



## **WATAUGA COUNTY BOARD OF EDUCATION**

Margaret E. Gragg Education Center  
175 Pioneer Trail Boone, NC 28607  
(828) 264-7190

### **WATAUGA COUNTY BOARD OF EDUCATION MEETING AGENDA March 13, 2023**

- |                  |  |  |
|------------------|--|--|
| <b>5:30 p.m.</b> | <b>1. CALL TO ORDER</b>  | Board Chair  |
| <b>5:32 p.m.</b> | <b>2. CLOSED SESSION</b> <ul style="list-style-type: none"><li>A. Approval of Minutes</li><li>B. Reportable Offenses – N.C.G.S.115C-288(g)</li><li>C. Student Records - N.C.G.S.143-318.11(a)(1)</li><li>D. Personnel – N.C.G.S.143-318.11(a)(6)</li><li>E. Attorney-Client - N.C.G.S 143-318.11(a)(3)</li></ul> | Board Chair  |
| <b>6:00 p.m.</b> | <b>3. OPEN SESSION CALL TO ORDER /<br/>MOMENT OF SILENCE</b>   | Board Chair  |
| <b>6:03 p.m.</b> | <b>4. DISCUSSION AND ADJUSTMENT OF AGENDA</b>  | Board Chair  |
| <b>6:05 p.m.</b> | <b>5. SUPERINTENDENT'S REPORT</b>  | Dr. Scott Elliott  |
| <b>6:10 p.m.</b> | <b>6. STUDENTS' REPORT</b>   | Ms. Mia Shanely<br>Ms. Ellary Smith  |
| <b>6:15 p.m.</b> | <b>7. PUBLIC RECOGNITION</b> <ul style="list-style-type: none"><li>A. Spelling Bee Winner</li><li>B. NCCTM Outstanding Elementary Math Teacher</li><li>C. National Board Certification</li><li>D. NBPTS Maintenance of Certification</li></ul>   | Ms. Meredith Jones<br>Ms. Meredith Jones<br>Ms. Kelly Walker<br>Ms. Kelly Walker |
| <b>6:35 p.m.</b> | <b>8. CONSENT AGENDA</b> <ul style="list-style-type: none"><li>A. Approval of the Minutes for 2/13/2023 and 2/14/2023</li><li>B. Field Trip Requests</li><li>C. Declaration of Surplus</li><li>D. Budget Amendment #4</li><li>E. Personnel Report</li></ul>  | Dr. Scott Elliott  |
| <b>6:40 p.m.</b> | <b>9. PUBLIC COMMENT</b>   | Board Chair  |
| <b>6:50 p.m.</b> | <b>10. VALLE CRUCIS SCHOOL UPDATE</b>  | Board Chair  |

<b>6:55 p.m.</b>	<b>11. CAREER TECHNICAL EDUCATION LOCAL PLAN</b>	Dr. Tierra Stark
<b>7:10 p.m.</b>	<b>12. POLICIES: SUBSTANTIVE FOR FIRST READ</b> <ul style="list-style-type: none"> <li>• 4050 Children of Military Families</li> <li>• 3420 Student Promotion and Accountability</li> <li>• 3460 Graduation Requirements</li> <li>• 3620 Extracurricular Activities and Student Organizations</li> <li>• 4100 Age Requirements for Initial Entry</li> <li>• 4110 Immunization and Health Requirements for School Admission</li> <li>• 4155 Assignment to Classes</li> <li>• 4700 Student Records</li> <li>• 7241 Drug and Alcohol Testing of Commercial Motor Vehicle Operators</li> </ul>	Dr. Wayne Eberle
<b>7:50 p.m.</b>	<b>13. SUPERINTENDENT SEARCH UPDATE</b>	Board Chair
<b>8:00 p.m.</b>	<b>Break</b>	
<b>8:15 p.m.</b>	<b>14. CLOSED SESSION</b> <ul style="list-style-type: none"> <li>A. Personnel – N.C.G.S.143-318.11(a)(6)</li> <li>B. Attorney-Client - N.C.G.S 143-318.11(a)(3)</li> </ul>	Board Chair
<b>9:45 p.m.</b>	<b>15. OPEN SESSION</b>	Board Chair
<b>9:47 p.m.</b>	<b>16. BOARD OPERATIONS</b>	Board Chair
<b>9:52 p.m.</b>	<b>17. BOARD COMMENTS</b>	Board Chair
<b>10:00 p.m.</b>	<b>18. ADJOURNMENT</b>	Board Chair
	<b>19. MISCELLANEOUS INFORMATION</b> <ul style="list-style-type: none"> <li>A. Policy 3226/4205: Internet Safety</li> <li>B. Next BOE Meeting: <u>Tuesday</u>, 04/18/2023</li> </ul>	



## WATAUGA COUNTY BOARD OF EDUCATION

Margaret E. Gragg Education Center  
175 Pioneer Trail Boone, NC 28607  
(828) 264-7190

**DATE:** February 13, 2023

**PRESENT:**

- Gary Childers, Steve Combs, Marshall Ashcraft, Jason Cornett, Jay Fenwick, *BOE Members*
- Mia Shanely and Ellary Smith, *Student Board Representatives*
- Dr. Scott Elliott, *Superintendent*
- Dr. Stephen Martin, *Associate Superintendent*
- Mr. Chris Campbell, *Board Attorney*

**TIME:** 5:30 p.m.

**PLACE:** Margaret E. Gragg Educational Center

**CALL TO ORDER**

Dr. Gary Childers, Board of Education Chair, called the meeting to order at 5:07 p.m. and asked for a motion to enter closed session. The motion was made by Steve Combs, seconded by Marshall Ashcraft, and approved by all of the Board members present.

A motion was made by Gary Childers to return to open session, and it was seconded by Jason Cornett. The vote to approve was unanimous at 5:22 p.m.

The open session meeting was called to order at 5:31 p.m.

**WELCOME/MOMENT OF SILENCE**

Dr. Childers welcomed those attending the meeting. He began with a request to observe a moment of silence.

**DISCUSSION AND ADJUSTMENT OF AGENDA**

Dr. Childers noted that a second closed session would not be required that evening, and he asked for a motion to amend the agenda. Jason Cornett moved to remove items 11 and 12, and Jay Fenwick seconded the motion. The vote to approve was unanimous.

### **SUPERINTENDENT'S REPORT**

Dr. Elliott welcomed the Board members, Ms. Shanely and Ms. Smith, Central Services personnel, Mr. Chris Campbell (Board Attorney with Campbell Shatley), and the citizens and students joining the meeting that evening.

- February 6-10 was National School Counselors week, and Dr. Elliott acknowledged the school counselors for their dedication and service.
- He shared that it was National School Bus Drivers week. He noted that over 2,200 miles per day are driven by the WCS bus drivers, and he extended his appreciation for all who help in safely transporting 1300 students to and from school. He also thanked Mr. Lyons and his team, as well as Dr. Stephen Martin, Mr. Eric Bolick, and Dr. Chris Blanton for their hard work with doing early road checks.
- The Tamara Stamey Memorial Fund currently has around \$16,000.
- Dr. Elliott pointed out that the school calendar (in the consent agenda) has additional professional days for K-8 teachers to accommodate state literacy training, just as for the 2022-23 school year.

### **STUDENT REPORT**

Ms. Mia Shanely and Ms. Ellary Smith spoke about a number of activities.

- At the beginning of February, WHS DECA had the opportunity to attend the DECA Sports and Entertainment Marketing Conference in Orlando, Florida.
- Watauga High School hosted two evenings of an "Open House" on February 7th and 9th that allowed both current and future WHS students to get more information about classes, programs, etc. Both "Open House" events were well-attended and went extremely well based on lots of positive feedback.
- On February 18th, Watauga High School's Student Council will host a Love Run/Walk to raise funds in memory of Elayne Bishop (a former W.H.S. teacher who passed away from cancer). All proceeds will go to the High Country Breast Cancer Foundation in her honor/memory.
- The Pioneer Playmakers are headed to a national competition in early March for their work entitled "Our Place." To raise funds for the many costs involved in a several-day trip, they held an event on February 4th to showcase the play and to perform additional/original scenes. They exceeded their fundraising goal of \$25,000 thanks to attendees of the event and other generous donors.
- Ms. Shanely and Ms. Smith had the opportunity to observe an 8th grade peer group at Blowing Rock Elementary School in which students collaborated on a variety of helpful ways to cope with stress and worry. The 8th graders were also eager to share what they have been doing at Blowing Rock this year, along with why they love their school.
- Spring sports at Watauga High School are scheduled to start on February 13th. These include baseball, lacrosse, men's golf, men's tennis, soccer, softball, and track and field.

### **PUBLIC RECOGNITION**

Dr. Elliott presented Dr. Gary Childers and Mr. Marshall Ashcraft with Boardsmanship Award certificates from the North Carolina School Boards Association to recognize them for substantial professional development.

Dr. Elliott acknowledged the hiring of Ms. Leigh Lyall who will serve as the new Executive Assistant to the Superintendent and Board of Education. Debora Smith, who is retiring as Executive Assistant and the District's Data Manager, was presented with the Servant's Heart Award.

### **CONSENT AGENDA**

- A. Approval of the Minutes for 1/9/2023, 2/2/2023, 2/7/2023
- B. Field Trip Requests
- C. Declaration of Surplus
- D. Budget Amendment
- E. Approval of Contract for Central Office Roof Replacement
- F. Approval of Calendar with LETRS Training
- G. Approval of EOG Second Administration Letters and Plan
- H. Personnel Report

Dr. Childers noted inconsistency with dates on a field trip request. Steve Combs moved to approve the consent agenda. Marshall Ashcraft seconded the motion, and it was unanimously approved by the Board.

The plan is for the roof at the Central Office to be replaced over spring break.

### **PUBLIC COMMENT**

There were no citizens who made public comments at the February Board meeting.

### **BOARD ROLES AND RESPONSIBILITIES**

Mr. Chris Campbell presented information to the Board regarding their responsibilities and ethical considerations as they exercise their duties as Board Members. This is part of a mandatory ethics training that includes two hours of content. Topics covered were Legal Considerations and Best Practices, Ethics Laws and Conflicts of Interests, and Legal Duties and Responsibilities of School Board members. Mr. Campbell started his presentation at 6:04 p.m. by saying that it is all about trust ~ with each other, the Superintendent, and the process.

### **BOARD OPERATIONS**

Dr. Childers shared that the Board has employed our Board Attorney (through Campbell Shatley Associates in Asheville) to help in the superintendent search, and the North Carolina School Boards Association (NCSBA) will also help.

Dr. Childers asked Chris Campbell to give an update regarding the Superintendent search. The application deadline is March 1st, which is also the date when the survey will close. Board Members will receive hand-delivered applications March 6th, and they will have a week before the March 13th BOE meeting to review all of them in order to determine semi-finalists. During the closed session that evening, each Board member will give several names of the applicants who they are interested in learning more about. Campbell Shatley will do social media and newspaper searches of potential candidates, and a final group of candidates to interview will be decided on April 27th. This will be a closed session meeting from 5:00-9:00 p.m. Interviews will be held in May, and the plan is for the next Superintendent to begin on July 1st.

### **BOARD COMMENTS**

Dr. Childers gave the reminder that the April Board of Education meeting will be Tuesday, April 18th (due to the regularly scheduled meeting being during spring break).

Dr. Childers shared just for information that he had received a letter from the School Boards Association regarding additional advocacy of legislative efforts.

### **ADJOURNMENT**

Steve Combs moved to adjourn at 7:56 p.m., and it was seconded by Jason Cornett. The Board unanimously approved the motion.

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Dr. Gary L. Childers, *Board of Education Chair*

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Dr. Scott Elliott, *Superintendent*





## WATAUGA COUNTY BOARD OF EDUCATION

Margaret E. Gragg Educational Center  
175 Pioneer Trail Boone, NC 28607  
(828) 264-7190

Minutes of the Community Listening Session  
Watauga County Schools  
Board of Education  
Parkway Media Center

**DATE:** February 14, 2023

**PRESENT:** Gary Childers, Steve Combs, Marshall Ashcraft, Jason Cornett, Jay Fenwick

**TIME:** 7:00 p.m.

**PLACE:** Parkway Media Center

### **CALL TO ORDER**

Dr. Gary Childers welcomed everyone and introduced the Watauga County School Board members. He called the meeting to order at 7:04 p.m.

Dr. Childers made opening comments about the Board's responsibilities, one of which is hiring the best Superintendent available for Watauga County Schools. He noted that these listening sessions were designed to help the Board build a profile of the desired qualities in the next Superintendent. The Board of Education members have also met with faculty/staff in all of the schools to build a "Leadership Profile" because the BOE takes this responsibility very seriously. The Board acknowledged that we have had the privilege of having one of the very best leaders in North Carolina. Dr. Childers encouraged constituents in the community to fill out the online survey.

### **REVIEW OF AND ADJUSTMENTS TO THE ADGENDA**

There were no adjustments to the agenda for this meeting.

### **PUBLIC COMMENT**

Prior to questions or comments, Dr. Childers encouraged attendees to reflect on the following questions:

- Strengths: What is going well in our school system that we want to make sure we preserve, support, and continue?
- Challenges: What are our opportunities for improvement and the challenges we face as a school system?
- Characteristics: What are the professional and personal characteristics we are looking for in our next superintendent to help us support our strengths and address our challenges?

Travis Critcher asked the Board to share the process of advertising and recruiting for a Superintendent. Dr. Childers shared that the Board has employed Board Attorney (through Campbell Shatley Associates in Asheville) to help in the superintendent search, and the North Carolina School Boards Association (NCSBA) will also help. Campbell Shatley Associates will compile the online applications (due March 1st) and deliver them to the BOE members by March 6th. After reviewing the applications separately, they will develop a list on March 13<sup>th</sup> of possible candidates who they are interested in knowing more about. Campbell Shatley will do social media and newspaper searches of potential candidates, and a final group of candidates to interview will be decided on April 27th. The plan is for the next Superintendent to begin on July 1st.

Travis Critcher expressed that he would like for the next Superintendent to have had classroom experience and to have served in a county similar to Watauga. Mr. Critcher wondered if the Board would be influenced in choosing someone who has had experience with the construction of a new school (with the upcoming construction of Valle Crucis). Dr. Childers said that while it would be nice if a candidate did since he or she will certainly be a part of the process, character and education issues would outweigh having had this experience. Jay Fenwick reflected that the question is important because the Board will be asking questions of candidates about their long-term vision and budgeting. It will be important to know how a Superintendent would advocate, steer, and manage facility priorities.

Toni Berke expressed how each of the Watauga County K-8 schools are so different, and that it will be important for the next Superintendent to understand and embrace the community/personality of each school. The BOE members said that they have heard this same sentiment from faculty members. Steve Combs emphasized that it will be important for the person to understand the dynamics of a K-8 school since there is not a middle school in Watauga County. Ms. Berke shared that the qualities she would like to see in the next Superintendent (because they are ones that Dr. Elliott has) are having thick skin, making sure people feel heard, and having genuine compassion. She said that Dr. Elliott is always in the schools, present and accessible, and interested in making connections. Ms. Berke feels that in Watauga County, teachers are trusted to know what their students need. There is structure, but it is held loosely because of the quality teachers. She said she would hate to see teachers have less choice in their implementation in the classroom.

Andy Berke (who also emphasized how “real” and approachable Dr. Elliott is) wondered how quality professional teachers will be attracted. Dr. Childers said that recruitment and retention is a top priority of the Board, but one of the biggest challenges is the cost of housing.

Wendy Xie expressed high praise for Dr. Elliott and for the wonderful teachers in Watauga County Schools. It is important to her that a Superintendent values and provides resources for STEM education. Jay Fenwick stated that it can be a challenge for a smaller system to allocate enough resources from the state for this, but that the Board can ask the candidates how they would create STEM opportunities for a system the size of Watauga County.

Dr. Childers said, “We know where the magic happens, and that is in the classrooms. Our leader and Board of Education wants to help, support, guide, and trust our teachers.” He thanked the group for attending the meeting, and said that while it was a small crowd, they gave quality input.

### **ADJOURNMENT**

Steve Combs motioned to adjourn, and Jason Cornett seconded the motion. The vote to adjourn was unanimous at 7:56 p.m.

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Dr. Gary Childers, *Board of Education Chair*

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Mr. Steve Combs, *Board of Education Vice-Chair*



## WATAUGA COUNTY FIELD TRIP REQUEST FORM

This request is for a: \_\_\_ day trip \_\_\_ out of state day trip ☒ overnight trip \_\_\_ overnight & out of state trip

Day trips must be submitted to the principal 15 days before the trip. Overnight trip requests must be submitted to the superintendent by the first day of each month. Overnight field trips require the prior approval of the principal, transportation director, superintendent, and Board of Education. All trips utilizing rental or charter vehicles require the prior approval of the transportation director. No employee will transport students in a personal vehicle and no employee or volunteer driver will transport students in a 12-15 passenger van. No more than five students will be transported by a school system employee or volunteer in any one vehicle other than a school bus or activity bus.

Sponsoring teacher: (Print) Kelly Rush School: Watauga High School

Cell phone number: 601-253-4139 Grade(s): 9, 11, + 12 Number of students: 3

Departure date: March 10, 2023 Return date: March 11, 2023

Departure time: 7:30 am Return time: 7:30 p.m.

### Educational purpose:

Trip destination including city, state, and all places to be visited: (attach detailed itinerary as needed)

NC Teacher Cadet State Conference, McKinnon Center at NCState, 1101 Gorman St., Raleigh, NC

Purpose of trip and how it relates to the curriculum: NC Teacher Cadet State Conference is for Teacher Cadet Students and Future Teachers of America Club students. Students will meet with legislators. Students will have a chance to engage with other cadets from around the state, hear inspiring keynote speakers, attend breakout sessions on topics that interest them, and attend a college fair.

### Supervision and Safety:

Names of all school staff chaperones: Kelly Rush, Carmen Scoggins

Names of all non-school chaperones: \_\_\_\_\_

All chaperones have a background check completed: yes      Sponsoring teacher initials: KR  
Are all site(s) accessible to students with disabilities? X yes    no      How will students with disabilities be accommodated for site access and transportation? \_\_\_\_\_

Sponsoring Teacher Initials \_\_\_\_\_ (If applicable) A safety/supervision plan for high risk and/or water activities has been shared with the parents. Please attach a copy of the plan to this form if applicable.

**Transportation plan:**

Mode of transportation: \_\_\_\_\_ Yellow bus with wheelchair lift \_\_\_\_\_ Yellow bus without wheelchair lift  
\_\_\_\_\_ Activity bus with wheelchair lift \_\_\_\_\_ Activity bus without wheelchair lift \_\_\_\_\_ Rental car/mini-van  
\_\_\_\_\_ Charter bus    Other (Please explain) County vans

Name of charter bus company (if checked above) \_\_\_\_\_

(If applicable, bus request form must be attached)

Driver/s: Kelly Rush      Round trip mileage: 370      # of <sup>van</sup>buses needed: 1  
Total cost per student \$ 0      Source of funds: ASU Grant / NC Foundation for Public School children

The sponsoring teacher has reviewed Board policies 3320, 3320-R, and 6315: Teacher initials: KR

**Approval/Signatures:**

Sponsoring teacher signature: Kelly Rush      Date: 2 / 8 / 23  
Principal approval: CRB      Date: 2 / 9 / 2023

**Required signatures if applicable:**

Transportation Director approval: [Signature]      Date: 3 / 3 / 23  
Superintendent approval: \_\_\_\_\_      Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Board of Education approval: \_\_\_\_\_      Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## WATAUGA COUNTY FIELD TRIP REQUEST FORM

This request is for a: \_\_\_ day trip \_\_\_ out of state day trip ☒ overnight trip \_\_\_ overnight & out of state trip

Day trips must be submitted to the principal 15 days before the trip. Overnight trip requests must be submitted to the superintendent by the first day of each month. Overnight field trips require the prior approval of the principal, transportation director, superintendent, and Board of Education. All trips utilizing rental or charter vehicles require the prior approval of the transportation director. No employee will transport students in a personal vehicle and no employee or volunteer driver will transport students in a 12-15 passenger van. No more than five students will be transported by a school system employee or volunteer in any one vehicle other than a school bus or activity bus.

Sponsoring teacher: (Print) Emma Willard School: Green Valley  
Cell phone number: 828-903-0239 Grade(s): 8 Number of students: 40  
Departure time/date: 4-4-23 7:00am Return time/date: 4-10-23 6:00pm

### Educational purpose:

Trip destination including city, state, and all places to be visited: (attach detailed itinerary as needed)

Outer Banks, N.C., Wilkes Community College, N.C. State

Purpose of trip and how it relates to the curriculum: in coordination with the  
Gear Up program, students will tour 2 college  
campuses and learn more about their future options.  
At the Outer Banks, students will dive into biology  
and ecology as well as North Carolina history.

### Supervision and Safety:

Names of all school staff chaperones: Emma Willard, Chris Metzger, Bailey  
Brown, Gordon Prince

Names of all non-school chaperones: \_\_\_\_\_

All chaperones have a background check completed: yes Sponsoring teacher initials: EN  
Are all site(s) accessible to students with disabilities? yes no How will students with disabilities be accommodated for site access and transportation? \_\_\_\_\_

Sponsoring Teacher Initials wa (If applicable) A safety/supervision plan for high risk and/or water activities has been shared with the parents. Please attach a copy of the plan to this form if applicable.

**Transportation plan:**

Mode of transportation: \_\_\_\_\_ Yellow bus with wheelchair lift \_\_\_\_\_ Yellow bus without wheelchair lift  
\_\_\_\_\_ Activity bus with wheelchair lift \_\_\_\_\_ Activity bus without wheelchair lift \_\_\_\_\_ Rental car/mini-van  
✓ Charter bus Other (Please explain) \_\_\_\_\_

Name of charter bus company (if checked above) Burke International Tours  
(If applicable, bus request form must be attached)

Driver/s: \_\_\_\_\_ Round trip mileage: \_\_\_\_\_ # of buses needed: \_\_\_\_\_  
Total cost per student \$ \_\_\_\_\_ Source of funds: \_\_\_\_\_

The sponsoring teacher has reviewed Board policies 3320, 3320-R, and 6315: Teacher initials: EN

**Approval/Signatures:**

Sponsoring teacher signature: [Signature] Date: 2 / 1 / 23  
Principal approval: [Signature] Date: 2 / 20 / 23

**Required signatures if applicable:**

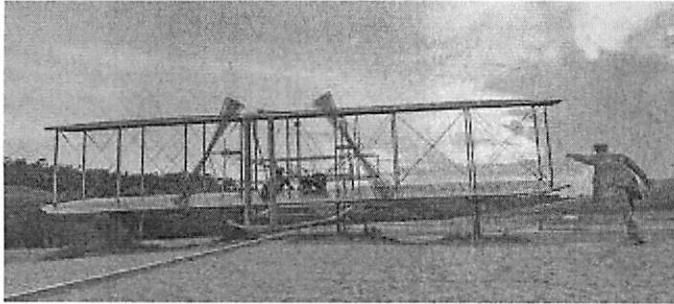
Transportation Director approval: [Signature] Date: 3 / 3 / 23  
Superintendent approval: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Board of Education approval: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_



# Burke Educational TRAVEL

A division of Burke International Tours/Christian Tours

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## Careers to College To the Coast!

April 4 - 6, 2023

## Green Valley Elementary School

### Booking Letter

December 6, 2022 (Rev 2/3/23)

Ms. Emma Willard  
Mr. Gordon Prince

189 Big Hill Road  
Boone, NC 28607

School Phone: 828-264-3606  
Gordon's cell: 828-773-3351

[willarde@wataugaschools.org](mailto:willarde@wataugaschools.org)  
[princeg@wataugaschools.org](mailto:princeg@wataugaschools.org)

### ITINERARY

#### Day 1 (Tuesday):

- Coach arrives for boarding 6:45 am
- Depart the school at 7:15 am
- Rest or meal stops every two hours
- Tour of Wilkes Community College (8:00 am - arranged by the school)
- Lunch at NC State Student Center (included)
- Tour of NC State University (1:00 pm - arranged by the school)
- Photo stop at the NC Capitol Building
- Travel to the Outer Banks
- Hotel check-in at our Outer Banks hotel (2 nights)
- Pizza dinner (included)
- Enjoy an evening with "Blackbeard the Pirate"

#### Day 2 (Wednesday):

- Continental breakfast (included)
- Climb Jockey's Ridge
- Explore the Wright Brother's Museum and Memorial (teacher to apply & bring fee waiver)
- Fast food lunch (on your own)
- Visit the NC Aquarium at Manteo
- Eco study at Jennette's Pier
- Dinner (included)
- Souvenir shopping
- Return to the hotel for the evening

#### Day 3 (Thursday):

- Continental breakfast (included)
- Explore Roanoke Island Festival Park
- Fast food lunch (on your own)
- Depart for home
- Buffet dinner en route (included)
- Arrive at the school approximately 9:00 pm

\*\*\*This itinerary is subject to change based on the campus tours booked by the school.



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Sponsoring teacher: (Print) Anne Sukow School: Bethel  
Cell phone number: (828) 964-3655 Grade(s): 4-6 Number of students: 34  
Departure date: April 5, 2023 Return date: April 7, 2023  
Departure time: 7:30 AM Return time: 4:00 pm

### Educational purpose:

Trip destination including city, state, and all places to be visited: (attach detailed itinerary as needed)

BJ-Penn 4-H Camp, Reidsville, NC 27320

Purpose of trip and how it relates to the curriculum:

Students will camp overnight and take educational classes, along with team-building activities. All classes align with our science, social studies, and communication standards.

### Supervision and Safety:

Names of all school staff chaperones: Robin Gardner, Anne Sukow, Courtney Cook-Vance, Brian Bethis, Allison Margen's, Miranda Gregg  
Names of all non-school chaperones: None

All chaperones have a background check completed:

Sponsoring teacher initials: AS

Are all site(s) accessible to students with disabilities? ☒ yes ☐ no How will students with disabilities be accommodated for site access and transportation? wheelchair accessible

Cabins; classrooms are accessible

Sponsoring Teacher Initials AS (If applicable) A safety/supervision plan for high risk and/or water activities has been shared with the parents. Please attach a copy of the plan to this form if applicable. Life guards are present; life jackets for canoeing

Transportation plan:

Mode of transportation: ☐ Yellow bus with wheelchair lift ☐ Yellow bus without wheelchair lift  
☐ Activity bus with wheelchair lift ☒ Activity bus without wheelchair lift ☐ Rental car/mini-van  
☐ Charter bus Other (Please explain) \_\_\_\_\_

Name of charter bus company (if checked above) \_\_\_\_\_

(If applicable, bus request form must be attached)

Driver/s: Miranda Gregg Round trip mileage: 288 # of buses needed: 1

Total cost per student \$ 85.00 Source of funds: fundraising + parent + grant

The sponsoring teacher has reviewed Board policies 3320, 3320-R, and 6315: Teacher initials: AS

Approval/Signatures:

Sponsoring teacher signature: Anne M. Sukow Date: 2 / 22 / 23

Principal approval: Brian A. Butts Date: 2 / 22 / 23

Required signatures if applicable:

Transportation Director approval: [Signature] Date: 3 / 3 / 23

Superintendent approval: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Board of Education approval: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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Sponsoring teacher: (Print) Heather Miller School: Watauga High School  
Cell phone number: (828) 406-0533 Grade(s): 9-12 Number of students: 6  
Departure time/date: 4/12 10:00am Return time/date: 4/14 11:00pm

### Educational purpose:

Trip destination including city, state, and all places to be visited: (attach detailed itinerary as needed)

Greensboro, NC - Sheraton Four Seasons

Purpose of trip and how it relates to the curriculum: HOSA State Leadership Competition. Students will compete in an event of their choice. They will also attend educational sessions related to healthcare and their interested fields of study.

### Supervision and Safety:

Names of all school staff chaperones: Heather Miller

Names of all non-school chaperones: Melissa Gutschall, April Greene, Amanda Johnson, Chris Welch

All chaperones have a background check completed:

Sponsoring teacher initials: MM

Are all site(s) accessible to students with disabilities? ☒ yes ☐ no How will students with disabilities be accommodated for site access and transportation? \_\_\_\_\_

Sponsoring Teacher Initials N/A (If applicable) A safety/supervision plan for high risk and/or water activities has been shared with the parents. Please attach a copy of the plan to this form if applicable.

**Transportation plan:**

Mode of transportation: \_\_\_\_\_ Yellow bus with wheelchair lift \_\_\_\_\_ Yellow bus without wheelchair lift  
\_\_\_\_\_ Activity bus with wheelchair lift \_\_\_\_\_ Activity bus without wheelchair lift \_\_\_\_\_ Rental car/mini-van  
\_\_\_\_\_ Charter bus Other (Please explain) county van

Name of charter bus company (if checked above) \_\_\_\_\_

(If applicable, bus request form must be attached)

Driver/s: Heather Miller Round trip mileage: 216 # of buses needed: 0

Total cost per student \$ 200 Source of funds: fundraising, HOA funds

The sponsoring teacher has reviewed Board policies 3320, 3320-R, and 6315: Teacher initials: MM

**Approval/Signatures:**

Sponsoring teacher signature: Heather Miller Date: 2 / 7 / 23

Principal approval: [Signature] Date: 2 / 7 / 23

**Required signatures if applicable:**

Transportation Director approval: [Signature] Date: 3 / 3 / 23

Superintendent approval: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Board of Education approval: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## WATAUGA COUNTY FIELD TRIP REQUEST FORM

This request is for a: \_\_\_ day trip \_\_\_ out of state day trip X overnight trip \_\_\_ overnight & out of state trip

Day trips must be submitted to the principal 15 days before the trip. Overnight trip requests must be submitted to the superintendent by the first day of each month. Overnight field trips require the prior approval of the principal, transportation director, superintendent, and Board of Education. All trips utilizing rental or charter vehicles require the prior approval of the transportation director. No employee will transport students in a personal vehicle and no employee or volunteer driver will transport students in a 12-15 passenger van. No more than five students will be transported by a school system employee or volunteer in any one vehicle other than a school bus or activity bus.

Sponsoring teacher: (Print) ERIK MORTENSEN School: WATAUGA HIGH SCHOOL

Cell phone number: 828-406-7636 Grade(s): 9-12 Number of students: 10

Departure time/date: 8:00AM APRIL 18TH Return time/date: 4:00PM APRIL 20TH

### Educational purpose:

Trip destination including city, state, and all places to be visited: (attach detailed itinerary as needed)

GREENSBORO, NC 27407 - Sheraton Greensboro Hotel, Joseph S. Koury Convention Center

Purpose of trip and how it relates to the curriculum: Skills USA Automotive Showcase Competition.

### Supervision and Safety:

Names of all school staff chaperones: Erik Mortensen, Dustin Ford, TBA

Names of all non-school chaperones: N/A



All chaperones have a background check completed: yes Sponsoring teacher initials: EM  
Are all site(s) accessible to students with disabilities? yes no How will students with disabilities be  
accommodated for site access and transportation? NIA

Sponsoring Teacher Initials \_\_\_\_\_ (If applicable) A safety/supervision plan for high risk and/or water activities has  
been shared with the parents. Please attach a copy of the plan to this form if applicable.

**Transportation plan:**

Mode of transportation: \_\_\_\_\_ Yellow bus with wheelchair lift \_\_\_\_\_ Yellow bus without wheelchair lift  
\_\_\_\_\_ Activity bus with wheelchair lift \_\_\_\_\_ Activity bus without wheelchair lift \_\_\_\_\_ Rental car/mini-van  
\_\_\_\_\_ Charter bus Other (Please explain) County Van #2 + CTE truck

Name of charter bus company (if checked above) \_\_\_\_\_

(If applicable, bus request form must be attached)

Driver/s: Dustin Ford, Erik Mortensen Round trip mileage: 2110 # of buses needed: 0  
Total cost per student \$ 300 Source of funds: CTE + Fundraising

The sponsoring teacher has reviewed Board policies 3320, 3320-R, and 6315: Teacher initials: ER

**Approval/Signatures:**

Sponsoring teacher signature: [Signature] Date: 2 / 10 / 23  
Principal approval: [Signature] Date: 2 / 10 / 23

**Required signatures if applicable:**

Transportation Director approval: [Signature] Date: 3 / 3 / 23  
Superintendent approval: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Board of Education approval: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

## Declaration of Surplus Items - March 2023

Date Approved:

### Bethel

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
N/A	1	HUTCH W/ DRAWERS	1	

1

1 0

### Blowing Rock

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
N/A	1	VHS PLAYER- GOLDSTAR		1
N/A	1	VHS/DVD PLAYER- JVC		1
N/A	1	PROJECTOR- OVERHEAD APOLLO		1
N/A	1	VIDEO SPLITER		1
N/A	1	MEDIA CABINET		1
N/A	1	TV- MAGNAVOX		1
N/A	1	VHS/DVD PLAYER- SYLVANIA		1

7

0 7

### Cove Creek

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
800141	1	SMARTBOARD- 680		1

1

0 1

### Green Valley

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
400192	1	SMARTBOARD	1	
400029	1	PROJECTOR- POWERLITE		1

	2		1	1

## Hardin Park

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
25181	1	PROJECTOR- EPSON	1	
500136	1	PROJECTOR- NEC	1	
500654	1	AMPLIFIER- TOA		1
28490	1	PROJECTOR- 595WI	1	
500194	1	SMARTBOARD		1
	5		3	2

## Mabel

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
	0		0	0

## Parkway

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
700687	1	CALCULATOR- TI-83+		1
700596	1	VOLLEYBALL/POLE&NET	1	
N/A	13	CALCULATOR- TI-15		13
N/A	23	CALCULATOR- TI MATH EXPLORER	23	
N/A	1	CALCULATOR- TI MATHMATE	1	
N/A	1	CALCULATOR- SHARP	1	
701361	1	RADIO- RT1- 2 WAY		1
700991	1	RADIO- F21S		1
700238	1	RAIDO- IC-F4001		1
	43		26	17

## Valle Crucis

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
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300297	1 PROJECTOR- NP-V20X	1
300151	1 SMARTBOARD	1
300107	1 SMARTBOARD	1

3

2

1

## Watauga High School

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
900451	1	FRIDGE/FREEZER		1
N/A	2	HEAT LAMP	2	
N/A	2	MAGNIFYING LAMP	2	
50193	1	LAPTOP- DELL		1
50195	1	LAPTOP- DELL		1
N/A	1	MONITOR- DELL		1
903745	1	SMARTBOARD		1

9

4

5

## Central Office

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
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0

0

0

## Technology Department

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
29822	1	DESKTOP- OPTIPLEX 790		1
33644	1	CHROMEBOOK- 300e		1
33398	1	CHROMEBOOK- 100e		1
33160	1	CHROMEBOOK- 100e		1

4

0

4

## Transportation Department

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
	0		0	0

## Maintenance Department

[illegible]





# WATAUGA COUNTY BOARD OF EDUCATION

Margaret E. Gragg Education Center  
175 Pioneer Trail, Boone, NC 28607

## MEMORANDUM

TO: Dr. Scott Elliott, Superintendent  
Members, Watauga County Board of Education

FROM: Ly Marze, Finance Officer

DATE: March 13, 2023

RE: 2022-23 Budget Amendment #4

Attached is Budget Amendment #4 that changes totals in Watauga County Schools 2022-23 adopted budget.

After approval of this Budget Amendment, the budget for all funds will appear as follows:

<u>Fund</u>	<u>Adopted Budget</u>	<u>Amendments</u>	<u>Amended Budget</u>
Local Current Expense	\$ 15,103,022	\$ 0	\$ 15,103,022
State Public School	35,240,684	396,779	35,637,463
Federal Grants	2,361,780	0	2,361,780
School Nutrition	2,275,000	0	2,275,000
Extended Learning Centers	631,416	0	631,416
Capital Outlay	1,712,425	177,000	1,889,425
Special Revenue/Scholarship	553,000	0	553,000
 Total	 \$ 57,877,327	 \$ 573,779	 \$ 58,451,106

**Watauga County Schools  
BUDGET AMENDMENT #4  
March 13, 2023**

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

**BA #4-1 Explanation:**

*This amendment is to budget state transfers and additional state allotment dollars as reflected in DPI revisions #39-42.*

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
1.5110.001.121	Classroom Teachers	(14,853)
1.6550.056.165	Transportation	411,632
<b>Total Appropriations</b>		<b>396,779</b>
Revenues:		
<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
1.3100	State Allocation	396,779
<b>Total Revenues</b>		<b>396,779</b>

**BA #4-2 Explanation:**

*This amendment is to budget for the Central Office roof replacement project.*

Appropriations:		
<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
4.5110.901.529	Central Office Roof Replacement	177,000
<b>Total Appropriations</b>		<b>177,000</b>
Revenues:		
<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
4.4910	Fund Balance Appropriated	177,000
<b>Total Revenues</b>		<b>177,000</b>

Mar 2023 BOE Mtg

Policies: Substantive for First Read

- 4050 Children of Military Families
- 3420 Student Promotion and Accountability
- 3460 Graduation Requirements
- 3620 Extracurricular Activities and Student Organizations
- 4100 Age Requirements for Initial Entry
- 4110 Immunization and Health Requirements for School Admission
- 4155 Assignment to Classes
- 4700 Student Records
- 7241 Drug and Alcohol Testing of Commercial Motor Vehicle Operators

The Watauga County Board of Education (the “board”) recognizes the unique circumstances faced by children of military families who are often required to transfer to a new school system because their parents or guardians have a new military assignment. The board also recognizes that children whose immediate family members are deployed by the military may be at increased risk of emotional, psychological, or other harm. The board is committed to supporting these children in the school system and undertaking to serve their unique needs.

**A. IDENTIFICATION OF MILITARY-CONNECTED STUDENTS**

Each principal shall annually identify all military-connected students enrolled in the school and shall develop a means for serving their unique needs. For purposes of this section, a military-connected student is defined as a student who has a parent, step-parent, sibling, or any other person who resides in the same household serving in the active or reserve components of the Army, Navy, Air Force, Marine Corps, Coast Guard, or National Guard.

The identification of military-connected students is not a public record subject to public records law.

**B. ~~COMPLIANCE WITH THE INTERSTATE COMPACT ON~~ PROVIDING EDUCATIONAL OPPORTUNITY FOR ~~MILITARY CHILDREN OF~~ MILITARY FAMILIES**

The board strives~~In order~~ to promote flexibility and cooperation among the school system, parents and guardians, and children of military families, to promote the children’s well-being, and to assist these children in achieving educational success when transitioning to~~in~~ their new schools.~~;~~ To achieve these goals, the board has adopted policies consistent with the Interstate Compact on Educational Opportunity for Military Children (hereinafter “Compact”) and G.S. 115C-407.12 to facilitate the enrollment of children of military families and to provide continuity in their educational services, including in the areas of education records, immunizations, age requirements for initial entry, course and education program placement, special education services, and extracurricular activities. ~~the~~The superintendent shall adopt procedures necessary to implement the policies and to otherwise ~~comply~~~~ensure compliance~~ with the Interstate Compact on Educational Opportunity for Military Children (hereinafter “Compact”) and G.S. 115C-407.12 and to educate employees about the unique needs of children of military families.

**1. Definitions**

The following definitions apply to all policies and procedures adopted in compliance with the Compact and G.S. 115C-407.12.

**a. Active Duty**

Active duty is full-time duty status in the active uniformed service of the United States, including members of the National Guard and Reserve on active duty orders pursuant to 10 U.S.C. 12301 *et seq.* and 10 U.S.C. 12401 *et seq.*

b. Children of Military Families

Children of military families are school-aged children, enrolled in kindergarten through twelfth grade, in the household of one of the following:

- (1) a member of the uniformed services on an active duty member
- (2) a member or veteran of the uniformed services who is severely injured and is medically discharged or retired, for a period of one year after medical discharge or retirement;
- (3) a member of the uniformed services who died on active duty or as a result of injuries sustained on active duty, for a period of one year after death; and
- (4) an inactive member, but only if (1) the inactive member is required to move to perform military service-related responsibilities, (2) the move results in a transfer of school systems for the child, and (3) the inactive member presents a copy of the official military transfer order to the school from which services for the child are requested. If the move results in an interstate transfer of the child between the school system and another school system in a different state, the superintendent shall direct school officials to attempt to coordinate with the out-of-state school system on behalf of the child but cannot require the receiving school system to provide specific services.

c. Deployment

Deployment is the period one month prior to the service members' departure from their home station on military orders through six months after their return to their home station.

d. Education Records

Education records are those official records, files and data directly related to a student and maintained by the school or school system, including but not limited to records encompassing all the material kept in the student's



cumulative folder, such as general identifying data, records of attendance and of academic work completed, records of achievement and results of evaluative tests, health data, disciplinary status, test protocols, and individualized education programs.

e. Extracurricular Activities

Extracurricular activities are voluntary activities sponsored by the school or school system or an organization sanctioned by the school system. Extracurricular activities include, but are not limited to, preparation for and involvement in public performances, contests, athletic competitions, demonstrations, displays, and club activities.

f. Inactive Member

An inactive member is a member of the National Guard or Reserve of any branch of the uniformed services, who is inactive and not on active duty orders pursuant to 10 U.S.C. 12301 *et seq.* or 10 U.S.C. 12401 *et seq.*

g. Member State

A member state is a state that has enacted the Compact.

h. Non-Member State

A non-member state is a state that has not enacted the Compact.

i. Receiving State

The receiving state is the state to which a child of a military family is sent, brought, or caused to be sent or brought.

j. Rule

A rule is a written statement by the Interstate Commission promulgated pursuant to Article XII of the Compact that is of general applicability, implements, interprets or prescribes a policy or provision of the Compact, or an organizational, procedural, or practice requirement of the Interstate Commission, and has the force and effect of rules promulgated under the Administrative Procedures Act as found in Chapter 150B of the North Carolina General Statutes, and includes the amendment, repeal, or suspension of an existing rule.

k. Sending State

The sending state is the state from which a child of a military family is sent, brought, or caused to be sent or brought.

l. Student

The student is the child of a military family for whom the school system receives public funding and who is formally enrolled in kindergarten through twelfth grade.

m. Transition

The transition is (1) the formal and physical process of transferring from school to school or (2) the period of time in which a student moves from one school in the sending state to another school in the receiving state.

n. Uniformed Services

The uniformed services are the Army, Navy, Air Force, Marine Corps, and Coast Guard, as well as the Commissioned Corps of the National Oceanic and Atmospheric Administration and the Public Health Services.

o. Veteran

A veteran is a person who served in the uniformed services and who was discharged or released therefrom under conditions other than dishonorable.

~~2. Those to Whom Adopted Policies and Procedures Apply~~

~~Policies and procedures that are adopted to comply with the Compact apply to the children of:~~

- ~~a. active duty members of the uniformed services as defined in Section A of this policy, including members of the National Guard and Reserve on active duty orders pursuant to 10 U.S.C. 12301 *et seq.* and 10 U.S.C. 12401 *et seq.*;~~
- ~~b. members or veterans of the uniformed services who are severely injured and medically discharged or retired for a period of one year after medical discharge or retirement; and~~
- ~~c. members of uniformed services who die on active duty or as a result of injuries sustained on active duty for a period of one year after death.~~

~~3. Those to Whom Adopted Policies and Procedures Do Not Apply~~

~~The policies and procedures adopted to comply with the Compact do not apply to the children of:~~

- a. ~~inactive members of the National Guard and Military Reserves;~~
- b. ~~members of the uniformed services now retired, except as provided in Section B of this policy; and~~
- e. ~~veterans of the uniform services, except as provided in Section B of this policy, and other U.S. Department of Defense personnel and other federal agency civilians and contract employees not defined as active duty members of the uniformed services.~~

## 2. Resolution of Issues~~RESOLUTION OF ISSUES~~

The grievance procedure provided in policy 4010, Student and Parent Grievance Procedure, may be utilized by parents or guardians who disagree with a decision pertaining to education records, enrollment or eligibility for enrollment, placement, attendance, extracurricular activities, or graduation of a child of a military family, or a rule, as defined in this policy. In addition, parents or guardians may seek informal resolution of such decisions at any time by contacting the office of the North Carolina Department of Public Instruction (NCDPI) Military Liaison or the North Carolina Commissioner of the North Carolina State Council for the Interstate Compact on Educational Opportunity for Military Children. Specific contact information may be found online at [www.dpi.nc.gov/students-families/student-support/nc-supports-military-children](http://www.dpi.nc.gov/students-families/student-support/nc-supports-military-children) or by calling NCDPI at (984) 236-2100.

Legal References: G.S. 115C-12(18)(f), -288(m), -407.5, -407.12

Cross References: Student Promotion and Accountability (policy 3420), Graduation Requirements (policy 3460), Extracurricular Activities and Student Organizations (policy 3620), Age Requirements for Initial Entry (policy 4100), Student and Parent Grievance Procedure (policy 4010), Immunization and Health Requirements for School Admission (policy 4110), Domicile or Residence Requirements (policy 4120), Assignment to Classes (policy 4155), Attendance (policy 4400), Student Records (policy 4700)

Adopted: February 9, 2015

Revised: June 28, 2021; February 14, 2022; {DATE}

**A. PURPOSE**

The Watauga County Board of Education (the “board”) maintains high academic expectations for all students and believes that all students are capable of academic growth. Students should be afforded as many opportunities as possible to demonstrate academic achievement prior to progressing to the next level of study. Students will be promoted to the next level of study as described in this policy.

**B. STUDENT PROMOTION STANDARDS**

The superintendent shall develop (1) proposed promotion standards and (2) a process to be used in determining a student’s readiness to progress to the next level of study and shall submit the standards and process to the board for approval. The standards will be based, in part, upon proficiency in reading. The standards and process must provide multiple criteria for assessing a student’s readiness to progress to the next level of study, such as standardized test scores, formative and diagnostic assessments, grades, a portfolio or anthology of the student’s work, research-based standards for assessing developmental growth and, when appropriate, any other factors deemed relevant. The standards and process will incorporate all state law and State Board of Education policy requirements, including those for the assessment and promotion of third grade students as described in G.S. 115C-83.6 *et seq.* and State Board of Education Policies KNEC-002 and -003.

Principals shall ensure that the promotion standards are used by teachers and school administrators in assessing each student’s readiness to progress to the next level of study. Principals have the authority to promote or retain students based upon the standards approved by the board and any applicable standards set by the State Board of Education.

To reduce the number of students who do not meet promotion standards, the board directs school administrators and teachers to address the needs of students who are not making adequate academic progress as required by policy 3405, Students at Risk of Academic Failure.

**C. DIPLOMA STANDARDS**

To receive a North Carolina high school diploma, a student must complete the requirements set forth in policy 3460, Graduation Requirements.

**D. APPEALS OF PROMOTION DECISIONS****1. Appeal to the Superintendent**

Within five workdays of receiving the principal’s written decision to promote or retain a student, the student’s parents may appeal the decision to the superintendent. The superintendent may overturn the principal’s decision only upon a finding that

the principal's decision was arbitrary and capricious (i.e., without a rational basis) or was otherwise an abuse of discretion.

The superintendent must render a decision within 10 workdays of receiving the appeal. The superintendent may support the principal's decision, remand it back to the principal for consideration of additional issues, or reverse the decision.

The superintendent's findings must be in writing and must be provided to the parents.

2. Appeal to the Board of Education

The superintendent's decision to promote or retain a student may be appealed to the board in accordance with the procedures set forth in subsection E.5 of policy 4010, Student and Parent Grievance Procedure.

E. LITERACY INTERVENTIONS

1. Reading Camps

The board will provide reading camp opportunities as required by law at no fee for students who are entitled to this intervention under state law. The superintendent or designee shall encourage parents of eligible students to enroll their students in a reading camp. To the extent resources permit, the board will offer fee-based reading camp opportunities for students in eligible grades who are not entitled to attend at no cost. Annually, the board will establish criteria for priority enrollment in its fee-based reading camps and will set the attendance fee at an amount not to exceed the statutory limit. The superintendent or designee shall notify interested parents of the application procedure for the fee-based reading camps.

2. Individual Reading Plans

Beginning in the 2022-2023 school year, an Individual Reading Plan (IRP) will be developed in accordance with state law for any student in kindergarten through third grade demonstrating difficulty with reading development based on the results of either (1) the first diagnostic or formative assessment of the school year or (2) the first diagnostic or formative assessment of the second semester of the school year. The student's teacher shall notify the parent or guardian that the student has demonstrated difficulty with reading development and that an IRP has been developed for the student. The notice provided must include all other information required under G.S. 115C-83.6B(b) and should be in the parents' native language when appropriate foreign language resources are readily available.

3. Digital Children's Reading Initiative

The school system will provide access through the school system website to

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available resources from the Department of Public Instruction's Digital Children's Reading Initiative as required by law. Printable activities from those resources will be provided in hard copy to students who do not have digital access at home.

4. Approval of Literacy Intervention Plan

By the established deadline each year, the superintendent or designee shall submit to the Department of Public Instruction for approval a plan for the literacy interventions the school system will offer in the following school year, as required by G.S. 115C-83.6A.

**F. PROMOTION STANDARDS FOR STUDENTS WITH DISABILITIES**

To the extent possible, students with disabilities must be held to the same promotion standards as all other students. However, for students who take alternative assessments in lieu of the end-of-grade (EOG) or end-of-course (EOC) tests, promotion decisions must be based on criteria recommended by the IEP team. The IEP Team shall make a recommendation to the principal for special placement. The principal shall determine the student's placement. The superintendent/designee shall review the recommendation before special placement is made. The school principal has the ultimate responsibility for placement and grading of students in accordance with federal, state, and local regulations.

All intervention strategies and other opportunities, benefits, and resources that are made available to students without disabilities must be made available to those students with disabilities who are subject to the student promotion standards. Such opportunities must be in addition to the special education services provided to the student.

**G. CREDIT BY DEMONSTRATED MASTERY**

The superintendent shall provide opportunities for students in grades 9 through 12 to earn course credit by demonstrating mastery of course material without first completing the regular period of classroom instruction in the course. Students in grades 6 through 8 may earn credit by demonstrated mastery for high school courses offered in middle school. To earn credit by demonstrated mastery, students must demonstrate a deep understanding of the content standards and application of knowledge through a multi-phase assessment, in accordance with standards established by the State Board of Education and any additional standards established by the superintendent.

**H. CREDIT RECOVERY**

Students who fail a high school course may retake parts of the course through credit recovery to earn credit for the course. Credit recovery delivers a subset of the blueprint of the original course in order to specifically address deficiencies in a student's mastery of the course and target specific components of a course necessary for completion. A pre-assessment of the student's understanding of the course material will be administered at the beginning of the course and the credit recovery will be tailored to meet the needs of the

individual student. The length of a credit recovery course is dictated by the skills and knowledge the student needs to recover and not a fixed length of seat time.

Any EOC exam associated with the credit recovery course will be administered no later than 30 days upon completion of the credit recovery course. The credit recovery will be graded as pass or fail and will not impact the student's grade point average. The original grade for the course will remain on the student's transcript.

The superintendent shall develop procedures addressing the implementation of credit recovery opportunities across the school system.

## **I. REPEATING A COURSE FOR CREDIT**

### **1. Repeating a Previously Failed Course**

As provided in State Board of Education policy CCRE-001, high school students who fail a course for credit may repeat that course. To take advantage of this option, the student must repeat the entire course. When a student initially fails a high school course or college level course taken for high school credit and successfully repeats the course for credit, the new course grade will replace the original failing grade for the course on the student's transcript and in calculations of the student's GPA, class rank, and honor roll eligibility. The superintendent may develop procedures for students to indicate their intent to repeat a course for credit under this paragraph and may establish any other rules as necessary and consistent with State Board policy.

### **2. Repeating a Course for which Credit was Earned (Grade Replacement)**

The board recognizes that high school students may need to repeat a course for which they have earned credit in order to increase their understanding of the course content, to improve skill mastery, or to meet postsecondary goals. Students may repeat a course for which they have previously earned credit, subject to the following preconditions and any other reasonable rules established by the superintendent:

- a. the student must have earned a letter grade of C or lower in the course on the first attempt;
- b. the student must make a written request to repeat the course;
- c. the principal or designee must approve the request;
- d. there must be space available after seats have been assigned to students who are taking the course for the first time or repeating a previously failed course;

- e. the course to be repeated must be a duplicate of the original class and must be taken during the regular school day;
- f. upon completion of the repeated course, the new course grade will replace the student's original grade on the student's transcript and in calculations of the student's GPA, class rank, and honor roll eligibility, regardless of whether the later grade is higher or lower than the student's original mark;
- g. credit towards graduation for the same course will be given only once;
- h. a course may be repeated only one time; and
- i. students may repeat a maximum of four previously passed courses during their high school careers.

The superintendent shall require notice to students and parents of these preconditions and of any other relevant information deemed advisable by the superintendent.

#### **J. ACCELERATION**

Some students may need less time to learn the curriculum. Teachers are encouraged to challenge these students by expanding the curriculum, providing opportunities to explore subjects in greater detail or providing different types of educational experiences. To challenge a student sufficiently, the principal may reassign the student to a different class or level of study and/or may identify concurrent enrollment or other curriculum expansion options (see policy 3101, Dual Enrollment).

The principal, after consulting with the professional staff and the student's parents, may determine that skipping a grade level is appropriate.

#### **K. REPORTING REQUIREMENTS**

##### **1. Superintendent's Report to the Board**

At least on an annual basis, the superintendent shall provide the board with the following information for each school:

- a. aggregate student performance scores on state-mandated tests and any other standardized tests used by a school or the school system;
- b. the number and percentage of students retained and/or not meeting the standards for their grade level;
- c. the number and percentage of third grade students exempt from mandatory third grade retention by category of exemption as listed in state law; and
- d. remedial or additional educational opportunities provided by the school



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system and the success of these efforts in helping students meet promotion standards.

2. Report to the North Carolina State Board of Education and Department of Public Instruction

Pursuant to statutory requirements and standards established by the Department of Public Instruction, all required information regarding student performance will be provided annually to the State Board of Education and the Department of Public Instruction.

3. Publication on the School System Website

Information about the reading performance of first, second, and third grade students will be posted on the school system website in accordance with state law.

#### **L. RESOURCES**

Consistent with the objective of improving student performance, the board will provide schools with maximum flexibility in the allocation of state funds. School personnel are expected to budget financial resources in a manner that will meet the standards established in this policy. The board will consider requests to transfer funds from other funding allotment categories to intervention strategies as part of the school improvement plan submitted by school officials. All funds will be used in a fiscally sound manner in accordance with policy 8300, Fiscal Management Standards.

#### **M. NOTIFICATION TO PARENTS**

The superintendent or designee shall provide information regarding promotion standards to all students and parents. In addition, if a kindergarten, first grade, second grade, or third grade student (1) is demonstrating difficulty with reading development or (2) is not reading at grade level, the student's teacher shall provide the student's parents timely written notice advising that if the student is not demonstrating reading proficiency by the end of third grade, the student will be retained, unless exempt from mandatory retention for good cause. Parents are encouraged to help their children meet the promotion standards and will have opportunities to discuss the promotion standards and procedures with teachers and the principal. Information provided to parents should be in the parents' native language when appropriate foreign language resources are readily available.

The teacher of a student who does not meet promotion standards must notify the student's parents that the student has failed to meet the standards for progression to the next level of study and must provide the parents with information concerning retesting, intervention, review, and appeal opportunities. When a student is to be retained, the principal shall provide the student's parents written notice of the retention and, if the student will be retained in accordance with G.S. 115C-83.7(a) for failure to demonstrate reading proficiency, (1) written notice of the reason the student is not eligible for a good cause exemption as provided in G.S. 115C-83.7(b) and (2) a description of proposed literacy

interventions that will be provided to the student to remediate areas where the student has not demonstrated reading proficiency. Teachers shall provide parents of students retained under G.S. 115C-83.7(a) at least monthly written reports on student progress toward reading proficiency. The evaluation of a student's progress will be based upon the student's classroom work, observations, tests, assessments, and other relevant information.

#### N. CHILDREN OF MILITARY FAMILIES

As required by the Interstate Compact on Educational Opportunity for Military Children (G.S. 115C-407.5), G.S. 115C-407.12, and policy 4155, Assignment to Classes, school administrators have the authority to exercise flexibility in waiving course or program prerequisites or other preconditions for the placement of children of military families, as defined in policy 4050, Children of Military Families, in courses or programs offered by the school system.

Legal References: G.S. 115C-36, -45(c), -47, -81.5, -83.2, -83.3, -83.6, -83.6A, -83.6B, -83.7, -83.7A, -83.8, -83.9, -83.10, -83.11, -105.21, -174.11, -288(a), -407.5, -407.12; S.L. 2021-8; State Board of Education Policies CCRE-001, KNEC-002, KNEC-003

Cross References: Student and Parent Grievance Procedure (policy 4010), Goals and Objectives of the Educational Program (policy 3000), Dual Enrollment (policy 3101), Students at Risk of Academic Failure (policy 3405), School Improvement Plan (policy 3430), Graduation Requirements (policy 3460), Extracurricular Activities and Student Organizations (policy 3620), Children of Military Families (policy 4050), Assignment to Classes (policy 4155), Fiscal Management Standards (policy 8300)

Other Resources: *Guidelines for Testing Students Identified as English Learners*, (N.C. Department of Public Instruction), available at <https://www.dpi.nc.gov/districts-schools/testing-and-school-accountability/testing-policy-and-operations/testing-students-identified-english-learners>; Read to Achieve Implementation Guide, available at <https://www.dpi.nc.gov/districts-schools/classroom-resources/early-learning-read-achieve/k-3-literacy>

Adopted: July 11, 2016

Revised: July 10, 2017; March 15, 2018 (Legal references only); February 11, 2019; August 12, 2020 (Legal references only); July 26, 2021; January 10, 2022; {DATE}

The Watauga County Board of Education (the “board”) recognizes the importance of setting rigorous graduation requirements to help ensure that students are receiving an education that will prepare them to be career and college ready and productive members of society.

In order to graduate from high school, students must meet the following requirements:

1. successful completion of all course unit requirements as described in Section A;
2. successful completion of cardiopulmonary resuscitation instruction and pass a skills test; and
3. successful completion of all other requirements mandated by the board, as provided in this policy.

The principal shall ensure that students and parents are aware of all graduation requirements. School counseling program staff shall assist students in selecting their high school courses to ensure that students are taking all of the required units and selecting electives consistent with their post-graduation plans. For students who have transferred to the school system during high school or who, for other reasons, have completed course work outside of the school system, the principal shall determine what course work will be applied as credit toward graduation. The principal shall consider the requirements of the Interstate Compact on Educational Opportunity for Military Children (G.S. 115C-407.5), G.S. 115C-407.12, and the requirements of subsection C.3 of this policy in determining the graduation requirements for children of military families.

#### **A. COURSE UNITS REQUIRED**

All students must fulfill the course unit requirements of the Future-Ready Core Course of Study, unless they are approved for the Future-Ready Occupational Course of Study. The table in subsection A.1 below lists the course unit requirements for the Future-Ready Core Course of Study applicable to students who entered ninth grade for the first time before 2020-21. Students should consult their school counselor to determine applicable course unit requirements for graduation.

In accordance with policy 3101, Dual Enrollment, and State Board of Education requirements, students may earn high school credit for college courses completed. In addition, students may earn credit for certain high school courses in the Future-Ready Core Course of Study completed prior to grade 9, as authorized by the State Board of Education. Students also have the opportunity to meet course unit requirements without completing the regular period of classroom instruction by demonstrating mastery of the course material in accordance with policy 3420, Student Promotion and Accountability, and State Board of Education requirements. Watauga High School students may earn one or two units of credit upon successful completion of a course, depending on how the course is offered.

All awards of high school course credit must be consistent with State Board of Education requirements. Any inconsistency between board policy and State Board graduation requirements will be resolved by following the State Board requirements. While the board endeavors to keep its policy up to date with current State Board of Education graduation requirements, students should verify current requirements with their school counselors when planning course schedules or making other decisions based on graduation requirements. Watauga High School students may graduate and receive a high school diploma when a combination of the following state and local requirements are met:

1. Future-Ready Core Course of Study Credits Required for Students Entering Ninth Grade for the First Time before 2020-2021

<b>Courses Required*</b>	<b>State Requirements/ Local Requirements</b>
English	4 sequential (English I, II, III, and IV)
Mathematics	4 (NC Math 1, 2, and 3 and a fourth math course aligned with the student's post-high school plans.)** (A principal may exempt a student from this math sequence. Exempt students will be required to pass NC Math 1 and 2 and two other application-based math courses or selected CTE courses, as identified on the NC DPI math options chart.)***
Science	3 (a physical science course, Biology, and earth/environmental science)
Social Studies	4 (including American History: Founding Principles, Civics and Economics; American History Parts I and II; and World History)****
Health/P.E.	1 beginning for the Class of 2025/ 2- one in Health; one in P.E. for Class of 2021-Class of 2024
Electives	6 (2 electives must be any combination of Career and Technical Education, Arts Education, or World Language; 4 must be from one of the following: Career and Technical Education, J.R.O.T.C., Arts Education, or any other subject area or cross-disciplinary course. A four-course concentration is recommended.)*****
<b>Total Credits</b>	<b>22***** beginning with the Class of 2025</b> <b>23 for Class of 2021- Class of 2024</b>

\* Certain International Baccalaureate (IB), Advanced Placement (AP), and Cambridge International Examination (CIE) courses will satisfy specific graduation requirements. See SBE Policy GRAD-008.

\*\* Students entering ninth grade for the first time prior to the 2014-15 school year have alternate math course options. See SBE Policy GRAD-004.

\*\*\* Students seeking to complete minimum course requirements for UNC universities must complete four mathematics courses, including a fourth math course with Math 3 as a prerequisite. The math options chart is available at <https://www.dpi.nc.gov/districts-schools/classroom-resources/academic-standards/standard-course-study/mathematics/standard-course-study-supporting-resources>

\*\*\*\* American History: Founding Principles, Civics and Economics must follow the North Carolina Standard Course of Study (NCSCOS) in its entirety and may not be satisfied by an AP/IB/CIE course, dual enrollment, or any other course that does not fully address the

NCSCOS, except as provided in SBE Policy GRAD-008. See also SBE Policies CCRE-001 and GRAD-004.

\*\*\*\*\* Students seeking to complete minimum course requirements for UNC universities must complete two credits of a single world language.

\*\*\*\*\*Students may earn course credit for the successful completion of courses through a university, community college, or distance learning. (See Watauga County Board of Education Policy 3101: Dual Enrollment and Policy 3102: Online Instruction)

2. Future-Ready Occupational Course of Study Credits Required (only available to certain students with disabilities who have an IEP)

Courses Required	State Requirements/ Local Requirements
English	4 (including English I, II, III, and IV)
Mathematics	3 (including Introduction to Math, NC Math I, and Financial Management)
Science	2 (including Applied Science and Biology)
Social Studies	2 (including American History: Founding Principles, Civics and Economics; and American History I or American History II)
Health/P.E.	1 beginning for the Class of 2025/ 2- one in Health; one in P.E. for Class of 2021-Class of 2024
Career/Technical	4 (Career/Technical Education electives)
Occupational Preparation	6 (including Occupational Preparation I, II, III, and IV, which require 150 hours of school-based training, 225 hours of community-based training, and 225 hours of paid employment*)
Electives	0
Other Requirements	<ul style="list-style-type: none"> <li>• Completion of IEP objectives</li> <li>• Career Portfolio</li> </ul>
Total Credits	22** beginning with the Class of 2025 23 for Class of 2021- Class of 2024

\* Paid employment is the expectation; however, when paid employment is not available, 225 hours of unpaid vocational training, unpaid internship experience, paid employment at community rehabilitation facilities, and volunteer and/or community service hours may substitute for 225 hours of paid employment.

\*\*Students may earn course credit for the successful completion of courses through a university, community college, or distance learning. (See Watauga County Board of Education Policy 3101: Dual Enrollment and Policy 3102: Online Instruction)

## B. HIGH SCHOOL FINAL EXAMS AND END-OF-COURSE TESTING

High school students must take all end-of-course (EOC) tests and Career and Technical Education (CTE) State Assessments required by the State Board of Education and pursuant to policy 3410, Testing and Assessment Program. Students shall attain passing scores on exit standards adopted by the North Carolina State Board of Education and administered by Watauga County Schools.

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**C. SPECIAL CIRCUMSTANCES**

The board adopts the following policies with regard to graduation.

1. Honor Graduates

Honor graduates may be designated by principals on the basis of criteria established by the superintendent. Recognition of honor graduates may be included in graduation programs.

2. Students with Disabilities

Graduation requirements must be applied to students with disabilities to the extent required by state and federal law and State Board policy.

3. Children of Military Families

In order to facilitate the on-time graduation of children of military families, as defined in policy 4050, Children of Military Families, the board adopts the following policy provisions for children of military families~~students to whom the Interstate Compact on Educational Opportunity for Military Children applies.~~

a. Waiver Requirements

Specific course work required for graduation will be waived if similar course work has been satisfactorily completed in another school system. If a waiver is not granted, school administrators shall provide the student with reasonable justification for the denial. If a waiver is not granted to a student who would qualify to graduate from the sending school, the superintendent or designee shall provide the student with an alternative means of acquiring the required course work so that the student may graduate on time.

b. Testing Requirements for Graduation

The superintendent shall accept the following in lieu of any local testing requirements for graduation: (1) the end-of-course exams required for graduation from the sending state; (2) national norm-referenced achievement tests; or (3) alternative testing. If these alternatives are not feasible for a student who has transferred in his or her senior year, subsection c below will apply.

c. Transfers During Senior Year

If a child of a military family who has transferred at the beginning of or during his or her senior year is ineligible to graduate from the school system

after all of the alternatives listed above have been considered and the student meets the graduation requirements at his or her sending school, then school officials from the school system shall collaborate with the sending school system to ensure that the student will receive a diploma from the sending board of education.

4. Early Graduation

Graduation prior to that of one's class may be permitted on the basis of criteria approved by the board upon recommendation by the superintendent.

5. Graduation Certificates, Transcripts, and Participation

Graduation certificates will be awarded to eligible students in accordance with the standards set forth in State Board policy.

Transcripts may be issued to all students receiving a diploma or certificate. The transcript shall provide all information required by State Board of Education policy GRAD-009 and/or other State Board policies as appropriate.

Participation in graduation and baccalaureate ceremonies is optional. Students who have completed all graduation requirements, have paid all fees, and have the approved graduation attire and diploma may participate in graduation exercises.

Exceptional Children who have satisfactorily completed the course of study prescribed in their Individual Education Plans are eligible to participate in graduation exercises.

6. Diploma Endorsements

Students have the opportunity to earn one or more of the following diploma endorsements identifying a particular area of focused study:— (1) Career Endorsement, (2) College Endorsement (two options), (3) North Carolina Academic Scholars Endorsement, and/or (4) a Global Languages Endorsement. No endorsement is required to receive a diploma.

7. Grade Replacement

Students are permitted to repeat a course for credit when they have failed a course. Students are permitted to repeat a passed course for grade replacement. The repeated course must be a seated class taken during the normal school day and must be taken within one year of initial completion of the course in question.

Legal References: G.S. 115C-12(40), 47, -81.25(c)(10)(c), -81.45(d)(1), -174.11, -276, -288, -407.5, -407.12; GS 116-11(10a); 16 N.C.A.C. 6D .0309; State Board of Education Policies CCRE-001, GRAD-004, GRAD-007, GRAD-008, GRAD-009, GRAD-010, TEST-003

Cross References: Goals and Objectives of the Educational Program (policy 3000), Dual Enrollment (policy 3101), Online Instruction (policy 3102), Testing and Assessment Program (policy 3410), Student Promotion and Accountability (policy 3420), Citizenship and Character Education (policy 3530), Children of Military Families (policy 4050)

Adopted: September 14, 2015

Revised: November 9, 2015; October 10, 2016; August 14, 2017; June 11, 2018; September 10, 2018; October 5, 2020; March 8, 2021; July 26, 2021; December 13, 2021; June 30, 2022; {DATE}

Replaces: Policy 4.04.50, Exit Documents at Graduation; policy 4.04.70, Graduation Requirements; policy 4.03.35 Accountability Standards (in part)



## **EXTRACURRICULAR ACTIVITIES AND STUDENT ORGANIZATIONS**

*Policy Code:*

**3620**

The Watauga County Board of Education (the “board”) recognizes the value of interscholastic athletics and extracurricular activities in promoting leadership and team skills, practicing democratic principles, and encouraging the lifelong learning process. Students are encouraged to participate in opportunities available at the school, including interscholastic athletics and student organizations. All activities are open to all students attending that school unless a restriction is justified and has been approved by the principal. The principal shall ensure that students and parents are notified of the various opportunities for participation in extracurricular activities and shall establish rules, as necessary, to govern such activities.

### **A. REQUIREMENTS FOR PARTICIPATION IN EXTRACURRICULAR ACTIVITIES**

Participation in extracurricular activities, including student organizations and interscholastic athletics, is a privilege, not a right, and may be reserved for students in good academic standing who meet behavior standards established by the board and the school.

Participation in extracurricular activities may be restricted if a student (1) is not performing at grade level as provided in policy 3400, Evaluation of Student Progress; (2) has exceeded the number of absences allowed by policy 4400, Attendance; (3) has violated the student conduct standards found in the 4300 series of policies; or (4) has violated school rules for conduct. School administrators choosing to exercise this authority to restrict participation shall provide this policy and any additional rules developed by the superintendent or the principal to all parents, guardians, and students.

### **B. ADDITIONAL RULES FOR SPECIFIC ACTIVITIES**

#### **1. Interscholastic Athletics**

In addition to meeting the general requirements listed above, to be eligible for interscholastic athletics participation, students must have been in daily attendance 85 percent of the previous semester and must meet all applicable eligibility standards of the State Board of Education, the North Carolina High School Athletic Association, and the North Carolina Department of Public Instruction, and as well as any locally established requirements for interscholastic athletics participation.

Students in the sixth grade are eligible to participate in all interscholastic athletics except tackle football.

A student participating in high school interscholastic athletics may participate only on the team consistent with the gender on the student’s birth certificate unless otherwise permitted under North Carolina High School Athletic Association rules and regulations.

## 2. Student-Initiated, Noncurriculum-Related Student Groups at the Secondary Level

Student-initiated, noncurriculum-related, secondary school student groups will be permitted to conduct voluntary meetings on school grounds during noninstructional time, regardless of the size of the group or the religious, political, philosophical, or other content of the speech at the meetings, provided that the meetings do not materially and substantially interfere with the orderly conduct of the educational activities of the school. The principal shall establish viewpoint neutral rules governing such meetings, including restrictions on when and where meetings may occur.

School employees may not promote, lead, or participate in student-initiated meetings but may be present at meetings to maintain order and discipline, to protect the well-being of the students and faculty, and to assure that attendance of students at the meetings is voluntary. School employees may not influence the form or content of any prayer or other religious activity or require any person to participate in prayer or other religious activity. In addition, non-school persons may not direct, conduct, control, or regularly attend the activities of the groups.

No public funds will be expended on behalf of the student-initiated, noncurriculum-related student groups except for the incidental cost of providing space for the group meetings.

Student-initiated, noncurriculum-related groups will have the same access to communication channels for publicizing their meetings as is allowed to all other noncurriculum-related student groups. However, school officials may indicate in such communications that the meetings are not sponsored by the school.

For purposes of this section, a noncurriculum-related student group is one that is not directly related to the curriculum. A student group will be considered curriculum-related only if (1) the group's subject matter is taught in a regularly offered course or relates to the curriculum as a whole; (2) participation in the group is required as part of a course; or (3) participation in the group results in course credit.

### C. SPECIAL CIRCUMSTANCES

#### 1. Students with Disabilities

Students with disabilities must be accorded the legal rights required by federal and state law.

#### 2. Military-Children of Military Families

School administrators shall facilitate the inclusion and participation in extracurricular activities of military-children of military families, as defined in

policy 4050, Children of Military Families, transferring into the school, to the extent they are otherwise qualified, by:

- a. providing information about extracurricular activities to incoming military children of military families; and
- b. waiving application deadlines.

### 3. Athletic Participation by Home School Students

Home school students who are dually enrolled in accordance with the school system's enrollment and assignment policies and procedures are eligible to participate in high school interscholastic athletics if they comply with all of the following.

- a. The student must present a home school card from the Division of Non-Public Education for the previous and current years, as well as a transcript, attendance record, and record immunizations.
- b. The student must submit proof that the student has been enrolled in a registered home school for 365 days prior to participation in athletics.
- c. Prior to the first date of practice, the student must provide the results of a nationally standardized achievement test, taken within the last year, that indicates the student was on grade level at the time the test was taken.
- d. The student must participate in a class schedule that is at least one half of the assigned school's instructional day. At least one class must be taken on campus each semester.
- e. The student must pass all classes in which the student is enrolled at the assigned school in order to maintain athletic eligibility.
- f. Once dually enrolled and deemed eligible to participate in athletics, the student must maintain continuous dual enrollment. Failure to maintain continuous dual enrollment would render the student ineligible for athletic participation for 365 days.
- g. The student must notify the principal of the assigned school in writing of the student's intent to try out for an athletic team at least 10 days prior to the first practice date of each sport season in which the student wishes to participate. Failure to comply with this requirement renders the student ineligible for that sport season.
- h. The student must comply with all other applicable North Carolina High School Athletic Association rules and regulations regarding eligibility for

athletic participation.

A dually enrolled student who transitions to full enrollment within the school system will then be governed by State Board of Education and North Carolina High School Athletic Association rules and regulations regarding fully enrolled students.

#### D. APPEALS PROCESS

The grievance procedure provided in policy 4010, Student and Parent Grievance Procedure, may be utilized by parents or students who believe that a student has been aggrieved by a decision made pursuant to this policy.

Legal References: Americans with Disabilities Act, 42 U.S.C. 12132, 28 C.F.R. pt. 35; Equal Access Act, 20 U.S.C. 4071-4074; Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq.*, 34 C.F.R. pt. 300; Rehabilitation Act of 1973, 29 U.S.C. 705(20), 794, 34 C.F.R. pt. 104; G.S. 115C art. 9, 115C-12(23), -47(4), -390.2, -407.5, -407.55, -407.60, -407.65; 16 N.C.A.C. 6E .0204; State Board of Education Policy ATHL-001; *Policies Governing Services for Children with Disabilities*, State Board of Education Policy EXCP-000; State Board of Education Policy HRS-D-001; N.C. High School Athletic Association Handbook available at <https://www.nchsaa.org/handbook>~~<https://www.nchsaa.org/students-and-parents/rules-and-regulations>~~; Middle/Junior High School Athletic Manual (NCDPI), available at ~~<https://sites.google.com/dpi.nc.gov/nchealthyschools/athletics>~~<http://www.dpi.nc.gov/districts-schools/classroom-resources/academic-standards/programs-and-initiatives/nc-healthy-schools/athletics>

Cross References: Parental Involvement (policy 4002), Student and Parent Grievance Procedure (policy 4010), Evaluation of Student Progress (policy 3400), Student Promotion and Accountability (policy 3420), School Improvement Plan (policy 3430), Children of Military Families (policy 4050), Domicile or Residence Requirements (policy 4120), Homeless Students (policy 4125), School Assignment (policy 4150), North Carolina Address Confidentiality Program (policy 4250/5075/7316), Student Clubs (4060), Student Behavior Policies (4300 series), Attendance (policy 4400), Community Use of Facilities (policy 5030)

Adopted: March 21, 2016

Revised: June 13, 2016; September 11, 2017; November 9, 2020; March 8, 2021; August 9, 2021; {DATE}

The Watauga County Board of Education (the “board”) of education requires all students to meet the eligibility requirements for school admission established by the state and the board, including age. Any parent or guardian who is unclear whether a child meets the age requirements is encouraged to contact the superintendent’s office or the elementary school that the child is likely to attend.

**A. ENTITLEMENT TO INITIAL ENTRY**

A child who is presented for enrollment at any time during the first 120 days of a school year will be considered eligible for initial entry in any of the following circumstances.

1. The child reaches or reached the age of five on or before August 31 of that school year.
2. The child resided in another state and was attending school during that school year in accordance with that state’s laws or rules prior to moving to North Carolina. (The child does not need to reach the age of five on or before August 31 in this circumstance.)
3. The child did not reach the age of five on or before August 31 of that school year but would be eligible to attend school during that school year in another state in accordance with the laws or rules of that state, and if all of the following apply:
  - a. the child’s parent is a legal resident of North Carolina who is an active member of the uniformed services assigned to a permanent duty station in another state;
  - b. the child’s parent is the sole legal custodian of the child;
  - c. the child’s parent is deployed for duty away from the permanent duty station; and
  - d. the child resides with an adult who is a domiciliary of a local school administrative unit in North Carolina as a result of the parent’s deployment away from the permanent duty station.

In addition, children of military families, as defined in policy 4050, Children of Military Families, who resided in another state and were attending school during that school year in the other state and who are presented for enrollment at *any point* during the school year will be considered eligible for initial entry even if they did not reach the age of five on or before August 31.

**B. DISCRETIONARY ENROLLMENTS**

The board may allow a child to be enrolled in either of the following circumstances.

1. The child is presented for enrollment after the first 120 days of a school year and meets one of the circumstances specified above for entitlement to initial entry.
2. The child reached the age of four on or before April 16; the child is presented for enrollment no later than the end of the first month of the school year; and the principal of the school finds, based on information submitted by the child's parent or guardian, that the child has the academic, social, and developmental maturity to justify admission to school. The board regards admission of a four-year-old child to be an extraordinary measure that should not to be used merely because the child is developmentally advanced. In making such a determination, the principal shall follow guidelines established by the State Board of Education.

#### C. GRADE LEVEL OF INITIAL ENTRY

The initial point of entry will be the kindergarten level. After initial entry, a principal may move the child to the first grade if the principal determines that by reason of maturity, the child may be served more appropriately in the first grade.

#### D. EVIDENCE OF AGE

When a child is presented for admission for the first time, the principal shall require the parent or guardian of the child to furnish a certified copy of the child's birth certificate or other competent and verifiable evidence of the child's date of birth. Such evidence may include, but is not limited to: (1) a certified copy of any medical record of the child's birth issued by the treating physician or the hospital in which the child was born; or (2) a certified copy of a birth certificate issued by a church, mosque, temple or other religious institution that maintains birth records of its members.

A birth certificate or other satisfactory proof of age issued by a foreign country or institution will be accepted and treated in the same manner as comparable documents issued in the United States. School officials shall use such documents only for the purpose of establishing the age of the child and not to inquire about the citizenship or immigration status of the child, parent or guardian.

For a student who is in foster care or considered homeless, the inability to provide documentation must not prevent immediate enrollment of the student. School officials, or in the case of a homeless student, the homeless liaison, shall immediately contact the last school the student attended to obtain relevant enrollment records or other information needed for enrollment. These officials shall work with the student, the parent or guardian, school personnel, and other agencies as necessary to obtain enrollment information in a timely manner.

Legal References: Elementary and Secondary Education Act, 20 U.S.C. 6311(g)(1)(E); McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11431 *et seq.*; G.S. 115C-288, -364, -407.5.

| -407.12; 130A-109; 16 N.C.A.C. 6E.0105; State Board of Education Policy KNEC-001

| Cross References: Children of Military Families (policy 4050), Homeless Students (policy 4125)

Adopted: July 14, 2014

| Revised: September 11, 2017; September 9, 2019: {DATE}

## IMMUNIZATION AND HEALTH REQUIREMENTS FOR SCHOOL ADMISSION

*Policy Code:*

**4110**

The Watauga County Board of Education (the “board”) requires all students to meet the eligibility requirements for school admission established by the State and the board, including immunization and health assessments. The principal or designee shall maintain on file immunization and health assessment records for all students, and these records may be inspected by officials of the county or state health departments in accordance with state and federal law. Each school principal shall file required reports with the Department of Health and Human Services and the Department of Public Instruction.

### **A. IMMUNIZATION**

#### **1. Requirements for Initial Entry**

Within 30 calendar days of his or her first day of attendance in the school system, each student must show evidence of age-appropriate vaccination in accordance with state law and regulation, including the following vaccines as applicable:

- a. DTaP (diphtheria, tetanus, and pertussis);
- b. poliomyelitis (polio);
- c. measles (rubeola);
- d. rubella (German measles);
- e. mumps;
- f. Haemophilus influenzae, type b (Hib);
- g. hepatitis B;
- h. varicella (chickenpox);
- i. pneumococcal conjugate (only for children entering school before age five); and
- j. any other vaccine as may be required by law or regulation.

The current required vaccination schedule is available from the N.C. Immunization Branch online at <http://www.immunize.nc.gov/>.

#### **2. Additional Requirements**



- a. All students entering seventh grade or who have reached age 12, whichever comes first, are required to receive the following:
  - i. a booster dose of Tdap (tetanus, diphtheria, and pertussis vaccine), if they have not previously received it; and
  - ii. the meningococcal conjugate vaccine (MCV).
- b. All students entering the twelfth grade or who have reached age 17 are required to receive a booster dose of MCV.

3. Certificate of Immunization

- a. Evidence of immunizations must be shown in the form of a certificate furnished by a licensed physician or by the health department. A student who received immunizations in a state other than North Carolina must present an official certificate that meets the immunizations requirements of G.S. 130A-154(b).
- b. Principals are required to refuse admittance to any child whose parent or guardian does not present a medical certification of proper immunizations within the allotted time. If, following approved medical practice, the administration of a vaccine requires more than 30 calendar days to complete, upon certification of this fact by a physician, additional days may be allowed in order to obtain the required immunizations.
- c. Exceptions to the immunization requirements will be made only for religious reasons or for medical reasons approved by a physician pursuant to state law and regulation.

Medical exemptions must be certified in writing by a physician licensed to practice in NC, and must state the basis for the exemption, the specific vaccination(s) that the student should not receive, and the length of time for which the exemption is necessary.

Religious exemptions require the submission of a written statement from a parent or guardian saying that he/she holds bona fide religious beliefs in opposition to immunization requirements.

**B. HEALTH ASSESSMENT/VISION SCREENING**

Within 30 calendar days of the first day of school entry, all students entering public schools for the first time, regardless of grade level, must furnish to the principal a form that meets the requirements of state law indicating that the student has received a health assessment pursuant to G.S. 130A-440. A student who fails to meet this requirement will not be permitted to attend school until the required health assessment form has been presented.

Such absences will not be considered suspensions, and the student will be given an opportunity to make up work missed during the absence as described below. The principal or designee shall, at the time of enrollment, notify the parent, guardian, or person standing *in loco parentis* that the completed health assessment form is needed on or before the child's first day of attendance. The date the student's health assessment form is received will be recorded in the student's official record, and the form will be maintained on file in the school.

The assessment must include a medical history and physical examination with screening for vision and hearing and, if appropriate, testing for anemia and tuberculosis. The health assessment must be conducted no more than 12 months prior to the date of school entry. Exceptions to the health assessment requirement will be made only for religious reasons.

Vision screening must comply with the vision screening standards adopted by the former Governor's Commission on Early Childhood Vision Care. Within 180 days of the start of the school year, the parent of the child must present to the principal or designee certification that within the past 12 months, the child has obtained a comprehensive eye examination performed by an ophthalmologist or optometrist or has obtained a vision screening conducted by a licensed physician, an optometrist, a physician assistant, a nurse practitioner, a registered nurse, an orthoptist or a vision screener certified by Prevent Blindness North Carolina.

Children who receive and fail to pass the required vision screening must obtain a comprehensive eye exam conducted by a duly licensed optometrist or ophthalmologist. The provider of the exam must present to the parent a signed transmittal form, which the parent must submit to the school. If a member of the school staff has reason to believe that a child enrolled in kindergarten through third grade is having problems with vision, the staff member may recommend to the child's parent that the child have a comprehensive eye examination.

No child will be excluded from attending school solely for a parent's failure to obtain a comprehensive eye exam. If a parent fails or refuses to obtain a comprehensive eye exam or to provide the certification of a comprehensive eye exam, school officials shall send a written reminder to the parent of required eye exams.

Upon request, the teacher(s) of a student subject to an absence from school for failure to provide the health assessment form required by this section shall provide to the student all missed assignments, and to the extent practicable, the materials distributed to students in connection with the assignments. The principal or designee shall arrange for the student to take home textbooks and school-furnished digital devices for the duration of the absence and shall permit the student to take any quarterly, semester, or grading period examinations missed during the absence period.

### **C. HOMELESS STUDENTS**

Notwithstanding the provisions of this policy, admissions for homeless students will not

be prohibited or delayed due to the student's inability to provide documentation of immunizations or health assessments. The homeless liaison shall work with the student, parent/guardian, school personnel or other agencies to obtain documentation of immunization and/or the health assessment or to arrange for such immunizations and/or assessments in a timely manner.

#### **D. FOSTER CHILDREN**

Notwithstanding the provisions of this policy, admissions for students in foster care will not be prohibited or delayed due to the student's inability to provide documentation of immunizations or health assessments. The enrolling school will immediately contact the school last attended by the foster child to obtain any relevant documentation.

#### **E. CHILDREN OF MILITARY FAMILIES**

The board acknowledges that immunization requirements for newly enrolling ~~military children of military families~~ are governed by the Interstate Compact on Educational Opportunity for Military Children (G.S. 115C-407.5) and G.S. 115C-407.12. Children of military families, as defined in policy 4050, Children of Military Families, will have 30 days from the date of enrollment ~~or within such time as reasonably determined by the rules of the Interstate Commission~~ to obtain any required immunization. For a series of immunizations, initial vaccinations must be obtained within 30 days ~~or within such time as is reasonably determined under the Interstate Commission~~.

Legal References: Elementary and Secondary Education Act, 20 U.S.C. 6311(g)(1)(E); McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11431 *et seq.*; G.S. 115C-390.2(l), -407.5, -407.12; 130A-152 to -157, -440 to -443; 10A N.C.A.C. 41A .0401

Cross References: Children of Military Families (policy 4050), Homeless Students (policy 4125), Attendance (policy 4400)

Other Resources: N.C. Immunization Branch, available at <http://www.immunize.nc.gov/>

Adopted: July 14, 2014, replaces policies 5.03.40 and 5.03.50

Revised: August 3, 2015; March 14, 2016; November 13, 2017; October 5, 2020; September 12, 2022; {DATE}

**A. GENERAL AUTHORITY**

The principal has the authority to assign students to classes, subject to applicable legal requirements. The principal is encouraged to seek input from the professional staff in making these decisions. Parents may submit to the principal written requests for assignment or reassignment of their children so long as the parents provide a compelling reason for the request. The principal shall consider parental requests in assigning students to classes. Unless otherwise required by law or the special circumstances described below, the principal shall balance any individual request for assignment or reassignment against the welfare of other students and the efficient operation of the school.

**B. SPECIAL CIRCUMSTANCES****1. Multiple Birth Siblings**

School officials will defer to parental preference in making the initial classroom assignment of multiple birth siblings to the extent provided in this section and applicable state law. "Multiple birth siblings" means twins, triplets, quadruplets or other siblings resulting from a multiple birth.

**a. Consultative Meeting with the School Principal**

The parent or guardian of multiple birth siblings who are assigned to the same grade level and school may request a consultative meeting with the principal to consider whether to initially place the siblings into the same classroom or into separate classrooms. The request must be made no later than five days before the first day of each school year or, if the students are enrolled after the school year starts, five days after their first day of attendance.

At the meeting, the parent may request either that the students be placed (1) into the same classroom; or (2) into separate classrooms. School officials may offer professional educational advice to the parent or guardian and may recommend an appropriate classroom placement for the students.

**b. Initial Classroom Placement**

Following the meeting, the principal shall place the students in accordance with the parent or guardian's request unless doing so would require adding an additional class at the students' grade level.

This section shall not otherwise limit the principal's authority to determine the specific classroom assignment(s) for multiple birth siblings, including

the students' assignment to a specific teacher or team.

c. Change to Initial Classroom Placement

The principal may change the initial classroom assignment of one or more multiple birth siblings in the following circumstances:

- 1) the principal, in consultation with the students' classroom teacher(s), determines at the end of the first grading period that the requested placement is disruptive to the school; or
- 2) the principal determines that one or more of the multiple birth siblings must be removed from a classroom pursuant to any Watauga County Board of Education (the "board") discipline policy, school rule and/or the Code of Student Conduct.

2. Newly Enrolled Children of Military Families

The principal shall comply with the requirements of the Interstate Compact for Military Children (G.S. 115C-407.5), G.S. 115C-407.12, and the following provisions when making class assignments for children of military families, as defined in policy 4050, Children of Military Families.

a. Course Placement

When a student transfers before or during the school year, school administrators shall initially honor placement in educational courses based on the student's enrollment in his or her sending school and/or educational assessments conducted at the sending school if the courses are offered. Course placement includes, but is not limited to, Honors, International Baccalaureate, Advanced Placement, Cambridge International Examination Courses, and career and technical education (CTE) pathways courses. Continuing the student's academic program from the previous school and promoting placement in academically and career challenging courses is ~~are~~ ~~to be a~~ a primary concern s when considering the student's course placement.

b. Educational Program Placement

For a newly enrolled student, school administrators shall initially honor placement of the student in educational programs based on current educational assessments conducted at the school in the sending state or participation/placement in similar programs in the sending state. Such programs include, but are not limited to, academically or intellectually gifted (AIG) programs and English as a Second Language programs.

c. Special Education Services

In compliance with the Individuals with Disabilities Education Act, school administrators shall initially provide comparable services to a student with disabilities based on his or her current Individualized Education Program (IEP). In compliance with the requirements of Section 504 of the Rehabilitation Act and Title II of the Americans with Disabilities Act, school administrators shall make reasonable accommodations and modifications to address the needs of an incoming student with disabilities, subject to an existing 504 or Title II Plan, in order to provide the student with equal access to education. This accommodation does not preclude school administrators from performing subsequent evaluations to ensure appropriate placement of the student.

d. Placement Flexibility

The board authorizes and directs the superintendent and school administrators to be flexible in waiving course or program prerequisites or other preconditions for placement in courses or programs offered by the school system.

Legal References: Americans with Disabilities Act, 42 U.S.C. 12131 *et seq.*, 28 C.F.R. pt. 35; Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq.*, 34 C.F.R. pt. 300; G.S. 115C-36, -83.1G, -288, -366.3, -366.4, -390.7, -407.5, -407.12

Cross References: Children of Military Families (policy 4050)

Adopted: July 14, 2014

Revised: July 10, 2017; May 21, 2018; {DATE}

All student records must be current and maintained with appropriate measures of security and confidentiality. The principal is responsible for complying with all legal requirements pertaining to the maintenance, review, and release of student records retained at the school. For purposes of this policy “student records” or “student education records” are those records, files, documents, and other materials that contain information directly related to the student that are maintained by the school system or by a party acting for the school system.

**A. ANNUAL NOTIFICATION OF RIGHTS**

The superintendent or designee shall provide eligible students and parents with annual notification of their rights under the Family Educational Rights and Privacy Act (FERPA). The notice must contain all information required by federal law and regulations, including the following:

1. the right to inspect and review the student’s education records and the procedure for exercising this right;
2. the right to request amendment of the student’s education records that the parent or eligible student believes to be inaccurate, misleading, or in violation of the student’s privacy rights; and the procedure for exercising this right;
3. the right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent;
4. the type of information designated as directory information and the right to opt out of release of directory information;
5. that the school system releases records to other institutions that have requested the information and in which the student seeks or intends to enroll;
6. the right to opt out of releasing the student’s name, address, and phone number to military recruiters or institutions of higher education that request such information;
7. a specification of the criteria for determining who constitutes a school official and what constitutes a legitimate educational interest if a school official discloses or intends to disclose personally identifiable information to school officials without consent;
8. notification if the school system uses contractors, consultants, volunteers, or similar persons as school officials to perform certain school system services and functions that it would otherwise perform itself; and

9. the right to file complaints with the ~~Family Policy Compliance~~Student Privacy Policy Office in the U.S. Department of Education.

School officials are not required to individually notify parents or eligible students of their rights but must provide the notice in a manner reasonably likely to inform the parents and eligible students of their rights. Effective notice must be provided to parents or eligible students with disabilities or those whose primary or home language is not English.

## **B. DEFINITION OF PARENT AND ELIGIBLE STUDENT**

### **1. Parent**

For purposes of this policy, the term “parent” includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or guardian. If the parents of a student are separated or divorced, both parents have the right to access the student’s records as provided in this policy, unless the school system has been provided with evidence that there is a court order, state statute, or other legally binding document that specifically revokes these rights.

### **2. Eligible Student**

For purposes of this policy, an eligible student is a student who has reached 18 years of age or is attending an institution of postsecondary education. The rights afforded to parents under this policy transfer to an eligible student. However, parents may still have access to the records as long as the student is claimed as a dependent by the parent for federal income tax purposes. An eligible student who desires to prevent access to records by his or her parents must furnish to the principal information verifying that the student is not a dependent of his or her parents. If a parent of a student who is at least 18 and no longer attending a school within the system wishes to inspect and review the student’s records, he or she must provide information verifying that the student is a dependent for federal income tax purposes.

A student under age 18 may have access to student records only upon the consent of his or her parents.

## **C. CLASSIFICATION AND MAINTENANCE OF RECORDS**

### **1. Student Education Records**

Student education records may be separated into several categories, including, but not limited to, the following.

#### **a. Cumulative Records**

The cumulative record is the official record for each student. The



cumulative record includes student identification information, such as the student's name, address (or a homeless student's living situation), sex, race, birthplace, and birth date; family data including the parents' names, addresses, work and home telephone numbers, and places of employment; academic work completed; grades; standardized test scores; health screenings and immunization documentation; attendance records; withdrawal and reentry records; discipline records; honors and activities; class rank; date of graduation; and follow-up records.

b. Discipline Records

Student discipline records are part of the student's official record and must be maintained and reviewed pursuant to policy 4345, Student Discipline Records. Discipline records must be expunged and forwarded pursuant to the requirements of law and the procedures of policy 4345.

c. Records of Students with Disabilities

Students with recognized disabilities must be accorded all rights in regard to their records as provided by state and federal law, including the Individuals with Disabilities Education Act and policy 3520, Special Education Programs/Rights of Students with Disabilities. Records for a student identified as a student with a disability are considered part of the student's official records and must be maintained in accordance with all appropriate federal and state regulations. Access to these records will be restricted to personnel having specific responsibility in this area. A list of all approved personnel having access to these restricted files will be updated as needed, and a current, dated list will be posted in the student records location.

d. Records Received from the Department of Social Services

The Department of Social Services may disclose confidential information to the school system in order to protect a juvenile from abuse or neglect. Any confidential information disclosed under these circumstances must remain confidential and may only be redisclosed for purposes directly connected with carrying out the school system's mandated educational responsibilities.

e. Juvenile Records

Juvenile records include documentation or information regarding students who are under the jurisdiction of the juvenile court. These records may be received from local law enforcement and/or other local agencies authorized to share information concerning juveniles in accordance with G.S. 7B-3100. These records also may include notice from the sheriff to the Watauga

County Board of Education (the "board") that a student has been required to register with the sheriff because the student has been found to be a danger to the community under G.S. Chapter 14, Part 4. Such documents must not be a part of a student's official records but must be maintained by the principal in a safe, locked storage area that is separate from the student's other records. The principal shall not make a copy of such documents under any circumstances.

Juvenile records will be used only to protect the safety of or to improve the educational opportunities for the student or others. The principal may share juvenile records with individuals who have (a) direct guidance, teaching, or supervisory responsibility for the student and (b) a specific need to know in order to protect the safety of the student and others. Persons provided access to juvenile records must indicate in writing that they have read the document(s) and agree to maintain confidentiality of the records.

The principal or designee must destroy juvenile documents if he or she receives notification that a court no longer has jurisdiction over the student or if the court grants the student's petition for expunction of the records. The principal or designee shall destroy all other information received from an examination of juvenile records when he or she finds that the information is no longer needed to protect the safety of or to improve the educational opportunities for the student or others. If the student graduates, withdraws from school, transfers to another school, is suspended for the remainder of the school year, or is expelled, the principal shall return all documents not destroyed to the juvenile court counselor. If the student is transferring, the principal shall provide the juvenile court counselor with the name and address of the school to which the student is transferring.

f. Other Student Records

School system personnel may also keep other student records but must review such records annually and destroy them in accordance with Section K of this policy.

2. Records Not Considered Education Records (Sole Possession, Employment, and Law Enforcement Records)

Student education records do not include, and release of information under this policy does not apply to:

- a. records made by teachers, counselors, and administrators that are in the sole possession of the maker thereof and that are not accessible or revealed to any other person except a substitute;
- b. employment records of student employees if those records relate

exclusively to the student in his or her capacity as an employee and are not made available for any other use; and

- c. records created by a law enforcement unit of the school system if created for a law enforcement purpose and maintained solely by the law enforcement unit of the school system. However, a law enforcement record containing information that was obtained from a student's confidential file or other education record must be treated as an education record and may be released only in accordance with this policy.

**D. RECORDS OF STUDENTS PARTICIPATING IN THE NORTH CAROLINA ADDRESS CONFIDENTIALITY PROGRAM**

Students or parents enrolled in the North Carolina Address Confidentiality Program (NCACP) must provide a valid NCACP authorization card to the school principal if they wish to keep their home address confidential. The school system will maintain a confidential record of the actual home address for admission and assignment purposes only and will not release that address except as provided by law. With the exception of such specially-maintained records, student records will include only the substitute address provided by the NCACP and not the actual home address of any students or parents for whom a valid NCACP authorization card is on file.

When transferring the record of a student participating in the North Carolina Address Confidentiality Program to a school outside of the system, the transferring school may send the files to the Address Confidentiality Program participant (parent or guardian) via the substitute address provided by the Address Confidentiality Program.

**E. RECORDS OF MISSING CHILDREN**

Upon notification by a law enforcement agency or the North Carolina Center for Missing Persons of the disappearance of a child who is currently or was previously enrolled in the school, school officials shall flag the record of that child. If the missing child's record is requested by another school system, the principal shall provide notice of the request to the superintendent and the agency that notified the school that the child was missing. The principal shall provide the agency with a copy of any written request for information concerning the missing child's record.

Any information received indicating that a student transferring into the system is a missing child must be reported promptly to the superintendent and the North Carolina Center for Missing Persons.

**F. RECORDS OF ~~MILITARY CHILDREN~~ OF MILITARY FAMILIES**

~~School administrators shall comply with any regulations pertaining to the records of military children developed by the Interstate Commission on Educational Opportunity for Military Children.~~

~~In addition~~In compliance with the Interstate Compact on Educational Opportunity for Military Children (G.S. 115C-407.5) and G.S. 115C-407.12, school administrators shall assist in the timely enrollment of children of military families, as defined by policy 4050, Children of Military Families, are entitled to the following by facilitating the transfer of their educational records.

1. For Students Leaving the School System

In the event that official education records cannot be released to the parents of military children who are transferring away from the school system, the custodian of records shall prepare and furnish to the parent a complete set of unofficial education records containing uniform information as determined by the Interstate Commission.

When a request for a student's official record is received from the student's new school, school officials shall process and furnish the official records to the student's new school within 10 days ~~or within such time as is reasonably determined by the Interstate Commission.~~

2. For Students Enrolling in the School System

Upon receiving an unofficial education record from the student's previous school, school administrators shall enroll the student and place him or her in classes as quickly as possible based on the information in the unofficial records, pending validation by the official records.

Simultaneous with the enrollment and conditional placement of the student, school administrators shall request the student's official record from his or her previous school.

**G. REVIEW, RELEASE OF RECORDS TO PARENT OR ELIGIBLE STUDENT**

1. Review by Parent or Eligible Student

A parent or eligible student may access the student's education records upon proper request. The principal or guidance office personnel of the student's school shall schedule an appointment as soon as possible but no later than 45 days after the request by the parent or eligible student. The parent or eligible student may formally review the student's complete education records only in the presence of the principal or a designee competent to explain the records. School personnel shall not destroy any education records if there is an outstanding request to inspect or review the records.

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## 2. Review of Video or Audio Recordings and Photographs

### a. Parent's Right to Review

Upon request, a parent or eligible student may inspect and review a video or audio recording or photograph that is determined to be an education record of the student. Individuals acting on behalf of a parent or eligible child, such as advocates or attorneys, will not be permitted to review a video or audio recording or photo unless accompanied by the parent or eligible student.

### b. Status as Education Record

A video or audio recording or photo will be deemed an education record of the student if it is directly related to the student and is maintained by the school system or its agent, as provided by law. A photo, video, or audio recording (such as a surveillance video), that is created and maintained by a law enforcement unit for a law enforcement purpose, is not an education record; however, a copy of such photo, video, or audio recording provided to the school for disciplinary or other school purposes may be an education record if it is directly related to a student and is maintained by the school system.

### c. Records of More Than One Student

If the recording or photo is an education record of multiple students, the school system shall make reasonable efforts to redact or segregate out the portions of the recording or photo directly related to other students before providing the parent or eligible student access, provided doing so would not destroy the meaning of the record. If redaction or segregation of the recording or photo cannot reasonably be accomplished or would destroy the meaning of the record, then the parent of each student to whom the recording or photo directly relates or such eligible students themselves shall be permitted to access the entire record.

### d. Copies of Recordings and Photos

A copy of a video or audio recording or photo will be provided to a parent or eligible student only (1) if circumstances effectively prevent the parent or eligible student from exercising the right to inspect the recording or photo, such as when the parent no longer lives within commuting distance of the school system; (2) when directed by a court order or subpoena; or (3) when otherwise required by law.

## 3. Request to Amend the Education Record

A parent or eligible student has the right to challenge an item in the student education record believed to be inaccurate, misleading, or otherwise in violation of the student's privacy rights. The principal shall examine a request to amend a student record item and respond in writing to the person who challenges the item. Subsequent steps, if necessary, will follow the student grievance procedures as provided in policy 4010, Student and Parent Grievance Procedure. If the final decision is that the information in the record is not inaccurate, misleading, or otherwise in violation of the privacy rights of the student, the principal shall inform the parent or eligible student of the right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of the school system.

#### **H. RELEASE OR DISCLOSURE OF RECORDS TO OTHERS**

Before releasing or disclosing education records as permitted by law, school officials shall use reasonable methods to identify and authenticate the identity of the party to whom the records are disclosed.

##### **1. Release/Disclosure with Parental Consent**

School officials shall obtain written permission from a parent or eligible student before releasing or disclosing student records that contain personally identifiable information, except in circumstances where the school system is authorized by law to release the records without such permission. The written permission must specify the records to be released, the purpose of the release, and the party(ies) to whom they are to be released.

##### **2. Release/Disclosure without Parental Consent**

School system officials shall promptly release student records when a student transfers to another school. The records custodian may release or disclose records with personally identifiable information without parental permission to the extent permitted by law, including to other school officials who have a legitimate educational interest in the records.

Personally identifiable information from a student's record may be released or disclosed to someone other than a parent or eligible student without prior written consent of the parent or eligible student only as specifically provided by federal law. Except as otherwise permitted by federal law, when personally identifiable information from a student's record is released or disclosed to someone other than a parent or eligible student without their written consent, the party to whom the information is released must agree not to disclose the information to any other party without the prior written consent of the parent or eligible student.

The superintendent shall employ reasonable methods to ensure that teachers and other school officials obtain access only to those education records in which they have legitimate educational interests.

3. Release of Directory Information

Permission of the parent or eligible student is not required for the release of information that is designated as directory information by the board, provided that the parent or eligible student has been given proper notice and an opportunity to opt out. (See policy 4002, Parental Involvement.)

- a. The board designates the following student record information as directory information:
  - (1) name;
  - (2) address;
  - (3) telephone listing;
  - (4) email address;
  - (5) photograph or digital image, including still or video images of a student engaged in ordinary school activities;
  - (6) date and place of birth;
  - (7) participation in officially recognized activities and sports;
  - (8) weight and height of members of athletic teams;
  - (9) dates of attendance;
  - (10) grade level;
  - (11) diplomas (including endorsements earned), industry credentials/certifications, and awards received; and
  - (12) most recent previous school or education institution attended by the student.
- b. The telephone number and actual address of a student who is or whose parent is a participant in the North Carolina Address Confidentiality Program is not considered directory information and will not be released, except as required by law.

- c. Information about a homeless student's living situation is not considered directory information and will not be released.
- d. As required by law, the names, addresses, and telephone numbers of secondary school students shall be released, upon request, to military recruiters or institutions of higher learning, whether or not such information is designated directory information by the school system. In addition, secondary school students' email addresses (which will be the email addresses provided by the school, if available) must be provided to military recruiters upon request. Students or their parents, however, may request that the student's name, address, email address, and telephone number not be released without prior written parental consent. School officials shall notify parents of the option to make a request and shall comply with any requests made.
- e. All requests for directory information must be submitted to the superintendent or designee for approval. The superintendent is directed to establish regulations regarding the release of directory information. At a minimum, the regulations must:
  - (1) specify the types of organizations that are eligible to receive directory information and for what purposes;
  - (2) provide for equal disclosure to organizations that are similar in purpose; and
  - (3) authorize access to directory information to recruiters of military forces of the state or United States for the purpose of informing students of educational and career opportunities available in the military to the same extent that such information is made available to persons or organizations that inform students of occupational or educational options.

#### 4. Records of Students with Disabilities

Students with recognized disabilities must be accorded all rights in regard to their records as provided by state and federal law, including the Individuals with Disabilities Education Act.

#### 5. Disclosure of De-Identified Information

Education records may be released without consent of the parent or eligible student if all personally identifiable information has been removed. Personally identifiable information includes both direct and indirect identifiers that, alone or in combination, would allow a reasonable person in the school community, who does



not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty.

Unless specifically permitted by law, records that have been de-identified must not be released without the consent of the parent or eligible student if school officials reasonably believe that the person requesting the information knows the identity of the student to whom the education record relates.

#### **I. WITHHOLDING RECORDS**

School system administrators shall not withhold records upon a valid request by a parent, eligible student, or school to which the student is transferring for any reason, including in order to collect fines assessed to the parent or student.

#### **J. RECORD OF ACCESS AND DISCLOSURE**

The principal or designee shall maintain a record in each student's file indicating all persons who have requested or received personally identifiable information from a student's record and the legitimate reason(s) for requesting or obtaining the information. This requirement does not apply to requests by or disclosure to parents, eligible students, school officials, parties seeking directory information, a party seeking or receiving the records under a court order or subpoena that prohibits disclosure, or those individuals with written parental consent.

#### **K. DESTRUCTION OF STUDENT RECORDS**

To the extent required by law, school officials shall maintain student records in accordance with the applicable records retention and disposition schedule(s) issued by the North Carolina Department of Natural and Cultural Resources. School officials shall not destroy student records if there is an outstanding request to inspect the particular records.

School officials shall notify parents and eligible students prior to the destruction of personally identifiable information in a student's special education records so that parents may collect the records from the school system if desired. Special education records must be destroyed at the request of parents if no longer needed to provide educational services to the child, including services to protect the safety of the student or others. However, a record of a student's name, address, phone number, grades, attendance record, classes, attended, grade level completed, and year completed may be maintained permanently. After notifying parents, school officials may destroy student records when the records are no longer needed to provide educational services to the student or to protect the safety of the student or others. School officials must destroy student records if the parent or eligible student requests their destruction and if such records are no longer needed to provide educational services to the student or to protect the safety of the student or others. School officials shall not destroy student records if there is an outstanding request to inspect the particular records.

## L. LONGITUDINAL DATA SYSTEM

School system administrators will comply with the data requirements and implementation schedule for the North Carolina Longitudinal Data System (NCLDS) and will transfer designated student record data to the system in accordance with the NCLDS data security and safeguarding plan and all other requirements of state law, provided that doing so does not conflict with the requirements of FERPA.

Legal References: Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, h, 34 C.F.R. pt. 99; Individuals with Disabilities Education Act, 20 U.S.C. 1411 *et seq.*; Elementary and Secondary Education Act, 20 U.S.C. 7908; McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11431 *et seq.*; 10 U.S.C. 503(c)(1); G.S. 7B-302, -3100, -3101; 14-208.29; 115C-47(26), -109.3, -402, -403, -404, -407.5; 116E-6; *Program Records Schedule: Local Public School Units*, N.C. Department of Natural and Cultural Resources (2021), available at <https://archives.ncdcr.gov/documents/local-education-agencies-schedule>; *General Records Schedule: Local Government Agencies*, N.C. Department of Natural and Cultural Resources (2021), available at <https://archives.ncdcr.gov/government/retention-schedules/local-government-schedules/general-records-schedule-local-government>

Cross References: Parental Involvement (policy 4002), Student and Parent Grievance Procedure (policy 4010), Special Education Programs/Rights of Students with Disabilities (policy 3520), Children of Military Families (policy 4050), Homeless Students (policy 4125), North Carolina Address Confidentiality Program (policy 4250/5075/7316), Disciplinary Action for Exceptional Children/Students with Disabilities (policy 4307), Student Discipline Records (policy 4345), Confidentiality of Personal Identifying Information (policy 4705/7825), Surveys of Students (policy 4720), Public Records – Retention, Release, and Disposition (policy 5070/7350)

Adopted: January 12, 2015

Replaces: Policy 5.06.20, Maintenance of Student Records

Revised: January 28, 2016; November 13, 2017; June 11, 2018; September 9, 2019; June 8, 2020; June 28, 2021 (Legal references only); December 13, 2021; June 30, 2022; {DATE}

## **DRUG AND ALCOHOL TESTING OF COMMERCIAL MOTOR VEHICLE OPERATORS**

*Policy Code:*

**7241**

The purposes of this policy are to help ensure the safe operation of school vehicles and to comply with federal law and regulations by establishing a comprehensive program for the drug and alcohol testing of school bus drivers and all other commercial motor vehicle operators employed by the Watauga County Board of Education (the "board")

### **A. APPLICABILITY**

This policy applies to any driver, which for purposes of this policy is defined as any employee, volunteer or independent contractor whose duties for the board of education require a commercial driver's license under federal law. This includes anyone who regularly or intermittently drives a school bus, an activity bus, a vehicle designed to transport 16 or more people (including the driver), or any other vehicle that meets the definition of commercial motor vehicle under 49 C.F.R. 382.107. Employees who operate vehicles for inspection, service, or maintenance purposes are included in this definition.

### **B. PROHIBITED ACTS**

No driver may:

1. operate any school bus or school activity bus while consuming alcohol or while alcohol remains in the driver's body, in violation of G.S. 20-138.2B;
2. use alcohol while performing safety-sensitive functions;
3. perform safety-sensitive functions within four hours after using alcohol;
4. use alcohol within eight hours following an accident while operating a commercial motor vehicle or until undergoing a post-accident alcohol test, whichever occurs first;
5. report for or remain on duty requiring the performance of safety-sensitive functions when the driver uses and Schedule I drug or substance: or
6. report for or remain on duty requiring the performance of safety-sensitive function when the driver uses and non-Schedule I drug or substance that is identified in the other federal schedules of controlled drugs, unless such use is pursuant to the instruction of a licensed medical practitioner who is familiar with the driver's medical history and has advised the driver that use of the substance will not adversely affect the driver's ability to safely operate a commercial motor vehicle.

Safety-sensitive functions include, but are not limited to, inspecting, servicing, or conditioning any commercial motor vehicle; operating any commercial motor vehicle;

participating in or supervising the loading or unloading of a commercial motor vehicle; and repairing, obtaining assistance for, or remaining in attendance upon a disabled vehicle.

In addition drivers and anyone who supervises drivers, must not commit any act prohibited by federal law, including the federal regulation entitled "Controlled Substances and Alcohol Use and Testing" (49 C.F.R. pt. 382, hereinafter referred to as Part 382), or by policy 7240, Drug-Free and Alcohol-Free Workplace.

### C. TESTING

The human resources office will carry out pre-employment, post-accident, random, reasonable suspicion, return-to-duty and follow-up testing for drugs and alcohol as required by Part 382.

Federal regulations prohibit a driver who is tested under the provisions of this section and found to have an alcohol concentration of at least .02 from performing safety-sensitive functions for at least 24 hours following administration of the test. Drivers who are tested under the provisions of this section and found to have any alcohol in their system are subject to additional discipline under this policy, including dismissal.

### D. EMPLOYEE AND APPLICANT INQUIRIES

All employees subject to this policy, all employees who would become subject to this policy by virtue of a change or expansion of duties, and all applicants who would be subject to this policy if employed by the board ~~must consent in writing to the release of any information gathered pursuant to Part 382 by any previous employers and must give written or electronic consent to any query by school officials of the federal Commercial Driver's License Drug and Alcohol Clearinghouse ("Clearinghouse") and, where applicable, must consent in writing to the release of any information that the school system is required to obtain from any previous employers under Part 382.~~

#### 1. Pre-Employment Inquiry

Before employing any applicant subject to this policy, school officials shall ~~obtain, pursuant to the applicant's written consent, all records maintained by the applicant's previous employer regarding violations of Part 382 in the three years prior to the inquiry date. School officials shall also conduct a query of the Clearinghouse, pursuant to the applicant's electronic consent submitted through the Clearinghouse, to obtain any information regarding the applicant's violations of Part 382. If the applicant was subject to an alcohol and controlled substance testing program under the requirements of a U.S. Department of Transportation (DOT) agency other than the Federal Motor Carrier Safety Administration within the previous three years, school officials shall also obtain, pursuant to the applicant's written consent, all records maintained by those DOT-regulated employers that the schools system is required to obtain under Part 382.~~

If school officials obtain information from the applicant's previous employer or from the Clearinghouse that the applicant committed a violation of Part 382 and has not subsequently completed the return-to-duty process required under federal law, the applicant may be disqualified from employment.

2. Annual Query

School officials shall conduct a limited query of the Clearinghouse at least once per year for each employee subject to this policy, pursuant to the employee's written or electronic consent, to determine whether information exists about the employee regarding violations of Part 382. If information exists about the employee, school officials shall obtain the information in the Clearinghouse within 24 hours of conducting the limited query, subject to the employee's electronic consent submitted through the Clearinghouse.

**E. TRAINING AND EDUCATION**

Each driver and supervisory employee, including principals and assistant principals, must be provided with educational materials that inform the employees of drug testing procedures, prohibited acts, consequences and other aspects of Part 382, this policy and any accompanying administrative procedures. The information also will identify a school system employee who is responsible for providing information on substance abuse. Each employee must sign a statement certifying his or her receipt of these materials.

Each supervisor who is responsible for overseeing the performance of drivers, including principals and assistant principals, must undergo at least one hour of training concerning alcohol misuse and one additional hour of training concerning drug abuse.

**F. REFERRALS**

Each driver who commits acts prohibited by Part 382 or G.S. 20-138.2B, other than information will include the names, addresses and telephone numbers of substance abuse professionals and counseling and treatment programs.

**G. CONSEQUENCES**

Employees who have committed a prohibited act; refused any test required by this policy; or otherwise violated this policy, G.S. 20-138.2B or Part 382 will be subject to disciplinary action, up to and including dismissal.

Any employee who has committed a violation of Part 382 will not be allowed to perform any safety-sensitive functions until the employee has completed the return-to-duty process, including an evaluation by a substance abuse professional, completion of any appropriate treatment designated by the substance abuse professional, and achievement of a negative return-to-duty test. Moreover, if the employee's violation of Part 382 has been reported to

the Clearinghouse, the employee may not resume safety-sensitive functions until a query of the Clearinghouse demonstrates that the employee completed the return-to-duty process.

#### **H. PROCEDURES**

All procedures for collection and testing provided in the Federal Highway Administration's "Procedures for Transportation Workplace Drug and Alcohol Testing Programs" (49 C.F.R. pt. 40) and all requirements in Part 382, including testing, reporting, record retention, training and confidentiality, will be followed. Copies of these federal regulations will be readily available. The superintendent shall develop any other procedures necessary to carry out these regulations.

Legal References: 49 U.S.C. 31306; 49 C.F.R. pts. 40, 382; G.S. 20-138.2B

Cross References: Drug-Free and Alcohol-Free Workplace (policy 7240)

Adopted: February 9, 2015

Replaces: Policy 3.08.35, Drug and Alcohol Testing for Bus Drivers.

Revised: January 9, 2017; March 12, 2020; September 14, 2020; DATE

**A. INTRODUCTION**

It is the policy of the Watauga County Board of Education (the “board”) to: (a) prevent user access via its technological resources to, or transmission of, inappropriate material on the Internet or through electronic mail or other forms of direct electronic communications; (b) prevent unauthorized access to the Internet and devices or programs connected to or accessible through the Internet; (c) prevent other unlawful online activity; (d) prevent unauthorized online disclosure, use or dissemination of personal identification information of minors; and (e) comply with the Children’s Internet Protection Act.

**B. DEFINITIONS****1. Technology Protection Measure**

The term “technology protection measure” means a specific technology that blocks or filters Internet access to visual depictions that are obscene, child pornography or harmful to minors.

**2. Harmful to Minors**

The term “harmful to minors” means any picture, image, graphic image file or other visual depiction that:

- a. taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex or excretion;
- b. depicts, describes or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts or a lewd exhibition of the genitals; and
- c. taken as a whole, lacks serious literary, artistic, political or scientific value as to minors.

**3. Child Pornography**

The term “child pornography” means any visual depiction, including any photograph, film, video picture or computer or computer-generated image or picture, whether made or produced by electronic, mechanical or other means, of sexually explicit conduct, where:

- a. the production of such visual depiction involves the use of a minor engaging in sexually explicit conduct;

- b. such visual depiction is a digital image, computer image or computer-generated image that is, or is indistinguishable from, that of a minor engaging in sexually explicit conduct; or
- c. such visual depiction has been created, adapted or modified to appear that an identifiable minor is engaging in sexually explicit conduct.

4. Sexual Act; Sexual Contact

The terms “sexual act” and “sexual contact” have the meanings given such terms in section 2246 of title 18, United States Code.

5. Minor

For purposes of this policy, the term “minor” means any individual who has not attained the age of 17 years.

**C. ACCESS TO INAPPROPRIATE MATERIAL**

To the extent practical, technology protection measures (or “Internet filters”) will be used to block or filter access to inappropriate information on the Internet and World Wide Web. Specifically, blocking will be applied to audio and visual depictions deemed obscene or to be child pornography or harmful to minors. Student access to other materials that are inappropriate to minors will also be restricted. The board has determined that audio or visual materials that depict violence, nudity or graphic language that does not serve a legitimate pedagogical purpose are inappropriate for minors. The superintendent, in conjunction with a school technology and media advisory committee (see policy 3200, Selection of Instructional Materials), shall make a determination regarding what other matter or materials are inappropriate for minors. School system personnel may not restrict Internet access to ideas, perspectives or viewpoints if the restriction is motivated solely by disapproval of the viewpoints involved.

Subject to staff supervision, technology protection measures may be disabled during use by an adult for bona fide research or other lawful purposes.

**D. INAPPROPRIATE NETWORK USAGE**

All users of school system technological resources are expected to comply with the requirements established in policy 3225/4312/7320, Technology Responsible Use. In particular, users are prohibited from: (a) attempting to gain unauthorized access, including “hacking” and engaging in other similar unlawful activities; and (b) engaging in the unauthorized disclosure, use or dissemination of personal identifying information regarding minors.



**E. EDUCATION, SUPERVISION AND MONITORING**

To the extent practical, steps will be taken to promote the safety and security of users of the school system's online computer network, especially when they are using electronic mail, chat rooms, instant messaging and other forms of direct electronic communications. It is the responsibility of all school personnel to educate, supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act and the Protecting Children in the 21<sup>st</sup> Century Act.

Procedures for the disabling or otherwise modifying any technology protection measures are the responsibility of the technology director or designated representatives.

The technology director or designated representatives shall provide age-appropriate training for students who use the school system's Internet services. The training provided will be designed to promote the school system's commitment to educating students in digital literacy and citizenship, including:

1. the standards and acceptable use of Internet services as set forth in policy 3225/4312/7320, Technology Responsible Use;
2. student safety with regard to safety on the Internet, appropriate behavior while online, including behavior on social networking websites and in chat rooms, and cyberbullying awareness and response; and
3. compliance with the E-rate requirements of the Children's Internet Protection Act.

Following receipt of this training, the student must acknowledge that he or she received the training, understood it and will follow the provisions of policy 3225/4312/7320, Technology Responsible Use.

The superintendent shall develop any regulations needed to implement this policy and shall submit any certifications necessary to demonstrate compliance with this policy.

**Legal References:** Children's Internet Protection Act, 47 U.S.C. 254(h); Neighborhood Children's Internet Protection Act, 47 U.S.C. 254(l); Protecting Children in the 21<sup>st</sup> Century Act, 47, U.S.C. 254(h)

**Cross References:** Professional and Staff Development (policy 1610/7800), Technology in the Educational Program (policy 3220), Technology Responsible Use (policy 3225/4312/7320), School Improvement Plan (policy 3430), Use of Equipment, Materials and Supplies (policy 6520), Network Security (policy 6524)

Adopted: November 10, 2014

Replaces: Policy 4.02.25, Information Security Awareness