (1) If there is a duplication of a subject already passed; (2) If an administrative error was made in scheduling; (3) If a required course is needed. These changes should take place within the first 10 days of school. A GRADE OF "F" WILL BE GIVEN IN A SUBJECT DROPPED AFTER THE FIRST FIVE SCHOOL DAYS.

MAKE-UP POLICY

Any work missed because of absence or participation in school activities must be made up. For planned absences, students must secure assignments before absences. It is the student's responsibility to ask for make-up work on the first day of return after absence. Teachers will designate re-test date and date that make-up work is due. Any student absent from school for more than 3 days may request work assignments. Such requests should be made by 8:00 a.m. Assignments from teachers will be ready for pick up at 2:30 p.m. Written excuses for absences must be turned in within 5 days returning to school following the absence or the excuses will not be accepted.

REPORT CARDS

Report cards will be issued following the end of each nine weeks' period. Funds should be provided to the school in order to mail report cards home at the end of the school year. Students who do not provide funds for mailing their report card home will receive their report card at the beginning of the next school year.

GUIDANCE COUNSELOR

Guidance services are available for every student in the school. These services include assistance with educational planning, interpretation of test scores, career information, study help, help with home, school and/or social concerns, or any question the student may feel they would like to discuss with the counselor. Many problems concerning both school and one's personal life can be helped by counseling. The school counselor or your teacher will be able to try to help you with these problems.

WITHDRAWAL

The procedure for withdrawal is as follows:

1. Authorization for withdrawal must be made in person by a parent or guardian.
2. Obtain appropriate forms from the counselor's office.
3. Have the forms filled out by teachers, return all school books and library books, and make sure all fines are paid.
4. Take completed forms to the counselor's office for final clearance.

TELEPHONES

All telephones are for school business and may be used by students only in cases of emergency with the permission of the principal, assistant principal, or the secretary. Messages and deliveries from home should be left in the office. Students will be called out of class only in an emergency.

TEXTBOOKS

Textbooks are furnished by the state and are issued at the beginning of each year. If a book is lost or damaged, the parent/guardian of the student to whom the book is assigned will be expected to pay for it.

EMERGENCY INFORMATION

All students must complete a Sabine Parish Student Record Update Form at the beginning of each school year. Any changes to your address and/or telephone number must be immediately reported to the school office.

LOCKERS

Lockers are located in the Commons area of each pod and will be assigned before school begins. Students are encouraged to keep their lockers in good condition. Do not share lockers with someone else; more problems arise from this arrangement. Do not give out the combination to anyone. Under no circumstances should you ever keep money or valuables in your locker. Lockers are the property of the school and may be inspected at any time. P. E. lockers are issued by coaches.

The student is REQUIRED to rent a locker for \$5 per school year. Damage to lockers will be paid for by students. Lockers must be locked at all times.

MEDICATIONS AT SCHOOL

School personnel will not provide pupils with any medication whatsoever. If a student must take medication from home, he or she must bring the medication to the office with written instructions from the physician as to how it is to be administered.

MHS LIBRARY

Many High School is fortunate to have a very fine Media Center. It has a nice collection of books, pamphlets, magazines, and computers. The Media Center is open from 8-3 every school day.

VEHICLES

Students are to park in the designated student parking area. Students must keep speed at not more than 10 MPH in the school area and must not drive in a dangerous manner. Music should not be heard from outside the vehicle. All drivers must have a valid driver's license, and purchase a parking pass for \$5 at the beginning of the school year or when they get licensed. The school is not responsible for stolen property. Students who violate safe driving rules may have their driving privileges removed and/or face other discipline action at the discretion of the principal. Students are not permitted to return to their automobiles or to move their automobiles without permission from the principal.

SCHOOL CLOSING

In the event of severely inclement weather or mechanical breakdown, school may be closed or starting time delayed. The same conditions may also necessitate early dismissal. School closing, delayed starting time or early dismissal will be announced over major radio stations. Reports in the morning will be between 6 and 7:30 a.m. If no report is heard, it can be assumed that school will be in session. PLEASE DO NOT CALL THE SCHOOL. Telephone lines must be kept open for emergencies.

SUBSTITUTE TEACHERS

Our school is fortunate in having capable people to help us whenever our regular teachers are ill or are attending conferences. A substitute teacher is an important visitor whose impressions of our school will be carried into the community. Let us be certain that these are good impressions by being polite, helpful and considerate, as you would be to your regular teacher. Therefore, any discipline matter that arises with a MHS student not treating a substitute with the due respect deserved, the administration has the right to double the normal punishment.

LOST AND FOUND

Please take lost/found articles to the library where they can be claimed. Fines will be assessed for lost textbooks and other lost items.

WHO OWNS THIS SCHOOL

Surprisingly, YOU do! Your parents and all taxpayers are legally required to pay taxes that build and maintain the public school system. Everyone pays taxes in one form or another. Therefore, any damage done to this building, equipment, buses or books must be paid for with your own family's money. It is not enough that you should refrain from doing anything to increase this cost to your parents, neighbors and yourself, but you must help protect the schools by discouraging or reporting such activity by any others. REMEMBER, most trouble starts as fun!

CLASS DUES

Every student at Many High School is expected to pay class dues. The class dues are used to support the Homecoming activities each year. Additionally, members of the Junior Class who attend Prom are assessed "Prom Dues" in an amount determined by the class sponsors and the junior class. All dues are non-refundable.

CLASS PARTIES

There will be no parties during the school day. All parties connected with school must be approved by the Principal a week in advance of the event. No food/drink will be taken to a classroom during the school day unless approved by an administrator.



STUDENT ABSENCES AND EXCUSES

The Sabine Parish School Board recognizes that the fundamental right to attend the public schools places upon students *the accompanying responsibility to be faithful in attendance.* **Written excuses may not be accepted after 5 days of returning to school following an absence.**

1. The school shall notify the parent/guardian in writing on or before a student's 3rd unexcused absence or unexcused occurrence of being tardy and shall hold a conference with such student's parent/guardian.
2. The school shall then notify the parent/guardian of such high school student upon the 5th unexcused absence in one semester OR the parent/guardian of such elementary (K-8) student upon the 10th unexcused absence in a school year.

TARDINESS

A student is considered tardy to class if the student is not in the classroom when the bell to begin class ceases or when the bell to begin homeroom ceases. Tardy shall also mean checking out of school unexcused prior to the regularly scheduled dismissal. Students who exhibit habitual tardiness shall be subject to disciplinary action. Parents of students who continue to be tardy shall be notified for a conference with the principal, and the student may be subject to suspension from school and the parent/guardian subject to court fines or community service.

Make it a habit to be early!

DISTRICT ATTENDANCE PLAN 2020 – 2021

HIGH SCHOOL

1. School notifies in writing the parent/guardian of student with 3 unexcused days or 3 unexcused tardies in one semester (leaving school early unexcused is the same as a tardy).
2. School Notifies in writing the parents/guardian of student with 5 unexcused days or 5 unexcused tardies in one semester.
3. Upon 5th unexcused absence a MANDATORY ATTENANCE MEETING is held at the school with the parent. Home visit will be made if parent is unable to attend meeting. Parent and Student enter contract with school. A FINS referral is started at this time.
4. On the 6th unexcused day or tardy in one semester, the school assigns Attendance Recovery in writing. **ALL REPORT CARD GRADES ARE "F" UNTIL THE NUMBER OF UNEXCUSED DAYS OR TARDIES IS 5 OR BELOW.**

Once a case has been referred to FINS and no improvement is seen, the parents are then **REQUIRED** to see the Sabine Parish Judge. The Child Welfare and Attendance Officer conducts attendance monitoring at the end of each grading period.

We appreciate parents who are responsible in getting their child/children to school each day.

Of course, if your child is not at school it is very difficult for him or her to make adequate academic strides. Additionally.....

- **Students who have excellent attendance in school will more likely have an excellent work ethic when joining the workforce.**
- **Students with excellent attendance make and keep friends easier.**
- **Students who are habitually absent have a difficult time making and keeping friends.**
- **Teachers work hard! When students are habitually absent, teachers have extra work in helping your child catch-up while your child is trying to learn the current day's work.**

TRUANCY

The Sabine Parish School Board recognizes truancy as absence from class or school for any portion of a period or day without permission from home or school. Students may not leave campus before, during, or after school while waiting for transportation, or from any disciplinary session which the student has been directed to attend. Violations of attendance laws and regulations may lead to suspension and/or expulsion from school.

A student shall be considered habitually absent or habitually tardy when either condition continues to exist after all reasonable efforts by any school personnel, truant officer, or other law enforcement personnel have failed to correct the condition after the 5th absence or 5th tardy within any school semester.

Any student who is a juvenile and who is considered habitually absent from school or habitually tardy shall be reported by Supervisor of Child Welfare and Attendance to the family or juvenile court of the parish or city as a truant child. Tardy is defined as arriving late or leaving school early unexcused.

Because you are in high school, absences and tardies are calculated each period of the day. **Missing one class 6 times in one semester without** a valid excuse, as defined in the district handbook, warrants a truancy notification.

GRADING POLICY

Grading Scale Grades 3 – 12

A 100-93

B 92-85

C 84-75

D 74-67

F 66-0

Course value shall be determined as follows:

Regular Courses Advanced-level Courses

A = 4

A = 5

B = 3

B = 4

C = 2

C = 3

D = 1

D = 2

F = 0

F = 0

Grading Policy for End-of-Course (EOC) Tests

Students enrolled in a course for which there is an EOC test must take the EOC test. The EOC test score shall count as 15% of the student's final grade for the course.

Report Cards

Report cards are issued at the end of each 9-week period. Interim reports will be issued midway of each nine-week period.

CLASS RANKINGS

Final senior ranking will be determined using the following steps:

1. Each course grade shall be determined in strict accordance with the Sabine Parish grade averaging procedures for grades 5-12. The final course grade, expressed as a letter grade, shall be used in ranking students.
2. The grades in all courses in which students were enrolled for Carnegie Credit shall be used to determine class rankings. In instances where courses were repeated, the higher grade shall be used.
3. Quality points shall be determined by:

$$\text{Course Value} \times \text{Course Credit} = \text{Quality Points}$$

4. Course value shall be determined as follows:

Regular Courses	Advanced-level Courses
A = 4	A = 5
B = 3	B = 4
C = 2	C = 3
D = 1	D = 2
F = 0	F = 0

5. **Advanced-level courses prior to the 2014-2015 academic year:** Chemistry, Physics, Biology II, Foreign Language, Survey Arts, Algebra II, Advanced Math-including Calculus and Trigonometry, Advanced Placement Courses with state approval
6. Any of the above-listed courses delivered by electronic means through tele learning or downlink to the high school for approved high school credit.
7. All dual-enrollment courses taken in conjunction with a four-year accredited university and any TOPS University Dual Enrollment course.
8. **Any subsequent courses approved by the Sabine Parish School Board for advanced-level credit.**

The Sabine Parish School Board has approved the following dual- enrollment course for use in calculating GPA: English 1010, English 1020, Math 1020, Math 1090, History 2010, History 2020, and Fine Arts 1040.

9. A student's grade point average will be determined by dividing total quality points earned by credits earned. The exception is when a student makes an F in a course and DOES repeat the course for passing credit.
10. Class ranking shall be determined by computing each student's grade point average, rounded to the hundredth's place.

Cum Laude System

Beginning with students entering 9th grade during the 2012-2013 school year, a new graduation recognition program, known as the *Cum Laude* system will begin.

All high school students entering the ninth grade during the 2012-2013 school year that are pursuing a high school diploma will be eligible upon graduation to earn one of several special recognitions based on the final grade point average.

Example:

Rank Description	Grade Point Average (GPA)
Summa Cum Laude (with highest praise)	4.00 and higher
Magna Cum Laude (with great praise)	3.75 to 3.99
Cum Laude (with praise)	3.50 to 3.74
Honor Graduate	3.00 to 3.49

Among the many benefits of this system is that beginning with the graduating class of 2016, the highest honors in a graduating class will no longer be limited to a Valedictorian and Salutatorian. Every student, rather than just one or two who excels academically, will be appropriately recognized. While the former designations of Valedictorian and Salutatorian will no longer be used for the Commencement Ceremonies, class rank will continue to be calculated based on a weighted grade point average system. Students who take Advanced Placement and Dual Enrollment courses will continue to add “weighted” grade points to their average, and the resulting weighted GPA will continue to be used for admission and scholarships to colleges and universities.

Beginning with students entering the 9th grade in 2014-2015 and graduating in the 2017-2018 school year and thereafter, the calculation of the TOPS Core Curriculum grade point average (GPA) will use a five- (5.00) point scale for grades earned in certain designated Advanced Placement (AP) courses; International Baccalaureate (IB) courses; Gifted courses; Dual Enrollment courses, Honors courses and Articulated courses offered for college credit by the Louisiana School for the Math, Science and the Arts used to complete the TOPS Core Curriculum. The courses currently designated to be calculated on the 5.00 point scale can be viewed at <https://www.osfa.la.gov/5scale>.

As of August 25, 2014, BESE and the Board of Regents designated the Honors or Articulated Courses that will be calculated on the five- (5.00) point scale. For the designated courses, five quality points will be assigned to a letter grade of “A”, four quality points will be assigned to a letter grade of “B”, three quality points will be assigned to a letter grade of “C”, two quality points will be assigned to a letter grade of “D”, and zero quality points will be assigned to a letter grade of “F”. Note that students earning credit in courses graded on the five (5.00) point scale may earn a grade point average on the TOPS Core Curriculum that exceeds 4.00.

GRADUATION COMMENCEMENT SPEAKERS

Each school will determine the number of students to speak at graduation ceremonies based upon the highest performing GPA and/or other outstanding scholastic achievements.

Honor Roll

PRINCIPAL’S LIST—The grade in each class must be at least 93 percent.

“A” HONOR ROLL—The overall grade point average must be 93 percent with no grade (on the report card) below 85 percent.

“B” HONOR ROLL—The overall grade point average must be 85 percent with no grade (on the report card) below 75 percent.

No student will be eligible for any honor roll category if their grade falls into a lower category due to a suspension or other punitive action. These categories are designed to honor students who are striving to achieve with optimum effort.

In order to qualify for an academic jacket, a student must earn A’s in every class for 3 consecutive years. At the end of his/her junior year, a student may order a jacket. No jackets will be ordered during a student’s senior year. (Effective for 2008-2009 incoming freshmen)



Student Rights and Responsibilities

In fulfilling his/her responsibilities each student shall:

1. Become informed of and adhere to the rules and regulations established by the Sabine Parish School Board and implemented by school administrators and teachers.
2. Recognize the authority of all teachers and other school personnel.
3. Respect the human dignity and worth of every other individual.
4. Refrain from libel, slanderous remarks, and unnecessary obscenity in verbal and written expression.
5. Study diligently and maintain the best possible level of academic achievement.
6. Be punctual and present in the regular school program to the best of his/her ability.
7. Dress and groom in a manner that meets reasonable standards of health, cleanliness, and safety.
8. Help maintain and improve the school environment; preserve school property and exercise the utmost care while using school facilities.
9. Refrain from gross disobedience or misconduct or behavior that disrupts the educational process.
10. Continue or become actively involved in one's education, understanding of people and preparation for adult life.

MANY HIGH SCHOOL STUDENT DRESS CODE

MANY SCHOOLS' DRESS CODE

Students attending Many Elementary School, Many Junior High School, and Many High School shall be required to wear uniforms to school. Transfer students will be given three (3) calendar weeks to acquire a proper uniform. The same amount of time shall be given to acquire a proper uniform for students who have a documented disaster, such as a fire or other emergency situation designated by the school principal.

The student dress code for Many Schools grades PK-12 shall be as follows:

Uniform Colors:

1. Shirts/Tops – Solid red, white, or black
2. Bottoms – Khaki

Shirts/Tops shall be worn as follows:

1. Solid color shirts and tops must be oxford or polo style with sleeves and a collar.
2. Solid red, white, or black turtlenecks or undershirts may be worn under oxford or polo shirts.
3. Shirts/tops must be tucked in (this is waived for PK-3rd).
4. Over-sizing of tops or vests of any kind is NOT permitted.
5. Slip over sweatshirts are NOT permitted.

Shirts/tops must have no labels, logos, emblems or writing other than the name of the school or school mascot such as “Many Tigers” on them.

Bottoms shall be worn as follows:

- A. Girls – pants, skirts, skorts, Capri’s, jumpers, and shorts. All bottoms must be hemmed.
 1. All bottoms must be worn at waist level. No sagging pants are allowed.
 2. Belts must be worn with bottoms that have belt loops.
 3. Belts must be black or brown with no writings, markings or pictures on the belt or buckle.
 4. Skirts, skorts, shorts or jumpers must be worn at no more than 4 inches above the knee.
 5. Slits must not be above the knee.
 6. If jumpers are worn, uniform tops must be worn underneath.
- B. Boys – pants or shorts:
 1. All bottoms must be hemmed.
 2. All bottoms must be worn at waist level. NO sagging pants are allowed.
 3. Shorts must be knee length (this is waived for PK-3rd)
 4. Belts must be worn with bottoms that have belt loops.
 5. Belts must be black or brown with no writings, markings, or pictures on the belt or buckle.
 6. Pants that have the elastic waist and/or elastic bottoms are not allowed.

Socks and Shoes shall be worn as follows:

1. All shoes must have closed toe and closed backs or heel straps that fit snugly.
2. Shoes must have flat heels, NO high heels at all are allowed.
3. NO house shoes allowed.
4. Boots for boys must be worn with pants outside the boot.
5. Boots for girls must have a flat heel and must be worn with pants outside the boots.
6. All shoes with laces must be laced completely at all times and may not be worn untied.
7. If socks are worn, they must match the shirt or pant color or be white.

Outerwear requirements:

1. Lightweight jackets or sweaters must be a non-hooded red, white, or black with no writings, markings or pictures. They may be worn in the classrooms but MUST remain unzipped at all times.
2. Oversize jackets & coats are NOT allowed. This includes trench coats or dusters.
3. Outerwear may NOT extend below the knee.
4. NO caps, hats, or hoods may be worn in the building.

General Dress Requirements:

1. Baggy, sagging, oversized or tight fitting clothing are NOT acceptable and thus prohibited.
2. Underwear must not be visible.
3. Earrings are limited to earlobes. PK-8th grade are allowed 1 pair of stud earrings in the earlobe only. For grades 9-12 hoop style earrings must not exceed one (1) inch in diameter/dimension there is a limit of 2 earrings per ear for grades 9-12.
4. Body piercing or tattoos that are visible are NOT permitted; for example, no nose or eyebrow or lip rings.
5. Necklaces are limited to two (2) with the chains not wider than ½ inch and attached pendants should not exceed 1 ½ inches in dimension.
6. Collar style necklaces, gel bracelets, spike bracelets, and bracelets with charms larger than 1 inch are NOT permitted.
7. Chains, necklaces & bracelets are NOT allowed for PK-3rd grade.
8. Charms and pendants shall be school appropriate, marijuana leaves, playboy symbols, etc. will NOT be permitted.
9. No combs, picks, rakes, and/or beads shall be worn in the hair. Hair color should be natural and/or limited to the natural range of blonde, brunette, and black.
10. Students are not to have anything in their mouths while in the building. This includes but is not limited to gum, candy, toothpicks, straws, and removable gold teeth.
11. Student shouldn't wear anything with marijuana, cigarettes, alcohol etc. or anything deemed inappropriate by administration anywhere on their body.
12. The only hoodies that can be worn are the four hoodies that are sold out of the MHS office. Please see school office staff for details.
13. While in the current Covid pandemic crisis student will be required to wear a mask. Student's mask shouldn't have anything with marijuana, cigarettes, alcohol etc. or what could be considered politically divisive, or anything deemed inappropriate by administration.
14. No bandanas can be used as mask for Covid protection.

Spirit Days

The principal can declare Fridays as “spirit shirt” day on which students may be permitted to wear “spirit shirts” in lieu of regular uniform tops. However “spirit shirts” must be tucked in and comply with school colors (red, white, or black) and shall not be cut or frayed or tied in anyway. Solid white tee shirts are NOT allowed. Uniform bottoms must be worn as usual. Belts will be required on these days also.

Dress Down Days

Dress down days may be declared by the principal on special occasions. This would allow students to wear the apparel of their choice in compliance with the general dress code.

Dress Code at School Events

The general dress code applies to ALL STUDENTS AT ALL SCHOOL SPONSORED ACTIVITIES—ON OR OFF CAMPUS. School sponsored events include (but are not limited to) ball games, graduation, prom, homecoming, parent-night programs, etc. This includes away games where MHS is participating.

FINAL INTERPRETATION OF THE DRESS CODE AND CONSEQUENCES FOR VIOLATING RULES AND REGULATIONS WILL BE LEFT TO THE DISCRETION OF THE PRINCIPAL.

BEHAVIOR AND DISCIPLINE

Many High School demands exemplary behavior from our students and rewards those who demonstrate positive behavior through our School–Wide Positive Behavior System.

P (PRODUCTIVE)

R (RESPECTFUL)

O (ON TIME)

W (WEARING PROPER ATTIRE)

L (LOOKING, LISTENING, AND LEARNING)

Self-discipline is the most effective kind and students are to assume responsibility for their behavior. When student behavior is not acceptable, necessary action will be taken.

According to state law, the teacher or school administrator shall have the same right as a parent 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.



MANY HIGH SCHOOL DISCIPLINE POLICY

*****Due to the current pandemic ongoing in our country the school may have to pivot to platooning and/or full time online classes. Punishments for Behavioral offenses will be adjusted by administration to fit the current setting that the school is presently in. The following policy is for the full time (normal 5 days a week) school setting.**

Behavior

Inappropriate articles (principal discretion) cells, iPods
Mp3's, cellphone watches etc.

First offense:

Second offense:

Third offense:

Fourth offense:

Leaving assigned location without permission

Defacing or destroying property (minor)

Profanity

Classroom/School disturbance; not prepared for class

Willful disobedience or disrespect

Eating unless otherwise allowed/gum chewing

Cheating

Tardies (3 per class per semester plus any subsequent tardy)

Public Display of Affection

Dress Code (Minor) First offense:

Second offense:

Third offense:

Fourth offense:

Fifth offense:

Punishment

Confiscate phone and keep for 5 school days while student completes 3 days of SAC

Confiscate phone and keep during 5 school days while Student completes 5 days of SAC

Confiscate phone and keep for 15 school days. Student completes 5 days of SAC

3-5 day suspension.

Confiscate phone for 30 school days

3-5 days SAC

RESTITUTION AND 3-5 days SAC

3-5 days SAC or suspension

3-5 days SAC

3-5 days SAC

3-5 days SAC

3-5 days SAC

3 days SAC

3-5 days SAC (separately)

3 days of SAC

5 days of SAC

10 days of SAC

3 days – Out-of-School Suspension

5 days – Out-of-School Suspension

Suspensions

Behavior	Punishment
Possession of tobacco or use of tobacco (This includes the use of or possession of a vape)	3 days out-of-school suspension
Fighting (principal discretion on severity of fight could change punishment)	1st offense—3 to 5 days out-of-school suspension and turned over to authorities 2nd offense---3 to 5 days out-of-school Suspension and turned over to authorities With possible expulsion
Inappropriate web sites	3 days out-of-school suspension/ removal of computer privileges
Profanity directed towards teacher or staff	5 days out-of-school suspension with possible expulsion
Skipping school	3 days out-of-school suspension or 10 days SAC
Stealing	3 days out-of-school suspension unless further discipline warranted
Threatening faculty or staff	Indefinite out-of-school suspension/ expulsion
Refusal to accept punishment	3 days suspension plus make up original punishment
Complete disregard of administrative authority	5 days or indefinite suspension at principal's discretion

**After 3 referrals, the administration reserves the right to begin the expulsion process with suspensions.

A SPARK assignment may be offered in lieu of suspension. All discipline and SAC policies will be enforced by the principal or his appointed designee. SAC is considered an administrative decision. Students assigned to SAC will not be dismissed before school is out to participate in any extra-curricular activity. A SPARK assignment is contingent upon new SPARK procedures and regulations for 19-20 school year.

Pease see the district handbook for further information regarding discipline, suspension, expulsion, and SPARK.

Electronic Devices / Cell Phones

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. 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. Cell phones and all other telecommunication devices **must be turned off, stowed away out of sight and not used during the instructional day or while riding a school bus.** Each school will have in place corrective strategies for offenders.

Rules for School Bus Riders

A school bus with undisciplined passengers is a hazardous bus. The misbehavior of the students can lead to accidents. The driver must concentrate on the driving task at hand and cannot be expected to constantly discipline the students while the bus is in motion. Therefore, for the safe operation of the school bus, students should be aware of and obey the following safety rules:

1. Cooperate with the driver; your safety depends on it.
2. Be on time; the bus will not wait.
3. Cross the road cautiously under the direction of the driver when boarding and leaving the bus.
4. Follow the driver's instructions when loading and unloading.
5. Remain quiet enough not to distract the driver.
6. Have written permission and be authorized by the principal to get on or off at a stop other than the designated stop.
7. Remain seated at all times when the bus is in motion.
8. Keep arms, head or other objects inside the bus at all times.
9. Refrain from throwing objects in the bus or out of windows and doors.
10. Use emergency exits only for emergencies, and when instructed to do so.
11. Refrain from eating or drinking on the bus.
12. Avoid the use or possession of tobacco, matches, cigarette lighters, obscene materials, weapons, drugs or other prohibited items on the bus.
13. Take no glass objects or other objects on the bus if prohibited by state, federal law or local school board policies.
14. Take no band instruments, projects and other objects too large or too hazardous to be held by the passenger or stowed safely under the seat.
15. Refrain from damaging the bus in any way.
16. Be courteous, and safety-conscious. Protect your personal riding privilege, and enjoy the ride.

CAFETERIA AND MEALS

CAFETERIA

In order to keep the cafeteria clean and attractive, the following rules must be observed:

1. Always use a tray.
2. Keep milk cartons, food and waste paper on the tray.
3. Empty all debris from trays into the paper containers.
4. Keep tables and floors clean.
5. Talk in a normal voice. Group cheering, jeering or singing will be regarded as a breach of the peace.
6. Keep the cafeteria lines orderly.
7. Never push or run.
8. All food must be eaten at the table.
9. Pick up and clean up any food you drop or spill.
10. Respect cafeteria duty teacher's authority.
11. Gum chewing is not permitted.
12. No glass containers are allowed in school.
13. No carbonated beverages are allowed in the cafeteria.
14. Food from restaurants/fast food establishments may not be brought to school.

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.

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

A fee is a fixed charged 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://www2.sabine.k12.la.us/policy/caps/SabineCAPS.htm>

Many High Fee Schedule					
FEE DESCRIPTION	AMOUNT	HOW THIS FEE IS COLLECTED	HOW THIS FEE IS USED	DEADLINE FOR THIS FEE	ACCEPTABLE USE OF PAYMENT
FBLA	\$25	By Mrs. Martinez or Mrs. Gordon	State and National Dues	Sponsor will set.	cash or check
FFA	\$20	Mr. Simmons	State, National, and Local dues	Sponsor will set.	cash or check
BETA (new members)	\$30	Mrs. Gribbin or Mrs. Dockens	National dues, ceremonies, awards, service project items	Sponsor will set.	cash or check
BETA (returning members)	\$15	Mrs. Gribbin or Mrs. Dockens	Ceremonies, awards, service project items	Sponsor will set.	cash or check
Library Club	No fee	Mrs. Fulton	Book Talks	Sponsor will set.	cash or check
4H	\$5	Mrs. Fulton	Area Fee	Sponsor will set.	cash or check
Locker	\$5	Mr. Curtis	PBIS Rewards	1 st 9 Weeks	cash
Parking Pass	\$5	Mr. Curtis	PBIS Rewards	First month	cash