This Agenda belongs to:

NAME: _______________________________________________________

ADDRESS: ___________________________________________________

CITY: _____________________________  ZIP CODE: ________________

PHONE: ____________________________________________________

It is important that you, the student, have your agenda with you every day when you come to class. We will be using the student agenda as an important part of business operations to track and record important dates and project deadlines. In addition, anyone out of class for any reason (restroom, etc.) must be in possession of his/her agenda signed by that current teacher. If you lose or misplace your agenda, you will have to purchase a new one for $10.00 and will be assigned a Saturday Detention.

DISCRETIONARY CLAUSE
Although the rules set down in this agenda address the frequent violations of students today, the school reserves the right to vary the sanctions depending on the individual circumstances. The school also has the right to pass judgment on behaviors, not written down in these pages, which are clear violations of the values we hold as a school and according to the general spirit of the rules and regulations contained in this book.
Warren Easton Charter High School
Student Handbook 2020-2021

Mervin Jackson
Principal/CEO

Kendall McManus
Executive Director of Academics

Dameatrice Dunbar
Lauren LeDuff
Assistant Principals

3019 Canal St.
New Orleans, LA 70119
Telephone: (504) 324-7400  Fax: (504) 324-7946
PRINCIPAL’S MESSAGE

Dear Eagles,

On behalf of the administration and staff, I welcome you to the 2020-2021 school year at Warren Easton Charter High School. We are dedicated to providing you with a well-rounded and academically rigorous experience throughout your high school career. Over the past 100 years, Warren Easton Charter High School has educated and nurtured generations of hardworking, ethical and successful New Orleanians. This tradition continues with you.

The educational system in New Orleans is still undergoing a period of unprecedented flux and change. In the midst of this, the staff and I at Easton are committed to providing a stable environment in which you will flourish. While many things have changed within our city, Warren Easton’s reputation of discipline, respect and success will not be one of them. Our goal is excellence, and our striving to reach this goal must be a cooperative effort.

Your success in school depends upon the enthusiasm of your principal, teachers, counselors and parents; however, you are the most important part of the equation. I urge you to be actively involved in your own education, ask questions, set high goals, and study diligently. Take pride in your school and appreciate the people who support you. Take advantage of the growth opportunities in this dynamic period in our history. Be responsible for your own success.

This handbook is the ultimate source of information regarding school policies, regulations, procedures and services. You are responsible for the information presented within this book; read it carefully and share the information with your guardians. When this handbook does not give you the information that you need, you should contact your teachers, your counselor, or an administrator for help. I look forward to leading Easton through this historic school year and am delighted that you and your parents have chosen Warren Easton Charter High School as your school.

Sincerely,

Mervin Jackson

Mervin Jackson
SCHOOL HISTORY

In 1845, the first public high school for boys in Louisiana was opened in New Orleans. By 1855, four separate boys’ high schools had emerged, one for each municipality. In 1864, the two boys’ high schools "above Canal" consolidated into Upper Boys High, while the other two male secondary schools "below Canal" merged into Lower Boys High. In 1867, Lower and Upper Boys Highs merged to form Consolidated Boys Central High School. Thus, what started as one school in 1845 and had grown into four schools, then existed as a single school located at Constance and Gaienne Streets.

In 1886, Francis Gregory was hired as a Latin teacher at Consolidated Central Boys High School. After becoming principal of "Boys High" in 1890, he moved the school into new quarters at 1533 Calliope between Prytania and St. Charles Avenue. In 1896, the city's first prep football game featured Boys High students versus a group of freshmen from Tulane. In 1898 the school's colors—purple and gold—were chosen and the Old Gold & Purple newspaper debuted.

In 1911, the school board bought property for a new school and began construction. After much discussion, the new building was named for Warren Easton, the city's and state's first Supervisor of Education. (Other names under consideration were John McDonough and Martin Behrman). Principal Francis Gregory and faculty opened the school year in Easton’s current quarters at 3019 Canal Street on Sept. 17, 1913. The building, which was partially funded by the Boys High Alumni Association, was constructed at the cost of $360,000.

In 2006, Easton waschartered by an Alumni Board in the wake of Hurricane Katrina. Warren Easton has always educated the children of the working class of New Orleans. The school has changed in response to the times: becoming co-ed in 1952, integrating in 1967, and becoming a fundamental magnet school in 1977. Easton out-performs almost all other schools in the district and has improved its SPS score consecutively during 2000-2005 and between its reopening in 2006 to today. Factors, including the school's reputation of academic excellence, high attendance, low drop-out rate and high graduation rate, earned the school National Blue Ribbon designation by the United States Department of Education. The school feels particularly proud of the success of its special education students, as well as its "English as a second language" students. In 2007, and again in 2013, Warren Easton’s SACS accreditation was renewed.
PHILOSOPHY

At Warren Easton Charter High School, academic excellence is the highest priority. Our mission slogan is “We believe in success.” Maximum individual academic growth is stressed and good study habits are established in a nurturing and well-disciplined environment. The mission of Warren Easton Charter High School is to provide a quality education for students at all academic levels. Faculty and Staff create a safe, clean and stimulating environment, which promotes academic excellence, independent thinking and self-reliance. Strong discipline, parental involvement, a dress code and home learning are essential elements of our approach. Likewise, high moral standards, patriotism and respect for oneself and others are expected of all students as they strive to become vibrant, contributing and responsible members of society. Students, parents and faculty are responsible for the success of this mission.

THE MISSION

*Warren Easton Charter High School provides rigorous and relevant instruction for students at all academic levels to ensure each student achieves maximum potential.*

We, the teachers, administrators, parents, and community members of Warren Easton Charter High School, believe that our mission is to provide a quality education that fosters high student achievement, along with the fundamental values of self-discipline and personal responsibility. We believe that our mission is to provide a safe and stimulating learning environment, which will promote academic excellence, lifelong learning, a positive self-image, a feeling of belonging, and promote community involvement, so that all students can achieve academic and personal success.
MISSION SLOGAN
“We Believe in Success”

SCHOOL COLORS
Old Gold and Purple

SCHOOL MOTTO
Tradition, Excellence, Family, Pride

SCHOOL MASCOT
Fighting Eagle

ALMA MATER
Warren Easton marches onward
Through victory and defeat,
And bravely without murmur,
What fortune sends, we meet.
For we’re all for Warren Easton,
And we’ll strive to gain and hold
The honor of our high school
And the purple and old gold.
Give three cheers for Warren Easton.
Her praises raise on high,
And for her when she needs us,
We’ll bravely fight or die.
EAGLES’ FIGHT SONG

We’ll always fight for Warren Easton,
And for her teams, we’ll do or die.

We will uphold her colors purple and gold,
And cheer her name up to the sky.

Rah, rah, rah!

On every play we’re marching forward.

It won’t be long before we score.

We’ll send a man around the end to fool them.

Then hit the line until we overrule them.

We’ve got the stuff that makes us tough.

Hey! Easton is the champion today.
STUDENT DISCIPLINE
AND
CODE OF CONDUCT CONTRACT

1. I agree to participate fully in the learning process. I will report to class and school on time, remain in class until excused or dismissed, pay attention to instruction, complete assignments to the best of my ability and ask for help when needed.

2. I agree to avoid behavior that impairs my own or other students’ educational achievement. I will avoid behaviors that are prohibited by Warren Easton Charter High School’s Discipline Policy. I will take care of books and other instructional materials. I will cooperate with others.

3. I will show respect for the knowledge and authority of teachers, administrators, and other school employees. I will obey all reasonable directions, use acceptable and courteous language, abstain from demonstrating rudeness and disrespect, and follow all school rules and procedures.

4. I will recognize and respect the rights of other students and adults.

5. I commit myself to maintaining the Warren Easton Charter High School tradition of knowledge, character and loyalty. I promise to conduct myself in such a way that will enrich the school’s reputation and continue its traditions.

________________________             _____________________
Printed name of Student                Signature of Student

_____________________
Date

This copy is to remain in this handbook.
PARENTAL INVOLVEMENT AGREEMENT

1. **I agree to participate in the education of my child.**
   I will make sure that my child reports to school on time daily. I will encourage my child to participate actively in instruction and complete all assignments to the best of his/her ability.

2. **I will encourage positive behavior in my child.**
   I recognize the importance of a structured and disciplined learning environment for the success of my child and for all children in the Warren Easton Charter High School family.

3. **I will work in cooperation with the teachers, administrators and staff of Warren Easton Charter High School.**
   I understand that education is a team effort and that my child will benefit when the adults in his/her life are working together in a positive manner.

4. **I will attend, to the best of my ability, all scheduled report card conferences and teacher/administrative conferences.**

5. **I will participate in as many school and parent organization activities as my schedule allows.**
   I know that parent participation and involvement is the key to my child’s success.

________________________             _____________________
Printed name of Parent/Legal Guardian   Signature of Parent/Legal Guardian

_____________________
Date

*This copy is to remain in this handbook.*
ACADEMIC PROGRAM

HONORS CURRICULUM
Honors courses are offered in the core departments (English, Math, Science, and Social Studies) as well as Spanish. Emphasis is placed on preparing the student to meet the demands of a rapidly expanding global society while continuing to provide a solid foundation in each skill area.

ADVANCED PLACEMENT CURRICULUM
Advanced Placement courses may be offered in Psychology, U.S. History, World History, Human Geography, English III, English IV, Chemistry II, and Statistics. These courses offer college-level instruction and exams, and, when successfully completed, students earn college credit.

CONCURRENT/DUAL ENROLLMENT
Easton plans to offer concurrent enrollment for eligible seniors. Easton seniors may be eligible to enroll in college-level courses at participating colleges and universities, with free tuition. Students are given early release time from Easton to attend these courses which, when successfully passed, carry both college and high school credit if the student so chooses. In addition, Easton students may apply for specialized schools such as NOCCA.

MINIMUM ACADEMIC REQUIREMENTS FOR EASTON HIGH SCHOOL GRADUATION

4 Units English (in order)  
4 Units Mathematics  
4 Units Science  
4 Units Social Studies  
2 Units Foreign Language (same Language)  
1.5 Units Physical Education  
.5 Units Health  
3 Units Elective Courses  
1 Art  
24 Units Total
ACADEMIC GRADES
Semester grades are the cumulative average of all assignments for the 1st semester and for the 2nd semester. Students are encouraged to score at or above MASTERY on LEAP 2025 assessments.

The following conduct (citizenship) grades are issued on quarterly and final report cards for each course:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>O</td>
<td>Outstanding</td>
<td>N</td>
<td>Needs Improvement</td>
</tr>
<tr>
<td>S</td>
<td>Satisfactory</td>
<td>U</td>
<td>Unsatisfactory</td>
</tr>
</tbody>
</table>

The following academic marks are issued on quarterly and final report cards for each course and The following grade point average definitions are used in calculating GPAs:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Regular Courses</th>
<th>Honors Courses</th>
<th>Gifted/Talented/AP Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.00</td>
<td>4.40</td>
<td>5.00</td>
</tr>
<tr>
<td>B</td>
<td>3.00</td>
<td>3.30</td>
<td>4.00</td>
</tr>
<tr>
<td>C</td>
<td>2.00</td>
<td>2.20</td>
<td>3.00</td>
</tr>
<tr>
<td>D</td>
<td>1.00</td>
<td>1.10</td>
<td>2.00</td>
</tr>
<tr>
<td>F</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

ACADEMIC HONORS
Valedictorian, Salutatorian and Top Ten

In calculating the student’s cumulative grade point average, all Carnegie Unit courses taken will be used regardless of where the credit was earned and will include all courses taken during the senior year. The honor of valedictorian is the highest overall scholastic average. The honor of salutatorian is the second highest overall scholastic average.

Note: The top ten (10) students, including valedictorian and the salutatorian, must be in attendance for 4 semesters (inclusive of the student’s senior year) at Warren Easton Charter High School. Honor graduates are selected based on eight semesters’ grade point average. Final senior class rank obtained in May is based on eight semesters and recorded on graduates’ transcripts.
HONOR ROLL
There are 3 categories of honors at Warren Easton Charter High School:

- Principal’s List: 4.0 and above
- Alpha Honor Roll: 3.5-3.99
- Beta Honor Roll: 3.0-3.49

GRADUATION REQUIREMENTS

The following are the regulations and criteria of the Louisiana State Department of Education:

**Requirements:** Pupils must earn a minimum of twenty-four (24) credits in order to be considered eligible for graduation from a senior high school.

**Semester grades are the cumulative average of all assignments for the 1st semester and for the 2nd semester. Students are encouraged to achieve MASTERY or above on the LEAP 2025 assessments. Excessive absences may result in failure and interventions.**

HIGH SCHOOL CURRICULUM

10th-12th grade students may choose from a variety of electives: Art and Graphic Arts; Instrumental or Vocal Music; Advanced Computer Courses; Fine Arts Survey; Law Studies; NOCCA; Physical Education III, IV; Advanced Placement Courses.

**NOTE:** All twelfth grade students are required to schedule a minimum of four classes which must include an English, Math, Science, and Social Studies course, regardless of the number of units already earned in each discipline. All twelfth grade students must complete the Senior Portfolio.

NINTH GRADE

**SUBJECTS:**
- English I Honors (H), Gifted (G)
- Reading
- World Geography (H), Human Geography AP
- Algebra I (H), (G) or Algebra II (H), (G)
Math Essentials
Physical Science (H)
Physical Education I
Intro to BCA

TENTH GRADE
SUBJECTS:
English II Regular (H), (G)
Algebra II (H), (G) or Geometry (H), (G)
Biology I (H)
World History (H), (AP)
Physical Education II/Health
Foreign Language I (H)
Electives (2)
Capstone Seminar (AP)

ELEVENTH GRADE
SUBJECTS:
English III (H), (G), (AP);
Geometry (H), (G) or Pre-Calculus (H), (G)
Chemistry I (H), (AP)
U.S. History (H), (AP)
Foreign Language I or II (H)
Electives (3)
Capstone Research (AP)

TWELFTH GRADE
SUBJECTS:
English IV (H), (G), (AP)
Advanced Math, Financial Math, Pre-Calculus or Calculus (H), (G), or
AP Statistics or Algebra III
Physics (H), (AP) or Biology II (AP) or Chemistry II (AP) or
Anatomy/Physiology
Civics (H), AP U. S. Government and Politics
Foreign Language II (H)
Electives (3) If enrolled in an advanced placement or college course, may receive early release according to Warren Easton requirements.

GENERAL OVERVIEW

SCHOOL DAY
The regular school day is scheduled from 7:20 a.m. to 3:10 p.m.
No student should be in the building before 7:00 a.m. or after 3:45
p.m. unless requested by a teacher or participating in a supervised activity. Students are not allowed upstairs before **7:20 a.m.**

**TARDINESS**
All students are expected to come to school on time. Any student arriving after Homeroom must report to the Attendance Monitor with an official document, such as a note from a doctor, dentist, or lawyer, a court subpoena, an immigration notice, or be accompanied by the parent or guardian to be admitted to school. Admit slips will be issued from the main office and must be presented to the teacher that the student is current in at that time. Students who come to school tardy and do not check in are subject to suspension. Students are expected to report to each class on time. Students arriving tardy to class may be assigned a Saturday detention. Students who are tardy to class after lunch may additionally lose off-campus lunch privileges.

**Disciplinary procedures for excessive unexcused tardiness:**
- **Initial 3 instances**: student & parent notification & Saturday Detention
- **After 5 instances of tardiness**: parental conference & Saturday Detention; further disciplinary/administrative actions as determined by the administration.
- **Every 3rd tardy thereafter**: Saturday Intervention; further disciplinary/administrative actions as determined by the administration.

**ABSENCES**
If you are absent a doctor’s statement, statement from a nurse, nurse practitioner, or hospital is necessary to excuse the absences. The note must state the date absent, reason for the student’s absence and signature of the doctor or health professional. Absences resulting from illness, emergency, or religious duty will be excused with presentation of proper documentation. **Excused Absence simply means that the student will be given an opportunity to have make-up work; the absence still counts in the total number of absences the student has accrued.** State law indicates that there can be no more than five (5) absences per
semester during the school year. (BESE, Bulletin 708, paragraph 1105B and R.S. 17:226; R.S. 17:235.2; R.S. 17, 416). The only exception to the attendance regulation shall be extenuating circumstances that are verified by the Principal and the school Social Worker. Only the following shall be considered extenuating circumstances under which absences shall be exempt from provisions of compulsory attendance laws:

- Extended personal physical or emotional illness as verified by a physician.
- Death in the family
- Natural catastrophe and/or disaster

For any other extenuating circumstances, parents may make a formal appeal in accordance with the due process procedures established by the school.

Louisiana Department of Education defines Truancy as five (5) unexcused absences or five (5) unexcused tardies to school in a one month period, where a month is defined as:

- Any 30 day span or
- A calendar month

LA R.S. 17:233 Cases of habitual absence and/or tardiness referred to juvenile or municipal court.

A. Any student who is a juvenile and who is habitually absent from school or is habitually tardy shall be reported by the supervisors of child welfare and attendance or the school social worker to the family or juvenile court of the parish or city as a truant child, pursuant to the provisions of Chapter 2 of the Title VII of the Louisiana Children’s Code relative to families in need of services, there to be dealt with in such manner as the court may determine.

B. Any student who is seventeen years or older and who is habitually absent from school or is habitually tardy shall be reported to municipal court.

The student is required to make-up class work assignments. Please do not make doctor or dental appointments during the school day unless circumstances prevent after school scheduling. **All other absences are unexcused.**
ASSIGNMENTS DURING ABSENCE
For short-term absences (1-3 days), please contact your teacher to receive your assignments. For longer-term absences, parents should contact their child’s counselor to arrange for assignments.

EMERGENCY CARDS
Parents/Guardians are responsible for providing the school an emergency card with current contact information at the beginning of the school year. In addition to important telephone numbers (including work and cellular), the card should indicate to whom the school is permitted to release the student during the school day should an emergency or doctor’s appointments arise. Parents/Guardians should update this information as it changes.

PROOF OF RESIDENCE
If a student’s domicile changes during the school year, the parent/guardian must provide the school office with three proofs of residence for the new address before this information can be changed in the student database. Orleans Parish residency is required to attend Warren Easton.

ANCILLARY SERVICES
Guidance Counselors
Warren Easton Charter High School has four full time counselors on staff. The counselors are available to assist students with meeting their educational, career, and post-secondary needs. Services provided include class selection, career planning, post-secondary opportunities, TOPS, and small group or individual counseling for academic and personal issues on an as needed basis.

First Aid/Medical
For first aid issues, see the School Nurse as available. For all other medical/dental issues please see the school nurse who may refer you to the school based health center.
School Social Worker
Warren Easton Charter High School has a full time school social worker on staff. The social worker is available to work with students in order to enhance their performance in the academic setting. Services provided include individual, group and family counseling. A primary function of the school social worker is to monitor attendance and tardiness.

SIGNING IN & OUT OF SCHOOL
Students who wish to sign out of school must contact their parent and arrangements must be made for the parent to pick the student up at the specified time. Students who become ill at school are to report to the office/nurse. The parent is contacted by phone and arrangements must be made for the parent to pick up the student. Students who repeatedly sign out will be required to document the reason (by doctor’s note or parental conference) for frequent checkouts. Students must sign-in in the Main Office after first period. Failure to do so will result in a Saturday Detention.

WITHDRAWAL FROM SCHOOL
Students expecting to withdraw from school must notify their counselor of the expected date of withdrawal. The parent must come in and sign a form authorizing the withdrawal.

LOCKERS
Each student is assigned a hallway locker for the storage of books, equipment, and materials. **Students must use the official school lock.** Administrators will from time to time conduct unannounced, random locker searches in an effort to insure a safe and secure campus. Students may not leave class to go to their lockers except with special permission and with a pass signed and dated by the teacher or an administrator. Changes are not made in locker assignments without consulting the faculty member who made the original assignment. Any student tampering with lockers is subject to suspension from school.
LUNCH PERIODS
The cafeteria (designated eating areas), besides being a lunchroom, is also a place where good human relations can be developed. Here, each student is expected to practice the general rules of good manners and respect.

Students who have a minimum score of 21 on the ACT may apply for an off-campus lunch pass. The lunch pass application must be signed by a parent. The office will issue the lunch pass. Lunch pass must be attached to the school shirt or ID when leaving or entering school grounds at lunchtime. Students may not congregate in the front of the building or on the front stairs. Students are not to litter or disturb the peace of the neighborhood. Such activities disturb classes and present an unacceptable appearance to the public. In addition, Warren Easton Charter High School students are expected to exhibit good behavior in all off-campus fast food restaurants.

Students must return to campus on time and must be present in the after-lunch classes at the time of the tardy bell. The penalty for returning late is loss of the lunch pass and a parental conference. If the student is tardy from lunch a second time, he/she may lose his/her lunch pass for the remainder of the school year. Rain or bad weather is not an acceptable excuse for returning late after lunch.

Students may not use bicycles, motorbikes, or automobiles during lunch. You are not to eat at or sit on porches of neighborhood homes. Sitting in automobiles is forbidden. Off campus lunch is prohibited, including delivered food.

Violation of these rules may result in permanent revocation of the lunch pass. Even though the student is off campus, school rules of conduct are to be followed. Lunch privileges may be revoked as a result of inappropriate conduct, including but not limited to: littering, excessive loudness in restaurants, tardiness and behavior that reflects poorly upon Warren Easton Charter High School. Infractions will be subject to discipline by the office.

FIRE DRILLS
A fire evacuation plan is posted in each classroom. Students should study these plans and become familiar with them. When the fire
alarm sounds, students will immediately follow their teacher and orderly exit the room. No one is to pass another or break the line of exit. Running is not permitted. The first students to reach an outside door are to hold it open until all personnel have left the building. Students are not permitted to talk during a fire drill and are to remain at least 50 feet away from the building until the signal is given to reenter. No one is to return to the building until the principal or his/her authorized representative gives the signal. Any student caught pulling fire alarms/extinguishers will be subject to expulsion and/or arrest.

FACILITIES
Warren Easton Facilities strives to insure a clean and healthy learning environment for all students, parents, staff, and guests. Hard copies of building reports, including AHERA and ALDEQ Form AAC-8, are available for review in the main office. Students are encouraged to maintain safe and sanitary practices throughout their day.

PARKING
Because there is no parking available to the students, parents, or staff at Warren Easton Charter High School, students are discouraged from driving to school. If, upon occasion, you must drive to school, you must follow the city code for parking, or your vehicle is subject to ticketing and towing.

TEXTBOOKS
Students must take proper care of textbooks and library books issued to them. Fines will be assessed on all damaged books. Students must return all issued textbooks or pay the replacement cost once the student has finished the course. The cost of textbook replacement is frequently above $90.00 per book.

ELECTRONIC DEVICE POLICY
Warren Easton Charter High School has a zero tolerance policy for all cell phones, head phones, airpods, and smart watches—including Apple Watches—being used in classrooms, hallways, and all common areas including the cafeteria, and courtyards.
Electronic devices are strictly prohibited during the course of the entire school day, including lunchtime. Students who fail to adhere to the cell phone policy will be subjected to the following consequences:

1\textsuperscript{st} Offense: Electronic device is taken and given back at the end of the day. Student will be issued a Saturday detention.

2\textsuperscript{nd} Offense: Electronic device is taken and only released to a parent. Student will be issued a Saturday detention.

3\textsuperscript{rd} Offense: Electronic device is taken and released only to a parent on the following Saturday upon completion of student serving Saturday detention and parent conference with Dean of Culture.

4\textsuperscript{th} Offense: Student will receive in school suspension. Electronic device is taken and released only to a parent on following Saturday upon completion of student serving Saturday detention and parent conference with Dean of Culture.

Additional offenses may result in further disciplinary actions such as out of school suspension at the discretion of the administration or designee.

**CONTACTING STUDENTS DURING THE SCHOOL DAY**

We are unable to interrupt classes during the school day to deliver messages to students. In case of an emergency, please call the office at (504) 324-7400 and identify the nature of the emergency to an administrator who will deliver necessary messages to your child as soon as possible. Non-emergency messages will be delivered to the student at the end of the school day. **At no time should parents call students on their cell phones during school hours.**

**LOST AND FOUND**

Found items are to be taken to the office where the “Lost and Found” box is located. **Students should NOT bring expensive**
or difficult-to-replace items to school. The school and its staff assume no responsibility for items stolen or damaged while on campus or while in transit to or from the campus. The owner assumes all risks for personal property brought to school.

LIBRARY
The library has books, magazines, and pamphlets for assigned study and recreational reading, as well as word processing and Internet stations. An acceptable use policy, signed by the student and his or her parent/guardian, must be on file with the school before a student may use the Internet on any school computer. The library is open during school, during lunch periods, and after school. Fines are charged for overdue materials. Classes are scheduled into the library through the school librarian.

HOMEWORK
Homework is assigned for one of two reasons: to introduce concepts and ideas or to reinforce previously taught ones.

PROGRESS REPORTS
Progress Reports will be issued to each student for each course every two weeks. It is the student’s responsibility to return these reports with his/her parent/guardian’s signature to each teacher. Parents who receive unsatisfactory reports are urged to contact the teachers at their earliest convenience. Parents who receive proficiency reports should acknowledge their child’s efforts with praise and reinforcement. Parents should log on bi-weekly to Power School (password needed) to monitor their child’s academic achievement and attendance.

EXAMINATIONS
Exams are given at the end of each quarter for all students; these exams count for 20% of the semester grade. High school students receive credit at the end of each semester.
HONOR SOCIETY
The National Honor Society is an organization which recognizes the academic excellence and constructive leadership of high school students. Sophomores, juniors, and seniors with at least a 3.5 average who have high standards of character, leadership, and service to the school and community are eligible for induction.

The society’s activities include tutoring, service to the school and community, and supporting various charitable organizations. In addition, the Honor society holds a yearly assembly to induct new members into its society. Membership in the National Honor Society is the highest honor bestowed by the faculty on sophomore, junior and senior class members for excellence in scholarship leadership, character, and service.

HONORS & AWARDS
A general assembly is held every spring to honor students for excellence in academics, service, and attendance.

TUITION OPPORTUNITY PROGRAM FOR STUDENTS (TOPS)
To be eligible for a tuition and award at a public college or university in Louisiana, a student must meet the criteria and follow the guidelines to qualify for TOPS. See your counselor for information on this program.

STANDARDIZED TESTS
The LEAP 2025 tests are used by Warren Easton Charter High School to measure the achievement of ninth through eleventh grade students. It is administered each spring; test results are used to develop instructional programs for students, and are the Final Exam grade.

LEAP 2025 tests measure the knowledge and skills a student should have mastered by the end of the course. The results of the LEAP 2025 tests help ensure that all Louisiana students have access to a rigorous curriculum that meets high academic
standards. LEAP 2025 will assess student learning in the following high school courses:
1. Algebra I
2. English I
3. Biology
4. English II
5. Geometry
6. U.S. History

Any student enrolled in and/or receiving credit for an LEAP 2025, regardless of grade level, is required to take the LEAP 2025 test upon completion of that course.

GRADUATION PARTICIPATION
Participation in graduation by a student is a privilege at Warren Easton Charter High School. The school reserves the right to deny participation. The school also reserves the right to deny admission and to remove individuals who exhibit inappropriate behavior at graduation, assemblies, or any school function. **All indebtedness must be cleared in order to participate in graduation exercises.**

Elective courses are important and students are required to take enrollment seriously. Students are required to maintain good attendance and earn a satisfactory grade in electives. Failure to adhere to the policy regarding electives can result in being denied participation in senior activities and/or graduation. **Be advised!! Elective grades do impact your overall GPA!!**

Community service is an opportunity for students to enhance the quality of life in their community. Students must complete twenty (20) hours of community volunteer service per year.

ACADEMIC HONESTY POLICY
Easton students are expected to complete all assignments, essays, and all tests/exams honestly. Cheating is defined as “accepting or providing work or information that is not one’s own.” Plagiarism is the act of passing off someone else’s work as your own and/or using another person’s work without citing them as a source. Both cheating and plagiarizing are unacceptable at Warren Easton
Charter High School and as a minimum consequence will result in a failing grade for the particular assignment and parental conference.

STUDENT BEHAVIOR

EXPECTATIONS

One rule should be the basis for all of our actions:

*Act with respect for yourself and for one another.*

In the day-to-day life at Warren Easton Charter High School this means that:

- every person is treated equally, without bias, and every person has an equal opportunity to learn
- no one interferes with the learning atmosphere in the classrooms
- school property is not damaged, defaced, or misplaced
- hallways are kept clear during class times
- uniforms and school id’s are worn daily and are neat, clean, and follow school uniform guidelines
- language is controlled and in good taste
- attendance is regular and punctual
- students are prepared for class: homework is complete; textbooks, notebooks, pens, & pencils are on hand
- students display honesty on tests, exams, quizzes, and homework
- safety rules are obeyed on the bus, in the yard, and in the school

CONSEQUENCES

Students who have difficulty meeting behavioral expectations may:

- be counseled by their classroom teacher;
- be referred to the guidance counselor and/or social worker
- have parents/guardians informed;
- be counseled and/or disciplined by the principal, assistant principal, or disciplinarian;
- be referred to another agency for special help;
- be assigned to an after school or Saturday detention or be suspended from school for a specified period of time;
- be denied participation in extra-curricular activities.
Suspension is defined as the loss of privileges to any and all school activities for the duration of the suspension period and results in unexcused absences for all classes missed.

- Suspensions shall be preceded by an informal conference conducted by the principal or his/her designee between the student, and when practical, the teacher, supervisor or school employee who referred the student to the principal/assistant principal. At the conference, the student shall be informed of the reason for the disciplinary action and the evidence against him/her; he/she shall be given the opportunity to present his/her version and evidence in support of his/her defense.

- All student suspensions are to be processed by the disciplinarian and/or assistant principal of the school in which the student is enrolled. The disciplinarian and/or assistant principal shall keep a report for inquiries on suspensions, including the name of the student and the cause for the suspension.

- At the time of the suspension, an administrator shall contact the parent/guardian by telephone or in person. The parent/guardian shall then be officially notified of the reason(s) for suspension, the length of suspension, and the date and time when the student may return to school via the school’s Suspension Letter, which goes home with the student. A parent/guardian must be required to accompany the student upon his/her return to school.

- Suspensions during the 2nd semester of the school year will result in the forfeiture of school sanctioned privileges and activities (ex. Class Picnics).

Parents have a right to appeal a suspension to: first, the Principal or designee, second, the Charter Board which will determine whether to uphold, reverse, or modify the decision to suspend the student.

**Offenses for which a student may be suspended include, but are not limited to:**

1. Willful disobedience;
2. Treating a teacher, administrator, board member, or any other employee with intentional disrespect;
3. Making an unfounded charge against a teacher, administrator, Board Member, or another employee of the school;
4. Using distasteful or discourteous language;
5. Engaging in illegal or harmful practices or of conduct or habits injurious to his/her associates;
6. Using tobacco or possessing alcoholic beverages or any controlled dangerous substance governed by the Uniform Controlled Dangerous Substances Law, in any form, in school buildings, on school grounds, or on school buses.
7. Disturbing the school and habitually violating any rule;
8. Destroying or defacing any school or school staff property;
9. Writing any profane or obscene language or drawing obscene pictures in or on any school material or on any school premises, or on any fence, pole, sidewalk, or building on the way to or from school, or on any school bus;
10. Carrying of implements which can be used as weapons, the careless use of which might inflict harm or injury;
11. Throwing any object with or without the intent to injure other person(s) on the school grounds or while on any school bus;
12. Instigating or participating in fights;
13. Violating traffic and safety regulations;
14. Leaving the school premises without permission;
15. Leaving the classroom during class hours or detention without permission;
16. Committing any other serious offense.

Expulsion is defined as the complete denial of all school services until the end of the semester or the school year.
Warren Easton follows NOLA Public Schools expulsion policies which can be found on the NOLA Public Schools website. The school recommends a student for expellable offenses to the Hearing Office.

Offenses for which a student may be expelled include, but are not limited to:
1. Battery with bodily injury to another student or employee at school or any school-related activity;
2. Battery that involves the use of a weapon;
3. Sexual Assault;
4. Bullying;
5. Possession, use, concealment, or transmittal of illegal drugs, alcohol, or weapons at school or school related activities;
6. Arson (willful burning of any part of the school building or property therein);
7. Theft (stealing) or extortion of property valued at $ 500.00 or more;
8. Robbery (taking anything of value from another by use of force or intimidation);
9. Burglary of school property;
10. Burglary or damage of any vehicle (unauthorized entering of any vehicle parked on or near school property with the intent to commit theft or damage);
11. Possession, use, transmittal, or concealment of knives and/or Firearms/Guns, including, but not limited to, pistol, rifle, zip gun, shot gun, loaded or unloaded, BB gun, starter gun, stun gun, explosive propellant or destructive device, whether operable or inoperable.
12. Well documented and/or on-going commission of acts that threaten the safety and well-being of self or others

BULLYING (LA Rev Stat § 17:416.13 :: RS 17:416.13)
Bullying is defined as a pattern of any one or more of the following:

• gestures, including but not limited to, obscene gestures and making faces;
• written, electronic, or verbal communication’s, including but not limited to, calling names, threatening harm, taunting, malicious teasing or spreading untrue rumors;
• electronic communication includes, but is not limited to a communication or image transmitted by email, instant message, text message, blog, or social networking website through the use of a telephone, mobile phone, pager, computer, or other electronic device;
• physical acts, including but not limited to, hitting, kicking, pushing, tripping, choking, damaging personal property, or unauthorized use of personal property;
• repeatedly and purposefully shunning or excluding from activities; and
• where the pattern of behavior as provided above is exhibited toward a student, more than one, by another student or group of students and occurs, or is received by, a student while on school property, at a school-sponsored or school-related function or activity, in any school bus or van, at any designated school bus stop, in any other school or private vehicle used to transport students to and from schools, or any school-sponsored activity or event.
The pattern of behavior as described above must have the effect of physically harming a student, placing the student in reasonable fear of physical harm, damaging a student’s property, placing the student in reasonable fear of damage to the student’s property, or must be sufficiently severe, persistent, and pervasive enough to either create an intimidating or threatening educational environment, have the effect of substantially interfering with a student’s performance in school, or have the effect of substantially disrupting the orderly operation of the school.

REPORTING AN ACT OF BULLYING
Procedure for students and parents:
1. Report bullying incidents to the principal/designee, and/or security guard.
2. The person the incident was reported to will complete the Bullying Report Form
3. An investigation of complaints and reports will be completed and forwarded to the appropriate department.

The principal/designee is responsible for receiving complaints alleging violations of the bullying policy. All school employees and parents chaperoning or supervising school-sponsored functions and events are required to report alleged violations of this policy to the principal or designee. A verbal report must be reported on the same day as the employee or parent witnessed or otherwise learned of the incident and a written report must be filed no later than two days thereafter.

The victim of bullying, anyone who witnessed the bullying and anyone who has credible information that an act of bullying has taken place may file a report of bullying.

RETRALIATION and FALSE REPORTS
Retaliation against any person who reports bullying in good faith, who is thought to have reported bullying, who files a complaint, or who otherwise participates in an investigation or inquiry concerning an allegation of bullying is prohibited conduct and is subject to disciplinary measures. Intentionally making false reports about bullying to school officials is prohibited and will result in appropriate disciplinary measures.

SATURDAY SCHOOL-WIDE DETENTIONS
Students may be assigned a school-wide detention for certain infractions: tardy to school, tardy to class, dress code, failure to wear your ID, or cutting a teacher detention. If a student receives a Saturday school-wide detention, you must report to the designated room at 8 a.m. on the designated Saturday. You will remain for 4 hours. An administrator may assign Saturday school-wide detentions. Failure to report to school-wide detention may result in an out of school suspension.

**WARREN EASTON CHARTER HIGH SCHOOL POLICY ON SCHOOL UNIFORMS**

The official student uniform is required for all students attending Warren Easton Charter High School. You are expected to be in uniform every day. Any deviation from uniform requirements is a dress code violation. Violation of the dress code will result in disciplinary action.

**UNIFORM REQUIREMENTS FOR ALL STUDENTS**

Official uniforms are required every day. The dress code is formulated with the Easton philosophy and the objectives of the Warren Easton Charter Foundation. The purpose is to encourage good grooming habits, a mutual feeling of respect for each other, discourage distractions in the classroom, and to ensure a safe environment. Any deviation from the uniform requirements is a dress code violation and will result in disciplinary action.

**Dress code requirements:**

**GIRLS:** are required to wear uniform plaid skirts or plaid uniform pants with a solid black or gray belt only. Skirt length must be even with the top of the knee FRONT AND BACK. Only plain black opaque tights, plain white, black or purple socks or WE logo socks are permitted.

**BOYS:** are required to wear properly fitted boys’ gray uniform pants with a solid black or gray belt only. Socks are to be solid white, black, or purple or WE logo socks.
BOYS AND GIRLS: are to wear an oxford or cotton white shirt, polo type knit shirt, short or long sleeve. An official Easton school emblem is required on all shirts. Properly fitted shirts must be neatly tucked completely into skirts/pants.

SHOES: solid black shoes with solid black shoestrings are mandatory

SWEATERS: the only acceptable sweaters are the uniform gray, purple, black, or white sweaters with the school logo.

SWEATSHIRTS: only gray, purple, black, or white sweatshirts with no logos or official Warren Easton sweatshirts with logos are allowed. NO HOODIES!!

Please Note: The uniform clothing can be purchased from the official uniform vendors listed in the Wings newsletter.

EXCEPTIONS TO SCHOOL UNIFORM REQUIREMENTS:

Jean policy- students are permitted to wear full length jeans (no jeans shorts or skirts) with no skin visibility on free days and field trips.

All students—Fridays only
- Students may wear officially approved (received this school year) class shirts tucked into pants or skirts (this does not include P.E. shirts)
- Official club, band, spirit and team shirts are permitted for all.

Health & Physical Education Uniform Requirements
1. White tennis shoes and plain white socks (no other colors or designs accepted)
2. Only Warren Easton Charter High School P.E. gold shirts and purple shorts are to be worn.
3. Uniforms may be purchased during the 1st week of classes.
4. Dressing out for P.E. is MANDATORY in order to pass the class.
5. All other rules and regulations will be handed out during the 1st week of school.

PROHIBITED ITEMS

- Large amounts of money or expensive jewelry should not be brought to school.
- **Students are not allowed to use cellular phones/electronic devices during instructional time unless directed to do so by their teacher for instructional purposes.** Improper use will result in the confiscation of the cellular phone/electronic device; students may retrieve confiscated cell phones following the assigned Saturday detention served.

DETENTION

Any member of the faculty may assign students their own detention. Members of the faculty have the authority to detain students after school until 5:00 p.m. If a student has more than one teacher-assigned detention, the detention that was assigned first must be served first and the other detention(s) made up the following day(s).

School detention is for those students with undesirable patterns of attendance, tardiness, or conduct as well as other disciplinary problems. Teachers may refer students to the administration for assignment to Saturday detention for the above undesirable patterns. At this detention, each student is to cooperate with and follow the instructions of the detention supervisor. Any student who does not abide by the regulations of the detention period may receive an out of school suspension.

CARE OF SCHOOL PROPERTY
Students should note the following: any student destroying, defacing, or marring school property will be expected to pay the repair/replacement costs and is subject to disciplinary action.

SUSPENSION OF STUDENTS FROM PROGRAMS
All students and their parents will be required to sign the Extracurricular Activity Conduct Contract. Coaches and sponsors have the authority to suspend students from their programs for serious violations of the program rules, school rules, and/or school district rules, particularly on field trips. Once students have been suspended from a program they may not return to that program without the written approval of the principal and the program coach or sponsor.

STUDENT ACTIVITIES

COMMUNITY AND NEIGHBORHOOD RELATIONS
Warren Easton Charter High School strives to maintain a good relationship with neighborhood residents and with the proprietors of neighborhood stores. By demonstrating a positive regard for the property and individual rights of others, we will continue to have the support of our neighbors.

ATHLETICS, CLUBS, AND ORGANIZATIONS
Warren Easton Charter High School recognizes that in order to develop well-rounded individuals, our students must have the opportunity to participate in extra-curricular activities. Accordingly, Warren Easton Charter High School offers an exciting range of academic, artistic, and athletic programs, which are designed to extend the student’s understanding and appreciation of the world around him, while at the same time nurture and develop his own special talents.

Service clubs, such as National Honor Society, Interact Club, and Student Council, provide leadership opportunities for our students while instilling in them the desire and the need for helping others. Performing groups such as cheerleaders and marching band, encourage our students to explore and develop their creative talents. Warren Easton offers a range of athletic opportunities for our students including, baseball, basketball, softball, volleyball, football and outdoor track. All of our students are encouraged to participate in at least one activity.
However, each student’s primary responsibility is to perform to the best of his ability academically. **Students who wish to participate in extracurricular activities must maintain good scholarship and satisfactory discipline to remain members of teams and organizations. The minimum GPA for participation is 2.0 (per the extracurricular contract. All students must be cleared by the Administrators for Academics and Discipline yearly in order to try out for the activity.**

**STUDENT ACCIDENT INSURANCE**
Student Accident Insurance is a secondary health insurance that is to be used after the parent/guardian primary insurance has been exhausted. If the parent/guardian has no primary insurance, then Warren Easton’s accident insurance becomes primary. In many instances, all services will not be covered and the parent/guardian will be responsible for the balance.

**DISCRETIONARY CLAUSE**
Although the rules set down in this agenda address the frequent violations of students today, the school reserves the right to vary the sanctions depending on the individual circumstances. The school also has the right to pass judgment on behaviors, not written down in these pages, which are clear violations of the values we hold as a school and according to the general spirit of the rules and regulations contained in this book.

**WARREN EASTON CHARTER HIGH SCHOOL BELL SCHEDULE**

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<td>Announcements</td>
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**EARLY RELEASE SCHEDULE**

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WARREN EASTON HIGH SCHOOL

Free language assistance available upon request.

Si usted lo requiere, tenemos asistencia gratis en español.

SỰ TRỢ GIÚP TIẾNG VIỆT MIỄN PHÍ THEO YÊU CẦU.
Assistance gratuite en français disponible sur demande.

可應要求提供免費的語言協助.

요청시 무료 한국어 언어 지원.

Hiromi Silva
Community Liaison Coordinator
Hiromi_Silva@npsb.us
504-359-8167 (office) • 504-214-6876 (cell)

Vietquynh Pham
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Orleans Parish School Board
3520 General DeGaulle Drive, New Orleans, LA 70114
PARENTAL COMPLAINTS, CONCERNS AND APPEALS

We share the commitment to accountability that we ask of all our parents and students, and we will address any concerns expeditiously and judiciously. A parent may bring a complaint to the school for any reason, including the request to appeal a disciplinary decision. The below process has been established so that students and parents may bring concerns, appeals or complaints to the attention of the appropriated party:

1. If a concern arises from a school situation, students or parents should first discuss it with the teacher, or staff most directly involved.

2. If the students or parents concerned believe that the discussion has not led to a satisfactory conclusion, they may proceed to discuss the matter with a Dean of Students or Assistant Principal in an attempt to reach a solution.

3. If the students or parents believe that the situation still has not been resolved, concerns should be taken to the Principal. The Principal will first investigate the matter to ensure that Steps 1 and 2 have been appropriately documented and completed, then record the complaint and/or appeal and will address any concerns regarding appeal of a disciplinary decision, or any action or inaction taken by the school administration, within three school days of the appeal and within five days from the time the complaint is introduced.

4. If, following a conversation and/or meeting with the principal and appropriate parties, the situation still has not been resolved to the satisfaction of the students or parents, the matter should be taken to the Board of Directors. The Board of Directors can be reached by phone at (504)324-7400 and by U.S. mail at 3019 Canal St., New Orleans, LA 70119. If still no resolution the matter should be taken to the Board of Directors through its Parental Concerns and Complaints Committee. The president of this board, can be reached by phone at (504) 324-7400 and by mail at 3019 Canal Street, New Orleans, LA 70119.
EXPECTATIONS
STUDENT DISCIPLINE AND
CODE OF CONDUCT CONTRACT

1. I agree to participate fully in the learning process. I need to report to class and school on time, remain in class until excused or dismissed, pay attention to instruction, complete assignments to the best of my ability and ask for help when needed.

2. I agree to avoid behavior that impairs my own or other students’ educational achievement. I will avoid behaviors that are prohibited by Warren Easton Charter High School’s Discipline Policy. I will take care of books and other instructional materials and I will cooperate with others.

3. I will show respect for the knowledge and authority of teachers, administrators, and other school employees. I will obey all reasonable directions, use acceptable and courteous language, avoid being rude and follow all school rules and procedures.

4. I will recognize and respect the rights of other students and adults.

5. I commit myself to becoming a part of the Warren Easton Charter High School tradition of knowledge, character and loyalty. I promise to conduct myself in such a way that will enrich the school’s reputation and continue its traditions.

__________________             ______________
Printed name of Student       Signature of Student

________________________________________
Date

This copy is to be signed and turned in.
PARENTAL INVOLVEMENT AGREEMENT

1. I agree to participate in the education of my child. I will make sure that my child reports to school on time daily. I will encourage my child to participate actively in instruction and complete all assignments to the best of his/her ability.

2. I will encourage positive behavior in my child. I recognize the importance of a structured and disciplined learning environment for the success of my child and for all children in the Warren Easton Charter High School family.

3. I will work in cooperation with the teachers, administrators and staff of Warren Easton Charter High School. I understand that education is a team effort and that my child will benefit when the adults in his/her life are working together in a positive manner.

4. I will attend, to the best of my ability, all scheduled report card conferences and teacher/administrative conferences.

5. I will participate in as many school and parent organization activities as my schedule allows. I know that parent participation and involvement is the key to my child’s success.

________________________             _____________________
Printed name of Parent/Legal Guardian    Signature of Parent/Legal Guardian

__________________________________________
Date

This copy is to be signed and turned in.