



Green Oaks Performing Arts Academy

Handbook for Students 2025 - 2026

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Principal

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This handbook is an attempt to share with parents and students helpful information about expectations and procedures at Green Oaks Performing Academy. It serves as a guide and should NOT be assumed to cover every situation and circumstance that arises during the school year. In all cases, the staff will make changes as situations warrant.

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Notice of Nondiscrimination

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Caddo Parish Public Schools are hereby notified that this Parish does not discriminate on the basis of race, color, national origin, sex, age, or handicap in admission of access to, or treatment of employment in any program or activity. Any person having inquiries concerning Caddo Parish Public Schools' compliance with regulation implementing Section 504 is directed to contact:

Director of Special Services
Department of Special Services
Section 504/ADA
3004 Knight Street
Shreveport, LA 71105

GREEN OAKS PERFORMING ARTS ACADEMY MISSION AND BELIEFS

The mission of Green Oaks Performing Arts Academy is to educate students in an inclusive environment that cultivates productive, confident, and independent thinkers for the 21st century. It is our vision that in three (3) years, 100% of Green Oaks' students will be TOPS Program eligible by the end of their senior year.

It is our belief that great schools are the results of great teachers; therefore, our primary objective is to ensure that every student is receiving high-quality instruction. Public education, provided at Green Oaks, is one of the most important components to develop competent and productive citizens. Green Oaks emphasizes educational opportunities that improve mastery of basic skills, enrichment programs, and advanced learning. The faculty of Green Oaks Performing Arts Academy recognizes the importance of utilizing intellectually challenging educational opportunities to advance social, emotional, and educational needs. In addition, the staff recognizes each student as exceptional with individual goals, ambitions, interests, abilities, and capacities.

Our faculty and staff recognize the importance of a well-rounded education for each student by including a wide variety of course offerings; magnet offerings and college or career paths. Green Oaks offers an educational program that is flexible and allows all students opportunities to succeed. We are committed to the extensive use of differentiated materials, multi-sensory aids, and human resources to developing responsible citizens and reputable members of society.

Green Oaks also offers opportunities for involvement in curricular, co-curricular, and extracurricular activities. These experiences are implemented as a means of enhancing self-esteem, encouraging respect for others, and providing necessary development in critical thinking, problem solving, decision-making, responsible citizenship, and career preparedness.

Lastly, Green Oaks accepts the obligation for employing outreach and community-based communication with the families of Green Oaks Performing Arts Academy students to reinforce values, culture, and learning opportunities that assist, support, and improve the educational advancement of all students.

HISTORY OF GREEN OAKS PERFORMING ARTS ACADEMY

In 1968, a group of parents and other concerned citizens of the Cooper Road felt that the time had come to build a high school that could adequately accommodate the high school population of a rapidly growing community. Before Green Oaks was built, the only high school available was the Linear Junior-Senior High School that was originally designed to house 760 students in 1961. By 1967, the population had grown to 1,675. As can be imagined, this situation presented a very crowded and uncomfortable atmosphere in the classrooms as well as in the halls. So, the need for a senior high school was very evident, and thus began the idea of Green Oaks.

The building of the new school greatly aided the community and surrounding areas. An eight-acre site located eight miles north of the downtown area of Shreveport in the vicinity of Martin Luther King, Jr. Drive at the corner of Legardy and Prince Valiant Drive was selected to construct the 2.5-million-dollar complex. In March of 1971, Mr. Thomas E. Howard took the top 20% of the first graduating class (C/O '72) of Green Oaks to the site to tour it and to inform them of the new school's name, and discuss and agree with this class on naming the school's mascot and colors. In August 1971, the doors of Green Oaks, an ultramodern completely air-conditioned school, was opened to 1,260 students in the 9th-12th grades. On hand to greet the students were Mr. Thomas E. Howard, Principal; Mrs. Helen Dear, Assistant Principal and Mr. Tom James, Administrative Assistant. Prince Valiant Drive was later renamed Thomas E. Howard Drive in honor of the first Principal of the school. The school's auditorium is now the Tom James Memorial Auditorium.

In August, 1994, the Green Oaks Laboratory High School Teaching Profession Magnet was opened, the first such magnet program in the State of Louisiana and the fourteenth in the nation. This magnet program was designed to build a pipeline that would shape the teaching workforce early thereby solving the problem of teacher shortage nationwide. Ms. Emma Moore Farmer was the Instructional Coordinator for the program. The Performing Arts component, incorporated in 2001, offered four major strands to Caddo students (9th-12th) in the areas of Instrumental Music, Vocal Music, Visual Arts, and Dramatic Arts. This program was structured to include a three-part curriculum: Academics, Technique, and Performance. This program focused on pre-professional study. The program consisted of a full-day academic course of study and a performing arts' curriculum in the student's area of interest. This program brought students to their highest level of artistic ability and prepared them for professional and post-secondary careers. Volunteers and resources were received from downtown businesses as well as community businesses, cultural centers, and institutions of higher learning. Green Oaks continues to have a performing arts program that is second to none in the city and surrounding areas.

Over the years, students at Green Oaks have excelled in academic, performing arts and athletic competitions. Green Oaks' students have been national Merit Scholarship semi-finalists and others have received academic or athletic scholarships. Since its first graduating class in 1972, these successful generations of students have gone forth to make their marks upon the community, city, state, country and the world. These generations of students will always retain the memories and traditions of the school that nourished and nurtured them in their formative years.

Principals for Green Oaks include Thomas E. Howard, Thomas James, Wilmer J. Godrey, Mary Nash Robinson, Cleveland White, Kenneth Coutee, Marvin Alexander, Steven Grant, and Joseph Anderson. Assistant Principals include Helen Dear, Huey Hunt, Lonnie Dunn, John Baldwin, Hays Gipson, Catherine Bass, Beachman Williams, Cleveland White, Nancy Hunnicutt, Dinah Tinsley, Robert Franklin, Thedra Green, James Outley, Stacey Russell, Kristi Young, Seretta Smith, Jessica Elie, Dr. Montrell Whitaker, and Dr. Charles LaFollette.

ABOUT GREEN OAKS PERFORMING ARTS ACADEMY

Green Oaks Performing Arts Academy is a comprehensive educational program providing college-preparatory academics, liberal arts offerings, visual and performing arts, varsity athletics, vocational opportunities, and special education services. Opened in the fall of 1971, Green Oaks became a magnet school in the late 1980's, and later added performing arts and a teaching magnet program.

The school, with a current enrollment of approximately 465 students, is unique in that it is the only high school in Caddo Parish with a school-wide emphasis on performing arts. Green Oaks is a multi-story facility that houses the main office, library, and elective courses on the first floor.

- Home to a talented, highly effective staff
- Graduating seniors received scholarships totaling in the millions
- Google school with technology to prepare successful global citizens
- Rigorous college preparatory academic program with Performing Arts Magnet components
- Opportunities for obtaining college credit on campus include AP courses, dual credit classes and College Board CLEP tests offerings
- Partnerships with Project Lead the Way which provides authentic STEM experience
- JumpStart grant recipient to increase opportunities for students credentialing for 21st Century jobs
- 6 LHSAA Sports; playoff runs in all major sports and state title in girls' basketball 1992
- Quality and quantity of extra-curricular clubs and community service opportunities
- Active and supportive Alumni Association and PTSA



GREEN OAKS PARENT TEACHER STUDENT ASSOCIATION

Green Oaks PTA was organized by a group of interested parents concerned about the best interest of the students, the teachers, and the parents of the school. By establishing the PTA at Green Oaks, the organization became directly affiliated with the state and national PTA and, therefore, shares a common goal--the best possible education for our young people. In 1994, PTA became PTSA, allowing the students to join the organization. Since 1998, the PTSA has been named a National PTA Parent Involvement School of Excellence.

Through the years the PTSA has become a working partnership of faculty and parents. It is a volunteer organization that strives to be of assistance wherever needed. PTSA assists with building closer relationships with the Principal, Teachers, Students and Parents, assigning volunteers to assist with Auxiliaries/Clubs, collaborate with other area PTAs in the Martin Luther King community, and circulates pamphlets highlighting Green Oaks. PTSA also works to keep the community informed about the accomplishments, events or activities at Green Oaks, and facilitates workshops and fun nights for our parents. PTSA also honors members of the Distinguished Scholar Recognition Program.

The PTSA sponsors and supports various other educational programs throughout the year as needs evolve. In each case it has been rewarding to be a member of such an important group at Green Oaks. PTSA members are willing to be of service and support in any capacity which benefits the school.

Each parent and student are encouraged to join the Green Oaks PTSA. Your support, assistance, and active participation are needed. Everyone who cares about children and wants to make that caring count can participate in PTSA; parents, students, teachers, community members, and alumni. Membership dues are \$10.00 per person each academic year.



GREEN OAKS STAFF CONTACT INFORMATION

ADMINISTRATORS

Mr. Joseph Anderson, Principal
jlanderson@caddoschools.org (318) 364-5661

Mrs. Jessica Elie, Assistant Principal of Administration (9th – 12th)
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Dr. Charles LaFollette, Assistant Principal of Instruction (9th – 12th)
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COUNSELORS

Ms. LaJuana Hamilton, 9th- 10th Grade Counselor
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Mrs. Audrey Allen-Ford, 11th – 12th Grade Counselor
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CLERICAL STAFF

Ms. Vanessa Glover, Front Office Secretary
vglover@caddoschools.org (318) 364-5660

Mrs. Octavia Johnson, Registrar
ovjohnson@caddoschools.org (318) 364-5664

Mrs. Anelsia Thomas, Bookkeeper
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EXTRACURRICULAR SPONSORS

Nicholas Peoples, Interim Head Football
nspeoples@caddoschools.org (318) 363-7875

Demetrius Wiggins, Head Boys Basketball
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Vashti Dotson, Head Girls Basketball
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Amyiah Clark, Head Girls Softball
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Nicholas Peoples, Head Girls Track and Field
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James Bradford, Head Boys Track and Field
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Brian Bucker, Head Volleyball
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Tierrani Jackson, Cheer
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Carlin Tate, Band Director
citate@caddoschools.org (318) 364-5644



GREEN OAKS

2025 - 2026

BELL SCHEDULE

FIRST BELL 8:20 AM

PERIOD 1 : 8:25 - 10:05 AM

PERIOD 2 : 10:10 - 11:50 AM

LUNCH

11:50 AM - 12:20 PM

PERIOD 3 : 12:25 - 2:05 PM

PERIOD 4 : 2:10 - 3:00 PM

PERIOD 5 : 3:05 - 3:55 PM





GREEN OAKS

2025 - 2026

ACTIVITY BELL SCHEDULE

FIRST BELL 8:20 AM

PERIOD 1 : 8:25 - 9:55 AM

PERIOD 2 : 10:00 - 11:30 AM

LUNCH

11:30 AM - 12:00 PM

PERIOD 3 : 12:05 - 1:35 PM

PERIOD 4 : 1:40 - 2:25 PM

PERIOD 5 : 2:30 - 3:15 PM

ACTIVITY : 3:15 - 3:55 PM



Caddo Parish Public Schools 2025-2026 School Calendar

August 2025						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST 2025
 11-12 Teacher PD Days
 13 ~ First Reporting Period Begins

SEPTEMBER 2025
 1 ~ Labor Day (Schools Closed)

OCTOBER 2025
 6-10 ~ Fall Break (Schools Closed)
 16 ~ Parent/Guardian Conferences (PM)
 17 ~ Professional Development (AM)
 17 ~ First Reporting Period Ends
 20 ~ Second Reporting Period Begins

NOVEMBER 2025
 24-28 ~ Thanksgiving Holidays (Schools Closed)

DECEMBER 2025
 16 ~ Parent/Guardian Conferences (PM)
 17 ~ Professional Development (AM)
 17 ~ Second Reporting Period/1st Semester Ends
 18 - Jan 2 ~ Christmas Holidays (Schools Closed)

JANUARY 2026
 5 ~ Teacher PD Day
 6 ~ Third Reporting Period Begins/First Day for Students
 19 ~ Martin Luther King, Jr. Holiday (Schools Closed)

FEBRUARY 2026
 13-16 ~ Winter Break/Presidents' Day
 (Schools Closed)

MARCH 2026
 5 ~ Parent/Guardian Conferences (PM)
 6 ~ Professional Development (AM)
 6 ~ Third Reporting Period Ends
 9-13 ~ Spring Break (Schools Closed)
 16 ~ Fourth Reporting Period Begins

APRIL 2026
 3-6 ~ Easter Holiday (Schools Closed)
 29 ~ High School Voter Registration Day

MAY 2026
 8 ~ Last Day for Students
 18-21 ~ Final Exams (Non-Senior Students)
 21 ~ Last Day for Students
 21 ~ Fourth Reporting Period Ends/Second Semester Ends
 22 ~ Last Day for Teachers

January 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- First/Last Day for Students
- Teacher PD/Work Day – No Students
- Holidays (Schools Closed)

Approved 2.18.2025



GREEN OAKS PERFORMING ARTS ACADEMY ACADEMICS

ACADEMIC HONESTY POLICY

The essential rules of academic honesty are that every assignment should be the original work of the student who turns it in, and appropriate credit should be given to all sources used. It is the responsibility of each student to adhere to a high code of honor and integrity.

Student, Parent/Guardian, and Teacher Responsibilities:

- Students are expected to adhere to the principles of academic honesty in completing all tests, quizzes, reports, assignments, discussions, and other academic work represented as their own.
- Parents/guardians are expected to support the spirit and intent of this agreement by reviewing the principles of academic honesty with their student and encouraging the student to practice them.
- Teachers are expected to promote the academic honesty policy through ongoing reference to and application of the principles which safeguard the integrity of our program, to make clear to students the fact that the principles of academic honesty will be strictly enforced, and to act on and enforce appropriate consequences when a student is found to have violated the academic honesty policy.

Academic dishonesty is evidenced by not following testing procedures, cheating or plagiarizing, and involves an attempt by a student to show possession of knowledge and skills he/she does not possess. Providing unauthorized information to another student, such as test, essay, or assignment answers, is also a violation of academic honesty.

Plagiarism or violations of the academic honesty policy include:

1. Using or having had access to unauthorized information on a test.
2. Stealing passages or ideas from any source and using them in one's own writing assignments without proper documentation.
3. Collaborating with another student on an individual assignment.
4. Recording or copying test questions or answers to pass to other students and/or receiving copied questions or answers.
5. Providing or receiving answers from individual assignments or essays.
6. Discussing test questions or answers with another student without the express permission of the instructor.
7. Altering or misusing documents.
8. Impersonating, misrepresenting, or knowingly providing false information as to one's identity.
9. Use of an online language translator.
10. Violation of testing procedures.

Should plagiarism or violation of the academic honesty policy occur, the student will receive no credit for the assignment and may be referred to the administration for disciplinary action. In addition, a student involved in an instance of academic dishonesty should be aware of the ramifications regarding teacher recommendations and college admissions. The student remains responsible for the academic honesty of work submitted and should consult with the course instructor if anything about these guidelines is unclear.

CLASS RANK

Rank in class will be determined by a weighted system including all four years of high school enrollment. Subjects will be assigned a weighted value with enriched courses earning higher grade point values. If a student repeats a course, the higher grade will be used in determining class rank. Correspondence and summer school courses will be included in determining class rank. Courses taken as pass/fail will not be included in class rank.

GRADING POLICY

Teachers will arrive at grades according to the following scale:

Grading Scales for General Courses	
Grade	General Percentage
A	100 - 90
B	89 - 80
C	79 - 70
D	69 - 60
F	59 - 0

Note: The mid-semester (9 weeks) grade reflects the student's percentage grade at that point during the semester.

The semester grade is cumulative from the first day of the school until the end of the semester in most courses. Grades are cumulative for the year in courses that are taken for more than one credit. The semester examination will count fifteen percent (15%) of the semester grade. Students who receive Special Education services' semester examination will count 5% of the semester grade.

If a senior is exempt, then the semester exam grade is the same as the grade earned for the semester grading period preceding the exam.

The weighted grading system for the two phases in high schools is used in averaging semester grades for all courses to determine a cumulative grade point average.

Enriched

A - 5
B - 4
C - 3
D - 2
F - 0

General

A - 4
B - 3
C - 2
D - 1
F - 0

GRADE PLACEMENT

The following intervals of credits will be used for grade placement. The total units required for graduation is 24. Student records are evaluated for grade level placement at the end of each school year.

Grade	Units (subject to change)
9 th	0 - 4 ½
10 th	5 - 10 ½
11 th	11 - 16 ½
12 th	17 - 24

PROGRESS REPORTS

CPSB policy requires all students to receive a progress report. Students whose grade falls to a D or F is required to receive an additional progress report. Progress reports are issued during the fourth week of each 9-weeks.

DUAL ENROLLMENT/CLEP

Green Oaks has developed a unique and challenging Dual Enrollment/CLEP curriculum available to qualified applicants within its own district and across the parish. Applicants should possess genuine interest in achievement and are expected to maintain a high level of motivation toward academic excellence.

QUALIFICATION REQUIREMENTS:

To qualify for the program, the student will need to present evidence of the following:

- Good disciplinary record must be maintained in order to be admitted and remain in the program;
- Regular attendance;
- 2.5 GPA required to be accepted and to remain in the program.

ADVANCED PLACEMENT PROGRAM

The Advanced Placement (AP) courses, sponsored by the College Board, allow students the opportunity to earn college credit in addition to high school credit. An AP course is a special college-level learning experience. It is challenging, stimulating, requires more work, gives greater opportunity for progress, and goes into greater depth than other high school courses.

At the conclusion of the course, the student is encouraged to take a three-hour College Board AP Exam, for a fee. Exams, which include multiple choice and essay sections, are given at school during a designated testing period in May. Grading on a scale of 1-5 is done by the College Board. Scores that qualify for college credit are determined by the college. Students are urged to learn the policies at colleges they are considering by corresponding directly with appropriate officials.

A student may arrange to take an AP Exam without having taken the course. This is recommended only for extremely able and highly motivated students.

LEAP 2026/END-OF-COURSE ASSESSMENTS

The LEAP 2026 (End of Course assessments) are designed to measure whether students have mastered the knowledge, skills, and abilities at the end of courses. End-of-course tests are given to high school students in the following subjects: Algebra I, Geometry, Biology, English I, English II, U.S. History, and Civics.

FORMAT OF COURSE DESCRIPTIONS

The descriptions of course offerings at Green Oaks have been prepared to list the content, requirements, time, credit, and prerequisites for the curricular program.

The format is designed to match the registration sheet used by the teacher, counselor, students, and parents in setting the student's course of study.

The information included in this handbook is as follows:

- a. Course Title--(e.g., English I) gives the formal course title.
- b. Phase--the terms enriched, general, honors, and gifted indicate the academic level at which the course is taught. Special sections of math and English classes are available to students particularly talented in those areas. Students are placed in enriched or general phases based on teacher recommendations, standardized test scores, and academic standing.
- c. Placement – permission to enroll in the course requires the consent of the counselor and/or teacher.
- d. Length of course (e.g., full year, semester) designates the duration of the course.
- e. Credit ($\frac{1}{2}$, 1, and 2) designates the number of credit units which are granted to the student upon successful completion of the course. One credit usually indicates a full-year course. Two credits usually indicate a full-year double period course, and one-half credit usually indicates a one-semester course.
- f. Prerequisites--(e.g., English I is a prerequisite of English II) indicates what course or courses must be taken and successfully completed prior to enrolling in a given course. It would also indicate any other pre-conditions for enrolling in a course. Co-requisite--indicates courses that are taken during the same semester.

The proper selection of courses by students is an important matter. It is important that the student carefully select each course as an integral part of the student's four-year educational plan. Careful consideration of course selections are equally important to the school, as commitments for staffing and course offerings for the ensuing year are based on the student selections. Therefore, changes in student course selections after **June 1** will be made only in rare cases. All changes must have the approval of the school principal.

A STUDENT MUST EARN 24 UNITS AND PASS ALL REQUIRED COMPONENTS OF THE GRADUATION EXAMINATION IN ORDER TO GRADUATE AND TO PARTICIPATE IN THE GRADUATION CEREMONY.

SPECIAL EDUCATION

Green Oaks offers many areas of support services in the area of Special Education.

The following programs are available for Green Oaks Students:

- Inclusion
- Content Mastery Center - The CMC program allows students to be mainstreamed in all classes, with individualized assistance when needed
- Regular classrooms with itinerant teachers for vision-impaired and hearing-impaired (as needed)
- Work study program
- Adapted physical education
- Vocational training
- Self-contained classes

GREEN OAKS PERFORMING ARTS ACADEMY

ATTENDANCE POLICIES

ATTENDANCE REQUIREMENTS

The Compulsory School Attendance Law (R.S. 17:221) is designed to protect and guarantee the rights of children to take advantage of educational opportunities provided by the State of Louisiana. The basic responsibility for regular attendance is assigned by law to the parents of the child. The school board is keenly aware that it shares with parents or guardians this responsibility. The school board recognizes that each day's absence interrupts the learning process and results in delays and deficiencies in the child's attainment of skills and knowledge. (R.S.17:221 requires that children attend school each day scheduled by the school system).

Absences

Attendance records are kept by class periods. Students must be present a minimum of eighty-three and one-half (83.5) days per semester to be eligible to receive credit for the courses taken. Exceptions can be made when substantiated by a practicing physician in the event of temporary or extended personal illness and serious illness in the family. Other exceptions are death in the immediate family, with appropriate verification, children whose religious faith requires absence for the observance of recognized holidays of the child's own faith, natural catastrophe and/or disaster, attending school selected or approved activities or other extenuating circumstances approved by the parish Supervisor of Child Welfare and Attendance in consultation with the school principal. Students should see the attendance office secretary prior to absence for an appropriate form to be signed by parents and officials of religious institutions.

Exemptions

The following exemptions from school attendance, in accordance with R.S. 17:226, State of Louisiana are: 1) Children, mentally, physically or emotionally incapacitated to perform school duties. 2) Children temporarily excused for personal illness, serious illness in the family substantiated by a parish supervisor of child welfare and attendance or a certificate from a practicing physician, death in the immediate family, and certain recognized religious holidays. 3) Children exempt by statute. **NOTE: Teachers are responsible for keeping the official attendance of students. A student must be present for more than 50% of a period to be counted as being in attendance for that period.**

ABSENCES AND MAKEUPS

Excused Absences

These absences are excused by a practicing physician, authorizing agency, or the CPSB. (Due to HIPAA Law, we can no longer accept faxed medical excuses because of student confidentiality.) These absences **will not** count against the total number of days students must be present at school. Students are allowed to make up class work within three days or the number of days students were absent.

Unexcused Absences/Make-up Allowed

These absences are confirmed with a note from home indicating illness or family death and **will** count against the total number of days students must be present at school. However, students are allowed to make up class work within three days or the number of days students were absent. Notes from home regarding absences must be turned in to the attendance office no later than three days following the absence.

Unexcused Absences

These days are not confirmed by written documentation and **will** count against the total number of days students must be present at school. Students are not allowed to make up class work.

Suspended Days

Days students are absent due to being suspended out-of-school are UNEXCUSED. Make-up work is allowed for a reduced percentage value, to be determined by the teacher, but not less than 50%.

Based on the state and local policies, the student should accept responsibility for his or her absences. **When a student returns to school after an excused absence, the student has the number of days equal to the number of days of consecutive absences following a return to class, to make up work.** The student shall present an excuse in writing within two school days. Make-up work shall be permitted only when written excuses from parent(s) or guardian(s) have been received in accordance with this policy.

PARENT NOTES/EXCUSES

Parent notes shall be evaluated and timely recorded in the JCAMPUS system, which signifies that the day is excused and will not count toward truancy. Parent notes will be accepted by school administration for no more than three (3) absences for illness per semester. (1st Semester – August 17 – December 17; 2nd Semester – January 6 – May 21).

Parents can submit a written, typed, or emailed note to the school to excuse an absence caused by only the illness of the student if the parent did not take the student to a medical provider.

- The number of days allowed to be covered by a parent note or the maximum allowed number of notes should not exceed 3 days of absences.
- The School Attendance Team can continue to excuse absences based on individual cases as needed. (I.e. family has a house fire, death of a family member, traveling for funeral, etc.)

The parent/guardian has 3 days to submit the parent note to the school.

When dealing with Chronic Illness letters on file (provided by a healthcare provider):

- The parent/guardian has 3 days to submit the parent note/contact the school via email/phone.
- The school may contact their assigned Supervisor of Child Welfare/Attendance (SCWA) for guidance if it believes that the parent/guardian is abusing the Chronic Illness Letter Policy.

As schools coordinate available resources, effort and attention should be given to determining the root cause(s) of any child's absence patterns.

- Referrals may be submitted to the Harbor on behalf of families that may be in need of services to address the issues that are contributing to truancy or extreme behaviors.

If a student is absent more than three (3) consecutive days at a time, a physician's excuse must be presented. Within three (3) days of a student's return to school after being absent, the student is required to bring a note from a physician, parent/guardian, or official religious institution stating the reason for the absence(s) to the Attendance Office. Failure to present a parent note within three (3) days of a student's return to school will result in the day(s) being counted as unexcused and counted toward truancy. Parent notes are limited to five (5) written excuses per academic year.

MAKE UP WORK AND ASSIGNMENT REQUESTS

A parent may request assignments through the counselor for make-up work to be gathered from the teachers. A student must be absent three (3) days before this request may be made. A twenty-four (24) hour period from the time of the call is required to obtain this information. The responsibility for seeking and making up work missed because of excused absences (excused for medical reasons, extenuating circumstances, school activities, or by parent notes) lies fully with the student. When a student returns to school after an excused absence, a student has three days to submit an excuse in order to obtain an admit excusing the absence. Students have three days or the number of days equal to the number of days of consecutive absences, whichever is greater, following a return to class to complete make-up work. (Make-up work shall be permitted only when written excuses from a parent or guardian have been received, in accordance with this policy.) A student may submit an excuse for attendance purposes after this time limit, but the late excuse **does not** extend the eligibility for make-up work. Work missed as a result of time spent in In-School Suspension (ISS) may be made up in accordance with the policy outlined above. It is the responsibility of the student to confer with the teacher **at an appropriate time** to obtain make-up assignments; requesting such work after class or before or after school is generally appropriate. A student who is absent from school may, at the discretion of the teacher, be required to take a previously announced test upon returning to school. Making up tests or previous assignments should take place before or after school.

CHECK IN/CHECK OUT PROCEDURES

CHECK IN

Students checking in to school should report to the Attendance Office with a parent and/or note from a parent, guardian, or physician verifying that the check-in is due to acceptable reasons. Students arriving late to school for some other reason will be marked as unexcused and will count as tardy. Unexcused check-ins will be handled as tardies and the office will follow tardy procedures. No make-up work will be permitted for classes missed, and students who establish a habitual pattern of tardiness are subject to disciplinary action.

High school students will not be allowed to check in after 8:45 a.m. without a parent or legal guardian. Students will only be allowed to check in from emergencies or medical appointments after 11:30 a.m. for students with a parent/guardian and medical documentation. If a student checks in from an emergency or medical appointment, he/she must bring a medical excuse to be allowed on campus. Students who check out for medical appointments may return only with signed medical excuses.

CHECK OUT

Students are encouraged not to make off-campus appointments during the school day, unless necessary. In order to check out, students must have an accurate demographic sheet with parent/guardian information. Students who become ill at school should report to the attendance office to checkout. Students will report back to class until a parent is notified. Students will be called by administration or office staff and provided a checkout slip before leaving campus. Students will not be allowed to check out over the telephone except in cases of emergency or illness. **Only a parent or legal guardian may check out a student.** If a parent designates check-out authority to someone else, the legal name and contact information must be present on the student's demographics. Parents/guardians must present personal identification in order to check students out. **Student check-outs are not permitted for lunch or after 3:00 pm.**

TARDINESS

Students are expected to be in all classes promptly, before the tardy bell rings. A student is considered tardy if not in place when the tardy bell rings. Students that are tardy will report to the Attendance Office

and will receive an admit back to class. Students are not allowed into class without an admit. Tardies will accumulate throughout the school day and semester. When reporting to the Attendance Office, students will be informed of accumulated tardy totals, disciplined accordingly, and issued an admit to class. Tardies terminate at the end of each semester.

Penalties for tardiness to school for students include the following:

- 1st Tardy: Warning from the classroom teacher and recorded.
- 2nd Tardy: Parental contact with documentation from the classroom teacher and official notice of penalties.
- 3rd Tardy: Referral to the administration or designee for a warning and parental contact and official notice of penalties.
- 4th Tardy: Parent return conference.
- 5th Tardy: One day ISS or its equivalent with parental contact.
- 6th Tardy: Two days ISS and referral to Child Welfare and Attendance.
- 7th and Subsequent Tardies: Two days ISS Court Referral and Notification to Dept. of Public Safety and Corrections for possible suspension of student's driver's permit or license.

Penalties for tardiness to class include the following:

- 1st – 3rd Tardy: Warning from teacher, attendance clerk, or administrator and recorded.
- 4th Tardy: **One Day of After School Detention** with parental contact.
- 5th Tardy: **Two Days of After School Detention** with parental contact. Absence from detention will result in In-School suspension.
- 6th – 7th Tardy: **One Day of In-School Suspension** with parental contact.
- 8th – 9th Tardy: **Two days of In-School Suspension** with parental contact.
- 10th Tardy: One-day of Out of School Suspension with Parent Return.

Students who are tardy to class two or more times in a single day will be suspended for one (1) day.

On the third out-of-school suspension for any reason, the student will be suspended pending a CPSB hearing with a recommendation that the student attend an alternative school.

SKIPPING

A student who arrives more than ten (10) minutes late to class without appropriate documentation will be sent to the office with a referral for skipping class. The APA or designee will attempt contact with the parent/guardian and disciplinary action will occur.

SUSPENSION OF DRIVER'S LICENSE

If a student is less than eighteen years of age and is habitually absent or tardy, the Department of Public Safety and Corrections may, upon notification from the school board, deny or suspend the driver's permit or license of the student in accordance with the provisions of R.S. 32:43.1.: La. Rev. Stat. Ann. 17:221; 17:233

GREEN OAKS PERFORMING ARTS ACADEMY DISCIPLINE POLICIES

In keeping with the theory that a controlled atmosphere is more conducive to learning, it is the aim of the administration of Green Oaks Performing Arts Academy to create a disciplined environment that will enable our teachers to concentrate on teaching and the students on learning. At Green Oaks Performing Arts Academy, students shall be held strictly accountable for their behavior. Students shall be held responsible for understanding and complying with the standards of conduct as outlined by CPSB.

MAJOR AND MINOR INFRACTIONS

Major Infractions and Procedures

Major infractions are referrals that require the immediate attention of the administrative staff. An office referral in JCAMPUS will be written for all major infractions. The student involved will be escorted to the office by security. The student will be disciplined per guidelines of the CPSB policy.

Major infractions include the following:

Four (4) or more minor infractions, fighting/attempting to fight/instigating a fight, video recording, sharing and/or posting a fight, profanity, disrespect towards a teacher or school personnel, bullying, leaving classroom/campus/assigned area without permission, possession/use of drugs/alcohol/weapons/tobacco products/matches/lighters, threats, stealing, destroying or defacing school/student property, ambling, initiating false alarms or bomb threats, forging notes or official forms, engaging in mutual displays of affections (kissing, etc.), committing immoral practices or acts, and committing any other serious offense.

Minor Infractions and Procedures

Minor infractions do not require the immediate attention of the administrative staff. At the time of the minor infraction, the teacher may maintain the child in the classroom to continue with the educational process. An office referral in JCAMPUS will be written for minor infractions and sent to the APA entailing the nature of the infraction. The APA will make every effort to see the student in a timely manner.

Minor infractions include the following:

Classroom Management Issues, talking, singing, dancing, beating on the desk, eating, drinking, chewing gum, dress code violations, sleeping in class, possession of electronics, cell phone violations, and no supplies.

Minor infractions will be handling accordingly:

1 st Offense	Conference with the student and restate the appropriate behavior/expectations.
2 nd Offense	Complete a behavior management minor form with parental contact.
3 rd Offense	Complete a behavior management minor form with parental contact.
4 th Offense	Office referral in JCAMPUS. "Teacher Action Taken" section must be completed by the teacher. Security is called to escort the student to the discipline office. The student will be disciplined per guidelines of the Caddo Parish Discipline Policy.

MANDATORY SUSPENSIONS

In compliance with school board policy, **mandatory** suspensions will be imposed for the following offenses:

- Possessing weapons; using any tool or instrument to do bodily harm. Weapons include, but are not limited to firearms, fireworks, razors, box cutters, knives (pocket knives with blades two inches or greater), metallic knuckles, chains, or clubs.
- Battery of a teacher or other school personnel.
- Threatening a teacher or other school personnel.
- Gang or group fights.
- Possessing or using any controlled substance or alcohol on the Green Oaks Performing Arts Academy campus, school bus, or at any school-sponsored event.
- Possessing or using tobacco, lighters, vapes, e-cigarettes, and/or matches.
- Willfully initiating any false alarms and/or bomb threats.
- Possessing fireworks.
- Profanity toward school personnel.
- Committing immoral practices or acts; Commits other serious offenses such as but not limited to engaging in sexual acts, possession of counterfeit cannabinoids, copycat drugs, imitation drugs, salts and synthetic cathinones.

DISCRETIONARY SUSPENSIONS

In compliance with school board policy, discretionary suspensions may be imposed for the following offenses:

Bullying *

Green Oaks Performing Arts Academy is a non-bullying school. The behavior of a bullying nature will not be tolerated at Green Oaks. The school's normal disciplinary procedures will be followed in determining the appropriate consequence for bullying, which can include suspension and/or expulsion.

Threatening a teacher, any other school personnel, or a student.

If a student makes or implies a bomb threat to the school or for a school function or threatens other bodily harm by use of a weapon at the school or school function, the student will be subject to the following consequences:

- Suspension up to three (3) up to a maximum of nine (9) days, and may be recommended for expulsion; subject to charges filed with the police department.
- May not return to school until a mental health assessment is conducted and the written findings shared with the school administration. The findings are to document a professional opinion regarding whether or not the student is a threat to himself or to others. Subsequent decisions about the student and his placement will be determined following review of the findings of the mental health assessment.

Initiating/Instigating in a fight or Videotaping to initiate/instigate a confrontation.

If it can be clearly determined that a participant engaged only in self-defense, the participant shall not be suspended. Note: Any student that willfully participates in a fight will be subject to the following consequences:

- 1st Incident– Three-day suspension; counseling with a parent return conference.
- 2nd Incident– Five-day suspension; a parent return conference; referral to school counselor and SBLC.
- 3rd Incident– Nine-day suspension pending an expulsion hearing; charges filed.

Participating in a fight.

If it can be clearly determined that a participant engaged only in self-defense, the participant shall not be suspended. Note: Any student that willfully participates in a fight will be subject to the following consequences:

- 1st Fight – Five-day suspension; parent return conference; attend Conflict Resolution/Fight Diversion class, or school-based clinic and participate in counseling; charges filed.
- 2nd Fight – Five-day suspension; mandatory counseling, needs assessment, and SBLC/IEP meeting with parent/guardian child and appropriate staff; charges filed.
- 3rd Fight – Nine-day suspension pending an expulsion hearing; charges filed.

Horseplay

Horseplay is prohibited because it frequently leads to fights.

- 1st offense – One-day (ASD) After School Detention
- 2nd offense – One-day (ISS) In-School Suspension
- 3rd offense – Two day (ISS) In School Suspension
- 4th offense – One day Out-Of-School Suspension

Loitering

Loitering on the Green Oaks Performing Arts Academy campus or school bus at the conclusion of the school day or school-sponsored activity is prohibited. Students remaining after school must report to the location of the school-sponsored activity by 4 p.m., and exit the building/campus immediately at the conclusion of that activity. Students waiting to be picked up from school must wait in the front of the school from 4:00 – 4:30 p.m. Only students that are involved in supervised activities should be on campus after school has concluded. Students are prohibited on campus while under suspension or during truancy. Those who violate the policy on loitering and are subject to further disciplinary action as outlined in the CPSB policies.

Use of Profane Language

Students are encouraged to use appropriate language and dialogue when speaking with peers and school personnel while on campus.

Note: Any student that uses profanity toward school personnel will be subject to the following consequences:

- 1st offense - Three-day suspension; mandatory counseling with the student and parent/guardian.
- 2nd offense - Nine-day suspension pending an expulsion hearing.

Possessing or Using Tobacco, Drugs, or Alcohol

Students are prohibited from possessing or using tobacco on the Green Oaks campus, school bus, or school events. Any student in violation will be asked to submit to a mandatory drug/alcohol screen before being readmitted to school. If a student is found in possession of illegal drugs or alcohol, parent/guardians and law enforcement shall be contacted and criminal charges will be filed. Administration will conference with students and parent/guardian regarding disciplinary action as identified in the CPSB policies.

Possessing or Using Fireworks, Noxious Substances, or Other Explosives

Students are prohibited from possessing or using fireworks, noxious substances, or other explosives on any school campus or school bus or at school-sponsored events. Those who violate the policy on possession or use of these items may be subject to disciplinary action as identified in the CPSB policies.

Use or Operation of Electronic Devices

No student shall possess, on his/her person, an electronic telecommunication device (smartphone, smart watches, smart glasses, iPads, tablets, etc.) throughout the entire instructional day. If a student brings an

electronic telecommunication device into any public elementary or secondary school building or on the grounds thereof during an entire instructional day, the electronic device shall either be turned off and properly stowed away for the duration of the entire instructional day or prohibited from being turned on and used during the entire instructional day

Refusing to Comply with Any Reasonable Request

Students must comply with any teacher or other school personnel who is performing official responsibilities and the request is moral and just. Those who refuse to comply with reasonable requests by faculty and staff may be subject to disciplinary action as identified in the CPSB policies.

Committing an Act of Defiance

Students must refrain from defiant behaviors either in language or action, on any school campus or school bus.

Defacing or Destroying School Property

Willfully defacing, stealing, or destroying school or personal property. The student and/or his legal guardian will be required to pay the cost of repairs or replacement.

Forgery

Students are prohibited from using forged notes or forged official forms including hall passes or student evaluation forms.

Leaving Class and/or Campus/Skipping

Students must remain in class and on campus at all times throughout the school day. Students are prohibited from leaving their assigned areas without permission or following the proper procedures.

Note: Any student that leaves class/school without permission will be subject to the following consequences:

- 1st offense - Two days of In School Suspension; a parent return conference.
- 2nd offense - Two days of Out of School Suspension; a parent return conference.
- 3rd offense - Three-day suspension; a parent return conference.
- 4th offense - Nine-day suspension pending an expulsion hearing.

Dress Code

Students must adhere to the CPSB and Green Oaks Dress Code policies at all times. Those who violate the dress code policy may be subject to disciplinary action as identified in the CPSB policies as follows:

- 1st offense – The student is given an opportunity to change or be provided assistance by administration in obtaining proper attire.
- 2nd offense - The student is assigned one day of after school detention or equivalent; mandatory parent conference.
- 3rd offense - The student is assigned up to three days of ISS; parental contact.
- 4th offense - The student is suspended up to three days.

Violating Any Publicized Rule

Students must follow any and all publicized rules approved by the Superintendent that is unique to Green Oaks, provided the school rule is not in conflict with the policies of the local school board and the laws of the State of Louisiana.

PDA (Public Display of Affection)

Students should conduct themselves in a dignified manner at all times. It is considered inappropriate for students to have their hands on each other or to hug or kiss in public. Engaging in mutual display of affection is prohibited on school campus (kissing, touching, etc.)

- 1st offense – The student is assigned two days ASD or its equivalent, and parental contact is made.
- 2nd offense – The student is assigned two days ISS, pending a parent conference.
- 3rd offense – The student is suspended for three days with a parent return and referral for counseling
- 4th offense – The student is suspended for five days with a parent return and referral to the school psychologist/counselor social worker/behavior interventionist.

Possession of Dice

Possession of dice is prohibited on school campus. Any student found in possession of dice will be subject to the following consequences:

- 1st offense – Two days of ISS; parental contact is made; confiscation of dice.
- 2nd offense – Two days of OSS; parent return conference; confiscation of dice.
- 3rd offense – Three days of OSS; parent return conference; referred to counseling; confiscation of dice.
- 4th offense – Nine-day suspension pending an expulsion hearing.

DISCIPLINARY INTERVENTIONS AND CONSEQUENCES

Academic achievement is associated with the amount of instructional time received by the student, the utilization of alternatives to suspension or expulsion is encouraged. Alternatives to suspension or expulsion include the following services:

Parent Communication

Parent communication is a tool used by faculty and administration to communicate behavioral concerns to parents/guardians. Communicating with parents builds rapport, support, and student accountability.

Behavioral Contracts

Behavioral contracts are simple positive-reinforcement interventions designed to change student behavior. The behavior contract details the expectations of student, parent, and teacher in carrying out the intervention plan.

Conflict Resolution

Conflict Resolution is a collaborative effort between Volunteers for Youth Justice and the Caddo Parish School Board. The program is designed to address the dynamics that lead to violent behavior, with the goal of preventing school fight violations. The program is structured to bring awareness not only to children but to their entire families.

Group Counseling Services

Group counseling is an efficient and effective way to meet students' academic, career, social/emotional developmental and situational needs. Group counseling makes it possible for students to achieve healthier academic and personal growth.

Detention

Detention is a tool used by faculty members in managing the behavior in the classroom and throughout the school. A student is assigned detention because the student has exhibited a behavior that must be corrected if that student is to remain at Green Oaks. Assignments for detention are at the discretion of the administration, and students may be assigned detention during Lunch, After School, or on Saturday morning.

In-School Suspension (ISS)

The In-School Suspension Room is an additional tool used in managing behavior in the classroom and throughout the school. A student may be assigned to the ISS room by the Assistant Principal of Administration if the student has exhibited a behavior that calls for a discretionary suspension as defined by Caddo Parish School Board policy. Students assigned to ISS are prohibited from attending or participating in school-sponsored activities for the assigned days. Students are allowed to make up missed assignments.

Suspension Pending a Parent/Guardian Conference

Students whose behavior continues to be disruptive after previous interventions have been implemented will be sent home and remain under the supervision of parent/guardian until the parent returns the student to school to meet with administration. During such time, a student is prohibited from attending any school-sponsored activities.

Suspension

A student may be suspended when behavior is a severe disruption to the learning environment or the student has failed to reform the behavior(s) after school intervention. During a suspension, the student is prohibited from attending or participating in any school-sponsored activity. Students who are suspended may not make up work and may be ineligible for membership, selection, and/or election into extracurricular organizations. Fighting, initiating or participating, is an automatic offense for which a three to nine-day suspension results. Students who engage in fights involving more than two individuals will be reviewed as “group” actions and will result in suspension pending an expulsion hearing.

Expulsion Hearing

On the third suspension, a student will be recommended for expulsion in accordance with state statutes. A recommendation for an alternative school may be recommended in lieu of expulsion.

SCHOOL SECURITY

School Resource Officer (SRO)

A School Resource Officer, a Caddo Parish Sheriff’s Deputy, is on duty daily. The SRO has the responsibility for safeguarding the campus and has full authority to act as a law enforcement officer.

Security Coordinators

Security coordinators are on duty daily to assist in the supervision of the campus. Security coordinators are responsible for coordinating with the school principal the total security effort of the assigned schools as well as assisting the Security Department when needed.

BUS SAFETY

School bus transportation is a privilege. The safety and welfare of student riders depends on proper behavior and observance of the bus rules and regulations. Any student who violates any of these rules will be reported to the proper authority and privileges of transportation may be denied. These rules apply to

student activity trips as well as regular bus routes to and from school. A copy of the School Bus Conduct and Safety Instructions are provided to each student by Green Oaks.

Bus Stops and Walking

Students are under school jurisdiction from the time they leave their homes enroute to school until they arrive home at the end of the school day. Their behavior on the way to school as well as on their way home should be the same as if they were on school property and is subject to the same disciplinary action. This includes walking to school, waiting at the bus stop, and riding the bus. Additionally, when you are dropped off at the bus stop, you should proceed immediately to your residence.

STUDENT USE OF ELECTRONIC DEVICES

No student shall possess, on his/her person, an electronic telecommunication device (smartphone, smart watches, smart glasses, iPads, tablets, etc.) throughout the entire instructional day. If a student brings an electronic telecommunication device into any public elementary or secondary school building or on the grounds thereof during an entire instructional day, the electronic device shall either be turned off and properly stowed away for the duration of the entire instructional day or prohibited from being turned on and used during the entire instructional day.

During exceptional circumstances, a school principal can authorize the use of an electronic telecommunication device on a case-by-case basis.

No student shall use or operate any electronic telecommunication device including any facsimile system, radio paging service, mobile telephone service, cellular phone, intercom, or electro-mechanical paging system on any school bus unless the device is maintained in the silent mode; if a student's use of a cell phone is disruptive, the bus operator may require that the student(s) refrain from using the cell phone.

Nothing in this policy shall prohibit the use or operation of any electronic telecommunication device by any person, including students, in the event of an emergency. An emergency means an actual or imminent threat to public health or safety which may result in loss of life, injury, or property damage.

Nothing in this policy is applicable to a student whose Individualized Education Program, Individualized Accommodation Plan, Section 504 plan, or Individualized Health Plan requires the student's use of an electronic telecommunication device.

A student who violates this policy may be disciplined in accordance with policy *JCDA, Student Discipline*, and the *Student Code of Conduct* or any other applicable policy. **School administrators shall, however, be allowed to hold a device when the administrator deems it appropriate for violations of policy(ies).**

Revised: June 16, 2015

Revised: July 16, 2025

Ref: La. Rev. Stat. Ann. §§ 17:239, 17:416, 17:416.1

Board minutes, 9-16-03, 8-17-04, 12-18-07, 8-18-09, 6-16-15

Caddo Parish School Board

2025 - 2026

ELECTRONIC DEVICES POLICY

- **No student shall possess, on his/her person, an electronic telecommunication device (smartphone, smart watches, smart glasses, iPads, tablets, etc.) throughout the entire instructional day.**
- **All electronic devices shall either be turned off and properly stowed away for the duration of the entire instructional day or prohibited from being turned on and used during the entire instructional day beyond outlined exceptional circumstances.**



2025 - 2026

ELECTRONIC DEVICES DISCIPLINE POLICY

1st Offense

- Willingly relinquished to administration: Mandatory meeting with the parent/guardian to review the expectation.
- Held up to three (3) days and then returned to the parent/guardian.
- Refusal to relinquish: Parent return conference to review expectations followed by two (2) days of ISS.

2nd Offense

- Willingly relinquished to administration: Mandatory meeting with the parent/guardian to review the expectation.
- Held up to three (3) days and then returned to the parent/guardian.
- Refusal to relinquish: Up to a two (2) days OSS followed by a parent return conference and referral to the school counselor.

3rd Offense

- Up to two (2) days suspension with a Parent return conference.
- The student is barred from bringing the item for the remainder of the semester.
- Refusal to relinquish: Up to a three (3) day OSS followed by a parent return meeting and referral to the SBLC.

4th Offense

- Up to nine (9) days suspension pending an expulsion hearing.



GREEN OAKS PERFORMING ARTS ACADEMY

DRESS CODE POLICIES

The basic responsibility for the appearance of the students of Caddo Parish Schools rests with the parents and the students themselves. Green Oaks honors the obligation, and within certain prescribed bounds, the right to determine their student's dress. Students are to dress in uniformed apparel that is modest, tasteful, and that does not interfere with or distract from the educational process or the rights of others. Students and their clothing should be neat, clean, and well-groomed and must meet the following guidelines:

SHIRTS

Students wear hunter green, gold, or white school uniform shirts. Shirts may be polo or oxford style, short or long-sleeve. Undershirts must be white, black, green, or gold. **Baby tees, sleeveless shirts, crop tops, see-through garments, bare backs, halter-tops, tank tops, tube tops, or cutoffs are not permitted. There shall be no holes or tears in clothing.** Students are allowed to wear Green Oaks Spirit shirts as a substitute to the uniform polo or oxford shirts. Spirit shirts must be from a Green Oaks school-sponsored organization and may not be altered in any way, and must be worn with uniform bottoms.

The online store is available to purchase monogrammed logo polo shirts and school-specific spirit shirts. **These are the only approved shirts that students may wear with jeans or athletic pants.** Shirt orders must be placed online via the Green Oaks school store at <https://greenoaksummer.itemorder.com/>.

PANTS/SHORTS/SKIRTS

Only pants, shorts, or skirts of khaki color are permitted. Shorts and skirts must be no shorter than four (4) inches above the knee and must be hemmed. Pants, shorts, and skirts must be worn at the waist and a belt must be present. **Cutoff or rolled-up shorts and jeans, sweats, athletic or spandex shorts shall not be worn. Bottoms must not possess any cuts, holes, or fringes.** No other article of clothing can be worn beneath the shorts for viewing. **Students who purchase monogrammed logo polo shirts or school-specific spirit shirts may wear jeans or athletic pants.**

Sagging

Sagging is a manner of wearing pants/shorts so that the top is significantly below the waist, sometimes revealing much of the wearer's undergarments. **Sagging is prohibited on campus and students will be disciplined according to the CPSB Dress Code policy.**

SHOES

For health reasons, shoes must be worn at all times. Strap-back sandals may be worn and the strap must stay in place at all times. Slippers, flip flops, and house shoes of any kind are **not allowed**. **Crocs must be worn in sports mode (strap positioned around the heel) at all times.**

HOODIES/OUTERWEAR

Hoodies are not permitted to be worn on campus during school hours. Students needing head coverage are welcome to wear hats, beanies, or headgear before entering campus and when leaving campus. As a substitute for hoodies, students may wear crew neck sweatshirts.

Jackets and sweatshirts may be worn over an approved school shirt. Jackets and outerwear with school logos must be specific to Green Oaks only.

HEADWEAR

Students are not permitted to wear hats, ski masks, scarves, head wraps, or bonnets at any time during the school day. Appropriate headwear (e.g., hats and beanies) may be worn during cooler months. Headwear is only allowed to be worn outside and is prohibited inside of the building. Hair rollers, bonnets, scarves, and bandanas are not to be worn on any part of a student's body during school hours. Headgear for religious reasons is permitted.

PIERCINGS

Nose piercings are permitted; however, piercings must be a single stud and worn in good taste. Additional piercings, such as eyebrow and lip, are prohibited. Green Oaks and CPSB are not liable for injuries resulting from piercings.

SUNGLASSES

Sunglasses are prohibited unless they are prescribed or worn as part of a specified dress up day.

ADDITIONAL INFORMATION

Attire must not be destructive to school property. There are to be no holes, cutoffs, or tears in clothing on school campus. Obscene, profane language or provocative pictures on clothing or jewelry are prohibited. Satanic, cult, or gang related symbolism in any form is prohibited on school campuses. Drug related symbols in any form including advertisements or promotion of alcohol or tobacco are prohibited on school campuses. Accessories must not be dangerous to self or others and no heavy chains are allowed.

Attire worn to school must only represent Green Oaks Performing Arts Academy. Other school paraphernalia, excluding colleges and/or universities, is not permitted to be worn during school hours.

Principals, after consultation with their School Improvement Committee, have the discretion to adjust the dress code to fit unique situations as long as the decision does not interfere with the requirements of Title IX.

A teacher will also be allowed to restrict the manner of dress or length of hair when it pertains to the health and/or safety of a student in that teacher's specific area.

Students found in violation of the student dress code will not be allowed to attend class until appropriate clothing is worn. Violations of the student dress code policy will incur the following penalties (including sagging):

- 1st offense – Review of dress code policies, student opportunity to correct dress, and parental contact.
- 2nd offense – One day After-School Detention, parent conference, and opportunity to correct dress.
- 3rd offense – Up to three days of ISS and parental contact.
- 4th offense – Student is suspended up to three days.

JROTC UNIFORM DRESS CODE

Students enrolled in JROTC are required to dress in uniform on specified days. Cadets are required to wear the complete uniform properly for the entire school day. Cadets must wear school ID badges while in uniform. Students not dressing appropriately for JROTC will receive:

- 1st offense – Behavior Management Room - from teacher
- 2nd offense – Behavior Management Room - from teacher
- 3rd offense – One day After-School Detention & parent contact by APA
- 4th offense – Two days After-School Detention & parent contact by APA
- 5th offense – Parent Return/Out-of-School Suspension & parent contact by APA

Refer to the JROTC commanders for the policies regarding uniforms and attire for JROTC cadets.

GREEN OAKS PERFORMING ARTS ACADEMY EXTRA AND CO-CURRICULAR ORGANIZATIONS

CONSTITUTIONS OF EXTRA AND CO-CURRICULAR ORGANIZATIONS

All organizations are to have a copy of the Constitution and by Laws of organizations and other regulatory documents on file with the administration. Documents originate with the organization and its sponsor. Changes to regulatory documents are handled in a similar fashion as the initial approval process. Changes may be initiated by the administration, the organization, and its sponsor.

INDEX OF EXTRA AND CO-CURRICULAR ORGANIZATIONS

Green Oaks has over 20 co-curricular and extracurricular activities. These activities are designed to broaden our students' horizons, which, in turn, will aid them in becoming a viable part of society. Each activity is responsible for establishing membership criteria and regulations. Eligibility to participate in extra-curricular activities is determined at the end of each grading period. The student must have a grade point average of 2.0 (or higher, in the case of certain groups) and pass 6 subjects on the weighted scale in order to be eligible. The administration may deny membership to students who exhibit patterns of inappropriate behavior.

318 FOUNDATION

318 Foundation is a non-profit organization dedicated to empowering Black girls and historically marginalized communities through mentorship, immersive experiences, and sports. The goal is to empower high schools and their communities through a tailored approach offered as two innovative programs: VISION and SPORTS. The 318 Foundation focuses on assisting girls in developing self-expression, fostering individuality, promoting achievement and creativity, providing access to enriching life experiences, and connecting valuable networks in the students' fields of interest.

BAND

The purpose of this organization is to promote the school and community. As a spirit group, we support different activities throughout the school with music. Previous experience on a band instrument is encouraged but not required to enter the band. Attendance at school and community events and a fee is required.

CHEERLEADERS: VARSITY CHEERLEADERS

Green Oaks Varsity Cheerleaders are student-athletes who are selected by teacher evaluation and judges chosen by the sponsor and approved by the administration. Each candidate must be in good standing with other school organizations in which students are involved and receive a positive recommendation from teachers and administration in order to try out. Any student transferring from another school will be eligible to try out if in good standing at the previous school. This group plans and carries out spirit activities, stages pep rallies and special events, designs banners to boost the athletes' morale, and promotes school spirit. Cheerleaders are expected to maintain a 3.0 GPA and refrain from any disciplinary concerns.

CHOIR

The purpose of this organization is to foster musical growth and promote culture in the community. Students gain a deeper understanding of vocal technique, music history, and music theory. Members will represent the school in regular performances and competitions.

CLASS OFFICERS

Elections are held in the fall of the year for class officers. Officers must maintain a 2.0 grade point average.

President - freshman, sophomore, junior and senior

Vice-President - freshman, sophomore, junior and senior

Secretary - freshman, sophomore, junior and senior

Treasurer - freshman, sophomore, junior and senior

Historian - is elected in the freshman year and holds that office for 4 years if the grade point average is maintained.

DISTRIBUTIVE EDUCATION CLUBS OF AMERICA (DECA)

Distributive Education Clubs of America (DECA) is an association of marketing students that encourages the development of business and leadership skills through academic conferences and competitions. DECA prepares emerging leaders and entrepreneurs in marketing, finance, hospitality and management in high school.

FELLOWSHIP OF CHRISTIAN ATHLETES (FCA)

FCA is made up of individuals working together as a team - offering each other strength, support, and the opportunity to grow in knowledge, faith and favor with God and man. As a member of FCA, a student has an opportunity to achieve personal goals by formulating an effective game plan for his/her life. FCA is open to all students at Green Oaks Performing Arts Academy.

FUTURE BUSINESS LEADERS OF AMERICA (FBLA)

FBLA is an educational association for students preparing for careers in business, entrepreneurial or business-related fields. The association prepares students for employment by promoting competent, aggressive business leadership, increasing understanding of American free enterprise, establishing career goals, encouraging scholarship, promoting efficient money management, and developing character and self-confidence. Co-curricular activities encourage career development, civic service, and business advocacy. Major projects include district and state competition and community service projects.

GREEN LEAF - YEARBOOK STAFF

Greenleaf, the school yearbook, is designed to produce, finance, and distribute the school yearbook. The yearbook is a pictorial record of some of the most important years of a student's life. Prospective members must fill out and submit a written application in the spring of the school year. Students will learn how to take and crop pictures, make attractive and appropriate computer layouts, sell yearbooks, and setup and maintain ad billing. All applicants must have a 2.5 GPA, the ability to get along with others, neatness, maturity, and a highly developed sense of responsibility. Keyboarding, photography, and computer skills are a plus for applicants.

JROTC DRILL TEAMS

JROTC Drill Team develops teamwork, leadership, self-reliance, and inspires a wholesome spirit of rivalry between individuals, teams, and schools. Drill Team membership requires current enrollment in JROTC as well as demonstrating maturity, self-discipline, regular practice attendance, responsibility during practice, and mastering precision drill movements both with and without rifles. Practices are after school and competitions are usually on weekends. The drill team represents the school in district, state, and regional competitions and participates in community parades and special ceremonies. A number of "overnight" competitions are normally held out of state each school year.

JROTC HONOR COLOR GUARD

JROTC Honor and Color Guard develops teamwork, leadership, self-reliance, and inspires patriotism by presenting the United States Colors in parades, assemblies, competition, and a wide variety of special events. Honor and Color Guard membership requires current enrollment in JROTC as well as demonstrating maturity, self-discipline, regular practice attendance, responsibility during practice, and mastering precision drill movements with and without rifles. Practices are after school; competitions are usually on weekends. The Honor and Color Guard represents the school in district, state, and regional competitions and participates in community parades and special ceremonies. Some “overnight” competitions are normally held out of state each school year.

JROTC ADVENTURE TRAINING UNIT (EXPLORER POST 94)

The purposes of the Adventure Training Unit are to develop leadership, self-reliance, and teamwork; to learn and experience survival techniques; and to learn how to live and work cooperatively with others. Requirements for membership include being enrolled in JROTC and having an interest in survival training, including overnight camping.

JROTC ORIENTEERING

The purposes of Varsity Orienteering are to develop navigational skills, mental and physical stamina, and to inspire a wholesome spirit of rivalry between individuals, teams, and schools. The requirements are to be enrolled in JROTC, to demonstrate self-discipline and responsibility during practice sessions, and to master navigational skills with compass and military maps. Its function is to represent the school in district, state, regional, and national competitions. Orienteering is affiliated with the U.S. Orienteering Federation and is a letter-producing sport.

JROTC RIFLE TEAM

The purpose is to develop competitive shooters, to promote rifle marksmanship, and to inspire a wholesome spirit of rivalry between individuals, teams, and schools. Requirements include being enrolled in JROTC, demonstrating self-discipline and responsibility during practice sessions, and mastering small bore shooting techniques and skills. Varsity Rifle Team represents the school in district, state, regional, and national competition. Varsity Rifle Team is a letter-producing sport.

JROTC ACADEMIC TEAM

The purpose of the JROTC Academic Team is to encourage learning and participation in an academic competition. There is practice after school for competitions. Overnight and out of state academic trips are normally held each year.

JROTC CELEBRATION TEAM

The purpose of the JROTC Celebration Team is to organize set up for school-sponsored activities and celebrations (e.g., assemblies, ceremonies, extracurricular activities). The JROTC Celebration Team provides spirited routines at athletic events to elicit school spirit and stimulate the crowd.

JROTC VEX ROBOTIC TEAM

The purpose of the JROTC VEX Robotic Team is to build and program robots to compete in challenges against other teams. The course obstacles and requirements change each year, and require the team to redesign and/or reprogram robots for competition.

MASTER DANCE COMPANY

The Master Dance Company (MDC) is the premiere dance group of the Performing Arts Dance Department. Students must audition for placement in MDC. Prior to auditioning, students must have successfully completed prerequisite dance courses offered at Green Oaks. MDC participates in local, regional, states, and national dance competitions. As well as performing at school-sponsored events such as athletic games, pep rallies, and school and community events sponsored by the Green Oaks Performing Arts Department.

NATIONAL HONOR SOCIETY

The National Honor Society is one of the most prestigious organizations available to high school students. This organization makes a positive difference in the lives of individuals, in the spirit of the community, and in the school. Membership into the National Honor Society is a privilege and an honor. To be eligible to become a member of the Green Oaks Chapter of the National Honor Society, a student must have a 3.0 cumulative grade point average.

Students are invited to apply for membership. A student who qualifies for membership into the National Honor Society will get an invitation from the advisor to fill out the necessary requirements and shall agree to abide by the rules and regulations set forth by the chapter. The Faculty Council selects students who exhibit outstanding performance in all four criteria of scholarship, leadership, service, and character.

Scholarship: The student must maintain a cumulative 3.0 Grade Point Average.

Leadership: Demonstrates initiative and exemplifies positive attitudes; Contributes ideas that improve the civic life of the school; Is a leader in the classroom, at work, and in other school/community activities

Service: Volunteers eight hours per semester and provides dependable assistance

Character: Graciously accepts constructive criticism; Demonstrates the highest standards of honesty and reliability; Regularly shows courtesy, concern, and respect; Is able to demonstrate an outstanding record of conduct and behavior with regard to school and community rules, guidelines, and policies; Has no disciplinary referrals in the office

Golden Strikes FLAGLINE

The Giant Storm of the South Marching Band (GSSMB) Golden Strikes Flag line members are selected by teacher evaluation and qualified judges after participating in a one-week clinic during the spring semester. All high school students currently enrolled at Green Oaks Performing Arts Academy who have maintained at least a 2.5 GPA are eligible. To try out for the Golden Strikes Flag line, each student must be in good standing with the school and receive a positive recommendation from teachers and administration in order to try out. Golden Strikes Flag line members must set aside time in the summer to attend camp, as well as some daily practices prior to the opening of school. Throughout the year, there will be practice times before school as well as some afternoons after school. All practices and meeting times are mandatory for each member. The purpose of this organization is to promote school spirit by performing at various athletic events and pep rallies as well as community functions and other events. All members must be enrolled in the Band course. Fees for the Golden Strikes Flag line will be determined via sponsor.

STORMETTES

Stormettes are chosen by a group of qualified judges after participating in a one-week clinic at the end of each year. All high school girls who have maintained at least a 2.5 GPA and are currently enrolled in Green Oaks are eligible. The purpose of this organization is to promote school spirit by performing at various athletic events and pep rallies as well as community functions and participate in area competitions. Girls must attend all summer camp dates prior to the opening of school for daily practice. During the school year eight to ten hours a week of practice will be necessary. All practices and meetings are mandatory. Fees for the Stormettes will be determined via sponsor. All members must be enrolled in the Band course.

STUDENT GOVERNMENT ASSOCIATION (SGA)

The purpose of the Student Government Association (SGA) is to encourage meaningful participation in student activities, to represent and execute the student will, and to promote the general welfare of self-government. SGA members, who are elected by the student body, represent all Green Oaks students by providing input into school policies and management. During the academic year, SGA members serve as the voice of advocacy for all students on campus. In addition, SGA members assist with events and activities sponsored by the school. Students are elected to serve as representatives or executive officers and must have a 2.0 GPA or higher to be eligible for participation.

VARSITY ATHLETICS

The purpose of athletics is to promote the physical, mental, moral, social, and emotional well-being of the individual players. Varsity athletics at Green Oaks Performing Arts Academy include Football, boys' and girls' Basketball, boys' and girls' Powerlifting, Softball, boys' and girls' Indoor and Outdoor Track and Field. To be eligible for extra-curricular athletics, a student must pass 6 subjects and maintain a 2.0 GPA for the first and third nine weeks and for the first and second semesters. Students must also be in compliance with the rules and regulations of the Louisiana High School Athletic Association.



GREEN OAKS PERFORMING ARTS ACADEMY

GENERAL INFORMATION

ADMINISTERING MEDICINES TO STUDENTS

It is the policy of the Caddo Parish School Board that the administration of medication, both prescription and non-prescription, to students at school must meet the conditions and limitations as outlined in CPSB Policy.

- A. Medication shall not be administered to any student without a completed Medication Order form from a physician or dentist licensed to practice medicine in Louisiana or neighboring states with a letter of request and authorization from the student's parent or legal guardian.
- B. Medication shall be provided to the school by the parent or legal guardian in the container that meets acceptable pharmaceutical standards and includes a current and accurate pharmacy label.
- C. Only those medical conditions which require immediate access to medication to prevent a life-threatening and potentially debilitating situation shall be considered for self-administration of medication. A licensed medical physician must provide to the school written authorization to self-administered medication with certification of the medical condition and a plan of treatment.
- D. Administration of medication and performance of non-complex health procedures only allowed if prescribed by such persons licensed in any state in the U.S.

AFTER SCHOOL AND OUT OF TOWN ACTIVITIES

Students must report to the location of the school-sponsored activity by 4:15 p.m. At the conclusion of the activity, students are to exit the building immediately. Students waiting to be picked up must wait on the ramp by the main entrance to the school. Students in the building after 4:15 p.m. must be escorted by a faculty member. The school will not be responsible for supervision of students after 4:15 p.m. unless they are involved in some type of extracurricular or supervised school activity. **Students who are not picked up in a timely manner (within twenty minutes of the conclusion of an event) will not be allowed to attend future after-school events/activities and will be subject to disciplinary action.**

Students traveling in private automobiles to after-school activities, either in Shreveport or out of town, will be the responsibility of their parents. However, once on school property or property used for school activities, here or elsewhere, students come under the jurisdiction of the school. Students' conduct will be subject to the rules and regulations of the Caddo Parish School Board and Green Oaks Performing Arts Academy. Students traveling under school officials' supervision are subject to all school rules at all times.

ANNOUNCEMENTS

Being informed is essential to achieving success in high school. For this reason, students are required to listen to the announcements daily. Announcements are read over the intercom, posted on the bulletin boards and hallway monitors on each floor, and on the Green Oaks Performing Arts Academy website.

ASSEMBLIES

Assemblies are held in the auditorium as needs arise. Parents are encouraged to attend. Sponsors of assemblies have worked diligently to ensure the success of the program. Students are expected to be

respectful and attentive during the assembly; e.g., no gum chewing, reading, writing, inappropriate responding (yelling, whistling, etc.). Furthermore, students on stage for a performance or recognition are expected to exhibit the type of behavior that will not draw extra attention to themselves.

CAFETERIA

Students are expected to display proper behavior while in the cafeteria. Students are to clean up their area in which they eat and place items for discard in the appropriate receptacles. Food and drink should be consumed only in the cafeteria or in a designated outside area at lunch. Cutting line is not permitted.

CANVAS

Canvas is the district's online platform for virtual instruction. Teachers will be trained by the district prior to implementation. Canvas will be the supplemental vehicle for instructing all students, and will be utilized by all teachers, grade levels, and subjects.

CHANGE OF ADDRESS OR TELEPHONE

Communication between the school and the home is most frequently done by telephone or mail, it is imperative that the correct address and phone number be on record at all times. Final report cards are mailed at the end of the school year. **Any changes of address or telephone should be reported promptly to the Registrar to ensure receipt of a student's report card.**

CHILD NUTRITION

BREAKFAST/LUNCH

Breakfast is served daily from 8:00 a.m. to 8:20 a.m. There are two lunch shifts during the fourth period. There is no cost for breakfast or lunch. Students' designated lunch shifts are based on their fourth period class. Students bringing their lunches may buy milk or juice in the cafeteria. **Deliveries from commercial establishments are not allowed during school time. Students are not allowed to check-out for lunch.**

CLOSED CAMPUS

Students will remain on this campus from the time they arrive in the morning until school is dismissed in the afternoon except as noted below:

- Students may leave to attend classes at the Career Center.
- Medical Career students may leave to attend classes at another campus.
- Students who must leave campus for dental, doctor, or other appointments must follow the proper check out procedure in the Attendance Office.
- Students are not allowed to bring small children to school. ALL visitors must report to the school office immediately upon arriving at GOPAA.
- No visitors will be allowed for visitation purposes during the school day.
- ***Students are not allowed to leave campus for lunch.***

COMPUTER USE

In order that optimum advantage may be taken of both the equipment and computer-related classroom/library experiences, mature and responsible behavior is expected of all students at all times. The right of a student to use computers is contingent upon his/her cooperation with the procedures outlined here as well as those indicated by the individual classroom teachers. The GOPAA computers are to be used for academic purposes only.

- Students are not to occupy themselves in writing personal letters or sending personal email messages on the school's computers without the explicit permission of a teacher or staff member.
- Computers may not be used to review or transmit indecent or harassing material.
- Students using computers (including the internet) and their parents are required to sign the Computer Usage Agreement. This contract will be kept on file.
- Students are not to install personal software on the school's computers.

DEBT POLICY

Students with outstanding debts will have report cards, diplomas, and other like documents, as well as the opportunity to participate in the graduation ceremony, withheld. Students with outstanding debts will not be allowed to participate in extracurricular activities (e.g., after school dance).

DELIVERIES

Flowers and gifts will not be permitted on campus throughout the school day. Food delivered by parents or companies such as DoorDash, Uber Eats, etc. are not allowed.

DRUGS AND ALCOHOL

Possession or use of an illegal narcotic drug or other controlled substance or alcoholic beverage on school property, school bus, or at a school-sponsored event is prohibited. Any student in violation of this policy will be asked to submit to a mandatory drug/alcohol screen before being readmitted. If a student is found in possession of illegal drugs or alcohol, parent(s) of the student and law enforcement officials will be contacted and criminal charges will be filed with the appropriate law enforcement agency. Moreover, the principal or designee will arrange and conduct a conference with parent(s) and student to determine additional consequences. (RS 14:403)

ELECTRONIC EQUIPMENT

Electronic devices such as Nintendo Switch, MP3 Players, iPods, AirPods, headphones, games, etc. are not allowed on campus. The school will not be responsible for lost or stolen items. Stolen items need to be reported to the Caddo Sheriff's Office.

ELEVATOR USE

Only physically impaired students who have a doctor's written request may use the elevator. Students must have permission to use the elevator.

FEES AND FINANCIAL OBLIGATIONS

A student will be held responsible for any debts he/she owes the school: lost/damaged textbooks, overdue library books, fees charged by clubs/organizations, and fund-raising money, etc. If a student has outstanding debts, his/her report card, diploma, and other documents, as well as the opportunity to participate in the graduation ceremony, will be withheld. Students with outstanding debts will not be allowed to participate in extracurricular activities (i.e., after school dance).

FINAL EXAMS

Final Exams are required in all areas and will be administered as scheduled by Caddo Parish Board Policy. Final exams at Green Oaks count 15% of the student's final semester grade. These exams **will not** be administered early. A make-up exam schedule will be released by the administration for those students with excused absences.

GREEN OAKS APPLICATION

News and announcements concerning Green Oaks students and information are posted on the Green Oaks app. Parents and students may also use the app to email faculty and staff, check calendars, and pay fees. Stay up-to-date by downloading the latest version from the App Store or Google Play.

GUIDANCE SERVICES

Guidance services constitute an integral part of the educational program. These services are under the educational program and are under the professional direction and coordination of qualified school counselors and the administrative leadership of the school's principal. Guidance services seek to focus the educational processes on the individual student. The guidance program is used to assist all students to mature in self-understanding, self-responsibility, decision-making ability, development of values, and attainment of the attitudes and skills for productive citizens in our society.

The program consists of specialized services such as:

1. Counseling services
2. Informational service
3. Student and community studies
4. Placement services
5. Consultation services

HALL PASSES

Upon leaving a classroom, students are required to have a hall pass signed and dated by the teacher. The hall pass is to be returned to the teacher who issued it. Students should have a valid reason for requesting a pass to leave class.

HAZING

Hazing is not permitted. No initiation activities will be conducted before membership is confirmed. All plans for membership confirmation activities will be presented, in writing, by the president of a club/organization to the sponsors and principal for approval no later than ten (10) school days before initiation date. The plan should include a detailed description of the activity, the date, time and location, and any other information requested by the sponsor or principal.

HALLWAYS

Students are allowed five (5) minutes to transition to each class. Students are expected to conduct themselves appropriately in the hallways including going directly from one class to the next, walk and not loiter in hallways and breezeways, avoid gathering in the halls and breezeways as to not interrupt others, avoid inappropriate physical contact, and refrain from excess noise.

ID BADGE

All students will be required to wear the appropriate GIANT Identification badge at all times while on campus. The ID must be worn with an approved lanyard/clip. If worn with the approved lanyard, the lanyard must be worn around the neck with the photo facing outward. If worn with the approved clip, the photo should face outward and worn on the left side of your chest. IDs may be removed for physical education classes and JROTC functions, as deemed appropriate, but must be placed appropriately before leaving the classroom.

The ID badge must not be defaced in any way, front or back, including writing, cutting, or placing stickers on the badge. Students will be required to purchase a new badge if it is defaced in any manner and cannot be returned to its original state. A \$10.00 fee is charged for replacement of the ID badge.

Any student caught wearing or in possession of another student's ID is subject to disciplinary action. No student is allowed to be on campus without their ID being properly displayed. If a student left the ID at home or misplaced it, a temporary ID will be issued for the school day for \$1.00. The student will report to the Main Office to get the temporary for the day between 8:00 am and 8:30 am.

LIBRARY REGULATIONS

Hours of Operation

The library will be open from 8 a.m. to 4 p.m. each school day. Times of day are subject to change.

Procedures

All students are to enter the library using the main entrance and must be wearing a **visible** Green Oaks ID. Students using the library before school and during lunch must check in at the circulation desk. Students who have overdue material and/or financial obligations will NOT be allowed to use the library for ANY reason until they have satisfied their obligations.

Students should not come to the library during instructional time unless accompanied by their teacher. Teachers and students are encouraged to recommend titles for purchase of materials.

Rules

1. Food and/or drinks are prohibited in the library.
2. Students should exhibit rules of courtesy, which require that they leave their stations in the condition in which they were found, including but not limited to, pushing chairs under the tables upon leaving and returning used materials to the circulation desk. Courtesy also requires students respect the rights of others by keeping noise level to a minimum.
3. Students should bring materials needed for their library assignment leaving extra books, binders, or backpacks in the classroom.
4. A Green Oaks I.D. badge is required when checking out books. Students will be limited to three items at a time.
5. Books may be borrowed for a period of two weeks and renewed for an additional two weeks unless they are needed for an assignment in the library. Certain books and materials will be restricted to overnight loan and must be in the library before class the following morning. A fine of twenty-five cents per period will be charged on each overnight book until it is returned.
6. Students will be responsible for all borrowed materials including payment for lost or damaged books.
7. Repeated infractions of library rules may result in dismissal from the library. Students who continue to ignore library policies face temporary or permanent barring from using the library

Printing

Printing is available at a limited number of computers. All printing is in black ink only. Printing that is verified as academically required for a Green Oaks class is 10 cents per page; printing that is for personal use is 25 cents per page. Exact change is required. Students who print without money will have the cost added to their library account and will be prohibited from further use of the library until their fine is paid.

LOCKERS

A limited number of lockers are available to students. The locker rental fee is \$2.00 for the year. Students may see the APA or designee to purchase a locker. Students should safeguard their belongings kept in the locker by protecting the combination to the locker at all times.

Gym Lockers (Physical Education/Athletics)

Never leave valuables in the gym locker. The P.E. teacher in charge of the class will provide individual lockers for valuables kept during class time. If you leave clothes, shoes etc. in your gym locker, make sure it is locked and cannot be opened by anyone but yourself.

LOST AND FOUND

Misplaced articles are to be brought to the main office. If the article is not claimed within twenty-four (24) hours, it will be placed in the lost and found. Items remaining at Green Oaks longer than one (1) week after the end of the current school year will be donated to charity or discarded.

MOBILE DEVICES/CELLULAR PHONES/TABLETS

No student shall possess, on his/her person, an electronic telecommunication device (smartphone, smart watches, smart glasses, iPads, tablets, etc.) throughout the entire instructional day. If a student brings an electronic telecommunication device into any public elementary or secondary school building or on the grounds thereof during an entire instructional day, the electronic device shall either be turned off and properly stowed away for the duration of the entire instructional day or prohibited from being turned on and used during the entire instructional day.

The student is responsible for keeping his or her electronic device in their possession, securing it at all times. Green Oaks administrators, faculty, and staff are not responsible for the security or condition of a student's personal device. Personal devices must be charged prior to bringing them to school.

A student who violates this policy (JCDAE) may be disciplined in accordance with CPSB Policy or any other applicable policy. The administration shall, however, be allowed to hold a device for up to five (5) days with a parent return when the administrator deems it appropriate for violations of policy(ies).

Violation of cell phone policy may result in the following disciplinary actions:

- **1st Offense:** The item is willingly relinquished to the administration. Mandatory meeting with the parent/guardian to review the expectation. The items may be held up to three (3) days and then returned to the parent/guardian. **Refusal to relinquish the items results in a parent return meeting to review expectations followed by two (2) days of ISS.**
- **2nd Offense:** The item is willingly relinquished to the administration. Mandatory meeting with the parent/guardian to review the expectation. The items may be held up to three (3) days and then returned to the parent/guardian. **Refusal to relinquish the item results in up to a two (2) days OSS followed by a parent return meeting and referral to the school counselor.**
- **3rd Offense:** The student is suspended up to two (2) days with a parent return conference after the suspension has ended. The student is barred from bringing the item for the remainder of the semester. **Refusal to relinquish the item results in up to a three (3) day OSS followed by a parent return meeting and referral to the SBLC.**
- **4th Offense:** The student is suspended up to nine (9) days pending an expulsion hearing.

MONEY COLLECTIONS

Money collections are permitted on campus provided they are for approved school purposes only (i.e., team fundraising efforts). No outside solicitations will be permitted on campus.

OFFICE HOURS

Office and school hours during the school term are 8:00 a.m. until 4:15 p.m.

PARENTAL INVOLVEMENT PLAN

Philosophy

The faculty and staff of Green Oaks Performing Arts Academy uphold the position that all students can learn. By establishing effective lines of communication among parents, teachers, community members, and students, we believe that these groups will be aware of the responsibilities they have in the educational process, and that from this shared effort, Green Oaks Performing Arts Academy will move successfully toward producing future citizens who are educated, productive, and capable of contributing to the betterment of society. The Parental Involvement Plan at Green Oaks Performing Arts Academy includes the following major components:

Parent Support in the Home

Parents of district students or contract students agree to support the school by signing a pledge or school compact. This pledge or contract is summarized as follows: encourage systematic study, show interest in assignments, provide proper conditions for study at home, assist the school in promoting and maintaining acceptable standards of conduct, agree to meet with the staff periodically to discuss student progress, ensure the students' prompt and regular attendance, become familiar with school rules, and cooperate with the school in solving problems when disciplinary actions are necessary.

School Communication with the Home

The instructional goals are designed to meet "the needs of a student body which represent diverse educational, economical, and social backgrounds." Goals are communicated to incoming ninth graders, students new to Green Oaks Performing Arts Academy, and parents prior to the opening of school. The annual Back-to-School Night is another opportunity for parents to meet the faculty and staff.

Student progress can be accessed by logging on to the CPSB online grade program, JCAMPUS. (www.caddoschools.org) If a grade changes to a "D" or "F" any time before the end of the nine weeks, a report is sent. Teachers also send reports periodically as a general update of the academic progress of students. Parent conferences are initiated frequently by teachers or by the administrators. The use of this method of communication has been an important factor in Green Oaks' success. Parents receive mailings from time-to-time to attend informative sessions on new programs, diploma endorsements, career guidance, and completion of Louisiana Department of Education High School Plan of Study.

Parent Involvement in Learning Activities at Home

In order to better serve you, Caddo Parish Schools has established the JCAMPUS Parent Portal. Here, parents can track the attendance, grades, and discipline issues of their child. In order to access the Parent Portal, the parent must have the last five digits of the student's social security number and last name. Instructions for using the Parent Portal can be found at the following website: www.caddoschools.org.

PARKING

The Caddo Parish School Board is not responsible for any damage to vehicles or any items lost or stolen from vehicles while parked on school property. Parking on school property constitutes **consent to search** your vehicle.

Students are to park in the East parking area **ONLY**, located near the gym. Students should back the car into the space between the yellow stripes. Students should not park in the front of the school or West parking area as these parking spaces are reserved for teachers and staff only.

Automobiles are to be vacated and locked immediately on arrival and may be re-entered only at time of authorized departure. Only in emergency situations will students be authorized to return to the vehicle. Students are not to loiter in the parking lot before or after school.

Any automobile entering the student parking area or other property belonging to the CPSB is subject to search by school officials or police. Search may include the passenger compartment, engine compartment, and trunk, any or all containers locked or unlocked in or upon the automobile. The purchase of a parking sticker and subsequent use of CPSB property constitutes permission to search. CPSB will maintain reasonable security measures during the school day. CPSB will not be responsible for physical damage to an automobile. Automobiles should be locked at ALL times. Students should not leave valuables in their cars. We will not be responsible for articles taken from automobiles.

Act 732 of the 2003 Legislative Session provides for the suspension of driving privileges of a student who is expelled or suspended from school for ten or more consecutive school days or who withdraws from school under certain circumstances/infractions: the sale or possession of drugs, firearm, or an infraction involving assault or battery on a member of the school faculty or staff.

PARKING REGISTRATION AND PASSES

All vehicles registered with Green Oaks must meet the Louisiana Department of Motor Vehicles Highway Regulatory Laws (proof of insurance, state registration card, valid inspection sticker, valid driver's license, etc.). Student and parent signatures on the Green Oaks Student Parking Registration application indicate that the vehicle meets the criteria.

Parking registration must be completed and approved, and the student must be assigned a parking decal prior to parking a student vehicle on campus. Payments for parking decals must be made on the Local Level Events website and submitted to the bookkeeper in order to receive a parking decal. **Cost for a Green Oaks Parking Decal is \$20.00.**

Students must comply with the following rules to maintain parking privileges:

- Must be registered with Green Oaks and have a visible parking decal on the vehicle.
- Follow all traffic rules and regulations and comply with the posted speed limits.
- Students will park in their assigned locations and appropriate spaces only. Any student who does not park in his/her assigned space may have the vehicle towed at the owner's expense.
- Vacate vehicles immediately upon arrival and re-enter only at the time of authorized time of dismissal.
- There will be no lingering or sitting in vehicles in the parking lot prior to the morning tardy bell, during lunch, or after afternoon dismissal.
- Students are not allowed in the student parking lot without administrative permission.
- All drivers are responsible for all passengers in their vehicles.
- Music that is audible outside the vehicle will not be permitted.

PEP RALLIES

Pep rallies are held at designated times during the school year in the gymnasium, auditorium, or football field. This is an important part of the educational program as students perform and practice those skills learned in the classroom. Invited guests and parents are welcome. Students are expected to act in an appropriate manner during the activity. At the beginning of the pep rally, students will stand attentively for the playing of the alma mater and the national anthem. Inappropriate behaviors will result in loss of pep rally privileges and could lead to disciplinary action.

PROXY SERVER TO ACCESS BLOCKED WEB PAGES

1st offense - parent conference

2nd offense - loss of computer use unless supervised by teacher

REGISTRATION

Green Oaks Performing Arts Academy currently operates on a seven-period school day. Each spring students are asked to select courses for the next school year. Students are encouraged to register for a rigorous and challenging curriculum. Seniors are not granted “early outs” to leave school (Exception: students who have earned enough credits to graduate, have passed the necessary state tests, and are enrolling in a college MAY be released with administrative permission – 2nd semester ONLY). Parents are asked to confirm student registration selections since course selection is most important. At the time of registration, students are also asked to carefully select alternate electives. If scheduling conflicts occur, the student may be placed in one of these electives without notification. Once registration is completed, the curriculum is set and faculty is assigned based on the number of requests for selected courses. At this point, schedule changes must be kept to a minimum. **After June 1, schedules are changed only for the following reasons: phasing error, leveling of classes, or a student has already passed a course in which he is enrolled.**

SCHOOL FEE

All students will be assessed a school fee. **Freshmen and Sophomore fees are \$25, Junior fees are \$50, and Senior fees are \$115.** Additionally, some courses and school-sponsored clubs and extracurricular activities necessitate fees for materials consumed and/or utilized by the student. It is required that any student paying fines, fees, etc. obtain a signed receipt indicating payment. Students who fail to pay fees will have their report cards held each nine-week period. School fees must be paid through the Local Level Events Green Oaks website.

SCHOOL TRIPS

Out-of-school, including out-of-town, curricular and extracurricular trips are available for students. All school rules apply on school trips and take precedence over other rules. Such rules include but are not limited to rules on the use of tobacco, alcohol or other drugs. Additionally, on out-of-town trips, there is to be no one of the opposite sex in a student(s) room at any time. Staff is not allowed to room with students. If a student is sent home from an out-of-town trip, it shall be at the student’s/parents’ expense, and the student will be suspended from school.

SEARCHES

Green Oaks is required to perform searches to ensure the safety and security of guests, faculty, and students. Green Oaks works collaboratively with the CPSB security department and local law enforcement agencies. Green Oaks security and staff may conduct classroom and book bag/backpack searches for weapons and drugs. K-9 officers may be used to conduct campus searches. Any item found in violation of CPSB policy will be confiscated. Any item found in violation of state law will be transferred to law enforcement, charges will be filed, and the student will be suspended and/or expelled. Parents are

encouraged to come to the school to pick up items confiscated during searches. Items remaining at Green Oaks longer than one (1) week after the end of the current school year will be donated to charity or discarded.

SEXUAL HARASSMENT POLICY

It shall be the policy at Green Oaks Performing Arts Academy that every student and employee is free of sexual harassment. Sexual harassment is any activity of a sexual nature that is unwanted or unwelcome, including but not limited to, unwanted touching, pinching, patting, verbal comments of a sexual nature, sexual name-calling, and pressure to engage in sexual activity, repeated propositions, and unwanted body contact. Students who engage in sexual harassment on school premises or at a school-sponsored activity will be subject to appropriate discipline, including suspension or expulsion. Reports of harassment should be made immediately to a teacher, counselor, or administrator. A grievance procedure that provides for prompt and equitable handling of sexual harassment complaints may be initiated through administration. The school's normal disciplinary procedures will be followed in determining appropriate consequence for the sexual harassment. In the event the administration recommends suspension or expulsion as a result of conduct, due process will be afforded to the student in accordance with the district's suspension/expulsion procedures.

SNACKS AND OUTSIDE FOOD AND BEVERAGE

Do not bring food, chips, candy, drinks, or drink containers to school unless they are properly sealed and stored. Drink containers should not be visible when students are moving through the hallway, foyers, or in the classes. All food, chips, candy, drinks, or drink containers improperly stored will be confiscated.

Outside food and beverages (i.e., fast food) will not be permitted on campus. Additionally, food deliveries will not be allowed. All outside food and beverages brought onto campus will be confiscated and students will be subject to disciplinary action.

TELEPHONES

Office telephones are available before school, at lunch, and after school until the building is secured. **Cell phones are not to be used to check out of school.** This must be done through the secretary in the main office or attendance office. The counselors' phones in the office are for **EMERGENCY** use only.

TEXTBOOKS

Textbooks are provided to the student and the student is responsible for their care and return, an assessment for loss or damage will be levied. Report cards are held if the student fails to return and pay for lost/damaged textbooks.

VISITORS

Due to security and safety issues, ALL visitors to the school must report to the office to receive a Visitor's Pass immediately upon arrival. Individuals not wearing a Visitor's Pass will be asked to report to the office immediately or escorted from the building. Parents are always welcome but are encouraged to make an appointment to see a teacher, the principal, or visit their child's classes. Former student(s) will not be allowed to visit any teacher during school hours. Visitors to the school are asked to park in the teacher parking lot located on the west end of the school. If you plan to visit for less than fifteen (15) minutes, you may park on the ramp directly in front of the school.

WAITING AREAS

Before School

Students should not arrive on campus before 8:00 a.m. **The school cannot be responsible for supervision prior to 8:05 a.m.** Students should be dropped off in front of the school (by the flagpole). Parents are asked not to drop off in the student or faculty parking lots or in the bus loop. Students are to remain outside the building prior to 8:00 a.m. After arriving on campus, students are not allowed to leave campus and should wait in the courtyard or Student Center.

After School

Students should be picked up from Green Oaks by 4:10 p.m. **The school cannot be responsible for supervision after 4:10 p.m.** Students are required to vacate the premises unless they are accompanied and under the direct supervision of a school employee. Students are not permitted to loiter in the parking lot or other locations after the end of the school day. Students are not to come back on campus except to attend school activities.

WEAPONS

Weapons are absolutely forbidden at school or school activities. According to state law, the student will be arrested, and the principal will be required to suspend a student who is found possessing a weapon. Additionally, the principal will immediately recommend the student's expulsion to the superintendent. Weapons include but are not limited to, firearms, fireworks of any kind, clubs or nightsticks, razors, box cutters or knives, metallic knuckles, chains and/or any other object used in a way that may inflict bodily injury or harm.



GREEN OAKS PERFORMING ARTS ACADEMY GRADUATION INFORMATION

GRADUATION SUPPLIES

Orders for caps and gowns, invitations and other graduation supplies are taken in September and delivered in April. Seniors are required to purchase a cap, gown, and diploma cover in order to participate in the ceremony, but other supplies are optional. All payments are considered non-refundable.

GRADUATION DRESS AND CONDUCT

School officials may enforce a dress code requiring appropriate graduation attire and may prohibit a student who violates the dress code from participating in the graduation ceremony.

As graduation approaches, seniors who behave in violation of Caddo Parish School Board policy or Green Oaks Performing Arts Academy rules will not be able to participate in the graduation ceremony.

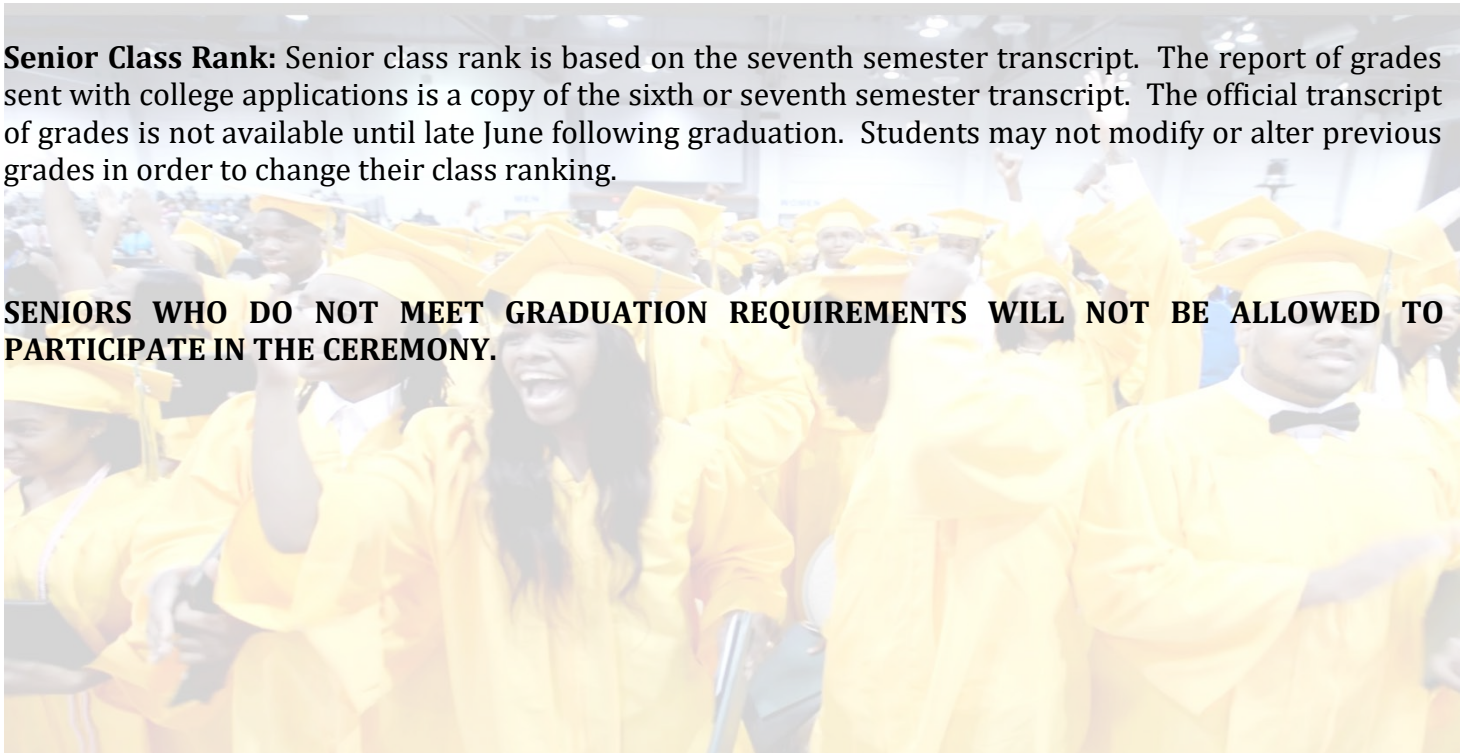
HONOR CORDS AND STOLES FOR GRADUATION

By Caddo Parish School Board policy, the following criteria is used to designate those who may wear honor cords in the graduation exercises. The GPA will be determined at the end of the eighth semester.

- Top Giants - Kelly Green stoles; students with a GPA greater than 4.0.
- Honor Students - White stoles; students with a GPA of 3.7 and the next 5% of the remainder of the class.
- National Honor Society members will wear the light blue GOPAA stole.
- JROTC Cadets – White Honor Stoles.
- Fellowship of Christian Athletes – Black Cords
- Yearbook – Green and White Cords
- French Club – Red, White, and Blue Cords
- Other school-approved cords may be worn.

Senior Class Rank: Senior class rank is based on the seventh semester transcript. The report of grades sent with college applications is a copy of the sixth or seventh semester transcript. The official transcript of grades is not available until late June following graduation. Students may not modify or alter previous grades in order to change their class ranking.

SENIORS WHO DO NOT MEET GRADUATION REQUIREMENTS WILL NOT BE ALLOWED TO PARTICIPATE IN THE CEREMONY.



TOPS UNIVERSITY DIPLOMA REQUIREMENTS (For Class of 2018 and beyond)

English	4 units
Shall be English I, II, III and English IV in consecutive order.	
Mathematics	4 units
Shall be 1 unit each of the following: <ul style="list-style-type: none"> • Algebra I • Geometry • Algebra II And 1 unit from the following courses: <ul style="list-style-type: none"> • Algebra III • Advanced Math • Pre-Calculus • Calculus 	
Science	4 units
Shall be the following: <ul style="list-style-type: none"> • 1 unit of Biology • 1 unit of Chemistry And 2 units from the following courses: Physical Science, Earth Science, Environmental Science, Physics, Biology II, Chemistry II,	
Social Studies	4 units
Shall be the following <ul style="list-style-type: none"> • 1 unit of U.S. History • 1 unit of Civics And 2 units from the following courses: <ul style="list-style-type: none"> • European History • Western Civilization • World Geography • World History 	
Health & Physical Education	4 units
Physical Education I & half unit from Physical Education II, Marching Band, Extra Curricular Sports, Cheering or Dance Teams. ½ unit of Health. JROTC I and II may be used to meet the Health Education and P.E. requirements.	
Foreign Language or American Sign Language	2 units
Shall be 2 units in the same Foreign Language.	
Arts	1 unit
Art, Theater, Dance, Music, Fine Arts Survey, Visual Arts, Drafting or Speech III and IV (one unit combined)	
Electives	3 units
TOTAL	24 units

NOTE: After finishing two years of high school, a student and parents may choose to OPT in to JumpStart diploma pathway. This option is for a student not planning to immediately attend a 4-year university.

JUMPSTART CAREER DIPLOMA REQUIREMENTS (For Class of 2018 and beyond)

English	4 units
<p>Shall be 1 unit each of</p> <ul style="list-style-type: none"> • English I • English II <p>And 2 units from the following: English III, English IV, AP or IB English Courses, Business English, Technical Writing, or Comparable Louisiana Technical college courses offered by Jump Start Regional Teams as approved by the State Board of Elementary and Secondary Education.</p>	
Mathematics	4 units
<p>Shall be 1 unit from the following:</p> <ul style="list-style-type: none"> • Algebra I • Algebra I Part I and Algebra I Part II or an applied or Hybrid Algebra Course. <p>And 3 units from the following: Geometry, Math Essentials, Financial Literacy (formerly Financial Math), Business Math, Algebra II, Algebra III, Advanced Math – Functions and Statistics, Advanced Math – Pre-Calculus, Pre-Calculus or Comparable Louisiana Technical College Courses offered by Jump Start Regional Teams as approved by State Board of Elementary and Secondary Education.</p>	
Science	2 units
<p>Shall be 1 unit of the following:</p> <ul style="list-style-type: none"> • 1 unit of Biology <p>And 1 unit from the following: Chemistry I, Earth Science, Environmental Science, Physical Science, Agriscience I and Agriscience II (one unit combined) or AP * or IB* Science</p>	
Social Studies	2 units
<p>One credit of Civics may be substituted for any two of the one-half credit Social Studies courses Specified)</p> <p>Shall be 1 unit from the following: U.S. History, AP* US History, IB* History of the Americas I.</p> <p>½ credit form the following: Government, AP* U.S. Government and Politics: Comparative, or AP* U. S. Government and Politics: United States.</p> <p>½ credit from the following: Economics, AP* Macroeconomics, or AP* Microeconomics.</p>	
Health & Physical Education (JROTC may be substituted for P.E)	2 units
<p>Shall be 1 unit of the following: Physical Education I</p> <p>Shall be ½ unit from the following: Physical Education II, Marching Band, Extracurricular Sports, Cheering, or Dance Teams.</p> <p>And ½ unit from the following: Health Education (JROTC I and II may be used to meet the Health Ed Requirement).</p>	
Jump Start	9 units
<p>Jump Start course sequences, workplace experiences, and credentials as approved in Regional Jump Start proposals.</p>	
TOTAL	23 units

NOTE: After finishing two years of high school, a student and parents may choose to OPT in to JumpStart diploma pathway. This option is for a student not planning to immediately attend a 4-year university.

IBC = Industry-Based Credential

TOPS Core Curriculum (For Class of 2018 and beyond) For the Opportunity, Performance and Honors Awards

Units	Courses ¹
ENGLISH = 4 Units	
1 Unit	English I
1 Unit	English II
1 Unit from the following:	English III, AP English Language Arts and Composition, or IB English III (Language A or Literature and Performance)
1 Unit from the following:	English IV, AP English Literature and Composition, or IB English IV (Language A or Literature and Performance)
MATH = 4 Units	
1 Unit	Algebra I
1 Unit	Geometry
1 Unit	Algebra II
	(Integrated Mathematics I, Integrated Mathematics II, and Integrated Mathematics III may be substituted for the Algebra I, Geometry, and Algebra II sequence)
1 Unit from the following:	Algebra III; Advanced Math - Functions and Statistics, Advanced Math - Pre-Calculus, Pre-Calculus, or IB Math Methods I (Mathematical Studies SL); Calculus, AP Calculus AB, or IB Math Methods II (Mathematics SL); AP Calculus BC; Probability and Statistics or AP Statistics; IB Further Mathematics HL; IB Mathematics HL
SCIENCE = 4 Units	
1 Unit	Biology I
1 Unit	Chemistry I
2 Units from the following:	Earth Science; Environmental Science; Physical Science; Agriscience I and Agriscience II (one unit combined); Chemistry II, AP Chemistry, or IB Chemistry II; AP Environmental Science or IB Environmental Systems; Physics I, AP Physics B, or IB Physics I; AP Physics C: Electricity and Magnetism, AP Physics C: Mechanics, or IB Physics II; AP Physics I and AP Physics II; Biology II, AP Biology, or IB Biology II
SOCIAL STUDIES = 4 Units	
1 Unit from the following:	U.S. History, AP U.S. History, or IB U.S. History
½ Unit from the following:	Government, AP U.S. Government and Politics: Comparative, or AP U.S. Government and Politics: United States
½ Unit from the following:	Economics, AP Macroeconomics, or AP Microeconomics
	(One unit of Civics may be substituted for the two ½ Units above)
2 Units from the following:	Western Civilization, European History, or AP European History; World Geography, AP Human Geography, or IB Geography; World History, AP World History, or IB World History; History of Religion; IB Economics
FOREIGN LANGUAGE= 2 UNITS	
	Foreign Language, both units in the same language, which may include the following: AP Chinese Language and Culture, AP French Language and Culture, AP German Language and Culture, AP Italian Language and Culture, AP Japanese Language and Culture, AP Latin, AP Spanish Language and Culture, IB French IV, IB French V, IB Spanish IV, and IB Spanish V, American Sign Language
ART = 1 Unit	
1 Unit from the following:	Performance course in Music, Dance or Theatre; Fine Arts Survey; Art I, II, III, and IV; Talented Art I, II, III, and IV; Talented Music I, II, III and IV; Talented Theater Arts I, II, III, and IV; Speech III and Speech IV (one unit combined); AP Art History; AP Studio Art: 2-D Design; AP Studio Art: 3-D Design; AP Studio Art: Drawing; AP Music Theory; IB Film Study I; IB Film Study II; IB Music I; IB Music II; IB Art Design III; IB Art Design IV; or IB Theatre I, Drafting
TOTAL = 19 Units	

1-GIFTED COURSES: Any core curriculum course that is taken by a student who has been identified as gifted pursuant to State Board of Elementary and Secondary Education (BESE) policy and that is taken in fulfillment of the student's Individualized Education Plan shall be considered a "Gifted Course and shall fulfill the core curriculum.

Beginning with the students entering the 9th grade in 2014-2015 and graduating in the 2017-2018 school year and thereafter, the calculation of the TOPS Core Curriculum grade point average (GPA) will use a five (5.00) point scale for grades earned in certain Advanced Placement (AP) courses, International Baccalaureate (IB) courses, Gifted Courses, and Dual Enrollment courses used to complete the TOPS Core Curriculum. At this time, BESE and the Board of Regents have not designated the courses that will be calculated on the five-(5.00) point scale. **1** For such courses, five quality points will be assigned to a letter grade of "A", four quality points will be assigned to a letter grade of "B", three quality points will be assigned to a letter of "C", two quality points will be assigned to a letter grade of "D", and zero quality points will be assigned to a letter grade of "F". Note that students earning credit in courses graded on the five (5.00) point scale may earn a grade point average on the TOPS Core Curriculum that exceeds 4.00.

This core curriculum is accurate as of the date of publication and includes courses listed in TOPS statute.

(800)-259-5626

custserv@la.gov or www.osfa.la.gov

P.O. Box 91202, Baton Rouge, LA 70821-9202 Updated 09/10/2013

GREEN OAKS PERFORMING ARTS ACADEMY MULTI-TIERED SYSTEM OF SUPPORTS (MTSS)

The main focus of Multi-Tiered System of Supports (MTSS) is to provide a clear system for all expected behaviors at Green Oaks Performing Arts Academy. MTSS is a comprehensive framework encompassing academics, behavior, and social-emotional learning for all students. Positive Behavioral Interventions and Supports (PBIS) is an integral component of this broader MTSS framework, focusing on proactive behavioral strategies.

PBIS

- Is a collaborative, assessment-based approach to developing effective interventions for problem behavior.
- Emphasizes the use of proactive, educative, and reinforcement-based strategies to achieve meaningful and durable behavior and lifestyle outcomes.
- Aims to build effective environments in which positive behavior is more effective than problem behavior.

Behavioral Expectations Are Defined. A small number of clearly defined behavioral expectations are defined in positive, simple words, "GIANTS"!

- **Gracious**
- **Intelligent**
- **Ambitious**
- **Noble**
- **Trustworthy**

Behavioral Expectations Are Taught. The behavioral expectations are taught to all students in the building, and are taught in real contexts. Teaching appropriate behavior involves much more than simply telling students what behaviors they should avoid.

- Gracious means to be courteous and kind.
- Intelligent means to reflect good judgment or sound thought.
- Ambitious means to desire to succeed.
- Noble means to possess high morals.
- Trustworthy means to be honest.

GIANT BUCKS/PBIS REWARDS APP

Giant Bucks and the PBIS Rewards App are used as reinforcement/rewards that are school-wide for students and are available to all faculty, administration, and staff daily. Students have the opportunity to earn Giant Bucks or PBIS Rewards Points when students perform in accordance with the school expectations. Examples of criteria for earning bucks/points are as follows:

- Aiding another student in need (picking up dropped books, paper, opening door)
- Volunteering to assist a teacher during or after school
- Cleaning an area of trash or debris left by others
- Resolving conflicts and/or diffusing situations amongst peers



**ALMA MATER
GREEN OAKS PERFORMING ARTS ACADEMY**

Green Oaks, Green Oaks
We love you dear.
Our hearts will always be near
You are comfort through the years of rough,
No matter how hard or tough.

Green Oaks, Green Oaks
We love you still.
And on till death we always will.
We love you; we love you
We'll always love –
Dear Green Oaks High

Written by: Percy Baker

FIGHT SONG

Fight! For dear old Green Oaks,
Fight! We're going to win,
Fight! For dear old Victory,
We will win this game, RAH! RAH! RAH!

Fight! For dear old Green Oaks
Fight! We're on our way,
There's no doubt that we are,
Pride of the U.S.A.