

SAM HOUSTON HIGH SCHOOL

2024-2025

STUDENT HANDBOOK

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“WHAT TO DO IF”

- You need a temporary or new ID
 - GO TO THE ROOM 110 (\$1 FOR TEMPORARY, \$5 FOR NEW)
- You need to see the principal
 - GO TO THE MAIN OFFICE
- You need to see the counselor
 - GO TO THE COUNSELOR’S OFFICE
- You are late to school
 - CHECK IN AT THE MAIN OFFICE
- You need to leave school
 - A PARENT OR GUARDIAN MUST CALL SCHOOL AND YOU MUST SIGN OUT ON THE SIGN OUT LIST
- You have been absent
 - BRING A MEDICAL EXCUSE OR PARENT NOTE THE DAY YOU RETURN TO SCHOOL WITH ID # AND PHONE # ON EXCUSE
 - YOU WILL TURN IT IN TO THE TEACHER ON DUTY IN THE FRONT LOBBY

Sam Houston High School.....217-4480

IMPORTANT DATES

Homecoming Dance October 26, 2024

Senior Panoramic December 12, 2024

Prom March 29, 2025

Last Day of School..... May 21, 2025

FOREWORD

This handbook has been compiled with the hope that the students of Sam Houston High School and their parents will use it as a source of information regarding school policies, curricula, and organization.

The information in this handbook may be changed based on federal, state, and parish policies or laws. The administration may also change the handbook if it is deemed necessary for the students of Sam Houston High School.

You will find that this handbook has valuable information about requirements for graduation, curricula, regulations and other items of interest about Sam Houston High School.

Students are expected to come to class on time prepared to work. They are responsible for attending class with textbooks, assignments, paper, pencils and any other materials required for each of their classes.

SAM HOUSTON HIGH SCHOOL MISSION STATEMENT



**OUR MISSION IS TO PROVIDE
MEANINGFUL LEARNING EXPERIENCES
FOR ALL STUDENTS.**

Reporting Days

Students' First Day.....8/9
 Students' Last Day5/21

Holidays/In-services

Students Do Not Report
 on the Following Days
 System Offices Closed.....5/26, 6/19, 7/4
 Teacher Virtual PD.....8/1,2
 System-wide In-service8/5,6
 Paras report to work8/5
 School Level In-Service8/7,8
 Labor Day9/2
 Teacher In-service..... 10/11
 Fall Break..... 10/14-15
 Election Day11/5
 Veterans Day 11/11
 Thanksgiving 11/25-29
 Christmas..... 12/23-1/6
 Teacher In-service.....1/6
 MLK Day 1/20
 Mardi Gras3/3-5
 Teacher In-service.....3/10
 Easter Break..... 4/18-25
 Teacher In-service..... 5/22,23

182 Teacher Work Days (required by RS 17:154.3)
 171 Instructional Days
 3 Emergency Days



Calcasieu Parish School Board

BUILDING FOUNDATIONS FOR THE FUTURE

2024-25 District Calendar

Nine Week Periods

1st 10/9
 2nd 12/20
 3rd 3/13
 4th 5/21

State Testing

LEAP ELA/Math/Sci. (3-8) TBA
 EOC Fall CBT..... TBA

Calendar Code

- Students' First Day
- Last Day for Students - Half Day
- School/Employee Holiday
- System-wide In-service
- Teacher Virtual PD Day
- Teacher In-service home school
- System/School In-Service Day
- Nine Weeks Period Ends
- Time Change

July 2024							August 2024							September 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6							3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
28	29	30	31				25	26	27	28	29	30	31	29	30					

October 2024							November 2024							December 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

January 2025							February 2025							March 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28		23	24	25	26	27	28	29
														30	31					

April 2025							May 2025							June 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
20	21	22	23	24	25	26	18	19	20				24	22	23	24	25	26	27	28
27	28	29	30				25	26	27	28	29	30	31	29	30					

PRINCIPAL'S MESSAGE

Dear Students and Parents,

We would like to welcome students for the 2024-2025 school year. The faculty, staff and administration, are looking forward to an excellent year. We are here for you. Providing you with a quality education is our foremost goal.

The Sam Houston High School Student Handbook has been prepared to provide information concerning our school. The policies, procedures, and other contents are to help you understand day-to-day operations. We encourage you to share this handbook with your parents.

We encourage parents to monitor your child's education and to contact your child's teachers when you want to discuss any problem. You can call the school at 217-4480 or contact the teacher by email through the school website <http://www.cpsb.org/samhouston> .

Student leadership is expected on all grade levels. Together we can make this a great year for students at Sam Houston High School.

Sincerely,

Shannon Foolkes
Principal

STATEMENT OF PHILOSOPHY

The philosophy of Sam Houston High School is to educate students in the American concept of democracy, which is that all people assume responsibility for themselves as citizens in this society, in order to function and provide for themselves. To achieve this purpose, students must assimilate basic skills and concepts through education to enable them to become fully participating citizens and leaders in this changing, complex society.

This school is dedicated to the particular challenge of formative education and the specific needs of students. We require good manners in and out of the classroom, but we also believe that children learn best when their natural enthusiasm is sparked, not suppressed. Our purpose is immediate and far-reaching. One goal of Sam Houston High's education program is to prepare our students for success in all aspects of their adult lives, beginning with secondary school, but encompassing career and personal decisions as well.

STATEMENT OF OBJECTIVES

It is the primary objective of this program of education that students be presented with a flexible, ever-expanding curriculum that will provide them with the skills and preparations needed to enter a working world and/or a post-secondary institution of learning. This educational program recognizes the individual needs of the student to grow, not only in skills, but also in a positive self-image of worth and dignity.

Students must learn to relate and to function in a complex world; in order to help them achieve these goals, members of the faculty have adopted the following general objectives:

1. To develop students' capabilities and talents to the fullest extent
2. To develop an understanding and appreciation of our democratic system
3. To offer a wide variety of programs to meet the students' abilities needs backgrounds, talents, and future plans
4. To foster a desire for knowledge, and to increase an awareness and appreciation of aesthetic and moral values
5. To encourage self-discipline and personal responsibility
6. To encourage sound mental and physical health principles through systematic instruction
7. To offer a wide variety of co-curricular activities
8. To foster and encourage logical communication with others (family, friends, society)

With these objectives, the faculty of Sam Houston hopes to provide an institution of learning in which each student is given the opportunity to grow mentally, physically, morally, and socially, in order to meet his/her needs and those of society.

STUDENT PROGRESS CENTER

Please visit cpsb.org

1. You will see "A+ Student Progress Center"
2. Click on that link and it will redirect you to the correct site
3. If you have not yet used Student Progress Center, please send your student to the office to get the instructions and information needed to log-in.

By utilizing Student Progress Center you will be able to track your grades, attendance, and overall progress. We encourage all students and their parents/guardians to take advantage of this resource.

BELL SCHEDULE

7:44	Opening Bell
7:48—8:39	1st Period
8:43—9:30	2nd Period
9:34—10:21	3rd Period
10:25—11:12	4th Period
11:12—11:42	1st Lunch
11:46—12:33	5th Period
OR	
11:16—12:03	5TH Period
12:03—12:33	2ND Lunch
12:36—1:24	6th Period
1:28—2:15	7th Period
2:19—3:06	8th Period

Lunch is based on 5th hour class location.

SCHOOL PHONE NUMBERS

Last Name	First Name	Lead #	Ext	Title
Foolkes	Shannon	217-4480	5143	Principal
Conrad	Mari-Scott	217-4480	5132	Assistant Principal
Shamsie	Brian	217-4480	5127	Assistant Principal
White	Brandi	217-4480	5131	Assistant Principal
Dunham	Michelle	217-4480	5136	Counselor
Smart	Tanya	217-4480	5134	Counselor
Thierry	Sheree	217-4480	5135	Counselor
Perron	Jessie	217-4480	5153	Graduation Coach
Carter	Mallory	217-4480	5137	Counselors Secretary
Ardoin	Hope	217-4480	5147	Secretary
Reeds	Mindy	217-4480	5145	Secretary
Soileau	Sydney	217-4480	5146	Secretary
Taylor	Christy	217-4480	5144	Financial Secretary
Hebert	Jayce	217-4480	5126	Boys Basketball
Guidry	Tiffany	217-4480	5124	Student Council
Davis	Chad	217-4480	5130	Football
Ducote	Troy	217-4480	5121	Ag
Fontenot	Rene'	217-4480	5125	Girls Gym/Volleyball
Gould	Terry	217-4480	5122	Band
Jolie	Sara	217-4480	5150	Library
Fax	Main Office	217-4481		Attendance/Discipline
Fax	Counselor	217-4482		Records/Scheduling

GENERAL INFORMATION

Closed Campus

Sam Houston High School is a "**Closed Campus**." Once students have arrived at school, they must receive permission from the office before leaving the campus during the school day. Once a student arrives at school, he is expected to stay at school. If it becomes necessary to leave school, the **student must check out through the front office**. Students will not be permitted to leave school without a parent or guardian's personal authorization given in person or by phone. **No handwritten notes for check outs.**

On Campus - Out of Class

Students are to remain in class during class periods except in the case of emergencies (as determined by the classroom teacher) or as instructed by the classroom teacher. In these cases, the student must have a Hall Pass. ***Students out of class without a Hall Pass are subject to disciplinary action.***

IDs

Sam Houston High School, with the safety of Students, Faculty, and Staff in mind, issues identification cards, which are to be worn at all times. ID Cards must not be defaced in any manner. **Students will be required to purchase a temporary ID at the cost of \$1.00** each day when they do not have their issued ID. To charge an ID you must report to the classroom 110. **Replacement IDs cost \$5.00.**

Visitors

Visitors must check in through the front office. Visitors must receive permission to remain on campus. They will be given a visitors pass which must be visibly worn.

Telephone

A phone for student use is located in the main office. A student who is ill or has an emergency will be allowed to use the phone to call their parent/guardian.

Lockers

Students are provided lockers. Lockers and contents are subject to school regulations and search as deemed appropriate by the school administration. Locker assignments will be made by the front office. Students will be held responsible for care and content of their lockers.

Work Permits

Sam Houston High School will issue work permits from 8 a.m. to 2:30 p.m. on school days. To receive a work permit you must first have the employer fill out an [Intent to Employ Form](#), have your parent sign the form and bring it to the school office to be completed. **A copy of the student's birth certificate or a Valid Driver's License is required to receive a work permit.** For more information or to download the form, please visit www.laworks.net

Technology Tampering

Any student found tampering with school equipment/technology (computers, computer programs, etc.) will face immediate suspension or expulsion. This includes venturing beyond networked programs into areas not intended for student access.

Textbook Return Policy

All textbooks are to be turned in on the day assigned by the teacher. If the textbook is not returned on that day or if the textbook is returned in an unacceptable condition, the student will be required to pay for the book. A textbook that is returned damaged but in useable condition a damage fee is charged. No refunds for books will be given if the book is returned after the assigned date.

FEES

Fees are based on student participation and/or enrollment in an activity or event. Fees are paid online or to the teacher or club sponsor.

BUS RIDERS POLICY

- Refer to the 2024-2025 Student Code of Conduct

LUNCHTIME PROCEDURES

Sam Houston is a closed campus. Leaving campus at lunchtime is discouraged and is only possible if a student follows normal check out/check in procedures which includes prior parental contact with the front office. An absence from class that results from an off-campus lunch is unexcused unless this lunch is a part of a school function supervised by school officials. Any student who leaves campus during lunch without following proper procedures is subject to disciplinary action such as suspension. **Daily check-out for lunch is prohibited.**

CAFETERIA 217-4480 ext. 1651

Students are required to remain on the campus during the school day during lunch except when diet problems have been verified by a physician's statement. **Students eat free this school year (2024-2025).** You must have your ID to eat lunch.

Cafeteria Expectations: Students will

1. Form one line and not cut in front of other students
2. Have their ID cards on
3. Observe table manners and remove all food/trash from their area
4. Not bring outside food into Cafeteria (such as vending food, soft drinks, etc)
5. Leave Cafeteria when finished with their meal or asked by an adult

Students violating Cafeteria rules and manners will face consequences as follows:

1st offense – Notify Parent

2nd offense – Detention

3rd offense – ISI (one-day)

4th offense – ISI (two-day)

5th offense and beyond – OSS (Out of School Suspension)

FOOD FROM OFF-CAMPUS

Students may NOT bring onto campus (or have someone bring to them) food/drink from off campus eating establishments. Any violation of these guidelines will result in disciplinary action as deemed appropriate by the administration.

CONCESSIONS

Concession machines are available to students as determined by the administration. Times and products available are determined by the administration in accordance with parish policies and state law. Times and products are subject to change. Students may eat/drink concession items and non-cafeteria food in the commons area and courtyard only.

SUPERVISED AREAS

When not in the classroom, students must remain in supervised areas. The main building, lobby, and the courtyard are supervised areas during most of the day. Students may not loiter in the restrooms at any time before, during, or after school. Parking lots are not supervised areas. Therefore, students may go to the parking lots only at the conclusion of the school day or with the expressed consent of the administration and **not during a lunch period.** Consent by the administration will be provided on an emergency basis only. The cafeteria and courtyard are supervised areas at lunchtime. Punishment will be assigned for violations.

PARKING LOT

The parking lot is off limits to students during the school day except when coming to and leaving school. If a student drives his own vehicle to school, he/she must park it, lock it, and leave the parking lot in an appropriate amount of time.

AUTOMOBILE POLICY

Because the school is responsible for the student from the time he/she leaves home until he/she returns home, **students are not to sit in, drive, or ride in motor vehicles during any part of the school day including lunch for any purpose, except for those students properly authorized. The principal shall deny the child the right to drive to school in his vehicle if he/she is violating any school or traffic regulations.** The principal will be the authority in the establishment of student and faculty parking regulations.

A student wishing to park an automobile on campus must follow these rules.

1. Purchase a parking sticker (must have a new parking sticker each year) for the vehicle they wish to park on campus. The cost is \$10.00/sticker. Those spots are limited and available on a first come/first serve basis. Parking stickers must be visible on front windshield. Parking stickers will be sold during registration and in the front office.
2. Observe a speed limit of 10 mph while on campus
3. Park in the lot east of the football field. (only purple bumpers)
4. Students may not park in the following areas:
 - a. Faculty parking areas. (yellow bumpers)
 - b. Circle in front of school
 - c. Handicapped Parking Spaces or Fire Lane
 - d. Between the boys gym and courtyard area
 - e. Any area not specifically marked as a parking space (no lines/no parking bumper)
5. Any student who parks in such a manner as to block the exit of any other car could have privileges suspended and will be issued a ticket
6. All parking areas are off limits to students from the time of arrival until the time of departure unless the student has a parking lot pass issued by the office (for emergency use only). Loitering will result in disciplinary action.
7. At the end of the school day, all students driving private vehicles must leave school by way of the north gate or wait until buses clear out before going through the Sam Houston Jones Parkway entrance.
8. Students will drive in accordance with all posted signs, particularly observing "one way" lanes. Students driving the wrong way down a "one way" lane will be ticketed.

Students will be assessed a \$10 fine for violating any of the above rules.

SCHOOL NURSE

The school nurse visits our campus periodically for evaluations, medical paperwork checks, and general oversight of diagnosed medical conditions. The school nurse is not here to diagnose students and will not administer medications unless the procedures listed below are followed. If you believe that you are sick, you will have to call home for a parent/guardian.

Students that have been diagnosed with a serious medical condition (such as asthma) will not be allowed to stay at school unless the office has the proper medication and documentation to administer medication. This is for the student's safety.

Students that have signs of a contagious illness or condition (ex: scabies, pink eye, lice, etc) will be sent home until verification of treatment can be obtained. This is for the safety and wellbeing of the entire student body. We appreciate your cooperation and understanding of these policies.

INOCULATIONS

In compliance with the law (Act 519, of the Louisiana Statute), all children entering the Calcasieu Parish School system for the first time, including preschool level and kindergarten, shall present satisfactory evidence of having been immunized against diphtheria, tetanus, whooping cough, polio, and measles, or shall present evidence of an active immunization program in progress, at the time of registration or entrance into school. If booster injections, (such as those required after age 11) are required before entering school, such booster injections must be administered before the child enters school.

MEDICATION

- Refer to the 2024-2025 Student Code of Conduct

ATTENDANCE

- Refer to the 2024-2025 Student Code of Conduct

CURRICULUM AND INSTRUCTION

Calcasieu Parish School Board High School Grading Policy

- Refer to CPSB Pupil Progression—Appendix D on the CPSB website (www.cpsb.org) Our District/Policies/Pupil Progression

Guidance and Counseling Services, 217-4480 ext. 5137

Parents may call the counselor's office at any time to check on a student's progress during any 9 weeks period.

The counselors serve the students in a variety of areas to include:

1. Support for students as they strive to make decisions about personal concerns.
2. Career counseling about future occupations. Career information is housed in the library, so students will have better access to this information.
3. Educational information for post-secondary education such as colleges, trade schools or military services.
4. Coordination of various types of tests: PRE-ACT, ASVAB, PSAT/NMSQT, ACT, AP, and EOC-End of Course.
5. Help in high school educational planning. Your counselor will help you plan the courses you take at Sam Houston that best fits your stated educational and/or career plans.

The same counselor will remain your counselor from grades 10 through 12; however, all counselors will be glad to assist you with any academic, social, or personal problem.

Schedule Changes

Schedule changes will be made only to correct mistakes in placement, to adjust teacher loads, or, in unusual cases, at the discretion of the school administration. Changes will not be made five (5) days after the semester starts.

Transcript/Grade Point Averages

On the transcript, the final end-of-course average shall be converted to a letter grade using the following scale:

A	100 - 90
B	80 - 89
C	70 - 79
D	60 - 69
U	59 and below

The final transcript will carry the end-of-course average in the form of a letter grade for courses attempted. The transcript will reflect a 4.0 grading scale and a 5.0 scale used exclusively for AP and Dual Enrollment courses. The final grade point average(s) shall be computed to thousandths and rounded to hundredths.

Transferred Student Grades

If a student transfers into the system during the school year from a school that uses letter grades, the letter grades will be converted to numerical grades using the following scale:

A – 95	B – 85	C – 75	D – 65	U – 59
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Withdrawal Procedures

A student's withdrawal request should be made by a parent, in person, at the counselors' office.

Carnegie Units

There are 24 Credits (Carnegie Units) required for TOPS University Diploma and 23 Credits required for Jump Start Diploma graduation.

Drop Course Policy for Seniors

Senior students desiring to drop either 1/2 or full credit course that would be not needed for graduation must do so prior to the 11th day of classes in the first semester. Full credit courses that continue into the second semester must be dropped prior to the 1st day of the second semester. Failure to attend an assigned class will result in both a failing grade and disciplinary action for violation of the State Mandatory Attendance Law.

Also note that,

- A. A senior cannot drop a course that causes a "hole" in the schedule.
- B. Once dropped, a senior cannot sign up for that course again.
- C. A senior who drops a full credit course after mid-term exams but before the first day of the 3rd nine-weeks will have the fall semester grade calculated into their G.P.A. as a half -credit course.

Final Grade

The final grade for one-half (1/2) credit courses shall reflect an average of two marking periods. Courses of one or more credits shall reflect an average of the marking periods and a final exam. Students may not be exempt from 1/2 semester course exams.

Honors Graduating Policy

Students who desire Honors status must meet the guidelines outlined below:

A. Honors positions:

Summa Cum Laude	3.90 - 4.0 GPA
Magna Cum Laude	3.70 - 3.89 GPA
Cum Laude	3.50 - 3.69 GPA

B. Requirements:

1. Completion of the TOPS University curricula.
2. Students must attend a state approved high school their final two years of enrollment.

2024 - 2025 ACT TEST DATES

2024-2025 National Test Dates Schedule

Test Date	Regular Registration Deadline Late Fee Applies After This Date	Late Registration Deadline	Photo Upload and Standby Deadline
September 14, 2024	August 9	August 25	September 6
October 26, 2024	September 20	October 7	October 18
December 14, 2024	November 8	November 22	December 6
February 8, 2025	January 3	January 20	January 31
April 5, 2025	February 28	March 16	March 28
June 14, 2025	May 9	May 26	June 6
July 12, 2025*	June 6	June 20	July 4

*No test centers are scheduled in New York for the July test date.

Test Information Release for the 2024-2025 testing year will occur in September, December, and February. See www.act.org/the-act/tir for more information.

ACT Codes

Sam Houston Test Center Code – 196780

Codes to have ACT Scores sent to:

Sam Houston – 191487

McNeese – 1594

TOPS - 1595

COURSE REQUIREMENTS FOR TOPS UNIVERSITY AND CAREER DIPLOMAS

Graduation requirements

2022-2023 9 th graders & prior years (2021-2022 T9 students)	2023-2024 9 th graders (2022-2023 T9 students)	2024-2025 9 th graders (2023-2024 T9 students)
N/A	<ol style="list-style-type: none"> TOPS Tech students required to take Geom (Act 447) as a math <ol style="list-style-type: none"> Must have Algebra I and Geometry 3rd and 4th math can be chosen from acceptable list of math courses Last class to take US History as LEAP testing requirement 	<ol style="list-style-type: none"> TOPS Univ students-Fin Lit required (Act 267) <ol style="list-style-type: none"> 20 cr. required for TOPS scholarship TOPS Tech students required to take Geom(Act 447) & Fin Lit (Act 267) as "maths" <ol style="list-style-type: none"> Must have Alg I, Geom, and Fin Lit 4th math can be any other math First to take Civics as a LEAP grad testing requirement
<u>TOPS University</u> 4 English courses – English I, II, III, IV 4 Math courses – Alg I, Geometry, Alg II, and a higher level math 4 Science courses – Biology, Chemistry, and two additional sciences 4 Social Studies courses – US History, Civics, and two additional social studies Foreign Lang – 2 years of same language Art – one unit of Art <hr/> <i>PE/Health - 1 ½ PE & ½ Health</i> 3 Electives <hr/> 24 credits to graduate; 19 for scholarship	<u>TOPS University</u> 4 English courses – English I, II, III, IV 4 Math courses – Alg I, Geometry, Alg II, and a higher level math 4 Science courses – Biology, Chemistry, and two additional sciences 4 Social Studies courses – US History, Civics, and two additional social studies Foreign Lang – 2 years of same language or two years of Computer science Art – one unit of Art <hr/> <i>PE/Health - 1 ½ PE & ½ Health</i> 3 Electives <hr/> 24 credits to graduate; 19 for scholarship	<u>TOPS University</u> 4 English courses – English I, II, III, IV 5 Math courses – Financial Lit, Alg I, Geometry, Alg II, and a higher level math 4 Science courses – Biology, Chemistry, and two additional sciences 4 Social Studies courses – US History, Civics, and two additional social studies Foreign Lang – 2 years of same language or two years of Computer science Art – one unit of Art <hr/> <i>PE/Health - 1 ½ PE & ½ Health</i> 2 Electives <hr/> 24 credits to graduate; 20 for scholarship
<u>TOPS Tech</u> 4 English courses – English I, II, and two additional English courses 4 Math courses – Algebra I and three additional math courses 2 Science courses – Biology and one additional science 2 Social Studies – Civics and US History 9 JS courses in a JS career pathway -JS 1.0 OR 2.0 for 2020-2021 9 th graders (2019-2020 T9 students) -only JS 2.0 for 2021-2022 9 th graders (2020-2021 T9 students) <hr/> <i>PE/Health - 1 ½ PE & ½ Health</i> <hr/> 23 credits to graduate; 21 for scholarship	<u>TOPS Tech</u> 4 English courses – English I, II, and two additional English courses 4 Math courses – Algebra I, Geometry, and two additional math courses 2 Science courses – Biology and one additional science 2 Social Studies – Civics and US History 9 JS courses in a JS 2.0 career pathway <hr/> <i>PE/Health - 1 ½ PE & ½ Health</i> <hr/> 23 credits to graduate; 21 for scholarship	<u>TOPS Tech</u> 4 English courses – English I, II, and two additional English courses 4 Math courses – Algebra I, Geometry, Fin Lit, and one additional math course 2 Science courses – Biology and one additional science 2 Social Studies – Civics and US History 9 JS courses in a JS 2.0 career pathway <hr/> <i>PE/Health - 1 ½ PE & ½ Health</i> <hr/> 23 credits to graduate; 21 for scholarship
<u>LEAP Graduation Testing Requirements</u> English I or English II Algebra I or Geometry Biology or US History	<u>LEAP Graduation Testing Requirements</u> English I or English II Algebra I or Geometry Biology or US History	<u>LEAP Testing Requirements</u> English I or English II Algebra I or Geometry Biology or Civics

SCHOLARSHIP AND GRANTS TIPS

Freshmen:

- Make good grades (at least 3.0 or above).
- Get involved in clubs and activities of interest.

Sophomores:

- Maintain high G.P.A.
- Run for an office for club/activity of your choice.
- Take the Pre-ACT Test to prepare for the ACT.

Juniors:

- Maintain high G.P.A. Most scholarships use the G.P.A. rank at the end of your junior year (6 semester transcript) to determine scholarship winners.
- Take the PSAT in October. National Merit Scholarships are based on PSAT scores. Many companies that reward scholarships require a PSAT score.
- Parent may check with companies to determine qualifications.
- Take the ACT and/or SAT in April (may repeat in June and/or October of senior year.) If you plan to participate in collegiate sports, be certain to include the NCAA code on the list of college codes on the ACT packet.
- Apply for Military Academy in junior year.
- Take the ASVAB if interested in the military and a great tool for Vocational aptitudes. Test is free, must sign up in Counselor's Office.
- Discover Card has a scholarship for juniors.
- Narrow your college choices to five. Visit these colleges during the summer of your junior year.
- Take a leadership role in the club/activity of your choice.

Seniors:

- Maintain high G.P.A. Some colleges determine scholarships after the first semester (7 semester transcript).
- Narrow your college choices to three. Scholarships will be announced (as they come in) over the school intercom during announcements. There is a scholarship box in the counselor's office. Seniors may go by periodically to see if any new scholarships are available. English IV teachers are also provided with scholarship information.
- Apply for all scholarships that pertain to you.
- Keep a personal file on scholarships and deadlines. Your file should include a copy of your resume and essays pertinent to scholarships.
- Enjoy your senior year.

STUDENT CONDUCT, APPEARANCE, AND DISCIPLINE

While the administration, faculty, and staff is concerned with the individual and his/her welfare, they must also be concerned with the group and its welfare in preserving the proper atmosphere for teaching and learning. When the efforts of all concerned fail to modify the behavior and misconduct of the individual is beyond the school system's resources for correction, denial of school attendance, with the procedures for suspension or expulsion, may be initiated.

Positive Behavioral Interventions and Supports (PBIS)

Positive Behavioral Interventions and Supports (PBIS) is a proven, research and evidence-based discipline program that emphasizes school-wide systems of support that include strategies for defining, teaching, modeling and supporting appropriate student behaviors to create positive school environments.

PBIS emphasizes teaching students to behave in ways that contribute to academic achievement and school success and that support a school environment where students and school staff are responsible and respectful. PBIS also emphasizes the need for school staff to promote appropriate behaviors by teaching, modeling, reinforcing and monitoring appropriate behaviors and by treating many minor misbehaviors as "teaching moments" rather than punishment opportunities. PBIS recognizes that effective school discipline is anchored to meaningful corrective instruction and guidance that offers students an opportunity to learn from their mistakes and contribute to the school community. PBIS also involves ongoing monitoring of discipline data to ensure equitable school-based discipline practices are implemented in a fair and non-discriminatory manner.

Calcasieu Parish Public School System has been implementing the *PBIS* program across the entire district. The Student Code of Conduct compliments and supports the district-wide implementation of *PBIS* to foster student academic and behavioral success.

DISCIPLINE

Refer to the 2024-2025 CPSB Code of Conduct which explains the four Levels of Infractions, as well as Discipline Procedures for each Infraction.

Lunch Detention

Lunch Detention will be held on Tuesdays for students having first lunch and Thursdays for students having second lunch in Room 106. Students will report to the assigned detention teacher. If the student misses the detention, they will be assigned one day of ISS.

In-School-Suspension (ISS)

When a student has been assigned In-School-Suspension, they will report to the cafeteria for roll call instead of their 1st hour class. The student will then report to the designated site of ISS and they will remain there until the end of the day. These students will be isolated from students attending regular classes for this time. They will eat lunch between regular lunch periods. While serving this isolation period, students will be required to complete specific computer assignments. Students that refuse to serve this time in isolation properly, or exhibit unacceptable behavior during this time, will be given out of school suspension/s and will have to complete the assigned ISS at a later date. Students serving in the Isolation program are not counted as absent. Students serving In-School-Suspension are allowed to make up work they miss while serving this Isolation.

SUSPENSION

Refer to the 2024-2025 Student Code of Conduct

EXPULSION

Refer to the 2024-2025 Student Code of Conduct

Teacher Detention

Teachers may assign and conduct after school detention for discipline problems in the classroom. If a student fails to attend teacher detention, the student will be referred to the administration for disciplinary action. Students referred to the administration may be assigned after school detention or ISS.

CPSB Dress and Appearance Code Guidelines (for specifics see 2024-2025 Student Code of Conduct)

SHHS STUDENT DRESS CODE IS AS FOLLOWS:

- **SHIRTS:**
 - **Any day of the week:** SHHS PBIS t-shirt or a Navy, White, Hunter Green, or Purple Polo/golf style shirt with a collar or button down the front with a collar
 - **Fridays:** SHHS Broncos t-shirt, includes clubs and sports
- **PANTS/SHORTS/SKIRTS:** Navy or Khaki colored; Blue Jeans with no rips, tears, holes; Shorts and skirts, and blue jean skirts must be no higher than 3 inches above the knee; NO knit or tights
- **JACKETS:**
 - **FULL ZIPPING JACKET** CAN BE ANY COLOR, MUST NOT HAVE INAPPROPRIATE WORDS OR PICS ON IT, BUT MUST BE UNZIPPED IN THE CLASSROOM
 - **HALF ZIP JACKETS, SWEATSHIRTS** – SCHOOL COLORS PURPLE, GOLD, WHITE; ALSO ACCEPTABLE NAVY, HUNTER GREEN, GRAY, BLACK NO INAPPROPRIATE WORDS OR LOGOS ALLOWED
 - **NO Hoodies**
 - **LONG SLEEVE UNDER SHIRTS:** NAVY, HUNTER GREEN, WHITE, GRAY, BLACK, PURPLE, GOLD
 - **HATS AND BEANIES:** Hats are not to be worn. Beanies can be worn on cold weather days ONLY outside of the building.
 - **SHOES:** Must have a back, Jandals, Slides, and Flip Flops are not allowed

Dress Code Violation Consequences

All dress code violations will be placed in the discipline system

On the 4th offense – office discipline referral is required and After School Detention; 5th and beyond office discipline referral(s) will result in ISI.

Dance Dress Code

You may contact administration before purchasing any clothing item should you have a question

Homecoming and Prom Dress Code:

GIRLS

- NO PLUNGING NECKLINES
- SLITS IN DRESS CAN NOT GO UP MORE THAN 5 INCHES ABOVE THE KNEE
- TWO PIECE DRESSES MUST COVER MIDRIFF
- BACK OF DRESS MUST BE NO LOWER THAN YOUR WAIST
- SKIRTS OR DRESSES CAN BE NO MORE THAN 5 INCHES ABOVE THE KNEE

BOYS

- NO JEANS
- NO TENNIS SHOES
- NO SAGGING PANTS
- NICE DRESS SLACKS
- BUTTON UP SHIRT (MANDATORY) WITH TIE
- **PROM ONLY** A TUXEDO IS ENCOURAGED (OR A SUIT JACKET)

Electronic Telecommunication Devices

- Telecommunication devices are not allowed to be used during the instructional day.
- **Electronic Devices include the following but are not limited to laptop, cell phones, smart watches, earbuds/headphones. Violations against school policy shall result in:**
 - 1st Offense → **1 Day of ISI**
 - ****Failure to comply or give to device to a teacher – 1 Day Suspension****
 - 2nd Offense → **2 Days of ISI**
 - 3rd Offense → **1 Day Suspension**
 - 4th Offense → May result in recommendation of an Expulsion Hearing
- CPSB Electronic Telecommunications Device Policy found in the **2024-2025 Student Code of Conduct**

Cutting Class/Leaving Campus

Students are not allowed to leave the campus for any reason unless they are checked out by a parent. Students riding a bus are not allowed to leave campus and return to catch their bus.

Violations will result in the following disciplinary actions:

- 1st Offense – ISS
- 2nd Offense – ISS (2 days)
- 3rd Offense – Out of School Suspension
- 4th Offense and beyond – OSS (2 days)

Vaping

Any student caught vaping or in possession of a vape device will result in the in the following disciplinary actions:

- 1st Offense – Call Parent and 2 days of OSS
- 2nd Offense – Call Parent and 3 days of OSS; also may result in Alternative Site Placement

Habitual Rule Violation

Any student that is sent to the administrative office for disciplinary action 10 times will be suspended from school for one day. Every 5th referral thereafter will again result in suspension.

Tardy Policy

The intention of the Tardy Policy is to motivate students to arrive to class on time and so that teachers can begin teaching without interruption. Each teacher consistently holds their students accountable for arrival to class on time. On the fourth tardy and each tardy thereafter during a semester, the student will be referred to the office for disciplinary measures. The following procedures will be used:

- 1st tardy – Teacher gives warning to student.
- 2nd tardy – Teacher conferences with student.
- 3rd tardy – Teacher document parent contact.
- 4th tardy – After school detention
- 5th tardy – ISS (In School Suspension)

STUDENT SERVICES

The mission of our school goes beyond the presentation of academics to the student body. Our school strives to provide students with a broad range of experience and opportunity that promotes the overall growth of the individual.

ORGANIZATIONS, CLUBS AND SPECIAL ACTIVITIES

Art Honor Society (National)

The National Art Honor Society is sponsored by the National Art Education Association for the purpose of inspiring and recognizing those students who have shown an outstanding ability in art. NAHS strives to aid members in working toward the attainment of the highest standards in art areas, and to bring art education to the attention of the school and community. Eligibility requirements include successful completion of one semester of art at SHHS; a minimum art average of 3.0; and a minimum overall average of 2.5. Annual dues total \$20.00 which includes National Registration and Chapter Dues.

Athletics

A student's participation in any extracurricular activity is a privilege and not a right. Therefore, the principal/coach reserves the right to remove any student from any school related activity or organization if the actions of that student reflect poorly on the organization and/or the school. Information on eligibility, practice schedules, and other requirements may be obtained from the coach of each sport. Booster organizations are available for the parents and supporters of SHHS sports programs and those interested in active participation and encouragement of our athletic teams.

Fall Sports:	Football, Volleyball, Swimming, Cross Country
Winter Sports:	Basketball, Soccer, Wrestling, Powerlifting
Spring Sports:	Softball, Baseball, Track, Tennis, Golf

Band (Pride & Spirit Band)

The band consists of students, grades 9-12, enrolled in band classes during the regular school day. Students are accepted for band enrollment by the band director/s and must participate in both the marching and concert bands. Band offerings include the following: Marching band, Varsity Symphonic Winds, Jr. Varsity Concert Band, Color-guard, and Instrumental Techniques. Students are placed in the band classes based on ability and the director's discretion. The marching band meets two weeks before the start of school for camp. **Auxiliary groups (Color-guard and Drum-line)** are selected from band membership through auditions. The Drum Major and Guard officers are selected through audition and leadership qualities. The marching band is a performance and competition-oriented organization. The **Varsity Symphonic Winds and the Jr. Varsity Concert Bands** are selected through auditions, with the Symphonic Winds being the advanced group. All Band students are members of one of these organizations, or they are in Applied Music classes. The Varsity Winds and Jr. Varsity Concert band are performance-oriented groups and participate in several concert festivals and contests. The main objectives of these bands are performances and student enjoyment.

Beta Club

The Sam Houston High School Beta Club, a chapter of The National Beta Club, is a student-centered organization that provides opportunities and experiences that promote the core ideals of character, academic achievement, service, and leadership within the school and the community. Membership requirements, registration forms, and deadlines to join are available during registration each fall.

Broncettes

The Broncettes are the SHHS dance team. Tryouts are held in the spring of each year. Their general purpose is to promote school spirit. The Broncettes perform at half-time of football and basketball games, and at other school/community functions. Broncettes must maintain a 2.0 GPA.

Cheerleaders

The Sam Houston High School Cheerleaders shall be composed of squads containing students in grades 9-12. Tryouts are held in the spring of each year. The division and number of squads depends each year on the number of students trying out and making the squad in various grade levels. Their general purpose is to promote school spirit. They cheer at football and basketball games and various other school/community functions. Cheerleaders must maintain a 2.0 GPA.

Family, Career, and Community Leaders of America (FCCLA)

FCCLA is a nonprofit national student organization for young men and women in family and consumer sciences education. FCCLA is the only national career and technical student organization with the family as its central focus. Chapter projects

focus on a variety of youth concerns, including teen pregnancy, parenting, family relationships, substance abuse, peer pressure, nutrition and fitness, teen violence, and career exploration.

Fellowship of Christian Athletes and Students (FCA)

FCA is the largest Christian sports organization in America. FCA focuses on serving local communities by equipping, empowering and encouraging people to make a difference for Christ. The FCA Vision is to see the world impacted for Jesus Christ through the influence of athletes and coaches. FCA meets every Thursday morning at 7:10.

Future Business Leaders of America (FBLA)

FBLA is an organization whose membership is composed of students, presently taking or that have taken a business course. The purpose of FBLA is contribute to the motivation, education, and total development of students through activities that develop leadership abilities, citizenship skills, social competencies, and a wholesome attitude about living and working.

Future Farmers of America (FFA)

Students are encouraged to join the National FFA Organization. The FFA is the largest and oldest organization for high school students enrolled in agriculture science classes in the United States. Membership in FFA allows students to compete in contests throughout the year and participate in several field trips and activities. Supervised agricultural experience programs (projects/research completed outside of the class) and FFA leadership activities are integral components of the course and provide many opportunities for practical application of instructional competencies. Membership dues are \$20.00 per year, due by the end of the first nine weeks. You can also visit www.FFA.org for more information on FFA.

4-H

Membership is open to all students. Members are given the opportunity to enroll in many different projects ranging from livestock to photography and public speaking to woodworking. Members are encouraged to take leadership roles in the organization and in the community. Questions--contact Mrs. Regina Smart.

Quiz Bowl

The Quiz Bowl team is comprised of students with a 3.5 grade point average. Any student meeting that criterion is welcome to join the quiz bowl team. We participate in four meets a year. Quiz bowl requires a well-rounded individual with diverse interests. Although science, social studies, math, and literature are regular categories, random knowledge of politics, current events, geography, and popular culture are frequently covered too.

Student Council (StuCo)

The Student Council is the student-governing body which is made up of students who are elected by the student body and the faculty. The Council consists of eight officers and twenty representatives from each grade. Student Council members seek to promote good public relations and good human relations among students, principal, faculty, and community while maintaining the utmost in character, integrity and leadership. All members are committed to service to community, school and all school related functions, as well as outside organizations that benefit a greater cause. The organization is active on local, regional and national levels of leadership. Officers must be full-time students with a 3.0 GPA. All class representatives must maintain a 2.5 GPA. The organization is very important to the entire school and community.

Teenage Republicans Club (TARs)

The Sam Houston Teenage Republicans Club provides a forum for teenagers with conservative values to develop their leadership skills and enter the voting age with a strong understanding of the Republican Party. SHHS TARs take an active role in campaigns for Republican candidates and increase interest among young people in the political process through voter registration drives, community service, and participation in rallies and campaign events. Membership forms and deadlines to join are available at registration each fall.

Yearbook

Yearbook Publications I and II is offered to a selected group of sophomore and junior students. All applicants must submit an application, usually available in March of the school year, and go through an interview process. Once selected, these students commit themselves to an intense publication process. The class requires organization, creativity, basic photography knowledge, and most of all, responsibility. The class will preserve and publish an entire school years' worth of memories that will be cherished for the years to come.