NOTICE: The Evangeline Parish School District is committed to communicating the most complete and up-to-date information to students and guardians. The District is pleased to share these two documents with you at this time, but ask that you refer to the District’s website for the latest versions as the CDC, State and Federal guidance continues to be developed and updated. Please visit the District’s website at www.epsb.com.

2020-2021 (8/12/20 C1:32)

EVANGELINE PARISH SCHOOL DISTRICT

RETURN-TO-SCHOOL PLAN
IN RESPONSE TO COVID-19

&

STUDENT HANDBOOK
RETURN-TO-SCHOOL PLAN
IN RESPONSE TO COVID-19
2020-2021
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To: Evangeline Parish School District Board, Personnel, and Parents  
From: Darwan Lazard, Superintendent  
RE: Return-To-School Plan 2020-2021  
Date: August 5, 2020

The 2020-21 school year will be challenging. The world as well as the educational setting has acquired a new image. It is the goal of the Evangeline Parish School District to provide a high-quality education for all students and ensure the physical, social, and emotional well-being of both students and staff.

The tremendous support of the parents, community, teachers, and staff enabled the school system to provide educational opportunities and nutritious meals for the Evangeline Parish students at the end of the 2019-20 school year. Thank you for your help, support, and patience.

The school district is closely following the Governor’s mandates. Student ratios in classrooms and common areas, student ratios on the buses, safety procedures such as masks and distancing, and continuous sanitation will follow guidelines established by the Louisiana Department of Health. Instructional minutes, curriculum, and instruction will follow the guidelines determined by the Louisiana Department of Education.

Three plans that will be used according to the Governor’s mandates have been developed by the District. Educational opportunities, bus transportation, and meals will be provided as needed according to each plan and phase determined by the Governor. Schools will provide parents with guidance for daily routines and procedures.

The vision of the Evangeline Parish School District is to create and maintain a first-rate school district and provide multiple paths for student success. The District will provide educational programs that empower students to develop skills for life-long learning and good citizenship in a wholesome and nurturing environment.

We appreciate your trust, support, and patience as we work through these challenging times. Let’s keep working together to be innovative, creative, and productive. Together, we are the support and guidance that our students need and deserve.

School Board Members:

<table>
<thead>
<tr>
<th>District</th>
<th>Name</th>
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<tbody>
<tr>
<td>One</td>
<td>Lonnie Sonnier</td>
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<td>Two</td>
<td>Nick Chaumont</td>
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<td>Three</td>
<td>Karen Vidrine</td>
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<td>Four</td>
<td>Wayne Dardeau</td>
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<td>Five</td>
<td>Peggy Forman</td>
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<td>Six</td>
<td>Mike W. Fontenot</td>
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<td>Seven</td>
<td>Georgiana L. Wilson</td>
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<td>Eight</td>
<td>Wanda A. Skinner</td>
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<td>Nine</td>
<td>Edward S. Limoges</td>
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<td>Ten</td>
<td>Arthur Savoy</td>
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<td>Eleven</td>
<td>Nancy A. Hamlin</td>
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<tr>
<td>Twelve</td>
<td>Ellis Guillory, Sr.</td>
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<tr>
<td>Thirteen</td>
<td>Georghianna L. Wilson</td>
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“An Equal Opportunity Employer”
INTRODUCTION
The Evangeline Parish School District (EPSD) has created this phase-dependent plan to aid in navigating the reestablishment of our schools where employees, students, and families feel safe upon returning and to reduce the impact of COVID-19 conditions. The guidelines referenced in this plan are based on guidance from the Louisiana Department of Education (LDOE), Centers for Disease Control and Prevention (CDC), and World Health Organization (WHO). Regular updates will be made to this plan based on information provided to us by the LDOE, CDC, WHO, and applicable federal, state, and local agencies.

Reopening Options:
- **Face-to-Face (Brick and Mortar Model)** - Traditional classroom setting with teachers and students adhering to social distancing guidelines.
- **Distance Learning (Teacher-led, Off-campus Learning)** - Information is relayed through technology, such as Google Classroom, Zoom, online assessments, discussion boards, or pencil and paper assignments.
- **Hybrid Model** - Instruction will be provided through a combination of Face-to-face and distance learning.
- **Virtual Learning (Online Learning)** - Evangeline Virtual Academy (EVA) is a free public school where teachers primarily educate from a remote location using the Internet or other computer-based methods. Students are not required to be located at the physical premises of the school. EVA is open to all students who reside in Evangeline Parish. Students are still connected to their zoned school for attendance and grading.

Important Terms Identified:
- **Face Covering** - A piece of material used to cover both the nose and mouth for the purpose of forming a barrier to droplets or airborne particles that are coughed, sneezed, or exhaled when talking. Face coverings are meant to protect both the wearer of the face covering and surrounding individuals.
- **High-Touch Surface** - Surfaces that are touched frequently, including but not limited to door handles, bathroom fixtures, drinking fountains, railings, desks, and other surfaces in school facilities or on school buses.
- **LA Board of Elementary and Secondary Education or BESE** – the state Board of Elementary and Secondary Education
- **LDH** - Louisiana Department of Health
- **LDOE** - Louisiana Department of Education
- **Physical Distance** - The act of an individual maintaining a space of six feet or more another individual, to the maximum extent possible. (This is the distance of a bicycle.)
- **Static Group** - A group whose composition of students does not change.
## Evangeline Parish School District Operations

Before implementation, information on the opening of school and appropriate phases will be sent to all employees, students, and parents. Additionally, the individual needs and circumstances of students with disabilities will be addressed. Please see below for a summary of each phase.

<table>
<thead>
<tr>
<th>Phase</th>
<th>Maximum Group Size</th>
<th>Elementary PreK - 5th</th>
<th>Middle 6th - 8th</th>
</tr>
</thead>
</table>
| **Phase 1** | ● 10 individuals including adults  
● Buses are at 25% capacity | ● Facilities are closed to the public.  
● All EPSD employees are essential and are required to report to their assigned locations. Face coverings are mandated for all EPSD employees.  
● Employees’ school-aged children will be allowed to use the facilities for instruction at the students’ assigned school. This does not include students enrolled in Evangeline Virtual Academy.  
● Priority to attend face-to-face instruction will be given to groups of students for the purpose of equity.  
● Transportation will be provided for this specified group of identified students.  
● Students in grades 3-12 must wear face coverings to the greatest extent possible. Any child over age 2 may wear face coverings. To practice physical distancing, we will, to the maximum extent possible, maintain a physical distance of six feet. | ● Facilities are closed to the public.  
● All EPSD employees are essential and are required to report to their assigned locations. Face coverings are mandated for all EPSD employees.  
● Employees’ school-aged children will be allowed to use the facilities for instruction at the students’ assigned school. This does not include students enrolled in Evangeline Virtual Academy.  
● Transportation will be provided for a specified group of identified students.  
● Students must wear face coverings to the greatest extent possible. Any child over age 2 may wear face coverings. To practice physical distancing, we will, to the maximum extent possible, maintain a physical distance of six feet.  
● Student work must be completed and submitted as prescribed by the teacher. |
| **Phase 2** | ● 25 individuals including adults (static groupings).  
● Buses are at 50% capacity (multiple routes) | ● Schools may offer limited on-site activities.  
● Face coverings are mandated for all EPSD employees.  
● PreK - 5th grade students will receive instruction at their assigned school in small groups and remain together throughout the day.  
● Initially, students will be phased-in through small assigned groups. Thereafter, all students will receive face-to-face instruction Monday/Tuesday and Thursday/Friday based on recommendations and data from LDOE, CDC, Governor John Bel Edwards’ office, and applicable local and state agencies.  
● Students in grades 3-12 must wear face coverings to the greatest extent possible. Children over age 2 may wear face coverings.  
● To practice physical distancing, we will, to the maximum extent possible, maintain a physical distance of six feet. | ● Schools may offer limited on-site activities.  
● Face coverings are mandated for all EPSD employees.  
● 6th-8th grade students will receive instruction at their assigned school in small groups and remain together throughout the day.  
● Initially, students will be phased-in through small assigned groups. Thereafter, students will be assigned to one of two groups. Group A and Group B will attend on their designated days. Group A will attend Monday/Tuesday and Group B will attend Thursday/Friday.  
● All students will receive instruction Monday/Tuesday and Thursday/Friday (one group will be face-to-face while the other group will be participating in distance learning (off campus) as recommended by the data from LDOE, CDC, Governor John Bel Edwards’ office, and applicable local and state agencies.  
● Students will be participating in distance learning on Wednesdays.  
● Every Wednesday, all school employees will report to their assigned schools by 8:00 AM for designated professional development activities and other assigned duties (small group instruction, PLCs, etc.).  
● Students must wear face coverings to the greatest extent possible.  
● Physical distancing will be maintained, to the maximum extent possible, of six feet or more from others. |
| **Phase 3** | ● 50 individuals including adults (multiple routes) | ● Schools may offer limited on-site activities.  
● Face coverings are mandated for all EPSD employees.  
● PreK - 5th grade students will receive instruction at their assigned school in small groups and remain together throughout the day.  
● Initially, students will be phased-in through small assigned groups. Thereafter, all students will receive face-to-face instruction Monday/Tuesday and Thursday/Friday based on recommendations and data from LDOE, CDC, Governor John Bel Edwards’ office, and applicable local and state agencies.  
● Students will be participating in distance learning on Wednesdays.  
● Every Wednesday, all school employees will report to their assigned schools by 8:00 AM for designated professional development activities and other assigned duties (small group instruction, PLCs, etc.).  
● Students must wear face coverings to the greatest extent possible.  
● Physical distancing will be maintained, to the maximum extent possible, of six feet or more from others. |
<table>
<thead>
<tr>
<th>Phase 1</th>
<th>Phase 2</th>
<th>Phase 3</th>
</tr>
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</table>
| **High 9th - 12th** | ● Facilities are closed to the public.  
● All EPSD employees are essential and are required to report to their assigned locations. Face coverings are mandated for all EPSD employees.  
● Employees’ school-aged children will be allowed to use the facilities for instruction at the students’ assigned school. This does not include students enrolled in Evangeline Virtual Academy.  
● Transportation will be provided for a specified group of identified students.  
● Students must wear face coverings to the greatest extent possible. Any child over age 2 may wear face coverings. To practice physical distancing, we will, to the maximum extent possible, maintain a physical distance of six feet.  
● Student work must be completed and submitted as prescribed by the teacher. | ● Schools may offer limited on-site activities.  
● Face coverings are mandated for all EPSD employees.  
● 9th-12th grade students will receive instruction at their assigned school in small groups and remain together throughout the day to the maximum extent possible.  
● Initially, students will be phased-in through small assigned groups. Thereafter, students will be assigned to one of two groups. Phasing in will include Group A and Group B attending on their designated days. Group A will attend Monday/Tuesday and Group B will attend Thursday/Friday. All students will receive instruction Monday/Tuesday and Thursday/Friday (one group will be face-to-face while the other group will be participating in distance learning (off campus) as recommended by the data from LDOE, CDC, Governor John Bel Edwards’ office, and applicable local and state agencies.  
● Students will be participating in distance learning on Wednesdays.  
● Every Wednesday, all school employees will report to their assigned schools by 8:00 AM for designated professional development activities and other assigned duties (small group instruction, PLCs, etc.).  
● Students must wear face coverings to the greatest extent possible.  
● To practice physical distancing, we will, to the maximum extent possible, maintain a physical distance of six feet. |
| **Evangeline Virtual Academy (EVA)** | ● Parents can select virtual instruction through Evangeline Virtual Academy (EVA). Applications should be completed online.  
● Students must meet EPSD’s minimum participation expectations.  
● Teachers are required to monitor attendance daily. For credit purposes (not for truancy), teachers will maintain attendance records to determine satisfactory completion of course requirements.  
● Students are required to complete daily course assignments.  
● Students not meeting the minimum participation requirements may be exited from the program.  
● Parent requests to change from in-person to virtual learning before the end of the marking period will only be considered in extenuating circumstances that are confirmed by a doctor’s medical excuse and approved by the school principal.  
● Students who attend one day of virtual school must remain enrolled for the entire grading period (9 weeks).  
● Students may not exit after the first grading period.  
● If parents would like to exit their student(s) from the Evangeline Virtual Academy, they must request to do so **two school weeks** prior to the ending date of the first grading period. Students may not transfer to their assigned school after the first grading period. | |
Phase 1

Note: Each school is unique; therefore, some details may vary from school to school. Capacity, scheduling, and transportation are examples of areas where you may see variation.

In the event that the Governor’s Office, the Louisiana Department of Education, the Louisiana Department of Health, and/or the Centers for Disease Control declare that we must enter Phase 1, the school system will provide distance learning opportunities for all students. This will be done using the Google Classroom platform used to end the 2019-2020 school year. Students would continue to have access to high-quality instruction and would be required to log-in daily, submit graded assignments, and complete tests. Devices will be loaned to students. All district employees are classified as essential and are required to report to their assigned locations. All schools will modify their practices to include daily temperature checks, masks for all onsite attendees, amended cafeteria operations, and additional enhanced safety protocols.

Student Expectations: Grades PreK-12

1. Students are expected to log in each day. Attendance will be taken daily.
2. All assignments must be completed and submitted as prescribed by the teacher.
3. Tests are expected to be completed on the scheduled day. Any test missed would fall under the EPSD Make-Up Work Policy. (SEE EPSD HANDBOOK)
4. Students who participate in distance learning should have designated areas where they can utilize their loaned devices and actively participate in learning activities. Care should be taken to limit background noise (T.V., side conversations, phone calls, and anything that could be a distraction to learners and teachers).
5. Students are expected to adhere to EPSD disciplinary policies/guidelines and are subject to disciplinary action for misbehavior while participating in online or in-person instruction.
Phase 2

In the event the Governor’s Office, Louisiana Department of Education, Louisiana Department of Health, and/or Centers for Disease Control declare that we must enter Phase 2, the school system will be able to accommodate static groups of no more than 25 persons (including adults). All district employees are classified as essential and are required to report to their assigned locations. Each of our schools will be modifying our practices to include daily temperature checks, masks for all onsite attendees, amended cafeteria operations, and additional enhanced safety protocols.

PreK-5th:

- PreK - 5th grade students will receive instruction at their assigned school in small groups and remain together throughout the day.
- Initially, students will be phased-in through small assigned groups. Thereafter, all students will receive face-to-face instruction Monday/Tuesday and Thursday/Friday based on recommendations and data from LDE, CDC, Governor John Bel Edwards’ office, and applicable local and state agencies.
- Students will be participating in distance learning on Wednesdays.
- Every Wednesday, all school employees will report to their assigned schools by 8:00 AM for designated professional development activities and other assigned duties.

6th-12th

- Schools may offer limited on-site activities
- 6th-12th grade students will initially receive distance instruction and gradually phase-in to receive face-to-face instruction at their assigned schools on new procedures and the use of Chromebooks.
- All students will receive instruction Monday/Tuesday and Thursday/Friday.
- Students will be participating in distance learning on Wednesdays.
- Every Wednesday, all school employees will report to their assigned schools by 8:00 AM for designated professional development activities and other assigned duties.

Phase 3

All district employees are classified as essential workers and are required to report to their assigned locations. Each of our schools will modify practices to include daily temperature checks, wearing face coverings for all onsite attendees, amended cafeteria operations, and additional enhanced safety protocols.

- Schools will open for all students Monday/Tuesday and Thursday/Friday based on recommendations and data from LDOE, CDC, Governor’s office, and applicable local and state agencies.
- School operations will resume with restrictions or guidelines.
- Students will be participating in distance learning on Wednesdays.
- Every Wednesday, all school employees will report to their assigned schools by 8:00 AM for designated professional development activities and other assigned duties.
Student Grading and Attendance

The grading policy is located in EPSD’s 2020-2021 Student Handbook and Reference Guide.

| PHASE 1                          | • For credit purposes (not for truancy), teachers will maintain attendance records to determine satisfactory completion of course requirements.  
|                                 | • Teachers are required to take attendance daily.  
|                                 | • Students are required to complete daily course assignments. |
| PHASE 2                          | • Students must meet Louisiana Department of Education’s minimum attendance requirements.  
|                                 | • Attendance regulations are enforced.  
|                                 | • Teachers are required to take attendance daily.  
|                                 | • Students not attending school regularly will be referred to the Office of Child Welfare and Attendance for further review and consideration for the truancy court. |
| PHASE 3                          | • Students must meet Louisiana Department of Education’s minimum attendance requirements.  
|                                 | • Attendance regulations are enforced.  
|                                 | • Teachers are required to take attendance daily.  
|                                 | • Students not attending school regularly will be referred to the Office of Child Welfare and Attendance for further review and consideration for the truancy court. |
Transportation and Bus Protocols

Phase 1

In Phase 1, the school system will provide distance learning opportunities for all students. Transportation will be provided for a specified group of identified students. Students in grades 3-12 must wear face coverings to the greatest extent possible. Children over age 2 may wear face coverings.

Phase 2

Evangeline Parish School District’s school buses will operate at 50 percent capacity to maintain appropriate spacing. Bus operators will be required to wear a face mask while on duty. Upon entering the school bus, every student utilizing school bus transportation will be required to sanitize their hands using hand sanitizer that meets the Department of Health requirements. Each school bus operator will be required to sanitize their school bus after each individual route. Students in grades 3-12 must wear face coverings to the greatest extent possible. Children over age 2 may wear face coverings.

Phase 3

Evangeline Parish School District’s school buses will operate at 75 percent capacity to maintain appropriate spacing. Bus operators will be required to wear a face covering while on duty. Upon entering the school bus, every student utilizing school bus transportation will be required to sanitize their hands using hand sanitizer that meets the Department of Health requirements. Each school bus operator will be required to sanitize their school bus after each individual route. Students in grades 3-12 must wear face coverings to the greatest extent possible. Children over age 2 may wear face coverings.
EMPLOYEE AND STUDENT SAFETY

Student Protocols and Screening Overview

- Parents are encouraged to complete a student health screening at home before sending students to school (see below for symptoms).
- All students will have their temperatures taken upon arrival at school. Students with a temperature reading of 100.4F or above will report to the school nurse/designee and are required to go home.
- Adhering to social distancing guidelines, all students will maintain a physical distance of six feet or more, to the maximum extent possible.
- Students in grades 3 -12 must wear face coverings to the greatest extent possible. Children over age 2 may wear face coverings.
- Students may consume meals in areas other than the school cafeteria to maintain physical distancing.
- Schools will be amending all procedures in order to comply with recommended safety guidelines.

When completing a student self-screening, parents should look for the following symptoms. If students present any of these symptoms, the student should remain at home. If the student presents one or more of the following symptoms at school, school personnel will follow established protocols and contact parents.

Symptoms that may require a student to stay home and/or leave school:

1. Any one of the symptoms below:
   a. Fever of 100.4F or greater
   b. Persistent Cough
   c. Shortness of breath or difficulty breathing
   d. Active vomiting or diarrhea
2. Emergency warning signs get medical attention immediately
   a. Trouble breathing
   b. Persistent pain or pressure in the chest
   c. New confusion or nonresponsive
   d. Bluish lips or face

The Governor of Louisiana has made it necessary to wear a mask when out in public to prevent a spike in COVID-19 cases. There will be exceptions for young children or adults who have breathing problems.

The following are the dos and don’ts of wearing a mask:

X DO NOT:
- Wear your mask so it covers just the tip of your nose.
- Leave your chin exposed.
- Wear the mask below your nose.
- Push your mask under your chin to rest on your neck.

✓ DO:
- Wear your mask so it comes all the way up, close to the bridge of your nose, and all the way down under your chin. Do your best to tighten the straps or ties so it’s snug around your face without gaps.
3. Or, any of these symptoms:
   a. Fever (100.4F in the past 24 hours)
   b. Chills
   c. Repeated shaking with chills
   d. Muscle pain
   e. Headache
   f. Sore throat
   g. New loss of taste or smell
   h. Unexplained rash

   ● All students with the above symptoms will be isolated and provided with the proper adult supervision until the student is able to return home.
   ● It will be the responsibility of the parent/guardian to promptly pick up the student from school.
   ● In the case of a student who tests positive for COVID-19, parents are encouraged to notify the school principal or school nurse/designee of the student’s health status.

**Employee Screening and Protocols**

The following guidelines are mandatory for EPSD employees.

A. According to CDC Guidelines, employees exhibiting any of the following symptoms are required to stay home and seek medical attention from your Primary Health Care Provider.
   a. Fever (100.4F in the past 24 hours)
   b. Persistent Cough
   c. Shortness of breath or difficulty breathing
   d. Active vomiting or diarrhea
   e. Trouble breathing
   f. Persistent pain or pressure in the chest
   g. New confusion or nonresponsive
   h. Bluish lips or face
   i. Chills
   j. Repeated shaking with chills
   k. Muscle pain
   l. Headache
   m. Sore throat
   n. New loss of taste or smell
   o. Unexplained rash

   **This absence will result in utilization of employee leave time.** **

B. All employees will be required to review and sign a document acknowledging the pandemic leave requirements.

C. All employees will be required to notify their immediate supervisor and/or school nurse/designee of any change in their health status.
D. The affected person(s) must follow up with a Personal Care Provider to obtain clearance prior to returning to work/school.

E. Employees will be required to complete the following online Safe Schools Training by August 31, 2020:
   a. Coronavirus Awareness
   b. Coronavirus: Cleaning and Disinfecting Your Workplace
   c. Coronavirus: Managing Stress and Anxiety

F. EPSD employees must practice physical distancing at all times.

G. Face coverings are mandated for all EPSD employees.

H. All common areas/break rooms will be closed. Only limited use of the microwave, refrigerator, and office equipment will be allowed using proper distancing.

**Employee Health Protocol**

- If an employee becomes ill at work, or if another person is exhibiting symptoms of COVID-19 at work, he or she may be asked to go to the school nurse/designee.
- The affected person(s) must follow up with a Personal Care Provider to obtain clearance prior to returning to work/school. Employees must complete the Pandemic Leave Application and submit required documentation.
- If an employee has been diagnosed with COVID-19, he or she may return to work when all 3 criteria have been met:
  A. At least 3 days (72 hours) without symptoms (no fever without the use of fever-reducing medications)
  B. Improved respiratory symptoms
  C. A minimum of 10 days have passed since first presenting symptoms
- If an employee has symptoms that could be related to COVID-19 and is not evaluated by a medical professional or tested for COVID-19, an employee should assume that he or she has COVID-19 and should not return to work until the three criteria listed above have been met.
- Failure to complete the Pandemic Leave Application will result in ineligibility for pandemic leave benefits.

**Employee or Student Exposure**

EPSD will be in close contact with the Louisiana Department of Health. The regional administrator’s office will give guidance for all incidents related to employee and student exposure to COVID-19 and/or COVID-19 related symptoms. While we all hope to avoid exposure to illness from COVID-19, we need to be prepared for that possibility. If an EPSD employee or student, or someone he or she has been in contact with has been directly exposed to the virus, our first concern is for the health and safety of those who may be at risk for additional exposure. In this rapidly changing situation, health care providers should have the most up-to-date information from the CDC.
Physical Distancing

Physical distancing is an effective way to prevent potential infection. EPSD employees, students, parents, and visitors should practice maintaining 6 feet of distance and eliminating physical contact with others.

- **Traffic Flow** – Taped lines on the floor will mark the walking direction throughout the office and hallways in order to maintain the physical distancing requirement of 6 feet.
- **Gatherings** – Non-essential or informal visits should be avoided.

Personal Protective Equipment (PPE) for Employees and Students

In order to minimize exposure to COVID-19, PPE may be needed to prevent certain exposures. PPE can include:

- **Face Coverings**: Face coverings are an important part of our protection against the spread of COVID-19, as well as in personal hygiene, physical distancing, and enhanced cleaning efforts. As such, face coverings are mandated for all EPSD employees. Students in grades 3-12 must wear face coverings to the greatest extent possible.
- **Gloves**: Wearing gloves does not diminish the need to wash our hands, and whether gloved or not, touching our faces, noses, and eyes is a significant risk to the spread of infection.

**Please note that physical distancing should still be practiced even with the use of gloves and masks.**

In addition to using PPE, all employees and students are reminded to:

- Wash hands with soap and water often for at least 20 seconds.
- If soap and water are not available, use hand sanitizer that meets the Department of Health requirements.
- Avoid touching eyes, nose, and mouth
- Cover one’s mouth and nose with a tissue or use the inside elbow when coughing or sneezing

Travel Restrictions

**Employees**

- EPSD will discontinue staff travel to conferences and workshops until further notice, unless pre-approved by the office of the Superintendent.

**Students**

- During Phase 3, school-related travel may be allowed with approval from the Superintendent.
CAFETERIA PROCEDURES

Distance Plan (Learning from home for all students PK-12)
The Child Nutrition Program will offer students breakfast and lunch as a “grab-n-go” option. Meals will be available for drive-thru pick up on days and at sites to be determined. Students will be required to be present in the vehicle for meal pick up. If a student is not physically present in the vehicle, the parent will have to sign a waiver indicating that the meals provided are for the student.

Hybrid Option (On site and Virtual Option)
All students on campus will be offered breakfast upon entering school. Students will be allowed to eat in the classroom, cafeteria, or other areas of the school as determined by the school principal. In all circumstances, physical distancing protocols will be maintained.

For lunch, the principal will establish schedules for each class to enter the cafeteria serving line. Students will enter the cafeteria in static groups as determined by the criteria set forth by local health officials. Students will pick up meals and be allowed to eat in the classroom, cafeteria, or other areas of the school as determined by the principal. In all circumstances, physical distancing protocols will be maintained.

Child nutrition employees will utilize cleaning protocols to sanitize and disinfect all cafeteria surfaces between feeding groups of students in the cafeteria spaces. Students will pass the point-of-service, where a child nutrition employee will account for the meal provided. Child nutrition employees will utilize proper PPE.

For students participating in remote/distance learning or Evangeline Virtual Academy, breakfast and lunch will be offered for drive-thru pick up at select locations. Students are encouraged to be present in the vehicle. If the student is not present, the parent will be required to sign a waiver indicating the meal is for the student.

Traditional Option (Face-to-Face, Brick and Mortar Model)
The Child Nutrition Program will provide meal service utilizing the same Hybrid Option guidelines, increasing the size of student groups as recommended by local health officials.

Notice:
1. All regulations and guidelines (CDC, USDA, LDOE, CNP, LDH) will be adhered to during all processes of meal preparation, service, delivery, storage, and cleaning.
2. Students will wash their hands or sanitize hands upon entering the school building, before meals, after meals, and before dismissal. Students should wash their hands and/or utilize hand sanitizer every two hours.
3. All meals will be served in disposable containers.
4. All meals will be served by CNP employees.
5. Students will not be allowed to share food or beverages.
COMMUNICATION

Parents and employees are strongly encouraged to access the most up-to-date information about the reopening of school and school operations through such services as:

1. Teacher, student, or parent email
2. Our district website: www.epsb.com
3. Our social media platform – Facebook.
4. Remind
5. Zoom
6. Google Suite
7. JCall

CAMPUS PROTOCOL

Restroom Usage During the School Day

Establish maximum capacity for the facility that allows for physical distancing. Post the maximum capacity sign on the door. Provide supplies for employees to clean up after themselves in staff only restrooms.

Athletics/Physical Education

- P.E. locker rooms will be closed for P.E. until further notice.
- Athletics (only during Phase 3): While in locker rooms, students are to stay 6 feet from others as a normal practice to the greatest extent possible.
- Eliminate contact with others, such as handshakes.
- Avoid touching surfaces touched by others to the extent feasible. Avoid anyone who is coughing, sneezing, or appears to be sick.
- Athletic programs will operate under the guidance of the Governor’s Office, Centers for Disease Control, Louisiana Department of Health, Louisiana Department of Education, Louisiana High School Athletic Association, and policies of the Evangeline Parish School Board.

Visitors on Campus

The safety of our staff and students remains the district’s primary concern. Therefore, visitors are encouraged to make an appointment to visit EPSD schools and offices. To help prevent the spread of the virus and reduce the risk of exposure to our staff and students, we are asking visitors to answer a simple screening questionnaire before entering the building. Participation is important to help us take precautionary measures to protect our visitors, students, and staff in the building. Visitors will be required to wear a face covering and participate in temperature checks.
Dear Parents/Guardians,

Evangeline Parish Schools provide G Suite for Education service for students in grades K-12. The G Suite for Education service is entirely online and available 24/7 from any Internet-connected device. These applications allow students to create, edit, collaborate in real-time, peer review, store and share files only between students and teachers within the school district. These applications and associated hardware give teachers more resources to effectively integrate 21st century technology in curriculum.

EPSS requires parental/legal guardian consent for each student under the age of 13, to allow access in the G Suite for Education service. Access to the educational tools is limited to the schools and does not give kids access to outside sites. These applications are managed by the District Technology Coordinator. Upon approval, students will receive a G Suite for Education student account. As with any educational endeavor, a strong partnership with families is essential to a successful experience.

All students will have access to the following applications:

- **Google Drive** - file storage with a suite of word processing applications including Docs, Sheets, Slides, Forms and Drawings.
- **Calendar** - an individual calendar providing the ability to organize schedules, daily activities, and assignments
- **Email** – students will only be able to use their email address to communicate with teachers and other students within the classroom/district. (Not accessible at all grade levels)
- **Classroom** - Classroom is designed to help teachers create, distribute and collect assignments in a paperless manner.
- **Selected Apps** - Selected, safe, appropriate apps will be available to students when requested by district instructional staff and teachers. All apps go through an approval process that is managed by the District Technology Department.

### Student Responsibility

Along with opportunity comes responsibility. Student use of G Suite for Education follows the expectations and disciplinary action outlined in Evangeline Parish School System Acceptable Use Policy & Agreement, EPSB Student Handbook and other School Policies. Although the applications can be accessed outside of school, any use of the account on the school domain is bound by the same rules and guidelines as used on the District network. It must always be used for educational purposes just as if the student were in school. Students have no expectation of privacy on the G Suite for Education system.

### School Responsibility

G Suite for Education student accounts created by the school district will be managed based on parent permission and requirements for use in classes. Internet safety education will be included as part of introducing new web based tools. In school, teacher supervision and website content filters are used to prevent access to inappropriate content and to ensure that student use of digital tools follows the EPSS Acceptable Use and other School Policies.
2020-2021

Student Handbook & Reference Guide

(Revised 08/12/2020)

<table>
<thead>
<tr>
<th>School Phone:</th>
<th>Teacher Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus #</td>
<td>Teacher Email:</td>
</tr>
<tr>
<td>Parent Command</td>
<td>Planning Period:</td>
</tr>
<tr>
<td>Login and Password</td>
<td></td>
</tr>
</tbody>
</table>

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<th>Section</th>
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<td>17</td>
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<td>33</td>
<td>BULLYING DEFINED</td>
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<td>34-35</td>
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<tr>
<td>36-40</td>
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<tr>
<td>41</td>
<td>PERMISSION TO PUBLISH</td>
</tr>
<tr>
<td>42</td>
<td>CONSOLIDATED CALENDAR</td>
</tr>
</tbody>
</table>
State of Louisiana
Public School Property

VISITOR AUTHORIZATION REQUIRED
in accordance with LA R.S. 416.10
Your local school board welcomes you to this facility, however, this is a CLOSED CAMPUS. Please report to the main office or event reception area for proper authorization. Furthermore, please be advised of the following:

DRUG FREE ZONE
Within 2000 feet in accordance with LA R.S. 17:405

FIREARM FREE ZONE
Within 1000 feet in accordance with LA R.S. 14:95.6, except as amended by Act 629, 2018

TOBACCO FREE PROPERTY
With 200 feet of any entrance/exit in accordance with LA R.S. 17:240

PERSONS/VEHICLES SUBJECT TO SEARCH
in accordance with LA R.S. 17:416.6

NO OUTSIDE FOOD or DRINKS ALLOWED
except as authorized by the school Principal

WEARING OF BODY ARMOR PROHIBITED
in accordance with LA R.S. 14:95.9(F)

STUDENT USE OF CELL PHONE/ELECTRONIC DEVICE PROHIBITED
unless properly authorized in accordance with LA R.S. 17:239

UNLAWFUL SIGN REMOVAL, ALTERATION, DESTRUCTION
protected in accordance with LA R.S. 17:405(D)

VIDEO SURVEILLANCE MAY BE IN USE

PROPER ATTIRE REQUIRED
as determined by the Principal/Administrator.

Your public schools are working hard, along with the state legislature, to provide for a Safe and Drug Free learning environment. We hope your visit was pleasant! Please contact the district’s Office of Child Welfare and Attendance with any concerns.

WELCOME
It is my distinct honor and privilege to welcome you to the Evangeline Parish School District!

Our goal is to provide first-rate educational opportunities to all of our students, which will enable them to be successful in our ever changing world.

We have very capable supervisors, principals, teachers, and other personnel, who are committed to your child’s excellence, safety, and well-being. We are looking forward to working with your child and you and having an awesome school year.

Following guidelines from Federal and State officials, school employees and I are striving to create and maintain a healthy and safe campus environment for our students, personnel and other stakeholders. While some challenges may arise throughout this school year, I am sure that we can overcome them with your help and partnership!

Please visit our district’s website (www.epsb.com) for more information and feel free to contact your child’s principal or any district-level administrator for assistance.

Regards,
Darwan Lazard
Superintendent of Schools
Evangeline Parish School District

EVANGELINE PARISH SCHOOL DISTRICT PHILOSOPHY

The Evangeline Parish School Board, as an educational entity, agrees with the philosophy of John Dewey. The school exists to provide a special environment for the formative years of human life. Such an environment is needed, partially because our civilization has become too complex to provide an economical setting for learning. The school as a special environment provides a balance of influence which society itself will not give, providing greater breadth from other cultures and avoiding parochialism. Associated with that philosophy, the Evangeline Parish School Board strives to provide equal opportunity for all children to develop to their fullest potential, intellectually, socially, emotionally and morally while providing equal protection to all, and to work toward the fullest possible development of their potential as functioning members of the society in which they live today and in years to come.

In order to work in an orderly manner toward the implementation of such a philosophy, the Evangeline Parish School Board identified self-realization, human relationship, economic efficiency and civic responsibility as the primary purposes of their organization. All school district endeavors and programs are directed toward achievement of these objectives with the children educated in Evangeline Parish School system. Adopted: 3-5-86

PREFACE

Welcome to the Evangeline Parish School System! This handbook exists for the purpose of informing students, parents, and school officials of certain rights and responsibilities. It contains laws, policies, codes and procedures regarding the rights and responsibilities of students. Students have the right to pursue an education appropriate to their abilities through self-application and self-discipline, which will enable them to obtain their personal goals. Daily attendance, promptness, and obedience to rules and regulations are necessary if a student is to fulfill this right.

The Family Educational Rights and Privacy Act (FERPA) of Title 20, Section 132(g) of the U.S. Code, assures students and parents certain rights in respect to student’s educational records. Commencing with the 2005-06 school year, the Evangeline Parish School Board will implement the Positive Behavior Model in all parish schools. The model is designed to enhance classroom management using positive behavioral supports and effective disciplinary interventions. A School Master Plan for Discipline will comply with the provisions of current law and R.S. 17:416.

The Evangeline Parish Student Handbook is updated annually by the department of Child Welfare and Attendance. It is our intent to provide both parents and students with useful information that will enhance the student’s educational experience. More information and the policy manual may be found by visiting the district’s website at www.epsb.com. We hope you find the information contained within to be useful, and should you have any questions, feel free to contact your school principal. While every effort is made to provide you with accurate and timely information, this handbook is a guide highlighting the most commonly requested information. Please also refer to your individual school’s handbook for more school-based information. May you have a safe and productive school year.
Contact and Calendar Information
The Evangeline Parish School Board serves District students in the following schools.

<table>
<thead>
<tr>
<th>School</th>
<th>Principal/Admin.</th>
<th>Phone</th>
<th>Grade Configuration</th>
<th>Mascot</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basile High School</td>
<td>H. Francois</td>
<td>337-432-5012</td>
<td>5th-12th</td>
<td>Bearcats</td>
</tr>
<tr>
<td>Bayou Chicot Elementary</td>
<td>M.C. Fontenot</td>
<td>337-461-2687</td>
<td>PreK-8th</td>
<td>Demons</td>
</tr>
<tr>
<td>Chataignier Elementary</td>
<td>S. Lafleur</td>
<td>337-885-3173</td>
<td>PreK-8th</td>
<td>Tigers</td>
</tr>
<tr>
<td>Evan. Central / Virtual Academy</td>
<td>S. Manuel</td>
<td>337-363-1089</td>
<td>Alternative Ed.</td>
<td>Rams</td>
</tr>
<tr>
<td>James Stephens Montessori</td>
<td>M. Bordelon</td>
<td>337-363-4745</td>
<td>PreK-6th</td>
<td>Eagles</td>
</tr>
<tr>
<td>Mamou Elementary</td>
<td>T. Fontenot</td>
<td>337-468-3123</td>
<td>PreK-4th</td>
<td>Bears</td>
</tr>
<tr>
<td>Mamou High School</td>
<td>R. Guillory</td>
<td>337-468-5793</td>
<td>5th-12th</td>
<td>Demons</td>
</tr>
<tr>
<td>Pine Prairie High School</td>
<td>A. Lejeune</td>
<td>337-599-2300</td>
<td>PreK-4th, 9th-12th</td>
<td>Panthers</td>
</tr>
<tr>
<td>Vidrine Elementary</td>
<td>D. Soileau</td>
<td>337-363-4280</td>
<td>PreK-8th</td>
<td>Tigers</td>
</tr>
<tr>
<td>Ville Platte High School</td>
<td>C. Tezeno</td>
<td>337-363-3387</td>
<td>7th-12th</td>
<td>Bulldogs</td>
</tr>
<tr>
<td>Ville Platte Elementary</td>
<td>K. Ardoin</td>
<td>337-363-3068</td>
<td>Prek-6th</td>
<td>Pups</td>
</tr>
<tr>
<td>WW Stewart Elementary</td>
<td>D. Young</td>
<td>337-432-6412</td>
<td>PreK-4th</td>
<td>Shine</td>
</tr>
</tbody>
</table>

2020-2021 Calendar

- **August 24, 2020**: 1st Day of School for Students
- **January 13, 2021**: Last day of the 1st semester
- **June 3, 2021**: Last Instructional Day
- **June 4, 2021**: STAFF ONLY- 2nd Semester Records Day
- **May 14, 2021**: is the last day for Seniors
- **May 27, 2021**: 8th Grade last day & Ceremony May 28th
- **June 3, 2021**: Awards Ceremonies

<table>
<thead>
<tr>
<th>Holidays</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 7, 2020</td>
</tr>
<tr>
<td>November 3, 2020</td>
</tr>
<tr>
<td>November 11, 2020</td>
</tr>
<tr>
<td>November 23-27, 2020</td>
</tr>
<tr>
<td>December 18, 2020-Jan. 3, 2021</td>
</tr>
<tr>
<td>January 18, 2021</td>
</tr>
<tr>
<td>February 15, 2021</td>
</tr>
<tr>
<td>February 16-17, 2021</td>
</tr>
<tr>
<td>April 2-9, 2021</td>
</tr>
<tr>
<td>May 31, 2021</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Early Dismissal Days (1/2 Day)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christmas Break – December 18, 2020 (for all schools and District offices)</td>
</tr>
</tbody>
</table>

**Emergency Closing of Schools**: In the event of an emergency such as bad weather, frozen pipes, and such, all official announcements of school closures will be made over the following radio, newspaper and television media. KVPI (92.5Fm) KATC(TV3) KLFY(TV10) KALB(TV5) The Ville Platte Gazette
REGISTRATION

Age Requirements

- A child must be five (5) years old on or before September 30th in the year in which the child enrolls to be eligible to enter Kindergarten of any public school in Evangeline Parish. In addition, children in Evangeline Parish are required to attend a Kindergarten program prior to entry into first grade and may be retained in Kindergarten based on failure to meet promotional criteria as outlined in state and parish pupil progression plans. A child must be 4 years old on or before September 30th of the enrollment year to be eligible for pre-Kindergarten. PreK and Kindergarten students are required to meet compulsory school attendance regulations.

- Upon entering a parish school, all students must present an official birth certificate, a record of up-to-date immunizations, Social Security Card, and two documents of proof of residence. All students entering school will present satisfactory evidence of having been immunized according to a schedule approved by the State Department of Health and Human resources, including Varicella (better known as Chicken Pox). Additionally, any student who is entering the sixth grade or eleven years old or older entering any grade must provide satisfactory evidence of current immunization against meningococcal disease as a condition of entry. Beginning July 1, 2019, any student entering eleventh grade or who is 16 and entering any grade must provide satisfactory evidence of current immunization against meningococcal disease as a condition of school entry. (R.S.17:170.4).

- Annually, and each student entering the district for the first time, re-entering after interrupted attendance, or when requested shall be required to verify his or her residence address as part of the registration process. Any document with a Post Office box number as an address will not be accepted. A 911 street address must be entered into the computer.

- Each student must establish residency by providing at least two of the following proofs of residency documents:
  - Property tax records which indicate the location of the homestead
  - Mortgage documents or property deed
  - Apartment or home lease or notarized statement of the verified property owner identifying himself/herself as the property owner, describing the property, the term of the lease, and identifying the leaseholder
  - Current utility bills showing the physical address
  - In the case of a student living with a legal guardian, the court decree declaring the district resident to be the legal guardian of the student must be presented.

Legal Guardianship

- Students living with a legal guardian must provide a court decree declaring the district resident to be a legal guardian of the student in addition to an official birth certificate, a record of up-to-date immunizations, Social Security Card, and two documents of residence.

NOTE: It is the parent’s responsibility to report any and all changes of address and phone number(s) to the main office of the school(s) in which their children are attending within one week of obtaining such new information. Student information sheets are to be updated every year. Please complete the entire document.

Make sure to indicate the legal guardian correctly. For Example:

If married parents are the legal guardians it should read Mr. & Mrs. John Doe,
or, if not married but living together as a family unit – John Doe & Jane Lane.

If separated, divorced, or never married, the listed guardian should be the person who the court has assigned domiciliary custody. Otherwise, the father will be considered the legal guardian on the student record.

Need Help with HOMEWORK?
HomeworkLouisiana (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 a mobile device.
**CURRICULUM**  Minimum Course Requirements for High School Graduation

**Beginning with the Freshman class of 2014:** All students will have to choose one of two diplomas tracks. Students, with parental approval, will select a *Jump Start TOPS Tech (Career Diploma)* or *TOPS University Diploma* track.

---

### Jump Start TOPS Tech (Career Diploma) Course Requirements
For Students entering 9th grade in 2014-2015 and beyond.

Act 403 of the 2015 Louisiana Legislative Session takes effect with students entering 9th grade in 2014-2015 and beyond. The legislation ensures students planning and preparing for an industry based career have taken a preparatory core curriculum while in high school and have every chance possible to receive TOPS Tech.

#### Required Credits

<table>
<thead>
<tr>
<th>Subject</th>
<th>Units</th>
<th>COURSES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ENGLISH</strong> = 4</td>
<td></td>
<td><strong>ENGLISH = 4</strong></td>
</tr>
<tr>
<td>1 unit</td>
<td></td>
<td>1 unit English I</td>
</tr>
<tr>
<td>1 unit</td>
<td></td>
<td>1 unit English II</td>
</tr>
<tr>
<td>2 Units from the</td>
<td></td>
<td>English III, English IV, AP or IB English courses, Business English,</td>
</tr>
<tr>
<td>following:</td>
<td></td>
<td>Technical Writing, or LCTCS equivalent English credits offered by</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Jump Start regional teams as approved by the State Board of</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Elementary and Secondary Education</td>
</tr>
<tr>
<td><strong>MATH = 4 UNITS</strong></td>
<td></td>
<td><strong>MATH = 4 UNITS</strong></td>
</tr>
<tr>
<td>1 Unit</td>
<td></td>
<td>Algebra I, Algebra I Part One, and Algebra I Part Two, or an applied or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>hybrid Algebra course</td>
</tr>
<tr>
<td>3 Units from the</td>
<td></td>
<td>Geometry, Math Essentials, Financial Literacy (formerly Financial Math,</td>
</tr>
<tr>
<td>following:</td>
<td></td>
<td>Business Math, Algebra II, Algebra III, Advanced Math – Functions and</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Statistics, Advanced Math – Pre-calculus, Pre-calculus, or comparable</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Louisiana Technical College courses offered by Jump Start regional</td>
</tr>
<tr>
<td></td>
<td></td>
<td>teams as approved by the State Board of Elementary and Secondary</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Education</td>
</tr>
<tr>
<td><strong>SCIENCE = 2 UNITS</strong></td>
<td></td>
<td><strong>SCIENCE = 2 UNITS</strong></td>
</tr>
<tr>
<td>1 unit</td>
<td></td>
<td>Biology I</td>
</tr>
<tr>
<td>1 unit from the</td>
<td></td>
<td>Chemistry I, Earth Science, Environmental Science, Physical Science,</td>
</tr>
<tr>
<td>following:</td>
<td></td>
<td>Agriscience I and Agriscience II (one unit combined); AP or IB Science</td>
</tr>
<tr>
<td><strong>SOCIAL STUDIES = 2 UNITS</strong></td>
<td></td>
<td><strong>SOCIAL STUDIES = 2 UNITS</strong></td>
</tr>
<tr>
<td>1 unit from the</td>
<td></td>
<td>U.S. History, AP U.S. History, or IB History of the Americas I</td>
</tr>
<tr>
<td>following:</td>
<td></td>
<td>Civics, Government, AP U.S. Government and Politics: Comparative, or AP</td>
</tr>
<tr>
<td></td>
<td></td>
<td>U.S. Government and Politics: United States</td>
</tr>
<tr>
<td><strong>PHYSICAL EDUC/HEALTH = 2 UNITS</strong></td>
<td></td>
<td><strong>PHYSICAL EDUC/HEALTH = 2 UNITS</strong></td>
</tr>
<tr>
<td>1 Unit</td>
<td></td>
<td>Physical Education I</td>
</tr>
<tr>
<td>½ unit from the</td>
<td></td>
<td>PE II, Marching Band, Extracurricular Sports, Cheering, or Dance Teams</td>
</tr>
<tr>
<td>following:</td>
<td></td>
<td>Health Education(JROTC I and II may be used to meet the Health Ed</td>
</tr>
<tr>
<td></td>
<td></td>
<td>requirement)</td>
</tr>
<tr>
<td><strong>JUMP START = 9 UNITS</strong></td>
<td></td>
<td><strong>JUMP START = 9 UNITS</strong></td>
</tr>
<tr>
<td>1 Unit</td>
<td></td>
<td>Jump Start course sequences, workplace experiences, and credentials as</td>
</tr>
<tr>
<td></td>
<td></td>
<td>approved in Regional Jump Start proposals.</td>
</tr>
</tbody>
</table>

**TOTAL = 23 Units**

A student shall complete a regionally-designed, district-designed, district-implemented series of Career and Technical Education Jump Start coursework and workplace-based learning experiences leading to a statewide or regional Jump Start credential. Each student’s Jump Start graduation pathway shall include courses and workplace experiences specific to the credential, courses related to foundational career skills requirements, and other courses (including career electives) the Jump Start regional team determines are appropriate for the career pathway.
# TOPS University Diploma Requirements

For students entering the 9th grade in 2014-2015 and beyond

<table>
<thead>
<tr>
<th>English = 4 Units</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Unit</td>
<td>English I</td>
</tr>
<tr>
<td>1 Unit</td>
<td>English II</td>
</tr>
<tr>
<td>1 Unit from the following:</td>
<td>English III, AP English Language Arts and Composition, IB Literature, IB Language &amp; Literature, or IB Literature and Performance.</td>
</tr>
<tr>
<td>1 Unit from the following:</td>
<td>English IV, AP English Literature and Composition, IB Literature, Language and Literature, or IB Literature and Performance.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MATH = 4 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Unit</td>
</tr>
<tr>
<td>1 Unit</td>
</tr>
<tr>
<td>1 Unit</td>
</tr>
<tr>
<td>1 Unit from the following:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SCIENCE = 4 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Unit</td>
</tr>
<tr>
<td>1 Unit</td>
</tr>
<tr>
<td>2 Units from the following</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SOCIAL STUDIES = 4 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Unit from the following:</td>
</tr>
<tr>
<td>1 Unit from the following:</td>
</tr>
<tr>
<td>2 Units from the following</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FOREIGN LANGUAGE = 2 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foreign Language, both units in the same language, which may include the following:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ELECTIVES = 3 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electives</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOTAL UNITS = 24</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL UNITS = 24</td>
</tr>
</tbody>
</table>
GRADING

Graduation Ceremony vs. Diplomas
In Evangeline Parish, once a student has successfully completed the course of studies required by the state to receive a diploma, (s)he has a RIGHT to the respective diploma attached thereto. However, participation in the graduation ceremony is not a RIGHT. It is a PRIVILEGE! Participation in the graduation ceremony is a PRIVILEGE, and therefore, the privilege of graduating with one’s class on graduation day is governed by the following conditions:

1.) Successful completion of the courses of study as required by the Louisiana Department of Education. Successful completion of these courses entitles a student to the state diploma but not the privilege of participating in the graduation ceremony.

2.) Certification by the School’s administration that the student has followed fully and faithfully all of the rules and regulations in the school’s Student Handbook to such a degree that the student has earned the privilege of being an active participant in the graduation ceremony.

SPECIAL NOTE: If the graduating senior, for any reason, has not followed the rules and regulations in the student handbook, their PRIVILEGE of participating in the graduation ceremonies with their class MAY BE REVOKED. The decision to revoke the privilege of participating in the graduation ceremony will be decided by the Principal of the school on a case-by-case basis.

Grading Scale and Classification of Students (Grades 9-12)
Classification of students in ninth through twelfth grades will be determined at the start of each school year. For purposes of graduation, mid-year changes to an individual’s classification may occur through an SBLC meeting as determined by the Principal. Classifications are based on units earned and will be as follows:

<table>
<thead>
<tr>
<th>1-12 Grading Scale</th>
<th>Classification of Students (Grades 9-12)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A = 100-93</td>
<td>Freshmen</td>
</tr>
<tr>
<td>B = 92-85</td>
<td>Sophomore</td>
</tr>
<tr>
<td>C = 84-75</td>
<td>Junior</td>
</tr>
<tr>
<td>D = 74-67</td>
<td>Senior</td>
</tr>
<tr>
<td>F = 66-0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9th grade</td>
</tr>
<tr>
<td></td>
<td>10th grade</td>
</tr>
<tr>
<td></td>
<td>11th grade</td>
</tr>
<tr>
<td></td>
<td>12th grade</td>
</tr>
<tr>
<td></td>
<td>0-4.5 credits</td>
</tr>
<tr>
<td></td>
<td>5-10.5 credits</td>
</tr>
<tr>
<td></td>
<td>11-16.5 credits</td>
</tr>
<tr>
<td></td>
<td>17-23/24 credits</td>
</tr>
</tbody>
</table>

This grading scale is to be used when calculating all grades. Evangeline Parish School Board requires a minimum of 600 points per nine-week periods in each course. Of the 600 points, 400 must be from 100 point formal tests given during each reporting period. An average is determined from these grades. Grades may be based on formal tests, performance tests, special assignments, written or oral reports, and daily quizzes. Teachers MUST report formal grades in the electronic grade book numerically. Numerical progress reports and report cards will show only the Letter Grade. For calculating semester averages, the letter grade assigned for the nine weeks will be given a point value based on the Alpha Grading System.

Elementary (K-8)

<table>
<thead>
<tr>
<th>1st 9 Weeks</th>
<th>2nd 9 Weeks</th>
<th>3rd 9 Weeks</th>
<th>4th 9 Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>25%</td>
<td>25%</td>
<td>25%</td>
<td>25%</td>
</tr>
</tbody>
</table>

= 100% (Final grade is converted to Alpha Numeric)

High School (9-12) Full Year Courses

<table>
<thead>
<tr>
<th>1st 9 Weeks</th>
<th>2nd 9 Weeks</th>
<th>3rd 9 Weeks</th>
<th>4th 9 Weeks</th>
<th>Final Exam</th>
</tr>
</thead>
<tbody>
<tr>
<td>20%</td>
<td>20%</td>
<td>20%</td>
<td>20%</td>
<td>20%</td>
</tr>
</tbody>
</table>

=100% (Grade converted to Alpha Numeric)

High School (9-12) Block Schedule

<table>
<thead>
<tr>
<th>1st 9 Weeks</th>
<th>2nd 9 Weeks</th>
<th>Final Exam</th>
</tr>
</thead>
<tbody>
<tr>
<td>40%</td>
<td>40%</td>
<td>20%</td>
</tr>
</tbody>
</table>

=100% (Final Grade converted to Alpha Numeric)

High School (9-12) Block ½ credit courses

<table>
<thead>
<tr>
<th>1st 9 Weeks</th>
<th>Final Exam</th>
</tr>
</thead>
<tbody>
<tr>
<td>80%</td>
<td>20%</td>
</tr>
</tbody>
</table>

=100% (Final Grade converted to Alpha Numeric)
*Note: There is no required midterm exam for full year courses. If midterm exams are given it is used as a regular test as part of the 2nd 9 weeks grades.

*Note: AP and Dual Enrollment Courses or weighted with an extra quality point given on final grades for grades of A-C. No extra quality points are given for final grades of D or below (See chart below).

Exemptions for Final Exams

Students may be exempted from the final exam if the student has all A’s for the previous 4 nine weeks. This exemption applies to grades 9-12 students that are enrolled in a full year course only. There are no exemptions for final exams in block courses.

** For any student to participate in an extracurricular activity/organization, the candidate must have earned a 1.5 grade point average and have a passing grade in 75% of their classes during the 1st semester.

Note: This scale applies to both elementary and high school.

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>3.5-4.0</td>
</tr>
<tr>
<td>B</td>
<td>2.5-3.4</td>
</tr>
<tr>
<td>C</td>
<td>1.5-2.4</td>
</tr>
<tr>
<td>D</td>
<td>0.75-1.4</td>
</tr>
<tr>
<td>F</td>
<td>0.0-.74</td>
</tr>
</tbody>
</table>

ALPHA Grade System K-12 (Non-AP or College) | Alpha Grade System (AP or College Credit)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A= 4 points</td>
<td>A= 5 points</td>
</tr>
<tr>
<td>B= 3 points</td>
<td>B= 4 points</td>
</tr>
<tr>
<td>C= 2 points</td>
<td>C= 3 points</td>
</tr>
<tr>
<td>D= 1 point</td>
<td>D= 1 point</td>
</tr>
<tr>
<td>F= 0 points</td>
<td>F= 0 points</td>
</tr>
</tbody>
</table>

Schedule Changes

Schedule changes are not allowed unless an extenuating circumstance or conflict of courses arises. Judgment of these requests will be made by the Principal only and with written authorization from the student’s parents. Request for change must be made in the first three (3) days of the school semester/year.

Report Cards

Progress reports will be sent home every three (3) weeks. The purpose of this report is to advise parents of the academic progress each student is making in each class. Although report card grades will be calculated numerically, they will be reported only in letter grades (i.e. A, B, C, D, and F). Report cards will be issued once every nine (9) weeks period. (See Chart below for tentative dates). It is the responsibility of the students to take these notifications home to his/her parents or guardians. However, if parents would like to keep a running record of a student’s progress, they may visit the Parent Command Center online at www.epsb.com. For further assistance or help with technical difficulties, please contact the school’s secretary.

Ending Dates for 9 Week Grading Periods

<table>
<thead>
<tr>
<th>Grading Period</th>
<th>Parent Notifications/ Student Progress Reports Sent Home</th>
<th>Issue Report Cards</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Nine Weeks ends 10/22/20</td>
<td>09-14-2020 10-5-2020</td>
<td>11/2/20</td>
</tr>
<tr>
<td>2nd Nine Weeks ends 1/13/21</td>
<td>11-16-2020 12-14-2020</td>
<td>1/27/21</td>
</tr>
<tr>
<td>3rd Nine Weeks ends 3/24/21</td>
<td>02-8-2021 03-8-2021</td>
<td>4/12/21</td>
</tr>
</tbody>
</table>
## 2020-2021 LOUISIANA ASSESSMENT CALENDAR

### Birth- Grade 8

<table>
<thead>
<tr>
<th>Grade Level(s)</th>
<th>Assessment</th>
<th>Delivery</th>
<th>Test Date(s)</th>
</tr>
</thead>
</table>
| Birth-Pre-K    | GOLD or department-approved alternate assessment | Teacher | Fall Checkpoint Finalized: October 30  
Winter Checkpoint: February 26  
Spring Checkpoint Finalized: May 28 |
| K              | Kindergarten Entry Assessment DROP or GOLD | Teacher | Administer within first 30 days of school  
Data Submission Deadline: October 30 |
| K-3            | K-3 Literacy Assessment DIBELS, STEP, or STEEP | PBT or CBT | Administer within first 30 days of school  
Data Submission Deadline: October 30 |
| 3-8            | LEAP 2025 | PBT 3-4*  
CBT 3-8* | PBT Window: April 21-23  
Science/Social Studies April 26-27  
CBT Window: March 29-April 30 |

### GRADES 9-12

<table>
<thead>
<tr>
<th>Grade Level(s)</th>
<th>Assessment</th>
<th>Delivery</th>
<th>Test Date(s)</th>
</tr>
</thead>
</table>
| 9-12 as applicable | LEAP 2025 | CBT | Fall Window: Dec. 1 – Dec. 18  
Spring Window: April 15 - May 14  
Summer Window: June 21-25 |
| 11             | ACT | CBT | Initial Standard Time: March 9  
Accommodated Window: March 9–1, 15-19  
Makeup Standard Time: March 23  
Makeup Accommodated Window: March 31–April 10 |
| 11 as applicable | WorkKeys (optional) | CBT | Initial Standard Time and Accommodated Window: March 9–11, 16–18  
Makeup Standard Time and Accommodated Window: March 31–April 2, April 7–9 |
| 9-12 as applicable | CLEP (optional) | CBT | Open Window: Complete by May 14 |
| 9-12 as applicable | AP (optional) | PBT | Open Window: Complete by May 14 |

*LEAs will select (CBT or PBT) during the enrollment window.

### SMALL POPULATIONS

<table>
<thead>
<tr>
<th>Grade Level(s)</th>
<th>Assessment</th>
<th>Delivery</th>
<th>Test Date(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-8,11</td>
<td>LEAP Connect (ELA and Math)</td>
<td>CBT</td>
<td>February 1 - March 12</td>
</tr>
<tr>
<td>4,8,11</td>
<td>LEAP Connect Science</td>
<td>CBT</td>
<td>February 1 – March 12</td>
</tr>
<tr>
<td>K-12</td>
<td>ELPT</td>
<td>CBT</td>
<td>Open Window</td>
</tr>
<tr>
<td>Enrolling into 5 and 9</td>
<td>State Placement Test</td>
<td>CBT</td>
<td>Open Window</td>
</tr>
<tr>
<td>K-12</td>
<td>ELPS</td>
<td>CBT</td>
<td>Open Window</td>
</tr>
</tbody>
</table>

### National and International Assessments (Selected Schools)

<table>
<thead>
<tr>
<th>Grade Level(s)</th>
<th>Assessment</th>
<th>Delivery</th>
<th>Test Date(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>4,8,12</td>
<td>NAEP</td>
<td>TBD</td>
<td>TBD</td>
</tr>
</tbody>
</table>

**ACT:** American College Test  
**AP:** Advanced Placement, depends upon course offered  
**CBT:** Computer Based Test  
**CLEP:** College Level Examination Program  
**ELPS:** English Language Proficiency Screener  
**ELPT:** English Language Proficiency Test  

**NAEP:** National Assessment of Education Progress  
**Open Window:** a flexible range of days used in accountability  
**PBT:** Paper Based Test  
**Window:** A flexible range of days for testing during which LEAs/districts may choose the time and date(s) for testing.
ATTENDANCE

GENERAL INFORMATION All students have the right to attend school, provided they are not suspended or expelled because of their conduct. All students shall be expected to be in attendance every student activity day. Students will be marked present or absent each day in every class. Attendance at school is an important part of every student’s success and is necessary in order to gain the greatest benefit from their educational experience. Students who are frequently absent from school miss direct instruction and regular contact with their teachers. We strongly encourage you as parents to keep in contact with school officials regarding your child’s regular attendance.

State law and school board policy require that every parent, tutor, or other person residing within the state of Louisiana, having charge of any child between the ages of 7-18, shall send such child to school, unless the child graduates from high school prior to his eighteenth birthday, and shall assure the attendance of such child in regularly assigned classes during regular school hours established by the school board. A student may exit from school at the age of 18 after participating in an exit interview.

State law and school board policy also require that, in order to receive grades, a student must be present a minimum of 60,120 minutes per year, or 161 days, based on the 2020-2021 calendar. Students can miss no more than 14 days per year (7 days per semester) and still receive credit. For ½ credit courses and 1 semester courses, NO Credit will be awarded upon the 8th UNEXCUSED day. The parent/student is encouraged to participate in School Building Level Committee, SBLC, meetings and all other conferences requested by the school. If a student does not meet the provision, the parent/student may inquire about attendance recovery. Otherwise, the student will receive failing grades at the end of the school year. A parent may apply for an exception with the Supervisor of Child Welfare and Attendance to determine if the student meets an extenuating circumstance provision for attendance.

Despite attempts to educate parents and students on the importance of regular attendance, hundreds are referred to the District Attorney’s Office each year for TRUANCY. Please send your child(ren) to school every day.

Guidelines for Recording Absences and Excuses

- Every student absence from class shall be recorded as excused or unexcused based upon the reason for absence.
- Students who are absent from any class or from school for any cause shall, upon returning to class or to school, present to the principal or his designee a note, dated and signed by a parent/guardian, stating the cause for absence and the date(s) of absence. **No excuses, including doctor’s excuses, will be accepted after five days of the student’s return.**
- If there is a question regarding the validity of an absence, the principal or his designee should consult with the Supervisor of Child Welfare and Attendance. The principal shall be responsible for reporting to the Supervisor of Child Welfare and Attendance when necessary for any unexplained, unexcused, illegal, and/or habitual absence and/or tardiness.
- When a student has missed more than 14 unexcused absences and is deemed not eligible to receive grades for the semester/year, (s)he shall receive a NO GRADE (in lieu of the actual grade(s) earned) on the report card. This will be denoted in the grade book with a number grade and an (*) (such as 74*), have the letter grade of an F* appearing on the report card, along with this accompanying statement: **ATTENDANCE VIOLATION, NO CREDIT GIVEN.**

- **VIRTUAL and DISTANT LEARNING:** Attendance in virtual and/or distant learning settings may be determined by roll call when applicable. Attendance may also be a combination of roll call and actual time signed into specific learning programs. Specific Attendance requirements will be shared with students and guardians based on individual program offerings. Questions and/or concerns regarding the tracking of attendance in virtual settings should be directed to the School’s Attendance Officer or the Office of Child Welfare and Attendance.

PERFECT ATTENDANCE - Perfect attendance means a student must be present every day, for every class hour; and has never arrived late nor left early. Signing in or out is counted as an absence when determining Perfect Attendance.

SIGNING IN - Students must be on campus before the 1st entry bell rings. Students who arrive late, must sign in at the front office and get an admit slip to enter class and proceed with classes. If a student comes onto campus during school hours, he is considered “at school” and must be dressed in school uniform and must sign-in at the main office to take a test, to go to his/her locker, etc. Tardies are included as an absence when determining Perfect Attendance. A student is considered absent if he/she is not in class the entire time period.

SIGNING OUT - In order for a student to sign out of school and to leave campus, a legal guardian or his designee must come to the main office to pick up the student and to sign the documentation sheet. **STUDENTS WILL NOT BE ALLOWED TO BE SIGNED OUT OVER THE TELEPHONE OR BE SIGNED OUT BY ANYONE NOT ON THE APPROVED LIST.** Parents should refrain from signing a student out for any reason other than for personal illness and medical appointments. No excuses are given for classes missed unless that student is ill or has a doctor’s appointment. The student must provide an excuse for any class missed and the student must make arrangements for make-up work.

FIELD TRIPS - Students participating in school approved field trips or other instructional activities that necessitate their being away from school shall be considered present and shall be given the opportunity to make-up work.

WORK - Students shall not be excused from school to work on any job including agriculture and domestic service, even in their own homes or for their own parents or tutors. R.S. 17:226(B).

WORK PERMITS - All students under the age of 18 years must file for an employment certificate before beginning employment. Employment permits may be obtained at each school site.
HOSPITAL/HOMEBOUND - Students who are unable to attend school as a result of a physical illness, accident, or treatment thereof may be provided instructional services in the home or hospital environment as appropriate. However, it is the parent’s responsibility to inform the school of the illness, apply for services with the special education department, and fill out all the necessary forms. The student’s absence will be counted as unexcused until the qualifying paperwork is turned into the appropriate authority and a Homebound Teacher has been assigned to the case.

For further information, please contact the Special Education Department at 363-5502. Students who qualify for homebound services are excused from attending school under the extenuating circumstances clause; however, it does not excuse students from completing make-up assignments. Students who wish to receive credit in courses must complete and turn in all assignments delivered to them by the homebound teacher.

COMMUNICABLE DISEASES
Lice Policy – Any student found to have positive evidence of head lice (either live lice or nits) shall be excluded from school until he/she is nit free. Upon returning to school, the child must be accompanied by one or both parents/guardians. Before the parent is allowed to leave the campus, the child’s nit free condition shall be verified by the school personnel trained to check for such conditions. If the child is not lice/nit free, the parent shall bring the child home again for continued treatment.

Scabies Policy – Any student found to have scabies shall be excluded from school and will not be readmitted without a physician’s statement confirming treatment and stating that the student is no longer contagious.

Upon returning to the school, the child must be accompanied by one or both parents/guardians. In both Lice and Scabies cases, the students shall be excluded for a reasonable length of time, (3) days, per incident to seek treatment and shall be marked with a Temporarily Excused Absences under the Extenuating Circumstances clause.

TYPES OF EXCUSES
DOCTOR NOTES - must be submitted within 5 days after a student returns to school. The Principal or designee is encouraged to confirm the authenticity of doctor excuses. School nurse excuses are acceptable when the nurse recommends early departure.

Chronic Illness- an application can be obtained from the school attendance clerk. Chronic illnesses require physician confirmation and are rarely issued.

PARENT NOTES - are limited to 5 per year and should be used when a student is absent due to illness without seeing a doctor. Parent notes must also be turned in within 5 days of the student’s return. It is recommended that the school verifies parent excuses by contacting the parent. No excuses will be accepted after five days. Parental excuses will be scrutinized for reasonableness.

TYPES OF ABSENCES
Non-exempted, Excused – absences incurred due to personal illness or serious illness in the family (documented by acceptable excuses, including parent note) which are not considered for purposes of Truancy, but are considered when determining whether or not a student is eligible to make up work and to take tests, to receive credit for work completed, and to receive credit for a course and/or school year completed.

Make-up work: Students with non-exempted, excused absences will be allowed to make up 100% of the work missed. It is the student’s responsibility to make arrangements with his/her teachers to make up work within the time limit assigned by the teacher.

*Exempted, Excused Absences – absences which are not considered for purposes of truancy and which are not considered when determining whether or not a student is eligible to make up work and to take tests, to receive credit for work completed, and to receive credit for a course and/or school year completed. Applicable notes must be approved by the Principal or Office of Child Welfare and Attendance.

Make-up work: Students with exempted, excused absences will be allowed to make up 100% of their work. It is the student’s responsibility to make arrangements with his/her teachers to make-up work missed within the time limit assigned by the teacher.

Unexcused Absences – any absence not meeting the requirements set forth in the excused absence or extenuating circumstances descriptions, including but not limited to absences due to any job unless it is part of an approved instructional program.

Make-up work: Students shall be given failing grades for days missed. However, make-up work may be possible through attendance recovery when and where available.

Suspensions – a non-exempted absence in which a student is allowed to make up his work and is eligible for consideration for 50% credit provided it is completed satisfactorily within three days from being assigned. The absence is considered when determining whether or not a student may or may not be promoted, but is not considered for purposes of truancy. Students absent from school as a result of any suspension shall be counted as absent as related to perfect attendance.
EXTENUATING CIRCUMSTANCES

Exceptions to the attendance regulation shall be the enumerated extenuating circumstances below that are verified by the Supervisor of Child Welfare and Attendance or the school principal/designee. These exempted absences do not apply in determining whether a student meets the minimum minutes of instruction required to receive credit:

1. ) Extended personal physical or emotional illness as verified by a physician or nurse practitioner.
2. ) Extended hospital stay as verified by a physician or dentist.
3. ) Extended recuperation from an accident as verified by a physician or dentist.
4. ) Extended contagious disease within a family as verified by a physician or dentist licensed in the state.
5. ) Observance of special, recognized holidays of the student’s own faith.
6. ) Visitation with a parent who is a member of the United States Armed Forces or the National Guard of a state and such parent has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting. Excused absences in this situation shall not exceed five school days per school year.
7. ) Absences verified and approved by the school principal or designee as stated below:
   a. prior school system-approved travel for education
   b. death in the immediate family (not to exceed one week)
   c. natural catastrophe and/or disaster

TRUANCY LA RS 17:233

Parents: Attendance is taken seriously and tracked daily. On or before the student’s 3rd unlawful absence or tardy to school, the school will attempt to notify and conference with you. As parents, it is in your best interest to attend the conference and work with the school to clear any records or misconceptions that you may have about attendance and the laws that govern it. Parents should not ignore attendance letters but work to resolve any discrepancies immediately and before the student becomes TRUANT.

When a student misses five (5) unexcused days or has (5) unexcused tardies to school in a semester, he/she will be considered truant and his/her parent may be referred to the Child Welfare and Attendance Supervisor and the District Attorney’s Office for prosecution or intervention. In some cases, families may be referred to the Family in Need of Services, FINS program.

STEP ONE: Prevention On or before the student’s 3rd unexcused absence or tardy (tardy being late to school or leaving early), the Principal or his/her designee shall attempt to have an in-person conference with the legal guardian in order to prevent truancy.

STEP TWO: Referral When a student/parent is referred to the Courts for Truancy, the District Attorney’s Office, in conjunction with the School system, may offer the parents to voluntary participate in “Families in Need of Services” (FINS) program, an Attendance Recovery Program, or a Pre-trial Intervention Parenting Class. Parents are encouraged to participate in these options if available.

STEP THREE: Prosecution by the courts.

DRIVING PRIVILEGES: Beginning in the Fall of 2013, youths below the age of 18 are required to provide the Department of Motor Vehicles with an Enrollment Verification Form in order to obtain a driver’s permit or driver’s license. Verification Forms can be obtained from the school office. Please be informed, without a verification form of regular attendance, a student will be denied a driver’s license. Verification forms SHALL NOT be issued if the student is Truant. Furthermore, a student’s license may be revoked if the student becomes TRUANT. Verification forms are valid for 90 days so that parents may acquire one in May for use over the summer months.

Parents are encouraged to keep up with student’s attendance by using the District’s Parent Command Center/ (Student Progress Center).

In addition to Parent Command access, student attendance summaries are included in progress reports and report cards. Finally, the District works hard to notify parents of attendance concern immediately through the use of an automated call system. If you are not receiving calls about attendance, grades, events, and discipline matters, please contact the school to ensure your correct phone number is on file.

Parent Command Center is an online program that allows parents to view their child’s progress, attendance, discipline, homework, and more. To access the Parent Command Center, visit our website at EPSB.com. Make sure to write down and save your username and password. Contact your school secretary to verify information in the event an error is incurred.
CHILD NUTRITION PROGRAM

Students attending the Evangeline Parish School System will have access to a nutritious breakfast and lunch that promotes healthy eating habits. EPSS will administer a School Nutrition Program that implements nutrition standards as mandated by Federal (USDA) and State agencies (LA Department of Education) and students are encouraged to utilize these programs. Nutrient standards are the required level of calories and nutrients needed to meet the nutritional needs of a specific grade/age group. All foods and beverages sold or served at all school sites will meet the nutrition requirements and standards set forth by Federal and State regulations in conjunction with the District’s Wellness Policy.

Meal Benefits

Community Eligibility Provision (CEP) is an alternative to the traditional Meal Benefit application process. CEP will be offered at all twelve (12) EPSB school sites for the 20-21 school year. Students enrolled at all EPSB schools are eligible to receive breakfast and lunch meals at no charge, regardless of income.

The Breakfast Program

Breakfast is offered daily in all schools. A healthy school breakfast is a great way to begin the school day. Research has shown that eating a nutritious breakfast may improve behavior and performance in the classroom and reduce hunger-related visits to the school nurse.

School Parties/Student Rewards

The School Health and Wellness policy encourages the elimination and use of foods and beverages as rewards for student accomplishments. This enhances the recognition of students in a positive manner for their individual or collective achievements without sending mixed messages regarding healthy food choices by distributing foods of minimal nutritive value. For the safety of students, parents are encouraged to purchase foods from approved sources, such as bakeries and grocery stores for parties and celebrations. The School Health and Wellness policy also encourages foods and snacks that meet the Smart Snack Standards as per USDA guidelines. A complete Louisiana Smart Snack list and a guide for Non-Food Rewards can be found under the Child Nutrition link at www.epsb.com.

Diet Modifications

Meal service to students with special dietary needs due to a disability or medical condition is provided at all school cafeterias. Federal and State regulations require a current completed Diet Prescription Form for any type of change/substitution to the menu. The Diet Prescription form must be signed by a licensed physician. A new Diet Prescription form must be provided to the school each school year and can be downloaded under the Child Nutrition link at www.epsb.com. If a student cannot have fluid milk due to a medical diagnosis, the physician must prescribe the milk substitute on the Diet Prescription Form. The following milk substitutions are available: 4 oz juice or 8 oz lactose-free milk.

Meals from Home

Students may bring meals from home, however, it is at the discretion of the school Principal. The school principal has the right to investigate the contents of items brought from home for consumption. Parents are not allowed to drop off meals to students at the school gates or over fenced-in areas. Meals from home must be in compliance with Federal and State regulations, incorporate whole grains and contain nutrient based foods. Each school principal may have additional established guidelines which may not be outlined below. These guidelines may encompass sharing of food items or food brought from home for class activities or school functions. Microwaves and refrigerators are not available for student use. Parents are encouraged to pack meals according to food safety guidelines for the safety of the student. Questions regarding school meals brought from home must be directed to the school principal. Parish guidelines for food brought into the school cafeteria during meal service:

1. Meals should be nutritious and comparable to meals served in the cafeteria
2. No commercial labeling or noncompliance foods
3. No food shall be brought in fast food containers
4. No glass containers and no cans
5. No carbonated beverages, candy or potato chips will be allowed
6. Consumption of competitive foods is not allowed during meal service
7. Drinks allowed in the cafeteria:
   a. 100% juice
   b. Non-flavored noncarbonated water
   c. plain or flavored milk
Dress Code & Personal Grooming

Student dress and grooming are not to adversely affect the students’ participation in classes, school programs, and other school-related activities or detract from the learning environment of the school. Extremes in style and fit in student dress and extremes in style of grooming will not be permitted. Administrators are authorized to use their discretion in determining extremes in styles of dress and grooming and what is appropriate and suitable for school wear. The purpose of the dress code is to project an image of cleanliness and appropriateness. Students should use good judgment so that no mode of student appearance distracts from or disrupts the classroom or school decorum. No students shall wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, blade, symbols, sign or other things which are evidence of affiliation with drugs, alcohol, violence or gang related activities or exhibits profane or obscene language/gestures. Hair must be of natural colors. Fluorescent and/or rainbow colors are prohibited. It shall be unlawful and against School Board policy for any student or non-student to wear or possess on his/her person, at any time, body armor on any School Board property, school campus, at a school-sponsored function, on a school bus or other school transportation, or in a firearm-free zone. Body armor shall mean bullet-resistant metal or other material intended to provide protection from weapons or bodily injury.

All students are mandated to wear the official parish uniform unless the School Dress Code Review Committee has made an exemption. A request for exemption to the policy must be made in writing to the Superintendent.

The uniform top must be a collared white, gray, or navy blue polo or Oxford shirt, short or long-sleeved. The parish logo will be optional on shirts. If logo is worn, it must be displayed on the left side below the shoulder. No other emblems are allowed. Tee shirts are not part of the official uniform. Long or short sleeved undershirts of the same uniform color will be acceptable. White undershirts with or without turtlenecks will be allowed as undershirts. Spirit shirts may be worn only on spirit days as announced by the principal.

The uniform bottom must be navy or khaki cotton twill. Girls will be permitted to wear navy or khaki jumpers, skirts, shorts, and skorts in all grades. Jumpers, skirts, shorts, and skorts must not exceed four inches above the bend of the knee. Capri pants are acceptable. Hip huggers are not permitted. All bottoms will be worn at the waistline with shirts tucked in. Pants or shorts must have belt loops except in grades Pre-K through third (3rd). Elastic waistbands are permitted in grades PreK-3 also. Belts shall be black, brown or of uniform colors, including white. Oversized belt buckles are not permitted (standard buckles only). Baggy or oversized clothes are not permitted. Pants shall not have pockets on lower legs or upper thighs (cargo). Standard back and side pockets are allowed. Shoes are required. Footwear should not be a safety hazard. Slides, slippers, crocs, and flip flops are not permitted. Sandals shall have a back strap. Boots are to be worn under the pant legs; pant legs must cover the top portion of boots. Socks, when worn, shall be solid black, white, or of solid uniform colors. Blue jeans are not permitted. “Slabbing” is not permitted.

All jackets, including sweatshirts, shall open in the front. Flannel or button-down dress shirts may not be worn as jackets. Precautionary face mask/face coverings may be allowed and/or mandated in accordance with CDC and LDOE guidance. However, no precautionary face mask/face covering, clothing, symbols, pins, or other items displaying controlled substances; items displaying inappropriate words or pictures that may be considered derogatory; or anything intended to, or, which may, cause disruption of any school, class, or activity are allowed. Caps (baseball) are allowed in grades Pre-K through fourth (4th). Students in grades five (5) through twelve (12) will be allowed to wear caps in welding and industrial arts courses, where required. Students with medical problems will be permitted to wear caps if the principal approves. Bandannas are not permitted. “Doo” rags are not permitted. Jewelry is not to be worn during physical education activities or athletic activities. Earrings are prohibited for male students. Gauging implements are forbidden. Nose rings and any jewelry worn in body piercing are strictly prohibited, except in the ears of females.

Males must be clean-shaven. Only well-groomed, trimmed moustaches will be permitted. Male students are not allowed to wear nail polish or makeup. Afros are to be measured from the scalp and not to exceed 2 inches. Boys’ hair is not to drop below the top of the shirt collar and must be above the eyebrows.

Beginning with the 2018-2019 school year, all schoolbags (including bookbags, backpacks, satchels, etc.) shall be constructed of a clear plastic or mesh material in order that the contents are clearly visible except for bullet-resistant school bags as allowed for by law. Non see-through athletic bags shall only be allowed in the field house or locker room.

Beginning with the 2018-2019 school year, all students, where required by the local school, shall be required to dress out for physical education classes in a standard uniform. Official district-approved physical education (P.E.) uniforms consist of gray shorts and light grey T-shirts with the Evangeline Parish P.E. logo in black writing. Proper dress in P.E. shall be a factor in determining a student’s grade. Uniform deviations based on religious beliefs will require written permission or excuse from one’s minister.

Any deviation to the dress code for medical, religious, handicapping and/or other extenuating circumstance can only be granted by the District’s School Dress Code Review Committee. Appeals should be made in writing to the Superintendent stating the reason for the deviation.

Dress Code Violations:
1. First Offense: Contact the parent to bring proper uniform or to correct the problem. If the parent cannot be reached, the student will be assigned to clinic-designated area determined by the principal or designee. Notification will be sent to parent.
2. Second Offense: (grades 6-12) One (1) day suspension.
3. Subsequent Offenses: (grades 6-12) One (1) to nine (9) days of suspension. Students PreK-5 shall not be suspended for a uniform violation that is not tied to willful disobedience.
BEHAVIORAL EXPECTATIONS OF STUDENTS

CLASSROOM EXPECTATIONS - The classroom is a place for learning. The teacher has full authority and responsibility for the students in the classroom. Each teacher will have specific classroom rules that the student is expected to obey. Refer to each teacher’s written list of rules concerning sleeping in class, throwing objects, completing punish work during class time, coming to class without books and materials, being tardy, wearing caps, destroying school or teacher’s property (bulletin boards, desks, books, etc.), dancing, combing hair or grooming himself in any way, showing disrespect or discourtesy to the teacher or other students by being sassy, rude, or showing disrespectful expressions or gestures.

HALL & STAIRWAYS EXPECTATIONS - These areas of the school are subject to congestion and problems occur when students remain in these areas. To prevent any problems, the students should keep to the right of the hall or stairways at all times. Some behaviors which are considered unacceptable and/or dangerous in these areas are yelling (anything above a normal speaking tone), spitting, throwing objects, running, pushing, shoving others, slamming locker doors and/or slamming books onto the floor, and sliding down the stair railings.

LIBRARY EXPECTATIONS - The library should be a place for quiet study, research or leisure reading. Students may obtain permission to go to the library by requesting this from one of their teachers who will give them a library pass. Upon entering the library, the student presents the pass to the librarian who will indicate the time of arrival. Before leaving the library, the student must get a pass to return to class with the departure time indicated by the librarian. Ask about your school’s specific procedures as each school may have unique procedures.

RESTROOM EXPECTATIONS - Restrooms are used by a large number of students during the day. Therefore, it is necessary that all students help to maintain cleanliness and sanitary conditions. Students should not loiter in the restrooms. Toilet tissue and other sanitary aids should be properly disposed of by each student so that other students do not encounter unsanitary conditions. The walls and restroom doors should not be written on or defaced in any way.

EXTRACURRICULAR EVENTS - All of the school rules that govern student’s behavior apply to students attending ball games or other extracurricular events. Any infraction of the rules that occur at these events will be subject to disciplinary action the next school day or the day the infraction is reported. Students should always be extra courteous and helpful to visitors from the community and from other schools who come to our campus. The impression that students make on visitors shapes the image that the community and other schools have of what our school is. School rules apply to all students riding to and from extracurricular and co-curricular events away from campus. If a student is with an organized school group, he is not to have visitors if the group stops to eat on the way home after attending a school activity.

Extracurricular Activities/Organization Requirements

Grade Requirements - An elementary candidate for any extracurricular activity/organization must have had a “C” average and passing grades in 75% of the subjects taken for the previous semester’s work. A high school candidate for any extracurricular activity/organization must have had a “C” average and have passed at least 6 (or 75%) of the courses taken during the previous semester for eligibility. Students will need to refer to the current LHSAA handbook for more specific information. The final grades on the report card for the fall semester will be checked. The final grades on the report card for the spring semester will also be checked to determine eligibility for the next school year. Any uniform needed to participate in these groups must be paid for by the club member. You are to strictly follow the guidelines of the particular group or be dismissed from the group. You must attend and/or participate in all activities required by your club/organization sponsor. See the organization’s sponsor for complete rules and requirements. Sponsors must be staff members. There cannot be any practice without the supervision of the sponsor(s). Sponsors may request termination of membership with proper documentation submitted to the principal.

NOTE: There must be a staff member representative accompanying these groups on all trips. Parents can help chaperon, but a staff member must ride with the group.

Individual school handbooks, where applicable, will specify extra curricula activities being offered, the selection criteria, rules, and regulations specific to each program, event, team, organization, etc.

LEAVING CAMPUS DURING THE SCHOOL DAY - The Evangeline Parish School Board, through its agents, is responsible for the safety of students enrolled in the public schools in Evangeline Parish. Therefore, the Evangeline Parish School Board declares the following policy:

After arrival at school, no student is to be allowed to leave school grounds without the parent or another approved adult signing the student out of school in person. All campuses within Evangeline Parish School System are CLOSED CAMPUSES and all students must eat in the cafeteria or bring a lunch. The only exception will be if a student is on a special diet, and in this case, the school will require a doctor’s excuse on file.

LOCKER EXPECTATIONS - Lockers and combinations will be issued to students at the beginning of the school year. Lockers should be kept locked at all times. Students are cautioned against telling their combinations to other students. Students are responsible for keeping their assigned locker clean both inside and outside. Damages caused by misuse of tape, etc. will be charged to the student responsible. Any locker malfunction should be reported to the proper authority. Students are cautioned against keeping money or other valuables in their lockers. Lockers are not private—they will be subjected to periodic searches for health and safety reasons.
MEDICATIONS - All medication must be brought into the principal’s office by the parent for further instructions. The medication policy adopted by the Evangeline Parish School Board will be followed by all students and parents. This policy reflects a recently passed state legislation for the safe administration of medication in Louisiana schools. Students are NOT ALLOWED to have any medication in their possession on the school grounds or school buses. This includes prescriptions and over-the-counter medications (even cough drops). No medication will be given at school without an order from the physician and a release form signed by his/her parent or legal guardian. Prescription and nonprescription medication must be brought to school in an original and properly labeled container. If a parent does not wish to follow the policy provisions, he/she may come to school and administer the medication him/herself.

PARENT/TEACHER CONFERENCES - Parents should schedule two teacher-parent conferences during the first semester. Please contact the student’s teacher, or the school’s secretary, to schedule a conference. The parent will be given a time during the teacher’s planning period. Parents are encouraged to meet with teachers to discuss student progress or problems; however, if a conference time has not been previously arranged, the parent may have to wait or return at another time. If a telephone conference is desired, a parent may call the office, leave his/her name and number, and have the call returned by the teacher. Upon his receiving notification of poor academic progress, it is the parent’s responsibility to contact the school’s office for a conference time.

STUDENT SEARCHES - The School Board is the exclusive owner of any public school building and any desk or locker utilized by any student contained therein or any other area that may be set-aside for the personal use of the students. The acceptance and use of locker facilities, desks, etc. or the parking of privately owned vehicles on school campus by students shall constitute consent by the student to the search of such locker facilities, desks or vehicles by authorized school personnel. Any teacher, principal, administrator or school security personnel may search the person of a student or his personal effects when based on 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, School Board policy, or a school rule. Random searches with a metal detector of a student or his personal effects and random searches of school grounds using drug detection dogs may be conducted at any time. No actions taken pursuant to this policy by a teacher, principal, administrator, or school security guard employed by the School Board shall be taken maliciously or with willful and deliberate intent to harass, embarrass or intimidate any student.

TELEPHONE AVAILABILITY - Students will not use the office phone for personal calls except in an emergency and with staff permission. Under no circumstance, except serious emergencies, (example: death in family or an auto accident) can a student receive a telephone message at school. If an emergency arises at home, a parent should come to the school to speak to the student and/or check him/her out of school.

Students are prohibited from using any other phone on campus, except the main office phone. The school provides students with access to telephone services during extra-curricular activities. Unauthorized use of phones by students will result in disciplinary action. Beepers/pagers and cell phones are prohibited on school campus (see additional statements of policy.)

VISITORS - All schools within the Evangeline Parish School System operate as closed campuses. This means no one is allowed to visit the campus without specific written permission from the office. ALL VISITORS MUST IMMEDIATELY REPORT TO THE OFFICE TO OBTAIN SUCH A PASS. No parent or other visitor will be allowed to interrupt classes. If a visitor approaches a student on campus, the student should politely tell the visitor to report to the office.

TRANSFERING OR EXITING SCHOOLS
To transfer a student to another school, the parent must:
1. Pick up and fill out an Evangeline Parish Exit Form in the school’s main office.
2. Return all books to teachers and obtain their signatures on the Exit Form.
3. Pay all fees owed, i.e. lunchroom, library.
4. Return all athletic uniforms in satisfactory condition to the coach.
5. Return the Exit Form to the main office, obtain a copy for your records, and participate in an Exit Interview.
6. If interested in transferring to a school out of zone, transfer applications are made available in the late Spring of each year.

TRANSPORTATION
First Student Transportation Services 363-3373
The Evangeline Parish School Board contracts the services of First Student for the specific purpose of transporting all students to and from assigned schools. Consequently, all bus assignments and concerns should be brought to their attention. Representatives from First Student may be reached between the hours of 5:30 am and 5:00 pm.

• All students are expected to abide by the rules of conduct established for the use of bus transportation. These rules apply to regularly scheduled bus runs plus extracurricular activities such as field trips and athletic events. Riding a bus is a privilege. Improper conduct on a bus will result in that privilege being denied. Please cooperate with your bus driver and follow the safety rules.
• Only regularly scheduled students should ride a bus. Students who ride a bus to school are expected to return home on the assigned bus unless they have a note from the parents signed by the principal. No “EXTRA” students are allowed to ride the bus home without permission and approval.
• Students are to report to the bus immediately upon dismissal from school unless otherwise instructed
• NOTICE: School buses may be equipped with security cameras and other safety devices to improve transportation quality.
• A school bus with undisciplined passengers creates a hazardous situation. Therefore, for the safe operation of the school bus, students should be aware of and follow these safety rules:
  1. Cooperate with the driver; your safety depends on it!
  2. Be on time; the bus will not wait.
  3. Cross the road cautiously under the direction of the driver when boarding and leaving the bus.
  4. Follow the driver’s instructions when loading and unloading.
  5. Remain quiet enough not to distract the driver.
  6. Have written permission approved by the principal to get on/off at a different stop.
  7. Remain seated on the bus at all times.
  8. Keep arms, head, or other objects inside the bus at all times.
  9. Refrain from throwing objects in the bus or out of the windows and doors.
 10. Use emergency exits only for emergencies, and when instructed to do so.
 11. Refrain from eating or drinking on the bus.
 12. Avoid the use of or possession of tobacco, matches, cigarette lighters, and obscene materials.
 13. No objects are allowed on the bus if prohibited by state, federal, or local school board policies.
 14. Band instruments, projects, and other objects too large to be held by the passenger or stored safely under the seat are not permitted on the bus.
 15. Refrain from damaging the bus in any way.

PERSONAL TRANSPORTATION - Students who provide their own transportation to school must park their vehicles in a safe manner in the designated area. Upon arrival, students are to park and lock their vehicles, immediately leave the parking location, and are not to return to the parking area/vehicle unless an official grants permission. All students who drive must park in the designated parking area. Violation of the policy may result in driving privilege being revoked. Parking is a privilege and may require the purchase of a vehicle tag.

TEACHER BILL OF RIGHTS
§416.18. Teacher Bill of Rights
A. Respecting the authority of teachers is essential to creating an environment conducive to learning, effective instruction in the classroom, and proper administration of city, parish, and other local public schools. To maintain and protect that authority, it is important that teachers, administrators, parents, and students are fully informed of the various rights conferred upon teachers pursuant to this Section, which are:
(1) A teacher has the right to teach free from the fear of frivolous lawsuits, including the right to qualified immunity and to legal defense, and to indemnification by the employing school board, pursuant to R.S. 17:416.1 (C), 416.4, 416.5, and 416.11, for actions taken in the performance of duties of the teacher’s employment.
(2) A teacher has the right to appropriately discipline students in accordance with R.S. 17:223 through 416.16 and any city, parish, or other local public school board regulation.
(3) A teacher has the right to remove any persistently disruptive student from his classroom when the student’s behavior prevents the orderly instruction of other students or when the student displays impudent or defiant behavior and to place the student in the custody of the principal or his designee pursuant to R.S. 17:416 (A)(1)(c).
(4) A teacher has the right to have his or her professional judgment and discretion respected by school and district administrators in any disciplinary action taken by the teacher in accordance with school and district policy and with R.S.17:416(A)(1)(c).
(5) A teacher has the right to teach in a safe, secure, and orderly environment that is conducive to learning and free from recognized dangers or hazards that are causing or likely to cause serious injury in accordance with R.S. 17:416.9 and 416.16.
(6) A teacher has the right to be treated with civility and respect as provided in R.S. 17:416.12.
(7) A teacher has the right to communicate with and to request the participation of parents in appropriate student disciplinary decisions pursuant to R.S. 17:235.1 and 416(A).
(8) A teacher has the right to be free from excessively burdensome disciplinary paperwork.

A beginning teacher has the right to receive leadership and support in accordance with R.S. 17:3881, including the assignment of a qualified, experienced mentor who commits to helping him become a competent, confident professional in the classroom and offers support and assistance as needed to meet performance standards and professional expectations.

9. A teacher has the right to be afforded time during the school day or week collaborate with other teachers.

B. No city, parish, or other local public school board shall establish policies that prevent teachers from exercising the rights provided in this Section or in any other provision included in R.S. 17:416 through 426.16.

C. The provisions of this Section shall not be construed to supersede any other state law, State Board of Elementary and Secondary Education policy, or city, parish, or other local public school board policy enacted or adopted relative to the discipline of students.
D. Each city, parish, or other local school board shall provide a copy of this Section to all teachers at the beginning of each school year. Each such school board also shall post a copy of the rights provided in this Section in a prominent place in every school and administrative building it operates and provide such a copy to parents or legal guardians of all children attending such schools in a form and manner approved by the school board. Each city, parish, or other local public school board and every school under its jurisdiction that maintains an Internet website shall post on such website a copy of the Teacher Bill of Rights required by this Section.

Discipline Policies
Evangeline Parish School Board recognizes the need for reasonable control and discipline over the conduct of students under its jurisdiction. Discipline within each school of the district will be under the supervision of the principal. The principal has the authority and the duty to hold students accountable for their conduct. Teachers should attempt to hold students accountable for their actions in class and elsewhere on the campus. Interventions by teachers which may be used, but not limited to, are as follows:
- Denial of special privileges
- Restorative Justice Practices
- Assignment of special extra duties
- Assignment of reasonable written or oral work
- Detention and/or clinic
- Parent conference with principal or his designee

SECLUSION AND RESTRAINT
IN GENERAL—Evangeline parish supports a positive approach to behavior that uses proactive strategies to create a safe school climate. However, there may be a time when a student exhibits behaviors that place themselves and others in imminent danger. For this reason schools must implement strategies and interventions to reduce the likelihood of these situations. All EPSB schools will adhere to the district policies in place to address the use of seclusion and restraint as defined by Act 328 (2011) and Act 522 (2016). Please refer to the EPSB website for the policy and procedure documents as needed.

Pupil Progression Plan — The Evangeline Parish School System’s Pupil Progression Plan can be viewed at the school’s office, central office, or online at www.epsb.com

Student Progress Center is an online program that allows parents to view their child’s progress, attendance, discipline, homework, and more. To access the Parent Command Center, visit our website at EPSB.com. Make sure to write down and save your username and password. Contact your school secretary to verify information in the event an error incurred.

NOTES:
Statement of Cause for Suspension (In-school, Alternate-site, Out-of-school)
Suspension and expulsion from school is generally a disciplinary action of last resort. Suspension could result from any serious action that threatens or endangers the safety of the student or other students. Suspension may result immediately if the behavior is determined to be significant enough to warrant such. Suspension will likely occur if other disciplinary actions have failed to rectify the problem behavior. A copy of the Louisiana Department of Education’s School Behavior Report can be found online at www.louisianabelieves.com

In accordance with LA R.S. 413.13

HARASSMENT AND BULLYING ARE CONSIDERED SERIOUS OFFENSES AND ARE CAUSE FOR DISCIPLINARY ACTION. Notice to Parents and Students – Relative to Bullying

Incident Investigation/ Bullying Prevention Conference

In an effort to prevent bullying, this information is being shared with the student and parent at the start of the school year. If a student is advised of unacceptable behavior in the presence of the principal and his parents, and continues the same behavior, he may be suspended and/or recommended for expulsion.

The Evangeline Parish School Board is committed to maintaining a safe, orderly, civil and positive learning environment so that no student feels threatened while in school or participating in school-related activities. Students and their parents/guardians shall be notified that the school, school bus, and all other school environments are to be safe and secure for all. Therefore, all statements or actions of a bullying, cyberbullying, intimidating, threatening, harassing, hazes, terrorizing, or any other violent nature made on campus, at school-sponsored activities, on school buses, at school bus stops, and en-route from home to the bus stop and from the bus stop home shall not be tolerated. Even if made in a joking manner, these statements or actions threatening other students, school personnel, or school property shall be unacceptable. All students, teachers, and other school employees shall take responsible measures within the scope of their individual authority to prevent violations of this policy.

It is important that the student/parent understand what constitutes bullying and what should be done to report bullying. Acts of Bullying are not condoned nor will they be tolerated.

Bullying investigations often result in the determination that the alleged behavior does not meet the definition of bullying but may well violate other prohibited behaviors in the code of conduct. Often times joking, picking, and even fighting do not meet the definition of bullying. All inappropriate behaviors will be addressed. It is very important that inappropriate behaviors be reported in a timely manner. Initial reports of alleged bullying may be reported orally but a written report needs to be submitted within TWO days.

The consequences of bullying could be as extreme as suspension and/or expulsion and in some cases criminal charges. Therefore, we recognize the importance of defining bullying to students and parents.

Louisiana law defines Bullying as:

"A PATTERN of any one or more of the following:

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

The PATTERN of behavior must have the effect of physically harming a student, placing the student in reasonable fear of physical harm, damaging a student's property, placing the student in reasonable fear of damage to the student's property, or must be sufficiently severe, persistent, and pervasive enough to either create an intimidating or threatening educational environment, have the effect of substantially interfering with a student's performance in school, or have the effect of substantially disrupting the orderly operation of the school'.

In an effort to prevent bullying, whether intentional or not, the school administration may ask the parent and student to participate in a prevention conference if deemed appropriate. The purpose of the Bullying Prevention Conference is to have an open discussion about the definition of bullying and any possible alleged incidents. The intent of the conference is to prevent a continuation of behaviors that may later constitute bullying.

Reporting Procedures Any student who believes he or she has been the victim of bullying, intimidation, threatening or violent behavior, harassment, hazes, or terrorizing by a student, teacher, administrator or other school personnel, or by any other person who is participating in, observing or otherwise engaged in activities including sporting events and other extracurricular activities, under the auspices of the school district or a school within the school system, is encouraged to immediately report the alleged acts to any appropriate school official using the state issued form.

The length of any disciplinary action, while taking into account the seriousness of and the number of infractions committed, will be determined by the administration. A suspension may range from one (1) to ten (10) days. Any student who has been suspended must attend a re-entry meeting with the parent before they will be allowed to attend any classes unless modified by the school administration.

When a student is suspended from school, he must be informed of the charges against him, and he must be given the opportunity to respond to the charges. The parent must be notified of the charges resulting in the suspension. If he cannot be reached by telephone, the school must send the appropriate notice as soon as possible. Parents will be notified by certified mail upon the third suspension or by signing the referral making such notification, giving warning that the fourth suspension may result in an expulsion. An appeal of suspension may be made to the Superintendent.

A student whose presence in or about a school poses a continued danger to person or property or an ongoing threat of disruption will be immediately removed from the school premises without the benefit of the procedure described above. However, proper notification must follow. Should a parent wish to discuss the findings, the principal will meet with the parent. If the parent is dissatisfied, he may appeal the decision to the Superintendent.

Students may be re-assigned to Evangeline Central’s Alternative Program for an alternate-site suspension or expulsion.
In accordance with LA R.S. 416.12 “When any public school student is speaking with any public school system employee while on school property or at a school sponsored event, such student shall address and respond to such public school system employee by using the respectful terms “Yes, Ma'am” and “No, Ma'am” or “Yes, Sir” and “No, Sir”, as appropriate, or “Yes, Miss, Mrs., or Ms. (Surname)” and “No, Miss, Mrs., or Ms. (Surname)” or “Yes, Mr. (Surname)” and “No, Mr. (Surname)”, as appropriate, each such title to be followed by the appropriate surname.”

Statement of Cause for Expulsion
The following infractions SHALL result in recommended expulsion from school:

- **Four (4) suspensions.**
- **Possession of a firearm**
  - Students sixteen (16) years of age or older shall be expelled a minimum period of four (4) complete school semesters.
  - Students in grades K-5 shall be expelled a minimum period of two (2) complete school semesters.
- **Possession of a knife** (blade two (2) or more inches)
  - Students in grades 6-12, will be recommended for expulsion at least for the remainder of the school year.
  - Students in grades K-5, may be recommended for expulsion and shall be upon the 4th infraction.
- **Possession of any other type of weapon which can cause bodily harm**
- **Possession of or intent to distribute drugs**
  - Students sixteen (16) years of age or older shall be expelled a minimum period of four (4) complete school semesters.
  - Students under the age of sixteen (16) shall be expelled for a minimum of two (2) complete school semesters.
- **Threats of bodily harm, assaults, or battery on employees or other students** (any attack on an employee must be reported to law enforcement).
- **Threats of bodily harm or property damage whether spoken, written, or otherwise implied to include bomb threats.**

Due process rights of students allow for a fair, impartial hearing to be conducted by the Superintendent or his designee. The student may have legal counsel present during the hearing. The parent will be notified in person or by certified mail of the time and location of the hearing. The Superintendent will make every reasonable effort to schedule the hearing within ten (10) days. The Superintendent has five (5) days from the time of the hearing to render a decision. Parents may appeal the Superintendent’s decision to the Evangeline Parish School Board within five days of receipt of the hearing results letter.

Additional Statement of Policy
1. **Discipline policy applies to all school-sponsored activities.**
2. **Electronic Devices – All electronic devices are banned from Evangeline Parish School Campuses** (including but not limited to beepers, radios, jam boxes, laser pointers, DVD players, cell phones, iPods, Smart watches, E-cigarettes, Vaping devices etc.). In the event that this type of contraband is confiscated, the child’s parent/guardian will be contacted to pick up the confiscated item at school. On the first violation, the item will be confiscated, the parent will be required to pick up the item at school after signing a receipt of policy notification, and the student will face a mandatory (1) day suspension. On the second violation, the item will be confiscated and held until the end of the year, and the student will be suspended 3-10 days. The same procedures will be followed on each subsequent violation as the second violation.
3. A student may be suspended from riding a school bus for misconduct. The length of the suspension will be determined by the principal.
4. In cases involving damage, theft, etc., a student may be indefinitely suspended until restitution has been made or arrangements for restitution have been approved through the Superintendent’s office.
5. **Corporal punishment – Corporal punishment may be used by the principal or his designee.** This punishment must be carried out in the presence of a staff member who serves as a witness. Should a parent object to the use of corporal punishment, he/she must put this in writing to the school, which, in turn, becomes part of the student’s school file.
6. Any student convicted of a felony or who is incarcerated in a juvenile institution for an act which, if committed by an adult, would have constituted a felony, may be expelled by the Parish School Board for a time as it may determine, provided any such expulsion will require the vote of two-thirds of the elected members of the Board.
7. Parents and students should keep in mind that the school grounds are not exempt from local, state, and federal law. The school grounds are an extension of the community and criminal charges may be filed when a law/ordinance is violated.

As a part of the emergency procedures in place in our schools, any student who poses an imminent risk of injury to him/herself or others may be physically restrained and/or placed in seclusion by school staff in accordance with School Board policies. These could occur along with other emergency actions such as calling the police. Significant violations of the law including assaults on students and staff will be reported to the police. As soon as possible after any such incident the parents or guardian will be informed when any of these actions have occurred.
DATING VIOLENCE
Acts or incidents of dating violence at school whether they are verbal, physical, sexual or emotional will not be tolerated and will be dealt with in accordance of the student code of conduct.

Definition - Teen dating violence is defined as the intentional use of physical, sexual, verbal, or emotional abuse by a person to harm, threaten, intimidate, or control another person in a dating relationship. Dating violence is a pattern of coercive behavior that one partner exerts over the other for the purpose of establishing and maintaining power and control.

Warning signs of teen dating violence include:
- Excessive jealousy.
- Constant checking in with you or making you check in with him or her.
- Attempts to isolate you from friends and family.
- Insulting or putting down people that you care about.
- Is too serious about the relationship too quickly.
- Has a lot of bad prior relationships - and blames all of the problems on the previous partners.
- Is very controlling. This may include giving you orders, telling you what to wear, and trying to make all of the decisions for you.
- Blames you when he or she treats you badly by telling you all of the ways you provoked him or her.
- Does not take responsibility for own actions.
- Has an explosive temper (“blows up” a lot).
- Pressures you into sexual activity.
- Has a history of fighting, hurting animals, or brags about mistreating other people.
- Believes strongly in stereotypical gender roles for males and females.
- You worry about how your partner will react to the things you say or you are afraid of provoking your partner.
- Refuses to let you to end the relationship.

Reporting Procedure
Any student who believes he or she has been a victim of dating violence by another student is encouraged to immediately report the incident to the counselor, principal or his or her designee. During the course of an investigation the student shall provide a written statement to the counselor, principal or designee.

Seeking Help Relative to Dating Violence and Other Reporting Options
Speak with your school counselor. If you or someone you know is experiencing dating violence, call:
National Domestic Violence Hotline: 1-800-799-SAFE (7233) or 1-800-787-3224 (TTY).
Louisiana Statewide Hotline for Domestic Violence: 1-888-411-1333
Evangeline Parish Sheriff’s Department 337-363-2161 Ville Platte
City Police 337-363-1313
Or 911

2020-2021
DISCIPLINE OF STUDENTS WITH DISABILITIES AND SUSPECTED DISABILITIES

Individuals with Disabilities Educational Improvement Act of 2004

Placement in Alternative Educational Setting –

A. Authority of School Personnel –

(A) Case-by-Case Determination - School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct.

(B) Authority – School personnel under this subsection may remove a child with a disability who violates a code of student conduct from their current placement to an appropriate interim alternative educational setting, another setting, or suspension, for not more than 10 school days (to the extent such alternatives are applied to children without disabilities).

(C) Additional Authority – If school personnel seek to or order a change in placement that would exceed 10 school days and the behavior that gave rise to the violation of the school code is determined not to be a manifestation of the child’s disability pursuant to subparagraph (E), the relevant disciplinary procedures applicable to children without disabilities may be applied to the child in the same manner and for the same duration in which the procedures would be applied to children without disabilities, except as provided in section 612(a)(1) although it may be provided in an interim alternative educational setting.

(D) Services – A child with a disability who is removed from the child’s current placement under subparagraph (G) (irrespective of whether the behavior is determined to be a manifestation of the child’s disability) or subparagraph (C) shall –

(i) continue to receive educational services, as provided in section 612(a)(1), so as to enable the child to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals set out in the child’s IEP; and

(ii) receive, as appropriate, a functional behavioral assessment, behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur.
MANIFESTATION DETERMINATION –

(i) IN GENERAL – Except as provided in subparagraph (B), within 10 school days of any decision to change the placement of a child with a disability because of a violation of the code of student conduct, the local educational agency, the parent, and relevant members of the IEP Team (as determined by the parent and the local educational agency) shall review all relevant information in the student’s file, including the child’s IEP, any teacher observations, and any relevant information provided by the parents to determine -

(I) if the conduct in question was caused by, or had a direct and substantial relationship to, the child’s disability; or

(II) if the conduct in question was the direct result of the local educational agency’s failure to implement the IEP.

(ii) MANIFESTATION – If the local educational agency, the parent, and relevant members of the IEP Team determine that either sub-clause (I) or (II) of clause (I) is applicable for the child, the conduct shall be determined to be a manifestation of the child’s disability.

DETERMINATION THAT BEHAVIOR WAS A MANIFESTATION –

If the local educational agency, the parent, and relevant members of the IEP Team make the determination that the conduct was a manifestation of the child’s disability, the IEP Team shall:

(i) conduct a functional behavioral assessment, and implement a behavioral intervention plan for such child, provided that the local educational agency had not conducted such assessment prior to such determination before the behavior that resulted in a change in placement described in subparagraph (C) or (G);

(ii) in the situation where a behavioral intervention plan has been developed, review the behavioral intervention plan if the child already has such a behavioral intervention plan, and modify it, as necessary, to address the behavior; and

(iii) except as provided in subparagraph (G), return the child to the placement from which the child was removed, unless the parent and the local educational agency agree to a change of placement as part of the modification of the behavioral intervention plan.

SPECIAL CIRCUMSTANCES – School personnel may remove a student to an interim alternative educational setting for not more than 45 school days without regard to whether the behavior is determined to be a manifestation of the child’s disability, in cases where a child –

(i) carries or possesses a weapon to or at school, on school premises, or to or at a school function under the jurisdiction of a State or local educational agency;

(ii) knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function under the jurisdiction of a State or local educational agency; or

(iii) has inflicted serious bodily injury upon another person while at school, on school premises, or a school function under the jurisdiction of a State or local educational agency.

NOTIFICATION – Not later than the date on which the decision to take disciplinary action is made, the local educational agency shall notify the parents of that decision, and of all procedural safeguards accorded under this section.

DETERMINATION OF SETTING –

The interim alternative educational setting described in paragraphs (C) and (G) of paragraph (1) shall be determined by the IEP Team.

APPEAL –

(A) IN GENERAL – The parent of a child with a disability who disagrees with any decision regarding placement, or the manifestation determination under this subsection, or a local educational agency that believes that maintaining the current placement of the child is substantially likely to result in injury to the child or to others, may request a hearing.

(B) AUTHORITY OF HEARING OFFICER –

(i) IN GENERAL – A hearing officer shall hear, and make a determination regarding, an appeal requested under subparagraph (A).

(ii) CHANGE OF PLACEMENT ORDER – In making the determination under clause (I), the hearing officer may order a change in placement of a child with a disability. In such situations, the hearing officer may –

(I) return a child with a disability to the placement from which the child was removed; or

(II) order a change in placement of a child with a disability to an appropriate interim alternative educational setting for not more than 45 school days if the hearing officer determines that maintaining the current placement of such child is substantially likely to result in injury to the child or to others.

PLACEMENT DURING APPEALS –

When an appeal under paragraph (3) has been requested by either the parent or the local educational agency –

(A) the child shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the time period provided for in paragraph (1)(C), whichever occurs first, unless the parent and the State or local educational agency agree otherwise; and

(B) the State or local educational agency shall arrange for an expedited hearing, which shall occur within 20 school days of the date the hearing is requested and shall result in a determination within 10 school days after the hearing.

PROTECTIONS FOR CHILDREN NOT YET ELIGIBLE FOR SPECIAL EDUCATION AND RELATED SERVICES –

(A) IN GENERAL – A child who has not been determined to be eligible for special education and related services under this part and who has engaged in behavior that violates a code of student conduct, may assert any of the protections provided for in this part if the local educational agency had knowledge (as determined in accordance with this paragraph) that the child was a child with a disability before the behavior that precipitated the disciplinary action occurred.

(B) BASIS OF KNOWLEDGE - A local educational agency shall be deemed to have knowledge that a child is a child with a disability if, before the behavior that precipitated the disciplinary action occurred –

(i) the parent of the child has expressed concern in writing to supervisory or administrative personnel of the appropriate educational agency, or a teacher of the child, that the child is in need of special education and related services;

(ii) the parent of the child has requested an assessment of the child pursuant to section 614(a)(1)(B); or

(iii) the teacher of the child, or other personnel of the local educational agency, has expressed specific concerns about a pattern of behavior demonstrated by the child, directly to the director of special education of such agency or to other supervisory personnel of the agency.

(C) EXCEPTION – A local educational agency shall not be deemed to have knowledge that the child is a child with a disability if the parent of the child has not allowed an assessment of the child pursuant to section 614 or has refused services under this part or the child has been evaluated and it was determined that the child was not a child with a disability under this part.

(D) CONDITIONS THAT APPLY IF NO BASIS OF KNOWLEDGE –

(i) IN GENERAL - If a local educational agency does not have knowledge that a child is a child with a disability (in accordance with subparagraph (B) or (C)) prior to taking disciplinary measures against the child, the child may be subjected to disciplinary measures applied to children without disabilities who engaged in comparable behaviors consistent with clause (ii).
(ii) LIMITATIONS – If a request is made for an evaluation of a child during the time period in which this subsection, the evaluation shall be conducted in the subsection, the evaluation shall be conducted in an expedited manner. If the child is determined to be a child with a disability, taking into consideration information from the evaluation conducted by the agency and information provided by the parents, the agency shall provide special education and related services in accordance with this part, except that, pending the results of the evaluation, the child shall remain in the educational placement determined by school authorities.

(5) REFERRAL TO AND ACTION BY LAW ENFORCEMENT AND JUDICIAL AUTHORITIES –

(A) RULE OF CONSTRUCTION – Nothing in this part shall be construed to prohibit an agency from reporting a crime committed by a child with a disability to appropriate authorities or to prevent State law enforcement and judicial authorities from exercising their responsibilities with regard to the application of Federal and State law to crimes committed by a child with a disability.

(B) TRANSMITTAL OF RECORDS – An agency reporting a crime committed by a child with a disability shall ensure that copies of the special education and disciplinary records of the child are transmitted for consideration by the appropriate authorities to whom the agency reports the crime.

(6) DEFINITIONS – In this subsection:

(A) CONTROLLED SUBSTANCE – The term ‘controlled substance’ means a drug or other substance identified under schedule I, II, III, IV, or V in section 202(c) of the Controlled Substances Act (21 U.S.C. 812(c));

(B) ILLEGAL DRUG – The term ‘illegal drug’ means a controlled substance but does not include a controlled substance that is legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under that Act or under any other provision of Federal law.

(C) WEAPON – The term ‘weapon’ has the meaning given the term ‘dangerous weapon’ under section 930(g)(2) of title 18, United States Code.

(D) SERIOUS BODILY INJURY – The term ‘serious bodily injury’ has the meaning given the term ‘serious bodily injury’ under paragraph (3) of subsection (h) of section 1365 of title 18, United States Code.

(1) RULE OF CONSTRUCTION – Nothing in this title shall be construed to restrict or limit the rights, procedures, and remedies available under the Constitution, the Americans with Disabilities Act of 1990, title V of the Rehabilitation Act of 1973, or other Federal laws protecting the rights of children with disabilities, except that before the filing of a civil action under such laws seeking relief that is also available under this part, the procedures under subsections (f) and (g) shall be exhausted to the same extent as would be required had the action been brought under this part.

(m) TRANSFER OF PARENTAL RIGHTS AT AGE OF MAJORITY –

(1) IN GENERAL – A State that receives amounts from a grant under this part may provide that, when a child with a disability reaches the age of majority under State law (except for a child with a disability who has been determined to be incompetent under State law) –

(A) the agency shall provide any notice required by this section to both the individual and the parents;

(B) all other rights accorded to parents under this part transfer to the child;

(C) the agency shall notify the individual and the parents of the transfer of rights; and

(D) all rights accorded to parents under this part transfer to children who are incarcerated in an adult or juvenile Federal, State, or local correctional institution.

(2) SPECIAL RULE – If, under State law, a child with a disability who has reached the age of majority under State law, who has not been determined to be incompetent, but who is determined not to have the ability to provide informed consent with respect to the educational program of the child, the State shall establish procedures for appointing the parent of the child, or if the parent is not available, another appropriate individual, to represent the educational interest of the child throughout the period of eligibility of the child under this part.

(n) ELECTRONIC MAIL – A parent of a child with a disability may elect to receive notices required under this section by an electronic mail (e-mail) communication, if the agency makes such option available.

(o) SEPARATE COMPLAINT – Nothing in this section shall be construed to preclude a parent from filing a separate due process complaint on an issue separate from a due process complaint already filed.

POLICY NOTIFICATIONS

ELECTRONIC COMMUNICATIONS BETWEEN EMPLOYEES AND STUDENTS

The Evangeline Parish School Board shall require that all communications between employees and students be appropriate and in accordance with state law. All electronic or any other communications by employees to students at any time shall be expected to be professional, acceptable in content to any reasonable person, and limited to information that is school-related or is acceptable to both student and parent.

All electronic communication, including electronic mail, by an employee at a school to a student enrolled at that school relative to the educational services provided to the student shall use a means provided by or otherwise made available by the school system for this purpose and the School Board shall prohibit the use of all such system means to electronically communicate with a student for a purpose not related to such educational services, except communication with an immediate family member if such communication is specifically authorized by the School Board.

Any electronic communication made by an employee at a school to a student enrolled at that school or that is received by an employee at a school from a student enrolled at that school using a means other than one provided by or made available by the school system shall be reported by the employee in a manner deemed appropriate by the School Board. Records of any such reported communication shall be maintained by the School Board for a period of at least one year.

The School Board shall ensure that at the beginning of each school year each employee, student, and parent, or other person responsible for a student’s attendance, be notified of the provisions of this policy and any related procedures or practices regarding communications between employees and students. The parent or other person responsible for a student’s attendance shall also be notified of his/her right to request that his/her child not be contacted through electronic communication by any school employee unless the purpose of such communication is directly related to the child’s educational services and is sent to and received by more than one student at the school.
DRUG-FREE/SMOKE-FREE/FIREARM-FREE ZONES

In the interest of preventing substance abuse on or within school property, or areas designated as drug free zones, the school board prohibits all alcoholic beverages and/or any controlled substance on or within those designated areas. It further prohibits any glass containers in those areas designated as on or within school property.

The possession of firearms on public school campuses is strictly forbidden by law. Under R.S. 17:416, any student found guilty of being in possession of a weapon on school property, after a hearing, should be expelled from school.

The Gun Free Schools Act, which is federal legislation, requires the expulsion of a student who brings a weapon to school. (This may or may not be limited to the person who is in possession of the weapon). This Act applies to all students regardless of age and allows for flexibility on a case by case basis.

Carrying a firearm, or dangerous weapon by a student or non-student on school property, at a school-sponsored function, or in a firearm-free zone is unlawful and shall be defined as possession of any firearm or dangerous weapon, on one’s person, at any time while on a school campus, on school transportation, or at any school sponsored function in a specific designated area including but not limited to, athletic competitions, dances, parties, or any extracurricular activities, or within one thousand feet of any school campus.

The passage of Act 815 – the Louisiana Smoke-Free Air Act, (January 10, 2007), ensures that no one will be able to smoke or possess any type of tobacco product on school campuses or in vehicles on school property. Adopted: November 6, 1990; Revised 4-4-07

SUBSTANCE ABUSE

The Evangeline Parish Public School System recognizes that the use of alcohol and other drugs and the problem associated with their use are becoming increasingly commonplace in our society and among youth. It is apparent that young people using alcohol and controlled dangerous substances are not making the intellectual gains that they should and not developing the coping skills that they need.

Therefore, it is in the best interest of the community, that we take steps to promote, enhance, and maintain an alcohol and drug free school system and student body and that along with parents and other segments of the community we have a position in assisting students remain alcohol and drug free.

As a result of L.A.R.S. 17:402-405(ACT 171), Evangeline Parish Public School System shall establish and maintain a comprehensive alcohol, drug, and substance abuse education, prevention, intervention, and post intervention program in all parish schools. This drug and alcohol education and prevention program will be age-appropriate and developmentally based (which addresses the legal, social, and health consequences of drug and alcohol use and which provides information about effective techniques for resisting peer pressure to use illicit drugs or alcohol) for students in all grades of the schools from early childhood level through grade 12. The program will provide or make available to students that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful.

The program includes standards of conduct that are applicable to students and employees in all the parish schools and that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on school premises or as part of school activities. Disciplinary actions that provide for penalties (consistent with local, state, and federal law) up to and including expulsion or termination of employment and referral for prosecution will be imposed on students and employees who violate these standards.

Parents, students, and employees will be given a copy of the above standards and penalties and parents, students, and employees will be notified that adherence to the standards is mandatory.

The program will conduct biennial reviews of its programs to determine that the program is effective and to implement changes if needed, and ensure the penalties imposed as a result of the standards of conduct are consistently enforced; and will upon request, make available to the Secretary, SEA, and the public, full information about the elements of its program, including the results of its biennial review.

This substance abuse program shall develop and make available to each school system development programs for teachers and other staff. Such programs shall include procedures for identifying students who exhibit signs of misuse or abuse of such substances and for referral for counseling or treatment, as an alternative to other disciplinary procedures provided by law.

In addition, this program shall provide information on counseling services and rehabilitation and re-entry programs available for students who have been identified as having a substance abuse problem or who is involved in the production, manufacture, possession, distribution, or dispensation of any controlled dangerous substance to include alcohol, look-alike drugs, and designer drugs.

The Evangeline Parish School Board intends to cooperate with all segments of the community in making the means of assistance available to all that individuals who develop alcohol or other drug related problems. It is mandatory that school personnel report students suspected of substance abuse and use in our schools in accordance with the following policy and procedures:

Punitive Procedures

I. Possession and/or use of illegal and/or unauthorized substances or contraband.

Any violation of criminal laws, state or federal, committed on school property or within drug free schools zones shall be prosecuted as provided by law. School officials, teachers, and/or Board employees shall report all violations to the principal, who in turn, shall notify the proper law enforcement agency and shall cooperate with the prosecuting attorney’s office in the prosecution of charges. Any student who distributes, sells, dispenses, or possesses any of the items listed in Item I. Except in cases of emergency, it is recommended that the principal or a designee conduct the search or seizure. It is also recommended that, if it is felt that the evidence will result in criminal charges being filed, a search warrant should be obtained through the police office or sheriff’s office having jurisdiction over the school. Any search of a student’s person shall be done by a teacher or administrator of the same sex as said student, shall be present throughout the search. A record of the search shall be made. One copy shall be sent to the Superintendent. Students shall be given a receipt for all items impounded and a “chain of custody” form be completed.

II. When during the search, confiscation of any firearm, bomb, knife, or other implement which might inflict harm or injury or any dangerous controlled substance occurs, the principal or his designated administrator shall report this to the appropriate law enforcement officials within 72 hours.

If, during the search, confiscation of any firearm, bomb, knife, or other implement which might inflict harm or injury or any dangerous controlled substance occurs, the principal or his designated administrator shall report this to the appropriate law enforcement officials within 72 hours.

Any implement or materials to be reported to law enforcement officials shall be retained and secured by the school principal in such a manner to prevent destruction, alterations or disappearance until such time the law enforcement authority either takes custody or provides notice to the principal that it need no longer be retained. The failure by any principal or designated administrator to report the confiscation or failure to retain such implement or materials shall be reported by the law enforcement authority to the school board.

SEARCH AND SEIZURE

1. Students are prohibited from bringing onto the school grounds, or having on their person or in their lockers, desks, vehicles parked on school grounds, or elsewhere on or in school property any weapon, illegal drug, alcoholic beverage, stolen goods, pornographic or obscene material, or any other objects or materials as such items are defined by state law which would be a violation, or evidence of a violation, of any state law or school regulation.

2. Personal Search and Seizure

Teachers, principals and administrators may search the person of a student when there is probable cause to believe that the student is in possession of any of the items listed in Item I. Except in cases of emergency, it is recommended that the principal or a designee conduct the search or seizure. It is also recommended that, if it is felt that the evidence will result in criminal charges being filed, a search warrant should be obtained through the police office or sheriff’s office having jurisdiction over the school. Any search of a student’s person shall be done by a teacher or administrator of the same sex as said student, shall be present throughout the search. A record of the search shall be made. One copy shall be sent to the Superintendent. Students shall be given a receipt for all items impounded and a “chain of custody” form be completed.

If, during the search, confiscation of any firearm, bomb, knife, or other implement which might inflict harm or injury or any dangerous controlled substance occurs, the principal or his designated administrator shall report this to the appropriate law enforcement officials within 72 hours.

Any implement or materials to be reported to law enforcement officials shall be retained and secured by the school principal in such a manner to prevent destruction, alterations or disappearance until such time the law enforcement authority either takes custody or provides notice to the principal that it need no longer be retained. The failure by any principal or designated administrator to report the confiscation or failure to retain such implement or materials shall be reported by the law enforcement authority to the school board.

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3. School Desk, Lockers, Other Equipment
   A. Public school buildings, desks, lockers, other equipment at a school, and any other area of any public school building or grounds set aside specifically for the personal use of the students belong to the school system, and, although assigned to particular students to use, may be entered and searched by school officials when they have particular facts which lead them to a reasonable belief that the items sought will be found. Any student who locks the locker shall open it upon the request of the teacher or other school official.
   B. If a student refuses to unlock a locker when requested to do so by school officials for reasonable cause, such official is authorized to forcibly enter the locker.
   C. Any vehicle parked on school property by a student may also be searched any time by school officials for reasonable cause. If the vehicle is locked, the student shall unlock same at the request of the school officials.
   D. If a student refuses to unlock the vehicle parked on school property, when asked to do so for reasonable cause, the principal or designee should obtain a search warrant to search the vehicle, and the student shall forfeit the right to drive a vehicle on the school premises.

4. Any object or material found as a result of any such search, and which is a violation or evidence of a violation of any state law or school regulation, may be seized by such school official and used as evidence in any suspension or expulsion proceeding resulting there from.

5. The terms “a probable cause” or “a reasonable” cause as used herein refer to that belief or cause for suspicion which is engendered in the average reasonable teacher, principal, or school official under the circumstances, because of their personal observations of the behavior of students or of the unusual appearance of a locker, desk, or vehicle; or because of information obtained from other students whose veracity the teacher, principal, or school official has no reason to doubt; or because of information obtained, or observations of suspicious behavior or circumstances made by other school employees and transmitted to the school officials conducting the search.

6. When metal detectors are used, the individuals to be searched shall be requested to remove all metal objects from their pockets along with any bags, parcels, or other containers being carried. If the detector activates on a person, the individual conducting the search shall request that any remaining metals objects be removed. If the detector activates again, the individual will be personally searched by an administrator of the same sex. At least one witness, also of the same sex as the student, shall be present throughout the search.

7. No teacher, principal or administrator shall be held personally liable for any action authorized by this policy and performed in accordance with this policy.

Adopted: July 2, 1986 Revised: 8-16-95

STUDENT - ALCOHOL, DRUG AND CONTRABAND USE

Students shall not be permitted to have alcoholic beverages, drugs or contraband in their possession during the school day or at school activities held after school related activities. For purposes of deterring the use of possession of alcohol, drugs, and contraband, within the school system, the Evangeline Parish School Board may use the service of a drug detecting dog whose use shall be in accordance with the following policy or procedure.

PROCEDURE FOR SEARCHES FOR ALCOHOL, DRUG & CONTRABAND USE

I. Random Searches
   A. The search team may be used in any classroom or other area where students are assembled.
   B. The search team may be used to make random searches of any area under the jurisdiction of the Evangeline Parish School Board.
   C. At no time shall a student be asked to strip nude for purposes of a random search.

The random searches upon school campuses shall be conducted according to a plan or schedule to be agreed upon by the appropriate School Board Administrator.

   1. The use of the dog at any particular school campus shall be unannounced and without forewarning. The School Board Administrator shall, however, report to the principal’s office, properly identify themselves and state their purpose prior to any use of the dog upon a campus.
   2. The principal will be allowed to accompany the search team, if he so desires, at any time the search is being conducted within the school campus for which he is responsible, unless he is specifically notified not to accompany the search team by the superintendent, his designee or the School Board Administrator who is with the team at the time. The principal must of course, accompany the search if specifically ordered to do so by the superintendent, his designee or the School Board Administrator who is with the team at the time.

II. Procedure when Alcohol, Drugs, or Contraband is Discovered during Search

   A. Search of School Property
      1. If the dog alerts on a school locker or other property belonging to the School Board but being used by the student, the principal shall summon the student to such property. The student shall be informed of the dog’s alert and asked to consent to the search of such property. If the student refuses to consent, the search shall be conducted by the team with the aid of the dog handler.
      2. If alcohol, drugs or other contraband is discovered, it will be confiscated and the student’s parents will be notified. Offenders will be disciplined by school personnel. In addition, the student’s name shall be referred to the Juvenile Division of the District Attorney’s Office for further appropriate action.
   B. Search of Property not belonging to the School but located on School Board Property.
      1. If the dog alerts on an automobile or other property under the student’s control but not belonging to the School Board, student will be informed of the dog’s alert and asked to consent to a search of such property.
      2. If the student consents to the search, the property will be searched by the team and the dog handler. If alcohol, drugs, or other contraband is discovered, the student’s parents’ will be notified. Any offender will be disciplined by school personnel. In addition, the student’s name shall be referred to the juvenile division of the District Attorney’s Office for further appropriate action.
      3. If the student refuses to consent to the search of property which does not belong to the School Board, after having been informed of the dog’s alert, the student’s parents will be notified. If the parents own the property and agree to the search it shall be conducted by the team and dog handler. If alcohol, drugs or contraband is discovered, it will be confiscated and the student shall be disciplined. In addition, the student’s name shall be referred to the juvenile division of the District Attorney’s Office for further appropriate action.
      4. If both the student and the parents refuse to consent to the search of property not belonging to the School Board, the parents and the student shall be informed that the property will be searched under one or more of the following conditions:
         a. Pursuant to a search warrant procured by the agency cooperating with the School Board;
         b. Pursuant to job description of School Bus operators;
         c. Local Law Enforcement Officials

   A student found in violation of this policy will be automatically suspended unless modified by the Superintendent. A hearing shall be held for possession and/or being under the influence of drugs while on school premises or while at school sponsored activities on off the campus.

   A hearing will be scheduled within ten (10) days of the incident. Upon the conclusion of the hearing, the Superintendent or his designee shall determine whether the student should be suspended or expelled from the school system or other corrective or disciplinary action should be taken.
IV. Procedure to Follow For School Personnel in Cases for Prosecution

A. If a principal has reliable information that a student is dealing in alcohol, drugs, or contraband; he shall contact one of the Assistant District Attorneys in the District Attorney’s Office who shall review such matters with the principal and make a determination as to whether a search warrant can be obtained. If a search warrant is obtained, the District Attorney’s office will notify the Superintendent or his designee upon the execution of any search warrant. The Principal shall document and notify the superintendent or his designee immediately on any information he has transferred to the District Attorney’s Office which has been used in obtaining the search warrant.

B. In the enforcement of policy, any person not enrolled as a student discovered to have in his possession any drug, alcohol, or contraband shall be dealt with according to law.

Evangeline Parish Child Find Process
In accordance with the federal special education law, the Individuals with Disabilities Act (IDEA), the Evangeline Parish School System must develop and implement procedures that ensure that all children within jurisdiction, ages birth to twenty-one, regardless of the severity of their disability, and who are in need of special education and related services are identified, located and evaluated. Child Find also applies to children who are suspected of having a disability and are in need of special education who attend private schools, attend religious schools, who are highly mobile (e.g., migrant children), homeless children, and children who are wards of the State who reside within the local education agency’s jurisdiction. It also applies to children who may be gifted and/or talented.

<table>
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<tr>
<th>Procedures</th>
<th>Forms</th>
<th>Responsibility</th>
<th>Timeline</th>
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<tbody>
<tr>
<td>Conduct child find activities to locate, identify and evaluate children birth to 21 years of age, with suspected disabilities and/or who may be gifted or talented who are residing within the jurisdiction of the school district.</td>
<td>Child Identification Form Parent Concern Form</td>
<td>District Special Education Staff</td>
<td>Ongoing</td>
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<tr>
<td>• Written notification to all parents in the school district</td>
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<tr>
<td>• Notices posted in school buildings and other public area describing availability of special education programs</td>
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<tr>
<td>• Developmental screening for ages 3-5</td>
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<tr>
<td>• Local media informational campaigns</td>
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<tr>
<td>• Child Find information is provided on the Evangeline Parish School Board website</td>
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<tr>
<td>• Coordinating the distribution of information with other programs within public and nonpublic agencies</td>
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<tr>
<td>• Staff in-service education</td>
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</table>

Developmental screenings for children ages 3 to 5 years old are conducted year round at the Pupil Appraisal Center. Contact Angela Manuel at 363-5502
PART I. GENERAL EXPECTATIONS AND OBJECTIVES

The Evangeline Parish School System agrees to implement the following statutory requirements:

A. **Involve parents and family members** in jointly developing the local educational agency’s Title I, Part A plan under section 1112, and the development of school support and improvement plans under section 1111(d).

B. **Provide the coordination, technical assistance, and other support necessary** to assist and build the capacity of all participating schools within the LEA in planning and implementing effective parent and family involvement activities. These activities must improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education;

C. **Coordinate and integrate** parent and family engagement strategies to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs;

D. **Conduct**, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all schools served under this part, including identifying—
   - Barriers to greater participation by parents/families in activities authorized by this section (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background);
   - The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and
   - Strategies to support successful school and family interactions;

E. **Use the findings of such evaluation** to design evidence-based strategies for more effective parental and family engagement, and to revise, if necessary, the parent and family engagement policies described in this section; and

F. **Involve parents in the activities of the schools**, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members served by the LEA to adequately represent the needs of the population. This advisory board will help develop, revise, and review the parent and family engagement policy.

PART II. ADOPTION

This LEA’s Parental and Family Engagement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the agenda and sign-in of the District Parent Engagement Council meeting.

This policy was adopted by the **Evangeline Parish School System** on **November 1, 2019** and will be in effect for the period of two years. The LEA will distribute this policy to all parents of participating Title I, Part A children.
ESSA Parents Right to Know

1. At the beginning of each school year, a Local Educational Agency (LEA) that receives Title I funds must notify parents of each student attending any Title I school that the parent may request, and the agency will provide the parents upon request (and in a timely manner), information regarding the professional qualifications of the student’s classroom teachers, including at a minimum the following:  
   • Whether the teacher has met State qualifications for grade levels and subject areas in which the teacher provides instruction;  
   • Whether the teacher is teaching under emergency or other professional status that the State has waived;  
   • Whether the teacher is teaching in the field of discipline of the certification of the teacher; and  
   • Whether the child is provided services by paraprofessionals and if so their qualifications.

2. A school that receives Title I funds must provide to each individual parent:  
   • Information on the level of achievement and academic growth the child, if applicable and available, has made on each of the State academic assessments required under this part; and  
   • Timely notice that the parent’s child has been assigned or taught for 4 or more consecutive weeks by a teacher who does not meet the applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

Compact for Student Success
A School/Teacher/Parent/Student Agreement

School’s Mission: The school, parents, families, and community will work together to empower all students to learn.

In order to impact student learning in the areas of language arts, math, science, and social studies, all parties agree to the following:

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>TEACHER</th>
<th>PARENT</th>
<th>STUDENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Provide high quality curriculum and instruction aligned with Common Core State Standards (CCSS) and student performance expectations.</td>
<td>1. Provide rigorous activities and lessons aligned with CCSS and student performance expectations.</td>
<td>1. Make sure my child is punctual and attends school on a regular basis.</td>
<td>1. Come to school on a daily basis and arrive on time.</td>
</tr>
<tr>
<td>2. Provide opportunities for parental engagement (volunteer, participate, etc.) and assistance for parents to help child at home.</td>
<td>2. Provide high expectations for all students in an encouraging and supportive manner.</td>
<td>2. Supervise meaningful learning activities and study time.</td>
<td>2. Come prepared with materials needed and ready to learn.</td>
</tr>
<tr>
<td>3. Report on an ongoing basis about child’s progress (report cards, mid-semester report, etc.).</td>
<td>3. Provide a well disciplined and managed classroom so all students have the opportunity to learn.</td>
<td>3. Provide necessary materials my child needs for his/her success.</td>
<td>3. Stay attentive and actively participate in classroom activities.</td>
</tr>
<tr>
<td>4. Come to school on a daily basis and arrive on time.</td>
<td>4. Provide an open line of communication with parents/community.</td>
<td>4. Keep open lines of communication with my child’s teacher(s) including: parent/teacher conferences, written communication, and phone contact. Utilize the Parent Command Center.</td>
<td>4. Follow school and classroom rules and regulations.</td>
</tr>
</tbody>
</table>
HOMELESS CHILDREN & YOUTH EDUCATION PROGRAM

Evangeline Parish School System’s Homeless Plan
The district homeless liaison, Grace Vidrine Sibley, is notified about students needing homeless services. Parents/caregivers may go to the liaison’s office or call the liaison (337) 363-7455 requesting services. Schools (teachers, secretaries, principals, guidance counselors, etc.) may also contact their curriculum coaches or designees. Curriculum coaches or designees will contact the homeless liaison.

- Homeless liaison does a site visit to verify the need.
- Students are coded in the district data base.

A homeless person is one who lacks a fixed, regular, and adequate nighttime residence and who has a primary nighttime residence of 1 of the 4 homeless indicators:

A. Unaccompanied youths, doubled up, or tripled up
B. Motels, hotels, or weekly-rate apartments
C. Sheltered
D. Unsheltered/FEMA Trailers (examples: children living in abandoned buildings, substandard housing, cars, parks, campgrounds without running water, throwaways, runaways, etc.)

Parents are informed of services and rights (under McKinney-Vento Homeless Assistance Act)

A. School uniforms as designated by the district
   1. shirts, pants, skirts, and/or shorts
   2. shoes
   3. jackets or coats
   4. PE uniforms and other required garments
   5. other garments as needed

*Students who are approved have two weeks in which they may attend school in regular clothes before obtaining their uniforms*

B. School supplies (as designated by schools of supplies needed for grade levels)
   1. composition notebooks, highlighters, binders, pencils, colors, etc.
   2. book bags
   3. calculators or other supplies as needed

C. Transportation
   Transportation is provided to home schools as needed by the district transportation system. Students remain at their schools attended at the time they become labeled homeless. Transportation is provided by the district for them to continue attending the same school.

D. Assist needs of homeless
   Homeless students are allowed to register without needed documentation. School personnel and homeless liaison will assist with the process of obtaining necessary documentation.

EPSB provides whatever services are needed. It does not limit itself to these services:

1. Birth certificate is needed
2. Lacks academic record/documentation
3. Excessive absences
4. Lacks permanent residence
5. LEP ESL services are needed
6. Migrant services are needed
7. Behavior indicating mental health counseling is needed
8. Guardianship is a problem
9. IDEA services needed
10. Health problems are indicated

E. Access community support from various agencies
EPSB continuously documents the progress of process on individual student files. Homeless designation remains until the end of the school year. Reevaluation is conducted at the beginning of the next school year.

**Dispute Resolution Steps**

Any dispute arising in regard to school selection or enrollment will result in the parent or caregiver being given written explanation of the school’s decision on dispute and their right to appeal. The appeal will be referred to the homeless liaison in 24 hours. District homeless liaison will follow state grievance procedure expeditiously; ensure youth is enrolled immediately in school in which he or she is seeking enrollment, pending resolution of the dispute (five days). Liaison will give parents or caregivers written explanation of meeting convened, dispute decision or outcome; date; including phone number and their right/procedure to appeal to the state homeless coordinator.

**Louisiana Promise**

*Empowering Parents as Advocates for Their Children's Success*

Volunteers of America Highland Center

520 Olive Street, Suites C-4 - Shreveport, LA 71104 - (318) 429-6968

Toll-free Information Line for Parents and Educators:

1-866-751-6958

**Louisiana PROMISE Parent Information & Resource Centers (Louisiana PIRC)** are funded by the United States Department of Education and administered by Volunteers of America of North Louisiana.

**Louisiana PIRC** promotes the educational success of children by offering services to Louisiana parents and educators. **Louisiana PIRC** has five specific goals:

1. Assist parents and educators in knowing and understanding the provisions of the ESSA (Every Student Succeed Act);
2. Develop effective partnerships between schools, parents, and caregivers to garner greater parental participation in education;
3. Create a supportive network of Louisiana education and family strengthening programs to promote greater resources for Louisiana families;
4. Provide technical assistance to the Louisiana Department of Education, local education agencies, and schools to promote effective parental involvement policies;
5. Provide programs and resources for parents to prepare their children for school.

**EQUAL EMPLOYMENT**

It is the policy of the Evangeline Parish School Board to provide equal opportunities without regard to race, color, national origin, sex, age, disabled condition, or veteran status in its educational programs and activities. This includes, but is not limited to, admission, educational services, and employment. There is a grievance procedure to follow when this policy has been violated, which can be found in the Evangeline Parish School Board policy manual in every principal’s office or the Evangeline Parish School Board office. Inquiries concerning application of this policy may be referred to the following persons:

Mike Lombas, Title IX
Kelli Lafleur, Special Education Director
Evangeline Parish School Board 337-363-6651
1123 Te Mamou Rd.
Ville Platte, LA 70586
Evangeline Parish Schools
Notice to Parents and Students – Relative to Bullying
Incident Investigation/ Bullying Prevention Conference

In an effort to prevent bullying, this information is being shared with the student and parent at the start of the school year.

If a student is advised of unacceptable behavior in the presence of the principal and his parents, and continues the same behavior, he may be suspended and/or recommended for expulsion.

The Evangeline Parish School Board is committed to maintaining a safe, orderly, civil and positive learning environment so that no student feels threatened while in school or participating in school-related activities. Students and their parents/guardians shall be notified that the school, school bus, and all other school environments are to be safe and secure for all. Therefore, all statements or actions of a bullying, cyberbullying, intimidating, threatening, harassing, hazing, terrorizing, or any other violent nature made on campus, at school-sponsored activities, on school buses, at school bus stops, and in route from home to the bus stop and from the bus stop home shall not be tolerated. Even if made in a joking manner, these statements or actions threatening other students, school personnel, or school property shall be unacceptable. All students, teachers, and other school employees shall take responsible measures within the scope of their individual authority to prevent violations of this policy.

It is important that the student/parent understand what constitutes bullying and what should be done to report bullying. Acts of Bullying are not condoned nor will they be tolerated.

Bullying investigations often result in the determination that the alleged behavior does not meet the definition of bullying but may well violate other prohibited behaviors in the code of conduct. Often times joking, picking, and even fighting do not meet the definition of bullying. All inappropriate behaviors will be addressed. It is very important that inappropriate behaviors be reported in a timely manner. Initial reports of alleged bullying may be reported orally but a written report needs to be submitted within TWO days on the Louisiana state Bullying Report Form.

The consequences of bullying could be as extreme as suspension and/or expulsion and in some cases criminal charges. Therefore, we recognize the importance of defining bullying to students and parents.

Louisiana law defines Bullying as:
"A PATTERN of any one or more of the following:
(a) Gestures, including but not limited to obscene gestures and making faces.
(b) Written, electronic, or verbal communications, including but not limited to calling names, threatening harm, taunting, malicious teasing, or spreading untrue rumors. Electronic communication includes but is not limited to a communication or image transmitted by email, instant message, text message, blog, or social networking website through the use of a telephone, mobile phone, pager, computer, or other electronic device.
(c) Physical acts, including but not limited to hitting, kicking, pushing, tripping, choking, damaging personal property, or unauthorized use of personal property.
(d) Repeatedly and purposefully shunning or excluding from activities.

"The PATTERN of behavior must have the effect of physically harming a student, placing the student in reasonable fear of physical harm, damaging a student's property, placing the student in reasonable fear of damage to the student's property, or must be sufficiently severe, persistent, and pervasive enough to either create an intimidating or threatening educational environment, have the effect of substantially interfering with a student's performance in school, or have the effect of substantially disrupting the orderly operation of the school".

In an effort to prevent bullying, whether intentional or not, the school administration may ask the parent and student to participate in a prevention conference if deemed appropriate. The purpose of the Bullying Prevention Conference is to have an open discussion about the definition of bullying and any alleged incidents. The intent of the conference is to prevent a continuation of behaviors that may later constitute bullying.
Internet Use Contract

The Internet is a vast global network that provides access to major universities around the world, governmental agencies, other school systems, and commercial providers of data banks. The Evangeline Parish School Board (hereinafter referred to as the “School Board”) shall establish appropriate guidelines for exploring and using the Internet resources within the school district network to enhance learning and teaching activities. Acceptable use of these resources shall be consistent with the philosophy, goals and objectives of the School Board.

Internet access is available to students and teachers through the School Board Network. Internet access is provided to enable students and teachers to explore thousands of databases, libraries and other information sources for educational research.

Exploration of the Internet is encouraged, but with rights and privileges come responsibility. Any use of the Internet that adversely affects its operation in pursuit of teaching and learning or jeopardizes its use or performance for other community members is prohibited and may result in loss of Internet privileges, suspension or other appropriate disciplinary action. The School Board does not condone the use of the Internet for any illegal or inappropriate activities and shall not be responsible for any such use by staff or students. Parents shall be made aware that the Internet usage is only partially controllable by supervision. The School Board reserves the right to place reasonable restrictions on the material you access or post through the School Board Network. The EPSB email system and the EPSB network are all property of the Evangeline Parish School Board and the School Board reserves the right to monitor any and all email and network usage traffic. All users of the internet through the School Board Network shall follow the rules and regulations set forth by Evangeline Parish School Board and the laws set forth by local, state and federal government concerning internet usage.

Student Internet Access

All students will have access to the Internet information resources through their classroom, library or school computer lab via the School Board Network. Internet users may encounter material which is controversial which the user, parents, teacher or administrator may consider inappropriate or offensive. Although it is impossible on the global Internet to control the content of data which an industrious user may discover, it is the user’s responsibility not to initiate access to such material. Students are instructed to promptly disclose to a teacher or other school level employee any message or materials that are inappropriate or makes them feel uncomfortable. Students are also instructed to immediately notify a teacher or other school level employee in the event that they mistakenly access inappropriate material. The School Board expressly disclaims any obligation to regulate the content of material accessed through the Internet. No student shall use the internet unless under the supervision of a teacher, monitor, school administrator, librarian, supervisor or other individuals designated by the building level administrator. Students may use the Internet only if the Internet Usage Contract for Student and Parent has been properly signed, filed and approved at the school site and then only in accordance with the School Board regulations governing such usage. The Internet Use Policy must be renewed on an annual basis. A parent has the right to withdraw approval at any time by notifying the school in writing.
EPSB: Acceptable Use Policy Internet Safety Addendum

Introduction
It is the policy of the Evangeline Parish School System to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use or dissemination of personal identification information of minors; and (d) comply with the Children’s Internet Protection Act [Pub. L. No. 106-554 and 47USC 254(h)].

Definitions
Key Terms are as defined in the Children’s Internet Protection Act.*

Access to Inappropriate Material
To the extent practical, technology protection measures (or “Internet filters”) shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.
Specifically, as required by the Children’s Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.
Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage
To the extent practical, steps shall be taken to promote the safety and security of users of the Evangeline Parish School Board online computer network when using electronic mail, chat rooms, instant messaging and other forms of direct electronic communications. Specifically, as required by the Children’s Internet Protection Act, prevention of inappropriate network usage includes (a) unauthorized access, including so-called “hacking,” and other unlawful activities; and (b) unauthorized disclosure, use and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring
It shall be the responsibility of all members of Evangeline Parish School System staff to educate, supervise and monitor appropriate usage of the online computer network and access to the internet in accordance with this policy and the Children’s Internet Protection Act.

Procedure for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the network facilitator or designated representatives.

Evangeline Parish School System, through its designated representative at each school site, will provide age-appropriate training for students who use the district’s internet facilities. The training provided will be designed to promote the district’s commitment to:

a. The standard acceptable use of Internet services as set forth in the Internet Safety Policy;
b. Student safety with regard to:
   i. Safety on the Internet
   ii. Appropriate behavior while online, on social networking web sites, and in chat rooms; and
   iii. Cyber bulling awareness and response

c. Compliance with E-Rate requirement of the Children’s Internet Protection Act (CIPA)

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will follow the provisions of the district’s acceptable use policy.

Adoption
This Internet Safety Addendum was adopted by the Evangeline Parish School Board at a public meeting March 2014.

*CIPA definitions of terms

MINOR: The term “minor” means any individual who has not attained the age of 17 years. TECHNOLOGY PROTECTION MEASURE: The term “technology protection measure” means a specific technology that blocks or filters Internet access to visual depictions that are:

1. OBSCENE, as the term is defined in section 1460 of title 18, United States Code;
2. CHILD PORNOGRAPHY, as the term is defined in section 2256 of title 18, United States Code; or
3. Harmful to minors

HARMFUL TO MINORS: The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction

SEXUAL ACT; SEXUAL CONTACT: The terms “sexual act” and “sexual contact” have meaning given such terms in section 2246 of title 18, United States Code

I have read the Internet Safety Addendum and hereby agree to abide by and impose those standards, restrictions and obligations on all students who have been given permission to use the Internet. As the sponsoring teacher, I agree to instruct the students on appropriate online behavior, social networking and cyber bullying using iSAFE curriculum. I agree to use reasonable care to supervise and protect the students.
Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are: (1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA. Parents or eligible students who wish to ask the School to amend a record should write the School principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School System as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School System has outsourced services or functions; it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School or School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Student Privacy Policy Office

U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

FERPA permits the disclosure of PII from students’ education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student’s enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency in the parent or eligible student’s State (SEA). Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)
• In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))

• To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system’s ability to effectively serve, prior to adjudication, the student whose records were released, subject to §99.38. (§99.31(a)(5))

• To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))

• To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))

• To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))

• To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))

• To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))

• Information the school has designated as “directory information” under §99.37. (§99.31(a)(11))

• To an agency caseworker or other representative of a State or local child welfare agency or tribal organization who is authorized to access a student’s case plan when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student in foster care placement. (20 U.S.C. § 1232g(b)(1)(L))

• To the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20 U.S.C. § 1232g(b)(1)(K))

Under the provisions of the FERPA, certain information concerning students is designated as directory information and may be released by the school system, unless the parents, or student 18 years of age or older, informs the school system in writing that such information should not be released without prior consent within two weeks or 10 school days of the official start of the school year.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organization include, but are not limited to, companies that manufacture class rings, publish yearbooks, Louisiana Office of Student Financial Assistance (LOSFA), Louisiana High School Athletic Association (LHSAA), online digital resources, and any post-secondary institution that your child applies. The primary purpose of directory information is to allow the Evangeline Parish School Board to include information from your child’s education records for the purpose of providing students with opportunities for public recognition and participation in school-sanctioned activities that take advantage of using online educational resources.

Evangeline Parish School has designated the following information as Directory Information:

• Student’s name, & Major field of study
• Schools attended, Grade Level, & Dates of Attendance at EPSB Schools
• Participation in officially recognized activities and sports,
• Weight and height of members of athletic teams,
• Degrees, honors, and awards received
• Most recent previous educational agency or institution attended by the student,

The Evangeline Parish School Board has designated the before mentioned as directory information. As noted previously, any parent or student 18 years of age or older, who wishes any or all of the listed information not released, must inform in writing the principal of the school attended within the first 10 days of each semester. The Evangeline Parish School System may release the personally identifiable information from the educational records of a student to appropriate parties in connection with an emergency, if knowledge of the information is necessary to protect the health and safety of the student or other individuals.

In addition, two federal laws require local education agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) and ESSA to provide military recruiters, upon request, with the following information—names, addresses and telephone listings—unless parents have advised the LEA that they do not want their student’s information disclosed without their prior written consent.
Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

Protection of Pupil Rights, PPRA, affords parents certain rights regarding our conduction of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of:

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others. (This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.)

Inspect, upon request and before administration or use:

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.
4. These rights transfer to from the parents to a student who is 18 years old or an emancipated minor under State law.

Evangeline Parish School Board has adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. EPSD will directly notify parents of these policies at least annually via the student handbook at the start of each school year and after any substantive changes. Evangeline Parish School System will also directly notify, such as through Remind, U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. EPSD will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:
Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-8520
Notification of Rights Under Children’s Online Privacy Protection Act (COPPA)

The Children’s Online Privacy Protection Act (COPPA) is a federal law governed by the Federal Trade Commission (FTC). COPPA assures that children under 13 years of age do not share personal information on the Internet without the express approval of their parents.

Providers must obtain consent from parents to collect information, unless they are collecting on behalf of the LEA or school and will only use the information to provide services to the LEA or school. If this is the case, then the provider can rely on consent obtained from the LEA or school. LEAs can consent on behalf of a parent for educational purposes.

COPPA defines personal information as:

• “A first and last name
• A home or other physical address including street name and name of a city or town • Online contact information as defined in this section
• A screen or user name where it functions in the same manner as online contact information, as defined in this section
• A telephone number
• A social security number
• A persistent identifier that can be used to recognize a user over time and across different websites or online services. Such persistent identifier includes, but is not limited to, a customer number held in a cookie, an Internet Protocol (IP) address, a processor or device serial number, or unique device identifier
• A photograph, video, or audio file where such file contains a child’s image or voice
• Geolocation information sufficient to identify street name and name of a city or town
• Information concerning the child or the parents of that child that the operator collects online from the child and combines with an identifier described above.”

SPECIFIC TO LOUISIANA: R.S. 17:3914 limits the sharing of student PII. When using online services without a data sharing agreement or parental consent, PII cannot be utilized

I understand and acknowledge that the consent provided herein shall be valid for my child’s cumulative transcript records and shall remain in effect until notified in writing otherwise.
The Children's Internet Protection Act (CIPA) was enacted by Congress in 2000 to address concerns about children's access to obscene or harmful content over the Internet. CIPA imposes certain requirements on schools or libraries that receive discounts for Internet access or internal connections through the E-rate program – a program that makes certain communications services and products more affordable for eligible schools and libraries. In early 2001, the FCC issued rules implementing CIPA and provided updates to those rules in 2011.

What CIPA requires

Schools and libraries subject to CIPA may not receive the discounts offered by the E-rate program unless they certify that they have an Internet safety policy that includes technology protection measures. The protection measures must block or filter Internet access to pictures that are: (a) obscene; (b) child pornography; or (c) harmful to minors (for computers that are accessed by minors). Before adopting this Internet safety policy, schools and libraries must provide reasonable notice and hold at least one public hearing or meeting to address the proposal.

Schools subject to CIPA have two additional certification requirements: 1) their Internet safety policies must include monitoring the online activities of minors; and 2) as required by the Protecting Children in the 21st Century Act, they must provide for educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

Schools and libraries subject to CIPA are required to adopt and implement an Internet safety policy addressing:

• Access by minors to inappropriate matter on the Internet;
• The safety and security of minors when using electronic mail, chat rooms and other forms of direct electronic communications;
• Unauthorized access, including so-called “hacking,” and other unlawful activities by minors online;
• Unauthorized disclosure, use, and dissemination of personal information regarding minors; and
• Measures restricting minors' access to materials harmful to them. Schools and libraries must certify they are in compliance with CIPA before they can receive E-rate funding.
• CIPA does not apply to schools and libraries receiving discounts only for telecommunications service only;
• An authorized person may disable the blocking or filtering measure during use by an adult to enable access for bona fide research or other lawful purposes.
• CIPA does not require the tracking of Internet use by minors or adults

You have multiple options for filing a complaint with the FCC:

• File a complaint online at https://consumercomplaints.fcc.gov
• By phone: 1-888-CALL-FCC (1-888-225-5322); TTY: 1-888-TELL-FCC (1-888-835-5322); ASL: 1-844-432-2275
• By mail (please include your name, address, contact information and as much detail about your complaint as possible):
  Federal Communications Commission
  Consumer and Governmental Affairs Bureau
  Consumer Inquiries and Complaints Division
  445 12th Street, S.W.
  Washington, DC 20554
Students who attend schools in the Evangeline Parish School System are occasionally asked to be a part of school and/or district publicity, publication and/or public relations activities. Evangeline Parish School System takes advantage of the benefits of modern media and technology. Students’ images, productions, writings, artwork, recognitions and/or names may appear in pictures, brochures, newsletters, newspapers, annual reports, videos, television programs, commercials, websites and/or audiotapes.

In addition, a person employed in a school or authorized by the superintendent may provide access to certain student personally identifiable information to protect the health, safety or welfare of a student or the general public; to facilitate a student’s participation in a school sanctioned extracurricular activity; to publish programs and activities; to respond to higher education/university transcript requests; to provide information in accordance with a contact between the board and a public or private entity to provide student education services and to provide directory information to the extent allowed in FERPA.

I understand and grant permission for my child’s photograph, writings, artwork, or other productions to be posted on the school, district, or state approved websites and/or other media. No address or phone number will be used with the posting.

If any parent/guardian does not agree to use of their child’s pictures in this manner, please express any objections, in writing, in a separate letter to the principal.

Parent Consent to Release Information for Athletic Programs, Award Publicity, Honor Roll Lists, Online Resources, TOPS, College Scholarships, NCAA, Grants, Aid Programs, College/University Admissions, and other Uses of Student Information

Some of your child’s information may be shared with the Louisiana Office of Student Financial Assistance (LOSFA), Louisiana High School Athletic Association (LHSAA), various clubs and organizations that your child will join (BETA, FCA, FHA, etc.) local news media (Athletics, honor roll, events, and awards), event programs (football and other sporting events, music and theatrical performances, graduation and award ceremonies, etc.), online resources and educational tools (digital library resources, homework help, etc.), any postsecondary education institution(s) to which your child applies, school photography providers, and some others as detailed at under “student privacy” accessible at https://www.epsb.com.

To allow your child to appear in event programs, be recognized for awards and achievements, take pictures for ID badges, take advantage of online resources, and to ensure eligibility for TOPS, you must sign to provide your consent. EPSD will follow all local, state, and federal data security rules and only share data that is required for the purpose stated.

I CONSENT to my child’s school collecting my child’s personal information and disclosing the personal information collected to:

- LOSFA and postsecondary education institution(s) (Cumulative Records required)
- University Transcript Requests for Scholarship and Admissions
- Programs for Graduations, Performances, and Award Programs
- LHSAA, NCAA and sports programs
- Clubs and Organizations
- Online Resources and Educational Tools
- Military Programs
- Faculty/Staff educational training programs, recognition programs, and events

I understand and acknowledge that the consent provided herein shall be valid for my child’s cumulative transcript records as of the date of signature and shall remain valid and in effect until notified in writing otherwise.

Please keep this Student Handbook for your review and return the signature pages as soon as possible to the school office. Have a great year!
2020-2021 Consolidated Calendar (See Official Calendars on pages 4 and 9)

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 24, 2020</td>
<td>1st Day of School for Students</td>
</tr>
<tr>
<td>September 7, 2020</td>
<td>HOLIDAY - Labor Day</td>
</tr>
<tr>
<td>September 14, 2020</td>
<td>PROGRESS REPORTS are being sent home today!</td>
</tr>
<tr>
<td>October 5, 2020</td>
<td>PROGRESS REPORTS are being sent home today!</td>
</tr>
<tr>
<td>October 21, 2020</td>
<td>Last Day of 1st Nine week period.</td>
</tr>
<tr>
<td>November 2, 2020</td>
<td>REPORT CARDS are being sent home today!</td>
</tr>
<tr>
<td>November 3, 2020</td>
<td>No School – Presidential Election Day</td>
</tr>
<tr>
<td>November 16, 2020</td>
<td>PROGRESS REPORTS are being sent home today!</td>
</tr>
<tr>
<td>November 11, 2020</td>
<td>HOLIDAY - Veteran’s Day</td>
</tr>
<tr>
<td>November 23-27, 2020</td>
<td>HOLIDAY - Thanksgiving Holiday</td>
</tr>
<tr>
<td>December 14, 2020</td>
<td>PROGRESS REPORTS are being sent home today!</td>
</tr>
<tr>
<td>December 18, 2020</td>
<td>½ Day noon dismissal for Christmas Break - Return 1/4/21</td>
</tr>
<tr>
<td>December 18, 2020-Jan. 3, 2021 Christmas Holiday</td>
<td>HOLIDAY - Christmas Holiday</td>
</tr>
<tr>
<td>January 18, 2021</td>
<td>HOLIDAY - Martin Luther King, Jr. Day</td>
</tr>
<tr>
<td>January 25, 2021</td>
<td>Last day of the 1st semester and 2nd Nine week period.</td>
</tr>
<tr>
<td>January 27, 2021</td>
<td>REPORT CARDS are being sent home today!</td>
</tr>
<tr>
<td>February 15, 2021</td>
<td>HOLIDAY - President’s Day</td>
</tr>
<tr>
<td>February 8, 2021</td>
<td>PROGRESS REPORTS are being sent home today!</td>
</tr>
<tr>
<td>February 26-27, 2021</td>
<td>HOLIDAY - Mardi Gras</td>
</tr>
<tr>
<td>March 8, 2021</td>
<td>PROGRESS REPORTS are being sent home today!</td>
</tr>
<tr>
<td>March 29, 2021</td>
<td>Last Day of 3rd Nine week period.</td>
</tr>
<tr>
<td>April 2-9, 2021</td>
<td>HOLIDAY - Easter Break (Good Friday and following week)</td>
</tr>
<tr>
<td>April 12, 2021</td>
<td>REPORT CARDS are being sent home today!</td>
</tr>
<tr>
<td>April 30, 2021</td>
<td>PROGRESS REPORTS are being sent home today!</td>
</tr>
<tr>
<td>May 14, 2021</td>
<td>PROGRESS REPORTS are being sent home today.</td>
</tr>
<tr>
<td>May 14, 2021 is the last day for Seniors</td>
<td>Graduation Date for Seniors: BHS &amp; MHS 5/21/20; VPHS &amp; PPHS 5/20/21</td>
</tr>
<tr>
<td>May 27, 2021 Last day for 8th graders.</td>
<td>8th Grader Ceremonies 5/28/21</td>
</tr>
<tr>
<td>June 3, 2021</td>
<td>Last Instructional Day &amp; Awards Ceremonies</td>
</tr>
<tr>
<td>June 4, 2021</td>
<td>STAFF ONLY - 2nd Semester Records Day</td>
</tr>
<tr>
<td></td>
<td>Parent may pick up report cards or be mailed.</td>
</tr>
</tbody>
</table>

Early Dismissal Days (1/2 Day)
Christmas Break – December 18, 2020 (for all schools and District offices)

Emergency Closing of Schools: In the event of an emergency such as bad weather, frozen pipes, and such, all official announcements of school closures will be made over the following radio, newspaper and television media. KVPI (92.5Fm) KATC(TV3) KLFY(TV10) KALB(TV5) The Ville Platte Gazette

Parent Command Center is an online program that allows parents to view their child’s progress, attendance, discipline, homework, and more. To access the Parent Command Center, visit our website at EPSB.com. Make sure to write down and save your username and password. Contact your school secretary to verify information in the event an error is incurred.