

**Vermilion Parish**

**ERATH MIDDLE**

**SCHOOL**



*"Where Academic Success is the Rule for All Students"*

**Student/Parent Handbook**  
**2023-2024**

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## Table of Contents

School Philosophy	Page 3
Mission Statement	Page 3
Student Learning	Page 4
Assemblies	Page 4
Attendance Requirements (See Parish Handbook)	
Attendance: Tardiness and Early Departure	Pages 4
Attendance: Missed Tests and Assignments (See Parish Handbook)	
Academic Awards	Page 5
Building Hours	Page 5
Bell Schedules	Page 5
Bullying (See Parish Handbook)	
Cafeteria/Lunch Recess	Page 6
<u>Cafeteria/Lunch Recess: Daily Concession Sales</u>	Page 6
<u>Cell Phone Policy (See Parish Handbook)</u>	
<u>Cheating</u>	Page 6
<u>Confiscated Items</u>	Page 6
<u>Discovery of Contraband</u>	Page 7
<u>Discipline: PBIS</u>	Pages 7-10
<u>Discipline: Office Referral Consequences (See Parish Handbook)</u>	
<u>Discipline: Point System and EMS Step Plan</u>	
<u>Discipline: School Bus Conduct (See Parish Handbook)</u>	
<u>Dress Code Policies</u>	Page 11
<u>Drop-Off and Pick-Up</u>	Page 13
<u>Eighth Grade Social</u>	Page 12
<u>Extra Curricular Activities: Athletic Eligibility</u>	Page 13
<u>Extra Curricular Activities: Class/Club Officers</u>	Page 13
Extra Curricular Activities: Transportation	Page 14
Fire and Tornado Drills	Page 14
Guidance Department	Page 14
Homework	Page 14

ID/Planner Fees	Page 15
Library	Page 15
Lost and Found	Page 15
Medication (See Parish Handbook)	
Parent Conferences	Page 16
Physical Education	Pages 16-19
Restrooms	Page 19
Student Progress Center	Page 19
Students Evaluation and Reporting	Page 20
Student Insurance	Page 20

Student Chromebook/Laptop policy (See Parish Handbook)	
Telephone Use	Page 20
Textbooks	Page 20
Unpaid Debts and Fees	Page 20
Valuables, Vandalism, and Property Damage	Page 21

## **School Philosophy**

The Erath Middle School faculty believes that education provides the key to improving the well-being of every individual. We are aware that the school and community must work together for the improvement of moral and ethical values of all children. Therefore, the faculty accepts the responsibility for creating a learning atmosphere conducive to the betterment of the child.

The school endeavors to meet the basic needs of all children by guiding their mental, physical, social, and emotional growth. Furthermore, the school staff's responsibility is to be aware of each child's academic and creative abilities and to use these as a basis for teaching.

Learning is a continuous process, not restricted to school attendance or formal instruction. Teaching the learning process is more important than the immediate product observed. Education and life must be integrated to give purpose to the school's efforts. In conjunction with this premise, student activities serve as practical and invaluable sources of learning for the various roles individuals must assume in society.

The faculty is convinced that students must be capable of coping with the responsibilities and challenges of the changing world. Accordingly, education encompasses preparation of each student for purposeful living, intelligent political participation, economic effectiveness, responsible individualism, successful intergroup relations, world consciousness, and above all, self-realization and self-fulfillment. The Erath Middle School faculty is willing to make changes in the curriculum and methods of teaching when necessary to continue to meet the basic needs of all the children since they realize this to be part of their role as learning facilitators.

## **Mission Statement**

*Erath Middle School - Where Academic Success is the Rule for All Students*

### **Beliefs**

- Students learn best when respect and discipline are present in the school and classroom.
- Students learn better when they are motivated.
- Students become productive individuals when they accept responsibility.
- A positive learning environment promotes self-esteem and self-respect.
- Teamwork and cooperative interpersonal relationships are keys to academic, personal, and career success.
- Students with high standards and goals for achievement will excel.
- Effective parent-school communication and parental involvement promote a better learning environment for students

### **Desired Results for Student Learning**

- The student will accept responsibility for personal, academic, and social growth.
- As a responsible citizen, the student will demonstrate self-respect and mutual respect for others in both academic and social situations.
- The student will demonstrate academic achievement of state content standards by successfully meeting or surpassing the requirements of all state testing.
- As preparation for future work, the student will demonstrate effective interpersonal communication skills to enable him or her to work cooperatively with others.
- The student will be exposed to learning experiences that will enrich his or her adult life; therefore, the student will have self-confidence and an appreciation of physical fitness, technology, and performing arts.

### **Assemblies**

Assemblies are a scheduled part of our curriculum and thus are designed to be educational and entertaining experiences. They provide one of the few opportunities in school to learn formal audience behavior. Regardless of the type of program, courtesy demands that the student body be respectful. Students should enter and leave the assembly quietly and orderly. Talking, booing, or unnecessary noises during an assembly are discourteous. Yelling is appropriate only at pep rallies. Any student who does not cooperate is subject to exclusion from future programs. Further, our teachers are required to sit with students during assemblies to model and teach proper audience behavior.

### **Attendance: Tardiness and Early Departure**

Vermilion Parish School campuses are closed by order of the parish school board. Any student leaving the campus during school hours or arriving after **7:15 a.m.** must have authorization from the office. Students arriving at school after the morning bell should report to the office to sign in and obtain an admit slip. Students are not to leave campus early until contact between the principal and parent has been made and permission is granted. **Students will not be allowed to check out after 2:00 p.m.**

The following procedure will apply to all students:

1. Any student arriving on campus after the morning bell must have a parent come in to the front office and sign the student in.
2. Students arriving late must be signed in and receive an admit slip from the office.
3. Students must always be signed out on the log provided in the office before leaving the campus.
4. Students tardy to any class must have an excuse from the teacher or staff member responsible for the tardiness. If no excuse is presented then the student will be marked tardy.
5. Students with excessive late arrivals, tardies to class, or early departure will be subject to disciplinary action(see parish handbook for more details).

Being tardy to individual classes is unacceptable. Teachers will document a tardy to class each time it occurs. Any student receiving 3 or more tardies in a semester will be referred to the office

## **Academic Awards Ceremony**

Academic Awards Day is a yearly event in which the top scholars in the school are honored. Students receiving invitations for the award ceremony must meet the following requirements for the first three grading periods:

### **• 1-8 End of Year Awards Ceremonies**

- Student earn EOY GPA awards
- Schools recognize academic achievement based on the following GPA guidelines:

GPA's are NOT rounded up:

- ★ 4.0
- ★ 3.5-3.999
- ★ 3.0-3.499

- 4th 9-weeks is included in determination
- Cumulative GPA is used. NOT Final GPA.

## **Building Hours**

The building is open to students at 7:00 a.m. and closes at 2:30 p.m. Any student or group of students remaining in the building after 2:30 p.m. or on weekends, etc. must be supervised by a member of the faculty. Maintenance personnel are not to assume this responsibility. Students must report to the designated classrooms before school in the morning.

## **Bell Schedule**

**Erath Middle School**

**Bell Schedule 2023-2024**

<b>7:00</b>	<b>Students arrive on Campus/Teacher Sign-in</b>
<b>7:15</b>	<b>Morning Bell</b>
<b>7:18 - 8:07</b>	<b>1st Period</b>
<b>8:09 - 8:57</b>	<b>2nd Period</b>
<b>8:59 - 9:47</b>	<b>3rd Period</b>
<b>9:49 - 10:37</b>	<b>4th Period</b>
<b>10:39 - 11:14</b>	<b>LUNCH</b>
<b>11:16 - 12:03</b>	<b>5th Period</b>

<b>12:05 - 12:52</b>	<b>6th Period</b>
<b>12:54 - 1:41</b>	<b>7th Period</b>
<b>1:43 - 2:30</b>	<b>8th Period</b>
<b>2:30</b>	<b>Dismissal for All Students</b>

**Total Instructional Minutes (381 minutes)**

### **Cafeteria / Lunch Recess**

All students are urged to participate in the school lunch program since they are served a balanced meal daily. Students may bring their lunch from home in an appropriate container.

- Erath Middle School will be participating in the CEP (Community Eligibility Provision) program. This program provides all students with breakfast and lunch free of charge.
- Students choosing not to eat lunch will not need to get a plate.
- All students will be required to have their school ID on as they approach the serving line.

Students who do not have their ID or have a temporary ID will be served last.

### **Cafeteria / Lunch Recess: Daily Concession Sales**

Erath Middle will sell concessions daily when weather permits. All products sold in our concession stand meet the healthy snack guidelines. Profits made from concession sales will be used for administrative, instructional, and operating expenditures.

### **Cheating**

Whenever a student is guilty of cheating, the teacher shall collect the student's paper and notify the parent by phone and office immediately. The student will be required to re-take that test or a similar test with the same content and disciplinary actions will follow. The grade used will be from the second test.

### **Confiscated Items**

Students are not allowed to bring any electronic devices to school, which includes but is not limited to radios, tape players, MP3 Players, iPods, iPads, e-readers, or play gadgets (ex. fidget spinners) to school. Included in this list are all sports trading cards. Students who fail to comply will have their devices confiscated. Thereafter, the parent must collect the equipment from the school. The school is not responsible for lost or confiscated items. All students should heed the warning that the theft of these types of items is a major problem at all schools. It is the policy of Erath Middle that any confiscated items such as, but not limited to, caps, hats, electronic devices, trading cards, fidget spinners, etc., will be returned to the parent or legal guardian.

### **DISCOVERY OF CONTRABAND ON CAMPUS**

Whenever a student discovers contraband (i.e. weapons, drugs, etc.) on school or personal property, he shall:

- Leave the contraband undisturbed in the location where it was discovered.
- Request someone to remain with the contraband, if possible.
- Immediately report the finding to a school official, preferably the principal or assistant principal.
- By following the above procedures, a student will not be subject to mandatory expulsion, suspension, or disciplinary action.

### **Discipline/PBIS (Positive Behavior Intervention Support)**

**(Please see the Vermilion Parish guidelines on Student Discipline, Suspension, and Expulsion)**

Erath Middle is a PBIS (Positive Behavior Intervention Support) school which means we will encourage and reward good behavior while we continue to hold every student accountable for their actions. Disorderly conduct in school or on the playground of the school or on school bus or during intermission or recess will not be tolerated.

It is the goal of Erath Middle School to ensure that its school is operated effectively, its students and parents are aware of its policies and procedures, and its students are held responsible for their behavior. In an effort to achieve these ends and to ensure consistency in administering school discipline, this school has implemented a step-by-step discipline program. This program is based upon the premise that students are expected to know the policies and the consequences for violating these policies. School orientation and student handbooks have been made available to students and parents to achieve this objective. Furthermore, teachers are requested to work with the students to assist them in selecting proper alternatives in their decision-making process and in making the necessary adjustments toward becoming self-disciplined. This school uses various discipline methods to maintain an atmosphere conducive to learning.

Pupils are expected to exercise due courtesy toward all teachers, school personnel, and fellow students at all times. Profanity, dishonesty, disorderly conduct, and disregard for authority will not be tolerated. Teachers and principals administer reasonable discipline and corrective measures, to unruly students as provided by the policy of VPSB.

### **Positive Behavior Intervention Support (PBIS)**

The purpose of Positive Behavior Intervention Support is to redesign, promote, and reward positive behavior in an attempt to change the attitudes and behaviors of students.

#### **EMS Expectations**

School Wide Expectations

**Come Prepared**

**Aim high**

**Take Responsibility**

**Show Respect**



### Cafeteria Rules

1. Stand in the correct line as directed by administrator/teacher
2. Resolve conflicts quickly and peacefully
3. Move forward when it's your turn
4. Food remains inside cafeteria
5. Keep area clean
6. Stand behind the person in line
7. Use appropriate voice level and language

### Class Exchange Rules

1. Carry all belongings (books, notebooks, pencils, etc.)
2. Be on time to all classes
3. Walk quickly to your destination
4. Keep hands, feet, and objects to self
5. Use appropriate voice level and language

### Playground Rules

1. Move quickly to the designated area and stay there
2. Resolve conflicts quickly and peacefully
3. Dispose of concession packaging in the proper container
4. Listen for the whistle signal and line up in the appropriate area

### Restroom Rules

1. Have your bathroom pass ready for a teacher signature
2. Only ask for restroom privileges when you are not disrupting class
3. Use the restroom and supplies properly and quickly
4. Adjust clothing to follow dress code before exiting
5. Keep the area clean for yourself and classmates

### Bus Area Rules

1. Have all take home items in zipped backpack
2. Resolve conflicts quickly and peacefully
3. Go immediately to your bus area when the bell rings
4. Enter the bus in a single file and take your seat
5. Follow all the rules of the bus driver for the safety of yourself and your classmates

### **PBIS Bobcat Bucks**

Bobcat Bucks will be given to students by faculty and staff members who observe a positive behavior in that student. Students may use Bobcat Bucks to purchase items in the store weekly, Candy Cart, Dress Down Days monthly, and at Renaissance Celebration.

### **PBIS No-Discipline Referral Rewards**

Rewards for No Discipline Referrals to Office will be at designated intervals during the school year.

### **PBIS Renaissance**

The Renaissance Program is an incentive program that is committed to improving behavior, academics, attendance, and character of the student body at Erath Middle School, through a series of rewards and privileges. The culmination of the year is celebrated with "Renaissance Day" that includes a Pep Rally and outdoor activities. Students must earn the right to attend this final Renaissance event of the year by having had no more than 12 non-extenuating absences (extenuating absences include doctors excuses, hospital stay, natural disaster, and military excuse), not being sent to the Alternative School in the current school year, or not being recommended for expulsion from school. Students cannot have more than 10 discipline points to attend Renaissance (discipline point system).

### **Discipline and Office Referral Consequences**

Consequences for office referrals are dependent on the offense and the number of times a student has had an office referral. Consequences may include, but are not limited to lunch detention, after school detention, in-school suspension, and out of school suspension.

**SEE PARISH HANDBOOK**

### **EMS Discipline Point System**

Erath Middle School will be using a discipline point system for the 2023-2024 school year. The system is as follows:

<b>After School Detention (ASD) 1 point</b>
<b>Detention (assigned for Major Office Referral) 1 point</b>
<b>In School Suspension (ISS) 2 points</b>
<b>Out of School Suspension (OSS) 5 points</b>
<b>7 OR MORE POINTS- NO DANCE PRIVILEGES (INCLUDING 8<sup>TH</sup> GRADE SOCIAL) OR Pep Rally Attendance</b>
<b>10 OR MORE POINTS- NO EXTRACURRICULAR ACTIVITIES (home or away)</b>
<b>10 OR MORE POINTS- STUDENT CANNOT PARTICIPATE IN RENAISSANCE</b>

**Erath Middle School Step Plan**

<b>Discipline Matrix</b>			
<b>Form of Discipline</b>	<b>Type of Infraction</b>	<b>Infraction #</b>	<b>Consequence</b>
Classroom	Level 1 Infractions Level 2 Infractions	Infraction 1 Strike - 3 strikes will be given on the 1st infraction only. 3 Strikes=Infraction 1	Step 1 Teacher Intervention Parent contact Administration notified
		Infraction 2	Step 2 Teacher Intervention Parent Contact Administration notified Lunch Detention Assign.
		Infraction 3	Step 3 Teacher Intervention Parent Contact Administration notified Lunch Detention Assign.
		Infraction 4	Step 4 Teacher Intervention Parent Contact Administration notified After School Detention Assign. Parent Conference
		Infraction 5 +	Major Office Referral - Detention, In School Suspension, Out of School Suspension (Administration discretion)

## **EMS Dress Code Policies**

Current spirit uniform shirts for the 2023 - 2024 school year are allowed to be worn with uniform shorts or pants, Monday through Thursday. Friday students are allowed to dress out of uniform for \$2.00. The money from this fundraiser will be used to support PBIS and Special Interest.

### **Students Dress Code Infractions**

- Any students who pass through the uniform checkpoint or checks in at the office with a violation will attend lunch detention on the day of the infraction.
- Students who after the start of the day commit an infraction (dress code) will be sent to lunch detention and subsequent infractions which are repetitive in nature, may be determined willful disobedience and result in additional disciplinary consequences.

## **OUT OF UNIFORM DAYS DRESS GUIDELINES**

On **Fridays**, students will be allowed to dress out of uniform for **\$2.00**. Erath Middle School is raising money for PBIS and Special Interests which includes motivational rewards and incentives for students and staff. Money will be collected at checkpoint. Please follow the dress guidelines listed below:

Dress Guidelines are as follows:

-Clothing must be appropriate for school

### **THIS IS WHAT IS ALLOWED:**

1. Jeans/Capris
2. Joggers
3. Warmups
4. Shorts -Shorts must follow school uniform policy for length. **NO BLUE JEAN SHORTS ALLOWED!!!!**

-Shirts must have sleeves and be long enough to cover waist area. Shirts do not have to be tucked in. Belts are optional; no short shirts.

Clothing must NOT have holes or be defraying.

-Slabbing is not allowed.

-PE uniform is not allowed.

-Shoes must have backs. No slippers, flip flops or sliders. Crocs are allowed on these dress days but the back strap must be on the heel.

**\*\*All mentioned above is at the discretion of the principal.**

### **Drop-Off/Pick-Up**

It is important for students to have a regular routine established for the procedure by which they will get home. We must have written permission from a parent/guardian to change the method of a student's departure from school. Phone calls to the office made during the school day, for the purpose of changing this procedure, will only be accepted in the case of an emergency. Students generally are not permitted to ride a bus other than the one that completes the route to his/her home. In the event of babysitter issues special paperwork must be completed. Parents and students must make other arrangements, besides bus drop off, when a child is going somewhere other than home after school.

For your children's safety, all students who are going to be picked up or dropped off by parents will have to be **picked up or dropped off in the semi-circle in front of the EMS gym**. Students are not to be picked up or dropped off anywhere else, including LeBlanc Street or down Broadway. If your child walks home on a regular basis, please make certain you have a plan for rainy days and that your child is aware of that plan.

### **Eighth Grade Social**

The Erath Middle School Eighth Grade Social is an event used to highlight eighth grade students. All eighth grade students currently attending Erath Middle School are invited to attend, however we do require seventh graders and guests of eighth graders to meet certain criteria in order to attend.

**Any Erath Middle 8th grade student will have a Class Fee of \$20.00. This money is non-refundable and is used to cover the cost of decorations, DJ and security. Money not used will follow the class to the high school.**

Any 7<sup>th</sup> or 8<sup>th</sup> grader or guest of an 8<sup>th</sup> grader meeting any of the following is not considered in good standing and, therefore, cannot attend the Social:

- Has 12 or more non-extenuating absences, (extenuating absences include doctors excuses, hospital stay, natural disaster, and military excuse)
- Has been assigned to VAP in the current school year, or
- Has been recommended for expulsion from school.
- Has any outstanding debt in the school
- **Has 7 or more discipline points will result in loss of dance privileges (see discipline section).**
- **Dates from Other Schools:**
  - Eighth grade students may bring a 7<sup>th</sup>, 8<sup>th</sup>, or 9<sup>th</sup> grade date that is a student at another school. The EMS student must obtain the proper letter from the designated teacher. This letter must be completed and signed by the administrator of the school which the date attends. This student must meet the above listed criteria for attendance. Guests must follow the same dress code set for eighth graders and must present a current school ID. All dates must be no older than 15 years of age. Seventh graders are not allowed to bring a date from another school.

## **Extra-curricular Activities: Athletic Eligibility**

### **I. AGE/Eligibility:**

- ❖ Grade 8 – A player **cannot** be 15 before September 1 of that school year.
- ❖ Grade 7 – A player **cannot** be 14 before September 1 of that school year.
- ❖ Grade 6 - On August 4, 2015 the VPSB approved allowing 6th graders to participate in middle school athletics, providing they make the team and in the case of football **ONLY**, are not involved in outside leagues.

### **II. ACADEMIC ELIGIBILITY:**

- (a) Each participant may fail only one subject in the final nine weeks of the prior school year **and** maintained a 1.5 cumulative grade point average to participate in Football. Each participant in Basketball, Track, or Softball may fail one subject in the **prior** nine weeks **and** earn a 1.5 cumulative grade point average to participate in that sport season.
- (b) Once determined eligible, each participant is academically eligible for the **entire season of the individual sport.**
- (c) Any student failing to advance to the next grade level is ineligible unless the student attends an approved summer school program and then meets the requirements for participation.
- (d) Any student placed in the next grade having earned a cumulative 1.5 grade point average and age appropriate will be eligible to try out and participate if selected to the team..

### **III. It is mandatory that each student athlete who participates shall provide proof of adequate medical insurance prior to participating in any practice or games.**

### **IV. It is mandatory that each student athlete who participates shall provide a completed medical examination that has been **signed by a medical physician** prior to participating in any practice or games.**

### **V. MINUTES OF THE MEETING OF VERMILION PARISH SCHOOL BOARD August 4, 2015 The School Board met this day in special session at 216 South Jefferson Street, Abbeville, Louisiana, at 6:00 p.m., with the following members present: Mr. Ricky Broussard, Mrs. Sara Duplechain, Mr. Anthony Fontana, Mr. Chris Gautreaux, Mr. Luddy Herpin, Mr. Stacy Landry, Mrs. Laura LeBeouf, and Mr. Kibbie Pillette. Absent: None. On motion of Mr. Fontana, seconded by Mr. Landry and carried, the Board approved allowing sixth graders to participate in middle school athletics, provided they make the team and are not involved in outside leagues.**

## **Extra-curricular Activities: Class/Club Office**

Students at EMS are encouraged to participate in co/extra-curricular activities in order to make school life as enjoyable as possible. Because we believe that all leadership responsibilities should be taken seriously, and we further believe that as many students as possible should be given the opportunity to hold an office, students at EMS will be limited to holding one main school club or class office and one representative position in any given year. This will include, but is not limited to

4-H Club, Jr. Beta Club, and Student Council.

### **Extra-Curricular Activities: Transportation**

Erath Middle School students attending any athletic event, trip, or other school function are bound by the same rules that govern them during the school day. Any misconduct on the part of the students will not be excused simply because the event is not held within the normal day. Violations will be dealt with accordingly. Students attending any school-sponsored trip must travel from the point of departure to the destination in transportation provided by the school (**Parents** are allowed to pick up their children from an event provided the sponsor is aware of the arrangement). Students attending after school activities must have been present  $\frac{1}{2}$  of the school day or have a valid excuse approved by the principal prior to attending the event. **If a student has 10 or more discipline points students cannot attend activity. If a student has 7, 8, or 9 discipline points, the parent/guardian must accompany the student. Any student with an "F" in the prior nine weeks cannot miss school to attend a school related event. i.e., Band, Jr. Beta, Track, Softball.**

### **Fire/Tornado Drills and Alarms**

- An evacuation plan will be posted in each classroom. Teachers are to instruct students regarding specific procedures.
- Fire drills are held monthly in order to train students for the proper and safe routine in case of fire. The first fire drill is announced, but the others are not. The ultimate aim in case of a fire is to save lives.
- During a Tornado Drill the children will be instructed to move against the interior wall or the area that the teacher feels is the safest location for students in case of a tornado.

### **Guidance Department**

The Erath Middle School Guidance Counselor strives to aid each individual student in realizing his abilities to the fullest, in making sound choices, and in developing self-understanding. Students may visit the Counselor before school, during lunch recess, or during class time if accompanied by the counselor's appointment pass.

### **Homework**

In middle school homework is a necessity. First, it helps establish good study habits; second, it is used to reinforce what has been taught in the classroom. It instills responsibility in a child. It is, however, very difficult to assign work to each individual child. What might be sufficient for one child may be too much for another. Some students will do most of their homework at school and at the same time, others will always wait until the last minute.

- Homework is assigned in a reasonable amount. When homework is assigned, a student is expected to complete it to the best of his ability. If a homework assignment is given for a grade, failure to complete the assignment will result in a "0" for that assignment. Failure to do so may affect the rate at which a child progresses. Generally, homework is assigned as

an extension of class work, meaning it is begun under the supervision of the teacher and completed at home.

- Parents can assist in improving attitudes toward homework when they:
  - Cooperate with the school in making homework effective
  - Provide their children with suitable study conditions (desk, light, books, supplies), reserve time for homework, silence the telephone, turn off the television and turn away their young visiting friends
  - Encourage their children but avoid undue pressure
  - Are interested in what their children are doing but not do their work for them & Understand what the school expects the homework to accomplish
- **If your child is absent from school but you would like him/her to keep up with homework or class work, you should call the school by 9 a.m. and/or check Google Classroom.**
- Visit [www.HomeworkLa.org](http://www.HomeworkLa.org) for tutoring and homework assistance provided through the State Library of Louisiana.

### **ID/Planner Fees**

Erath Middle School requires students to purchase planners for \$5.00 and pictured Identification cards for \$15.00. Students must wear their IDs on an EMS lanyard around the neck as an additional safety measure. Students who lose, deface, vandalize or cut the card will be required to buy a new card. Money collected for IDs and planners will be used to purchase materials to run the ID machine, cards, lanyards, pouches and planners. Any money that is left over will be used for administrative, instructional, and operating expenses incurred throughout the year. If students forget to wear their ID to school, they may purchase a temporary ID for \$1.00 at the uniform checkpoint before reporting to class. This money is used to supplement our PBIS Program.

Students who cannot pay for the temporary ID will have lunch detention that day.

### **Library**

The Erath Middle library functions to meet the information needs of the students and faculty. Students are expected to refrain from talking, eating, drinking, or other behavior that disrupts the effective use of the library. The library is open from 7:15 a.m. until dismissal except on librarian's duty day and inclement weather. Students may use the library during class hours by means of a library pass from their teacher.

### **Lost and Found**

Students who find lost articles are asked to take them to the office where they can be claimed by the owner. Students who have misplaced items are encouraged to check lost and found near the office for their item.

### **Medication - See Parish Handbook**



## **Parent Conferences**

Parents may make appointments for conferences with teachers, or the counselor by phoning the counselors office at 937-5271. Conferences with the Principal or Assistant Principal may be made by telephoning the school office at 937-4441.

## **Physical Education**

Students of EMS are **required** to dress out in a required uniform and participate in the P.E. class every day. Failure to dress out and/or participate will result in parental notification and/or disciplinary action.

For physical disability a student must present a doctor's excuse to his P.E. teacher to be excused from Physical Education. The excuse must indicate the reason for the disability and the length of time of the disability. These students will participate in an alternative P. E. contract which includes library work for that time.

### **Erath Middle School's P.E. Departments Rules and Regulations Uniform/Dress Policy**

- Students are to dress out everyday unless told otherwise by their P.E. teacher. To be properly dressed, the student must wear the Regulation physical education uniform sold by the Erath Middle School Physical Education Department. Uniform shirts are \$10.00, and the uniform shorts are \$10.00. Students may use uniforms they have purchased from previous years.
- If a student's uniform is lost, stolen, or torn, the student can rent a clean uniform shirt, short or both for \$.50. No points will be subtracted from a student's grade if this rule is followed.
- The physical education teacher will write the student's name on their uniform after the uniform is properly sized by the P.E. teacher and it is paid for. Students are not to write, or draw on their uniform for any reason. Uniforms with writing other than the student's name will not be permitted.
- Tennis Shoes: Tennis shoes that tie with rubber soles and socks must be worn at all times in P.E.
- Jackets and sweaters may not be worn outside the dressing room, unless designated by the child's P.E. teacher due to inclement weather. In the winter, we will allow students to wear sweatpants or wind suit pants and jackets over their P.E. uniforms. To receive dress out points, the school uniform must be under those clothes.
- Uniforms should not be worn under school clothes, or as school clothes.
- Students are not allowed to borrow a uniform from another student.
- Students taking P.E. the last hour must dress back into their school uniform to go home. Shirts must be tucked in or the student will face an office referral.
- It is recommended that P.E. uniforms are washed at least twice a week.

### **Participation /Dressing Out/Grading**

- Each student will start each nine weeks with 100 points for dressing out and participation. Points will be deducted for not dressing out and not participating as explained in the guidelines below.
- There may be additional skills or written tests on some days.
- All students are required to dress out in their P.E. attire and participate just as they would in any other class. If a student forgets their P.E. uniform, they will be given a free dress that day. After the one free dress, a student will lose 5 points for not having a shirt or short, or 10 points if they don't have both. After 4 no-dress days, and every no-dress from there, a student will be sent to the office for disciplinary action.
- The student will participate even if they did not bring their uniform.
- The student will have a choice to participate in their school uniform and lose 10 points for no dress or they can rent a uniform and participate and no points will be subtracted.
- If the student chooses not to participate in their school uniform, they will be given an alternate assignment to be completed to receive their 10 points for participation. The student will still lose 10 points for no dress.
- This assignment must be completed to the P.E. teacher's standards and turned in at the end of class period. Failure to do this will result in loss of 10 participation points for that day, for a total of 20 points for the day.
- If a student refuses to do the assignment, their parent/guardian will be notified. After the second offense of not completing the alternate assignment, the student will be referred to the office for disciplinary action.

### **Excuses**

- All students are required to dress out every day, even if excused by a parent or doctor.
- A doctor's excuse will excuse the student from dressing out ONLY if it so specifies on the doctor's excuse. The doctor's excuse must state why and how long the student must sit out of physical activity. The student will refrain from activities until released from the doctor but will have to complete alternate assignments until the student is able to return and participate physically in P.E.
- Parent notes will only be accepted on a day to day basis. The excuse must be in written form, with a valid parent phone number. If there is no contact number included on the excuse to reach the parent, it is not a valid excuse. Parents are encouraged to email the P.E. teacher. The parental excuse may not be for longer than 1 day. After that time, a doctor's excuse will be required. The student will still have to complete an alternate assignment with a parent's excuse.
- All students with excuses are to give their P.E. teacher their excuse when the teacher gets to their roll call number after dressing out. Students will be required to sit in the bleachers in the teacher's assigned section where the student will complete the alternate assignment. All excused students must

stay with their class at all times.

### **Gym and Dressing Room Procedures**

- When entering the gym, all students must come through the two front doors. Girls will enter on the right side, and the boys will enter on the left side. If a student is tardy, they must use the side door to enter the gym. The front doors will be locked after the tardy bell rings. All book sacks will be left in the bleachers in the corner closest near the student's dressing room. NO BOOK BAGS will be allowed in the dressing area.
- Students will retrieve their P.E. uniform and walk through the bleachers to the dressing rooms and dress out. The student must use the restroom and get water before they sit down in their roll call spot.
- Students will have an assigned number and an assigned area (roll call spot) to sit in daily. That number will be given to them by the teacher and will match the number in their roll book.
- AT NO TIME CAN ANY STUDENT VISIT ANOTHER CLASS OR SIT ON A NUMBER THAT IS NOT THEIRS, OR THE STUDENT WILL BE SUBJECT TO DISCIPLINARY ACTION.
- After P.E. is over, the student will dress back in, use the restroom or get water, collect their belongings and report back to their assigned number on the wall and wait for the bell to ring.
- Students will be allowed 8 minutes to dress out at the beginning of each class and 8 minutes at the end of the period. All P.E. clothes must be taken home every day. The lockers are for the students to use during the hour that they have P.E. only
- Classes will exit through the door assigned to them by their P.E. teacher.
- Students with an unexcused tardy to physical education will not be allowed to dress out. Students entering the gym after the tardy bell will be considered tardy unless they acquire a pass from a teacher (or the office). If the dressing room is locked, they will be excused from dressing out but they will still participate in class. Tardiness will be treated the same as school policy.
- Students that will not be dressing out that day are not allowed in the dressing room area.
- Students who dress out are not allowed to return to the dressing room once they leave it.
- All students should bring anything of value with them into the dressing room. We will not be responsible for anything left in the bleachers.
- Students may bring a padlock to put on a locker for that hour only, and they must remove it after their class period. Lockers will be on a first come basis. The dressing rooms will be locked after all students have dressed (8 minutes) and will be unlocked 10 minutes before the end of class.
- The bathrooms IN the dressing rooms are NOT to be used to dress in. The bathrooms located near the dressing room entrance are for restroom purposes only.
- The teacher who has floor duty will be allowed to punish any student who misbehaves in roll call order, or on their way to their roll call seat.

### **Unacceptable Behavior**

- Absolutely no one is allowed in the gym without permission before school, or during recess, or after school, without a teacher being present.
- No food or gum will be allowed in the gym or in the dressing rooms at any time.
- No bullying/fighting will be tolerated in the gym.
- Absolutely no one is allowed in either of the Coach's offices. Always knock before entering. No one is to use the coach's phone during school hours, unless it is an emergency.
- No one is allowed on the stage without permission.
- No profanity or disrespect to the teacher or other student.
- No sitting on the railings or jumping on the gym floor from the bleachers and horseplay will not be tolerated.
- No misuse of equipment. This includes using or touching equipment (volleyball nets) before or after class ends.
- No stealing.
- No one will be allowed to go to the principal or guidance counselor's office without written permission from a teacher.
- Do not bring aerosol cans of any kind into the gym.
- No writing on walls, bleachers.

### **Restrooms**

Students may use the restrooms before and after school, between classes and during lunch periods. They are expected to keep restrooms clean. They are not to loiter or smoke there, write on the walls or damage the facilities in any way. Smoking, loitering or defacing anything in the restroom will result in disciplinary action. R.S. 17:416

### **Student Progress Center**

The Student Progress Center is a feature offered by the Vermilion Parish School Board that allows parents to monitor student progress through the computer. To access this site: Go to [www.vpsb.net](http://www.vpsb.net), click on the **Parents** link at the top right. From the **Parent Resources** page, click on the **Student Progress Center** link located about midway down the page on the left. This will bring you to the site to either login or register as a new user. If you have not registered, click on the link directly below the Student Progress Center link for step-by-step instructions.

### **Students Evaluation and Reporting**

Each child is graded not by comparison with other students but on the basis of what he is capable of doing. Report cards will be issued every nine weeks. Close scrutiny of the report card is most important in order that we may work closer together. If a conference with your child's teacher is needed or desired, you may call the office or correspond with the teacher to set up an appointment. Generally conferences are set up before school.. No conferences will be scheduled during class time.

### **Student Insurance**

Low rate accident insurance may be available to all students. The school does not assume liability for accidents to students who do not carry insurance, nor does it assume beyond the policy's liability coverage for accidents to students who carry insurance. If your child will participate in Middle School athletics any time during the school year, he/she may want to consider purchasing athletic insurance.

### **Student Chromebook Policy - See Parish Handbook.**

Student ID and Planner must be paid before a student is issued a chromebook.

### **Telephone Use**

The office phone is for school use and is not for student's personal use. **STUDENTS WILL NOT BE ALLOWED TO MAKE PHONE CALLS.** If a student is ill or needs medication from home, he is to notify the teacher. The teacher will have the student fill out a form listing the emergency reason for the call and the name and numbers to be called. The student will take the form to the office and an adult in the office will make the call. The student will be notified when the parent or guardian arrives. Forgetting a book, chrome book, homework, gym clothes, or calling for permission to stay after school, etc. is not considered an emergency.

### **Textbooks**

All basic texts are loaned to students for their use during the school year. Torn, damaged, defaced, or lost textbooks will have to be paid for by the student to whom the book was issued.

### **Unpaid Debts and Fees Owed to the School**

All students shall be accountable for unpaid debts and fees owed to the school for such things as lost textbooks, damaged chromebooks, library books, school pictures, ID fees, fundraiser money/products not returned, etc. Students may be denied participation in non-academic activities (such as, but not limited to, dances and Renaissance). Contact will be made with parents to encourage cooperation to clear debts. Should attempts to clear debts be unsuccessful, the school may take the above mentioned steps and/or appropriate legal action against an adult student or parent/guardian of a minor student.

### **Valuables**

Students are cautioned against bringing large amounts of money, cameras, or other valuables to school. Students, not the school, are responsible for their personal property. Trading cards are not to be brought to school.

### **Vandalism and Property Damage**

Our school buildings and equipment cost the taxpayers to construct, purchase, and maintain. Students who destroy or vandalize school property will be required to pay for damages. **Suspension** and subsequent **expulsion** will be in order for students who willfully destroy or deface school property.

**Title I and Family Engagement  
School-Level Parental Engagement Policy  
School Year 2023 -2024**

School: Erath Middle School Principal: Dana Primeaux

Family Engagement Contact Person: Beth Viator

Date of Approval: May 2017 Date of Evaluation: May 2018

**Mission/Belief/Introduction/Philosophy**

Erath Middle School provides a learning environment where students learn by doing and are actively involved in the learning process. Teaching provides opportunities for students to explore, discover, and create products from the knowledge gained. Students are respectful of everyone, work cooperatively, and become responsible, productive, life-long learners.

1. When will our school hold annual meetings? The meetings are to be at convenient times and for the purpose of keeping parents informed about their right to be involved in school planning as well as their child's education process.
  - A. Open House at the start of each school year
  - B. Parent Conferences scheduled upon request
2. How will we involve a diverse representative sampling of parents in an organized, ongoing way in the planning, review and improvement of Title I programs and all other programs beneficial to student support?
  - A. Surveys, Questionnaire
  - B. School Improvement Team meetings
  - C. Parental Involvement committee meetings
3. How will we offer meetings and training to help parents work with their children to improve their children's school achievement?
  - A. 8th grade state testing Night will be offered to parents of 8th grade students.
  - B. ELA teachers will host a Language Open House for parents and students
  - C. Science and Social Studies teachers will host an Academic Science/Social Studies Olympiad
4. How will we provide parents with our school performance profiles and assessment results including interpretation of the results?
  - A. Letter from the state department with results sent home
  - B. PARCC Night
  - C. iLEAP Night
  - D. Website information
5. How will we provide parents with a description of the curriculum and the forms of assessment used to measure student progress?
  - A. PARCC/iLEAP parent letters from the state department
  - B. Parish generated information sent home
  - C. School newsletters are continuously updating parents
6. How will we develop a home-school compact that involves the student, teacher, and parent? A plan to evaluate and revise must be included.
  - A. A parish generated compact is attached to the cover of the student/parent handbook
7. When and how will we hold parent conferences? ESSA mandates this in the elementary grades.
  - A. Parent conferences are scheduled upon request from the parent or teacher
  - B. Conferences are also scheduled through SBLC/504 committee
  - C. Home Visits
8. How can we provide assistance to parents in interpreting and understanding the State Content Standards and benchmarks, the Louisiana Accountability System, and state and local assessments?
  - A. Make parents aware of the State Department of Education website
  - B. Parent meetings and workshops
  - C. Monthly newsletters
9. How will we frequently report to parents about their child's progress?
  - A. Mid-nine weeks progress reports sent home and returned signed by parents

- B. Grade sheets with recorded test grades in 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade
  - C. Phone call, teacher notes
10. How will we provide opportunities for parents to volunteer on an on-going basis in the school? A. A survey is sent home on the first day of school allowing parents to sign up to volunteer for various activities throughout the year
- B. Notices are sent home when help is needed
  - C. Announcements are made when help is needed
11. Describe how resources and services are shared and coordinated among families, schools, and the community to ensure student learning and growth.
- A. 8<sup>th</sup> grade student Job Shadow in the community
  - B. People in the community present the CHOICES program to 8<sup>th</sup> grade students
  - C. On Homecoming Day the community visits classrooms – Open House for Alumni
12. How can we ensure, to the extent possible, that information related to school and parent programs are sent to the home of students in an understandable language and format?
- A. As requested, materials are sent home in the family's native language
  - B. Translations offered upon request
  - C. ELL survey to identify families
13. Describe how parents are involved in the decisions regarding how funds are allotted for parental involvement activities.
- A. The Parental Involvement Committee reviews, evaluates, and gives suggestions each year.
14. How do we ensure that our school climate is inviting and welcoming to ALL families? A. Everyone is welcome to join and participate in PTO
- B. Clean, attractive and clutter free entrance and waiting area
  - C. Warm and friendly greetings when entering school
15. How do we identify and address barriers to family engagement?
- A. Opportunities to visit socially
  - B. PTO group to open the lines of communication
  - C. E-mail addresses are posted on the parish website
17. Describe how parents play an active role in school decisions, governance, and advocacy.
- A. Family representation on all committees at the school
  - B. Open door policy
  - C. Surveys
18. How do we recognize and value family members' participation and their diverse contributions to our school?
- A. Open House at the beginning of the school year
  - B. School pride items such as magnets that are sent home

This parental engagement policy may be translated at the request of any non-English speaking parent.

School Personnel:

Jennifer Choate - Teacher  
 Dana Primeaux - Principal  
 Lisa Lynch - Asst. Principal  
 Beth Viator - Counselor