

CECILIA JUNIOR HIGH

STUDENT AND PARENT HANDBOOK
2021-2022



Cecilia Junior High School
2020-2021
Parent and Student Handbook

Mission Statement

The Cecilia Junior High School community prepares students for a dynamic society through rigorous academics, coupled with an investment in their social development.

Charee Theriot, Principal

Mrs. Theriot's love of all things bulldog runs deep. She is an alumni of Cecilia High School, taught at Teche Elementary for thirteen years, and this is her tenth year as principal of CJH. She is married to her high school classmate Kerwin Theriot, and their two children, Ben and Kate, are both students in Cecilia area schools. She has a Bachelor of Education degree and a Master of Education degree from the University of Louisiana at Lafayette. When in the classroom, she was recognized as Teacher of the Year, and she has been recognized as St. Martin Parish Principal of the Year three times. She was also a state semi-finalist for Principal of the Year in 2016. She is a member of the Louisiana Association of Principals and the Louisiana Association of School Executives.

Tiedra Hawkins

Welcome to a new school year! I am honored to serve as your assistant principal here at Cecilia Junior High School for the 2021-2022 school year. I am excited more than ever to inspire, engage, and encourage our students to be the best that they can be in and out of the classroom! Though this school year is projected to be different from any other, together, we will continue our tradition of providing a college and career focused education to our students and quality service to our families. We have accomplished so much as a school community, and we will continue to do so. This new learning model does not need to be a barrier, but instead will serve as an opportunity to change our mindset as it relates to the delivery of instruction and engaging students in learning. I wholeheartedly believe that the commitment of our CJH teachers, Cecilia families and the spirit of CJH students creates an amazing community where we will continue to grow and flourish every day.

Shawne Taylor, Counselor

Mrs. Taylor started her education career as a CJH math teacher in 1995. During her years as a teacher, she collaborated on many local, regional, and state math committees. She earned her Master of Education degree from the University of Louisiana at Lafayette in Guidance and Counseling. In 2004, Mrs. Taylor received National Board for Professional Teaching Standards certification. After fifteen years in the classroom, she assumed a new role as the CJH guidance counselor. She serves as 4-H sponsor and SBLC Chairperson. Mrs. Taylor has been recognized as St. Martin Parish Teacher of the Year and Employee of the Month, and she served as the state GLEEM team leader for Region IV. She and her husband have one son who recently graduated from South Louisiana Community College.

Letter from the Principal

Dear Parents/Guardians and Students,

Welcome to our second year of doing school through a pandemic. We all worked really hard last year to keep our students engaged and safe. Our success as a school community is a testament to the support we receive from our students and families. The 2021-2022 school year will be a great year! We are proud of our bulldog community's dedicated staff, enthusiastic learners, and supportive parents/guardians!

We have come together and worked harder than ever before to make this year happen for our students and community. We have felt the support of our parents and the desire of our students to get back to school. The educational demands placed on students, teachers, and families at this time seems to come with more questions than answers. We will make every effort to communicate and be transparent with information we receive. It is more important now than ever before that we work together to ensure that our students reach their potential. To do so, we must be one big extended family. It is everyone's responsibility to empower children with the creative, intellectual, and decision-making skills necessary for them to become academically, socially, and emotionally successful and responsible citizens of the world.

Please know that we welcome hearing from parents. If you have questions or concerns at any time, please do not hesitate to give your child's teacher or me a call. I look forward to having a productive year despite the circumstances that we face.

Geaux dogs,

Charee Theriot

Table of Contents

| | |
|------------------------------------|-------|
| Academics..... | 7 |
| Athletics..... | 8 |
| Attendance..... | 8 |
| Bell | |
| Schedule..... | 9 |
| Booksack | |
| Policy..... | 9 |
| Check In/Check | |
| Out..... | 10 |
| Clubs and Extracurricular | |
| Activities..... | 10-12 |
| Dances..... | 12 |
| Deliveries..... | 12 |
| Discipline..... | 13 |
| Dismissal..... | 13 |
| Dress | |
| Code..... | 14-16 |
| Electronics (Cell Phones, | |
| Chromebooks)..... | 16 |
| Faculty and Staff | |
| List..... | 17 |
| Fads..... | 17 |
| Health (Health Center, Medicine on | |
| Campus)..... | 17 |
| Library..... | 17 |
| Lost and | |
| Found..... | 17 |

| | |
|---------------------------------|-------|
| Lunch..... | 17-18 |
| Parent | |
| Information..... | 18 |
| Passes..... | 18 |
| PBIS..... | 18 |
| PE..... | 19 |
| Register/Transfer/Withdraw..... | 19 |
| Snacks..... | 20 |
| State | |
| Testing..... | 20 |
| Telephone | |
| Use..... | 20 |
| Textbooks..... | 21 |
| Visitors..... | 21 |
| Writing on | |
| Skin..... | 21 |

| FACULTY | | Organizations/Activities |
|---------------|-----------------------------|--------------------------|
| Barnes, Debra | SPED resource | SPED Representative |
| Bernard, Chad | 6-Social Studies/Enrichment | TBD |

| | | |
|----------------------------------|--|---|
| Bobbitt, Holly | Title 1 Instructional Interventionist | Leadership Team-Content Interventionist |
| Bocquet, Joana | Sci- French Immersion | Immersion |
| Charles, Brandi | 6-Math | Leadership Team-Content Leader- Math Student Council Chairperson |
| Cormier, Shala | 6th Science/PE | PBIS Team 4H Grade 6 Sponsor |
| Defils, Jillian | SPED | SPED Representative |
| Doucet, Kacey | PE | Girl's Sports |
| Duplechien, Michelle (Stelly) | 8-ELA | District Writing Contest-Chairperson & Grade 8 Rep for writing |
| Fontenot, Jeslyn | 7-Social Studies | Social Studies Fair Chairperson |
| Gibson, Orrin | SPED resource | TBD |
| Godeaux, Haley | 6-Science | Softball |
| Granger, Bennie | 7/8-Science | Science Fair Chairperson |
| Guidry, Hailey | 7-Math | Math Fair Chairperson |
| Huval, Ashley | 6-Math | Yearbook CoChairperson PTO Faculty Representative |
| Huval, Jhansi | 7-ELA | Leadership Team-Content Leader-ELA Yearbook Co Chairperson |
| John, Mona | 8-Quest/ELA | Student of the Year Chairperson |
| Jones, Roylin | SPED Resource | TBD |
| Lastrapes, Hannah | 6-ELA/Enrichment | Jr. Beta |
| Latiolais, Ray | 8-Social Studies | Leadership Team-Title 1 SWIP Fine Arts Fair Chairperson |
| Leclercq, Arnaud | French Immersion | Fine Arts Fair |
| Marks, Jonathan | 8- Science/ Enrichment | 4H |
| Mathot, Virginia | SS- French Immersion | Immersion |
| McCoy, DonReion | PE | Girl's Sports |
| Melancon, Myles | PE | Boy's Sports |
| Pellerin, Susanna | 6-ELA/Enrichment | District Writing Contest-Grade 6 |

| | | |
|-------------------|-----------------------------------|---|
| Roy, Wanda | 6-SS | Black History Program |
| Shiel, Courtney | 8-Math/Social Std. | PBIS Math Fair Co-Chair |
| St. Marie, Sydney | 7/8 -ELA | District Writing Contest -Grade 7 |
| Swain, Marvel | 7-SS/Enrichment | TBD |
| Talley, Chase | 7/8-Boy's PE | Boy's Sports |
| Warner, Devon | Algebra 1/ Enrichment | Football /Basketball |
| Warner, Jack | 7/8- Math | TBD |
| Wilson, Beasia | 7/8-Sci Technology Coordinator | Leadership Team Cheerleader Sponsor PBIS Team |
| Selena Frederick | Behavior Interventionist | PBIS 4H Grade 6 Co-Sponsor Leadership Team |
| Shawne Taylor | Guidance Counselor | Leadership Team 4H Grade 7/8 Sponsor |

PLEASE NOTE: We are operating during a pandemic so we are always adjusted to keep our students and staff safe.

Academics

Grading Scale

A 93-100

B 85-92

C 75-84
D 67-74
F 66-0

Cheating

As per district Pupil Progression: If a student is caught cheating, he/she is allowed to re-do the assignment. He/She will start the assignment with the score of a 70%. Any items missed will be deducted from the 70%.

Progress Reports

Progress Reports are expected to go out during the fourth week of each nine weeks.

Report Cards

Report cards are disseminated every 9 weeks. Report cards are ready approximately one week after the last day of the nine weeks reporting period.

Requirements for Promotion

Students must have four (4) quality points in each core subject area. Students cannot have an "F" in the 4th nine weeks column on their report card. Determination of points are based on the following scale:

A = 4 points
B = 3 points
C = 2 points
D = 1 point
F = 0 points

Athletics

[We are currently following the guidelines established by LHAA and the state's guidelines for sports.](#)

Our sports are open to all grade levels. Try-outs are held to select team members.

For cheerleading, tryouts are held in the spring for the following school year. Teacher evaluations, grades, and ability are part of the process. Judges are experts outside of the school community. Cheerleaders attend summer camp and practices. They cheer for home football and basketball games and lead pep rallies.

| <u>Sport</u> | <u>Coach</u> | <u>Season</u> | <u>Game Day*</u> | <u>Estimated Cost</u> |
|------------------|----------------------------------|---------------|-----------------------|-----------------------|
| Cheerleading | BeAsia Wilson | Year-round | | \$1,000 |
| Football | Chase Talley | Fall | Tuesday | TBA |
| Boys Basketball | DonReion McCoy Myles Melancon | Winter | varies | TBA |
| Girls Basketball | Devon Warner | Winter | varies | TBA |
| Volleyball | DonReion McCoy | Fall | Monday & Wednesday | TBA |
| Softball | Kacey Doucet | Spring | Monday & Wednesday | TBA |
| Boys Track | Chase Talley Myles Melancon | Spring | varies | TBA |

*Subject to change

Attendance

In the event of quarantine or school closure because of a pandemic, attendance for the days that students are attending from home will be recorded based on Google login/participation and completed assignments.

Tardy:

Students are documented as tardy if they don't arrive to class on time. Students with excessive tardies will receive consequences.

Perfect Attendance Requirements:

Students cannot have a tardy, check-out, or absence in order to be considered for perfect attendance.

Truancy:

Students are referred for truancy to the District Attorney's office on their fifth unexcused absence.

Retention due to Attendance Violation:

Students with more than 14 days absent for the year will be retained due to their extensive absences. This is in compliance with state guidelines and our district's Pupil Progression Plan. Students who are retained due to attendance may submit an attendance appeal to the

Supervisor of Child Welfare and Attendance Office at the end of the school year. Please remember to turn in all excuses within 3 days of an absence.

Excused vs. Unexcused

Anytime a student misses school, he/she must bring in an excuse (doctor's excuse, obituary or funeral card, court orders, etc.) for the absence or tardy to be excused. Students can have 6 Health Center excuses per year. Parents must call the Health Center on the day of the illness for the excuse to be issued. If there are extenuating circumstances, the parent/guardian must be in communication with the principal for approval. All other absences, tardies, or checkouts are considered unexcused.

Bell Schedule-6 Period Day

| Class Period | Time | Minutes <small>394 Instructional Minutes</small> |
|-----------------------|--------------|---|
| Homeroom/First Period | 7:45-8:59 | 74 minutes |
| Second Period | 9:02- 10:06 | 64 minutes |
| Third Period | 10:09-11:13 | 64 minutes |
| Lunch A | 11:16- 11:46 | 30 minutes |
| Lunch A Fourth Period | 11:48-12:52 | 64 minutes |
| Lunch B | 12:20-12:50 | 30 minutes |
| Lunch B Fourth Period | 11:16-12:20 | 64 minutes |
| Fifth Period | 12:55-1:59 | 64 minutes |
| 6th Period | 2:02-3:06 | 64 minutes |

Backpack Policy

As stated in the St. Martin Parish Handbook, students' backpacks are to be mesh or clear. We strongly encourage backpacks to be labeled because many students have the same one. Monogramming is a great idea.

If a second bag is used (for PE clothes), it, too, must be mesh or clear. Extra bags for other reasons are not allowed. Girls may carry small purses. Lunch bags/boxes are permitted. If athletes have bags for practice, they are to make arrangements with their coach.

Any backpack not meeting policy will be taken, and a parent/guardian will have to come pick it up.

Check In/Check Out

Check-ins require someone to sign the student in on the log located on the front office counter. The student must be signed in if they enter campus after 7:45. This follows Parish Pupil Progression and is for the safety of all students.

Students may only be checked-out by someone listed on their Emergency Pick-Up Plan that is filled out at the beginning of the year. An ID is required. If a parent/guardian would like to change anyone on the list, he/she must come and do so in person in the front office.

Clubs and Extracurricular Activities (non-athletic)

| <u>Club or Activity</u> | <u>Description</u> | <u>Sponsor</u> | <u>How to join: Requirements</u> |
|-------------------------|---|---|---|
| Beta Club | Its purpose is to promote the ideals of academic achievement, character, leadership and service among students. Beta kids help with service activities throughout the year and attend the Beta convention annually. | Hannah Lastrapes | Invitation based upon GPA, grades, and discipline |
| Talent Search | Talent Search is a tutoring program funded by the University of Louisiana in Lafayette. The tutoring sessions are 4 hours a week during the school year and 15 hours a week in the summer. | | See Ms. John in for an application. |
| Student Council | Student Council helps share students' ideas, interests, and concerns with teachers and administration. They help raise funds for school-wide activities including social events, community projects, helping people in need, and school reform. | Charles | Election |
| 4-H | Head, Heart, Hands, Health: Students will select a project to complete over the course of the year and attend monthly meetings led by the parish 4-H agent. Students who complete their project books will be eligible to attend the St. Martin Parish 4-H Achievement Day event in the spring. | 6 th Cormier, 7 th /8 th Taylor | Attend the initial meeting in September; Complete and return the registration card given. |
| Science Fair | On their own, students create a backboard and report on a topic fitting into one of the science categories. Winners of the school fair move on to parish, then regional, then state. | Granger | Volunteer |

| | | | |
|-----------------------|--|--|--|
| Social Studies Fair | On their own, students create a backboard and report on a topic fitting into one of the social studies categories. Winners of the school fair move on to parish, then regional, then state. | Jeslyn Fontenot | Volunteer |
| Math Fair | Students take a grade-specific timed paper/pencil test competing against students across St. Martin Parish including private schools. Winners don't advance further. | Guidry | Teacher nomination |
| Fine Arts Fair | Events include writing, spelling bee, reading, speaking, and acting categories. Rehearsals typically take place during the school day. The event takes place at CJH in early spring. Students compete against other students across the parish. Winners don't advance further. | R. Latiolais, Leclercq | Audition |
| PBIS Leadership | The PBIS team sets an example of what good behavior looks like for the entire school. These students should be role models. They help promote positive behavior throughout the year through various activities and helping administration. | Hawkins, Frederick, Wilson, Cormier, Robinson, Shiel | Invitation goes to eighth graders who have clean discipline records in sixth and seventh grade |
| Black History Program | Our Black History Program celebrates black history through various ways. In the past we've showcased steppers, rappers, guest speakers, interpretive dance, recreating famous events, delivering famous speeches or poems, etc. The students and sponsor work together to create a unique program each year. We love to involve local community leaders and showcase local talent. | W. Roy | Volunteer and/or audition |
| Gifted: Academics | Students who qualify for the academic gifted class are pulled out weekly for services with a gifted teacher. | Kristi Hays | Parent Request; SBLC process; exam |
| Talented: Arts | Students with an exceptional artistic ability take art class weekly during the school day. | Jaimee Thibodeaux | Teacher referral; SBLC process; exam; artwork evaluated |

| | | | |
|----------------------|---|--------------|--|
| Talented: Theatre | Students who have a major interest in performing take weekly acting classes during the school day. | | Teacher referral; SBLC process; monologue memorized and performed to be evaluated |
| Talented: Music | Students with musical talent (instrument and/or singing) take weekly classes during the school day. | Callie Smith | Teacher referral; SBLC process; performance evaluated |

Other Activities Taking Place Include the Following

PTO- Christy Briggs
Yearbook - A. Huval
Student of the Year (8th graders only) -Mona John

Special Weeks

Drug Education Week -
Domestic Violence Week -
Attendance Awareness Week -
Suicide Awareness Week -
Character Week -

Dances

See Dress Code for specifications on attire. School dances are for CJHS students only. Parent chaperones are encouraged (please communicate with the school sponsor). Drop off is at the gym entrance on School Street. Once students arrive, they are locked-in. Dismissal is at the rear of school in the bus-loading zone. Parents will form side-by-side pick-up lines. Please patiently wait in the pick-up line rather than walk to get your child.

Deliveries

Students are not allowed to have deliveries at any time for any reason. The office is a very busy hub of campus, and the staff cannot take the responsibility for holding arrangements, balloons, food, etc. for the students. We ask that you wait until they are home to present them with these types of goods.

Students are not allowed to have snacks or outside food on campus. In order to comply with state guidelines, we ask that you do not bring outside food to students.

Discipline

CJH strictly follows the St. Martin Parish guidelines set forth in the Discipline handbook for all incidents, minor and major. The parish handbook is accessible on the parish website.

The Behavior Clinic is where students are sent for behavioral support. Noon detention is assigned for minor discipline referrals and is at the beginning of lunchtime. While serving their time, students reflect on their behavior and work on interventions to help them make better choices. In-school suspension is assigned for more severe behaviors and students spend the day in the Behavior Clinic isolated from other school activities while completing their class assignments. Students also receive social skills lessons and interventions while developing a plan to improve their behavior. Students receiving out-of-school suspensions are scheduled to visit with the Behavior Interventionist upon returning to school. Interventions specific to their circumstance are conducted and social skills targeting behaviors needing support are taught. Students may also be sent for other reasons, such as needing a “time out” from their regular class to compose themselves. Students with conflicts are also called in to try to negotiate and reconcile differences.

Dismissal

3:06 bell: 1st Load Bus Riders & Car Riders

All first load bus riders are to come out at 3:06. Home bus students will board their buses right away (Misty Alleman #322, Ji Angelle #313, Salone McNew #359, Tina Olivier #310). Buses leave two minutes after the bell has rung. Other first load students whose buses come from CHS will line up behind the cone which has their bus number.

Car riders exit through the front doors of school. Students are required to have the proper form filled out and ID notation. Duty teachers will call students as tagged cars reach the parent pickup area. Students are not allowed to cross the street to get into a car. All cars must be in the line in the front of school.

3:14 bell: Remaining 1st Load Buses

These students will report to the commons area where they will sit and wait behind their bus cone.

3:21 bell: Walkers, 2nd Load Bus Riders, After-School Practice or Activity Students

Walkers are students who live nearby and actually walk home. Walkers exit through the main double doors in the front of school. Parents must complete the proper form for ID notation for students to be allowed to walk home.

Second Load Bus Riders report to the gym and sit in straight lines behind their assigned bus number.

After-School Practice or Activity Students wait until last bell to report to their coach or sponsor for practices or games.

Students are not to be in other teachers' classrooms or in the hall unless they are leaving campus. Students are to remain in their 6th period class until they leave campus. If a student is not in the correct area, he/she will receive a red slip.

Any student not following the policies and procedures will receive a red slip.

Any student who misses their bus will receive noon detention.

Dress Code

CJH strictly follows the St. Martin Parish guidelines set forth in the handbook.

Uniform Guidelines

- Red or White Uniform Shirt
- Blue Uniform Pants/Skirt
 - Belt
- Shirts must be tucked
 - ID must be visible
 - Mask must be worn

Undershirts

- White, Navy Blue, Black, Grey, or [Cecilia] Green

Outerwear

6th through 12th Grade – No hoods. Coats, Jackets, Sweaters, Sweatshirts can be standard solid colors (black, gray, navy, white) and specific school color Cecilia area (Green)

- Hoodies or Half Zip Pullovers are **NOT** allowed.

IDs

Students must wear an ID at all times. IDs should be worn clipped to the student's uniform collar. It should be facing out and visible at all times. The front of the ID should not be decorated or destroyed. Students' pictures should be identifiable. When wearing outerwear, the ID should still be visible.

Temporary IDs

Students who forget their ID must get a temporary ID before school starts. The ID card is located under the commons area or in the gym. Temporary IDs cost \$1. Students are allowed to charge if they do not have \$1. Debts must be paid within the week. IDs should be worn on the chest. Students are responsible for writing their name and date on the temporary ID.

Mask

Masks must be worn at all times. The exception to this rule is when students are eating lunch. Mask with logos or messages or not allowed. The exception to this rule is mask with school design.

Jean Day

On Jean Days, the only bottoms allowed at school other than uniform pants are [blue] denim jeans. That's it. The [blue] denim jeans may not have holes (even if you wear tights beneath and your skin doesn't show).

Designated District-Wide Spirit Days

Faculty and students may wear jeans with a school approved spirit shirt: August 27, 2021; September 24, 2021; October 29, 2021; November 19, 2021; December 17, 2021; January 28, 2022; February 25, 2022; March 24, 2022; April 29, 2022; May 25, 2022

Free Dress Day (These days are announced in advance and take place through out the year)

| Allowed | Not Allowed |
|--|---|
| <ul style="list-style-type: none">-Appropriate clothing-Jeans (without holes)-Khakis or slacks of other colors-Joggers-Skirts and dresses are fine as long as they are long enough (two inches from the ground when kneeling)-Tights are only permissible if paired with a shirt that reaches mid-thigh | <ul style="list-style-type: none">-Shorts (unless specifically indicated - and those must have at least a 4 inch inseam)-Any clothing with bad words; pictures of drugs, weapons, scantily-clothed women, etc.; brands representing cigarettes, drugs, or alcohol-Jeans with holes-Tank tops-Tops (shirt or dress) that are off the shoulder-Dresses with cut-outs-Pajamas-Costumes-Skirts or dresses that are too short-Cleavage/visible bras |

| | |
|---|---|
| -Closed-toe shoes, boots -Camouflage | -Saggy pants -Flip-flops, sandals, slippers -Workout-style clothes like exercise tights and tight-fitting tops -Spaghetti-strap tops |
|---|---|

Themed-Dress Day

Your outfit should clearly state what the theme is. An outsider should be able to identify what your outfit represents right away. For example, if it is Patriotic Day, your outfit should scream red, white, blue, and American pride. You cannot get away with wearing black joggers and a white shirt. “But white is a color in the American flag” won’t fly (pun intended). If you don’t have the necessary items to make a themed-outfit work, wear your school uniform.

School Dances

Same as “Free Dress Day”

Dresses should be moderate in taste. This is a middle school. What you pick to wear to a school dance should also be acceptable at a place of worship. Strapless and spaghetti strap tops and dresses are frowned upon. If those can’t be avoided, they should be worn with a cover. Skirts and dresses should be no shorter than four inches above the knee when kneeling down. (We ask you to have your child kneel at home with a ruler to see just how long that is before you even start shopping.) Rompers are also frowned upon because they’re typically too short.

Violations

Students who do not follow dress code will receive a red slip. Depending on the violation, they may be required to call home for a change of clothes. Violators risk losing future free dress privileges.

Electronics (Cell Phones, Chromebooks)

Cell phones and other Electronic Devices

As per district policy, CJH students are not allowed to have cell phones or other electronic devices in their possession. They are not allowed on the student, in his/her book sack, bag, purse, or lunch box. Do not bring them to school. They get stolen. They get students in trouble. There is no need for them. Student-athletes will always have access to their coach’s phone should an unforeseen circumstance arise. If found at school, a parent will have to come and retrieve the device and consequence will follow district policy.

Chromebooks

All students have a school issued Chromebook. They are to be treated with the utmost care and gentleness. Teachers will review rules and regulations. Students should keep in mind that SMP tracks every website students visit, every email sent and received, and every tab opened. Students should exercise common sense and be smart when using these devices. Even if histories are erased, SMP technicians can trace any questionable activity directly to a student because the student logs in with their specific username and password to get onto any Chromebook.

Personal Tablets, Computers, or Smart Watches

These devices are not allowed on students at anytime. None of these are allowed for students. If found at school, a parent will have to come and retrieve the device and consequence will follow district policy.

Fads/Trends

Whatever the latest craze is usually becomes a problem at school. Fidget spinners have been banned. Slime is banned. Light-up shoes are not allowed. Students become business men and women and sell these at school which is against school policy. Whatever comes up this year, keep it at home!

Health

Health Center

With permission from their teacher and an office pass, students are allowed to call the school-based health center from the front office phone only. The student will only be allowed to dial the health center number. The health center does require paperwork to be on file with parent/guardian permission. If you are in need of these forms, please send a note to the front office.

Medicine on Campus

Students are never allowed to have medication in their possession.

Regular-basis

If a student requires medication, a meeting with the school nurse must take place prior to sending any medication with the student. Please contact the school nurse if you have any questions about medication on campus. Students needing to carry inhalers must also have proper paperwork completed with the school nurse.

Temporary

If a student calls home for medication and the parent brings it to school, the parent must fill out a form in the front office prior to administering the medication.

Lost and Found

The Lost and Found is located in the behavior clinic. Students are allowed to retrieve items during advisory, lunch, or with teacher-behavior clinic communication. Please label your belongings.

Lunch

Students will grab and go lunch at this time. They will go to the cafeteria for hand washing and then eat with their classmates in the classroom or other designated areas following social distancing guidelines.

There are two lunches at CJH. All CJH students qualify for FREE breakfast and lunch daily. If students choose to bring their own lunch, it must be in a lunch bag. Students are not allowed to eat outside, in the gym, or in classrooms. On a similar note, snacks are not allowed in students' backpacks. If students need snacks for after school practice, it should be left in the practice bag with the coach or sponsor. Students are not allowed to bring backpacks in the cafeteria. Backpacks are to be left in the students' 4th hour teachers' classrooms.

Students not in compliance will be sent to the cafeteria and will receive a red slip for noncompliance.

Snacks will be confiscated and the student will receive a red slip. Snacks/Drinks can be removed from a student's backpack.

Clear water bottles will be allowed for all students. The school water fountains are closed at this time.

Parent Information

Student Progress Center

Parents are strongly urged to set up accounts through the district's Student Progress Center. Parents have access to grades (in real time), attendance, and discipline. In order to access the site, you will need the student's last 5 digits of their social security number. If there are questions, feel free to contact the guidance office for assistance.

Teacher Websites

The district has established Websites for all teachers. Our teachers are also utilizing Google Sites. They have placed links to Google Sites on their websites. The Sites are easy to navigate and are linked to the Google Classroom.

Parents can also visit their child's individual teachers' websites for homework, upcoming tests, classroom policies, and other information. You can access their sites through the district or school website.

Parent-Teacher Conference

The dates of Parent-Teacher Conferences are currently not listed, The plan is to have a Fall time and a Spring time available for virtual conferences. More information on this will be provided as it becomes available. Of course, should you need a teacher outside of those dates, simply e-mail or call the desired teacher. Our teachers are happy to hear from parents at any time! Each teacher will post the times that are best for parents to reach them on their website/Google Site.

Parent-Teacher Organization

Our Parent-Teacher Organization sponsor, Ms. Christy Briggs welcomes parent involvement in school activities. We enjoy having a strong relationship with parents and the community. Be on the lookout for ways to get involved with the CJH team!

Parking

From before school until 2:30 P.M., parents may use the open spots in the front of the school where the yellow arch is painted. After 2:30 P.M., there is no parking in the front of school in the yellow arch area, as that is reserved for car rider pick-up. Parents may park in the grass to the

left of the school due to the car rider line. Parking across the street is discouraged, as that is private property.

JCALL

JCALL is an automated system that will let you know school news, emergencies, failing grades, attendance, discipline, and good conduct grades! Please make sure the school has access to a good, working number for a parent or guardian. A note on failing grades: if your child doesn't do homework that was worth 1 point, it will call; however, a 0/1 will not do a significant amount of damage unless it is a recurring problem. If you aren't sure of what the assignment was, please check on the Student Progress Center or contact the teacher.

Facebook

Please friend/like/follow us on Facebook.

Passes

We will continue to utilize passes and we are going to have scheduled times for students to utilize the restroom and wash their hands.

Students are to use their teachers' hall and restroom passes when leaving the classroom. Students are not allowed to roam the halls at any time during the day. If a student needs to go anywhere on campus, they must have the appropriate pass.

If a student is caught out of class without the proper pass, he/she will receive a red slip. If students are caught loitering (even with a pass), they will receive a red slip.

PBIS

CJH is a PBIS (Positive Behavior Support and Intervention) school. The program is designed to improve behavior and academic performance by teaching and reinforcing positive behavior. Students receive Bark Bucks through PBIS Rewards as an incentive for positive behavior. PBIS Rewards is an electronic tracking system. Bark Bucks can be redeemed for various activities throughout the year. Our school-wide expectations are BARK: Be ready to learn, Act responsibly, Respect yourself and others, and Keep safety first. The PBIS Student Leadership Team is comprised of eighth graders who earned an invitation by having an excellent discipline record while at CJH. These students work on many activities to promote positive behavior on campus. They are also invited to travel to Disneyworld to take leadership classes and play! The student is responsible for the cost of the Disney trip. The 2022 trip is paused at this time.

PE

6th grade

6th graders do not dress out for PE; therefore, they do not need PE uniforms. Classes are heterogeneous.

7th and 8th grade

Students will not dress out at this time so that we are in compliance with social distance guidelines.

7th and 8th graders dress out. PE uniforms are available for purchase at orientation or during the first few days of school. Cost is \$25. Girls take PE in the front gym. Boys take PE in the back gym. Dressing out is required and part of the student's grade. If a student chooses not to dress out or forgets his/her uniform, points are deducted. Spare uniforms are available.

Registration/Transfer/Withdraw

If there is a need to register, transfer, or withdraw a student, the parent/guardian must complete the online registration available on the St. Martin Parish school website. Required forms include residency verification, withdrawal from previous school, academic records including most recent report card, birth certificate, social security card, and photo identification of parent registering child.

Snacks

Students are not allowed to bring snacks to school. Since backpacks are mesh or clear, teachers can see the big Powerade bottles and giant bags of chips in the backpacks. They will be confiscated from the students. This is not allowed! This is not your lunch! Don't bring it to school.

Students are allowed to purchase snacks being sold as a fundraiser at designated times (usually dismissal) on campus. Students can consume these snacks on campus or bring them home. Please be considerate of picking up wrappers and disposing of trash appropriately.

State Testing

LEAP testing occurs in the spring for grades 6, 7, and 8. ELA, math, social studies, and part of science are taken online using the ChromeBook. The remaining part of science is taken the traditional paper and pencil way. The computer-based test testing window is from April 25 - May 25, 2022. Of course we want all students to be as successful as possible on these tests! Please get a good night's rest and eat a nutritious breakfast.

Telephone Use

Students are only able to use the telephone in the office with permission for illnesses and emergencies. If students are granted access, they must sign the log. Students are not to call home to make last-minute sleeping arrangements to friends' houses, for forgotten assignments, or to let others know about issues they may be having. CJH will be quick to notify parents/guardians of all urgent student needs should any arise.

Textbooks

School is much different today than it was when parents were growing up. The best example is textbooks. Your child will not have a backpack filled with seven different textbooks, one for each class. They may not have any. Teachers teach through a variety of different resources, textbooks only being one. If teachers do use textbooks, it'll likely have an online code in which you can access on your home computer. ELA teachers use novels.

Visitors

Access to our campus is restricted at this time. When parents come to campus they will find the door to the school locked. Parents will need to buzz the school office for access to the office area. All visitors must wear a mask. When it is necessary for parents/guardians to attend meetings on campus they will be set up in advance.

Parents are invited to be visitors on campus. As a courtesy, we ask that you make arrangements with your child's teacher for a day and time. Please check into the office, and you'll be given a Visitor's Tag and directed to the desired classroom. Parents may visit a classroom for twenty minutes at a time. All visitors are to enter through the front of school and get a Visitor's Tag in the main office.

Writing on the Skin

We do not allow students to write or draw on their skin or the skin of their peers.