

# Slaughter Community Charter School Student Handbook

Updated July 2023

| PRINCIPAL'S MESSAGE  | 3  |
|--|--|
| Mission Statement  | 4  |
| Core Values  | 4  |
| Goals  | 4  |
| SCHOOL CALENDAR 2023-24  | 5  |
| REPORT CARDS AND PROGRESS REPORTS  |  |
| SCHOOL-WIDE LITERACY   |  |
| ATTENDANCE   |  |
| Arrival  |  |
| Dismissal  |  |
| Absences.  |  |
| Perfect Attendance   |  |
| Tardies to School  |  |
| Tardies to Class   |  |
| STUDENT PRIVILEGES   |  |
|  |  |
| Student Athletes   |  |
| Restroom Passes  |  |
| Food and Beverages   |  |
| Internet Acceptable Use Policy/Technology Infractions  |  |
| TRANSPORTATION GUIDELINES  |  |
| Bus Transportation   |  |
| Carpool Riders   |  |
| SCCS School Parking Guidelines   |  |
| DISCIPLINE   |  |
| Zero Tolerance   |  |
| Infractions of School Rules and Disciplinary Action  |  |
| Suspensions  | nark not defined.  |
| Expulsions   |  |
|  | 10   |
| The Application of Self Defense  |  |
| The Application of Self Defense<br>ELECTRONIC DEVICES  |  |
|  |  |
| ELECTRONIC DEVICES   |  |
| ELECTRONIC DEVICES   |  |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS   |  |
| ELECTRONIC DEVICES   | 12<br>12<br>12<br>12<br>13<br>13<br>13   |
| ELECTRONIC DEVICES   | 12<br>12<br>12<br>12<br>13<br>13<br>13<br>13   |
| ELECTRONIC DEVICES   |  |
| ELECTRONIC DEVICES   |  |
| ELECTRONIC DEVICES   | 12<br>12<br>12<br>13<br>13<br>13<br>13<br>13<br>14<br>14<br>14<br>14   |
| ELECTRONIC DEVICES   | 12<br>12<br>12<br>13<br>13<br>13<br>13<br>14<br>14<br>14<br>14<br>14<br>14   |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards  | 12<br>12<br>12<br>13<br>13<br>13<br>13<br>14<br>14<br>14<br>14<br>14<br>14<br>14   |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>ACADEMIC POLICIES<br>Course Requirements  | 12<br>12<br>12<br>13<br>13<br>13<br>13<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14   |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>ACADEMIC POLICIES<br>Course Requirements<br>Graduation Information  | 12<br>12<br>12<br>13<br>13<br>13<br>13<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14   |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING.<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>ACADEMIC POLICIES<br>Course Requirements<br>Graduation Information   | 12<br>12<br>12<br>13<br>13<br>13<br>13<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14   |
| ELECTRONIC DEVICES   | 12<br>12<br>12<br>13<br>13<br>13<br>13<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14   |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>ACADEMIC POLICIES<br>Course Requirements<br>Graduation Information<br>TOPS Scholarship Information<br>Spanish I/II Final Exams<br>Assessment Policies and Make up Work  | 12<br>12<br>12<br>13<br>13<br>13<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14   |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>ACADEMIC POLICIES<br>Course Requirements<br>Graduation Information<br>TOPS Scholarship Information<br>Spanish I/II Final Exams<br>Assessment Policies and Make up Work<br>Homework Policy.  | 12<br>12<br>12<br>13<br>13<br>13<br>13<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14   |
| ELECTRONIC DEVICES   | 12         12         12         13         13         13         14         14         14         14         14         14         14         14         15         14         15         15         15 |
| ELECTRONIC DEVICES   | 12<br>12<br>12<br>13<br>13<br>13<br>13<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14<br>14   |
| ELECTRONIC DEVICES   | 12         12         12         13         13         13         14         14         14         14         14         14         14         14         14         14         14         14         14         14         14         14         15         16           16          12          13          14          14          15<    |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULL YING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>ACADEMIC POLICIES<br>Course Requirements<br>Graduation Information<br>TOPS Scholarship Information<br>Spanish I/II Final Exams<br>Assessment Policies and Make up Work.<br>Homework Policy<br>Parents'/Guardians' Responsibilities<br>Students' Responsibilities<br>Academic Dishonesty<br>PARENT/GUARDIAN GUIDELINES  | $\begin{array}{c} 12 \\ 12 \\ 12 \\ 12 \\ 13 \\ 13 \\ 13 \\ 14 \\ 14 \\ 14 \\ 14 \\ 14$  |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>ACADEMIC POLICIES<br>Course Requirements<br>Graduation Information<br>TOPS Scholarship Information<br>Spanish I/II Final Exams<br>Assessment Policies and Make up Work.<br>Homework Policy<br>Parents'/Guardians' Responsibilities<br>Students' Responsibilities<br>Academic Dishonesty<br>PARENT/GUARDIAN GUIDELINES<br>Visitation Policy  | $\begin{array}{c} 12 \\ 12 \\ 12 \\ 13 \\ 13 \\ 13 \\ 13 \\ 14 \\ 14 \\ 14 \\ 14$  |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING.<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories.<br>Physical Education Uniforms.<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards.<br>ACADEMIC POLICIES<br>Course Requirements<br>Graduation Information<br>TOPS Scholarship Information<br>Spanish I/II Final Exams<br>Assessment Policies and Make up Work.<br>Homework Policy.<br>Parents'/Guardians' Responsibilities.<br>Students' Responsibilities<br>Academic Dishonesty.<br>PARENT/GUARDIAN GUIDELINES<br>Visitation Policy<br>Teacher/Parent Conferences   | $\begin{array}{c} 12 \\ 12 \\ 12 \\ 13 \\ 13 \\ 13 \\ 14 \\ 14 \\ 14 \\ 14 \\ 14$  |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>ACADEMIC POLICIES<br>Course Requirements<br>Graduation Information<br>TOPS Scholarship Information<br>Spanish I/II Final Exams<br>Assessment Policies and Make up Work<br>Homework Policy<br>Parents'/Guardians' Responsibilities<br>Students' Responsibilities<br>Academic Dishonesty<br>PARENT/GUARDIAN GUIDELINES<br>Visitation Policy<br>Teacher/Parent Conferences<br>Contact Information  | $\begin{array}{c} 12 \\ 12 \\ 12 \\ 13 \\ 13 \\ 13 \\ 14 \\ 14 \\ 14 \\ 14 \\ 14$  |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>Course Requirements<br>Graduation Information<br>TOPS Scholarship Information<br>Spanish I/II Final Exams<br>Assessment Policies and Make up Work<br>Homework Policy<br>Parents'/Cuardians' Responsibilities<br>Students' Responsibilities<br>Academic Dishonesty<br>PARENT/GUARDIAN GUIDELINES<br>Visitation Policy<br>Teacher/Parent Conferences<br>Contact Information<br>SCHOOL FEES & EXPENSES   | $\begin{array}{c} 12 \\ 12 \\ 12 \\ 13 \\ 13 \\ 13 \\ 14 \\ 14 \\ 14 \\ 14 \\ 14$  |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>ACADEMIC POLICIES<br>Course Requirements<br>Graduation Information<br>TOPS Scholarship Information<br>Spanish I/II Final Exams<br>Assessment Policies and Make up Work<br>Homework Policy.<br>Parents'/Guardians' Responsibilities<br>Students' Responsibilities<br>Academic Dishonesty<br>PARENT/GUARDIAN GUIDELINES<br>Visitation Policy<br>Teacher/Parent Conferences<br>Contact Information<br>SCHOOL FEES & EXPENSES<br>MEDICATION POLICY  | $\begin{array}{c} 12 \\ 12 \\ 12 \\ 13 \\ 13 \\ 13 \\ 14 \\ 14 \\ 14 \\ 14 \\ 14$  |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>ACADEMIC POLICIES<br>Course Requirements<br>Graduation Information<br>TOPS Scholarship Information<br>Spanish I/II Final Exams<br>Assessment Policies and Make up Work<br>Homework Policy.<br>Parents'/Guardians' Responsibilities<br>Students' Responsibilities<br>Academic Dishonesty<br>PARENT/GUARDIAN GUIDELINES<br>Visitation Policy<br>Teacher/Parent Conferences<br>Contact Information.<br>SCHOOL FEES & EXPENSES<br>MEDICATION POLICY | $\begin{array}{c} 12\\ 12\\ 12\\ 12\\ 13\\ 13\\ 13\\ 13\\ 14\\ 14\\ 14\\ 14\\ 14\\ 14\\ 14\\ 14\\ 14\\ 14$   |
| ELECTRONIC DEVICES<br>SAFE SCHOOLS REPORTING<br>ANTI-BULLYING POLICY<br>UNIFORM AND GROOMING REGULATIONS<br>Hair/Headwear<br>Accessories<br>Physical Education Uniforms<br>Free Dress Policy<br>After School Dress Policy<br>Student Identification Cards<br>ACADEMIC POLICIES<br>Course Requirements<br>Graduation Information<br>TOPS Scholarship Information<br>Spanish I/II Final Exams<br>Assessment Policies and Make up Work<br>Homework Policy.<br>Parents'/Guardians' Responsibilities<br>Students' Responsibilities<br>Academic Dishonesty<br>PARENT/GUARDIAN GUIDELINES<br>Visitation Policy<br>Teacher/Parent Conferences<br>Contact Information<br>SCHOOL FEES & EXPENSES<br>MEDICATION POLICY  | $\begin{array}{c} 12 \\ 12 \\ 12 \\ 12 \\ 13 \\ 13 \\ 13 \\ 14 \\ 14 \\ 14 \\ 14 \\ 14$  |

Contents

#### PINCIPAL'S MESSAGE

Welcome to the next chapter of Slaughter Community Charter School, home of the Knights. It is my joy to serve as your Director, and on behalf of the SCCS community, welcome to a new school year! We are excited to press on in learning many new things, making new friendships, and engaging our community in our Knight pride.

#### Dear Students,

There's lots to do, so let's focus! The path of a Knight is not for the faint-of-heart. It is challenging, it is hard work, but it is worth it. Make every day count, and use each minute wisely. Remember, you are the only person that you can control. Consider this, every decision that you make will move you closer to your educational goals.

As a Slaughter Knight, you will be expected to:

- Come to school all day, every day!
- Be alert and ready to learn when you walk onto campus.
- Be respectful to all SCCS staff, students, and visitors.
- Take care of our campus by disposing of trash properly, cleaning up messes, and keeping the walls clean.
- Follow the directions of teachers and administrators.
- Review the handbook. Be sure you are knowledgeable about student expectations and consequences.

#### Dear Parents/Guardians,

Thank you for choosing SCCS and entrusting us with the education of your child(ren). We are excited to pour into your child academically, socially, and emotionally. Our goal is to empower your son/daughter to achieve their very best and prepare him/her for their next step. Help us by committing to stay involved with their education! Consider the following suggestions to providing support for your child and staying connected with SCCS.

- Attendance has a huge impact on a child's achievement. Please assist us in getting your child to school on time. When possible, schedule medical appointments on Mondays.
- School dismisses at 3:50, but learning extends outside the classroom, and learning is never complete. Even if there are no given assignments, encourage your child to read, write, and study at home throughout the week
- Talk to your child about their school day. Ask specific questions that cannot be answered with one word. For example, "What was the best thing about school today?" or "How did your history presentation go?"
- Review your child's grades with them and discuss strategies for maintaining or improving their grades.
- Contact your child's teachers if you have concerns. We all want your child to be successful and are happy to speak with you either in person or over the phone.
- Direct any health or safety concerns you may have to me as soon as possible. If you believe your child is being bullied or disrespected, report it immediately.

#### MISSION STATEMENT

#### Every Day, Every Knight Will Advance

#### **Core Values**

- We value and honor individual diversity in our students and their families.
- Honesty and open communication are the foundation of our professional relationships. We respect, support, and value each member of our school family.
- We will ensure that every day, every knight will advance.
- We are committed to a positive attitude which enhances self-esteem for students, staff, and families. We utilize a pro-active approach which empowers the school community to achieve mutual goals.
- We recognize that our obligations go beyond our professional responsibilities. We view fellow staff members and students as part of our extended family.

#### Goals

Attendance: Average daily attendance for staff and students will be 98% or greater.

Grades: All students will earn a "B" or better in all academic grades.

Student Proficiency: One hundred percent of all students will score proficient or better on state assessments.

Behavior: No student will have any major behavior referrals during the year.

Campus: The school campus will be clean, appealing, and safe.

Affective: All students will enjoy school; all employees will enjoy their work.

#### **Knights' Positive Behavior Motto**

KNIGHTS Are NOBLE INDEPENDENT GLOBAL THINKERS We HUSTLE and Work as a TEAM For SUCCESS

.

| Slaughter Community Charter School   |   |  |  |
|--|---|--|--|
|  | 2023 - 2024   | 4 Calendar   | 1  |
| July 31-1: Teachers PD<br>2: Students First Day<br>18 Instructional Days   | S         M         T         W         Th         F         S           31         1         2         3         4         5           6         7         8         9         10         11         12           13         14         15         16         17         18         19           20         21         22         23         24         25         26           27         28         29         30         31   | M         T         W         Th         F         S           1         2         3         4         5         6           7         8         9         10         11         12         13           14         15         16         17         18         19         20           21         22         23         24         25         26         27           28         29         30         31   | <ul> <li>2-5: Christmas/Winter Break</li> <li>8: Teachers PD</li> <li>9: Students Return</li> <li>14 Instructional Days</li> </ul>   |
| 1: Progress Reports Issued<br>22: Homecoming/Early Dismissal<br>17 Instructional Days                            | SEPTENDER 2023           S         M         T         W         Th         F         S           3         4         5         6         7         8         9           10         11         12         13         14         15         16           17         18         19         20         21         22         23           24         25         26         27         28         29         30  | FEBRUARY 2024           S         M         T         W         Th         F         S           u         u         u         1         2         3           4         5         6         7         8         9         10           11         12         13         14         15         16         17           18         19         20         21         22         23         24           25         26         27         28         29         u         u | 2: Progress Reports Issued<br>13-14: Mardi Gras<br>15 Instructional Days   |
| 6: End of 1 <sup>st</sup> Nine Weeks<br>10-11: Fall Break<br>27: Early Dismissal<br><i>15 Instructional Days</i> | S         M         T         W         Th         F         S           1         2         3         4         5         6         7           8         9         10         11         12         13         14           15         16         17         18         19         20         21           22         23         24         25         26         27         28           29         30         31  | VARCH 2024           S         M         T         W         Th         F         S           3         4         5         6         7         8         9           10         11         12         13         14         15         16           17         18         19         20         21         22         23           24/<br>31         25         26         27         28         29         30  | 1: Early Dismissal<br>8: End of 3 <sup>rd</sup> Nine Weeks<br>12: ACT for 11 <sup>th</sup> Grade<br>13: ACT for 10 <sup>th</sup> Grade<br>14: PreACT 8/9<br>29: Easter Break<br>16 Instructional Days              |
| 3: Progress Reports Issued<br>17: Early Dismissal<br>21 - 24: Thanksgiving Break<br>14 Instructional Days        | S M         T         W         The S           S         M         T         W         Th         F         S           0         0         1         2         3         4           5         6         7         8         9         10         11           12         13         14         15         16         17         18           19         20         21         22         23         24         25           26         27         28         29         30 | S PRIL 2024           S         M         T         W         Th         F         S           1         2         3         4         5         6           7         8         9         10         11         12         13           14         15         16         17         18         19         20           21         22         23         24         25         26         27           28         29         30  | 2-5: Easter Break<br>12: Progress Reports Issued<br>26: Early Dismissal<br>30: MS LEAP Testing<br><i>13 Instructional Days</i>   |
| 21: End of 2 <sup>nd</sup> Nine Weeks<br>22 - 29: Christmas/Winter Break<br><i>12 Instructional Days</i>         | S         M         T         W         Th         F         S           3         4         5         6         7         8         9           10         11         12         13         14         15         16           17         18         19         20         21         22         23           24/<br>31         25         26         27         28         29         30  | NH Y 2024           S         M         T         W         Th         F         S           0         0         1         2         3         4           5         6         7         8         9         10         11           12         13         14         15         16         17         18           19         20         21         22         23         24         25           26         27         28         29         30         31         -   | 1-2: MS LEAP Testing<br>3, 7-8: HS LEAP Testing<br>9-10: MS LEAP Testing<br>10: Seniors Last Day<br>17: Graduation/Early Dismissal<br>22: Last Day of School<br>23: Last Day for Teachers<br>13 Instructional Days |

#### **REPORT CARDS AND PROGRESS REPORTS**

Students receive a *report card* four times a year at the end of each 9-week period. They receive a *progress report* four times a year at the midway point of each 9-week period ( $4\frac{1}{2}$  weeks). Report cards and progress reports are distributed to the students several days after the end of each reporting period. Refer to the school calendar for dates of distribution.

| Louisiana Grading Scale |         |  |
|-------------------------|---------|--|
| Grade                   | Scale % |  |
| А                       | 100-93  |  |
| В                       | 92-85   |  |
| С                       | 84-75   |  |
| D                       | 74-67   |  |
| F                       | 66-0    |  |

Grades are designated to reflect a student's relative mastery of course content. Grades are not just a number, but an assessment of what the student learned about the curriculum taught. Teachers assign grades to students based on criteria and rubrics established in the classroom. For specific grading information for each course, please refer to the course syllabus. The following is general information about grading.

Middle school students receive a grade at the end of each nine-week period. During the nine-week period, teachers will enter a minimum of 10 grades to indicate mastery on daily assignments and assessments. Each nine-week period the student will begin with a clean slate in the gradebook. At the end of the school year, all four nine-week period grades will be averaged to create a final grade for each course.

High school students are graded on a cumulative grading scale. From the beginning to the end of the school year, all grades are entered in OnCourse in one gradebook. This means that the grade in OnCourse is the current, actual grade for the course. The exception to this is for LEAP tested courses (English I, English II, Algebra, Geometry, Biology, US History); these courses will have an adjustment to the grade where the LEAP score will count as 30% of the final grade.

#### SCHOOL-WIDE LITERACY

Literacy is the foundation of all learning and will have an immense impact on lesson structures and delivery systems. Instruction focuses on enabling students to demonstrate the literacy skills of reading, writing, speaking, and reasoning. Literacy charts are displayed and used in each classroom as a result of teachers' participation in year-long training. Content lessons include information processing strategies, open response writing, vocabulary study, and attention to skills across disciplines.

#### Slaughter Community Charter School students will demonstrate:

- literacy in reading: for content (both literal and inferential); to apply pre-reading, during-reading, and post-reading strategies to all reading assignments; to research a topic; to gather information; to comprehend an argument; to determine the main idea of a passage; to understand a concept and construct meaning,
- literacy in writing: to take notes; to convey one's thinking in complete sentences; to compare and contrast; to write an open response; to describe an experiment, to report one's findings and conclusions; to generate a response to what one has read, viewed, or heard; to develop an expository essay with a formal structure,
- literacy in speaking: to convey one's thinking in complete sentences; to interpret a passage orally; to debate an issue; to participate in class discussion or a public forum; to make an oral presentation to an audience; to respond to what one has read, viewed, or heard; to communicate in a manner that allows one to be both heard and understood,
- literacy in reasoning: to create, interpret and explain a table, chart, or graph; to compute, interpret, and explain numbers; to analyze and solve a word problem; to interpret and present statistics that support an argument or hypothesis; to identify, explain and make a prediction based on a pattern; to detect and explain the logic or fallacy in an argument or a solution; to use analogies and evidence to support one's thinking,
- self-expression by creatively synthesizing or combining concepts, things, information, or elements to form a new and coherent whole,
- productive use and understanding of technology to obtain, exchange, evaluate, and organize information,
- responsibility for one's own behaviors and actions,
- personal growth through self-assessment, decision making, and goal setting,
- appreciation, respect, and understanding of the similarities and differences among people, the ability to work cooperatively with others,
- the knowledge and skills necessary to participate responsibly in society and in the democratic process.

#### **Slaughter Community Charter staff will:**

• provide curriculum and instruction designed to develop students' literacy skills in reading, writing, speaking, and reasoning within all levels, grades, and disciplines,

- promote the development and use of " best practices" for effective instruction,
- provide access to the technology that supports teaching and learning,
- establish high academic standards and measure their attainment using a variety of assessments,
- provide for on-going evaluation and revision of existing courses and programs,
- provide an educational program that reflects state and national standards,
- provide opportunities and resources to promote student success on state and national assessment,
- provide a variety of enrichment programs and extracurricular activities designed to develop students' talents, creativity, and selfesteem,
- strive to meet the individual needs of our students by promoting greater personalization within the learning communities of the school,
- provide a safe, respectful, responsive, and inclusive learning environment that promotes physical, emotional, social, and mental wellness,
- create a learning environment that models and reflects understanding and appreciation of all cultural identities.

#### ATTENDANCE

#### Arrival

Students should arrive at school no earlier than 7:20am and no later than 7:45am. Carpool students must be dropped off in the carpool line, unless arriving after 7:45am. Students arriving after 7:45am must report to the office to receive an admit slip to class. Tardies will be excused for student medical appointments only, which must be supported with an official doctor's note. Doctor's notes must be turned in to the office within 7 days of the appointment.

#### Dismissal

Students are dismissed at 3:50 p.m. Please be on time to pick up your child. Students who are not picked up by 4:00pm will report to the front office to be picked up. Late pickups will be recorded and monitored. Upon the third occurrence of late pick-up, a letter will be sent to parents assessing a \$1 per minute late pickup fee to the family of the child for any future occurrences.

- Car-pool riders must be dropped off and picked up in the established carpool line. The entrance for the carpool line is on Midway Road.
- Students must be picked up on time when staying after school for tutoring or extra-curricular activities. If a student is picked up later than 5 minutes after the scheduled pickup time, the family will be assessed a warning. More than 3 occurrences in one year will be cause for dismissal from extra-curricular activities.
- If a student goes home by a mode of transportation other than the one on file in the office, a written note from the parent or guardian must be sent to school and approved by the office. Changes to transportation via phone should be reserved for emergencies only and requested no later than 10am.
- Students who leave school before dismissal must be signed out by the parent. Parents must report to the office to check out their child. Students should not be checked out before 3:50pm. Early checkouts will only be excused for medical appointments, which must be supported with an official doctor's note.

#### Absences

Automated phone calls will be initiated at approximately 9:20 for any student who is absent. Please schedule medical and other appointments on Mondays. If a student is absent for 2 consecutive days, the parent/guardian should notify the school office. Students can make up work if they are absent for any of the following reasons:

- Personal illness or serious illness or death in immediate family
- Recognized religious holidays of child's faith
- Natural catastrophe or disaster
- Approved school function (i.e., field trip, athletic/academic event)

**To pass each course, students may have no more than 8 unexcused absences.** Only excuses documented by an official doctor's note are excused and must be turned into the office no later than 7 days after the absence. Parent notes will not be counted as an excused absence. Absences are calculated on a class by class basis. For example, if a student checks out early and misses 9 class periods of his/her 5<sup>th</sup> hour class, he/she will fail that class. After 8 unexcused absences, the District Attorney's Early Intervention Program will be notified, and judicial proceedings will be initiated.

#### **Perfect Attendance**

Students are recognized for perfect attendance when they are present all day and attend each class. A student may not miss a minute of any class whether it is excused or not. Students who are representing the school at academic or athletic contests during the school day will be marked as present.

#### **Tardies to School**

It is essential for student to arrive at school on time. We understand that students will occasionally be late to school due to factors beyond their control. With that in mind, SCCS has adopted a progressive tardy policy.

Progressive Tardy to School Policy

- 3 tardies Warning
- 6 tardies After school detention
- 9 tardies After school detention
- 12 tardies In School Suspension
- More than 15 tardies reported for truancy in accordance with Chapter 2 Title 7 of the Louisiana LA Children's Code

#### **Tardies to Class**

Students should arrive to each class on time. A student is considered on time to class when they are seated, ready to work when the tardy bell rings. Students who are tardy to class will be sent to the office for a tardy slip. The following will serve as the progressive tardy to class policy.

Progressive Tardy to Class Policy

- 3 tardies Level 1 behavior referral (minor infraction)
- 6 tardies After school detention
- 9 tardies In-school suspension
- 12 tardies Suspension
- More than 15 tardies Suspension with family conference

#### STUDENT PRIVILEGES

#### **Student Athletes**

Student athletes are required to maintain a 2.0 grade point average (GPA) as a minimum requirement for participation in all athletic activities. Please see the Athletic Handbook for additional guidelines.

#### **Food and Beverages**

Eating is permitted in the cafeteria and on special occasions at the discretion of each classroom teacher. Limited snacks and drinks will be allowed in the classrooms at the teacher's discretion; sunflower seeds are not allowed on campus. Absolutely no food or drinks are allowed in computer labs or when mobile computer carts are in use. Trays, utensils, and food are not to be removed from the cafeteria. Soft drinks (Coke, Sprite, etc.) are not permitted in the cafeteria. Fast food or food from restaurants may not be delivered to students during the day.

#### **Restroom Passes**

Students have the opportunity use the restroom in the morning upon arrival, during lunch, during PE, and between classes to reduce missing class and instructional time. Students will receive a restroom pass at the beginning of each nine-week period. The pass will include 9 passes, or opportunities, to use the restroom during class. To be used, the pass must be presented to the teacher outside of instructional time. Students must present a pass with their name on it, passes will not be shared among students.

#### Internet Acceptable Use Policy/Technology Infractions

All students and parents/guardians must sign an acceptable usage policy in order to use technology services (see *Parental Signature Page*). The purpose of this policy is to make certain that all who use school computers, network access, email, the Internet, or other related technology do so in an appropriate manner. Violations of this policy may result in a loss of access as well as other disciplinary or legal action. The primary purpose of the Internet connection is educational. Users are not permitted to:

- harass, insult, threaten, bully, or attack others from home or school computers
- use his/her school email for anything other than schoolwork
- send or display offensive materials
- use the network to perform any illegal or unethical act
- violate copyright laws or plagiarize
- log in as a teacher/administrator; use another's password, or access another's folders, files or documents
- load software onto the school computer system or copy and/or alter the school's software
- damage computer and peripherals
- use proxy web sites to access blocked web sites
- change settings, configurations, background images, etc. on any computer

#### TRANSPORTATION GUIDELINES

All transportation changes should be in writing and sent with your child in the morning. Only extreme emergencies will be considered over the phone; same day changes must be requested by 10:00am and approved by an administrator.

#### **Bus Transportation**

To request bus transportation students should submit a bus request form to the front office. SCCS contracts bus service through First Student out of Zachary; the phone number is (225) 654-9729. First Student has partnered with SCCS to release the First View app to monitor bus transportation. In addition to this app, SCCS will utilize SchoolMessenger to announce any transportation emergencies.

It is a privilege to ride a school bus. If a student is not well-behaved and courteous, or if a student endangers the health and safety of other students, this privilege may be revoked on a temporary or permanent basis. Violation of any expectation listed below may result in the immediate suspension of the bus privilege and/or suspension from school by the director. The following is expected:

- Students shall remain back from the roadway and behave in an orderly manner while waiting for the bus.
- Upon entering the bus, students must go directly to a seat and remain seated until told to leave.
- Students shall obey the directions of the bus driver at all times. Disorderly conduct, shouting, or throwing things on/out of the bus will not be tolerated.
- Students shall keep their arms, heads, hands, and legs inside the bus. They shall not litter or deface the bus.
- Aisles must be kept clear.
- If seat belts are available, they must be worn.
- The emergency door is to be used for emergencies only.
- Students shall not ride any buses other than the one to which they have been assigned without written permission of their parents, and approval of the director.
- After a series of warnings, students can be permanently suspended from bus privileges.

#### **Carpool Riders**

SCCS is committed to making the drop-off/pick-up procedures in the carpool line safe and efficient. The carpool line starts at Midway Road and follows the railroad track to the east side of campus. Parents may drop off students outside of the gym no earlier than 7:20 a.m. There is no adult supervision before 7:20 a.m. Students may not be dropped off in the bus loop or parking lot at the front of the school. Repeat offenders will be fined \$10. Cell phone use by drivers in and around a school zone and pick-up line is dangerous. Please do not use your cell phone when operating a vehicle on campus. State law prohibits smoking anywhere on school grounds.

#### **SCCS School Parking Guidelines**

Students who drive vehicles on campus will be responsible for all accidents, injury, or damage caused by their driving or parking. SCCS is not responsible for any damage or loss of contents incurred to a vehicle on school grounds. Vehicles are parked and left at the owner's and driver's discretion. Detailed guidelines for student drivers are outlined on the parking permit application.

#### Eligibility

- Parking is a *privilege* and may be revoked for failure to comply with school rules or parking guidelines.
- All students must have proof of a current driver's license and insurance.
- Student must have fewer than 5 unexcused absences and maintain a 2.0 GPA average.
- Students can have no suspensions for any reason.

#### Permits

- A parking permit costs \$15. Students who are eligible can complete an application for a permit to park on campus in the designated student parking area. Lost, stolen, or misplaced parking permits may be replaced for \$15.00.
- All vehicles parked on the school grounds must be registered with the school and parking pass must be displayed on the rearview mirror when the vehicle is on campus.
- Vehicles without permits are subject to being towed at the owner's expense.
- Notify the office in writing if there are any changes to the type of vehicle driven to school.

#### Arrival

- Students should not arrive before 7:20 a.m.
- Students are expected to exit their cars upon arrival and proceed directly into school. There will be no loitering in or around vehicles or leaving campus until the end of the school day unless otherwise authorized by the front office.

#### Expectations

- No tobacco products on school property. The driver and/or passenger(s) will lose parking privileges for violating this rule in addition to school consequences.
- Irresponsible or reckless driving in the parking lots and around school property may result in suspension or termination of parking privileges. This includes entering and/or exiting the parking area.

- Car stereo volume must be kept at a low level as not to attract attention or cause a disturbance.
- Students are not to go to their cars at any time during the school day without permission from an administrator.
- Student vehicles may be searched at any time by the school administration. Refusal to allow administration to search a vehicle that is on school grounds may result in loss of parking privileges.
- Students who have 7 tardies to school will lose their driving privileges for one week. Upon 10 tardies to school the student will lose their driving privileges for an additional week. More than 12 tardies will required a parent conference in order for driving privileges to be reinstated on a probationary status.
- School administration reserves the right to suspend driving privileges for reasons other than the items listed above.

#### DISCIPLINE

SCCS seeks to endorse a proactive approach to discipline. Listed below is a summary of the infractions of school rules and disciplinary actions. Students may receive a discipline referral from a faculty or staff member on campus, during any time of the day, including during field trips, sporting events, and extra-curricular activities. Four Level 1 (minor) infractions will be equivalent to a Level 2 infraction and disciplinary action. Students who assist others in the committal of the following infractions, before or after the event, are subject to the same punishments as those that commit the act themselves. SCCS is committed to insuring that are students are safe throughout the day. In order to do this, SCCS reserves the right to search any and all students, and their possessions (including vehicles), at any time.

#### **Zero Tolerance**

Every student is expected to follow all school rules. SCCS takes a position of Zero Tolerance with regard to the following Zero Tolerance behaviors listed at the bottom of the Infractions of School Rules and Disciplinary Action chart. Students who commit Zero Tolerance offenses will be recommended for expulsion.

#### Suspensions

Parents will be notified when a student has been assigned an in-school or out-of-school suspension. Students serving out-of-school suspensions are not permitted on school grounds for any reason. A student assigned an out-of-school suspension may not attend or participate in any school sponsored events from the time the out-of-school suspension is assigned until the morning following the completion of the suspension.

#### Expulsions

Parents/guardians and students will be notified in writing of an opportunity for an expulsion hearing. The student must be accompanied by his/her parent/guardian and will have the opportunity to present evidence and witnesses at said hearing. An expelled student may not attend or participate in any school sponsored events for the duration of the expulsion. Should a student choose to withdraw from SCCS after they have been recommended for expulsion, the expulsion process will continue immediately upon the re-enrollment of the student. Note: Depending on the seriousness of the student's conduct which led to the expulsion, he/she may be permitted to re-enroll in SCCS at the end of the expulsion period. To apply for re-enrollment, the student's parent/guardian must give the director a formal letter of request for re-enrollment within 5 days of the end of the expulsion period. The board will vote on the re-enrollment request at the next regular School Board Meeting. The school director will notify the student's family of the board's decision within 3 days of the meeting.

#### The Application of Self Defense

Based on the guidelines below, the act of self-defense will be considered when administering disciplinary action.

- The use of force or violence upon the person of another is justifiable only providing that the force or violence used is reasonable and apparently necessary to defend from an attacker. Once the initial attacker has ceased to attack, no other force or violence upon that person is justifiable.
- There is evidence beyond a reasonable doubt that the student attacked played no role in the instigating or commencement of the fight.

The following chart acts as a guideline for SCCS administration.

|   | Infractions of School Rules and Disci            | plinary Action                                      |  |  |
|---|--|---|--|--|
| Level 1 Behaviors                                   |  | Progressive Disciplinary Policy                     |  |  |
| Inappropriate language                              |  | • Verbal Warning/Reteach Rule & Behavior            |  |  |
| Horseplay   |  | Parental Contact                                    |  |  |
| Inappropriate use of school supplies                |  | At-home detention                                   |  |  |
| Teasing   |  | After-school detention (Campus                      |  |  |
| Disruption, excessive talkin                        | σ  | Beautification)                                     |  |  |
| Sleeping and/or not particip                        |  | , , , , , , , , , , , , , , , , , , ,               |  |  |
| Dress code violations/ Impr                         |  | *Habitual offenders (4 or more Level 1 infractions) |  |  |
| Violates Traffic/ Safety regu                       |  | will face Level Two Disciplinary Actions            |  |  |
| Willful disobedience                                |  |   |  |  |
| Not prepared for class                              |  |   |  |  |
| Public display of affection                         |  |   |  |  |
| Failure to complete assignm                         | ont  |   |  |  |
| · · · · · · · · · · · · · · · · · · ·               | ent  |   |  |  |
| Level 2 Behaviors                                   |  | Progressive Disciplinary Policy                     |  |  |
| Taunting, pushing, shoving                          |  | • In-school suspension (ISS) 1-2 days               |  |  |
| Abusive/threatening language                        | ge   | • Saturday School (1pm-3pm)                         |  |  |
| Multiple major referrals                            |  | • Out-of-school suspension 1-2 days                 |  |  |
| Stealing*   |  |   |  |  |
| Cuts/damages/defaces school                         |  |   |  |  |
| 11 0 0  | s or school premises without permission          |   |  |  |
| Defiance, disrespect                                |  |   |  |  |
| Failure to serve assigned dis                       |  |   |  |  |
| Disrespect towards authority                        |  |   |  |  |
| Makes unfounded charges a                           |  |   |  |  |
| Conduct/Habits injurious to                         |  |   |  |  |
| Writes/draws obscene/profa                          | ne language or pictures                          |   |  |  |
| Technology violations                               |  |   |  |  |
| Throws missiles liable to inj                       |  |   |  |  |
| Habitually violates school r                        | ules/policies                                    |   |  |  |
| Academic dishonesty                                 |  |   |  |  |
| Lying, cheating                                     |  |   |  |  |
| Level 3 Behaviors                                   |  | Possible Disciplinary Actions                       |  |  |
| Instigates/Participate in fights                    |  | Any of the above disciplinary actions, plus up to a |  |  |
| Forgery   |  | 4-day suspension and/or expulsion referral          |  |  |
| Obscene Behavior                                    |  |   |  |  |
| Stealing*   |  |   |  |  |
| Use/possession of non-prescription drugs or alcohol |  |   |  |  |
|   | on drugs/medication outside of prescribed        |   |  |  |
| medication procedures                               |  |   |  |  |
| Use/possession of tobacco/s                         | moking paraphernalia                             |   |  |  |
| Possession of Simulated We                          |  |   |  |  |
|   | a Level 2 or 3 offense depending on the value of |   |  |  |
| the item(s) stolen                                  |  |   |  |  |
| Zero Tolerance Behaviors                            |  | Possible Disciplinary Actions                       |  |  |
| Arson   |  | Expulsion referral                                  |  |  |
| Extortion   | Physical attacks of two or more on one           | Police contacted                                    |  |  |
| Vandalism   | Behavior/clothing related to gangs               |   |  |  |
| Sexual harassment                                   | Possession of weapons (real/simulated)           |   |  |  |
| Possession of alcohol                               | Breaking/entering at school                      |   |  |  |
| Indecent behavior                                   | Major disturbances on campus                     |   |  |  |
| Computer hacking                                    | Possession of explosive devices                  |   |  |  |
|   |  |   |  |  |

#### ELECTRONIC DEVICES

Cell phones or other electronic devices are not allowed on campus during school hours. Electronic devices include, but are not limited to: tablets, smart watches with Wi-Fi capability, handheld gaming devices, or any device with Wi-Fi capability or that communicates, sends, receives, stores, or reproduces voice/text/images. If a cell phone or electronic device is brought on campus, it must be turned in to the cafeteria and placed in the storage bin of the student's last class as soon as the student arrives on campus. A student who fails to turn in his/her electronic device as they enter campus will be subject to the disciplinary actions listed below. Note: SCCS is not responsible for lost, stolen, or damaged cell phones or electronic devices. Students are responsible for placing electronic devices in the correct storage bin. Students who bring these items to school do so at their own risk. The sale or purchase of cell phones and/or electronic devices is prohibited at SCCS.

- 1<sup>st</sup> Offense: Confiscation of device and parents will be required to pay a \$50.00 fine to retrieve the device. No fine will be charged if the device is picked up on the last day of school.
- 2<sup>nd</sup> Offense: Confiscation of device and parents will be required to pay a \$100.00 fine to retrieve the device. No fine will be charged if the device is picked up on the last day of school.
- 3<sup>rd</sup> Offense: The device will be held until the end of the current school year.

#### SAFE SCHOOLS REPORTING

Safe Schools Louisiana provides students a safe, anonymous way to help someone who may be struggling or hurting in various ways. Students can submit anonymous types regarding any type of bullying or behavior concern by using the Safe Schools app or visiting www.safeschoolsla.com. Safe Schools is also available on the SCCS App.

#### ANTI-BULLYING POLICY

Slaughter Community Charter School (SCCS) recognizes that bullying is an inappropriate behavior that has destructive and negative effects on individual students and on the overall climate of a school. SCCS believes that all students are entitled to a safe and secure learning environment. Bullying works against the achievement of that goal. Parents and students will be informed of the SCCS Anti-Bullying Policy at the beginning of the school year and educated to help them identify and respond to the dangers of bullying.

SCCS staff is committed to a policy that identifies and corrects the actions of students who exhibit bullying behaviors. Bullying and intimidation will not be tolerated. In addition, it is expected that all bystanders will refrain from supporting bullying behaviors in either an active or passive manner and will report bullying behaviors to a member of our staff. Disciplinary action will be taken following each confirmed incident of bullying.

Bullying, as defined in this policy, refers to a pattern of any one or more of the following:

- Gestures, including but not limited to obscene gestures and making faces.
- Written, electronic, or verbal communications, including but not limited to calling names, threatening harm, taunting, malicious teasing, or spreading untrue rumors. Electronic communication includes but is not limited to a communication or image transmitted by email, instant message, text message, blog, or social networking website through the use of a telephone, pager, computer, or other electronic device.
- Physical acts, including but not limited to hitting, kicking, pushing, tripping, choking, damaging personal property, or unauthorized use of personal property.
- Repeatedly and purposefully shunning or excluding from activities.

Thus, a student is bullied when he or she is the repeated target of deliberate negative actions by one or more students while at school, on a school bus, on the web, or at any school-sponsored activity or event.

#### **Effects of Bullying**

Bullying can affect everyone – those who are bullied, those who bully, and those who witness bullying. Bullying is linked to many negative outcomes including impacts on mental health, substance use, and suicide.

- Students who are bullied can experience negative physical, school, and mental health issues. Students who are bullied may experience depression, anxiety, increased feelings of sadness and loneliness, changes in sleep and eating patterns, loss of interest in activities they used to enjoy, health complaints, and/or decreased academic achievement.
- Students who bully others can also engage in violent and other risky behaviors into adulthood. Students who bully are more likely to abuse alcohol and other drugs, get into fights, vandalize property, and drop out of school.
- Bystanders who witness bullying may have increased mental health problems, including depression and anxiety; and/or miss or skip school.

#### **Reporting and Investigating Bullying**

All students and/or staff shall immediately report incidents of bullying, harassment, or intimidation. School staff will immediately intervene when they see a bullying incident occur. Each complaint of bullying shall be investigated. Concluding whether a particular action or incident constitutes a violation of this policy requires a determination based on all of the facts and surrounding circumstances, followed by the determination of disciplinary sanctions.

#### UNIFORM AND GROOMING REGULATIONS

The following is the uniform policy that is endorsed by the school. Failure to follow the uniform policy will result in disciplinary action. The principal or his/her designee shall make the final decision as to what is considered proper or improper dress according to the guidelines provided.

#### Shirts

- Students are required to wear short-sleeved or long-sleeved polo-style shirts, with the SCCS official logo. The logo is part of SCCS's uniform. Student shirts must be purchased from Creative Designs, located at 5021 Highway 19 in Zachary.
- Students may wear the 2023-24 SCCS spirit shirt as a uniform shirt.
- Middle school students wear red shirts; high school students wear black shirts.
- Shirts must be tucked into the pants and must be long enough to stay tucked in when the arms are raised over the head.
- Undershirts must be solid red, black, gray, or white.

#### Bottoms

- Students are required to wear full length khaki uniform trousers or shorts.
  - Must be regular uniform trousers, no jean material pants.
  - Must be hemmed and cannot be rolled up or slit at the bottom
  - Shall not have unusual tailoring and/or labels
  - Shall not have cargo pockets or any extra pockets
- Khaki walking shorts are permitted.
- Female students may wear khaki skirts (no shorter than two inches above the back of the knee including any slit).
- Excessively tight bottoms may not be worn.

#### Belts

- Belts must be worn at all times and must be fastened securely at waist level.
- Belt buckles over 2 inches in length or width are not acceptable.
- Students who do not have a belt will be required to get a temporary belt from the front office. Temporary belts must be returned to the office at dismissal or the student will be fined \$2.

#### Jackets/Outerwear

- Solid red, gray, or black jackets, sweaters, sweatshirts, and pullovers may be worn over the school uniform polo shirt or spirit shirt. A logo is permitted on the front only and must be small enough to be covered by one 3x5 index card.
- Hoods will not be permitted unless they are part of a school approved top. Unapproved items with hoods/hoodies will be confiscated. Hoodies are a privilege! Only SCCS approved hoodies may be worn on campus.
- Students may have their initials, or first name embroidered on Official SCCS sweatshirts and jackets, purchased from Creative Designs. The initials must be embroidered in red or white ink on the top right.
- Jackets must be long sleeved, go at least to the waist, and may not have a hood.
- Long sleeve shirts cannot be worn as jackets.
- Denim jackets of any color will not be permitted.

#### Hair/Headwear

- Hair should be a natural color. Hair colors in shades such as blue, green, burgundy, pink, purple, white, etc. are not permitted. Students will have 3 days to correct hair color.
- Hair must be clean, neat, and of a manageable length. No writing, carving, or symbols are allowed in hairstyles.
- Hair should be worn in a way that it does not fall below the natural waistline, such as a pony tail, bun, barrette, etc.
- Hats, caps, hoods, visors, sunglasses, combs, picks, curlers, hairnets or head coverings (bandanas, scarves, etc.) are not to be worn on campus during school hours. These items will be confiscated.
- Headbands in solid red, gray, black, and white only are allowed and can be up to 3 inches wide.

#### Accessories

- Female students may wear one earring per ear no larger than the size of a nickel.
- Nose rings and other body piercings are strictly prohibited. If worn, they must be removed immediately. Band-aids, spacers, or straws are not allowed to cover or preserve piercings.
- Male students are not allowed to wear earrings, spacers, or straws to preserve a pierced hole. If worn, they must be removed immediately.
- Accessories, jewelry, or belt buckles with sharp or pointed edges are prohibited.
- Excessive make-up, face, and/or body painting are prohibited.
- Tattoos are prohibited. Visible tattoos must be covered.
- Male students may not wear makeup or nail polish.

#### Miscellaneous

- Shoes must be closed at the toes and the back. No backless footwear, slippers, crocs, or flip- flops, or slides of any style are permitted. Boots are permitted but cannot be worn during PE.
- Hoodies are not permitted on campus unless they are a school approved, SCCS hoodie created by a club or sport. In order for a student to wear the approved hoodie, they must be in good standing with that club or sport. Unapproved hoodies and hats will be confiscated if worn on campus.
- Seniors may wear a hoodie of the college/university/military branch that they have been accepted to. Proof of acceptance must be provided to the office and approval granted prior to wearing the hoodie.
- Male middle school students may not grow any type of facial hair. High Schoolers may have neat-manageable facial hair.

#### **Physical Education Uniforms**

• All students enrolled in physical education (PE) class will be required to dress in a full PE uniform available for purchase from PE teachers.

#### **Free Dress Policy**

Free Dress days and events are rewards, and subject to administration approval. In any instance where uniforms are not required, dress shall be consistent with the intent and spirit of the school uniform dress code. Students are permitted to wear jeans, dress pants, jean or khaki material shorts of uniform length, joggers, dresses and skirts of uniform length, and tops with sleeves. Jeans with holes, rips, or tears must have patches or leggings worn underneath.

The following items will not be permitted as part of free dress attire: sleeveless tops, crop tops, leggings, athletic shorts, seethrough garments, hoodies (unless SCCS approved), flip-flops, house shoes, slippers, or sandals, or clothing with obscene language, alcohol, tobacco, skulls, guns, or chains. The SCCS administration will determine if clothing is approved and appropriate. Students out of the free dress policy will be required to call home for appropriate clothing.

\*All Uniform violations will be handled as Level 1 Offenses.

\*Dress code violations on a field trip will result in the student not being able to attend the trip and forfeiture of any and all fees associated with the trip.

\*Repeated violations of the uniform code will be considered willful disobedience and students will be subject to Level 2 discipline consequences.

#### **After School Dress Policy**

Decent, appropriate dress should be worn at all school-sponsored events. Students whose dress or grooming is deemed inappropriate by the administration or a SCCS staff member will be sent home.

#### **Student Identification Cards**

Students are required to wear a school issued picture ID. It should be clearly visible, worn around the neck with a lanyard. Student IDs are for security purposes, and are also used for attendance, in the cafeteria, library, and for discounts to home sporting events. The picture should remain visible. Writing, defacing, or covering the picture with stickers or paper is not allowed.

A temporary ID can be purchased in the front office for \$1 in the event a student misplaces or forgets his/her ID. If a temporary ID is needed, the student must report to the office immediately upon arriving at school. If a student reports to any class without an ID, he/she will be required to report to the office for a temporary ID and will receive a minor behavior infraction. Students who do not have \$1 to purchase a temporary idea will be issued the ID and the \$1 fee will be added to his/her school fees.

Replacement IDs can be purchased for \$5 in the library. Lanyards and ID pouches can also be purchased for \$1 each.

#### ACADEMIC POLICIES

All students enrolled at Slaughter Community Charter School will participate in the Tuition Opportunity Program for Students (TOPS) Regular Assessment High School Diploma. To graduate from SCCS, students must meet the graduation requirements as listed below.

#### **Course Requirements**

For specific requirements, guidelines, grading policies, exam information, etc. please refer to the syllabus for each course.

#### **Graduation Information**

All 9th grade students will be enrolled in the Louisiana Tops/University Curriculum, which includes 24 units of the minimum course requirements. SCCS will offer classes which allow students to meet the Tuition Opportunity Program for Students (TOPS) criteria.

- English 4 units (English I, II, III, and IV)
- Mathematics 4 units (Algebra I, Geometry I, Algebra II, and Advanced Math)
- Science 4 units (Environmental Science, Biology, Chemistry, and Earth Science/Physics/Physical Science)
- Social Studies 4 units (Civics, US History, World History, World Geography)

- Health and Physical Education 2 units including <sup>1</sup>/<sub>2</sub> unit of Health
- Foreign Language 2 units of a language
- Arts 1 unit (Fine Arts Survey)
- Electives 3 units

#### High School Students must pass the following High School LEAP Tests

- English I and English II
- Algebra I and Geometry
- Biology and US History

#### **TOPS Scholarship Information**

The following information provides a brief overview of the TOPS Awards in Louisiana. Please be aware that these are awarded and determined by the Louisiana Department of Education and are subject to change at any time. To be eligible for any level of TOPS, students must have at least a 2.5 GPA in the courses required for the TOPS, this does not include PE and various other courses and electives.

TOPS will pay for a variety of costs, which can include the cost of tuition for up to 4 years at a public college in LA, tuition at a community or technical college; or partial tuition for up to 4 years at some non-public colleges in LA or non-public technical programs approved by the state (cosmetology, etc.). TOPS will not pay for tuition for out-of-state colleges, textbooks, dorm rooms, transportation, food, or other required fees and expenses.

| Type of TOPS Award     | Requirements             | Award   |
|------------------------|--------------------------|---|
| TOPS Opportunity Award | 2.5 GPA in TOPS courses  | Up to 8 semesters of tuition assistance         |
|                        | *20 on ACT               |   |
| TOPS Performance Award | 3.25 GPA in TOPS courses | Up to 8 semesters of tuition assistance - Plus  |
|                        | 23 on ACT                | \$400 per year                                  |
| TOPS Honors Award      | 3.50 GPA in TOPS courses | Up to 8 semesters of tuition assistance - Plus  |
|                        | 27 on ACT                | \$800 per year                                  |
| TOPS Tech Award        | 2.5 GPA in TOPS courses  | Up to 2 years tuition assistance in a technical |
|                        | 17 on ACT                | program   |

\*This number is determined annually by LOSFA for each senior class. It will not be less than 20. It may be more.

#### **Spanish I/II Final Exams**

Students enrolled in Spanish I or Spanish II must pass the final exam to pass the course. Spanish I students must pass the final exam to receive a high school credit and be promoted to Spanish II.

#### Assessment Policies and Make up Work

A student is required to take an assessment (test/quiz) as scheduled even if he/she is absent the day before the test, provided the assessment was announced/posted prior to the student's absence. If an assessment is announced for the first time the day of the student's absence, the student will not be required to take the test upon immediate return. However, it is the student's responsibility to request make-up work and schedule a time to make up assessments. The student will be expected to complete all work within the time limit specified by each teacher.

#### **Homework Policy**

Homework is defined as written or non-written tasks assigned by a teacher to be completed outside the classroom. These assignments should complement classwork and be relevant to the curriculum. Homework is a natural extension of the school day and an important part of a student's educational experience. It also reinforces the connection between home and school. Homework may be assigned as preparation for upcoming lessons or as an extension of class work.

#### Parents'/Guardians' Responsibilities

- Regularly check OnCourse, School Messenger, and teacher's websites for updates on assignments and grades.
- Expect daily assignments and insist that students complete them regularly.
- Review progress on long-term assignments periodically.
- Provide a suitable study atmosphere that is quiet, well-lighted, and supervised periodically.
- Ensure that the product is the student's own work.

#### Students' Responsibilities

- Develop the habit of recording assignments and instruction in a planner and ask questions when clarification is needed.
- Complete homework assignments accurately, neatly, and on time.
- Complete missed assignments and work due to absence within the timeline established by the teacher.

#### Academic Dishonesty

Students are expected to maintain high standards of academic performance in all subject areas. SCCS strictly prohibits plagiarism or dishonesty in any schoolwork assignment, assessment, project, etc. Academic dishonestly is defined as any fraudulent act by a student that includes, but is not limited to, cheating on an assessment, talking during an assessment, plagiarism, copying, allowing another study to copy, using a cheat sheet, using the internet or apps to find answers or papers, stealing or obtaining an answer key or graded assignment, duplicating assignments, or collusion. Students who commit any of these acts will receive a zero on the assignment and a Level 2 behavior infraction.

#### PARENT/GUARDIAN GUIDELINES

#### **Visitation Policy**

To guarantee the safety of our students, all visitors (including volunteers) must first sign in at the office and receive a Visitor's Pass before going to a classroom. Please do not interrupt instruction during classroom visitation. Unauthorized visitors are not allowed on campus at any time. Students from other schools are not allowed to visit the campus. Parents are welcome to "shadow" their students; please make arrangements by calling the office.

#### **Teacher/Parent Conferences**

To discuss your child's progress with his/her teacher, please call the office or email Ms. Reno at preno@thesccs.org.

#### **Contact Information**

It is imperative that the school be able to reach a parent/guardian at any time during school hours in case of an emergency and/or discipline situation. Please contact the school office or update your information online in OnCourse Connect Portal with any changes in address, telephone numbers, persons authorized to pick up your child, etc.

#### SCHOOL FEES & EXPENSES

#### Student Identification Cards

All students will be issued a student ID for security reasons and for the safety of the student body. A temporary 1-Day ID will be issued in the front office for \$1. Students who lose their ID or the ID is damaged or defaced, will be required to purchase a replacement ID for \$5.

#### School Supplies

School supplies will be required each year for classroom instruction. The school supply lists detail the general classroom supplies such as paper, notebooks, binders, pencils, pens, etc. along with any class fees that may be included. Copies of these lists are available in the office. Additional supplies for projects and other activities may be requested throughout the school year.

#### Supply Fee

The supply fee for each student is \$35. The fee is used to cover the costs of an ID and lanyard, consumable textbooks, instructional materials, and technology needs. In addition to the supply fee, some courses may have a lab/course fee. Students who desire to purchase a yearbook will pay an additional \$30, due at the beginning of the year.

#### Books

Textbooks, library books, classroom books, and workbooks are the property of SCCS and are available to all students in their classes. Students are expected to treat books with respect—no drawing, scribbling, writing, etc. A student will be responsible for any damage to a book, including water damage, torn pages, or loss.

#### Library Books

Students may check out 2 books at a time for a period of 14 days, excluding weekends and holidays. Books may be renewed only once as long as other students are not waiting to read a particular title. Students must have an ID to check out library books or to visit the library outside of teacher scheduled times.

A book fine in the amount of .05 cents/day will be charged for books returned after the due date stamped in the book. Overdue reminders will be sent to English classes. The cost of replacement or retail price will be charged for lost or damaged books. Students must be clear of library obligations in order to attend school-wide functions or receive final report cards.

#### Physical Education Uniforms

Students are required to dress out for physical education class. PE Uniforms consist of a t-shirt and shorts and can be purchased through the PE department for \$20.

#### Breakfast and Lunch

All students will receive free breakfast and lunch for 2023-24 school year. Students must still turn in a completed lunch form; school funding is based on completing these forms.

Extracurricular Activity Fee

If a student chooses to participate in an extra-curricular sport or club, then he/she may pay additional fees. Fees collected by a coach or sponsor are used for equipment, uniforms, field improvements, camp, etc. *Students will not be eligible to participate in SCCS athletic contests until the supply fee has been paid in full.* 

Please note: Report cards, academic records, and participation in field trips and school extra-curricular activities will be withheld until school fees are paid in full.

#### MEDICATION POLICY

The administration of medications to students at Slaughter Community Charter School shall be in compliance with the requirements of Louisiana Revised Statues, and the policy established by the Louisiana Board of Elementary and Secondary Education. Trained school employees will dispense medication to students only if they have both physician and parental written permission on designated forms; these forms shall be completed annually. All medication will be stored in a secured locked area or locked drawer with limited access except by authorized school personnel.

Medication should be brought to school by a parent/guardian and given to the front office or school nurse. Students are not permitted to bring medication to school. The medication must be in the original pharmaceutical container and follow BESE guidelines detailed below. Only oral, inhalant, topical ointment, and emergency medications may be administered at school by unlicensed, but trained, school personnel. Non-prescription (over-the-counter) drugs will only be given in medical certification of extenuating circumstances and prescription are obtained. Antibiotics and other short-term medications will not be given at school, unless so ordered by a physician, dentist, certified nurse practitioner, or other authorized prescriber.

Medication shall not be administered to any student without an order from a Louisiana, or adjacent state, licensed physician, dentist, or other prescriber authorized in the state of Louisiana and it shall include the following information:

- 1. The student's name
- 2. The name and signature of the physician/dentist
- 3. Physician/dentist's business address, office phone number, and emergency phone numbers
- 4. The name, frequency, and time of the medication
- 5. The route and dosage of medication
- 6. A written statement of the desired effects and the child specific potential adverse effects

#### **OTHER INFORMATION**

#### Slaughter Community Charter School Complaints and Resolution Protocol

As co-educators of their children, parents or caregivers have a right to be involved in their child's learning, to be informed about their progress, and to voice their concerns when issues arise. This protocol relates to complaints raised by parents or caregivers regarding the staff at Slaughter Community Charter School.

#### Guidelines

While it is recognized that some issues may be emotional, communication must be respectful and aimed at achieving meaningful resolution while maintaining the dignity of all involved. The best interests of the child will be the primary focus of any discussion or outcome. Complaints must begin at the building level between the person with the complaint and the staff member involved. No complaint will be addressed by board members without first allowing the school staff to solve the issue following the guidelines of this protocol.

#### Instructions

**Level 1:** Contact the teacher, arrange a meeting, and discuss your specific concerns. The teacher will make every effort to provide a reasoned explanation or take appropriate action.

While direct communication between the parent or guardian and teachers is strongly encouraged, parents may opt to request a mediator to sit with the teacher and parent for the purpose of discussing a complaint. The mediator will be a member of the school administrative staff.

**Level 2:** If the parent or guardian is dissatisfied with the response or actions of the teacher, or does not believe that a satisfactory outcome has been achieved, the parent should contact the principal. Be specific about the dates, times, and other details related to your complaint. The principal will, in turn, meet with the parent or guardian and the teacher to resolve the complaint.

Level 3: If the complaint is not resolved at the school level, contact board member, Mr. Greenup, by email

(sendingtheword@aol.com). In the email, please state a detailed explanation of the complaint, including outcomes of the teacher/parent meeting and the principal/teacher/parent meeting. Your email will be sent to the teacher to respond to the complaint. If you are not satisfied with the response, Mr. Greenup will arrange a meeting with the parent or caregiver, the teacher, the principal, and Mr. Greenup.

Level 4: If the matter has not been resolved, the parent or guardian will be scheduled to meet with the Slaughter Community Charter Board in executive session.

#### **Emergency School Closing**

Inclement weather and malfunctioning equipment occasionally result in the closing of schools before the first bus runs. Emergency notifications will be sent through the SchoolMessenger notification system via SMS text, email, and/or voice calling. Please be sure you have opted into these services. The emergency is announced to the media as soon as possible. Every attempt is made to inform the media by 6:00 a.m. Parents should listen to the radio or TV for announcements of school closings. Sometimes it is impossible to close school before students arrive at school. When emergency situations arise after the students are in schools, many factors are considered. The major consideration will be whether students will be safer released or kept at school.

#### SCCS Commitment to Success Parent/Student/Teacher/School Compact

Slaughter Community Charter School staff, parents and students participating in activities, services, and programs funded by Title I, agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards. This school-parent compact is in effect during the 2023-24 school year.

## Student Agreement – I will follow all my classroom procedures and school policies to the best of my ability. I will do my best to come prepared for class and give my teacher 100% of my attention. I will be honest and respectful to my teachers and peers. I will always put my best effort in all my classes. I agree to do the following:

- $\Box$  Be guided by the core values of respect, responsibility, readiness to work.
- $\Box$  Come to school on time, ready, and willing to learn.
- $\Box$  Complete all of my assignments on time.
- □ Initiate contact with teachers concerning absence from class and missed assignments.
- □ Read every night and write about what I am reading.

#### Parent Agreement – I agree to do the following:

- □ Be guided by the core values of respect, responsibility, readiness to work.
- □ Hold high expectations for my child.
- □ Monitor my child's work and support the timely completion of all homework assignments.
- □ Utilize OnCourse and teachers' websites for updates on grades and assignments.
- $\Box$  Ensure that my child is reading every night.
- □ Ensure that my child comes to school on time every day and is rested, fed, and dressed appropriately.

### Teacher Agreement – I will teach you to the best of my abilities and will be sensitive to your needs. I will give you ample time to complete your assignments. I will be honest with you and give you 100% of my attention. I agree to do the following:

- $\hfill\square$  Be guided by the core values of respect, responsibility, readiness to work.
- $\Box$  Hold high expectations for all students.
- □ Keep assignments and grades current in OnCourse.
- □ Communicate regularly with parents and students about academic progress and behavior.
- □ Provide differentiation in the classroom to meet the needs of all students.
- □ Encourage parent involvement.
- □ Handle discipline issues in a fair and appropriate manner.
- □ Ensure all curriculum standards are being met.
- □ Create and maintain a safe classroom environment.

#### School Agreement – SCCS will:

- □ Utilize Springboard, Louisiana State Standards and GLEs to provide a high-quality curriculum
- $\Box$  Provide parents reports on students' progress every 4  $\frac{1}{2}$  weeks (report cards, progress reports) and access to
- grades on a daily basis via OnCourse
- □ Hold parental conferences at parents' request
- $\hfill\square$  Post opportunities for parents to volunteer on Facebook and SchoolMessenger

#### PARENTAL INVOLVEMENT POLICY 2023-24

Slaughter Community Charter School will:

- 1. Annually, involve parents in the planning, development, review, and improvement of the school's **parental involvement policy**, **school-parent compact** and the **Title I school-wide program plan**, in an organized, ongoing, and timely way. The school will engage parents in decisions about the allocation of its Title I, Part A funds for parental involvement.
- 2. Hold an **annual meeting** to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents.
- 3. Provide **information** to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.
- 4. Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's **curriculum**, the forms of **academic assessment** used to measure children's progress, and the proficiency levels students are expected to meet.
  - Curriculum:
    - 1. ELA and Math: Springboard college prep curriculum to prepare students for college
    - 2. Science and Social Studies: a curriculum based on Grade Level Standards utilizing project based learning, research, and textbooks
  - Assessments:
    - 1. Annual Assessments: Middle and High School LEAP 2025, Pre-ACT, ACT, and Workeys
    - 2. Teacher Based Assessments: Higher order thinking assessments comparable to State Assessments
- 5. School staff will use a variety of **communication strategies** to provide additional information to parents and to increase parental involvement in supporting classroom instruction.
  - OnCourse
  - SchoolMessenger
  - Regular posting of information on Facebook, Instagram and the school website
- 6. The school will hold **parent meetings, conferences, and activities** regularly throughout the year to increase parental involvement and build staff and parent capacity to engage in these types of efforts.
  - Open House/Parental Title I Meeting
  - Annual test reward field trip
  - Athletic Banquet
- 7. The school will provide information to parents about volunteer opportunities.
  - Information about volunteering is on the school website
- 8. On the request of parents, provide opportunities for **regular meetings** for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.
- 9. Provide to each parent an individual **student report** about the performance of their child on the State assessment.
  - Mail parents State Assessment Performance reports.
  - Present information about assessments at the School Board meetings so that parents understand what is tested and student performance categories
- 10. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

This School-wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by meeting(s) with parents. This policy will be in effect for the 2023-2024 school year. The school district will distribute this policy to all parents of participating Title I, Part A children on or before September 1, 2023.

#### SCCS ACKNOWLEDGEMENT FORM AND SIGNATURE PAGE 2023 - 2024

### Please complete, sign, and return this form to your child's 1<sup>ST</sup> Hour teacher.

| Student's Name (please print) |                   | Grade                           | 1 <sup>st</sup> Hour Teacher  |  |
|-------------------------------|-------------------|---------------------------------|---|--|
| Parent's Name (plea           | ase print)        | Date                            |   |  |
|                               | PAR               | ENT/STUDENT ACKNOWLED(          | GEMENT  |  |
| Parent's Initials             | Students Initials |                                 | ne contents of the 2023-24 SCCS Student<br>lying Policy, and agree to abide by the guidelines   |  |
| Parent's Initials             | Students Initials | at school. I agree to abide by  | d to use computers, the Internet, and technology<br>the provision state in the Technology and<br>tand that violation of this policy may lead to |  |
| Parent's Initials             | Students Initials | to be displayed in any good n   | d's photograph, video, school work, name, etc.<br>news publication including, including the SCCS<br>bulletin boards, and social media.          |  |
| Parent's Initials             | Students Initials | I agree to follow the strategie | es listed in the Student/Parent/Teacher Compact.  |  |

Teacher's Initials

#### Please complete the following Home Language Survey

| Which language is usually used in your child's home? | English        | Spanish | □ Other: |
|--|----------------|---------|----------|
| Which language did your child learn first?           | English        | Spanish | □ Other: |
| Which language does your child use most often?       | $\Box$ English | Spanish | □ Other: |

#### SIGNATURES

Student's Signature:

| Parents Signature: |  |
|--------------------|--|
|                    |  |

| Teacher's Signature: |  |
|----------------------|--|
| Teacher's Signature: |  |