North Vermilion MIDDLE SCHOOL



Student Handbook

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North Vermilion Middle School

Mission Statement

North Vermilion Middle School is setting high expectations for a lifetime of learning.

North Vermilion Middle School Patriots will be

Prepared
Respectful
Responsible

North Vermilion Middle School
11609-A LA Hwy 699
Maurice, LA 70555

Kandice Broussard, Principal
Keisha McKeithen, Assistant Principal
Meaghan Meador, Assistant Principal
Nolan Theriot, ASA
Jennifer Descant, Counselor
Lauren Riche', Counselor
Holly Richard, Secretary
Kecia Folsom, Bookkeeper

PRINCIPAL'S WELCOME

Welcome to our school community, where safety, respect, growth, and support are fundamental principles guiding our journey together. At North Vermilion Middle, we are committed to fostering an environment where every student feels secure, valued, and empowered to achieve their full potential. Through mutual respect and responsibility, we strive to cultivate a culture of kindness and understanding. Together, let's embrace learning and collaboration to build a supportive community where everyone can thrive. I am honored to lead North Vermilion Middle School students and very excited to see what the year will bring.

Let's Geaux Patriots!

Kandice Broussard, Principal

2025-2026 NVMS Daily Schedule

Period	Time	Duration
Homeroom	7:10 – 7:40 AM	30 min
1st Period	7:42 – 8:27 AM	45 min
2nd Period	8:29 – 9:14 AM	45 min
3rd Period	9:16 – 10:01 AM	45 min
4th Period	10:03 – 10:48 AM	45 min
First Lunch (6 Grade & 7th Grade A Lunch)	10:50 – 11:20 AM	30 min
5th Period (for Lunch A students)	11:22 – 12:07 PM	45 min
5th Period (for Lunch B students)	10:50 – 11:35 AM	45 min
Second Lunch (8th Grade & 7th Grade B Lunch)	11:37 AM – 12:07 PM	30 min
6th Period	12:09 – 12:54 PM	45 min
7th Period	12:56 – 1:41 PM	45 min
8th Period	1:43 – 2:28 PM	45 min
Dismissal Prep	2:28 – 2:30 PM	2 min

ATTENDANCE

Please refer to the VPSB Attendance Policy.

EXCUSES UPON RETURN TO SCHOOL

- All excuses are to be turned in at the office. Please refer to the VPSB handbook for more information.

NVMS TARDY EXPECTATIONS

Tardy to School -

- As defined by state law, a student is considered habitually absent after the 5th Unexcused Absence or 5th tardy in a semester.
- After the 5th Unexcused Absence, the student will be referred to **FINS (grades 6-12)** in accordance with Act 745.

Tardy to Class -

- Tardiness is an unexcused appearance of the student at class after the tardy bell rings. Students have 2 minutes to switch classes.
- Upon the 4th tardy to a specific class will result in a step in the minor discipline tracking.

STUDENT CHECK OUT

- Students may check out anytime **before 2:15 pm** and **will only be released to individuals listed on the demographic form.** All authorized persons must report to the office and **must show pictured identification** when checking out a student.

MAKEUP WORK AND TESTS

GENERAL GUIDELINES

Please refer to the VPSB handbook/ pupil progression.

Teachers will post assignments in their Google Classroom. If possible, the student should make every attempt to keep up with their work on a daily basis. The student can email the teacher. However, the teacher may not be able to answer the message immediately, rather during their planning period or at the end of the school day. Upon their return, **the student (as stated in VPSB Pupil Progression):**

After each absence from school, it is the **responsibility of the student** to make arrangements to make-up work missed during any type of absence with his/her teacher, following his/her return. Assignments may be given prior to absences.

- Student misses day of test/quiz and/or day of assignment due:
  - The student will take the test and/or turn in the assignment due on the day he returns. The grade will be officially recorded within three (3) days of the student's return to school.
- The student misses more than one (1) day of school:
  - The student will have a corresponding number of days to make-up tests/quizzes. Example: student is absent for two (2) days, student will have two (2) days to make-up tests/quizzes from the day he returns to school. Assignments assigned prior to the absence are due the day the student returns to school. Prior assignments do not include tests/quizzes. Grades will be officially recorded within three (3) days of the student's completion of the test/quiz.
- Penalty for an assignment not submitted by due date - For any assignment which is not turned in on the day that the assignment is due, a 10% maximum penalty per day may be imposed with a maximum of **5 school days** allowed to submit the late assignment. Any assignment not submitted within the **5 school days** will receive a grade of "0". Assignments include research papers, essays, presentations, projects, etc. but exclude homework.
- Students and parents have the right to appeal the schedule in extreme circumstances, and those would be handled by the School Building Level Committee. (There may be exceptions for students with IAP's and IEP's).

If technology is not available, then the parent can call requesting a paper copy. Please request this before lunch to give the teacher time to gather the materials.

CHROMEBOOKS

Use of VPSS Devices/Chromebooks

The Device/Chromebook that will be issued is the property of Vermilion Parish School System, and is made available as a tool for learning. Like textbooks and other school property, a Device is assigned to the student and MUST be returned to VPSS. Use of a Device is subject to VPSS Acceptable Use Guidelines.
Technology equipment that is used inappropriately, lost, damaged, or defaced may result in limited or banned computer use, disciplinary consequences, legal action, and/or assessed fees. If full payment cannot be made at one time, a payment plan may be offered by VPSS.

ACADEMICS

GRADING SCALE FOR REGULAR COURSES K-12	
GRADE	PERCENTAGE
A	100-90
B	89-80
C	79-70
D	69-60
F	59-0

ACADEMIC EXCELLENCE RECOGNITION - POSITIVE REWARD

Students who have a 3.0 or higher with the lowest grade of C each nine week period will be invited to special events recognizing their academic excellence. This event is hosted once every nine weeks.

ACADEMIC EXCELLENCE PROGRAM

9-Weeks Recognition

Each 9-weeks schools may recognize academic achievement based on the following GPA guidelines:
GPAs are NOT rounded up:

- ★ Principal's List 4.0 Lowest Grade A
- ★ AB Honor Roll 3.5-3.999 Lowest Grade B
- ★ Honor Roll 3.0-3.999 Lowest Grade C

1-8 End of Year Awards Ceremonies

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

GPAs are NOT rounded up:

- ★ 4.0
- ★ 3.5-3.999
- ★ 3.0-3.499

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

An Awards Ceremony for Academic Excellence will occur at the end of the year. This is designed to provide recognition for students who achieve academically and improve their performance throughout the school year. Parents are encouraged to join us in this commitment to excellence in education.

PROGRESS REPORTS & REPORT CARDS TO PARENTS

Progress reports will be posted in the Student Progress Center online, these will be available to parents on the 4th Friday of the nine weeks.

Report cards are given out the following week of the end of the nine week period.

PARENT-TEACHER CONFERENCES

Parents wishing to make an appointment with an individual teacher may contact the teacher directly. Parents wishing to make appointments with multiple teachers should contact the counselor's office.

Lauren Riche serves grade 6 students and 7th grade students with their last name beginning with the letters A-K. Jennifer Descant serves students in grade 8 and 7th grade students with their last name beginning with the letters L-Z.

Parents may make appointments with the Assistant Principals or Principal by calling the front office.

District parent-teacher conference day is scheduled at the end of the first nine week period. These conferences focus on the needs of individual students.

DRESS CODE

Please refer to the VPSB Handbook.

COATS

Coats should only be worn during cold periods of weather (**50 degrees or below**). Trench coats are not allowed. (VPSB policy)

NVMS EXPECTATIONS BLUE JEANS (OPTIONAL)

Jeans worn for spirit days, on Fridays, may not have holes, or ripped material. Jean shorts are not allowed. This is a fundraiser and the cost is $1. Students can wear NVMS sweatpants on Fridays for spirit day. The purchase of the sweatpants covers the fundraiser cost.

NVMS FREE DRESS DAYS

Students can earn PBIS rewards for following PBIS expectations and these rewards can be turned in for a free dress day on only Monday or Wednesday of each week. For free dress, students **may not** wear shorts or tennis skirts, pajama pants, leggings (fitted or flared) and must follow other VPSB dress codes for appropriate school dress. No hats, baseball caps or any other headwear are allowed at any time. Students may wear jeans, joggers, sweatpants or school uniform bottoms with free dress tops.

COLD WEATHER DAYS (50 degrees or below)

Students can wear coats, **NVMS sweatpants**, and/or leggings under their uniform shorts or pants during cold weather days. Failure to comply with the guidelines for dress, appearance, or uniforms will result in parental contact by the school. Further non-compliance may result in one or all of the following detention or in-school suspension. (VPSB Policy)

I.D.'s

I.D. cards will be issued at orientation. The only **fee** for ID's (MS/HS) will be the cost of a lanyard/pouch for $8 (not optional). Only a **replacement** fee ($2) will be charged if an ID is lost.

Student I.D.s are needed to be issued library books, lunch, and admission to school activities. Students must wear their I.D. cards at all times while at school.

1. All students are required to show proof of their school I.D. upon entering the school building before school begins.
2. Students must wear school issued I.D. around their neck at all times.
3. I.D's should be free of stickers, drawings, defacing of the student's name or picture.

4. Proof of I.D. must be shown in order to eat in the cafeteria, check out books in the library, and upon demand from any school personnel.
5. Students without a school I.D. entering the school building will be issued a temporary I.D. and upon the fourth time, parents will be notified, and it will be a Step on the Discipline Step Chart. Please see the VPSB handbook for consequences.
6. Failure to show up for detention is a Level 2 offense, code 33. Please see the VPSB handbook for consequences.
7. Failure to show proof of the I.D. upon demand by any school personnel is a Level 2 offense, code 01. Please see the VPSB handbook for consequences.
8. It is the responsibility of the student to get a temporary I.D. from the front office if he/she is late for school.

Note: I.D.'s of past years are now void and cannot be used. Only present school year I.D.'s are permissible.

LOST AND FOUND

Articles found in and around school should be turned in to the gym where the owners may claim their property by identifying it. Please place your child's name on all tags on clothing. All items not claimed by the end of the semester will be donated to charity.

POSITIVE BEHAVIOR SUPPORT SYSTEM (PBIS)

PBIS, a state mandated program, provides behavior support and intervention. Students are encouraged to make good choices when it comes to being prepared, respectful, and responsible by earning starbucks.

*Monthly birthday celebrations
* PBIS Welcome Event – Back to School Dodgeball

For each nine week reward, students with NO ISS or OSS discipline referrals for the nine weeks can participate in that nine week's PBIS event. Events for this year include:

NINE WEEKS REWARD

1st Nine Weeks Reward: Picnic and Fall Festival
2nd Nine Weeks Reward: Sock Hop
3rd Nine Weeks Reward: March Madness
4th Nine Weeks Reward: Free Dress Week (last week of school)

END OF THE YEAR REWARD

Students with NO ISS or OSS discipline referrals for the year can participate in the End of the Year PBIS reward.

End of the Year Reward: Field Day

MVP's (MOST VALUABLE PATRIOT)

Each nine week period , teachers nominate students based on the PBIS expectations of being prepared, respectful and responsible. Students chosen as the outstanding MVP will be recognized monthly.

Reward System

PBIS will have a new reward system. This process will be explained in the first days of school.

DISCIPLINE

Please refer to the VPSB Handbook for the discipline policy and the discipline matrix.

NVMS FORMS OF DISCIPLINE

In an effort to ensure consistency in administering school discipline, NVMS has implemented a step-by-step discipline program for minor classroom behaviors.

At the beginning of each semester, students start over with classroom steps.

CLASSROOM DISCIPLINE

Teachers utilize various techniques to solve minor problems in the classroom such as warnings. If warnings fail to resolve the issue, the teacher will issue:

- **Step One:** of the discipline tracking chart, the teacher will reteach the expectation and contact the parent or guardian
- **Step Two:** the student will receive lunch detention and the parent will be contacted.
- **Step Three:** will be lunch detention, the parent will be contacted, and a counselor visit will be scheduled.
- **Step Four:** will be parental contact by the teacher, and the teacher will issue a major office referral. An administrator will contact the parent about the consequence following the VPSB discipline matrix.
  Note: All subsequent steps will be a major referral written by the teacher and sent to administration for a consequence.

At any time during the disciplinary process, the student may be sent to the counselor for a conference. Input from the faculty or School Building Level Committee may be utilized by the teacher to gain maximum insight concerning a particular discipline problem.

LUNCH DETENTIONS

Students are assigned lunch detention during their lunch period. Students will eat lunch in a separate area and will complete a reflection activity. Lunch detention is used for steps 2 and 3 of the NVMS discipline tracking chart, along with any other minor disciplinary matters (no ID/dress code infractions).

Uniform Infractions:

Out of uniform policy:
1st time – lunch detention
2nd time – lunch detention
3rd time – lunch detention-parent contact
4th time – will result in a step
5th time – lunch detention
6th time – lunch detention
7th time – lunch detention-parent contact
8th time – will result in a step

This process will continue and restart in the second semester

AFTER-SCHOOL DETENTION (ASD)

Students are assigned ASD for violations of Level 1 and Level 2 offenses as listed in the VPSB handbook. Students will complete a writing assignment reflecting upon their choices. ASD is from 2:40 until 3:40 on Tuesday and Thursday only. Transportation must be provided by the parent.

IN SCHOOL SUSPENSION (ISS)

ISS may be used for Level 1 and Level 2, along with some Level 3 offenses as listed in the VPSB handbook. The student is counted present for the day. The student will be removed from the general population for the day. The student may take test(s) and are expected to complete all work assigned while in the ISS room. If or when assigned work is not completed, the student will return to ISS for the class period in which the work is incomplete and will complete the assignment.

OUT OF SCHOOL SUSPENSION (OSS)

Students may be suspended out of school for any violation of any Level 2, 3, and 4 offense listed in the VPSB handbook. Students suspended from school must remain off campus including all extra-curricular or athletic activities during the term of the suspension. Tests or class work due on days of suspension may be made up. Parents will be notified in writing and/or by telephone when a disciplinary action has been taken and when assignments may be picked up.

EXPULSION OR RECOMMENDED FOR EXPULSION

Students are recommended for expulsion upon major offenses as per VPSB policy. A hearing will be held and the hearing officer, along with the Superintendent decide upon placement for the student.

EXTRA-CURRICULAR

Students have the opportunity to attend extra-curricular activities throughout the year.

Clubs: Beta Club, Student Council, 4-H, FCA, Patriot Buddies and T3 Club

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SPORTS

Sports: Football, Volleyball, Cross Country, Basketball, Softball and Track

STUDENT-ATHLETE ELIGIBILITY REQUIREMENTS

1. Age eligibility
   A. **8th grade eligibility**: A student-athlete may not be 15 before September 1 of that school year
   B. **7th grade eligibility:** A student-athlete may not be 14 before September 1 of that school year
   C. **6th grade eligibility**: On August 4, 2015, the Vermilion Parish School Board approved allowing sixth graders to participate in middle school athletics, provided they make the team and in the case of football only, are not involved in outside leagues.

2. Academic eligibility
   A. A student-athlete may fail only one subject in the prior nine weeks grading period.
      1) At the beginning of the school year, an athlete may only fail one subject on the final report card from the previous school year.
   B. A student-athlete must maintain a cumulative GPA of 1.5 or better in order to maintain eligibility
   C. Eligibility standards will be evaluated each grading period. The eligibility status will take effect on the date that report cards are sent home by the school.
   D. Summer school courses may be used to enable a student to meet eligibility standards.
   E. A student athlete must be in attendance at least 1/2 of the instructional day in order to participate in practice or game that given day.

3. It is mandatory that each student-athlete who participates in middle school athletic competition provide proof of adequate medical insurance before participating in any practices or games. Proof of insurance must be on file in either the coach's or athletic director's office.

4. It is mandatory that each student-athlete who participates in middle school athletic competition provide a completed medical exam form that has been signed by a medical physician. Medical exam forms must be on file in either the coach's or athletic director's office.

5. Eligibility of Private School Students
    A. Private school students may try out for middle school athletic teams under the following conditions:
        a. Their private school does not offer an athletic team in the sport for which they try out.
        b. They must reside within the attendance zone of the public school for which they are trying out.
        c. All requirements in place for public school athletes must be fulfilled in order to participate.
        d. No public school athletes may be cut from a team in order to add private school athletes.

6. Request for eligibility ruling
    A. If at any time the eligibility of any player is questioned, any principal shall have the right to ask the athletic director of that school for a ruling on the eligibility of said player.
    B. A principal may ask for a ruling on the eligibility of a player from any school. All official requests for rulings on eligibility must be written. Unwritten requests are not official.
    C. Official protests must be filed within 14 days of the alleged violation.
    D. Requested rulings must be given within 24 hours of the time it is received.

7. Prior to participating in any sport recognized by the Vermilion Parish School Board, a student must be listed on an eligibility list. This includes jamborees.

NVMS DANCE EXPECTATIONS

All students must adhere to the following expectations and procedures, while attending any North Vermilion Middle School dance.

1. Every student entering the dance must present their school ID.
2. All dances will have an established starting and ending time. All students must be admitted prior to the starting time and remain at the dance until it ends. A student will only be allowed to leave with their parent(s).
3. Everyone attending a middle school dance must be in 6th grade – 8th grade.
4. All North Vermilion Middle School and Vermilion Parish School Board rules must be followed.

5. The use of cell phones is prohibited by anyone in attendance at the dance. All cell phones must be turned in upon entering.
6. Student dress must be in accordance with appropriate dress for the dance attending and must be appropriate for a school function. The decision of appropriate dress will be left to the faculty and administration in attendance.
7. The administration of North Vermilion Middle School will handle any other circumstances that may arise, according to established Vermilion Parish School Board policies.
8. Loss of dance privileges will be based on discipline referrals. Students who receive an ISS or OSS will not be eligible to attend. The student must be debt free to attend the dance.

OTHER

COUNSELING DEPARTMENT

Jennifer Descant, 7th (L-Z) / 8th Grade Counselor **Lauren Riche', 6th/7th (A-K) Grade Counselor**

The North Vermilion Middle School Counselors strive to aid students in realizing their abilities to the fullest, in making sound choices, and in developing self-understanding.
Guidance Services Available – Individual and group counseling are available. Appointments are not necessary. Students may visit the grade level counselor's office by obtaining a hall pass from the teacher in charge.

VISITORS

Upon arrival, all visitors must report to the main office to obtain permission and visitors' pass to conduct business with students, teachers, and/or others. Visitors will be required to sign-in with Raptor, a state ID will be required at sign-in.

ITEM DROP OFF

We are teaching our students to be responsible and ready to learn daily at NVMS. With this expectation, we are no longer going to accept personal items forgotten to be dropped off in the front office. The only exception would be medication needed by a student. Any extracurricular items left at home by a student can be dropped off at 2:30 p.m. to the student..

MORNING ARRIVAL

All students will enter through metal detectors in the gym every morning. Students are subject to searches during the metal detector entrances as well as at any time on campus with probable cause.

CAFETERIA

All students will receive free breakfast and lunch this school year without filling out a free lunch form. NVMS is part of the CEP Grant, which will cover the cost of all meals for our students. However, if you have a cafeteria debt from previous school years, you will need to make arrangements to pay your debt ASAP. Students with debts are not allowed to participate in any non-academic activities. These charges will stay with each student until payment is received. You may call at any time during the school day to get the status of your child's account.

Melissa Bourque – Cafeteria Manager 337-740-6555. Working Hours: 5:30 a.m. to 1:30 p.m.

HALL PASS/RESTROOM

Hall: Any student out of an assigned class MUST have the proper hall pass.

Restroom: Instructional time is essential. Students have 2 minutes between classes to use the restroom. E-Hall Pass will be used for all restroom requests during instruction. E-Pass is an electronic communication device in which students can request a restroom break during instructional time.

MEDICATION

Please refer to the VPSB Handbook.

BOOKS AND PLANNERS

Students may be issued novels and all books will be identified by the book number and the student's name. It is the responsibility of the student to return the book in good condition with allowances made for general book wear and depreciation. The student will be responsible for paying established fees for book damage or loss.

A limited number of planners will be available. This is optional. Planner cost is $5.

FIELD TRIPS

Field trips for educational purposes are encouraged. It is determined by the grade level and content level teachers to decide upon and plan a field trip. A student eligible to attend any school field trip must be in good standing with the school. Details will be provided with the field trip information. Eligibility to attend field trips will be based on discipline referrals. Students with NO ISS or OSS discipline referrals for the year can participate in the field trips. Students who have a major office referral due to participation in a fight are not eligible to attend.

WATER/CONCESSIONS/FOOD ON CAMPUS

Water: Students may bring bottled water in a secure container (no cups with a straw) to school to drink in between classes or when given permission by their teacher. Water fountains are located on the interior and exterior of the school. A refill station is also available on campus. Energy drinks, sports drinks, coffee or sodas are not allowed to be brought to school.

Eating in classrooms during instructional time is NOT allowed, unless it is an incentive by the classroom teacher. Failure to comply will result in a Step by the classroom teacher.

Concessions: Concessions will be sold after lunch. All concession items meet the requirements of the Louisiana Smart Snacks and are on the Pennington list. Candy from home is NOT allowed at school.

Food on Campus: At no time should students solicit sales for personal food items. In addition, students are not allowed to sell candy from fundraisers on the school's campus. Outside food (example: McDonald's/Sonic) cannot be brought to students during the school day.