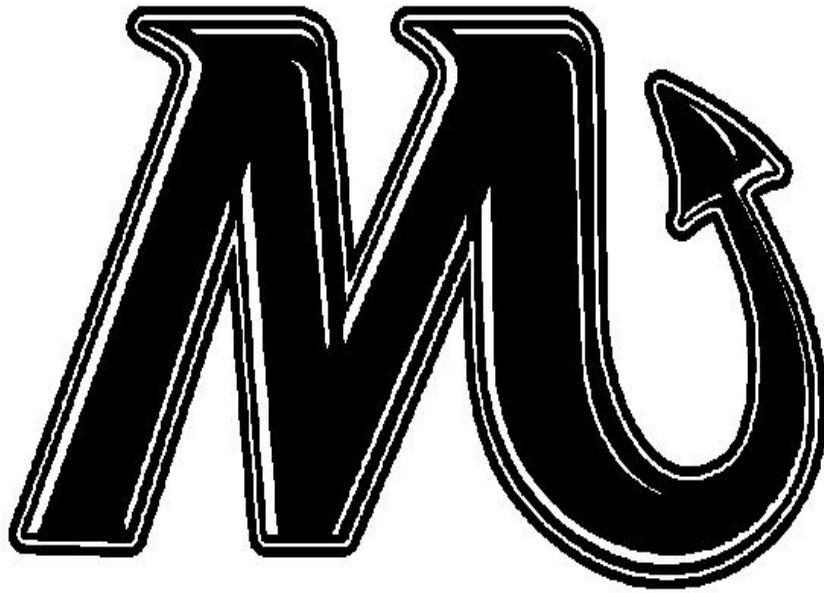


**MANGHAM JUNIOR HIGH SCHOOL**  
**Student Handbook**  
**2023-20224**



**810 McConnell Street**  
**Mangham, LA 71259**  
**Phone: (318) 248-2729**  
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**Principal: Beth Gregorie**  
**Assistant Principal: Eddie Dunn**

**DRAGONS REACHING ACADEMIC GOALS OBTAINING NEW SUCCESSES!!**

**Mangham Junior High School  
Bell Schedules  
2023-2024**

**Breakfast 7:15-7:35**

<b>Regular Bell Schedule (409 Instructional Minutes)</b>		
School Begins	7:35	
Assembly/Advisory	7:35 – 7:50	15 minutes
1 <sup>st</sup> Period	7:52 – 8:41	49 minutes
2 <sup>nd</sup> Period	8:43 – 9:32	49 minutes
3 <sup>rd</sup> Period	9:34 – 10:23	49 minutes
4 <sup>th</sup> Period	10:25 – 11:14	49 minutes
LUNCH	11:14 – 11:44	30 minutes
5 <sup>th</sup> Period	11:45 – 12:34	49 minutes
6 <sup>th</sup> Period	12:36 – 1:25	49 minutes
7 <sup>th</sup> Period	1:27 – 2:16	49 minutes
8 <sup>th</sup> Period	2:18 – 3:07	49 minutes
Bus Bell	3:07 – 3:12	5 minutes
Walker/Car Line Bell	3:12	

<b>12:00 Dismissal</b>		
School Begins	7:35	
Assembly/Advisory	7:35 – 7:43	8 minutes
1 <sup>st</sup> Period	7:45 – 8:11	26 minutes
2 <sup>nd</sup> Period	8:13 – 8:39	26 minutes
3 <sup>rd</sup> Period	8:41 – 9:07	26 minutes
4 <sup>th</sup> Period	9:09 – 9:35	26 minutes
LUNCH	9:35 – 10:05	30 minutes
5 <sup>th</sup> Period	10:06 – 10:32	26 minutes
6 <sup>th</sup> Period	10:35 – 11:01	26 minutes
7 <sup>th</sup> Period	11:03 – 11:28	26 minutes
8 <sup>th</sup> Period	11:30 – 11:55	26 minutes
Bus Bell	11:55 – 12:00	5 minutes
Walker/Car Line Bell	12:00	

<b>Academic Pep Rally Bell Schedule</b>		
School Begins	7:35	
Assembly/Advisory	7:35 – 7:50	15 minutes
1 <sup>st</sup> Period	7:52 – 8:29	37 minutes
2 <sup>nd</sup> Period	8:31 – 9:08	37 minutes
3 <sup>rd</sup> Period	9:10 – 9:47	37 minutes
4 <sup>th</sup> Period	9:49 – 10:26	37 minutes
5 <sup>th</sup> Period	10:28 – 11:05	37 minutes
LUNCH	11:05 – 11:35	30 minutes
6 <sup>th</sup> Period	11:37 – 12:14	37 minutes
7 <sup>th</sup> Period	12:16 – 12:53	37 minutes
8 <sup>th</sup> Period	12:55 – 1:32	37 minutes
Academic Pep Rally & Dragon Store	1:32 – 3:07	95 minutes
Bus Bell	3:07 – 3:12	5 minutes
Walker/Car Line Bell	3:12	

<b>Athletic Pep Rally Schedule</b>		
School Begins	7:35	
Assembly/Advisory	7:35 – 7:48	13 minutes
1 <sup>st</sup> Period	7:50 – 8:36	46 minutes
2 <sup>nd</sup> Period	8:38 – 9:24	46 minutes
3 <sup>rd</sup> Period	9:26 – 10:12	46 minutes
4 <sup>th</sup> Period	10:14 – 11:00	46 minutes
LUNCH	11:00 – 11:30	30 minutes
5 <sup>th</sup> Period	11:31 – 12:17	46 minutes
6 <sup>th</sup> Period	12:19 – 12:05	46 minutes
7 <sup>th</sup> Period	1:07 – 1:53	46 minutes
8 <sup>th</sup> Period	1:55 – 2:41	46 minutes
Pep Rally	2:41 – 3:07	26 minutes
Bus Bell	3:07 – 3:12	5 minutes
Walker/Car Line Bell	3:12	

## ***Mangham Junior High Principal's Message***

*Welcome to the 2023-2024 school year! Mangham has a legacy of excellent schools and a supportive community, and we have much to be thankful for to be a part of that legacy. To continue that success, we need your help, leadership, and support as parents, students, and community members. This document is provided to every student and his or her parent to provide an understanding of the daily conduct of school at Mangham Junior High and how we will work together to be successful. If there are any items that need to be explained in greater detail, please come to the school or let me (or any faculty member) know. I would only ask that you report to the office first so we will know you are here and a welcome visitor.*

*Students, I want you to be proud of yourself and MJH. I want you to be confident, self-motivated learners that advocate for your own success. I want you to report to school and to each class with all the needed materials, dressed in the proper manner, and prepared for class. Being on time is very important and is a strong attribute of good self-discipline. My hope is that you not only learn your curriculum at MJH, but you learn how to become responsible citizens, future leaders, and life-long learners.*

*I encourage all students to participate in MJH activities. That participation will make school more enjoyable and add to your success as a student. Our faculty strives to help each of you realize your potential and empower you to excel both academically and socially. These activities promote the development of social skills such as empathy, tolerance, and respect while emphasizing self-discipline, motivation, and responsibility.*

*Parents, we hope that you will be very involved in your child's education and be a part of the many activities scheduled throughout this school year. Please take note of the opportunities to join in your child's education. We have a parent resource center with items for checkout to assist you in helping your child succeed. You are a vital part of our school's success whether it is through helping your child with homework or supporting them in their learning and extracurricular activities. **We ask that you review this handbook and have you and your student sign the Student/Parent Signature forms in your student packet and return it to school.** Your signature will indicate that you have received and reviewed this handbook with your child and understand all of the policies and procedures.*

*As a faculty, we are dedicated to having a well disciplined student body and hold all to the high standards of teaching and learning. All of our instructional initiatives are grounded in the Richland Parish Framework for Effective Instruction, aka "The House." The foundation of the house is Proactive Leadership, the three pillars holding up the house are Skillful Use of Curriculum, Demonstration of Learning, and High Expectations, and the roof of the house is ALL students receive effective instruction every day. With this framework, positive support from parents, guardians, and community members, I know that we will see our students "Raising the Roof and Letting the Learning Rise Higher!". I look forward to serving you as your principal, and I hope that you will join us in making this school year a success!*

*Beth Gregorie, Principal  
Mangham Junior High School*

## ***Philosophy of Mangham Junior High***

The Mangham Junior High faculty and staff believe that the primary purpose of education is to provide for the maximum growth and development of every child in order that each student might become a useful citizen. Academic, physical, social, emotional, and moral phases of growth and development can be regarded separately but are not independent.

Education is both a right and a responsibility in our democratic society and all children should be offered equal educational opportunities. Responsibility is therefore placed upon children and families to take full advantage of this opportunity without interfering with others striving to succeed.

The following statements support this philosophy and provide a clear vision and direction for students and parents.

- *Provide quality instruction to each student*
- *Curriculum with its budgetary constraints for each student is the responsibility of the school*
- *All students can learn and reach individual acceptable standards designed for their needs and abilities*
- *All programs and services should complement and support the curriculum to maximize student success*
- *Adequate personnel, facilities, equipment, materials and services should be furnished by the school*
- *The community is a critical part of education and information must be provided to insure support*
- *Continual evaluation of the school programs for teachers and students is key to improvement*
- *Motivation must come from the students and their families*
- *Teachers create and maintain a learning environment*

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## **Mangham Junior High School Student Code of Conduct**

*Students at Mangham Junior High School are entitled to a safe and secure environment. Students also have individual rights and can expect to have those rights protected. That is the reason we have rules for the safe and orderly conduct of our students. The faculty and staff are charged with making our students aware of proper conduct as part of the learning environment. Under state law, students are accountable to the faculty and staff during school, and at any time students are under the supervision of the school. When faculty or staff properly corrects students they are expected, under the law, to obey immediately and completely.*

*Listed below are several areas within the Student Code of Conduct. Unfortunately, disciplinary action is required when students repeatedly violate our code of conduct.*

### ***Attitudes***

- *Students are expected to be mannerly, and respectful to all adults and to other students.*
- *Students will address faculty, staff, or any adult as Mr./Miss/Ms./Mrs.*
- *Students are expected to use phrases of accepted social courtesies such as “please”, “thank you”, “good morning or afternoon”, “yes mam or yes sir”, “no mam or no sir.”*
- *Students will always be expected to show respect for our country.*
- *Students are also charged with being supportive toward the school and toward faculty and staff.*

### ***Conduct in the Classroom***

- *Students will follow the rules of his/her classroom teacher.*
- *Students will not disrupt the classroom and interfere with the learning environment.*
- *Students will be expected to take care of their textbooks, lockers, locks, furniture, and equipment.*
- *Students will be expected to be quiet and pay attention to the teacher in the classroom.*

### ***Hallway Conduct***

- *Students will walk in the hallway at all times.*
- *Students will be expected to be quiet and orderly in the halls with no loud talk or play.*
- *Students will go to the restroom and water fountain when they have permission or at a scheduled time for restroom use.*
- *Students will not gather in hallway for any discussions or for any other reason at any time*

### ***Conduct in the Cafeteria***

- *Students will stand in a single file line, facing forward at all times while waiting in line to be served.*
- *Students will be kind and polite to cafeteria staff.*
- *Students will dispose of all trash in their area and clean up any messes that may be made.*
- *Students will keep hands off of each other’s food.*
- *Voices will be kept at a low/soft volume.*
- *Students will use the restroom before exiting to recess.*
- *Students should enter the gym quietly and go directly to the designated seating area.*
- *No ice cream or other foods/drinks are to be brought out of the cafeteria*

### ***Conduct in the Gymnasium During Inclement Weather or Assemblies***

- *Students shall go to the restroom located in the hall before going to the gym.*

- *Students should enter the gym quietly and go directly to the designated seating area.*
- *All students should sit in the bleachers and not stand up.*
- *There shall be no horse playing, tapping or beating on the bleachers, chanting, singing, or yelling across the gym.*
- *No ice cream or other foods/drinks are to be brought from the cafeteria into the gym.*
- *The water fountain and restrooms in the gym are off limits.*
- *Students should not be on the basketball court at any time. They need to walk around the court when the bell rings to return to class. Students will be dismissed from the gym by grade level.*

### ***Recess Conduct***

- *Students will use the restroom during their assigned recess time, not when the bell rings to come inside.*
- *Students will refrain from wrestling, pushing, hitting or fighting type activities. Students will be allowed to play sensible games that are not dangerous in nature.*
- *Students will stay in the front circle recess area and will only leave when they have gained permission.*
- *There will be no tackle football. No hard ball of any type will be allowed on the playground.*
- *When playing any game, students are to stay away from the building, windows, and landscaping. Balls will not be bounced against the building.*
- *Horse playing will not be tolerated.*
- *Picnic tables should be sat on correctly. Do not sit on the tabletops or stand on the benches or table tops.*
- *Students will be expected to stay out of any water that may be on the playground. The Gym will be used when inclement weather occurs.*
- *Students are not to throw objects of any kind*
- *Areas that students are not allowed to go:*
  - *Front of High School or anywhere next to High School*
  - *Gym Parking Lot*
  - *Between MJH and MHS*
  - *Outside the sidewalk around the campus*
  - *Cafeteria Parking Lot*
  - *Elementary School*
  - *On the drive in front of MJH*
  - *In front of any doorway openings*

### ***Athletics and Support Groups***

- *A student athlete must have a 1.75 GPA and pass 5 subjects to be eligible. Eligibility will be checked each six weeks. Cheerleaders and pep squad must follow the guidelines set forth in their constitution.*
- *All athletes or spirit teams must either show that they have insurance or take out the school insurance.*
- *Parents must sign permission slips for students to participate in spirit teams or athletics.*
- *Students who do not show good sportsmanship or that don't follow team or spirit team rules will be dismissed from the team.*
- *Parents and students must complete substance abuse/misuse consent form*

## ***Mangham Junior High Arrival and Departure Time***

*Adult supervision is not available prior to the unloading of the first bus. Students shall not be on campus before 7:15 AM. Mangham Junior High School begins the school day promptly at 7:35 AM. Students are expected to be off campus by 3:15 PM. Students involved in extracurricular activities or tutoring shall be required to have a parent/guardian pick them up within a reasonable time after activity has concluded. Parents need to make every effort to make arrangements with their child prior to coming to school on how they are to get home each afternoon. Mangham Junior High will not take the responsibility of delivering a message to a child that is called in by a parent for a change of plans. We will make every effort to give the child the message, but often circumstances do not allow us to leave the office to give a student the message.*

### ***Tardiness***

*Being punctual is important to the good order and discipline of any school. Mangham Junior High School students are expected to report to class on time. The instructional bell rings at 7:35. If a student enters campus after this bell rings, they are considered tardy. If students do not have the self-discipline to accomplish reporting in a timely fashion, they are considered tardy. In order to create the best learning environment, teachers expect students to report to class on time and with proper materials. If a student does not have the necessary discipline to bring the proper materials to class, they will have to get those materials. Because those students have to take extra time to be in class they will be considered tardy.*

*Tardiness is a violation of the Student Code of Conduct and will be dealt with accordingly. Students being out of class and unsupervised will result in other problems for the school and other violations of the Student Code of Conduct. Teachers will record tardies and report them daily to the office.*

***Mangham Junior High School's consequence for excessive tardies is as follows:***

***3 tardies: Office warning/parent letter***

***4 tardies: Seat Time Recovery***

***5 tardies: Student is reported to truancy officer***

***More than 5 tardies will result in more Seat Time Recovery***

### ***End of Day Dismissal***

*All students riding the bus will exit out the north back door. All cars and walkers will report to flagpole in front of the building. Students being picked up in a vehicle must have parents pick them up in the circle drive. The gymnasium parking lot and the highway are off limits. Walkers will leave campus once all cars have left the circle drive.*



### ***Check Out and Early Dismissal***

*Please avoid early checkout as much as possible except in the case of an emergency or appointment. When possible, medical or dental appointments should be made after school or on Fridays. The parent, or authorized person, must report to the office and sign the student out. **No one under the age of 18 will be allowed to check out a child unless they have written permission signed by the parent.** Excessive early checkouts will be reported to the truancy officer and/or the FINS (Families in Need of Services) officer.*

### ***Seat Time Recovery (STR)***

*Seat Time Recovery (STR) is offered for those students who are failing due to excessive absences or tardiness. Louisiana requires students to attend school for a certain number of days to be promoted to the next grade and earn credit for a course. Students must be present a minimum of eighty-one (81) days each eighty-six (86) day semester or one hundred sixty-one (161) days of the one hundred seventy-one (171) day school year to be eligible to receive credit for courses taken. To successfully obtain ½ Carnegie credit, a student must not miss more than 5 days per semester. **Our goal is to ensure students graduate with their cohort!***

***Please do not wait until the end of the year to try to clear up absences. Richland Parish Policy States: “All excuses for a student’s absence must be presented within five (5) school days of the student’s return to school or the absence shall be considered unexcused and the student is not allowed to make up work.” Students and parents will be notified and receive a letter if they are in jeopardy of failing due to attendance.***

*Seat Time Recovery will be offered concurrently with After School Tutoring. Transportation will be provided by bus to four drop off locations within the community, or you may pick your student up at the conclusion of STR. Students are required to remain for the entire time they are assigned. It is the student’s responsibility to bring enough academic work to keep him/her occupied for the duration of each session. **The use of cell phones and other electronic devices are not permitted.** In order for a student to recover one (1) day of absence, they must attend three sessions of seat time recovery.*

*The STR staff will have the right to dismiss a student at any time when deemed necessary due to lack of materials, behavioral problems, etc. Upon dismissal, no STR hours will be made up for that day.*

## **GUIDANCE FOR COMPLIANCE WITH STUDENT DRESS CODE POLICY**

Due to the changing nature of trends in fashion and grooming, guidance given below is not inclusive of all possible violations. Building level administration is authorized to make the final determination as to student compliance pertaining to dress and grooming guidance listed below.

### **ALL STUDENTS**

- 1. Shorts, skirts, and dresses may be worn in all grades and must reach at least two inches above the knee when worn at the proper waistline.**
2. Overalls shall be worn with all straps fastened over the shoulder and buttoned completely on all sides. Some type of shirt will be worn under overalls.
3. All skirts and pants shall fit at the normal waistline. Oversized clothing shall not be permitted; neither shall extremely tight clothing be permitted, as determined by the principal or his/her designee.
4. Pants legs shall not be rolled above the ankle, or cut or frayed above the ankle, and both pants legs shall be worn the same length. Belts shall be worn with all pants which have belt loops in grades 6-12.
5. **Sunglasses, hats, or caps shall not be allowed at school.** Hoods shall not be worn inside a building on a school campus. Caps may be brought to school as part of a school team uniform. These caps shall not be worn during the school day.
- 6. Clothing with holes, rips, or tears may be worn if skin is not exposed.**
7. All buckles and laces shall be fastened or tied. Laces shall be worn in shoes with eyelets.
8. Students shall not wear clothing (including buttons, patches, and badges) advertising alcoholic beverages, tobacco products, or drugs and/or containing inappropriate language interfere with the work of the school or impinge on the rights of other students.
9. Hair must be neat, clean and well groomed. **Rollers, pins, nets, or other similar head apparel shall not be worn on the head.** Numbers, symbols, words, patterns, or phrases shall not be worn (cut) in students' hair if deemed offensive, obscene, gang-related, or cause a disruption of the learning environment by the administration.
10. Students are allowed to wear, carry, or possess bullet-resistant backpacks on school property or a school bus.
- 11. No pajama pants may be worn to school.**
12. Footwear shall be part of the regular attire. Shoes shall be without metal tips or cleats. Shoes with wheels shall not be worn.
13. The neck opening of a shirt shall not exceed the equivalent of the second button of a dress shirt. **See-through shirts, or tank tops shall not be worn. Midriff shall not be exposed.**
14. Neatly trimmed facial hair may be worn as determined by the administration.
- 15. Leggings, jeggings, sliders, or similar apparel may only be worn under a regular dress or skirt of appropriate length.**
- 16. Strapless dresses, blouses, tank tops, tube tops, off-the-shoulder garments, or halters shall not be worn. Clothing which reveals cleavage shall not be worn. Dress straps shall be 2" wide.**
- 17. Pierced jewelry shall not be worn other than in the ear.**

## GUIDANCE FOR COMPLIANCE WITH CELL PHONE POLICY

Though we are in a technological age, cell phones provide many distractions from the learning environment. In an effort to maximize student engagement and minimize distractions, MJH will enforce the following daily protocol:

- As students enter the building, they will turn their electronic devices (including cell phones, smart watches, and bluetooth headphones) off or on silent and place them in a holder labeled with their class section and name.
- All devices will be placed in a locked room until the end of the school day, when they will be returned to their owners.
- Students that check in late or check out early will drop off and pick up their devices in the front office.
- Nothing will prohibit the use and operation of electronic devices in the event of an emergency. *Emergency* shall mean an actual or imminent threat to public health or safety which may result in loss of life, injury, or property damage.

Mangham Junior High will follow the Richland Parish guidelines for cell phone misuse. (JCDAE)

If a student is found to be using an unauthorized electronic device on a school campus or during instructional school hours of operation:

**First Offense:** Device shall be taken from the student. Student will be fined \$5.00 for the first offense. The phone may be retained until the fine is paid.

**Second Offense:** The student may be disciplined (in school suspension or after school detention. The device may be retained by the principal or designee for a period of *one school week* and the student may be fined \$10.00 for the second offense. The phone may be retained until the fine is paid.

**Third Offense:** The student may be disciplined (in school suspension or after school detention. The device may be retained by the principal or designee for a period of *one school week* and the student may be fined \$20.00 for the second offense. The phone may be retained until the fine is paid.

**Fourth Offense:** The student may be disciplined (in school suspension or after school detention. The device may be retained by the principal or designee for a period of *two school weeks* and the student may be fined \$40.00 for the second offense. The phone may be retained until the fine is paid.

All offenses after the fourth offense fines and time of phone retention shall double from the previous offense. Offenses shall accumulate for the school year.

**If a student refuses to release the phone to a teacher or administrator, they may be subject to suspension or other disciplinary action.**

## **Mangham Junior High School Master Plan for Discipline**

### **Positive Behavior Support**

In order to assure classroom management using positive behavioral supports and effective disciplinary tools, Mangham Junior High School will identify data-driven academic, career and technical, discipline/behavioral performance results in the School Improvement Plan (SIP). Mangham Junior High School will establish and use a school-based leadership team to meet on a regularly scheduled basis to review data and guide the positive behavior process. This leadership team shall, to the extent possible, include representatives of the school administration, both regular and special education teachers, parents, guidance counselors, and school bus operators (It may also include other groups, e.g., food services workers).

The leadership team will use a decision-making process utilizing a data-management system that allows graphical representation of discipline issues. Said data system will permit regular and efficient monitoring and evaluation of the effectiveness of the implementation of a school-wide system of discipline. School data collection shall include, but not be limited to, average referrals per day per month, referrals by problem behavior, referrals by location, referrals by time, referrals by student, referrals by staff, individual student report by month and by year, and referrals by grade level. Environmental changes may be made as indicated by data. For instance, increased monitoring, schedule changes, or changes in recess structure may help to alleviate congestion or over-crowding at certain times during the day.

The team will uniformly use the two BESE-approved forms, i.e., “School Behavior Report Form” and “School Bus Behavior Report Form,” to report incidents of alleged discipline violations. The referral system will be utilized consistently and appropriately.

The leadership team will review and revise any Zero Tolerance Policy of Mangham Junior High School to ensure that the policy is in compliance with R. S. 17:416.15; the policy does not violate R. S. 17:416 (H) which prohibits disciplinary action against any pupil reasonably acting in self-defense; and that inappropriate referrals are not made to agencies serving children.

The leadership team will review and revise its policies and procedures for handling suspensions and expulsions at Mangham Junior High School to ensure that suspension/expulsion policies are consistent with R. S. 17.416; suspension/expulsion policies are consistently and fairly executed; and alternative interventions, consistent with best theory and practice, to suspensions/expulsions are used including, but not limited to, counseling, conflict resolution, social and family responsibility, peer mediation, and stress and/or anger management.

The leadership team will make referrals, as appropriate, to Alternative Education Programs that are designed to offer variations of traditional instructional programs, as well as strategies for the purpose of increasing the likelihood that students who are unmotivated or unsuccessful in traditional programs, or are disruptive in the traditional school environment, remain in and be successful in school.

The leadership team will review the current Code of Student Conduct of Mangham Junior High School to assure that it is in compliance with R.S.17:416.12, R.S. 17:416.13 and Section 4114 of the No Child Left Behind Act of 2001 (NCLB). They will refine consequences to create a reward/incentive program for positive student and teacher behavior and ensure the delivery of consistent reinforcement. The team will define consequences for rule violations that are clear, reasonable, and consistently enforced and which support maximum time in instruction. The leadership team will monitor, evaluate, and modify the school master plan as needed throughout the school year.

### **MJHS Plan of Action for Office Referrals**

**1<sup>st</sup> office referral – Administrator contacts parents/JPAMS referral – Conference**

**2<sup>nd</sup> office referral – Alternate Placement at RCCA - Insights to Behavior Plan**

**3<sup>rd</sup> office referral – Suspension (1 or 2 days)**

**4<sup>th</sup> office referral – Suspension (3 days) AND FINS referral**

**5<sup>th</sup> office referral – Suspension (5 days)**

**6<sup>th</sup> office referral – Suspension (7-9 days) AND recommend Expulsion (placement at RCCA)**

Mangham Junior High School adopts the following clearly defined behavioral expectations in these five basic rules.

**P – prepare for school with proper materials**

**R – respect yourself and others**

**I – ignore temptations for misbehaviors**

**D – demonstrate appropriate behavior at all times**

**E – exhibit promptness and complete activities quietly**

These rules shall be posted in prominent places around the school site, e.g., hallways, cafeterias, gymnasiums, and classrooms. These rules shall be provided to parents and shall be known by all students and school staff.

Each teacher at Mangham Junior High School shall develop lesson plans and teach expectations across each school setting by providing direct instruction on expected behaviors at the beginning of the school year and reinforced throughout the year for all students. Positive Incentives such as Good Behavior Field Trips, Dances, Dragon Dollars and the Dragon Store will be implemented each six weeks.

**Students with a JPAMs Office Referral will not be allowed entrance to a dance or field trip. Students with excessive unexcused absences (More than 5 per semester) will not be allowed to attend dances or field trips.**

Mangham Junior High School shall design programs for students with special needs so that the students are challenged and engaged in school curriculum, and are appropriately placed so they remain in school rather than being suspended/expelled or becoming drop-outs.

The principal of Mangham Junior High School shall submit annual reports to the district's Discipline Policy Review Committee.

## **Safe School Planning**

Mangham Junior High School has established and shall maintain grade-appropriate programs of alcohol, drug and substance prevention, education, information and counseling as provided in R.S. 17:404.

Mangham Junior High School has established a plan, in accordance with Sec. 4114, of the No Child Left Behind Act of 2001, for keeping the school safe and drug-free that includes appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons, and the illegal use, possession, distribution, and sale of tobacco, alcohol, and/or other drugs; has established security procedures at school and while students are on the way to and from school; has established prevention activities that are designed to create and maintain safe, disciplined, and drug-free environments; has established a crisis management plan for responding to violent or traumatic incidents on school grounds; and has established a Code of Student Conduct (and as also required by R.S. 17:416.12 and R.S. 17:416.13) for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment that allows a teacher to communicate effectively with all students in the class; allows all students in the class to learn; allows all students and school employees to be treated respectfully; has consequences that are fair and developmentally appropriate; considers the student and the circumstances of the situation; and, is enforced accordingly.

## **Parental and Community Involvement**

Mangham Junior High School is committed to parental involvement and family strengthening. As set forth in R. S. 17:406.1, effective approaches to involving families more fully as partners in the process of their children's learning require the participation and coordination of numerous state and local, public and private agencies shall be encouraged. Mangham Junior High School shall seek to make connections through a variety of local and culturally sensitive methods to facilitate parents/family members/access to local/regional family strengthening programs available in the community. (Programs can be specifically identified, as applicable, e.g., Families Helping Families, Regional Family Resource centers, Parent Information Resource Center, Families In Need of Services [FINs] programs and other family strengthening programs exhibiting peer to peer support systems and positive mental health initiatives).

Mangham Junior High School shall seek training to facilitate mutual understanding of research-based practices promoting positive relationships between parents, LEA personnel and community service providers.

Mangham Junior High School shall seek to identify the mental health needs of its students and match those needs with available local resources including public, nonpublic and/or volunteer organizations (These can be specified to the extent possible). Pending inclusion of mental health services in the Medicaid Health Services Program (School-Based), the availability of mental

health services will be expanded in Mangham Junior High School.

**Inter-Agency Cooperation**

Mangham Junior High School shall seek to improve communication, coordination and collaboration between schools and agencies serving children; shall foster cooperation regarding the sharing of data about children, youth and families involved agencies serving children; and shall work in cooperation with other schools/districts/communities/regional planning boards to facilitate the successful re-entry and transition of youth formerly in state custody into their diverse school/community settings in order to encourage the continuation of education and their access to other needed services in order to prevent recidivism.

**Student Records**

Mangham Junior High School shall provide for the transfer of student education records upon written request of any authorized person on behalf of an education facility operated within any correctional or health facility or, for children in the custody of the state, an education facility operated within any other state approved facility, whether within or outside the state of Louisiana, where such student has become enrolled or seeking enrollment. The transfer of such records, whether by mail or otherwise, shall occur no later than 10 business days from the date of receipt of the written request. If the student has been expelled, the transferred records shall include the dates of the expulsion and the reason(s) for which the student was expelled.

No education record of any student may be withheld as a result of lack of payment of any fine, debt, or other outstanding obligation.

A student or his or her parent(s) may inspect the education record of that in accordance with the federal Family Education Rights and Privacy Act.

Any student seeking admission to Mangham Junior High School who has been suspended or expelled from any public or nonpublic school within or outside the state of Louisiana shall provide information on the dates of any suspensions or expulsions and the reason or reasons for which the student was suspended or expelled.

**Visiting Teacher/ Child Welfare and Attendance Supervisor/Families in Need of Services (FINS) Officer**

It is the duty of all staff at Mangham Junior High School to cooperate fully with the visiting teachers, or supervisors of child welfare and attendance. Mangham Junior High School shall make available to visiting teachers or supervisors of child welfare and attendance, FINS officers, and Truancy Assessment and Service Centers such information as will assist them in promoting the

regular attendance and school adjustment of these children.

[For schools/programs housing children in state custody: It is the duty of the principals, superintendents, or heads of the training and correctional schools to notify the visiting teachers, or supervisors of child welfare and attendance, and FINS officer (if applicable) when a child is to be released and/or returned to a parish.]

Visiting teachers, or supervisors of child welfare and attendance (pursuant to R. S. 17:235), and FINS officers, shall cooperate fully with the state department of social services, labor, and health and hospitals, and with other state and local agencies, including interchange of confidential and privileged information; cooperate fully with juvenile and family court authorities, training and correctional schools, law enforcement officers; and make such referrals and conduct such investigations as seem necessary for the enforcement of school attendance laws, including interchange of confidential and privileged information.

### **Statements of Compliance**

Each homeroom teacher of students in grades 4-12 shall, on the first day of school each school year, provide information to and answer any questions from students relative to the statement of compliance as provided by Mangham Junior High School.

Each parent/guardian of each student in grades 4-12 shall sign a statement of compliance committing to do all of the following: ensure that his child attends school daily, except for school absences; ensure that his child arrives at school on time each day; ensure that his child completes all required homework assignments; and attend all required parent and teacher or parent and principal conferences.

## **Visitors to Schools**

Parents and others are welcomed and encouraged to visit schools at appropriate times. Special programs and visiting days may be planned throughout each school year to provide opportunities for such visits. All visitors must report to the principal's office immediately upon coming onto school grounds. They must sign in and out, indicate the purpose of the visit, and wear a visitor's badge issued to them. Principals are responsible for establishing procedures within their schools that will ensure the proper protection of instructional time and the welfare of students and staff. Principals are authorized to take the necessary steps in dealing with unauthorized visitors.

## **School Telephone Use**

Students may use school telephones for emergencies in between classes or during lunch recess. Students will not be called out of class to receive a phone call. A message will be taken and the student may return the phone call at lunch recess or afternoon recess.



## **Emergency Procedures**

Special drill activities are planned by the principal and faculty of each school to ensure the orderly movement/evacuation of students and staff to the safest area, in the event of an emergency. Students and staff are informed of escape routes. A map is displayed in each room specifying the routes and procedures for evacuating the building.

The board authorizes the superintendent/designee to close any and all schools when prevailing or potential hazards threaten the safety and well-being of students, staff, or school property. Announcements and news releases to the media concerning such closing(s) are made by the superintendent/designee. The Richland Parish School Board provides a comprehensive plan for evacuation of schools in the event of a disaster. In cooperation with the local police and fire departments, 911 Call Center, and the Richland Office of Emergency Preparedness, the plan includes all centers and schools located in Richland Parish. All principals and center directors are responsible for informing their teachers and staff of the details and procedures of the evacuation plans. A map and details of the evacuation plan are kept in the office of the principal and/or center director, and a copy is given to the law enforcement officer that arrives for the escort of the evacuation.

## **Pep Rallies**

Pep Rallies will be held on designated days agreed on by administration. The purpose of such a gathering is to encourage school spirit and to support members of the team for which the rally is being thrown. Attending a pep rally is a privilege. Therefore, students who do not conform to such behavior may not be allowed to attend.

## **Homework Requests**

Most assignments are available through the Google Classroom platform. Parents requesting hard copies of homework for students who are ill should contact the office before 8:30 AM. Those assignments will be available to pick up by 12:00 that same day.

## **Library Service**

Students are encouraged to use the library as much as possible. From time to time it may be desirable for a student to visit the library during class time to do research. Students will ONLY come with a teacher or written permission from the office. Students may only check out two books for up to two weeks at a time. After four weeks a fine of \$2.00 per book will be assessed. Books will be turned into the library box which only library personnel will be allowed to unlock. Students are responsible for loss/damage that may occur while books are checked out. This includes tearing out the barcodes or stickers inside/outside the book. All previous fees (or current fees) must be paid or the student may be restricted from activities until these fees have been cleared. Failure to follow the rules may result in loss of library privileges. The library will be

open on a daily basis.

## School Organizations/Clubs

### BETA

The MJHS chapter of the National Beta Club is an honor organization based on academics and community service.

#### Eligibility:

1. A 6<sup>th</sup> – 8<sup>th</sup> grader:
  - a. Must have a 3.0 or better
  - b. Must not have a D or F on report card in any classes at any time.
  - c. Must not have a C, D, or F in any semester or final grades.
  - d. Must have no more than ONE C on the report card. (at least Honorable Mention)
  - e. Must not have any major office referrals.
  - f. Must attend school on a regular basis and not be in jeopardy of failing due to absences.
  - g. Must exhibit high moral standards.
2. Students who transfer from other schools and belong to their Beta Club can join if their academic record meets Mangham Beta club standards.
3. Students who transfer from another school that did not have a Beta Club can join during any time if their academic record meets Mangham Beta Club standards.

#### Member Requirements:

1. Once a student is in the Mangham Junior High School Beta Club, the student must follow the following academic requirements:
  - a. All As & Bs are preferred; One C per report card will not be penalized.
  - b. **No** Ds or Fs are permitted in any class at any time. This will result in an automatic dismissal.
  - c. A student may not have a C in their semester or final grades for a any core class, If they do, they will be placed on a one semester probation. If after one semester probation, the student still has a C in the semester or a final grade for a class, they will be dismissed from the Jr. Beta Club.
2. Once a student is in the Mangham Junior High School Beta Club, the student must follow community service requirements:
  - a. A member is required to obtain 3 service points per six weeks.
  - b. Service points must be documented on the official service point form and signed by the person who received the service. The form must be turned into Mrs. Harrison by placing it in the designated spot on her door before the six weeks ends.
  - c. Students who do not complete the service point requirement will be placed on probation and are not allowed to attend meetings or social events pertaining to Beta.

3. Once a student is in the Mangham Junior High School Beta Club, the student must uphold a high moral standard, including in-school and out of school behavior.

- a. Members who receive a referral for minor infractions will be placed on probation. Members who receive a referral for major infractions, such as but not limited to skipping, fighting, cheating, disrespecting a teacher, or violating cell phone or tobacco, etc. policies, the member will be dismissed from the Beta Club.
- b. Members are to maintain a commendable reputation and not partake in behaviors that would tarnish their reputation and connection with the club. Evidence of such behavior brought to the attention of the sponsor will warrant an evaluation by the sponsor and administrators and could possibly result in termination of the student's membership, depending on the offense.

### Probation & Dismissal

- 1. Once the student is placed on probation, a member has a one six weeks period to bring up service points or academic record.
- 2. Once a student is dismissed from Beta due to academic or service point infractions, they must sit out at least a full year. At the close of that year, grades will be re-evaluated and the student can rejoin if grades have returned to eligibility standards.
- 3. Students who are dismissed due to behavior issues will not be reinstated.

## **4-H**

4-H is designed to give students an opportunity to build self-confidence through the achievement of projects. Students are allowed to select areas in which they have an interest to build their skills. Public speaking, leadership, photography, gardening and animal science are a few of the areas that they may select. 4-H is a national youth organization that prepares young people to step up to the challenges in their community and the world. Young people who are a part of 4-H have the opportunity to explore all types of science, health, and citizenship programming delivered through 4-H clubs and camps, as well as after school and in-school.

## **FFA**

FFA is a High School club open to 8th grade students at MJH. FFA prepares members for premier leadership, personal growth and career success through agricultural education and develops members' potential, helping them discover their talent through hands-on experiences, which give members the tools to achieve real-world success. Members are future chemists, veterinarians, government officials, entrepreneurs, bankers, international business leaders, teachers and premier professionals in many career fields. FFA is an intracurricular student organization for those interested in agriculture and leadership. It is one of the three components of agricultural education. The official name of the organization is the National FFA Organization. The letters "FFA" stand

for Future Farmers of America. These letters are a part of our history and our heritage that will never change.

**Mangham Jr. High Cheer Constitution**  
**Cheerleaders/Mascot/Cheer Manager (TO INCLUDE PEP SQUAD)**

**I. Purpose**

It shall be the purpose of the Mangham Jr. High School Cheerleaders to promote and uphold team spirit for those we encounter, to develop good sportsmanship by example, to support good relations in the community and between teams and squads during events. The purpose of this organization is also to promote interest in school activities and perform at school games. They shall serve as good role models for all Richland Parish schools.

**II. Eligibility**

- A. Each candidate must maintain a 2.5 GPA and must have passed 6 out of 7 classes at the end of the first semester.
- B. Each candidate must submit all forms agreeing to all cheer responsibilities before tryout and fee and also pay the *tryout fee amount to \$25.*
- C. No candidate with an expulsion in the previous year will be allowed to try-out for MJH Cheerleader.
- D. No candidate may have ever been pregnant, had a baby or have been married.
- E. No candidate may have an arrest record at any time.
- F. **Each candidate must pay all financial costs excluding camp and stunt clinic by March 15, 2022. Those that do not do so will not be permitted to remain on the cheer squad.**
- G. **Each candidate must pay all financial costs for camp by May 15, 2022. Those that do not do so will not be permitted to remain on the cheer squad and a refund for clothing paid for prior to this date will not be refunded.**
- H. **Each candidate must pay all financial costs for stunt clinic, one week prior to the date of the clinic.**
- I. **Each candidate MUST be prepared to attend EVERY practice and stay until the end of practice, unless special permission for special circumstances arises.**
- J. **Each candidate MUST ATTEND summer camp (3 days). This year's camp is scheduled for June 13-15, 2022 at Mangham Jr. High.**
- K. All money owed to the school must be paid before tryouts or the student is not allowed to tryout.
- L. Tryout Candidates must have been present at least 75% of the 1<sup>st</sup> semester of the school year, regardless of excused or unexcused absences. (Unless approved by the principal or sponsor)

**III. Selection**

- A. Cheerleaders will be chosen from 6th-7th graders who attend MJH.
- B. Candidates will be judged on GPA scores, jumps, tumbling, and other abilities. They must be able perform jumps, a cheer, a chant and a dance.
- C. Judges are hired through UCA and are unbiased parties.
- D. Those with the overall Highest combined scores will be the ones selected to the squad.

- E. The number of cheerleaders will be determined by the break in scores and by decision of the sponsor.
- F. Every candidate must try out each year.
- G. Candidates will know as soon as all scores are calculated and checked.
- H. Each candidate will have a number and no names will appear on sheet placed up for candidates to determine whether or not they have made the squad.

#### **IV. Financial Responsibilities**

- A. Parents or guardians are responsible for ALL expenses that may incur as a member of the MJH Cheerleading organization.
- B. Fundraising will be offered to help deter costs, but ultimately all money is the responsibility of parent(s)/member. Individual fundraising will be on a personal choice and not required.
- C. Payments must be made on time, so that orders and supplies are delivered on time and camp can be reserved.
- D. Camp materials or uniforms will be given a few days before camp, in order for things not to be lost or stolen.
- E. Leaving MJH or being dismissed from the squad still constitutes payment in full to MJH Cheerleaders. No money will be refunded.
- F. Fundraising— “If” we do a group fundraiser, everyone will be required to participate. Non-participation in required fundraising or not meeting the required goal will result in the cheerleader missing one game.
- G. In the event we put together a school dance, each cheerleader must have an adult representing them to chaperone.

#### **V. Attendance and Requirements**

- A. The ENTIRE squad is required to cheer at all games, promotions, fundraisers, community events and charity events.
- B. Cheer Practices and Games
  - 1. Every cheerleader is expected to be at ALL practices and remain until the end.
  - 2. Practices will end at 5:00 unless otherwise stated.
  - 3. Doctor’s, Dentist’s, Orthodontist’s, etc. appointments need to be made at times NOT conflicting with practices.
  - 4. Absences will NOT be approved the week prior to camp. A doctor’s excuse will only be accepted if the cheerleader is actually sick. Excuses for scheduled doctor’s appointments will not be accepted and NO vacations will be approved. The only other excused absence will be a funeral. For each unexcused absence during this time, the cheerleader will not cheer in the same number of pep-rallies and football games during the next football season and will also be required to do the 50 jumps for missing a practice unexcused.
  - 5. If student is absent from school or is checked out for illness or any other reason that results in missing practice, they must notify ME immediately!! (Notification cannot be made through other cheerleaders) 50 jumps will be given for every absence where I am not notified.
  - 6. Cheerleaders must be present at least 4 class periods of the day to be allowed to practice or participate in game.
  - 7. Each missed practice will result in 50 jumps to be completed at the next practice. Listed below are the only reasons for absences that will not result in jumps:

- a. Sick and had to see doctor (must bring excuse).
  - b. Previously seen a dr. that excuses member from activity.
  - c. Death in the immediate family or funeral.
  - d. School-related trip.
  - e. Immediate family in hospital.
8. Consequences for missing practice during football season (excused or unexcused)
- a. 1 missed practice – cheerleader will not participate in the pep rally, but will be expected to attend the pep rally and sit with the sponsor.
  - b. 2 missed practices – cheerleader will not participate in the pep rally or at the game, but will be expected to attend and sit with the sponsor.
  - c. 3 or more missed practices – cheerleader will not participate in the pep rally or at the game, but will be expected to attend and sit with the sponsor. At this point, this could result in dismissal from the squad.
9. Cheerleaders are required to attend ALL football games.  
Listed below are the only reasons absences will not result in jumps or dismissal from squad:
- a. Sick and had to see doctor (must bring excuse).
  - b. Death in the immediate family or funeral.
  - c. Immediate family in hospital.
10. Cheerleaders are required to cheer at HOME Basketball games.
- a. 1 missed game – 50 jumps to be done at the next game.
  - b. 2 missed games – 100 jumps to be done at the next game.
  - c. 3 missed games – cheerleader will be dismissed from the squad and will not be able to try-out for the following year.
11. Sponsor has the right to not approve a request made to miss a practice or a game.
12. There will be a dress code for practices and all cheerleaders are expected to abide by the code and look alike. For every missing item on that date, 25 jumps will be given per incorrect item.
13. NO JEWELRY of any kind will be allowed!! This is a safety issue and is enforced and stressed by every UCA instructor.
14. Nail polish and fake fingernails are not allowed!!! 25 jumps will be given each day worn.
15. Must be dressed and ready to stretch at 3:20. (each minute after that constitutes jumps)
16. Cell phones must be off or silenced during practices. Looking at or using cell phones during practice (unless given permission by the sponsor) constitutes jumps.
17. No visitors at practice and no leaving practice to visit with someone.
18. DO NOT LEAVE TRASH BEHIND!!! (whole squad will jump, unless it is determined who left it)
19. No unnecessary talking between cheers or while information is being given out.
20. Practice will start at the end of March 2022 and will end when school ends.
21. Practice will start again the day school starts in August 2022.
22. Cheerleaders are required to participate in dress up days during Homecoming Week. 50 jumps per day will be given for each day the cheerleader is not dressed

up.

23. If the school participates in weekly game day dress up days, cheerleaders are required to participate or dress up in purple and white. 50 jumps per day will be given for each day the cheerleader is not dressed up.

## **VI. Stunting**

- A. If we are allowed to have a stunt clinic, attendance will be required.
- B. If a flier hits the ground, all members of the stunt group will receive 100 jumps.
- C. If the fall is deemed intentional, the spotters and backstop will receive 250 jumps.  
\*\*\*\*\*Safety is NUMBER 1 PRIORITY during stunting!!!
- D. No talking during stunts. This is grounds for jumps.
- E. There will be ABSOLUTELY NO STUNTING when sponsor is not in the room. The group responsible will receive 200 jumps.

## **VII. Cheer Camp**

- A. All cheerleaders are required to attend summer camp and all practices prior to camp. Camp is MANDATORY, with the exception of an immediate family member's death.
- B. Camp will be June 6-8, 2022 at Mangham Jr. High.

## **VIII. Social Activities**

- A. All members are strongly encouraged to attend any functions within the community and help out whenever needed or asked to do so. Absence from such functions, say something about your desire to be a part of the team.
- B. Reasonable notices about community functions will be given.
- C. Work, etc. must not interfere with practices, games, or other obligations.

## **IX. Transportation**

- A. School officials and vehicles will transport members to and from all away games. It is the responsibility of the parent/member to meet the squad at the scheduled place in time for transportation. Members who arrive late will be left, will not be allowed to cheer at that particular game, and will receive 50 jumps at the next practice.
- B. Practice: Transportation to and from practice is the parent's/member's responsibility. Do not be late for practice and parents please do not be late to pick up your child because it IS NOT the job of the sponsor to stay late with the member. Members will receive 25 jumps, to be done at the next practice, if they are late for practice or if their ride is not present when practice is over.
- C. Away Games:
  1. All members are required to ride on the bus provided by Mangham Jr. High to and from away games.

## **X. Cheerleader Responsibilities**

- A. Character
  1. Display good social behavior at ALL times.
  2. **SOCIAL MEDIA SITES- DO NOT SEND INAPPROPRIATE PICTURES**
  3. **NO Profanity on any sites**
  4. **NO cyber bullying**
  5. **NO pictures with you SMOKING & DRINKING**
  6. Be Honest and Trustworthy at all times.
  7. Always exhibit school spirit, no matter the sport or record.
  8. Respect yourselves and show high moral standards.
  9. NO Fighting AT ALL will be tolerated. (this could result in automatic removal



from the squad)

10. You may not attend functions, such as pep rallies, of other schools in cheer uniform at all.

**Members will be given a warning for their first indiscretion and will be removed from the squad for any following indiscretion. (If the indiscretion includes social media, it must be removed immediately from social media)**

#### B. Appearance

1. Uniforms must be spotless and fit well!
2. Make-up should be natural and not excessive.
3. Hair should be of proper color and not in an out of control manner. (sponsor may ask you to change it)
4. Hair will be worn in ponytail and out of face, unless approved by sponsor for special occasions. Bows will be kept clean and worn while in uniform.
5. Shoes should be well kept and clean.
6. Cheerleaders should always strive to look their best.
7. Tattoos must not be visible at any time.
8. No one other than a member is allowed to wear MJH Cheerleader clothing. After basketball season who you allow to wear your clothing is your choice, but until then do not allow anyone to wear your cheer clothing. (this includes jackets and sweaters)
9. All rain and cold weather gear is required to be in a cheerleader's bag at each and every game.

#### C. Conduct

1. MJH cheerleaders will represent MJH at all times in a respectable manner!!
2. Members are expected to be polite, friendly and maintain good character with other spirit groups.
3. Members are required to behave in class and show respect to teachers, principals, staff and other classmates.
4. Members are expected to follow school rules at all times.
5. Cheerleaders are NOT allowed to sit in anyone's lap in uniform.
6. Inappropriate pictures, text messages, or social media posts are unacceptable.

**Members will be given a warning for their first indiscretion and will be removed from the squad for any following indiscretion. (If the indiscretion includes social media, it must be removed immediately from social media)**

#### D. Discipline

1. Jumps and sprints may be given at the discretion of the sponsor for any act she deems necessary.
2. Immediate dismissal may also come from being suspended, not abiding by the sponsor's rules, smoking or drinking or doing drugs while in uniform or at an event representing MJH (or posting these types of pictures on a social network). Not attending a mandatory camp/workshop/event/or game without prior notice to the sponsor is another reason for an immediate dismissal.

3. All disciplinary jumps given will be done at the end of practice under my supervisor.

#### E. Grades

1. A cheerleader must maintain a 2.5 GPA throughout the year.
2. If a member's GPA falls below a 2.5 twice, the member will be removed. If a member's GPA falls below a 2.5 during the 2020-2021 school year, the cheerleader will be put on probation and will sit out until the next progress report. During probation, the cheerleader is required to attend all practices and games, but will not be able to participate. If a member's GPA falls below a 2.5 again the next six weeks, the member will be dismissed from the squad.
3. Failure of a school year (for grades or any other reason) will result in immediate removal from the squad and will no longer be a MJH cheerleader.

*There will be times you do not agree with my decisions, but I would like for you to address the situation with me and not throughout the community or on a social media site. I promise to listen and give it my sincerest consideration, however that does not mean I will always agree with you. I want the best for your cheerleader, the squad, and as their sponsor; I want them to look and perform their best as well. Please remember that decisions are made for the squad as a whole and so while you may not like or agree with my decision it is being made in the best interest of the entire squad.*

*Thanks,*

*Kristy Williams*

## **Snapdragon Constitution and Rules (For all members and managers)**

### **Purpose**

It shall be the purpose of the Mangham High School Snapdragon Organization to promote and uphold school spirit, to develop a sense of good sportsmanship among students, and to build better relationships between schools during athletic events. They shall serve as good role models for all Richland Parish Schools.

### **Eligibility**

Each member must submit a completed Application Form/Parental Consent form agreeing to the entire constitution and kick chart BEFORE tryouts.

**Grades:** All squad members will be governed by eligibility rules involving grades. An

overall “C” (2.0 GPA). An overall “C” (2.0 GPA) must be maintained throughout the year. Although a “C” average is permissible, a higher grade point average is expected. An officer must maintain at least a 2.5 GPA. Once a squad member has been declared ineligible because of grades, she may not be reinstated until the sponsor receives progress reports from all teachers verifying the member’s improvement (3 weeks).

**Disciplinary Actions:** A squad member must not have been under disciplinary suspension of any kind during the school year in which try-outs are held, must not have an arrest record at any time, may not remain on the squad if she is suspended for any reason (in-school suspension, bus suspension, out-of-school suspension), at any time after being selected to the squad.

**Membership:** If a member leaves the group on her own accord, she will become eligible to tryout the following tryout period. If a member is dropped from the group, she is not eligible to tryout out the next tryout period.

**Selection:**

- A) Snapdragons will be chosen from 6<sup>th</sup> - 11<sup>th</sup> grade girls who attend MJH and MHS
- B) Candidate will be judged by a combination of 2 teacher evaluations, GPA scores, discipline problems and ability
- C) The number of members chosen is solely the decision of the sponsor and school administration.
- E) Every candidate must tryout each year

**Rules and Regulations:**

- A) The director determines who performs at each activity. ALL members whether performing or not attend all functions and must be in full uniform.
- B) Members will ride to away functions and return to school on the bus.
- C) Members must be on time to all functions. If not on time, member will receive kicks as stated in the kick
- D) The captain will make decisions regarding any activities or situations in the absence of the director
- E) Any member not following the rules and regulations set forth by this constitution and/or the director will be subject to placement on disciplinary probation.
- F) Habitual absences either excused or unexcused will result in a conference with the director and/or disciplinary probation.
- G) **Weekend practices will be called as needed and are MANDATORY**
- H) All routines, as designed by the director, will require members to try out in order to perform that routine. The director makes final decisions on all performances.
- I) Anyone that is more than 30 minutes late for a practice or function is considered not present and could have larger consequences other than kicks; this is at the discretion of the director.
- J) This does not include all possible reasons or consequences and others will be handled on an individual basis at the discretion of the director.

K) Be on time for practice

### **Attendance:**

A) Every member is expected to be at every practice until the end.

B) Listed below are the only reasons for **excused** absences from practice. 1) Sick and had to see a doctor during school hours or previously seen a doctor who excuses you from activity 2) Sick enough to miss school, but not to see doctor. 3) Death in the immediate family or funeral 4) School-related trip 5) Immediate family member in hospital 6) Permission of the director

C) If someone misses practice:

1) 1 excused – no punishment

2) 2 excused – no pep rally

3) 3 + excused – no pep rally or game (must sit with team/sponsor if they are not sick and present for pep rally/game.)

F) Unexcused absences – see kick chart

G) Monday is the day routines are normally taught. If a squad member misses school AND/OR practice on the day the routine is taught or re-taught, she may NOT perform that week. If she misses more than one day of practice, she may not perform. (see E and F)

H) All members, whether performing or not, must sit with sponsor/group during pep rallies and games.

I) Dance Camp - All members are REQUIRED to attend summer camp and all practices prior to camp. The only exceptions to missing dance camp are death in immediate family or hospitalization.

J) Work/other activities outside school: Must not interfere with practice, games, or other drill team obligations. 2) You must choose one or the other to participate in.

K) All members will be required to attend away games and play-off games, fundraisers, public relation benefits, competitions, and/or activities deemed necessary by sponsor

L) Continual tardiness to games/practices/events will be grounds for dismissal. Arrival times will be announced during that week's practice sessions. If a member is not on time, she will not be waited on.

### **Duties of Officers**

A) Captain: The captain will oversee the everyday routine of the team. The captain is always in charge in the absence of the director. The captain will lead and supervise the team during practice and games, as well as in the stands. The captain must be at least a second year member and must maintain a 2.5 GPA or better. Along with the directors' assistance, choreograph any routines as needed.

B) Co-Captain: The co-captain will assist the captain in overseeing the everyday routine of the team. She will also assist the captain in technical and warm-up activities when requested. She will fulfill responsibilities as set forth by the Captain and/or the director. The co-captain must be at least a second year member and must maintain a 2.5 GPA or better. Along with the directors' assistance and captain, choreograph any routines as needed.

C) 1<sup>st</sup> and 2<sup>nd</sup> Lieutenant: Each lieutenant will fulfill all responsibilities as set forth by the director and captain. She will set a good example for fellow team members and uphold the standards of this constitution. Each must be at least a second year member and maintain a 2.5 or better GPA.

D) Any violations of the before mentioned duties of an officer could result in dismissal from the line, dismissal from position as an officer or disciplinary probation.

**Camp:** All members are required to attend camp in order to participate as a member of the squad in the fall. NO EXCEPTIONS All practices before camp are MANDATORY. If you miss a practice, it could result in kicks or possible removal from the team, which is at the discretion of the director. Speak directly to the director if a problem arises during summer practices before camp.

#### **Home Games:**

- 1) Every member will be required to attend every home game.
- 2) The sponsor must approve excusal from home game.
- 3) **No one** will be allowed to sit with the dance team unless approved by sponsor.
- 4) Snapdragons will cheer with the cheerleaders.
- 5) If a girl is hurt or unable to perform for any reason other than suspension, she must sit with the squad, unless other arrangements have been made with the sponsor.

#### **Away Games:**

- 1) All members must attend away games when transportation is provided.
- 2) Members must ride together on provided transportation.
- 3) It is the responsibility of the member to meet the squad at the designated place and time for all away games.

#### **Cell Phones**

During practices and performances, cell phones must be turned off and in a purse or bag. Full attention needs to be on what is going on at practice and games. Cell phones are a big distraction.

#### **Practice**

Attendance for all scheduled practice sessions is required for all squad members. Please refrain from scheduling routine appointments during practice times.

#### **Parental Involvement**

All parents are asked to acknowledge Snapdragon policies. Please keep open

communication with the sponsor, especially if any problems arise. This organization is intended to be a positive experience for its members; however, there are numerous stressful periods during a performance week and high expectations for each member. Snapdragon members look to their parents, friends and sponsor for motivation and moral support during the year.

### Payments

All payments are to be sent on time and must be paid off by the start camp date. It is understood that there are circumstances when a parent needs a little more time to pay the balance. This needs to be arranged with the sponsor. Nevertheless, payments should be sent on a regular basis until the balance is zero. If a member decides to withdraw from the team, she is responsible for paying off her bill (what she has received). Bills will be adjusted if there is an item that has not been ordered when a member decides to quit. This is at the discretion of the director. NO REFUNDS will be given as a result of a member withdrawing from the team, whether it is on her own choice or by violating the constitution.

\*We will be fundraising but nothing is definite on the type of fundraiser or how much you will make from it.\*

THESE BY-LAWS ARE IN NO WAY COMPLETELY COMPREHENSIVE, THE DIRECTOR AND ADMINISTRATION WILL DEAL WITH SITUATIONS NOT ADDRESSED IN THE CONSTITUTION ON AN INDIVIDUAL BASIS.

### **Additions added to constitution 2018-19:**

**1. Public Display of Affection:** any actions of affection that aren't deemed appropriate at school functions shall **NOT** be permitted while on this squad.

Example: If you are caught in public or social media conduction, **ANY** inappropriate actions that are not deemed fit by the school. \*REMEMBER YOU ARE A ROLE MODEL FOR THE YOUNGER GIRLS IN OUR COMMUNITY. WE NEED TO SET HIGHER STANDARDS!

**2. Markings on the body** are to be covered while in uniform. Tattoos, Henna Tattoos, Henna Art, Permanent Marker, Bruises or Scrapes. **Hickies** are UNACCEPTABLE. If you have a hickey on performance day that CANNOT be covered up, you WILL NOT perform! **3. Content and Topics of Personal Matter:** discussions that relate to your significant others MUST be kept PG. Remember, as ladies, you should not say anything at practice or games to other members that you wouldn't feel comfortable talking about in front of your grandmothers! **4.** There will be ABSOLUTELY ZERO TOLERANCE for negativity toward another member, sponsor, manager, or any other spirit group member, sponsors or managers. **5. Cheering with Cheerleaders:** Cheer sponsor and the cheerleaders have extended an invitation for all Snapdragons to join them during the last part of the 4<sup>th</sup> quarter at every game. With this being said, while in the stands watching the game before and after you perform, you are to pay attention to the cheerleaders and their cheers so that when you go down to cheer with them you will know the cheers. I

am not opposed to you learning cheers in your off time so that you can follow along with the cheerleaders. While cheering, you WILL NOT wear your dance shoes.

## **Snapdragon Kick Chart (All kicks will be high kicks) Attendance and Tardies**

Unexcused Tardy (practice, class, games, etc.)

1-10 minutes-100

11-20 minutes-150

21-30 minutes-200

31-40 minutes-250

41-50 minutes-300

51+ minutes-400

\*Only tardies related to injury, illness, hospitalization, and funeral will be excused.

Missing games, practices or activities unexcused-400 (possible removal from squad), Failing to call sponsor and officer ahead of time when missing practice- 200, Attending required event, not in uniform-200, Leaving drill team section during game without permission-300.

Skipping class without permission (any class)-500 (possible removal from squad)

Unexcused absences (400 kicks) include, but are not limited to, transportation problems, family problems that are not health related. Parents must speak directly to the sponsor about the reason for absence prior to performance.

### **Uniform**

Untidiness in uniform or uniform not clean-100

Not wearing uniform required-150

Wearing uniform without permission-100

Wearing jewelry (of any kind) when in uniform for practice - 50 per piece

Not wearing make-up when in uniform for performance-50

Improper practice uniform-25 per wrong item

Failure to bring designated props or uniforms to practice or performance-100 per piece Not wearing hair in sponsor-chosen style-100

Poor hygiene-100

### **Conduct**

Obscene Language or gestures (toward sponsor, officers, other squad members, managers)- Removal from squad

Disrespect to sponsor or officers-300 (possible removal from squad)

Disrespect toward line members/managers-250 (possible removal from squad)

Drinking or smoking in public, in or out of uniform-400 (possible removal from squad) Not paying attention in practice-50 per incident

Excessive talking during practice-100 per incident

Unlady-like conduct-200 \*including, but not limited to, expelling gas, singing inappropriate

songs, vulgar dancing

Failure to immediately obey a command by sponsor/officer-200

Chewing gum during practice/performance-50

Cell phone ringing during practice/performance-100 (sponsor will take possession of phone until practice/performance is over)

Public display of affection with boyfriend-200

Snapdragon arrested or testing positive for drugs-automatic removal from squad

Public disagreement with any member of another spirit group (whether at MHS, camp or games) will result in suspension from squad or possible removal from squad.

\*\*\*Sponsor may assign kicks to any Snapdragon for any problem that may arise other than those listed above.\*\*\*



# Mangham Junior High School

## School-Parent Compact

### 2023-2024

A School-Parent Compact for Achievement is an agreement that parents, students, and teachers develop together. It explains how parents and teachers will work together to make sure all our students reach or exceed grade-level standards.

Richland Parish Title 1 believes that it is the system's responsibility to assist schools in coordinating and implementing programs for and with parents that will address the needs of students, parents, families, communities, and the school.

### **OUR GOALS FOR STUDENT ACHIEVEMENT**

The Richland Parish School Board and Mangham Junior High School are committed to your child's learning.

### **DISTRICT GOALS**

Richland Parish will provide:

1. Rigorous, state-approved Tier 1 curricula
2. Certified instructors
3. A positive learning environment

### **SCHOOL GOALS**

The key components of our plan that will lead to school improvement include:

1. Utilize learning walks and student work analysis to improve instructional practices for teachers and strengthen the academic program in the school.
2. Increase the amount and quality of learning time through targeted intervention programs in ELA and Math
3. Provide a well rounded education by offering elective courses, high school credits, clubs and athletic programs, etc.
4. Engage and educate parents on their student's educational progress and opportunities for support at home.
5. Address student well being through advisory programs targeting Social Emotional Learning (SEL), positive behavior supports and reward systems, and counseling services through the Delhi Hospital system.

### **STUDENT GOALS**

1. Bring all materials and completed assignments to class each day and actively participate in my learning process.
2. Ask for help when I need to and participate in activities offered to support my learning.
3. Study and read at least 30 minutes every day outside of school time.
4. Give all notes and information received during the school day to my parents.

## **PARENT GOALS**

1. Attend school meetings that will inform me about Title 1 Programs and other programs that my school is involved in.
2. Attend conferences/meetings with my child's teacher to develop an understanding of what is expected of my student. (i.e. Parent Teacher Conference Days, Back to School Nights, Family Academic Nights, Workshops, etc.)
3. Volunteer in my child's school.
4. Use the school's parent resource center materials that will improve my parenting skills and provide me the opportunity to learn more about my child's development
5. Participate as appropriate in decisions relating to the education of my child.
6. Adhere to the agreements that I have made in the compacts.
7. Understand my child's current levels of literacy and understanding, and support them in their development by promoting reading for at least 30 minutes per day, encouraging flashcards for sight words and vocabulary, or other information that needs to be memorized.

## **HOW PARENTS CAN GET INVOLVED**

1. Join the Parent Action Committee. Meetings are held four times each year where the parents and staff can review the school improvement plan, family engagement policies, and parent nights.
2. Attend our annual Back to School Night. At this meeting, you can find out about the requirements of the Title 1, Part A program. An explanation of this policy is also included in the school's handbook.
3. Attend our parent nights twice each semester to gain a better understanding of the curriculum, the state standards, their child's progress, school and state assessments, learn curriculum "how to's" presented by knowledgeable teachers, and other community leaders.

## **COMMUNICATION ABOUT STUDENT LEARNING**

Mangham Junior High is committed to frequent communication with parents about children's learning. Here are the ways you can expect us to reach you:

- Newsletters and flyers
- Website
- Facebook Page
- Progress Reports
- Report Cards
- Individual student report about your child's performance on the state assessments

# **Mangham Junior High Parent and Family Engagement Policy**

## **2023-2024**

In support of strengthening student academic achievement, Mangham Junior High School receives Title I, Part A funds and must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the district.

### **Mangham Junior High agrees to implement the following requirements as outlined by Section 1116:**

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the targeted assistance or schoolwide program plan.
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:
  - *Parent and family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:  
Parents play an integral role in assisting their child's learning,*
  - *Parents are encouraged to be actively involved in their child's education at school,*
  - *Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child, and Other activities are carried out, such as those described in Section 1116 of ESSA.*

## **Required School Parent and Family Engagement Policy Components**

The school parent and family engagement policy includes a description of how the school will implement or accomplish each of the following components:

- **Jointly Developed**

Mangham Junior High will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

*MJH family engagement policies and School Improvement Plan are reviewed each school year and revised annually. Parent Advisory meetings, parent surveys, and parent-teacher conferences are used to develop these policies and plans. Family Engagement Policies, School Improvement Plan, including Literacy Plan and Strategic Action Plan, are posted on our school website where they are available for parent comments and suggestions. This policy is a working document subject to review and revision.*

- **Annual Title I Meeting**

Mangham Junior High will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

*MJH will conduct its annual Title I meeting in conjunction with Back to School Night. Parents are informed about the school's Title I program, the requirements of the program for school and parents, the family engagement policy, the school-parent compact, and the school's planned family engagement activities. Parents are surveyed to determine whether parent engagement needs are being met effectively and appropriately through the implementation of the parent and family engagement programs. Parents will be given the option to complete the survey via paper copy or electronically. The results of these surveys will be used to develop strategies for school improvement and to revise the district and school Parent and Family Engagement Policies. These results are also used in planning future parent meetings. Areas evaluated include academics and school leadership, parent involvement, Title I, school environment, and the school Parent and Family Engagement Program.*

- **Communications**

Mangham Junior High will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs,
- Flexible number of meetings, such as meetings in the morning or evening
- Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand.

*MJH will make the School Family Engagement policy available to all parents by publishing the policy in the student handbook and the school website. Quarterly newsletters outlining parent engagement opportunities and school activities are mailed home and posted on the school website, available in home languages if needed.*

- **School-Parent Compact**

Mangham Junior High will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

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

- **Reservation of Funds (only applicable to districts with Title I allocations of \$500,000 or more)**

If applicable, Mangham Junior High will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

*MJH offers parents the opportunity to give feedback on the 1% reservation of funds by surveying parents on the use of funds. During the Annual Title I meeting (Back to School Night) and parent advisory committee meetings, the school will share the budget for parent and family engagement activities.*

- **Coordination of Services**

Mangham Junior High will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children by:

*MJH will coordinate with Mangham Elementary School, Mangham High School, ULM Trio, the Richland Parish Library, and the Delhi Health System to facilitate smooth transitions for both parents and students from elementary to middle and middle to high school by working collaboratively with these outside agencies. Information provided in parent resource centers, literacy programs, and health service bulletins are designed to support parents in the overall health, education, and development of their students.*

- **Building Capacity of Parents**

Mangham Junior High will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Provide parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards;
- Provide materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement; and
- Provide assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - The challenging State's academic standards,
  - The State and local academic assessments including alternate assessments,
  - The requirements of Title I, Part A,
  - How to monitor their child's progress, and
  - How to work with educators to improve the achievement of their child.

*MJH will provide multiple family engagement events throughout the school year to provide parents with opportunities to engage with Tier I curricula, ask questions, and monitor their student's progress. Literacy levels are assessed and communicated annually, and resources are provided to support student achievement. MJH will communicate support materials and opportunities, as well as Louisiana state standards and assessment data with parents via parent-teacher conferences.*

- **Building Capacity of School Staff**

Mangham Junior High will provide training to educate teachers, specialized instructional support personnel, principals and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school by:

*MJH will provide training for teachers on effective parent communication throughout the school year and prior to each parent-teacher conference. Information pertaining to student success and support opportunities will be distributed via newsletters, progress reports and report cards, scheduling parent teacher conferences, and making phone calls. Two way communication options are provided via Class DoJo and Remind. The parent advisory committee has the opportunity to provide feedback on communication and effective engagement strategies by MJH faculty and staff. This feedback is used to make changes and improve family engagement.*