



# **2025-26** **Student Handbook**

## **Ouachita Junior High School**

**...where the pride begins.**

Perseverance  
Respect  
Integrity  
Dedication  
Excellence



# **Ouachita Junior High School**

5500 Blanks Street

Monroe, La. 71203

Phone: 432-2200

Fax: 432-2249

**Principal**  
***Darron Underwood***

**Assistant Principal**  
***Amanda Crain***

**Dean of Students**  
***David Gay***

**Curriculum Coordinator**  
***Amy Willis***

**Counselor**  
***Alecia Davis***

**Athletic Director**  
***Frank Goodin***

**Secretary**  
***Denise Scott***

**Bookkeeper**  
***Cynthia Davis***

## **WELCOME**

Welcome to the Ouachita Junior High family! We hope you enjoy and make the most of your junior high experience at our school. Ouachita is all about tradition and excellence, and we are glad you are now a part of where the **PRIDE BEGINS**.

**Dear Parent or Guardian,**

**You are requested to read and discuss this student handbook with your child. Our faculty will spend orientation time with our students, but you need to know and understand what is expected of your children while they are students at Ouachita Junior High. Please refer to the handbook when you have questions concerning your child or school procedures.**

**You may ask for the following people if questions arise during the school year:**

Attendance	D. Scott
Books	D. Gay
Buses	D. Underwood
Cafeteria	Cafeteria Manager
Crisis Management	D. Gay
Curriculum	D. Underwood/A. Willis/A. Crain
Discipline	A. Crain//D. Gay/D. Underwood
Guidance/Class Change	A. Davis/A. Crain
Money Matters, Fees, Refunds	C. Davis
Personnel	D. Underwood
Scheduling	A. Davis/A. Crain
School Information	D. Scott/C. Davis
Special Education	N. Sullivan
Sports	F. Goodin
Technology	C. Mills
504	C. Mills

## **SCHOOL MISSION STATEMENT AND PHILOSOPHY**

The Ouachita Junior High School Family believes that our primary mission is to provide quality instruction to all students to better prepare them for future learning experiences.

We recognize the dignity, worth, and unique character of each of our students and accept the responsibility to work with the family and the community to enable each student to grow in awareness of his/her own self-worth, abilities, rights, and responsibilities.

Our purpose is to develop an integrated program of studies and activities in the best possible educational environment to prepare our students to be productive and contributing members of society.

# **SCHOOL POLICY**

This handbook has been prepared for you with the purpose of giving you some of the spirit, ideals, and objectives of Ouachita Junior High School. The policies and procedures contained in this handbook are the results of a concerted effort on the part of the faculty, the student council, and the administration. This information has been carefully prepared and presented so that it will be of value in helping you to adjust and become a part of Ouachita Junior High School. The major goal of education is to help each student become an effective citizen in a democracy. Being able to develop and to accept the responsibilities and obligations of good citizenship will help us to participate successfully in the world of tomorrow. We hope that you will participate in the varied activities offered at Ouachita Junior High School, which will prepare you to live a better life and finally to take your place in this complex society. Remember that your success in this school and this life will be directly proportional to your efforts.

## **ACADEMIC EXCELLENCE**

This year, like in other years, we want our emphasis to be on academic excellence. Different programs and activities will be held to recognize students who excel in mastering subject matter and exhibiting good behavior.

### **Positive Behavior Events**

OJHS will hold activities at various times during the year to recognize outstanding students for good behavior, academic, and citizenship achievements. Parents are always welcome to join in when possible.

### **Award/Behavior Guidelines**

It will be at the Administration's discretion if a student with an out-of-school suspension will be allowed to attend pep rallies, field trips, or the end-of-the-year celebration for good grades and/or good behavior. In-school suspensions will be evaluated on an individual basis by the Administration as well

### **Final Awards Program**

At the end of the school year an Awards Assembly will be held for our students and parents. Awards will

be presented for academic achievements. Students will be recognized for the following:

Principal's List (4.0 GPA each nine weeks, All A's each 9 weeks)

\*\*Assistant Principals' List (3.5-3.99 with no C's, D's or F's on report card; all A's and B's all year long)

Lion Scholar (3.0-3.49 with no D's or F's)

Special Awards

## **ASSEMBLIES/AFTER-SCHOOL FUNCTIONS**

The student's behavior should be acceptable and courteous at all times. An indication of the atmosphere of the school is the conduct of its student body at an assembly. Whether guests are present or not, each student is personally responsible for the impression made by the school as a whole. Unacceptable conduct would include sleeping, wearing hoodies, on cell phone, air pods, whistling, unnecessary clapping, boisterousness, booing, and talking during a program or while someone is speaking, etc. Student(s) will be disciplined accordingly. Students not picked up on time from after school events, at the discretion of admin, may not be allowed to attend future after school events.

**It will be at the discretion of the school Administration if students with out-of-school suspensions will not be allowed to attend pep sporting events, rallies, dances, or after-school functions; i.e., field trips.**

## **ATHLETICS**

Ouachita Junior High School will follow the Louisiana High School Athletic Association official handbook for its policies regarding athletic participation. Athletic groups remaining in the gymnasium after regular school hours are to take jackets and books with them. The rest of the building will be locked before these groups are scheduled to leave the building. These students are to leave the gym by the specified door. Athletes in every sport will follow the drug-testing policy adopted by the Ouachita Parish School Board.

Students who are not picked up promptly following athletic events may not be allowed to return to any future events.

## **ATTENDANCE POLICY FOR STUDENTS IN GRADES KINDERGARTEN THROUGH EIGHT**

State law and Ouachita Parish School Board Policy require that students attend a minimum of 94% of the year's instructional minutes. Students in grades K-8 cannot accumulate more than (10) unexcused absences in a school year. Therefore, the following procedure will now be used concerning absences that are to be excused.

1. **FOR ABSENCES NUMBER 1 THROUGH 10**, acceptable documentation must be turned in at the school to the appropriate person within 48 hours after the student returns to school. The school will see that the absence is marked as excused and file the documentation at the school.

2. **FOR ABSENCE NUMBER 11 AND EVERY ABSENCE AFTER THAT**, the parents must take the documentation to the CHILD WELFARE/ATTENDANCE OFFICE located at the Instructional Annex in West Monroe for APPROVAL BEFORE TURNING IT IN AT SCHOOL. FAILURE TO DO SO CAN

PUT YOUR CHILD IN DANGER OF BEING RETAINED. Parents and students are reminded that the state law requires that all students be in school EVERY DAY that school is in session unless there is an acceptable excuse for being absent. State law also requires that students be in school for the

DURATION OF TIME EACH DAY as required by the school and the local school board. **This means that students are not to be checked in late or checked out early unless it is due to acceptable reasons as outlined by state law and school board policy.**

If a student checks in after 8:24, he/she is absent for 1st period and will remain in student services until the bell rings for 2nd period. If the student checks out prior to 2:41, he/she is absent for eighth period.

Note: Students shall be considered excused from school upon presenting appropriate documentation for absences that fall into one of the following categories:

1. Personal illness
2. Death in the family
3. Legal appointments
4. Recognized religious holidays of the student's own faith
5. Extenuating circumstances

## **BUS REGULATIONS**

Your bus driver is an important person in your school life. Do what he or she tells you. Your life, as well as the lives of other students on the bus, depends on it!

**\*\*Students who come to school on the bus should return home on the bus unless they have a note from their parents signed by an administrator. This note is to be submitted to the main office (early in the day) for verification. Only regularly scheduled bus students are to ride the bus. A bus driver with a crowded bus reserves the right to deny extra children who are not their route students to ride their bus.** Bus students are to go immediately to the buses as soon as they are dismissed from school. All bus rules and regulations also apply to the bus stop. Minor infractions and disciplinary procedures will be determined by the administration.  
(Transportation: 388-8924)

Bus Discipline Procedure (Major Infractions)

- 1st offense -- 1 - 3 days suspension of riding privileges with parental contact
- 2nd offense -- 3 days - 1 week suspension of riding privileges
- 3rd offense -- 1 week - 2 weeks suspension of riding privileges
- 4th offense -- termination of riding privileges for remainder of school year,



**\*\*Any student may be removed from the bus at any time depending on the infraction. REMOVAL FROM ONE BUS MEANS REMOVAL FROM ALL BUSES.**

### **Fighting Between Students or Abuse of Driver**

1st offense -- 1 week - 2 weeks suspension of riding privileges or expulsion from the bus immediately or suspension from school, or possibly recommendation from bus expulsion, (according to the situation).

2nd offense -- Discretion on the part of the school officials will be used with an Expulsion-from-the-Bus recommendation being the probable outcome.

**\*\*Students not riding the bus are not to be in the bus loading area; students walking home are to leave immediately, through the FRONT OF THE BUILDING. STUDENTS ARE NOT ALLOWED TO BE PICKED UP OR DROPPED OF IN THE BACK OR THE SIDE OF THE SCHOOL.**

**\*\*NO STUDENT IS TO BE PICKED UP AT THE 6<sup>TH</sup> GRADE AREA BY THE NORTHEAST LOOP AREA. THERE IS NO TEACHER ON DUTY HERE. IF A STUDENT IS CAUGHT BEING PICKED UP HERE, PARENTS WILL BE CALLED, IF PICKED UP A SECOND TIME THE STUDENT WILL BE DISCIPLINED. THIS IS A SAFETY HAZZARD. ALL CAR RIDER STUDENTS MUST BE PICKED UP IN THE MAIN FRONT PARKING LOT DRIVE THROUGH. NO EXCEPTIONS.**

### **CAFETERIA**

Student behavior in the cafeteria should be based on courtesy and cleanliness. This means leaving the cafeteria in the condition in which you would like to eat. Students will go through the cafeteria line after paying for their food. Students are to remain in the cafeteria until they have finished eating. Students who are not eating lunch in the cafeteria are to report to the recreation area. Because of strict federal and state regulations of the school lunch program, students must pay daily for their lunch. Students cannot charge their meals. The correct amount of money will make your service through the line faster and more efficient. The cost of lunches will be announced at the beginning of each school year. Food (lunch) is not to be delivered to school unless special permission has been given by the principal. Students who are too noisy in the cafeteria may be asked to leave. Any inappropriate conduct in the cafeteria may result in the student(s) being removed (See Child Nutrition Program payment policy). Student accounts may be viewed online.

### **LUNCH DETENTION**

Students who cause a disturbance in the cafeteria may be sent to sit in lunch detention/kitchen patrol during lunch. All students will be given a lunch tray. Students will not be allowed to purchase concession when given LD/KP. Lunch detention is also served by students who have multiple

tardies, dress code violations, cell phone violations and other minor discipline issues. Students will sit in cubicles while eating lunch and will help clean the lunchroom once the cafeteria is clear. They will stay with the duty teacher and go to the restroom before heading to their next class period at the bell.

## Ouachita Parish School Board

### **CELL PHONE/AUDIO/ELECTRONIC TELECOMMUNICATION EQUIPMENT**

As outlined in Louisiana R.S 17:239, students are prohibited from using cell phones or any electronic telecommunication device in all public-school buildings and on school buses used to transport public school students. **Cell phone “use” is defined for this policy as the cell phone being in the “on” position or mode. During regular school hours, student cell phones are required to be kept out of sight and turned off while in a school building, on school grounds, or on a school bus.** This policy is inclusive of any electronic telecommunication device in a student’s possession.

Cell phones are not to be kept on a student person. They are to be turned off and kept inside a back pack or purse at all times. Phones are not to be pulled out or seen in back pockets of pants, in hoodies, or to “check the time”. Phones are to always be put away during school.

**\*\*The same rules will apply to air pods and headphones.**

JCDAE  
Cf: GAMI

#### **MIDDLE AND HIGH SCHOOL CELL PHONE/ELECTRONIC DEVICES DISCIPLINE**

School administrators shall use the following procedure as corrective action for any student who violates this policy

**First offense:** Parents will be called. Parent/Guardian may pick the device up prior to 3:30 pm Monday -Friday. Student shall receive a written report and 3 days of lunch detention (minor infraction) If phone is on person, (ex: back pocket) and not in use, student will receive a warning and lunch detention.

**Second offense:** Parent/Guardian will be called. Parent/Guardian may pick the device up prior to 3:30 pm Monday - Friday. Student shall be assigned to Saturday Seminar (minor infraction or written referral)

**Third offense:** Parent/Guardian shall be called. Parent/Guardian may pick the device up prior to 3:30 pm Monday-Friday. The student will be allowed to return to the school campus after meeting with a Child Welfare and Attendance (CWA) Officer. This must be done within a five (5) day period. During the time away from school, students will be responsible for all online coursework. Students identified by Section 504 or Bulletin 1508 must report to CWA within three (3) days.

**Fourth offense:** Parent or guardian will be called. Parent or guardian may pick the device up prior to 3:30 Monday-Friday. The student will be given three (3) days in-school suspension. If parent and/or student refuse the “parent pick up” option up, the student shall receive a three (3) day suspension and will be responsible for all online coursework.

**EXCEPTION FOR EMERGENCIES** In the event of an emergency, any person may use any electronic device available. Emergency is defined as an actual or imminent threat to public health or safety which may result in loss



## CHANGE OF ADDRESS

If at any time during the school year a student moves to a different address, he/she must report this change to the school office. When making this change, two proofs of residence must be provided to the main office. Likewise, a change in telephone numbers should be reported to the office.

Administrative staff reserves the right to question students about their address at any given time.

## CHECKING OUT OF SCHOOL

Students are not permitted to leave the school grounds at any time during the school day without permission from the school office. Failure to follow proper procedure will be considered truancy.

**The parents or guardian or designated adult MUST come in person with proper identification (picture id) to the school office to check a student out of school.** If someone other than the parent is designated to check out a student, the individual must be listed on the student's Check-Out Authorization form and must have a picture ID. If the individual is not listed, a phone call will be made to verify identity of the person picking up the student. ID must be presented or be on file for checkout of any student.

## CHEATING

When a student is guilty of cheating, the teacher shall collect the student's paper, mark a zero for the work, notify the parent, and document the action on a minor infraction form. The parent shall be notified that a second offense will bring disciplinary action from school. Tests are not required to be re-administered nor are new tests required to be given in the case of cheating. A "0" given on the test will not cause the student's six-week letter grade to drop more than one letter grade for the nine-weeks grading period (see Pupil Progression Policy online at opsb.net)

## CLASSROOM BEHAVIOR AND GENERAL CONDUCT RULES

In general, Ouachita Junior High School students are expected to exhibit good manners and courteous behavior at all times. Listed below are some specific rules for OJHS students to follow.

1. ALL STUDENTS ARE EXPECTED TO COME TO CLASS PREPARED TO WORK WITH COMPLETED ASSIGNMENTS AND THE NECESSARY MATERIALS.

2. **Since duty teachers report to their duty posts at 7:25 A.M., students should not arrive at school before 7:25 A.M.** If students wish to eat breakfast, they must be dropped off before 7:40 to ensure they have time to eat. When students get to school, they are to report to the cafeteria for breakfast. Boys will all go to the cafeteria and remain there until the bell rings. Girls will eat in the cafeteria, then report to the gym until the bell rings. **STUDENTS ARE NOT ALLOWED ON THE HALLWAYS OR IN THE BATHROOMS BEFORE SCHOOL, we do not have teachers on hall duty during this time and this is a safety issue.**

3. On bad weather days, all students will report to the GYM for lunch recess.
4. Each student is expected to show courtesy, respect, and follow directions of those in charge.
5. Students are not to loiter in the restrooms and are to do their part to keep them clean.
6. Students are not to loiter in the halls. They are to move quickly and quietly to their next class. No running, shouting, or shoving will be tolerated. Teachers will issue Hallway Discipline Slips to students who display unruly behavior in the hallway and will be disciplined accordingly. This will count the same as a regular referral.
7. Gum chewing by students is not allowed in some classes @ teacher discretion.
8. A student is not permitted to use any form of profanity, written or verbal. Included in this rule is the use of obscene gestures, signs, pictures, publications, notes, or clothing. Clothing should not display obscenities or innuendos relating to inappropriate areas of the body or lewd ideas.
9. Inappropriate display of affection while on school premises, while on campus and control of the school, or in the course of a school-related activity is not allowed (Kissing, handholding, hugging, and so forth).
10. A student shall not engage in any act which intimidates, threatens, injures, degrades or disgraces a fellow student, visitor, or member of the faculty or school staff by written, verbal, or gestural means. No student may threaten a life or threaten damage to school property. Depending on severity, a student(s) may be removed permanently, and the proper authorities notified. (See Bullying Policy).
11. Students will not sell or attempt to sell or distribute any product which has not been authorized for sale or distribution by the principal. This includes, but it is not limited to fundraisers for churches or outside groups.
12. Students are not to go to the office without a pass from the teacher EXCEPT when arriving late to school from an appointment or during the lunch period for emergencies only.
13. No radios, tape recorders, headphones, air pods, cell phones, yo-yo's, laser pointers, trading cards, computer games, or any other items of value that are not school related are to be brought to school. If these items are lost or stolen, **OJHS will not be held responsible**. If any of these items are taken from a student, the items will be released only to a parent.
14. See Cell Phone Policy.
15. Students must have a pass to leave the classroom at any time unless accompanied by a teacher. If a student is out of class without a pass, he/she will be sent back for a hall pass. If this happens repetitively, he/she will be considered skipping class.
16. All students should be out of the school building five minutes after school ends.

17. Students are to wait in front of the school building for their parents to pick them up or drop them off.

**Students are to be picked up no later than 3:45 P.M. If a parent picks up their child after 3:45, they must come inside and sign their child out. After the 3rd time picking up a student after 3:45, new proof of residence may be required.** Students riding a bus should wait in the loading and unloading area at the back of the building. Students should wait for the bus to come to a complete stop before attempting to board. **\*\*NO STUDENT IS TO BE PICKED UP AT THE 6<sup>TH</sup> GRADE AREA BY THE NORTHEAST LOOP AREA. THERE IS NO TEACHER ON DUTY HERE. IF A STUDENT IS CAUGHT BEING PICKED UP HERE, PARENTS WILL BE CALLED, IF PICKED UP A SECOND TIME THE STUDENT WILL BE DISCIPLINED. THIS IS A SAFETY HAZZARD. ALL CAR RIDER STUDENTS MUST BE PICKED UP IN THE MAIN FRONT PARKING LOT DRIVE THROUGH. NO EXCEPTIONS.**

18. Ouachita Junior High School maintains a closed campus. No student may leave during school hours without office authorization. No one is allowed on campus unless he/she has a pass from the office.

19. No student may bring any motorized vehicle to school.

20. Students are not to sit on top of desks or tables.

21. No student will be allowed to sit in a parked car or to talk to anyone who might be sitting in a parked car during the school day.

22. The throwing of **any object** (or in any way causing any object to travel through the air) is not allowed. Such activity frequently involves danger to the sight or hearing or may in other ways inflict injury. This includes, but is not limited to, the throwing of pencils, erasers, books, snowballs, rocks, food in the cafeteria, spitballs and so forth.

23. Students are not to deface or destroy any school property or someone else's personal property. Student(s) will be required to clean and/or replace school property. Failure to do so may result in suspension or expulsion.

24. **Excessive noise in the hallways may result in lunch detention, in-school suspension, Saturday seminar, early-morning detention, and/or suspension.** Teachers will issue Hallway Discipline Referrals and students will be disciplined accordingly. A student should not be in the hallway at all without a hall pass.

25. Students are not allowed to wear money pinned to the outside of their clothes (i.e., birthday money).

26. Students are not to bring open food into the building after concession. All open food and drink are to be consumed during lunch shift. **If a student is caught bringing opened food or drink, (with the exception of a water bottle), it will be thrown away. If a teacher finds a student eating or drinking in class, the food or drink will be confiscated and thrown away.**

27. Food cannot be delivered to students at any time. This includes food delivered by a food delivery service or by a family member.

28. Students cannot bring any type of glass containers, (i.e., glass coffee drinks), or fountain drink cups of any kind into the school. The only type of drink and container allowed is a plastic water bottle with a lid. Glass containers are not allowed on campus. This is to prevent broken glass accidents and sticky spills

Violation of any of the above rules or any other serious infraction may result in disciplinary action. Frequent violation of any of the above rules could result in suspension and/or expulsion from school!

### CONFERENCES: (PARENTS - TEACHERS)

Parents may make an appointment for a conference with the teacher by contacting the Guidance Counselor, Mrs. Davis. These conferences will be set up during the teacher's planning period, as early as the following day, if the teacher is available. Teachers cannot meet during their teaching or lunch time. Parents can also find each teacher's email on our school website. Please ask for Mrs. Davis, our school counselor, to set up an appointment.

### DISCIPLINARY PROCEDURES

**OJHS follows the OPSB discipline policy. This policy can be found on our school website and the district website.**

Students may be assigned to Lunch Detention in the Cafeteria, early-morning detention, ISD, Saturday Seminar, may be suspended, or recommended for expulsion from school. Parental contact will be made by an administrator either verbally or in writing.

Students must be picked up on time from any after-school athletic event. If a student is picked up late, they will not be allowed to attend the next after-school athletic event. If a student is picked up late twice, they will not be allowed to attend any after-school athletic events the rest of that school year.

Ouachita Parish School System allows suspended students to earn up to 75% credit for missed work. Teachers, at their discretion, may allow for more. Days of suspension count in the 10-day rule of attendance.

A student suspended/expelled at the end of school (last 1-5 days) will have the suspension/expulsion extend to the next school year. It will be left to the discretion of the school administration if a student that has been suspended will be eligible for field trips and end-of-the-year parties.

**\*Any student who attends school on a suspension day will be placed in ISD if a parent/guardian cannot pick up the student and then return to suspension on the following day. (The suspension may be increased if deemed necessary.)**

## **DRESS AND GROOMING CODE**

Students should be encouraged to take pride in their physical appearance. When students come to school inappropriately dressed, the faculty and administration will take steps to correct the situation. Parents of students will be informed and asked to cooperate. If appropriate clothes cannot be brought to school, students will be placed in ISS. Students will be expected to comply with the following specific dress regulations. Repeated violations of the dress code will result in the student's being disciplined by being placed in ISS or Saturday Seminar. New students enrolling in OJHS will be provided a grace period of no more than ten (10) school days to comply with this dress code. Principals have the discretion to determine the appropriateness of any clothing.

### **UNIFORM POLICY**

#### **WHERE CAN I FIND THE DRESS CODE POLICY ONLINE?**

- **GO TO OPSB.NET**
- **CLICK ON "SELECT A SCHOOL" TOP LEFT**
- **CHOOSE "OUACHITA JUNIOR HIGH"**
- **UNIFORM POLICY IS LISTED ON THE MAIN PAGE**

#### **WHAT IS THE PURPOSE OF UNIFORMS**

- **LESS DISTRACTIONS**
- **STUDENTS EASILY RECOGNIZABLE**
- **UNIFORMITY**
- **STUDENTS ALL FEEL EQUAL**
- **EASE OF DRESS IN THE MORNINGS**
- **MUCH CHEAPER THAN REGULAR CLOTHING**

#### **UNIFORM SHIRTS**

- **REGULAR "POLO" STYLE SHIRTS THAT HAVE A COLLAR AND MUST FIT CORRECTLY. SHIRTS CANNOT BE EXCESSIVELY LARGE OR SMALL**
- **Polo shirts and uniform bottoms are required to be worn daily**
- **Polo Colors: Maroon, Black, Gray, and White**
- **Uniform bottoms: pants, shorts, skorts (Skirts are not allowed except for religious purposes): Navy and khaki only**

#### **UNIFORM BOTTOMS:**

- **KHAKI OR NAVY PANTS**
- **NO JEAN MATERIAL**
- **NO HOLES OR RIPS OR SHREDDED AREAS**
- **SAGGING OF PANTS AT ANY TIME IS UNACCEPTABLE**
  - **NO CUT OFF PANTS OF ANY TYPE ARE ACCEPTED; THIS INCLUDES PANTS CUT OFF AND ROLLED UP AND SHORTS BOUGHT WITH SHREDDED EDGES**
  - **"SKINNY" FIT PANTS ARE NOT PERMITTED**

- JEGGINGS ARE NOT PERMITTED
- ANY PANTS MADE OF STRETCHY TIGHT-FITTING MATERIAL ARE NOT PERMITTED
- NO RIPS, SHREDDING, OR HOLES OF ANY KIND
- SHORTS MUST BE VERY CLOSE TO KNEE
- TWILL UNIFORM PANT MATERIAL
- GIRLS MAY NOT WEAR SKIRTS (except for religious purposes)
- SKORTS MUST BE VERY CLOSE TO KNEE
- GIRLS MAY WEAR TIGHTS UNDER SKORTS ONLY

## SHOES

- DRESS SANDLES MUST HAVE BACKS
- NO SLIPPERS
- NO SLIDES
- NO CROCKS
- NO FLIP FLOPS
- NO ATHLETIC TYPE SANDALS
- NO HOUSE SHOES
- NO HEELS OVER 2"
- No "Yeezy" style crocks/shoes

## HEAD BANDS

### BOYS:

- MAY WEAR THIN BLACK HEADBANDS IN HAIR TO HOLD BACK HAIR
- NO WIDE BANDS, COLORED BANDS, OR SWEAT BANDS
- NO HAIR WRAPS
- NO WINTER HATS
- NO HOODIES ON HEAD IN BUILDING

### GIRLS:

- NO WIDE SCARVES (EXCLUDING RELIGIOUS REASONS)
- GIRLS MAY WEAR WIDE OR THIN HAIR BANDS
- NO SLEEP WRAPS
- NO BANDANAS WORN WIDE AROUND BACK OF THE HEAD AND TIED IN THE FRONT
- NO BANDANAS TIED IN THE FRONT
- NO HOODIES ON HEAD IN BUILDING

## HAIR AND JEWELRY

- HAIR MUST BE KEPT CLEAN
- NO OUTLANDISH HAIR STYLES THAT DETRACT FROM THE EDUCATIONAL SETTING
- NO NOSE PIERCING
- NO METAL PICS, SHARP EDGE BRUSHES, OR LONG HANDLED COMBS ALLOWED

## HOODIES

- STUDENTS MAY WEAR HOODIES AND JACKETS THAT ARE THEIR GRADE COLOR ONLY IN THE BUILDING
- HOODIES ARE REQUIRED TO BE THE SAME COLORS AS POLO SHIRTS: BLACK, MAROON, WHITE, OR GRAY



➤ **IF A JACKET IS NOT THE CORRECT COLOR IT MUST BE PUT IN BACKPACK UNLESS GOING OUTSIDE**

➤ STUDENTS WHO HAVE TO BE CONTINUALLY TOLD ABOUT HOODIES/JACKETS WILL BE SENT TO THEIR ADMINISTRATOR.

#### HOODIE/JACKET RULES

➤ **BLUE JEAN JACKETS ARE NOT ALLOWED**

➤ **HOODIE CAN HAVE NO LARGE NAME BRAND WRITING OR EMBLEMS**

- SCHOOL SPONSORED TEAM HOODIE/JACKETS ARE ALLOWED DURING THAT TEAMSEASON ONLY
- ONE SMALL LOGO UP TO 5" IS ALLOWED ON LAPEL. NOTHING ON SLEEVES, BACK OR FRONT
- NO RIPS OR SHREDS IN JACKET
- JACKET/HOODIE MUST BE KEPT CLEAN

#### UNDER SHIRTS AND TIGHTS

- BOYS MAY NOT WEAR TIGHTS UNDER SHORTS
- GIRLS MAY **ONLY** WEAR TIGHTS UNDER SKORTS, GIRLS CANNOT WEAR TIGHTS UNDER SHORTS
- LONG SLEEVE POLO SHIRTS ARE ALLOWED

#### SPIRIT DAY

○ JEANS OR UNIFORM BOTTOMS

○ **MUST HAVE PURCHASED SPIRIT DAY SHIRT IN ORDER TO PARTICIPATE**

○ **SPORTS, CHEER, ACADEMIC GROUP SHIRTS ARE NOT CONSIDERED SPIRIT SHIRTS. TO WEAR JEANS STUDENTS MUST PURCHASE THE OJHS LION PRIDE SHIRTS. THESE WILL BE SOLD IN AUGUST AND AGAIN IN NOVEMBER, VIA ONLINE SALES.**

○ **NO OTHER SHIRTS ARE ALLOWED**

○ **NO RIPS OR TEARS OR SHREDS**

#### JEAN DAY DRESS – **THESE DAYS ARE ONLY ASSIGNED BY ADMINISTRATION ON SPECIFIC CHOSE DAYS.**

- JEANS OR UNIFORM BOTTOMS
- CAN ALWAYS WEAR UNIFORM APPROPRIATE ATTIRE
- **NO RIPS, SHREDS, OR HOLES IN ANY CLOTHING**
- FOLLOW BASIC DRESS REGULATIONS:
  - NOTHING SHORT (**MUST ALWAYS BE VERY CLOSE TO THE KNEE**), TIGHT, OR REVEALING

ANY

PART OF UNDERGARMENTS

- NOTHING VULGAR OR DISTASTEFUL
- GIRLS MAY WEAR DRESS PANTS THAT ARE LOOSE FITTING AND SKIRTS OR DRESSES

#### ITEMS NEVER ALLOWED

- **SWEATPANTS ARE NEVER ALLOWED**
- **COTTON JOGGERS ARE NEVER ALLOWED**
- **TIGHTS ARE NEVER ALLOWED**
- **ATHLETIC SHORTS ARE NEVER ALLOWED**
- **PAJAMA PANTS ARE NEVER ALLOWED**
- **TIGHT STRETCH PANTS SUCH AS JEGGINGS ARE NEVER ALLOWED**

- **SHEER, SEE THROUGH TOPS OR TOPS THAT REVEAL UNDERGARMENTS ARE NEVER ALLOWED**
- **CROP TOPS ARE NEVER ALLOWED**
- **ANY CLOTHING WITH RIPS, HOLES OR SHREDS IS NEVER ALLOWED.**

PLEASE VIEW THE WEBSITE TO SEE THE OJHS HANDBOOK FOR MORE INFORMATION

IF THERE IS DOUBT...

- IF A STUDENT QUESTIONS WHAT THEY WANT TO WEAR, THEY SHOULD NOT WEAR IT TO SCHOOL
- STUDENTS CAN BRING ANY GARMENT TO MRS. CRAIN AND ASK THE DAY BEFORE.
- IF A STUDENT TRIES TO TEST THE DRESS CODE AND PACKS SUITABLE CLOTHING IN BACKPACK, THIS IS AUTOMATIC LD.
- IF IT HAPPENS ON A REGULAR BASIS, STUDENT WILL BE IN ISS.
- SIMPLY ASK BEFORE YOU WEAR IT.

QUESTIONS

- PLEASE UNDERSTAND THE DRESS CODE IS A WORKING DOCUMENT.
- OJHS ADMINISTRATION HAS THE RIGHT TO MAKE CHANGES AT WILL.
- THE POLICY WILL BE DISCUSSED WITH STUDENTS DURING HOMEROOM, AND WILL BE ON THE SCHOOL WEBSITE FOR REFERENCE.
- IF CHANGES ARE MADE TO THE DRESS CODE THE POWERPOINT WILL BE AMENDED ON THE WEBSITE AND STUDENTS SHALL BE NOTIFIED
- IF YOU HAVE QUESTIONS CONCERNING THE DRESS CODE, PLEASE CONTACT THE SCHOOL

IF A STUDENT IS OUT OF DRESS CODE

- WE WILL WORK WITH STUDENTS FOR THE FIRST FEW DAYS OF SCHOOL
- AFTER THE FIRST WEEK, UNIFORM POLICY WILL BE STRICTLY ENFORCED
- **IF A STUDENT REPEATEDLY VIOLATES THE HOODIE POLICY THEY WILL NOT BE ALLOWED TO WEAR A HOODIE IN THE BUILDING AT ALL.**

IF A STUDENT REPEATEDLY VIOLATES THE DRESS CODE POLICY, A REFERRAL WILL BE WRITTEN BY ADMINISTRATION WITH THE APPROPRIATE CONSEQUENCE

**THE ADMINISTRATION RESERVES THE RIGHT TO ALTER AND ANNOUNCE CHANGES IN THE DRESS CODE GUIDELINES TO ADDRESS SITUATIONS THAT INTERFERE WITH AN APPROPRIATE EDUCATIONAL ENVIRONMENT**

### **DRESS CODE PUNISHMENT GUIDELINES:**

- 1st Offense – Parent called; ISS room until clothes brought
- 2nd Offense – Parent called; ISS room until clothes brought; 1 day lunch detention
- 3th Offense – Parent called; ISS room until clothes brought; 3 days lunch detention
- 4th Offense – Parent called; ISS room until clothes brought; Saturday Seminar
- 5th Offense – Parent called; ISS room all day

**STUDENTS WHO ARE OUT OF DRESS CODE WILL NOT GO TO CLASS.**

All subsequent offenses will result in in-school suspension or Saturday Seminar.

**It will be left to the discretion of Administration if a student will be allowed to participate in Spirit Day and Free Dress Day. If a student has a discipline action that week, he/she may not be allowed to participate.**

**If a student violates Spirit Day or Free Dress Day rules, he/she may have their privilege of this day revoked for a period of time.**

## **DRUG POLICY**

Since an effective drug policy is necessary in school today, a cooperative effort must be made by all as a preventive measure. Students are made aware of the state drug policy. It is passed out and reviewed and signed each year. Anyone with information concerning drugs should report to school personnel. Periodic searches will be made of student lockers and restrooms. All locks used on lockers must be school locks with key control. Ouachita Parish schools have established clear policies concerning alcohol and drug use at school. When students are found using or possessing drugs, the school notifies police, parents, and the Supervisor of Child Welfare and Attendance (CWA). The student is recommended for expulsion. The penalty for selling drugs is expulsion. OJHS participates in the Drug-Testing policy mandated by the Ouachita Parish School Board. CWA officers will follow state guidelines regarding cases pertaining to possession, use, or distribution of drugs/weapons.

## **EMERGENCY DRILLS**

Schools are mandated to perform tornado, fire and lockdown drills each year to ensure the safety of all students. All students should proceed quickly, quietly, and in an orderly manner during the evacuation of the building. Fire exits are indicated in the building, and there is an assigned route for leaving the building. When the fire alarm sounds, students should follow the assigned route which will take them far enough from the building so as not to interfere with firemen. Class groups shall stay together in these assembly areas to enable teachers to check class rosters. A signal will indicate when students may return to class. Crisis management drills will be conducted with students so as to prepare them in the event of a catastrophic event.

**STUDENTS! IN THE EVENT OF ANY EMERGENCY, BE QUIET AND LISTEN TO YOUR TEACHER'S DIRECTIONS! IT COULD SAVE YOUR LIFE!!**

## **EXPULSIONS (LAW)**

NOTICE OF NEW STATE LAW CONCERNING MINIMUM PERIODS OF EXPULSION OF STUDENTS FOR KNIFE, FIREARM, AND DRUG OFFENSES. EFFECTIVE DATE IS AUGUST 15, 2007.

R.S. 17:416 WAS AMENDED BY Act 385 of the 2007 Legislature to change the required minimum periods of expulsion of students for knife, firearm, and drug offenses. Governor Blanco signed the bill as of July 10, 2007. The effective date of the new law is August 15, 2007.

This new law requires the following changes:

Kindergarten-Grade 5: A firearm or knife offense requires an expulsion from school for two complete semesters (six – 6-week grading periods). There is no change for drug-related offenses in grades K-5.

Grades 6-12: A firearm or knife offense requires an expulsion from school for four complete semesters.

Students under age 16 (or in grades 6-12): A drug offense requires an expulsion of two complete semesters.

Students age 16/or older: A drug offense requires an expulsion of four complete semesters.

**\*\*Local school superintendents do have the authority to modify the length of the four-semester minimum period on a case-by-case basis, provided that such modification is in writing.**

Act 385 also changed the law to state that (1) it will now be discretionary whether or not to expel a student for a fourth suspension for all other disciplinary offenses, and (2) requires a student expelled for knife, firearm, and drug-related offenses to provide documentation that the student has participated in a rehabilitation or counseling program related to the offense causing the expulsion before readmission to school, including alternative education placement.

## **EXTRA-CURRICULAR ACTIVITES**

Grade Point Requirements for extra-curricular activities:

Cheerleaders.....	2.0GPA
KitKats.....	2.0GPA
Student-Council.....	2.0GPA

Students who want to participate in one of the above activities must have the required GPA, and, if chosen, maintain the required GPA to continue to participate. If a student falls below the required GPA, he/she will have one six- weeks probationary period. If the student does not bring his/her GPA up to or above the required GPA during the probationary period, he/she will no longer be allowed to participate. Each student will be allowed only one probationary period.

Detailed information concerning each of the above extra-curricular activities will be provided in the constitution and membership application forms of the respective organizations. Tryouts for cheerleader and Kit-Kats will be closed to the public. Student(s) may be removed from extra-curricular activities if transportation fails to pick that student up on more than one occasion.

## **FOOD DELIVERED TO SCHOOL**

OJHS students are free to bring their lunches to school each morning. **Outside food being delivered to campus after the start of the school day will not be accepted.** The administration reserves the right to deny the delivery of food to our campus at any time during the school year.

## **GRADING SYSTEM**

The grading system, as officially adopted by the Ouachita Parish School Board, is as follows:

A .....	100 - 90
B .....	89 - 80
C .....	79 - 70
D .....	69 - 60
F.....	59 - 0

## **GUIDANCE SERVICES**

Middle school students will, from time to time, have problems. It is the purpose of the guidance counselor to help students solve these problems when they occur. The problems may be school problems, personal adjustment, or problems about planning for the future. Students should feel free to consult the guidance counselor whenever they have a need of assistance in these areas or when they just need someone else to talk to.

We try to help each individual student achieve his or her highest growth mentally, emotionally and socially in several ways. Listed below are some of these ways.

- ❖ Helping the new student feel at home in our school with new teachers and friends in a different setting.
- ❖ Individual conferences are scheduled whenever a teacher, principal, or the counselor feels it is necessary. Parental conferences must be pre-arranged.

**CHANGES IN SCHEDULES WILL BE MADE ONLY IN SPECIFIC CIRCUMSTANCES WHEN THE COUNSELOR AND ADMINISTRATOR DETERMINE THAT SUCH A CHANGE IS IN THE BEST INTEREST OF THE STUDENT OR STUDENTS INVOLVED.**

## **HALL PASSES AND HALL TRAFFIC**

Students should be in the halls only at the beginning and end of school and while moving from one class to another. The ONLY OTHER TIME that students are to be in the hall is when they have special permission or specific duties which require them to be in the hall. **Students in the hall during class must have a hall pass unless they are accompanied by a teacher.**

**Teachers have hall pass lanyards for students. Students should not exit a class without a lanyard.**

**Students are to be courteous at all times and KEEP TO THE RIGHT when moving in the halls. RUNNING AND SHOUTING IN THE HALL WILL NOT BE TOLERATED.**

Teachers and administrators continuously monitor hall behavior, and disciplinary action will be taken when necessary for improper behavior.

## **HARASSMENT, INTIMIDATION, AND BULLYING POLICY**

The Ouachita Parish School Board directs students, school board employees, and school volunteers to report any incidents of harassment, intimidation, or bullying of a student by another student. For

purposes of this policy, the terms “harassment,” “intimidation,” or “bullying” shall mean any intentional gesture or written, verbal or physical act that

1. places a student in reasonable fear of harm to his/her person or damages his/her property; and
2. is so severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for a student.

The Ouachita Parish School System will not tolerate any harassment, intimidation, or bullying of students on school property, while riding on a school bus, or while going to or returning from school. The school administrator shall investigate any reported incidents of harassment, intimidation, or bullying. Should the investigation determine that an incident has occurred, the students involved shall be disciplined in accordance with this policy. The disciplinary action may include a conference with the student(s) involved; a conference with parents/guardians; a warning; or in more serious cases, the student(s) may be suspended/expelled from school as follows:

First Offense	1-3 day suspension, counseling required
Second Offense	1-5 day suspension, counseling required
Three or more offenses	1-5 day suspension or a recommendation for expulsion
Serious cases	Recommendation for expulsion, and/or alternative school placement for the remainder of the school year.

\*\*LEGAL REFERENCE: LOUISIANA R.S. 17:416

## **HOMEWORK ASSIGNMENTS**

The amount of homework is left at the discretion of the classroom teacher. Students are expected to complete their homework every day that is assigned. Students are to bring their books, pencils, and pens with them every day. AFTER AN ABSENCE OF THREE DAYS, PARENTS MAY REQUEST HOMEWORK BY CALLING THE OFFICE BEFORE 8:15. A good suggestion would be for the student to call one of his classmates to get his homework when he is out for a shorter period. Ask about our School Messenger services.

## **HOMEWORK ASSISTANCE SERVICES**

Homework Louisiana (HomeworkLa.org), a service of the State Library of Louisiana, offers FREE online tutoring and academic resources from Tutor.com for Louisiana residents from kindergarten students through adult learners. Get help in math, science, social studies, or English from a live tutor. The services can be accessed from a Louisiana public library, from your home computer, or from your mobile device.

## **ILLNESS WHILE AT SCHOOL**

A student must get a hall pass from his teacher before going to the office. Parents will be contacted so the child may be taken home. NO MEDICATION WILL BE GIVEN TO ANY STUDENT unless



paperwork filled out by a doctor is on file with the nurse and the main office. If a student is sick to their stomach or runs fever, that student is not to return to school until they are fever free without symptoms for 24 hours.

## **LIBRARY REGULATIONS**

Unless accompanied by a teacher, students must have a pass from their teachers for the library. Upon entering the library, this pass will be given to the librarian. When leaving to return to class, the librarian will return the pass to the student. Please adhere to the following library rules:

- ❖ When going to the library, students are to be as quiet as possible.
- ❖ Students are to enter and exit the library quietly.
- ❖ Two books may be checked out at a time.
- ❖ If a student loses a book, they must pay for it.
- ❖ If a book is damaged, the student must pay for the repairs.
- ❖ Students are not to put scotch tape on torn pages, or the fine will be doubled.
- ❖ Students are expected to take good care of all books and return them on or before the day due.
- ❖ There will be a five-cent-per-day fine on overdue books.
- ❖ Students who are dropping and moving to another school must turn in or pay for books before records are released to another school.

## **LOST AND FOUND ARTICLES**

Articles found on campus are to be turned into the office. Lost items should be reported to your teacher and the office. Parents may help to alleviate this problem by labeling all clothing and other valuable items. If unclaimed, the items will be given to charity at the end of each six-week grading period.

## **MAKE-UP TESTS AND MAKE-UP WORK**

All teachers will have displayed in their classrooms specific policies for make-up tests and make-up work.

IT IS THE STUDENTS' RESPONSIBILITY TO KNOW AND FOLLOW THESE POLICIES. If excused, students have the number of school days missed to complete make-up work or make-up tests.

**NOTE:** If a student does not have an administrator-approved parental note, or doctor's excuse or a note from an Administrator, his/her excuse will be counted as an unexcused absence.

## **MIGRANT EDUCATION**

The Migrant Education Program (MEP) was established in 1966 under the Elementary and Secondary Education Act (ESEA) of 1965. The Program is a federally funded program, authorized

under the No Child Left Behind Act (NCLB). MEP is Part C of Title I and is designed to support high-quality and comprehensive educational programs for migrant children.

According to NCLB the purpose of Migrant Education is to

Support high-quality and comprehensive educational programs for migratory children to help reduce the educational disruption and other problems that result from repeated moves;

Ensure that migratory children who move among the states are not penalized in any manner by disparities among the states in curriculum, graduation requirements, and state academic content and student academic achievement standards;

Ensure that migratory children are provided with appropriate educational services (including supportive services) that address their special needs in a coordinated and efficient manner;

Ensure that migratory children receive full and appropriate opportunities to meet the same challenging state academic content and achievement standards that all children are expected to meet;

Design programs to help migratory children overcome educational disruption, cultural and language barriers, social isolation, various health-related problems, and other factors that inhibit the ability of such children to make a successful transition to postsecondary education or employment; and

Ensure that migratory children benefit from state and local systemic reforms. Eligibility Requirements for Participation

A child is considered "migrant" if the parent or guardian is a migratory worker in the agricultural, dairy, or fishing industries and whose family has moved during the past three years. A "qualifying" move can range from moving across school district boundaries or from one state to another for the purpose of finding temporary or seasonal employment. A young adult may also qualify if he or she has moved on his own for the same reasons. The eligibility period is three years from the date of the last move. The program begins to receive funding for children at age 3 through 21. Eligibility is established through an interview conducted by a Migrant Education recruiter. The law states that migrant education services are a priority for those students whose education has been interrupted during the current school year and who are failing, or are most at risk of failing to meet state content and performance standards.

Migrant Education Program Services

- Access to student information through the Louisiana record transfer system
- Continuing communication between home and school
- Technical assistance to teachers at school
- Basic supplies
- Coordination of migrant family services with other agencies and programs
- Short-term tutoring
- Toll-free numbers so that any educator or any parent can contact the nearest Migrant Education Office
- Your Local Migrant Office – (318-432-5330) or (1-800-725-9702)

## **NOON RECESS**

After leaving the cafeteria, all students are to go directly to the rec area. **STUDENTS ARE NOT TO COME INTO THE BUILDING HALLWAYS DURING THEIR LUNCH RECESS.** No students are allowed to sit in the parking area during lunch break. Students are not to play any rough and tumble or contact sports during recess time. All students staying inside a classroom during recess must always have a teacher present in the classroom.

No open drinks or food are to be brought in from the playground at lunch. **ANY OPEN FOOD OR DRINK BROUGHT IN FROM THE CONCESSION AREA INTO THE BUILDING WILL BE CONFISCATED AND THROWN AWAY. OPEN FOOD AND DRINK MUST BE CONSUMED DURING LUNCH BREAK. (WITH THE EXCEPTION OF A PLASTIC BOTTLE OF WATER WITH A LID)**

## **NURSE PROGRAM**

The school nurse program continues to expand its services and strives to fulfill mandated legislation; its primary concern is for the health, safety, and welfare of the students. The school nurse is available as a resource person for any health-related concerns you may have. The nurse can provide preventative measures, health counseling, and education, and can assist with medical problems. The nurse can help to promote understanding of chronic health problems and assist the student, family, and school personnel in adjusting to those problems.

The school nurse conducts screening programs during the year as follows:

Mandated vision and hearing screenings per recommendations by the American Academy of Pediatrics or by special request by parents, children, and school personnel. Screenings are primarily conducted in kindergarten and odd grades through 9th grade. Scoliosis screenings on 6th and 8th grade students or by request. Pediculosis (head lice) checks on elementary students per parish protocol. Personal hygiene classes taught to 5th-grade girls. General overall assessment of students which may include, but not limited to, vital signs, listening to heart and lung sounds, and visual assessments. BSE and cervical cancer classes are provided for 7th - 12th grade.

IF YOU DO NOT WANT YOUR CHILD TO PARTICIPATE IN ANY OF THE ABOVE, THEN YOU MUST LET THE SCHOOL NURSE KNOW IN WRITING BY SEPTEMBER 6.

PLEASE MAIL TO:

Ouachita Parish School Nurses  
1600 North 7<sup>th</sup> Street  
West Monroe, LA 71291

**The school nurse needs to be notified of any changes that occur in your child's health condition. You must provide updated telephone numbers and address changes to facilitate the health-care needs of your child. These health needs should be submitted in writing to your school nurse each year. The school nurse makes weekly visits to her school and can be reached by calling (318) 432-5338.**

### **Medications**

As a general principle, medications are not given at school. However, when circumstances arise in which a student develops a long-term health problem, the following policy will be adhered to:

- ❖ Any student who is required to take medication during school hours must have written orders from a physician detailing the name of the medication, dosage, and exact time to be given on the proper Ouachita
- ❖ Parish medication order form. Parents must meet with the school nurse to sign medication forms before any medication can be administered at the school.
- ❖ Medication must be brought to the school by the parent in a current container appropriately labeled by the pharmacy. No more than a 25-day supply will be accepted.
- ❖ No —over-the-counter medications will be given at school unless prescribed by a doctor or dentist with proper paperwork completed. (This means aspirin, Tylenol, cough syrup, cough drops, antacids, etc.)
- ❖ **Students are not allowed to have any medication in their possession (THIS INCLUDES OTC MEDS) with the exception of an inhaler and epi-pen. Additional paperwork would need to be completed with these exceptions.**
- ❖ A parent may administer medication at any time to his/her own child.

### **PEP RALLIES**

Schoolwide Pep Rallies will be held in the gym or the football stadium. The pep rally dates will be posted on School Messenger.

## **PHYSICAL EDUCATION**

**Physical education is required for all boys and girls in Louisiana schools.** If the family physician advises against taking part in physical education, it is necessary that a written excuse from the physician be presented to the Physical Education teacher and signed by the teacher before turning it into the office. All excuses from physical activity or limited activity must be accompanied by a letter which gives the school information as to the type of activity in which the student is not to take part. Each student will be given a specific set of rules dealing with physical education by his physical education teacher. Students should DRESS-OUT even when they have excuses.

## **PROGRESS REPORTS AND REPORT CARDS**

Students will be given a Mid Nine-Week Progress Report at the middle of each Nine-weeks grading period. It will be an indication of how the student is doing at this point in the grading period. A progress report is given in each academic subject. Report cards are given to students the week following the end of each grading period.

## **SATURDAY SEMINAR**

Another measure to correct poor behavior without a suspension is Saturday Seminar. Saturday Seminar is held for the parish in West Monroe, and detailed information will be sent home with the student attached to their referral. **Any student assigned to Saturday Seminar for school violations and who does not attend will face automatic suspension from school.** Administrators will determine the date for suspension. At certain times during the school year, we may hold Saturday Seminar at OJHS. This will be an option for admin to avoid suspension, and this day will be used to work around the school and will be monitored by admin and teachers. Those dates will be told in advance, and paperwork will be sent home with information attached to the student's referral.

## **SEARCHES - STUDENT AND SCHOOL PROPERTY**

The Board is the exclusive owner of any public-school building, any desk, or locker in the building, or any other area that may be set aside for the personal use of students. Any administrator, school resource officer, or teacher may search any building, desk, locker, or grounds for weapons, illegal drugs, alcohol, stolen goods, or other materials or objects for which possession is a violation of Board policy. This includes a random search with a metal detector, or a search conducted when there is a reasonable belief that the items sought will be found. Any administrator, school resource officer, or teacher may search a student or the student's personal effects when, based on the attendant circumstances at the time of the search, there are reasonable grounds to suspect that the search will reveal evidence that the student has violated the law, board policy, or a school rule.

## **STUDENT CODE OF CONDUCT**

Ouachita Junior High School embodies the philosophy that good student behavior enhances the learning process. Our students' learning to behave in a positive manner will lead to their having more productive adult lives. The conduct of our students plays a vital role in their success in this endeavor. At OJHS, we expect our students to perform to their fullest potential; being in a safe environment enhances that potential.

**We expect our students to display the following code of conduct:**

- ❖ attend school whenever classes are in session
- ❖ always respect all school personnel and other students
- ❖ be on time for school and all classes
- ❖ refrain from harassing, intimidating, or bullying anyone at school
- ❖ understand the rules, policies, and procedures in the student handbook and always follow them
- ❖ always conduct themselves in a manner that is educationally and socially acceptable at school and in society

### **Lion COUNCIL**

The STUDENT COUNCIL provides for student activities, serves as a training experience for both leaders and followers, gives students a share in the management of the school, develops high ideals of personal conduct, acts as a clearinghouse for student activities, seeks to interest students in school affairs, and this helps solve problems that may arise. MEMBERS of the STUDENT COUNCIL are your representatives and have direct access to the administration. STUDENT COUNCIL representatives may not be chosen

from those students repeating 6th, 7th, or 8th grade and must conform with all rules and requirements as stated in the STUDENT COUNCIL Bylaws.

## **STUDENT FEES**

School Fees at OJHS are \$40 per student. Fees cover textbook and novels usage, workbooks, class resource packet printing, library accessibility, subscription items, technology usage, various instructional fees and needed copying. Wear and tear demand replacement of items and other various needs. These fees go to aid in replacing these items that are made in bulk purchases for cost savings. A breakdown of Chromebook fee and elective fees is attached. A copy will be available in the office. Students will not be given PE uniforms or locks and will not participate with materials in elective classes until that elective class fee has been paid.

Fees are to be paid online. Fees are due before Sept. 30.

### **SUBSTITUTES**

Students will be held accountable for their behavior when a substitute is in charge of the classroom. Substitutes are to be treated with the same respect as the regular teachers. The discipline code will be in effect in all classes, whether there is a certified teacher or a substitute in the classroom.

## **LATE-TO-SCHOOL UNEXCUSED TARDY POLICY**

Any student arriving between 7:55 a.m. and 8:24 a.m. will be given a tardy and sent to class. Those students arriving between 8:25 a.m. and 8:54 a.m. will be given an ABSENCE and remain in ISS for the rest of first period. These students are responsible for contacting the teacher or a classmate to make up any missed work.

In addition to the above rule, the following tardy policy will apply:

### **TARDY POLICY**

Each teacher will keep a roll on tardiness to class in WebPams. All tardies in each class will be counted toward a student's total number of tardies. For example, if a student is tardy to 1st period on Monday and tardy 2nd period on Tuesday, the student has two total tardies. Any student arriving after the tardy bell at 7:55 and before 8:25 will be considered tardy for the 1st period.

The office and/or teacher will warn the student, beginning with the first tardy and every tardy thereafter, to be in class prior to the tardy bell. Any student missing more than one half of a class period is considered absent, unless detained by a school official or participating in a school-sponsored event.

### **TARDY PUNISHMENT GUIDELINES:**

Tardies 1-3 (a total of all classes combined) – Teacher warning  
Tardy 4 – Student sent to office; parent contact made; Written Assignment  
Tardy 5 – Student sent to office; parent contact made; 1-2 days lunch detention  
Tardy 6, 7 – Student sent to office; parent contact made; 3-4 days lunch detention  
Tardy 8 – Student sent to office; parent contact made; Saturday seminar  
Tardy 9 – Student sent to office; parent contact made; ISS for the entire day  
Tardy 10 and above – Student sent to office; parent contact made; 1 day suspension per tardy

### **TELEPHONE**

The office telephone is a business phone and should be used by students for emergencies only. **A student must have a hall pass before he/she will be allowed to use the telephone (this includes between class periods).** Students are to sign the phone log when allowed to use the phone.

### **TEXTBOOKS AND WORKBOOKS**

Textbooks - The school furnishes classroom sets of workbooks to all students when the class requires one. This is done with the hope that this major investment will be properly utilized. Reasonable damage is expected as a result of daily use. UNREASONABLE DAMAGE TO TEXTBOOKS WILL RESULT IN A FINE. **Students are to pay for all lost or damaged books if the book is damaged in the classroom or if the student has the book checked out for home use;**



otherwise, final report cards will be held. The cost paid for lost textbooks is the full cost of the textbook. The cost for the replacement of a workbook is \$20.00.

#### Local Implementation

##### Adequate and Appropriate Instructional Materials

- ❖ Textbooks for Core-Curriculum Areas
  - Access. A school system shall, based on input from local teachers, principals, administrators, and others, determine how access to textbooks in core-subject areas will be made available to students. School systems must ensure that each child within the classroom will have equal access to any available instructional materials. School systems shall also inform each parent/guardian in writing at the beginning of each school year of the method of access to textbooks which has been selected for each course or grade level. A contact person and phone number should be provided.
- ❖ Options for providing textbook access for students may include:
  - A. textbooks provided for each student to take home
  - B. textbooks provided via a classroom set
  - C. textbooks provided as both a classroom set and take-home copy for each student
  - D. other specified arrangement as deemed appropriate to the subject area by local officials

## **TRANSFER OR WITHDRAWAL**

The parent or legal guardian of the student is to report to the office and sign an authorization form for the release of information to the school. At this time he/she may fill out other appropriate forms, return all school property, textbooks, library books, and make sure all fees and fines are paid or refunded.

## **VANDALISM AND PROPERTY DAMAGE**

Ouachita Junior High School buildings and equipment cost the taxpayers to construct, purchase, and maintain. Students who destroy or vandalize school property will be required to pay for losses or damages. If students willfully destroy school property, suspension and subsequent expulsion may be necessary. If you should happen to damage something by accident, you should report it to a teacher or the office immediately.

## **VISITORS AT SCHOOL**

Visitors on campus must sign in at the office. Conferences are to be pre-arranged by the parents and the teachers or counselor. Appointments should be during the planning/conference period of the teacher. Former students may visit with their former teachers before or after school with authorization from the principal.

## **Ouachita Parish School System**

### **Technology Acceptable Use and Internet Safety Policy**

Internet and network resources access is available to students, employees, and guests (Users) in the Ouachita Parish School System (OPSS). We are very pleased to provide this access and believe the Internet offers vast, diverse, and unique resources to all our users. Our goal in providing this service to students, employees, and guests is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

The following Terms and Conditions of Use are provided so that network users are aware of their responsibilities. These responsibilities include efficient, ethical, and legal utilization of network resources. Please read the Terms and Conditions of Use carefully.

## Terms and Conditions of Use

### ❖ Personal Privacy and Safety

- Users will not reveal any personal contact information about themselves or any other person on the Internet.
- Users will not agree to meet with someone they have met on the Internet without appropriate approval.
- Inappropriate contacts should be reported to school authorities immediately.

### ❖ Illegal Activities

- Users will not transmit any material or engage in any activities in violation of any national, state, or local regulations.
- Users will not attempt to gain unauthorized access to any network resources including (but not limited to) computer systems and other users' accounts or files.
- Users will not attempt to disrupt the network or network resources or destroy data by spreading computer viruses or worms or by any other means.
- Users will not attempt to impersonate another individual using network resources for any reason.

### ❖ Security

- Users will immediately notify system administrators if a possible security problem is identified. However, purposely looking for security problems may be considered an illegal attempt to gain access.
- Users will only use storage media (disks, CDs, USB drives, etc.) that have been scanned and found to be free of viruses.
- Users will not attach any device to the network without prior approval by the system administrators.
- Users should be aware that all network traffic (including Internet usage and email) is regularly monitored for inappropriate use.
- Any user identified as a security risk or having a history of problems with other computer systems may be denied access to network resources.

### ❖ Network Resources

- Users will only use network resources to support the educational goals and objectives of the OPSS.

### ❖ Software

- Users will not download, store, or install any unapproved or unlicensed software on school system computers.
- Users will not install any unauthorized or unlicensed school system software on their personal/home computers.
- Users will not intentionally waste network bandwidth (listening to online radio stations, viewing streaming video, downloading large files, etc.).
- Users will not use network resources for commercial purposes.
- Users will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language in network communications. This includes personally attacking or harassing another person.
- Users will not display, download, or transmit any inappropriate materials (including offensive messages, images, and videos).
- OPSB.net email accounts are for employees only. Students will not be assigned OPSB.net email accounts.
- Users will not send or forward email —chain letters or send annoying or unnecessary messages. i. Users will not send mass email or —spam any users (internal or external) with unauthorized communications or solicitations
- Users will respect copyrighted material and other intellectual property. Users may not duplicate or distribute electronic resources without the appropriate permissions, documentations, or citations.

### ❖ Access to Inappropriate Material

- To the extent practical, technology protection measures (or —Internet filters) shall be used to protect against Internet access by users to visual depictions that are obscene, child pornography, or any material that is deemed harmful to minors.
- Users will immediately report to school authorities any website they access that contains inappropriate content.
- Users will not attempt to bypass the district's technology protection measures to view inappropriate content.
- Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

### ❖ Consequences of Inappropriate Use

- The use of the Internet is a privilege, not a right, and inappropriate use may result in the temporary or permanent cancellation of that privilege and/or other disciplinary action (including suspension, expulsion, or legal action) as deemed appropriate by administration, faculty, and staff.
- Note that no information on the network (including email and personal files) is guaranteed to be private.
- Information relating to or in support of illegal activities must be reported to the authorities. c. Inappropriate use of the network may result in legal action and/or prosecution, and may require restitution for costs associated with system restoration, hardware, or software costs.
- Users bringing illegal and/or inappropriate materials onto the network will be subject to disciplinary action.

### ❖ Supervision and Monitoring

- It shall be the responsibility of all employees to supervise and monitor usage of the online computer network and access to the Internet by students under their supervision in accordance with this policy and the Children's Internet protection Act.

- Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Network Administrators or their designated representatives.
- All Internet usage and communications are logged and regularly monitored for inappropriate use.
- ❖ Cyber Education
  - The OPSS will educate our students about cyber security, cyber safety, and cyber ethics so that our students may safely become productive members of the global Internet community.
  - Cyber security education will include information about how to keep our computers and our networks secure, including how to avoid viruses, worms, and spam.
  - Cyber safety education will include information about appropriate online behavior, including interacting with other individuals on social networking websites and chat rooms.
  - Cyber ethics education will include information about copyrights, intellectual property, plagiarism, and cyber bullying awareness and response
- ❖ **This revision adopted on June 1, 2010**



**POLICY STATEMENT**  
**Section 504 Compliance**

**The policy of the Ouachita Parish School System is to provide a free and appropriate public education to each student within its jurisdiction, including students with disabilities, regardless of the nature or severity of the disability.**

**It is the responsibility of the Ouachita Parish School System to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services.**

**Due process rights of disabled students and their parents under Section 504 will be enforced.**



**TITLE VI, TITLE IX, THE AMERICANS WITH DISABILITIES ACT (ADA),  
AND SECTION 504 COMPLIANCE**

The Title VI, Title IX, ADA, and Section 504 federal laws ensure that individuals will be free from discrimination based upon sex, race, national origin, or disabilities. To resolve problems which students, employees, or applicants for employment may believe are the result of discrimination practices, the Ouachita Parish School Board has established a grievance policy. For further information about these federal laws or the grievance process, contact:

**Jason Thompson**  
**Personnel Director/Title VI Coordinator**  
**Ouachita Parish School Board**  
**100 Bry Street**  
**Monroe, LA 71210**  
**(318) 432-5000**

**Dr. Angela Crumpton**  
**Director of Secondary Education/Title IX Coordinator**  
**Ouachita Parish School Board**  
**100 Bry Street**  
**Monroe, LA 71210**  
**(318) 432-5000**

**Dr. Angela Westerburg**  
**Director of Special Education**  
**Student Support Services**  
**800 Claiborne Street**  
**West Monroe, LA 71291**  
**(318) 432-5400**

**Section 504 Facilitator**  
**Student Support Services**  
**800 Claiborne Street**  
**West Monroe, LA 71291**  
**(318) 432-5400**

## **PARENT AND STUDENT RIGHTS**

### **IN STUDENT DETERMINATION OF PROGRAM ELIGIBILITY AS DEFINED IN SECTION 504 OF THE REHABILITATION ACT OF 1973**



The following is a description of the rights granted by federal law (Section 504 of the Rehabilitation Act of 1973) to students with disabilities. The law states that “qualified disabled persons will not be discriminated against on the basis of disability in any program, activity or employment practice. A disabled person is defined as any person who has a physical or mental impairment which substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such impairment.” The intent of the law is to keep students and parents fully informed concerning decisions about the student and their right to agree or disagree with any of these decisions.

#### **YOU HAVE A RIGHT TO:**

1. Have the school system advise you of your rights under federal law (Section 504).
2. Have your child receive a free appropriate public education. This includes the right to be educated with non-disabled students to the maximum extent appropriate. It also includes the right to have the school system make reasonable accommodations to allow your child an equal opportunity to participate in academic, nonacademic, and extracurricular activities offered by the school system.
3. Have your child take part in and receive benefits from public educational programs without discrimination because of his/her disabling condition.
  4. Receive notice with respect to identification, evaluation, and educational placement of your child.
5. Have your child educated in facilities and receive services comparable to those provided non-disabled students.
6. Have your child receive accommodations/modifications and related services that will meet his/her needs as well as the needs of non-disabled students if he/she is found to be eligible for services under Section 504.
7. Have fair evaluation, educational and placement decisions made based upon a variety of information sources and by persons who know the student, the evaluation data, and placement options.
8. Have transportation provided to and from an alternative placement setting at no greater cost to you than would be incurred if your child were placed in a program operated by the school system.
9. Examine all relevant records relating to decisions made regarding your child's identification, evaluation, educational program, and placement.
10. Obtain copies of educational records at a reasonable cost unless the fee would effectively deny access to the records.
11. Receive a response from the school system to reasonable requests for explanations and interpretations of your child's records.
12. Request amendment of your child's educational records if there is reasonable cause to believe that they are inaccurate, misleading, or otherwise in violation of the privacy rights of your child. If the school district refuses this request for amendment, it shall notify you within a reasonable time and advise you of the right to a hearing.
13. Have an opportunity to present complaints and/or to request mediation or an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational program or placement. You and your child may take part in the hearing and be represented by counsel. Hearing requests must be made through the Ouachita Parish 504 Facilitator.
14. Request payment of reasonable attorney fees if you are successful on your claim.
15. File a local grievance.

For more information regarding Section 504, or if you have questions or need additional assistance, contact Ouachita Parish's Section 504 Facilitator: Myrrah Thompson, 800 Claiborne Street, West Monroe, LA 71292, (318) 432-5400.



## "Bridges of Ouachita, Homeless Education Program"



Jerlyn D. Bobo, *District Liaison Supervisor*

701 St. John Street ~ Monroe, LA 71201

Phone: (318) 432-5330

Fax: (318) 432-5297

"Bridges of Ouachita" Homeless Education Assistance Program abides by federally mandated policies to ensure that homeless children and youth have access to free, appropriate public education on the same basis as children and youth with established residences. Laws, regulations, practices, or policies should not act as barriers to the enrollment, attendance, or school success of homeless students. (Federal Law: Title VII-B; of the McKinney-Vento Homeless Assistance Act; 42 USC 11431 et seq.) (State Law: LA. RS. 17.238/Public Law 107-110, No Child Left Behind Act of 2001; BESE Policy: 1.012.00 — 1.012.05 and 2.012.00 — 2.012.04.

### Definition of Homeless or "Highly Mobile" Individual...

The Stewart B. McKinney Homeless Assistance Act (P.L. 107-110) defines the term "*homeless person*" as one who lacks a fixed, regular, and adequate nighttime residence and who has a primary nighttime residence that is:

- Displaced due to a natural disaster
- A shelter/transitional housing
- The streets, cars, abandoned buildings, campgrounds, etc.
  - An institution that provides a temporary residence for individuals intended to be institutionalized
  - A residence with substandard living conditions (not fit for human habitation- no electricity, no heat, no running water, no windows/doors, holes in the roof/floor, no way to cook/store food)
  - Two or more families living together in crowded or undesirable living conditions, (doubling/tripling up because they have no place of their own to live where they can safely and healthfully meet their basic needs in privacy and with dignity)
  - Runaway children who have run away from home and live in a shelter or inadequate accommodations even if parents are willing to provide a home
  - Unaccompanied youth
  - In December 2001, Congress made the law protecting the educational rights of those children even stronger by passing the McKinney-Vento Act. It gives children and youth in homeless situations the right to stay in their "*school of origin*" even if they move; enroll in a new school without proof of residence, immunizations, school records or other papers; some transportation to school; go to pre-school programs; get all the school services available; have disagreements with schools settled quickly (Dispute Resolution Policy) and be enrolled in the school for the "*best interest of the child*" while disagreements are settled.

#### Homeless Education Services:

- Identify homeless and youth by utilization of the Residency Questionnaire
  - Immediate Enrollment Assistance, including obtaining birth and immunization records
  - Free lunch
  - Uniforms
  - School Supplies/some school fees
  - Medical/Dental /Housing/counseling referrals
  - Tutorials in shelters and schools
  - Connect students to summer programs/preschool programs/parenting education
  - Link to literacy, social, and life skills training
  - Pre-service case management

#### Enrollment: (Bulletin 741, Section 341)

In order to ensure homeless students are being identified and tracked appropriately in our school system, the following procedure is to be followed for enrolling any homeless child residing within our district:

- 1) The person who has the responsibility for enrolling a homeless child in school must contact the District Liaison Supervisor at the OPSS Media Center to fill out a Louisiana Residency Questionnaire for eligibility required by law. *(Forms are also available at each school.)*
- 2) Upon completion of this interview process and signature of the District Liaison, all legal documents will accompany the student/guardian to the school where the child will be attending and completing the enrollment process. Student information will also be sent to the Food/Nutrition Supervisor, SIS Coordinator and Child Welfare and Attendance.
- 3) As a result of this procedure, copies of enrollment process of any homeless child will be filed at the Media Center, the CWA office, school of attendance, SIS office, and Food/Nutrition office.

**NOTE:** A homeless child may or may not be in the custody of a legal parent or guardian. It is the responsibility of local LEAs to eliminate barriers that homeless youth may face, including revising local enrollment policies to accommodate unaccompanied youth. In the event of natural disasters, which may cause a sudden influx of homeless students locating within our school district, we will make the enrollment of these youth an immediate priority and assist them and their caregivers in every way possible to make the enrollment process go as smoothly and quickly as possible.

#### Contact Information:

Jerlyn D. Bobo, District Liaison Supervisor  
(318) 432-5330 (318) 432-5297(Fax)  
Ouachita Parish Media Center  
701 St. John Street  
Mouroe, Louisiana 71201

State Coordinator  
1-225-219-2949, 1-877-453-2721  
State of L.A. Department of Education  
1201 North Third Street  
Baton Rouge, Louisiana 70802

## **Information Regarding Section 504 of the Rehabilitation Act of 1973**

**Section 504 of the Rehabilitation Act of 1973** is a civil rights law that prohibits discrimination on the basis of a disability in any entity receiving federal funding. Section 504 states that: "No otherwise qualified individual with a disability in the United States shall, solely by reason of her or his disability, be excluded from the participation in, be denied, the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." Included in the U.S. Department of Education regulations for Section 504 is the requirement that disabled students be provided with a free appropriate public education (FAPE).

The Act defines a person with a handicap as anyone who has a mental or physical impairment that substantially limits one or more major life activities

Major life activities include functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. Major life activities also include other general activities such as eating, sleeping, standing, lifting, bending, reading, concentrating, thinking, and communicating. In addition, major life activities include major bodily functions such as the functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions. The above list of major life activities is not exhaustive.

School districts have specific responsibilities under the Act, which include the responsibility to identify, evaluate, and if the child is determined to be eligible under Section 504, to afford access to appropriate educational services. Appropriate services are those designed to "level the playing field" and meet the needs of students with disabilities to the same extent that the needs of students without disabilities have been met so that students with disabilities may enjoy full participation in educational opportunities. This law is intended to provide individuals with disabilities equal opportunity to pursue employment, educational, and recreational goals without discrimination.

A student must meet the definition of a student with a disability as defined in the statute to be covered under Section 504. This determination is made by a team of people knowledgeable about the student, the evaluation data, and placement options. If the student is determined to be disabled under Section 504, the team should review the nature of the disability, how it affects the student's education, and what accommodations and services are needed. An Individual Accommodation Plan (IAP) must be developed and implemented if needed by the student. Periodic re-evaluations are required for qualified students who receive services. Districts are expected to establish prior notice and consent procedures to encourage parents' involvement in the educational decisions affecting their children. If the parent or legal guardian disagrees with the determination made by the professional staff of a school district, grievance procedures are in place to be followed.



# HOME OF THE MIGHTY LIONS

## School Parent and Family Engagement Policy

### *Ouachita Jr. High School*

### *2025-2026*

In support of strengthening student academic achievement, Ouachita Jr. High School receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy, agreed on by such parents that shall describe the means of carrying out the requirements of Every Students Succeeds Act (ESSA) Section 1116. Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of the parents and the school. The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parental and family engagement activities.

Ouachita Jr. High School understands that parent and family engagement means the participation of parents and families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- Parents and families play an integral role in assisting their child's learning
- Parents and families are encouraged to be actively involved in their child's education at school
- Parents and families are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child

Ouachita Jr. High School agrees to implement the following requirements as outlined by ESSA Section 1116:

#### A. ANNUAL TITLE I MEETING

Ouachita Jr. High School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parental involvement policy, the school-wide plan, and the school-parent compact.

*In the month of August 2025, Ouachita Jr. High School will hold its Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved.*

#### B. FLEXIBLE NUMBER OF MEETINGS

Ouachita Jr. High School will offer a flexible number of engagement meetings at convenient times for families, such as meetings in the morning or evening (for which the school may use Title I funds to provide transportation, childcare, or home visits, as such services relate to parental involvement).

#### C. JOINTLY DEVELOPED

Ouachita Jr. High School will take the following actions to involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school wide program plan.

*At the beginning of the school year, we will meet with parents and other stakeholders. During this meeting, parents will receive information about the school's Parent and Family Engagement Plan and will be informed of their parental right to be involved in the planning and development of the plan through meetings, surveys and questionnaires. If the program plan is not satisfactory to parents, they may submit comments on the plan to the school administrator. The plan will be sent home with students at the beginning of each school year and posted to the school's website.*

#### D. COMMUNICATION

Ouachita Jr. High School will provide parents of participating children timely information about programs under Title I, including:

- a. a description and explanation of the curriculum in use,
- b. forms of academic assessment used to measure student progress,
- c. achievement levels of the challenging State academic standards, and

- d. if requested by parents, opportunities for regular meetings to formulate suggestions and participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicable possible.

Information related to the school and parent programs, meetings, and other activities, will be sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand

*The OJHS Parent and Family Engagement Policy will be sent home at the beginning of the school year and made available on the school website. It will also be discussed with parents during parent-teacher conferences at the beginning of the school year. The policy will be assessed each year based on the number of participants, the number of volunteers, and the responses to the parent questionnaires and /or surveys.*

*Parents will be involved in planning, reviewing and improving the policy through a yearly review. All parents will have the opportunity to participate in this review.*

#### E. **DISSENSION PROCESS**

**Ouachita Jr. High School** will submit any comments/concerns to the Title I Media Center, Director's office, if the school-wide plan and/or parent and family engagement policy is not satisfactory to parents.

*In the event that the school-wide plan and/or parent and family engagement policy is not satisfactory, parents may submit any comments/concerns by emailing the Director of Federal Programs, Dr. Felicia Murphy, at [sledge@opsb.net](mailto:sledge@opsb.net) or phone at 318-342-5330.*

#### F. **SCHOOL-PARENT COMPACT**

**Ouachita Jr. High School** will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how families, school, staff, and students will share the responsibility for improved student academic achievement and develop a partnership to help children achieve the state's high standard and how the plan is used, reviewed, and updated.

*Ouachita Jr. High School will hold an annual parent meeting to review and discuss any needed changes to the jointly developed school compact. This compact will outline how the entire school staff, parents, and students will share the responsibility for improved student academic achievement. The compact will describe not only the school's responsibility in providing high quality instruction and curriculum, but the student and parent responsibilities for meeting and supporting the learning processes. The compact will address how parents have reasonable access to staff, receive frequent reports on their progress, and have the opportunity to volunteer and observe in the classroom.*

#### G. **BUILD CAPACITY OF PARENTS**

**Ouachita Jr. High School** will build the parents' capacity for strong parental involvement to ensure effective involvement of parents and families and to support a partnership among the school and the community to improve student academic achievement through the following:

- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement
- Provide assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - the State's academic content standards,
  - the State's student academic achievement standards,
  - the State and local academic assessments including alternate assessments,
  - the requirements of Title I, Part A,
  - how to monitor their child's progress, and
  - how to work with educators to improve the achievement of their children.
- Educate school personnel, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of the contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.
- Coordinate and integrate parental involvement programs and activities with other Federal, State, and local programs, and conduct other activities, such as parent resource centers, that encourage and support parents to fully participate in the education of their children.

*Ouachita Jr. High School will offer parent workshops on an as needed basis. We will also continue to encourage parents to use online resources and emails. We have also purchased brochures and other reading material to assist parents in supporting their child's academic success.*

#### **H. ACCESSIBILITY**

**Ouachita Jr. High School** in carrying out the parent and family engagement requirements of this part, to the extent practicable, shall provide full opportunities, for the participation of parents and family members (including parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format, and to the extent practicable, in a language such parents understand.

*Parent Volunteers will be asked to work within the community to garner support for events such as Cub Bowls, Family Nights, Field Trips, Relay for Life, parent conferences, and various other parent events. Surveys will be sent out to parents to gather input from parents regarding topics of need and to identify barriers to parent participation. Parent workshops will be held as needed to encourage parental involvement in academia. Family and community persons will be made aware of the training sessions through resources such as newsletters, use of the school sign, media, and the school web site. Parent Academy meetings will also be held.*

ACT NO. 472

2016 REGULAR SESSION

SENATE BILL NO. 91

BY SENATORS COLOMB, BARROW, BISHOP, BOUDREAUX, BROWN, CARTER, GATTI, MORRELL, TARVER, THOMPSON, AND WALSWORTH

AN ACT

To amend and reenact R.S. 32:300.5(C)(1) and (2), 300.6(C)(1) and (2), 300.7(E)(1)(a) and (b), and 300.8(D)(2)(a) and (b) and to enact R.S. 15:571.11(A)(4), relative to **the prohibition against using wireless communications devices for text messaging and social networking while driving; to increase the penalties for violations of this prohibition by the general public, by holders of certain special licenses, by minors, and in school zones**; to provide for the disposition of fines; and to provide for the related matters.

Be it enacted by the Legislature of Louisiana:

Section 1. R.S. 15:571.11(A)(4) is hereby enacted to read as follows:

\*571.11 Dispositions of fines and forfeitures

(4) Notwithstanding any provision of law to the contrary, twenty-five dollars from all fines collected pursuant to R.S. 32:300.5, 300.6, 300.7, and 300.8 shall be distributed to the indigent defender fund of the judicial district in which the citation was issued.

Section 2. R.S. 32:300.5(C)(1) and (2), 300.6(C)(1) and (2), 300.7(E)(1)(a) and (b), and 300.8(D)(2)(a) and (b) are hereby amended and reenacted to read as follows:

\*300.5 Use of certain wireless telecommunications devices for text messaging and social networking prohibited

**C. (1) The first violation of the provisions of this Section shall be punishable by a fine of not more than five hundred dollars.**

SB NO. 9 ENROLLED

**(2) Each subsequent violation shall be punishable by a fine of not more than one thousand dollars.**

\*300.6. Use of wireless telecommunications devices by certain drivers is prohibited; exceptions

C. (1) A first violation of the provisions of this Section shall be punishable by a fine of not more than five hundred dollars.

(2) Each subsequent violation shall be punishable by a fine of not more than one thousand dollars.

\*300.7. Use of certain wireless telecommunications devices by minors while driving is prohibited; exceptions

E.(1)(a) A first violation of the provisions of this Section shall be punishable by a fine of not more than two hundred fifty dollars.

(b) Each subsequent violation shall be punishable by a fine of not more than five hundred dollars and a suspension of driver's license for a sixty-day period.

\*300.8. Use of wireless telecommunications devices in school zones prohibited; exceptions D.(1)

(2)(a) The first violation of the provisions of this Section shall be punishable by a fine of not more than five hundred dollars.

**(b) Each subsequent violation shall be punishable by a fine of not more than one thousand dollars and a suspension of drivers' license for a sixty-day period.**



## **OUACHITA PARISH SCHOOL SYSTEM**

### **OPSB.net WEB PUBLISHING POLICY**

#### **Purpose:**

The purpose of the Ouachita Parish School Board (OPSB) website is to provide a means of effective communication between administrators, teachers, support staff, students, parents, and our community. All content on the OPSB website must adhere to the policies outlined in this document. Failure to follow these policies may result in a loss of publishing privileges and/or other disciplinary actions.

#### **Organizational Responsibilities:**

The Website Administrator is responsible for developing and maintaining the OPSB district website.

The Communications Department has the primary responsibility for the content of the OPSB website. All content of the OPSB district website must be approved by the Communications Department.

A Website Coordinator will be designated for each school in the district. Each school's Website Coordinator will be responsible for all content posted to that school's website. The Website Coordinator is also responsible for insuring that a release form is on file before publishing any identifiable student photos or works. The Webmaster is the person who actually creates, publishes, and maintains the school's website. The Webmaster may be the Website Coordinator or may be designated by the Website Coordinator. The Webmaster may be a teacher (or other school employee), parent, or other individual deemed capable of publishing the school's website. However, the Website Coordinator is ultimately responsible for the content of the school's website.

#### **Content Standards:**

- ❖ All content must adhere to all state, federal, and international laws concerning copyright and intellectual property rights.
- ❖ All official school board and school web pages should reside primarily on the OPSB web server. If a school chooses to host its website with another provider, the OPSB website will provide a link to the school's website only if the school's website meets all other criteria maintained in this policy.
- ❖ All content must be related to curriculum, instruction, or other school or school district-related information.
- ❖ Personal information should not be published. Any phone numbers or email addresses should be ones used within the school system.
- ❖ The OPSB web server will not be used for personal or commercial financial gain or for any illegal activity. Links to retail or political sites will not be allowed.
- ❖ All web pages must not link to or contain any inappropriate material.
- ❖ The Communications Department will have full discretion in determining the appropriateness of content.
- ❖ Student Safety: Student names may be published without a release form. However, no identifiable student photo or student works may be published unless a signed release form is on file for the current school year for every associated student.
- ❖ No personal information (other than the student name) should ever be published about a student.
- ❖ No information that identifies the location of a student at any particular time during the school day (such as student schedules) should ever be published.
- ❖ Students are not allowed to have or use OPSB-assigned email accounts. Students are not allowed to publish information to the OPSB web server.

#### **Web Publishing Guidelines:**

- ❖ All published content must reflect educational goals.
- ❖ All published content should be reviewed for accuracy, correct spelling, and correct grammar.
- ❖ All published content must adhere to all state, federal, and international laws concerning copyright and intellectual property rights. If you are granted permission to publish copyrighted material, you must maintain documentation of this permission as long as the material is on the OPSB web server.
- ❖ All published content must be kept up-to-date.
- ❖ Do not use spaces in naming pages or directories. Use the underscore character (—\_ll) instead of spaces.
- ❖ Graphics should be optimized to minimize page loading times and bandwidth usage. School websites must include:
- ❖ School name, Principal's name, Full address, Telephone number, Fax number
- ❖ A link to <http://www.opsb.net>

## FOR PARENT'S USE AT HOME

Name

## Grade

## Cafeteria Number

# Homeroom Teacher

## Locker Number

## Locker Combination

## Period

## Subject

## Room Number

## Teacher

1

**2**

# 3

4

5

6

7

8

## 2025-2026 OJHS BELL SCHEDULE

PERIOD	START	END	MINUTES
1	7:55	8:46	51
2	8:49	9:37	48
3	9:40	10:28	48
4	10:31	11:19	48
1 <sup>ST</sup> LUNCH	11:19	11:51	32
5 <sup>TH</sup> PD A	11:22	12:10	48
2 <sup>ND</sup> LUNCH	12:10	12:42	32
5 <sup>TH</sup> PD B	11:54	12:42	48
6	12:45	1:33	48
7	1:36	2:24	48
8	2:27	3:15	48
			387 INST MIN