

**BONNABEL MAGNET
ACADEMY HIGH SCHOOL**

**ACKNOWLEDGEMENT OF
POLICIES AND PROCEDURES
FOR PARENTS AND STUDENTS
2022 – 2023**

We hereby acknowledge that we have received and read the school-wide policies and procedures for Alfred T. Bonnabel Magnet Academy High School.

We agree that

Name of Student
(Please Print)

will be held accountable for the rules and regulations stated in this handbook.

*Policies and procedures are subject to change following the printing of this document.

**ACKNOWLEDGEMENT OF
FAMILY INVOLVEMENT POLICY AND
STUDENT COMPACT
2022 – 2023**

Enclosed are the Family Involvement Policy and Student Compact for our school, along with the Louisiana Department of Education Complaint Procedures for the Elementary and Secondary Education Act of 1965. This serves to be in compliance with Title 1, a federally funded program. Please review the information and if you have any questions feel free to contact the school.

Student Signature

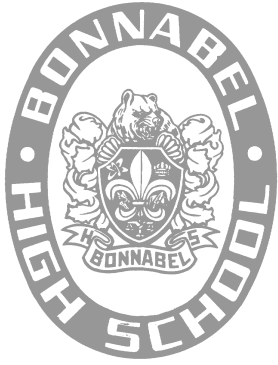
Date

Grade

Parent/Guardian Signature

Date

PLEASE RETURN THIS FORM TO YOUR ADVISORY TEACHER.



**ALFRED T. BONNABEL MAGNET
ACADEMY HIGH SCHOOL**

2801 BRUIN DRIVE
KENNER, LOUISIANA 70065

Office: 504-443-4564
Curriculum: 504-303-6607
Student Services: 504-303-6606

STUDENT HANDBOOK 2022 - 2023

Student Name _____

Address _____

City _____ State _____ Zip _____ Phone _____

Homeroom Teacher: _____

EMERGENCY INFORMATION – CLOSINGS

Radio Station WWL-870 AM has been designated by the School Board as the “official” broadcaster of information on school closings during inclement weather. However, all news media outlets are notified about such closings as soon as possible. Decisions to close are generally made before 6:00 a.m. Parents are advised to listen to their radios or watch television reports during these periods.

**ALFRED T. BONNABEL MAGNET ACADEMY
HIGH SCHOOL**

MISSION

Teachers and staff will design meaningful and engaging learning experiences through collaboration, leadership, professionalism, service, and excellence.

ALMA MATER

Through the years, through the years, alma mater true,
Bonnabel we will be
Bruins serving, ever faithful
Sons of courage praise your glory
We hail your truth and all your noble causes
'Til time untold, colors bold,
Black, white, gold

FIGHT SONG

Go Bruins Down The Field
Marching On To Victory
Go Bruins, Never Yield!
Bonnabel Forever, Proud & Free
Go Bruins, Make The Score.
Fighting With Your Spirits Always High
Bruins, Gold, Black, and White
Always There In the Fight Standing Proud Forevermore.

RESIDENCE REQUIREMENTS

All students must reside with parents, parents with legal custody, or legal guardian in order to establish residency in the Bonnabel High School district. **It is the responsibility of the parent or legal guardian to notify the school in writing of any change of home address or telephone number. Two pieces of documentation are needed for a change of address.** Submit documentation to the Curriculum Office for any changes.

SCHOOL COUNSELORS

The school counselors are located upstairs in the “A” building. School counselors are available to assist students, teachers, and parents. Students may see their counselor at lunchtime or by request. A request form may be obtained from the front desk in the Curriculum Office. Return the completed form and your counselor will call you in.

Counseling services include: help with scheduling problems or coursework questions, informing students about graduation requirements, college and career planning, working with students with social/personal/family problems, help with registering for ACT, PSAT, career fair, financial aid, scholarship applications, and providing referrals to support services or outside agencies.

Scheduling: No schedule changes will be made after 2 weeks of the new semester.

Senior Counselor	–	Rhonda Herrmann	303-6626
Junior Counselor	–	Demrest Barkley	303-6627
Sophomore Counselor	–	Vacancy	303-6629
Freshman Counselor	–	Justin Haab	303-6626

MINIMUM REQUIREMENTS FOR HIGH SCHOOL GRADUATION
Louisiana TOPS University Diploma

All students will be enrolled in the TOPS University Pathway. After 2 years, a student may opt out for the TOPS Tech/Jumpstart Graduation Pathway with parent permission. Students who opt out of the Core 4 must complete a career pathway as a graduation requirement. Further questions regarding graduation requirements, may be directed to the designated school counselor.

(Bulletin 741/B.E.S.E. Core 4 Curriculum)

English.....	4 units
English I, II, III in consecutive order, and English IV	
Mathematics.....	4 units
Algebra I, Algebra II, Geometry, and 1 unit from the following: Adv. Math (Pre-Calculus), or Algebra III	
Science.....	4 units
Biology, Chemistry and 2 units from the following: Physical Science, Environmental Science, DE Chemistry, or DE Biology II.	
Social Studies.....	4 units
Civics, American History, and 2 units from the following: World History, World Geography, or AP Psychology, DE Western Civilization, or AP Human Geography.	
Health	½ unit
Physical Education.....	1 ½ units
Foreign Language	2 units
In the same language. French I/II and Spanish I/II	
Fine Arts.....	1 unit
Art, Music, Dance, Acting	
Total required units.....	21 units
Electives.....	3 units
Total required for graduation.....	24 units

MINIMUM REQUIREMENTS FOR HIGH SCHOOL GRADUATION

Louisiana TOPS University Curriculum

Class of 2022-2023

After a student has attended high school for a minimum of two years, the student, parent or legal guardian may request that the student be exempt from completing the Louisiana TOPS University Curriculum and be placed in the Louisiana TOPS Tech/Jumpstart Curriculum. The Louisiana TOPS University Curriculum prepares students for a Louisiana state community college or technical school.

English.....4 units

English I, II, III, and English IV or Senior Applications in English

Mathematics..... 4 units

Algebra I, Geometry, and 1 unit from the following: Algebra II, Financial Math, Math Essentials, Adv. Math (Pre-Calculus), Trigonometry, or Calculus.

Science.....3 units

Biology, Physical Science, and 1 unit from the following: Environmental Science, Chemistry, Physics, or Biology II.

Social Studies.....3 units

American History, 1 unit in Civics or AP government, and 1 unit from the following: World History, World Geography, or Psychology/Sociology

Health½ unit

Physical Education.....1 ½ units

Total required units..... 16 units

Electives.....8 units

Complete a Career Pathway, Journey to Careers, IBCA, and 4 electives in a single area of concentration

Total required for graduation..... 24 units

MINIMUM REQUIREMENTS FOR HIGH SCHOOL GRADUATION
Louisiana TOPS Tech Jumpstart DIPLOMA
 Class of 2023

After a student has attended high school for a minimum of two years, the student, parent or legal guardian may request that the student be exempt from completing the Louisiana TOPS University curriculum and be placed in the Louisiana TOPS Tech/Jumpstart Diploma Pathway. The TOPS Tech/Jumpstart Diploma Pathway prepares students for a Louisiana state community college or technical school.

English.....4 units

English I, II, and 2 units from the following: English III and English IV.

Mathematics..... 4 units

Algebra I, 1 unit from the following: Geometry, Algebra II, Algebra III, or Advanced Math.

Science.....2 units

Biology and 1 unit from the following: Physical Science, Environmental Science, Earth Science or Chemistry.

Social Studies.....2 units

American History and Civics

Health½ unit

Physical Education.....1 ½ units

PE and ½ unit from the following: PE (½ credit), Marching Band, Dance Team, Cheerleading, or Extracurricular Sports

Total required units..... 14 units

Career Electives.....9 units

Complete a JumpStart coursework and workplace-based learning experiences that result in an approved Jump Start credential.

Total required for graduation..... 23 units

LEAP 2025 Assessment

In addition to having earned 24 Carnegie units, graduates from Louisiana public schools must pass LEAP 2025 Tests. LEAP 2025 Tests will be taken in Algebra I, Geometry, English I, English II, Biology, and US History. All LEAP 2025 tests are the course final exam and count for 25% ($\frac{1}{4}$) of the student's grade.

GRADING POLICY

1. A student's grade in a subject or course for a nine week period is determined as follows:

50%	Major Assessments
40%	Minor Assessments
10%	Participation

2. The numerical equivalents of letter grades are:

A	93 – 100
B	85 – 92
C	75 – 84
D	67 – 74
F	0 – 66

3. A final grade for a subject or course is determined as follows:

A	4 points	3.5 – 4.0
B	3 points	2.5 – 3.4
C	2 points	1.5 – 2.4
D	1 point	1.0 – 1.4
F	0 points	0.0 – 0.9

Rounding occurs only in the final conversion from numerical values to letter grades.

a. One credit course: Divide the sum of quality points of the two (2) grading periods by 2. In order to earn credit for a whole-credit course, the student must earn a minimum 1.0 average.

b. Half-credit course: since this course lasts for only one marking period, the letter grade the student earns for the marking period will become the student's final average for this course. In order to earn credit for a half-credit course, the student must earn a minimum 1.0 average.

MAKE-UP WORK

It is the responsibility of the student to initiate and complete make-up work.

1. For an excused absence, the student will be given the opportunity to initiate and complete make-up work within ten (10) school days after returning to school.
2. For unexcused absences, make-up work may or may not be permitted. The discretion of the teacher will prevail.

MAKE – UP SEAT TIME (MUST) RECOVERY REQUIREMENT

Students in danger of failing due to excessive absences may be allowed to make up missed seat time held outside of the regular day. The makeup sessions must be completed before the end of the current semester for high school students and the end of the year for elementary/middle school students.

Make-Up Seat Time (MUST) is provided to students who have not met the required number of instructional minutes to receive credit. Students are required to complete additional coursework on an approved on-line learning platform. Students must complete MUST assignments before or after school, weekends, holidays, or during lunch. Students may not complete MUST assignments during the school day. Parents should contact the school for additional information.

ATTENDANCE PROCEDURES FOR THE 2022 – 2023 SCHOOL YEAR

According to State education guidelines, students who have over five (7) **unexcused absences** from school in a full credit (unit) course will be ineligible to receive credit. Students who are taking ½ credit courses and have over three (3) **unexcused absences** will be ineligible to receive credit. We ask that parents and students keep abreast of student absences so as **not to exceed** the allowed number of days.

Documentation for excused absences must be turned into the Attendance Office within **five (5) days** of the student's return to school.

REASONS FOR EXCUSED ABSENCES:

1. A physical or emotional illness verified by a doctor's note.
2. An extended hospital stay as verified by a doctor's note.
3. An extended recuperation from an accident as verified by a doctor's note.
4. An extended contagious disease as verified by a doctor's note.
5. A prior school system's approval for educational purposes.
6. A death in the immediate family (parents, brother/sister, grandparents).
7. Observance of special and recognized holidays of a student's faith.
8. A natural catastrophe or disaster.
9. Court appearances.
10. A hand-written parent note.

The new guidelines will **not** allow students to be excused for vacations or other family trips during the time school is in session. Also, it is strongly recommended that doctor appointments be made after school hours or when school is not in session.

ATTENDANCE/AUTOMATED PHONE MASTER

To assist in keeping parents abreast of a student's absences, letters are mailed after a student has missed more than three (3), five (5), or seven (7) days. Also, when a student is marked absent, an automated phone call is made to the primary phone number listed in the schools database. Therefore, it is **imperative that parents/guardians provide the school with the correct address and phone number** to receive this information. Whenever changes are made to an address or phone number, **please notify the school office.**

SCHOOL TARDIES (per semester)

1 st & 2 nd	Offense - Warning
3 rd & 4 th	Offense - After -school detention
5 th	Offense - Parental Contact
6 th	Offense - In-Suspension / Referral to ABIT

Students are responsible for their own transportation to and from any detention.

STUDENT EMERGENCY CARD

It is mandatory that all students have and maintain an accurate emergency card in the Attendance Office. This card must be completely filled out and signed by the parent/guardian. For legal and safety reasons, **only individuals listed on the student's emergency card will be allowed to check out the student. Those individuals must present proof of identification (picture ID).** List several persons on the card in the event others listed cannot be contacted. Please, for everyone's safety and for legal reasons, **do not call the Attendance Office requesting, via phone call, they release your child to leave the campus for any reason.**

CHECK-IN

Students arriving after 8:20 a.m. are tardy to school. They are to report directly to the Attendance office upon arrival to receive a pass to class. Student ID and proper uniform is required for checking into school.

Students arriving after 8:30 a.m. are tardy to school and must arrive with a parent. Students and parents must report directly to the Attendance office upon arrival in order for the student to be admitted on campus and receive a pass to class.

CHECK-OUT

Students must have an emergency card filed in the Attendance Office with parent or legal guardian's name and proper I.D in order to check out. Those checking out a student must be at least 21 years old and listed on the Emergency Card. No student may check themselves out, regardless of their age. **No student can be signed out after 2:30 p.m.**

ALL STUDENTS WHO HAVE EARLY RELEASE MUST CHECK OUT THROUGH THE ATTENDANCE OFFICE.

TRANSPORTATION/ ARRIVAL AND DISMISSAL

For the 2022-2023 school year Bonnabel Magnet Academy High School will have one single point of entry. This will provide a safer environment for all students, faculty and staff. All students will enter the campus and be screened via metal detector on the Maryland Drive side in the morning. Once the bell rings to begin the school day all entrances will be secured and anyone entering the campus must do so through the AA building (Attendance/Discipline Office). The A-building front door will be locked.

Parents are to drop off students in the parking area located on Maryland Drive prior to 8:20. They are not to use the bus lanes. **Parents are not to drop students off in the faculty parking areas or on Bruin Drive.** To avoid traffic congestion, please allow yourself adequate time to arrive at school prior to 8:20.

Students who ride a bus to school are to ride the bus assigned to them by Jefferson Parish School Systems Transportation Department. Changing buses without authorization is not permitted. Students are to report to the assigned loading area immediately at dismissal and, for their safety, follow the directives of those on duty. Students may not leave the designated bus loading area upon arrival to prevent missing their bus. Students may not return to the campus once they have left. All other exits will be secured.

OFF LIMIT AREAS DURING SCHOOL HOURS

Areas on the Maryland Street side of the 100/200 buildings are off limits. Areas on the Power Street side of the 600/700/800 buildings are off limits. Area behind the gym is off limits (unless with a teacher). The stairwells in the rear of the 100/200 buildings are off limits (unless in case of emergency). Any area without school personnel supervision is considered unauthorized.

If a student does not have a class or a signed pass to be in a given area, then the student is in an off limit area. Students changing classes or having a signed pass should use the most direct route to their destination.

Parking areas are off limits to students at all times during the school day unless authorized. Authorization must be obtained from the office.

Students roaming the halls or the campus will be subject to a search and face disciplinary action.

ACTIVITIES

Attending activities is a privilege for students who follow PBIS. A student may be excluded from participating and/or attending an activity if they have not met the expectations of the school, i.e. coming to school on time, getting to class on time and on a regular basis, or staying out of disciplinary problems.

Students arriving late to an activity will not be admitted and are to return to the class from which they came. Students with defaced or torn tickets/wristbands will not be admitted. Student IDs are required to attend school-sponsored activities. Students are to sit in areas as designated by school personnel.

During activity periods students who are not attending may not leave their assigned classrooms to go to another teacher.

PARKING

Students must park in the **student-designated** area between the A building and Maryland Drive. Parking in the teacher lot will result in a citation being issued by the policeman on campus and loss of parking privilege. The teachers will park between the AA building and the Stadium. Please be advised that once the tardy bell rings, late arriving students must check in to the attendance office and enter through the AA building due to the earlier stated single point of entry. All visitors who enter the campus must enter through the AA building.

PASSES

Each student will receive a monthly pass that they should keep with them at all times when on campus. Passes must be signed any time a student is tardy to class. Passes must be signed by an adult before any student can be admitted to class. Students are not to leave class for **ANY REASON** unless in case of an emergency. In the event of an emergency, the student will be escorted by a staff member to the required location. Signed passes should indicate the date, departure/arrival time, and teacher signature.

FOOD AND BALLOONS

Students with specific dietary needs may bring lunch from home. No food items are permitted to be shared with any other students. All outside food items, drinks, birthday cakes, etc. will not be permitted on campus at any time. Food delivered via an online food delivery service will be confiscated and discarded.

Balloons and flowers are not allowed on campus and will not be accepted at the front desk. **Parties** will not be allowed on campus (**without the permission of the Principal**).

Snack foods are not permitted in the cafeteria.

STUDENT I.D.'S

ID pictures will be completed the first week of school for all students. IDs cards must be worn over the CHEST AREA at all times. IDs are not to be defaced or covered with stickers on the back or front. Students failing to wear IDs at all times will face disciplinary action.

PHONES AND ELECTRONIC DEVICES

Students are advised that the use of phones and electronic devices is not permitted on campus. Cell phones should be powered OFF and not seen in the hands of students at any time throughout the school day. Any student caught in violation of this policy is susceptible to having the device confiscated and face disciplinary action.

Neither Bonnabel Magnet Academy High School nor Jefferson Parish Public Schools is responsible for any stolen or damaged device.

UNIFORM POLICY FOR THE 2022-2023 SCHOOL YEAR

All Bonnabel students are required to wear the grade-specific collared shirt (polo shirt) with the Bonnabel logo sewn on the left chest. The designated polo shirt for each student is based on their official classification (grade

level) in JCAMPUS. Uniform shirts are available for purchase at Uniforms by Kajan or Skobel's Uniforms. The uniform policy regarding uniform shirts:

- 9th Grade (freshman): Gold Polo Shirt
- 10th Grade (sophomore): White Polo Shirt
- 11th Grade (junior): White Polo Shirt
- 12th Grade (senior): Grey or White Polo Shirt

All Bonnabel students are required to wear solid khaki pants or shorts, or the uniform plaid skirt. All pants and shorts must have flat fronts (uniform style) and must fit to sit at the waistline and cannot be worn low. Cargo pants/shorts and tight pants/shorts are not permitted.

Students are not permitted to wear shirts or pants (shorts) of any other color or style. Students are required to wear the uniform polo shirts and uniform pants (shorts) or uniform plaid shirts every school day. All dress-down or spirit days will be announced in advance.

FOOTWEAR

Bonnabel students are required to wear either solid black, solid white, or a mixture of black & white tennis shoes only. Students will not be permitted to wear crocs, boots, heels, sandals, flip flops, any open-toed shoes, or any tennis shoe not solid black or solid white.

OUTWEAR

All outerwear attire (i.e. sweatshirts, windbreakers, sweaters and jackets) can be purchased from Uniforms by Kajan, Skobel's School Uniforms, the athletic department, or the school store. Students may wear plain black, white, gold, or grey sweatshirts, windbreakers, or jackets with an official Bonnabel patch attached to the uniform. Bonnabel patches can be purchased from the school store. Students may not wear hooded garments, jean jackets, or sweatshirts/hoodies with logos or writing.

Students may wear long sleeve shirts under their uniform shirt provided they are solid black, white or grey. No logos or words may be visible on the sleeve or elsewhere. Solid black full length tights may be worn. The tights must reach the ankle. No fishnet, sheer, or lacy material allowed. Sweatpants/joggers/track pants may not be worn (except during P.E.) according to Jefferson Parish policy.

ANY garment or accessory that is disruptive to the learning process will not be allowed.

THE FOLLOWING ARE NOT PERMITTED:

- Hats or caps **AT ANY TIME** (this includes baseball caps and team caps).
- Jean Jackets
- Sunglasses
- Ripped, torn or holes in the clothing
- Hair rollers or Bonnets
- Clothing or accessories depicting any alcohol, drug, or cigarette related items or symbols
- R.I.P. shirts allowed.
- Clothing or accessories depicting violence, blood, knives, guns, skulls, etc.
- Clothing or accessories with suggestive words, symbols, or images.

- Political-related clothing, buttons, or paraphernalia etc.
- Large earrings and rings or expensive jewelry
- Bandanas/handkerchiefs/scarves worn on the body or as headwear
- Hooded garments
- Shirts worn over the uniform shirts
- Crocs, flip flops, slip-on shoes, boots, deck shoes, slippers

NOTE: The outer clothing is used to determine a dress code violation. Other items can be prohibited if they are viewed as disruptive to the educational environment+ .

Hooded garments will be confiscated and held for parent pick-up.
Parents may only pick up hooded garments at the end of each semester.

PURSES AND BACKPACKS

Only backpacks that are clear or mesh are allowed. No solid athletic or drawstring bags are allowed on campus, they must be left in the approved designated area. **PURSES MAY NOT BE USED TO CARRY BOOKS OR NOTEBOOKS or they will be treated as a book bag and book bag rules will be enforced.** Purses should be no bigger than the size of a sheet of paper.

JACKETS

Jackets must not contain any messages or pictures that involve death, drugs, weapons, sex, alcohol, political messages, religious or anti-religious, or gang affiliation. All jackets must be solid colors and in white, gray, or black.

Turtleneck sweaters (solid white, gray, or black only) or long sleeve shirts may be worn **under** the uniform shirt ONLY.

GYM CLOTHES

Gym clothes may only be worn during the assigned gym class period. Students will not be allowed to attend class wearing their gym clothes.

SWEATPANTS

Students may not wear sweatpants to school. This includes sweatpants associated with school athletics and dress down days. Students may only wear sweatpants for medical reasons, but must have approval from Student Services.

CONSEQUENCES FOR DISCIPLINE INFRACTIONS

The following infractions are listed as unacceptable behaviors. Teachers are responsible for establishing rules and consequences for the classroom consistent with system and school policies. This list represents extreme behavior not within the behavior management plans established by teachers. Multiple or repeated offenses carry additional penalties subject to the discretion of school administrators.

Classroom teachers will follow the SWPBIS system and will record all Minor Infractions on a minor infraction form and send a referral to the Student Services office when a student has committed their fourth minor infraction in a set period of time. The fourth minor infraction will result in an In-School Suspension for the student.

ALL CONSEQUENCES ARE LEFT UP TO THE DISCRETION OF ADMINISTRATION.

OFFENSE

Agressive or Disrespectful Language or Behavior

- 1st Referral - 1 day ISS/ Parent Conference upon student return
- 2nd Referral - 2 days ISS/ Parent Conference upon student return
- 3rd Referral - 1 day OSS / Recommendation to Social Worker/ ABIT Referral

Cell Phone or Electronic Communication Device

- 1st Offense - Confiscation until end of class period/Warning
- 2nd Offense - Confiscation until end of the day
- 3rd Offense - Confiscated until the end of week and detention
- 4th Offense - Referral/ 2 days ISS (phone returned when ISS is served)

REFUSAL to give up Cell Phone or Electronic Communication Device.

Automatic ISS

Cutting Class

- 1st Referral - Parent Contacted and referral to academic counselor for MUST
- 2nd Referral - 1 day ISS/ Parent Conference upon Return/FINS Referral
- 3rd Referral - 2 days ISS/ Referral to School Counselor/ ABIT Referral

Dress Code Violation (wearing wrong shirt, pants, shoes, sagging pants, untucked shirt, or lack of ID)

- 1st Referral - Contact parent and After School Detention
- 2nd Referral - Contact parent and 1day ISS
- 3rd Referral - 2 days ISS/ Parent Conference

Drugs/Alcohol

See Procedures and Policies for Parents and Students by JPPSS

*Fighting – Riot/Group Type

- 1st Referral - Expulsion Recommendation

*** more than one-on-one (GROUP) will be Expulsion Recommendation**

Fighting (one-on-one)

- 1st Referral - 9 days OSS/ ABIT referral/ MUST
- 2nd Referral - 9 days OSS / FINS referral/notify ABIT/ MUST
- 3rd Referral - Expulsion Recommendation

Forgery

See Procedures and Policies for Parents and Students by JPPSS

Gambling

See Procedures and Policies for Parents and Students by JPPSS

In Off-Limits Area

(See “Off Limit Areas during School Hours” pg. 10)

- 1st Referral - 1 day ISS/ Parent Conference upon Return
- 2nd Referral - 2 day ISS/ Parent Conference upon Return/ ABIT referral
- 3rd Referral - 2 day ISS/ Parent Conference upon Return/ notify ABIT

Intimidation/Bullying

See Procedures and Policies for Parents and Students by JPPSS

Leaving Campus/Truancy

- 1st Referral - 1 day ISS/ Parent Conference upon Return
- 2nd Referral - 2 days ISS/ Parent Conference upon Return/ Referral to ABIT and FINS
- 3rd Referral - 2 days OSS/ Parent Conference upon Return/ notify ABIT

Leaving Class without Permission

- 1st Referral - After school detention
- 2nd Referral - 1 day ISS/ Parent Conference upon Return
- 3rd Referral - 2 days ISS/ Parent Conference/ Referral to ABIT

Physical Abuse of School Personnel

- 1st Referral - Expulsion Recommendation

Possession of Fireworks/Explosives

- 1st Referral - Expulsion Recommendation

Refusal to Provide Identification or Name/Giving False Name

- 1st Referral - 1 day ISS/ Parent Conference upon Return
- 2nd Referral - 2 days ISS/ Parent Conference upon Return/ Referral to ABIT
- 3rd Referral - 1-2 days OSS/ Parent Conference upon Return

Setting Off Fire Alarm

- 1st Referral - Expulsion Recommendation

Smoking/Use of Tobacco-Possession of Tobacco/e-cigarette/ Vaping, or Related Items

- 1st Referral - Confiscate, Contact Parent, and After School Detention/ Substance Abuse Packet (vaping)
- 2nd Referral - 1 day ISS/ Parent Conference upon Return/ Referral to ABIT/ Substance Abuse Packet (vaping)

- 3rd Referral - 2 day ISS/ Parent Conference upon Return/ Referral to ABIT/ Substance Abuse Packet (vaping)
- Subsequent Referrals- 2 days OSS/ Parent Conference upon Return/ Referral to ABIT/ Substance Abuse Packet (vaping)

Stealing or Possession of Stolen Property

See Procedures and Policies for Parents and Students by JPPSS

Excessive Tardiness to Class

- 1st Offense - Warning
- 2nd Offense - Warning
- 3rd Offense - Detention (Teacher)
- 4th Offense - Parent Contact
- 5th Offense - Parent Conference
- 6th Offense - 1 day ISS

Vandalism/Graffiti/Tagging

- 1st Referral - OSS with Restitution

Verbally Threatening School Personnel

- 1st Referral - OSS or Recommendation for Expulsion
- 2nd Referral - OSS or Recommendation for Expulsion
- 3rd Referral - OSS or Recommendation for Expulsion

Weapons

See Procedures and Policies for Parents and Students by JPPSS

Criminal offenses committed by students while under the jurisdiction of the Jefferson Parish Public School System shall be reported to the appropriate law enforcement agency or police officer on campus.

Please know our intent is to keep your child safe and on task while in school. We feel these policies are in the best interest of all students. Your support in these matters is greatly needed and appreciated.

Any matter not covered in this manual will fall under the Jefferson Parish School Board rules and regulations.

POLICIES AND PROCEDURES STATEMENT

For a complete listing of all rules and regulations for Jefferson Parish Public Schools, please refer to the “Procedures and Policies for Parents and Students Handbook”.

All students and parents are responsible for being familiar with the following state statute:

In compliance with Louisiana Revised Statute 17:416, your child may be suspended for the Remainder of the School Year upon receiving his/her fourth (4th) suspension. Below is an excerpt from the Louisiana Revised Statute 17:416 on school suspensions:

(2) Any pupil after being suspended on three occasions for committing any of the offenses enumerated in this Section, during the same school year, shall on committing the fourth such offense be expelled from all

the public schools of the parish or city school system wherein he resided until the beginning of the next regular school year and the pupil's reinstatement shall be subject to the review and approval of

(3)(a)(i) No student who has been expelled pursuant to the provisions of this Section shall be admitted to any public school in any other parish or city school system in the state except upon the review and approval of the school board and the school system to which he seeks admittance.

DETENTION

Transportation must be arranged by parent or student in advance. **Detentions may include but are not limited to: lunch, after school, Saturday detention.**

SUSPENSION OR EXPULSION

Refer to page 17 of the Procedures & Policies for Parents and Students issued by the Jefferson Parish Public School System for 2021-2023.

1. <https://www.jpsschools.org/domain/180>

**Alfred Bonnabel Magnet Academy High School
Positive Behavioral and Interventions Support Team
PBIS**

PURPOSE

The purpose of the PBIS team is to improve and support the effectiveness, efficiency, and equity of Alfred Bonnabel Magnet Academy High. This team improves the social, emotional, and academic outcomes for ALL students, including those with disabilities and students from underrepresented groups.

MISSION STATEMENT

We believe in empowering students to become morally and ethically responsible lifelong learners driven by the morals and values upheld by the Alfred Bonnabel Magnet Academy High School.

Be Responsible, Respectful, Uniquely You, Inquisitive, and NOBLE
It is the BRUIN Way!!
Once a BRUIN, Always a BRUIN

B.R.U.I.N	Classroom	Transitions and Lunch	Office and Library	Restrooms	Gym and Cafeteria	Hallways	Bus Loading Zones and Parking lots
Be Responsible	-Be mindful of classroom rules and expectations -Keep classroom clean	-Keep walkways clear -Arrive to class on time	-Keep area clean -Return books on time	-Wash your hands -Use the restrooms during Transition times ONLY -Flush toilets	-Keep area clean	-Keep area clean	-remain cautious at all times -Look both ways before crossing
Respectful	-Speak kindly to everyone -Accept and try to understand different opinions	-Use positive and appropriate language -Wait your turn in line	-Use inside voice -Say please and thank to all adults in those buildings	-No gossiping during restroom times	-Respect diversity	-Use inside voices -No cell phone usage inside all school buildings	-Respect all bus drivers -Carefully listen to the afternoon announcements for bus changes
Uniquely You	-Come prepared -Be engaged -Make your voices heard in a respectful manner	- Be positive -Clean up after yourself	-Use inside voices -Meet new people -Always respect yourself	-encourage others to maintain cleanliness inside the restrooms during Transitions	-Bring your “A” game to all gaming and Pep Rally events	-Greet people with a smile and remain positive.	-Be on time and aware of your surroundings
Inquisitive	-Complete all assignments on TIME -participate in class discussions	-Make healthy choices -Recycle -Use time wisely	-Be there with a PURPOSE	-GET in and GET out -Ensure that all waste goes in the proper places	-Be a positive participant -Maintain school spirit -Represent the 4As	-Be mindful of personal space -Only congregate in the appropriate meeting areas	-Plan ahead -Anticipate heavy traffic -Remain cautious

Noble	-Be supportive of others opinions and actions -Be positive	-Use positive and appropriate language -Discourage gossip or bullying of others	-Show appreciation for people helping you -Say please and thank you	-Encourage others to follow the rules and expectations at BHS -Use respectful and appropriate language at all times	-Show school spirit -Show good sportsmanship	-Encourage your friends to be on Time to all classes -Positive greetings of others -Help others along the way	-Encourage students to arrive to school on time -Be aware of your surroundings at all times
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Rewards for Students upholding School Wide Behavior and Expectations

- 1st Reward - Verbal Recognition
- 2nd Reward - Bruin Buck
- 3rd Reward - Parental/Guardian Notification of Positive Behavior and or Academic Success
- 4th Reward - Student of the Month Recognition
- 5th Reward - Recipient of Multiple Bruin Bucks and a PBIS T-Shirt to wear on Fridays and at Pep Rallies

ESSA

And

Title 1

Information

1. Family Involvement Policy
2. Student Compact
3. Louisiana Department of Education
Complaint Procedures for
The Elementary and Secondary Education Act of 1965

The federal **Every Student Succeeds Act (ESSA)** was signed into law December 10, 2015, reauthorizing the 50-year-old Elementary and Secondary Education Act and revising many provisions of what was known as No Child Left Behind (NCLB). The Elementary and Secondary Education Act is the United States' national education law and longstanding commitment to equal opportunity for all students.

- ESSA provides Louisiana with an opportunity to collaborate with educators, parents, business and community leaders to create an improved K-12 education system that provides all students with equal access and opportunity to high-quality learning.
- Under federal law, the State Education Agency is responsible for creating and submitting a plan that complies with ESSA and with applicable laws and rules in Louisiana. The Department of Education thus creates the plan, but only BESE creates the rules, regulations, and policies that make the plan effective.
- Louisiana received approval of its plan from the USDOE on August 15, 2017.
- In October 2017, BESE incorporated Louisiana's ESSA plan into state policies.

For details on the plan development process and stakeholder engagement opportunities, please view the files below.

For more information about the Department's efforts to improve struggling schools as outlined in Louisiana's ESSA plan, please visit [Struggling Schools](#) and [ESSA](#).

Family Involvement Policy

School's Responsibilities

As part of the parental involvement program, Bonnabel Magnet Academy High School shall:

- a. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's educational programs and to explain components of the parental involvement program, and the right of the parents to be involved.
- b. Offer a flexible number of meetings, services, and/or activities, on or off school campuses, at various times of the day to maximize parental participation, and may provide transportation, child care, appropriate refreshments, and/or home visits, as such services relate to parental involvement.
- c. Involve parents in an organized, ongoing, and timely way, in planning, review, and improvement programs, including the planning, development, review, and improvement of the school parental involvement policy and the joint development of the school wide parental involvement program plan.
- d. Provide parents, especially those of participating children in NCLB programs:
 1. Timely information about educational and parental involvement programs
 2. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student's progress and the proficiency level students are expected to meet.
 3. If requested by the parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.
- e. If the school wide parental involvement program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to school district level personnel.

Parent's Responsibilities

The School Board realizes that a child's education begins at birth. Parents and family members, as their child's primary teachers, play a vital role in the intellectual, social, and emotional growth of their children. A child's development and success is dependent on the direct support a child receives at home. In an effort to promote responsible and successful parenting skills, the Board expects parents to:

- a. Make sure children attend school regularly and arrive at school on time.
- b. Provide a quiet place and time for the completion of homework assignments.
- c. Assure proper hygiene and daily cleanliness of their children.
- d. Make sure children are dressed properly, in accordance with the uniform or dress code.
- e. Make sure that children get adequate amounts of sleep nightly.
- f. Visit and discuss their child's academic progress regularly with teachers.
- g. Discuss academic progress and school events regularly with their child.
- h. Instill proper respect for parents, teachers, and other adults.
- j. When feasible, attend school-sponsored programs in which their child may participate.
- k. When feasible, join and be active in parent/teacher organizations.

Student Compact

To assure student success in Louisiana's Reaching for Results program:

The School will:

- provide high quality curriculum and instruction aligned with the Louisiana Content Standards and student performance expectations;
- provide opportunity for at least one parent/teacher conference;
- provide parents with frequent reports on their children's progress;
- provide opportunities for parental involvement as a volunteer and participant in parent education programs;
- provide a safe and orderly environment;
- provide educational opportunities for students in need of remediation.

The Teacher will:

- provide rigorous lessons aligned with the Louisiana Content Standards;
- provide instruction/methodologies that address the needs of the students;
- provide high expectations and support for all students;
- provide well-managed classrooms to afford all students the opportunity to learn;
- provide an open line of communication with parents.

As a parent/guardian, I will be an active partner in my child's education in helping him/her become proficient in the Louisiana Content Standards, and will:

- ensure that my child attends school daily, gets adequate rest, eats nourishing meals, and arrives on time;
- ensure that my child complete all homework assignments and assist if asked;
- read, sign, and return all important papers as requested by my child's school;
- support the school and teacher in maintaining a well-disciplined environment;
- maintain communications with the school and my child's teacher and attend all required parent and teacher or principal conferences;
- encourage my child to do his/her best everyday.

As a student I accept responsibility for my learning and participating in instructional activities that will help me master the Louisiana Content Standards and will:

- attend school daily, arrive on time, report to class prepared with needed materials;
- complete all homework and class assignments on time and produce quality work;
- ensure that my parent/guardian receives all school correspondence and promptly return all papers required to be signed by my parent/guardian;
- behave responsibly in class and follow school and classroom rules;
- keep my parent/guardian informed of my progress to encourage them to participate with me in my learning experience to achieve a quality life.

Louisiana Department of Education
Complaint Procedures
For
The Elementary and Secondary Education Act of 1965

If the *Jefferson Parish Public School System* Title I Program is not providing services in accordance with state and federal regulations, a parent may file a complaint in accordance with *The Louisiana Handbook for School Administrators*, Bulletin 741, Section 349, which is available online at the following address: <http://www.doa.louisiana.gov/osr/lac/28v115/28v115.doc>. Parents may also request a copy of this bulletin by calling the Department's toll-free number 1-877-453-2721. This bulletin contains detailed procedures established for resolving complaints filed against the Department of Education or a local education agency pursuant to provisions of the Elementary and Secondary Education Act of 1965, 20 U.S.C. §6301, et. seq. (ESEA).

Summarized from the above handbook, complaints to the Louisiana Department of Education must (1) be in writing and (2) describe a violation of the law or a violation of federal statutes or regulations.

The written complaint must include:

- A Statement of the violation of a requirement of a pertinent federal statute or regulation;
- The facts on which the statement is based, including the name of the local education agency;
- A proposed solution for the problem;
- The parent's signature and contact information;
- Only violations occurring within the past year.

A parent is notified when a complaint has been received by the Department, and complaints will be resolved within 60 days of receiving the complaint, unless the timeline has been extended. The parent will receive a written decision addressing each violation and will also be informed of the right to request that the Secretary of the United States Department of Education review the decision made by the Louisiana Department of Education.