

French Settlement High School



Student Handbook 2024-2025

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The Livingston Parish School Board does not discriminate on the basis of age, race, religion, national origin, disability or gender in its educational programs and activities (including employment and application for employment), and it is prohibited from discriminating on the basis of gender by Title IX (20 USC 168) and on the basis of disability by Section 504 (42 USC 794). The Title IX Coordinator is Bruce Chaffin (bruce.chaffin@lpsb.org), Assistant Superintendent; the Special Education Director is Dr. Eric Penalber (eric.penalber@lpsb.org); the 504 Coordinator is Marcia McKnight (marcia.mcknight@lpsb.org); PO Box 1130 Livingston, LA 70754; Phone (225)686-7044

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Attendance

- Students in Grades 7th and 8th must be present a minimum of 167 days in order to receive course credit (allowed 10 unexcused absences per year)
- Students in Grades 9 – 12 must be present 84 days each semester in order to receive course credit (allowed 5 unexcused absences per semester)

Please check PowerSchool for your child's absences before contacting the office.

Check-Out Policy

If a student is ill and needs to check-out, he/she should come to the office with a check-out slip. The student will return to class, and the office will contact his/her parents. When parents have given approval for self-checkout or an approved person has arrived to pick up the student, the student will be called to the office. The person responsible for picking up a student must come inside the office with a picture ID and be on the student's approved list in order to check the student out.

Excuse Policy

Livingston Parish Public Schools lists personal illness, death in the immediate family, and extreme emergencies as legitimate excused absences. Absences incurred due to personal illness can be documented by acceptable excuses, including a written parental note. Absences longer than 3 days will require a doctor's note to be excused. Absences due to vacations, work, domestic services, etc. will be considered unexcused. Students have 5 days from date of return to turn in documentation for excusal to the office. Excuses can also be emailed to lori.richard@lpsb.org or faxed to 225-698-6458. Allow up to 5 days for excuses to be posted to PowerSchool.

Field Trip Policy

In order for a student to attend a field trip, he or she must meet the following criteria:

- No "F"s in any subject on a current PowerSchool check
- No excessive absences in the current semester (no more than 5 unexcused absences or 5 consecutive excused absences at the time of the trip.)
- No school debts

Student Fees

FSSS assesses each student a \$45.00 fee for copy paper, copy machine maintenance, handbook, student IDs/lanyards, postage, medical and sanitary supplies, etc. Some courses, as listed in the FSSS Course Directory, require small fees for consumable materials and supplies. Each teacher will provide the student with fee information. Each club sponsor will inform the student of fees due for any club the student participates in.

Students must pay all fees in order to attend or participate in the following: field trips, competitions, dances, free dress.

PAY ONLINE AT <https://lpps.schoolcashonline.com/>

All students enrolled in a PE program will be required to dress in full PE uniform. This includes white socks, tennis shoes, and PE uniform. Uniforms are available through the school. The price of a uniform is \$22.00

Textbooks are furnished by the school. The student must either return the book in usable form or pay the full price for replacing the book. The office has a complete list of texts used and their prices.

Ethics Policy

Cheating in any form will not be tolerated at FSSS. This includes, but is not limited to, giving or receiving answers to another student during classwork or a test, using "cheat sheets" or other unapproved resources such as cell phones during an exam, plagiarism in any form, using AI, and copying or distributing test materials or answer keys.

- First Offense: The student will receive half-credit on a make-up and a behavior clinic after school.
- Second Offense (and any thereafter): Student will receive half-credit on a make-up and a suspension.

Stealing or photographing a teacher's exam, key, or other instructional assignment for any means such as to distribute material will be an automatic suspension from school.

Conferences

Teacher conferences are encouraged. Individual conferences should be set up by emailing the teacher directly. Group conferences can be set up through our **Assistant Principal, Mrs. Brandi Ouber**. They are scheduled during a teacher's planning period, if at all possible. If more than one teacher is requested, conferences are usually held after school.

Surveys/Questionnaires from Physicians

All forms sent from physicians to your student's teachers for evaluation and medical purposes must be sent to the office. You should provide the appropriate number of surveys completed with your student's information and the teachers they should go to. Forms completed by the teachers can be faxed to the doctor or picked up by guardian or designee. Completed forms will not be sent home with the student.

Library

Students may use the library before school and at lunch. No student is to use class time to visit the library unless approved by Mrs. Chaffin. Rules for the library are as follows: (1) Only one book at a time can be checked out by a student unless a teacher requests additional check-out privileges. (2) No food, drink, or gum is allowed in the library.

Student Drivers

Students who drive are required present a valid driver's license and to purchase a parking tag for **\$20.00**. The tag should be on the vehicle rear-view mirror and visible at all times. Students are expected to drive slowly while entering or leaving the parking lot. No student will be allowed to loiter in the parking lot before or after school. No student will be allowed to return to his/her vehicle during the day without permission from the office. Students are to park in the student parking lot at the rear of the gym. Violations of the above rules may result in driving privileges being suspended.

Visitors on Campus

Students are not allowed to bring guests with them to school. When a parent comes to school to get his/her child, he/she must come to the office. The students must follow regular check-out procedures. Any visitor on campus must first sign in at the office. All passes for visitors will be issued through the office.

Deliveries

Only deliveries of food or drink in a lunch box are permitted. Deliveries of fast-food items, flowers, gift baskets, baked goods, presents, etc. for students will not be accepted. Deliveries will be held until the end of the class period they are dropped of during.

Dismissal

Before school students are to leave their buses or the parking lot and go immediately to their designated areas. Junior High students are to go to the Junior High Commons Area (behind the 200 building). High school students are to go to the High School Commons Area (behind the media building).

After school, all students riding the bus, students who are picked up in the car rider line, and walkers are to leave class on the first bell. Drivers and passengers of drivers should remain in class until the second bell. Second bell students who leave on the first bell are subject to discipline for leaving class without permission.

LIVINGSTON PARISH PUBLIC SCHOOLS' HEALTH RULES

You may access the School's Health Rules under the community section on the School Board website <http://www.lpsb.org>. **Please contact the school if your child has a medical condition.**

Student Accident Insurance Coverage

The Livingston Parish School Board is pleased to inform you that optional Student Accident Insurance Coverage is available to you again this year. Multiple coverage options, plans, and rates are available to allow for a coverage plan that best suits your needs. Policy information is available at www.BollingerSchools.com. If you already have coverage (personal health care coverage) for those injuries and/or claims contemplated by the plans offered under the Student Accident Insurance Coverage policy noted above, your existing coverage will likely provide primary coverage for associated claims, if you already have personal healthcare coverage. **A failure to secure either personal coverage or the coverage outlined in the attachment could result in an absence of coverage for injuries sustained by your child.**

Safe Haven and Dating Violence

It is state mandated that we teach Safe Haven and Dating Violence in Health. For more information, go to <http://lcadv.org/teen-dating-violence/>.

2024-2025 Regular Bell Schedule

First Bell	7:20				
Homeroom	7:23 – 7:30				
1 st Block (1 st & 2 nd hour)	7:33 – 9:08				
2 nd Block (3 rd & 4 th hour)	9:11 - 10:46				
	HS (Green)	JH		HS (Gold)	
Lunch	10:46 – 11:16	3 rd Block (5 th & 6 th hour)	10:48-11:35	3 rd Block (5 th & 6 th hour)	10:49-12:24
3 rd Block (5 th & 6 th hour)	11:19 – 12:54	Lunch	11:35-12:05	Lunch	12:24-12:54
		3 rd Block (5 th & 6 th hour)	12:07-12:54		
4 th Block (7 th & 8 th hour)	12:57 – 2:32				
Bus/Car Riders	2:32				
Drivers	2:40				

2024-2025 Half Day Bell Schedule

First Bell	7:20		
Homeroom	7:23 – 7:30		
1 st Block (1 st & 2 nd hour)	7:33 – 8:16		
2 nd Block (3 rd & 4 th hour)	8:19 – 9:02		
3 rd Block (5 th & 6 th hour)	9:05 – 9:48		
	HIGH SCHOOL		JUNIOR HIGH
4 th Block (7 th & 8 th hour)	9:51 – 10:00	4 th Block (7 th & 8 th hour)	9:51 – 10:25
Lunch	10:00 – 10:22	Lunch	10:25 – 10:47
4 th Block (7 th & 8 th hour)	10:25 – 11:00	4 th Block (7 th & 8 th hour)	10:50 – 11:00
Bus/Car Riders	11:00		
Drivers	11:05		

GRADING PROCEDURES FOR SECONDARY SCHOOLS

1. During the school year, high school students will receive 2 report cards, one at the end of each semester. In addition, 3 interim reports will be issued each semester: one after 4 1/2 weeks, one after 9 weeks, and one after 13 1/2 weeks. Jr. High students will receive a report card every 9 weeks and an interim report every 4 1/2 weeks. Semester grade/report card grade will be determined by dividing the total points earned by the total points possible by weighted categories. Letter grades will be assigned according to the different grading scales based on the type of course each student is enrolled in.
2. Grades (A, B, C, D, and F) will be determined as follows:

Regular Classes		College Board Advanced Placement Classes		Advanced Level Classes	
Grade/Point Value	Average	Grade/Point Value	Average	Grade/Point Value	Average
A = 4	93 - 100	A = 5	90 - 100	A = 4	90 - 100
B = 3	85 - 92	B = 4	80 - 89	B = 3	80 - 89
C = 2	75 - 84	C = 3	70 - 79	C = 2	70 - 79
D = 1	67 - 74	D = 2	60 - 69	D = 1	60 - 69
F = 0	0 - 66	F = 0	0 - 59	F = 0	0 - 59

- a. All student work to be graded will be assigned a point value. The number of points assigned will be determined by the teacher. Weighted grades will be used.
- b. When calculating percentage grades to determine a letter grade, **.50** and above will always be rounded off to the next highest number. (Example: 92.50% = 93% = A, 66.50% = 67% = D.)
- c. The following Categories will be used for **all** assignments by **all** subject areas (*district-wide implementation based on new LPPS grading guidelines*). You must balance the categories. For example, you should have more than 1 entry for Major Assessments.

Weighted Categories for each High School Course:	Abbreviation	Weights for each Category:
Major Assessments	MA	40%
Assessed for Accuracy (Quizzes, Labs, Projects, etc...)	ACC	35%
Participation / Completion	PC	10%
End of Semester Assessment*	SEM EX	15%
SPED Students Only (any student with IEP and qualifies as LAA 2 or Act 833) for the following classes: English II, III, Biology, Geometry, US History		
Weighted Categories for each High School Course:	Abbreviation	Weights for each Category:
Major Assessments	MA	40%
Assessed for Accuracy (Quizzes, Labs, Projects, etc...)	ACC	40%
Participation / Completion	PC	15%
End of Semester Assessment*	SEM EX	5%

LATE WORK POLICY

- If a student misses an assignment or test due to an absence, the item will be recorded as a zero in PowerSchool and noted that it was missed due to absence. The student will have 10 calendar days to make up the assignment or test. After those days have expired, the test or assignment will remain a zero in PowerSchool.
- If a student fails to turn in an assignment but is present at school, the item will be recorded as a zero in PowerSchool. The student will have three calendar days to turn in the make-up assignment. The grades will be deducted 10% per day that the assignment is late.
- All missing tests and assignments must be made up in the time frame listed above by communicating with the teacher and discussing due dates. Tests may be made up by setting up an appointment with a teacher before or after school, or by appointment. It is the student's responsibility to approach the teacher regarding missing tests and projects.

DISCIPLINE POLICY & GUIDELINES

Proper student conduct is the responsibility of the student and parents. It is the daily responsibility of school personnel to assure that no single person interferes with the learning environment of other students.

Disciplinary action will include, but not be limited to one of the following: Counsel/warn a student, administer punish work, contact parent/guardian, after-school detention, behavior clinic, suspension, or expulsion. The action taken is determined by the severity of the infraction and the number of prior offenses. The Principal or his designee will determine when offenses are extreme or flagrant. School administrators may notify law enforcement officials whenever there is a belief that a criminal offense has been committed.

Policy on Weapons: Any student found to be in possession of a firearm or weapon on campus, on school property, on any school bus, or any school-related function shall immediately be recommended for expulsion. Schools are Weapons Free Zones.

Alcohol and Drug Policy: The possession or use of illegal drugs as well as the unlawful possession or consumption of alcohol is also a criminal offense punishable by the laws of the State of Louisiana. LPPS policy requires that each student receives a copy of the alcohol/drug policy at the beginning of the year. Parents should review this, sign it, and return a copy to the school.

Search and Seizure: School officials are empowered to conduct reasonable searches of a particular student and school property when there is reasonable suspicion that the student may be in possession of drugs, alcohol, weapons, or other materials in violation of school policy or state law. Property (cars, lockers, book bags, purses, etc.) shall remain under the control of school officials and shall be subject to search. Students are responsible for all items found on their person or in their possession, including in cars, lockers, book bags, purses, etc.

Bullying, Harassment, Hazing: FSHS does not tolerate bullying, intimidation, harassment, and hazing of any kind on our campus. These are offenses which are subject to expulsion. If you are being harassed, please notify a teacher, guidance counselor, or administrator immediately. It will be investigated, and appropriate action will be taken.

Sexual Harassment: LPPS disapproves of and does not tolerate harassment of any type, including, but not limited to, sexual harassment by employees to students, by students to employees, or by one student to another student. No employee or student, either male or female, should be subject to unsolicited and unwelcome harassment, including unwelcome sexual overtures or conduct, either verbal or physical. Sexual harassment is behavior that is not welcome, that is personally offensive, and therefore interferes with the purposes of the employee and/or student in the academic, extracurricular, and co-curricular atmosphere. All complaints should be made orally or in writing to a teacher, guidance counselor, or administrator.

BEHAVIOR CLINIC POLICY

Once students are scheduled for clinic, the date will not be rescheduled. Should a student fail to attend a behavior clinic, an in-school detention shall result. Behavior Clinic is intended as an alternative to suspension.

IN-SCHOOL DETENTION POLICY

Once students are scheduled for in-school detention, the date will not be rescheduled. If a student misses due to absence, the student should report to Ms. Ouber immediately upon return to be reassigned. Students who are removed from in-school detention due to non-compliance will result in an out-of-school suspension. In-school detentions are not counted as suspensions.

IN-SCHOOL SUSPENSION POLICY

In-school suspension can be used as an alternative to out-of-school suspension. If a student misses due to absence, the student should report to Ms. Ouber immediately upon return to be reassigned. Students who are removed from in-school suspension due to non-compliance will result in an additional out-of-school suspension. In-school suspensions count toward the total suspension count.

STUDENT BEHAVIOR EXPECTATIONS

1. Students are obliged to follow instructions from any teacher at any time. Teachers will not make unreasonable requests of students.
2. Maintain a free flow of traffic in halls, stairwells, and walkways.
3. Excessive or loud noise is prohibited on campus.
4. Fighting is strictly prohibited. Any student found instigating or participating in a fight, or any other disorderly conduct which constitutes a significant disruption, shall be subject to disciplinary action and arrest.
5. Students are to leave campus in an orderly manner at the designated time. Only students directly supervised by a teacher may remain in the halls.
6. Students are not to go to their cars during the school day unless permission is given by an administrator. Students may not remain in their cars upon arrival to campus.
7. If a student leaves out of class, he or she must be in possession of a hall pass. Students may not leave a teacher's classroom without permission for any reason. Failure to comply will result in an automatic suspension.
8. Upon arrival on campus, students may not leave campus without checking out through the office- even if the 7:20 bell has not rung, you must check out prior to leaving campus. No student may arrive on campus prior to 7:00 a.m.
9. Students should report to the Commons Area when arriving at school. In the event of bad weather, they will report to the gym bleachers.
10. Use or possession of tobacco products, vaping products, or paraphernalia of any kind is prohibited.
11. Altering or forging of any official school document such as interim reports, detention letters, doctor's excuses, etc. is prohibited and will result in disciplinary action.
12. Students must follow cell phone and electronic device policy. (see below)
13. Gum chewing is not allowed on campus.
14. State law prohibits students from carrying firearms, knives, or other implements which can be used as weapons. This regulation includes sharp combs, manicuring devices, game items, headbands, jewelry, etc.
15. Any threat, verbal or written, will be taken seriously.
16. Obscenities/inappropriate material of any kind, verbal or written, will result in disciplinary action.
17. Non-compliance with any rule, verbal or written, will result in disciplinary action.

Louisiana Legislature Act no. 313

Effective beginning with the 2024 - 2025 school year and thereafter, no student shall possess, on his person, an electronic telecommunication device throughout the instructional day. If a student brings an electronic telecommunication device to any public elementary or secondary school building or on the grounds thereof during an instructional day, the electronic device shall either be turned off and properly stowed away for the duration of the instructional day or prohibited from being turned on and used during the instructional day.

Cell Phone Policy

FHS Student use of cell phones, smart watches, tablets, wireless headphones, earbuds, gaming devices, and more will be prohibited on campus from 7:00 am to 2:45 pm. All devices must remain OFF and in the students bookbag for the duration of the school day. Any violation of this policy will result in the phone being confiscated for the remainder of the day and progressive disciplinary action as stated in the Student Handbook.

FSHS Campus Infractions

OFFENSE	Warning	Clinic	In-School Suspension	Short Term Suspension	Long Term Suspension	Expulsion
Alteration of grade reporting, medical excuses, school documents, etc.			X	X	X	
Breaking and entering school property					X	X
Buying/Selling of personal items at school		X	X	X	X	X
Campus Disruption		X	X	X	X	X
Cell phone, smart watch, wireless earbuds and other electronic device- Unauthorized use/Possession- cell phone will be confiscated and can be picked up in the office at the end of the day.	1	2	3			
Cheating		X	X	X		
Disrespect for authority		X	X	X	X	X
Distribution/Possession/ Use of Controlled Dangerous Substance (CDS) with intent to distribute (Law enforcement officers notified)						X Period of 12-24 calendar months
Failure to attend after school discipline		X	X			
Failure to comply with discipline rules/dismissed		X	X	X		
Fighting				X	X	
Fighting (Continuing to fight after school requested to stop)					X	X
Fighting (multiple offenses)					X	X
Forgery of administrator, teacher, or parent's signature			X	X	X	
Gambling			X	X	X	X
Gum	1-3	4-5	6+			
Harassing student	X	X	X	X	X	X
Sleeping in class			X	X	X	
Horseplay		X	X	X	X	X
Instigating a fight			X	X	X	X
Leaving campus-unauthorized check out				X		
Leaving Class without Permission			X	X	X	
Lying to school personnel		X	X	X		
Possession/Use of alcohol/medication				1 (w/assessment)		2--12-24 Calendar Months
Profane Language		X	X	X	X	X
Public Display of Affection	1-3	4-5	6+			
Sleeping in Class		X	X	X		
Smoking, dipping, vaping, possession (lighter)			1-2	3+		
Stealing (Reimbursement)				X	X	X
Tardies	1-3	4-6	7+			
Unauthorized use of computers/internet		X	X	X	X	
Unauthorized area		X	X	X	X	
Uniform Violation	1-3	4-5	6+			
Use of any object as a firearm or weapon						X
Vandalism/destruction of school property (suspension until reimbursement is made)				X	X	X
Violation of medication policy				X		
Willful Disobedience		X	X	X	X	X

DISCIPLINE CONSEQUENCES DEFINED

Minor Infraction in Classroom

1st offense- Conference with the student one on one. **2nd offense-** Assign a discipline essay and contact a parent/guardian to discuss the behavioral problem. **3rd offense-** Referral to the office.

Behavior Clinic (2:30-5:00 PM)

Behavior Clinic is an alternative to a suspension from school. Students will be required to perform “clean-up duties” (sweep, mop, pick up trash, etc.) clinic and/or a written assignment. If a student misses a behavior clinic without excuse, an in-school detention will be assigned.

Suspensions

In-school suspensions will be held during school hours. Short term suspensions will range from 1 – 3 days. Long term suspensions will be 4 or more days. The severity of the offense will determine the length of punishment at the discretion of the administrator. The student may not attend any school or LPPS events during the suspension. Classwork and tests may be made up for full credit.

Expulsion

Upon receiving the third suspension, the student will be recommended for expulsion. If the offense is severe enough to warrant expulsion, at the discretion of the administration, the fourth suspension rule will be waived and expulsion will be recommended immediately. The student may not attend any school or LPPS events during the expulsion.

**ALL STUDENTS SHOULD UNDERSTAND THAT ALL TEACHERS AND SUBSTITUTE TEACHERS ARE OBLIGED TO CARRY OUT ANY AND ALL POLICES OF THIS SCHOOL, AND THAT THE STUDENTS ARE OBLIGED TO TAKE INSTRUCTIONS FROM ALL FACULTY AND STAFF.
ANY STUDENT AND HIS/HER BELONGINGS ARE SUBJECT TO BEING SEARCHED IF SCHOOL PERSONNEL HAVE REASONABLE SUSPICION OF ANY MATERIAL THAT MAY VIOLATE SCHOOL POLICY.**

GROOMING/PERSONAL APPEARANCE

The following guidelines have been established regarding all students’ dress and appearance:

1. Styles of dress and grooming never should be such that they represent a collective or individual protest.
2. Appropriate footwear must be worn to school (no shower shoes, flip-flops, slippers, crocs, knee high rubber boots).
3. Caps, hats, unprescribed glasses are not permitted.
4. Patches, decorations, slogans, symbols, tags, marks, or advertisements are prohibited. (Examples: beer, cigarettes, drugs, obscene suggestions, sexual connotations, political, etc.)
5. Earrings are allowed for students provided they are not a safety concern or a distraction on campus.
6. Piercings, other than ears, are not permitted. Clear (concise stud only) pierce hole fillers are allowed for nose rings.
7. Jewelry, including earrings, worn during the school day should be a size and dimension that is not a safety concern or a distraction on campus.
8. Hair should be neat, clean, and out of the student’s eyes. Students should have natural hair color. Extreme unnatural colors are not allowed. Sculptured hair styles that include pictures, symbols, letters, numbers, or hair curlers, rollers or excessively teased will not be permitted. Principals have discretion if a hairstyle including accessories interferes with learning.
9. Neatly groomed facial hair is acceptable, including mustaches, beards and goatees.
10. Tattoos that are vulgar, obscene, political, offensive or otherwise disruptive to the school environment are not permitted and must be covered at all times.
11. Foundation garments must be worn.
12. Dress during any period where uniforms are not required, such as special event days, or for transferring students, shall be consistent with the intent and spirit of the *School Uniform Dress Code*.

DRESS CODE GUIDELINES

Dress Code in Special Classes

Students must follow the rules of appropriate dress as directed by the needs of special classes (i.e. physical education, industrial arts, agriscience, etc.) due to safety concerns.

SCHOOL UNIFORM DRESS CODE

The School Board is permitted by state law to adopt dress codes mandating the use of school uniforms. The purpose of the *School Uniform Dress Code* shall be to provide additional opportunities for increased school safety; to encourage students to experience a greater sense of school identity and belonging; to encourage an improvement in student behavior; and to encourage a high level of program participation.

Grades Pre-Kindergarten - 12:

Note: A color chart for skirts/shorts/slacks/skorts will be displayed to clarify the color range of Khaki.

Shirt:

- Solid color: Navy blue or white.
- Polo: (golf-boxed, hemmed) two, three or four buttons at the top front with collar (Short or Long sleeves) - Elementary students shall be encouraged to tuck in shirts. Middle/Junior High and High school students shall be required to tuck in shirts.
- Oxford/dress shirt (short or long sleeves) Elementary students shall be encouraged to tuck in shirts. Middle/Junior High and High school students shall be required to tuck in shirts.
- Designs, emblems, insignias, monograms and logos are prohibited.
- Under-shirts and t-shirts, if worn must be white, gray or black and can only be worn underneath the standard uniform. If applicable, school issued spirit shirt may be worn in place of the uniform polo on designated day set by the principal. Shall not exceed one time per week.

Pants, Skirts, Shorts, Skorts, Jumpers:

- Solid color: Khaki
- No jean, knit, joggling, stretch, cargo, capri, or cropped styles.
- Appropriate fit: not too loose, not too tight; no sagging.
- Elementary students may have elastic waist pants with or without belt loops (belts are optional, but encouraged).
- Middle/junior/high school students' pants must have belt loops and a belt is mandatory.
- Must be worn at waistline,
- Skirts should be to top of kneecap.
- Jumpers should be to top of kneecap; not allowed for 9-12.
- Shorts/Skorts: Top of knee to four (4) inches above knee; length cannot be below the knees; length can be cuffed or not cuffed,
- The only logos allowed should be the manufacturer's label.
- All bottoms must be hemmed.

Belts:

- PK-5: Belts are not required, but encouraged.
- Grades 6-12: Belt required with clothing designed with belt loops, any color, no inappropriate logos or slogans. Belts are to be worn correctly and buckles are not to be excessive size or offensive in design. Studs and spikes are prohibited.

Socks/Hose/Tights:

If worn...

- Socks may not have inappropriate or offensive wording or images. Socks above the knee are prohibited.
- Tights/Leggings solid color black, gray, navy blue or white (May only be worn under skirts/dresses/jumpers). Tights must be full length reaching the ankle.

Pullovers:

- Solid Navy blue or White (¾ zip, crew, hoodies, sweaters) are allowed. A pullover cannot be worn in place of shirt nor be so large that it conceals a student's bottom garment. Designs, emblems, insignias, monograms and logos are prohibited
- Any sport pullover purchased from the school or a vendor with the school name or logo is acceptable.

Shoes:

- Closed-toe and closed-heel shoes are mandatory (tennis shoes, dress shoes, casual shoes or slip-on shoes or boots).
- Footwear shall not extend above the knee.
- Shoes shall be properly tied or strapped, if applicable.

Coats:

- Coat/jacket/sweater may be worn as long as the uniform shirt collar is revealed under the coat/jacket/sweater (trenchcoats are prohibited)
- Vests/jackets/sweaters/coats that zip/button/snap from top to bottom may be any color and with hood.

Progressive Disciplinary Action for dress code:

Students violating the School Uniform Dress Code shall be disciplined as follows:

1st – 3rd Offense: Notification sent home to parents via student or message to the parent via phone, email, OR automated call.

4th – 6th Offense: After School Detention / Extended Detention (ex. Saturday Clinic) and direct verbal parent/guardian notification per incident.

7th or more offenses: One (1) day out school suspension for each offense due to willful disobedience.

MENTAL HEALTH COUNSELING

In addition to academic advising and college and career counseling, the FSHS school counselor offers short-term mental health counseling services upon request or referral. This service is aimed at the more effective education and socialization of the student within the school community. Parents/legal guardians and school staff may refer students, and students may request counseling. This service is not intended as a substitute for long-term mental health counseling, psychological therapy, diagnosis, or medication, which are not the responsibility of the school. It is the responsibility of the parent/legal guardian to determine whether additional or different services are necessary. Furthermore, should it be determined by the school counselor that more extensive services are necessary, it will be the responsibility of the parent/legal guardian to arrange outside counseling services. If it is requested that the counselor share information with a third party, such as a community counselor, psychiatrist, social services worker, physician, etc., the parent/legal guardian will need to sign a medical release form.

The school counselor will keep students' disclosures and information confidential with some exceptions, including, but not limited to:

- the student expresses thoughts and/or plans to harm him/herself or someone else
- the student expresses and/or the counselor has suspicion of abuse/neglect against a minor child, elderly person, or dependent adult
- a court order is received directing the disclosure of information
- the student admits to or expresses intent to commit a crime
- necessary collaboration with other school staff (principal, teachers, etc.) for effective education/socialization
- Necessary collaboration with parent/legal guardian

Short-term mental health counseling provided by the school counselor is considered a regular educational service provided by the school, and students may assent to participate. However, if you, the parent/legal guardian, **DO NOT** want the student to participate in school mental health counseling services, the parent/legal guardian must submit a signed letter to the counselor declining consent for mental health counseling. To contact the school counselor, email lacy.blanchard@lpsb.org, call 225-698-3561, or ask your teacher for a counseling request form to submit to the office.

Graduation Curriculum Requirements

TOPS University	Jump Start Tops Tech
Curriculum requirements for students entering high school in 2014-2015 and beyond Curriculum adapted to reflect courses offered at FSHS; for the complete list from LDOE visit https://www.louisianabelieves.com/courses/graduation-requirements	
English (4 units): <ul style="list-style-type: none"> ▪ English I, English I Honors ▪ English II, English II Honors ▪ English III, English III AP ▪ English IV, English IV DE 	English (4 units): <ul style="list-style-type: none"> ▪ English I ▪ English II ▪ Technical Writing ▪ Business English
Math (5 units): <ul style="list-style-type: none"> ▪ Algebra I ▪ Geometry ▪ Algebra II ▪ Advanced Math Pre-Calculus, Pre-Calculus DE 	Math (4 units): <ul style="list-style-type: none"> ▪ Algebra I ▪ Geometry* or Business Math (ending with 22-23 Freshman class) ▪ Financial Math ▪ Math Essentials, Transition to College Algebra <small>*Must take Geometry if student fails Algebra I LEAP *23-24 incoming freshmen must take Geometry</small>
Science (4 units): <ul style="list-style-type: none"> ▪ Biology I ▪ Chemistry ▪ 2 units from the following: Environmental Science, Environmental Science AP, Biology II, Physics 	Science (2 units): <ul style="list-style-type: none"> ▪ Biology I ▪ Environmental Science
Social Studies (4 units): <ul style="list-style-type: none"> ▪ Civics ▪ World Geography, AP Human Geography ▪ US History ▪ World History, Western Civilization DE 	Social Studies (2 units): <ul style="list-style-type: none"> ▪ Civics ▪ US History
Health (1/2 unit)	Health (1/2 unit)
Physical Education (1 ½ units): PE I, PE II	Physical Education (1 ½ units): PE I, PE II
Foreign Language (2 units): <ul style="list-style-type: none"> • Spanish I • Spanish II 	Foreign Language: not required
Art (1 unit): Fine Arts Survey, Band, Art I, AP Art	Art: not required
Electives (3 units): 1 unit must be Financial Math beginning with the 24-25 Freshman class	Jump Start (9 units): 9 career & technical education (CTE) courses in chosen Jump Start Pathway, including 1 career readiness unit Culminating Credential: must earn approved certification in chosen pathway in order to graduate
Total Units: 24	Total Units: 23

IMPORTANT: Jump Start Pathway offerings are dependent upon faculty availability.

Taylor Opportunity Program for Students (TOPS) Awards

The Free Application for Federal Student Aid (FAFSA) must be completed beginning October 1 of the senior year & every year thereafter in order to receive TOPS/TOPS Tech, and to graduate. The web address is

<https://studentaid.gov/h/apply-for-aid/fafsa>

TOPS Opportunity, Performance, or Honors	TOPS Tech
Curriculum adapted to reflect courses offered at FSHS; for the full curriculum from LOSFA visit https://mylosfa.la.gov/	
English (4 units): <ul style="list-style-type: none"> ▪ English I, English I Honors ▪ English II, English II Honors ▪ English III, English III AP ▪ English IV, English IV DE 	English (4 units): <ul style="list-style-type: none"> ▪ English I ▪ English II ▪ Technical Writing ▪ Business English
Math (4 units): <ul style="list-style-type: none"> ▪ Algebra I ▪ Geometry ▪ Algebra II ▪ Advanced Math Pre-Calculus, Pre-Calculus DE 	Math (4 units): <ul style="list-style-type: none"> • Algebra I • Business Math* • Financial Math • Math Essentials, Transition to College Algebra <p>*Must take Geometry if student fails Algebra I LEAP *23-24 incoming freshmen must take Geometry</p>
Science (4 units): <ul style="list-style-type: none"> ▪ Biology I ▪ Chemistry ▪ 2 units from the following: Environmental Science, Environmental Science AP, Biology II, Physics 	Science (2 units): <ul style="list-style-type: none"> ▪ Biology I ▪ Environmental Science
Social Studies (4 units): <ul style="list-style-type: none"> • Civics • World Geography, AP Human Geography • US History • World History, Western Civilization DE 	Social Studies (2 units): <ul style="list-style-type: none"> • Civics • US History
Foreign Language (2 units): <ul style="list-style-type: none"> • Spanish I • Spanish II 	Jump Start (9 units): 9 career & technical education (CTE) courses in chosen Jump Start Pathway including 1 career readiness unit
Art (1 unit): <ul style="list-style-type: none"> ▪ Fine Arts Survey, Band, Art I, AP Art 	*TOPS University students may qualify for TOPS Tech by completing the TOPS Core Curriculum for Opportunity, Performance & Honors
Total: 19 Units	Total: 21 Units

TOPS Core GPA is NEVER rounded up (2.49 does NOT get rounded up to a 2.5)

	GPA	ACT
TOPS Opportunity	2.5	20 or State Average
TOPS Performance	3.25	23
TOPS Honors	3.5	27
TOPS Tech	2.5	17 or WorkKeys Silver

Payment of TOPS Awards is contingent upon appropriations by the LA Legislature. See the chart on LOSFA's website at <https://mylosfa.la.gov/wp-content/uploads/Current-Year-TOPS-Funding.pdf> for TOPS payment amounts at specific colleges and universities for the 2020-2021 academic year. The TOPS Award Amounts in the future will be the same as those provided in this chart unless the Legislature specifically increasing or decreases funding for TOPS.

Assessment Requirements for Graduation

To graduate, high school students must pass three LEAP 2025 end of course exams—pass one test per category-- as follows (All LEAP 2025 end of course exams count as 15% of students' final grade):

Must pass:

1. English I or English II
2. Algebra I or Geometry
3. Biology I or US History/Civics*

*US History requirement will end with the 2023-2024 freshman class. Beginning with the 2024-2025 freshman class requirement will include Civics in place of US History. Five achievement levels on LEAP 2025 tests:

- Advanced
- Mastery
- Basic
- Approaching Basic (minimum passing score)
- Unsatisfactory

Other High School Assessments

American College Test (ACT) - assesses college readiness in the four core academic areas (English, Math, Reading & Science), and is used to determine TOPS scholarship awards and entrance into some colleges. The Louisiana Department of Education (LDOE) pays for all 11th grade students to take the ACT at school during the State & District Administration, which is usually held in March. Seniors are allowed to sign up for this administration, but must pay the test fee, which is approximately \$50.

ACT WorkKeys® – assessments measuring foundational skills required for success in the workplace and the workplace skills that can affect job performance. The assessments are developed to solve actual workplace problems. They measure a range of hard and soft skills relevant to any occupation, at any level, and across industries. Successful completion of WorkKeys core assessments can lead to earning an ACT WorkKeys® National Career Readiness Certificate™ (ACT WorkKeys NCRC®)—a credential that verifies the skills found to be most essential across industries and occupations. Tens of thousands of employers recognize the value of the NCRC, and many recommend the credential to candidates. The LDOE pays for Jump Start students to take the WorkKeys core tests. **Students may qualify for TOPS Tech with a Silver Level on the WorkKeys.**

Grade Point Average (GPA)

Cumulative/Overall GPA – grade point average of all courses attempted; it includes every course on the transcript.

Unweighted GPA - GPA scale goes from 0.0 to 4.0, and does not take the difficulty level of courses into account. All courses have the same quality point values for letter grades:

Quality Points --- A = 4, B = 3, C = 2, D = 1, F = 0

Weighted GPA – GPA scale goes from 0.0 to 5.0, and does consider course difficulty (for LPPS, the only courses that carry more weight are AP).

All courses have the same quality point values for letter grades, except AP courses:

AP Courses, Quality Points --- A = 5, B = 4, C = 3, D = 2, F = 0

All Other Courses, Quality Points --- A = 4, B = 3, C = 2, D = 1, F = 0

Formula for Calculating GPA –

Total quality points earned divided by total number of letter grades. Note: There are other ways to explain how to calculate GPA.

CLASS RANKING

Beginning with students graduating in the 2016-2017 school year, the Livingston Parish School Board, in order for class ranking to be determined on a uniform and consistent basis throughout the parish, shall require graduating seniors in high schools to be ranked based on the quality points a student earns in grades 9-12 as listed on the student's official high school transcript. The student who earns the most quality points will be ranked number one in the graduating class. For rank in class purposes only quality points based on a maximum of 28 credits for high schools on a seven period day or 32 credits for schools on a block schedule. Transfer grades will be weighted only in the subjects weighted in the district.

Students with a grade point average of 3.75 and above shall be recognized as graduating *Summa Cum Laude* and students with a grade point of 3.5 - 3.749 shall be recognized as graduating *Magna Cum Laude*. There shall be no selection of a valedictorian.

CLASS RANKING CRITERIA

Criteria to be used in ranking students shall be as follows:

- A. Total quality points from all subjects attempted in grades 9-12.
- B. "F" grades count as zero (0) quality points.
- C. Only semester grades shall be used.
- D. Total quality points shall be computed at the end of the second semester of the senior year.

The following grade scale shall be used:

Regular Classes		College Board Advanced Placement Classes (starting in 2014-15)		Advanced Level Classes*	
Grade/Point Value	Average	Grade/Point Value	Average	Grade/Point Value	Average
A = 4	93 - 100	A = 5	90 - 100	A = 4	90 - 100
B = 3	85 - 92	B = 4	80 - 89	B = 3	80 - 89
C = 2	75 - 84	C = 3	70 - 79	C = 2	70 - 79
D = 1	67 - 74	D = 2	60 - 69	D = 1	60 - 69
F = 0	0 - 66	F = 0	0 - 59	F = 0	0 - 59

- Each high school principal will determine if the 10 point grading scale is appropriate for advanced level classes. (Honors, High School Gifted Courses, Dual Enrollment or College Prep Classes)

NOTE: Any course for which credit is earned through credit examination or proficiency examination and a pass/fail grade is assigned **will not** be considered in determining rank.

TIES IN RANKING

Ties in ranking of graduating students shall be broken by using the following order of priority when required by a university for scholarship purposes:

1. The highest composite ACT test score to be used if all candidates have taken the ACT.
2. If a tie still exists, then the number of College Board Advanced Placement course taken.
3. If a tie still exists, the total number of scaled score points on all the State Standardized Tests (6 EOC tests) will determine the rank in class.

2024-2025 Advanced Placement (AP) Acknowledgment Form

Student Name: _____
Last First Current Grade

AP COURSE INFORMATION (Check courses student wishes to schedule)

- | | |
|---|---|
| <input type="checkbox"/> AP Computer Science Principles | <input type="checkbox"/> AP Environmental Science |
| <input type="checkbox"/> AP English (III) Literature & Comp | <input type="checkbox"/> AP Human Geography |
| <input type="checkbox"/> AP 2-D Art and Design | |

FEES

A \$40 exam fee is charged for all AP courses in which a student is enrolled. The \$40 fee will be reimbursed upon AP exam completion. Any student enrolled in an AP course who does not take the AP exam will be charged an additional \$40 unused exam fee.

MAKEUP TESTING

Students participating in *major* school-related events, excluding spectators, will be eligible for makeup testing without penalty. Makeup testing will also be available to students experiencing *serious* injury, illness or immediate family tragedy (official documentation will be required to avoid additional fees).

AP COMMITMENT

By scheduling AP course(s) and by signing below, I understand that I am agreeing that my student will participate in the AP exam and any related pre-administration coding process.

Students who commit to any AP course will not be permitted to drop the class mid-semester/year. Likewise, students may not enroll in an AP course mid-year.

SCHEDULING CONFLICTS

Course conflicts may arise due to placement of courses in the master schedule; therefore, the filling of exact requests is NOT guaranteed.

ACCOMMODATIONS

Check the box to the left if an IAP, IEP, or LEP is currently in place and accommodations are being received.

SIGNATURES

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

2024-2025 Dual Enrollment (DE) Acknowledgment Form

Student Name: _____
Last First Current Grade

DE COURSE INFORMATION (Check courses student wishes to schedule)

- Minimum Eligibility Requirements
 - English and Social Studies DE: English subscore 18
 - Math and Science DE: Math subscore 19
 - Minimum GPA of 2.5

Academic Dual Enrollment

- | | |
|--|--|
| <input type="checkbox"/> English IV:DE-CENL1013+1023 Eng. Comp I/II
S1 – College Composition I
S2 – College Composition II | <input type="checkbox"/> Western Civ: DE-CHIS 1013+1023 West Civ I/II
S1 – Western Civilization I
S2 – Western Civilization II |
| <input type="checkbox"/> Pre-Calculus:DE-CMAT 1213+1223 Alg+Trig
S1 – College Algebra
S2 – Trigonometry | |

FEES

Livingston Parish School System will cover up to 6 college hours per semester (2 DE classes in the fall, 2 DE classes in the spring). If taking more than 2 DE classes per semester, the parent/guardian is responsible for the cost of any additional classes.

DE COMMITMENT

I understand that the high school and college grades earned in the courses in which I enroll through the Dual Enrollment Program will be on my permanent high school and college transcript and the grades may differ and may not be removed from my college transcript for any reason. I understand that the grades I earn in college courses in which I enroll through the Dual Enrollment Program will be used by other programs, including TOPS, to determine my continuing eligibility for those programs. I acknowledge that it is my responsibility to DROP OR WITHDRAW from a class I decide not to complete by the college published deadlines and that a withdrawal will result in a “W” on my permanent college transcript.

SATISFACTORY ACADEMIC PROGRESS (SAP)

Students receiving financial aid must complete a minimum number of credit hours and maintain a minimum GPA each semester/term. GPA required varies by university and the credit hours completion rate is typically 67% of classes attempted. Students’ high school DE college hours, grades and withdrawals are included in the calculation of their SAP at the end of students’ first semester and thereafter.

SCHEDULING CONFLICTS

Course conflicts may arise due to placement of courses in the master schedule; therefore, the filling of exact requests is NOT guaranteed.

As the parent/legal guardian of this student, I certify that I understand the statements above and my child has permission to participate in the dual enrollment program for the course(s) listed above.

Student Signature: _____ **Date:** _____

Parent/Guardian Signature: _____ **Date:** _____