



Granville County PUBLIC SCHOOLS

Committed to Excellence and Achievement for All

Student-Parent Handbook 2024-25

Granville County Public Schools Board of Education

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VISION: Every student will reach his or her full potential, prepared to thrive in a changing world.

MISSION: We empower every student, every day.

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About GCPS

Link to Board Policies

To view GCPS School Board Policies, please visit the district website, click on Board of Education, and then on [Board Policies](#).

Attending Board Meetings

Board meetings are conducted for the purpose of carrying on the official business of the school district. The public is cordially invited to attend board meetings to observe the board as it conducts its official business ([GCPS Policy 2310](#)).

School Calendar

Printable school calendars are available on the [GCPS website](#).

Complaint Procedures

The board is committed to providing an effective means for parents and the community to voice concerns and complaints. The complaint should be received, and addressed at the level closest to which the complaint originated. For example, a complaint regarding a classroom should be heard first by the teacher. A complaint regarding the school should be addressed first by the principal ([GCPS Policy 1742/5060](#)). **If a concern cannot be resolved at the school level, the parent may choose to contact Central Services at (919) 693-4613. If a student or parent wishes to file a formal grievance, they should follow the procedure outlined in [GCPS Policy 1740/5060](#).**

Academics

Academically and Intellectually Gifted Students

The Academically and Intellectually Gifted (AIG) program in GCPS is designed knowing AIG students perform or show the potential to perform at substantially high levels of accomplishment when compared with others of their age, experiences, or environment. GCPS's mission is to create a thriving program rooted in equity and excellence that supports the academic, intellectual, and social and emotional needs of our gifted students and advanced learners. **For specific information on our program including screening, referral, and identification processes please visit the district website.**

Parents interested in advanced coursework for their child should contact their child's principal.

Assessments

The mission of the NC Public Schools Office of Testing and Accountability is to promote the academic achievement of all NC public school students, as well as to assist parents and stakeholders in understanding this achievement and gauging it against state and national standards. N.C. Admin. Code 06G .0315 requires all public school students in membership (i.e., enrolled in a school) in grades 3 through 8 and high school courses requiring an end-of-course assessment, to participate in the Annual Testing Program. North Carolina does not allow any student to opt out of required state testing. GCPS shall report scores resulting from the administration of State-mandated tests from the Annual Testing Program to students and parents or guardians no later than 30 days after the test is administered and along with available score interpretation information within 30 days from receipt of the scores and interpretive documentation."

To access the NC operational testing calendar and for a description of each test, whether it is required or optional, who takes it, why it is important and how the results are used please visit the [GCPS Testing and Accountability website](#).

In addition to state and national assessments, classroom teachers also design and administer assessments in order to formatively assess their students so that they can determine students' understanding of concepts and skills taught.

Driver's Education

The Granville County Board of Education shall provide a program of drivers education for all eligible students. The purpose of the drivers education program is to help beginning drivers learn the principles of skillful, safe driving and learn basic traffic laws. The drivers education course will be taught pursuant to the provisions of the Motor Vehicle Laws of North Carolina and all other provisions adopted by the Division of Motor Vehicles and the State Board of Education ([GCPS Policy 3580](#)). Students will be charged a fee of \$65 to participate in the classroom module and driving module.

Dropping Out of School Prior to Age 18

Any student under age 18 who does not make adequate academic progress or drops out of school will have their driving permit or provisional license revoked. Under the Dropout Prevention Guidelines, a dropout student is one who has withdrawn from school before the end of the academic term and whose enrollment in an educational setting cannot be verified for 30 days. Parents should be notified in writing that the student's Driver Eligibility Certificate will be revoked. Parents may submit a hardship request to the principal or principal's designee to maintain the student's Driving Eligibility status.

Lose Control, Lose Your License

Disciplinary action includes an expulsion, a suspension for more than 10 consecutive days, or an assignment to an alternative



educational setting for more than 10 consecutive days. Under the Lose Control/Lose License guidelines, the Driving Eligibility Certificate is revoked for one year. Unlike the Dropout Prevention guidelines that end when a student turns age 18, the revocation of a Driving Eligibility Certificate for disciplinary action can extend beyond age 18 if the disciplinary action took place during the time the student was age 17.

Not Making Adequate Academic Progress

At the end of each semester, students not passing 70% of the maximum possible courses are identified. Parents are notified that the student is not making adequate academic progress and have the option of submitting a hardship request to the principal or principal's designee to maintain the student's Driving Eligibility status.

English as a Second Language

The goal of ESL is to support English Language Learners' (ELL) academic achievement by accelerating English language development through connections with grade-appropriate skills and concepts. ESL curriculum and instruction varies depending upon the ELL's current level of English proficiency and grade level. Instruction ranges from building academic language for creating a foundation for learning to guiding and expanding the development of a child's use of more advanced language skills. Limited English Proficient (LEP) refers to students who report a home language other than English and are in the process of acquiring English language proficiency. An annual LEP Plan is created for each ELL based upon assessment data with the input of teachers and families.

Grading Policy

All grades and other assessment reporting must be an accurate evaluation of the student's academic work. No student will have a grade lowered or raised or be penalized or rewarded academically as a disciplinary sanction unrelated to academic misconduct or based on other non-academic considerations ([GCPS Policy 3400-R](#)).

Elementary School

Grades in elementary school courses will be awarded using the following grading system. In grades K-2, students in grades K-2 are assessed using a standards-based grading system. For the core content areas, students will receive one of the following:

- Level 4 - Highly Proficient: Consistently extending grade level proficiency expectations
- Level 3 - Proficient: Consistently meeting grade level proficiency expectations
- Level 2 - Approaching Grade Level: Inconsistently meeting proficiency expectations
- Level 1 - Well Below Grade Level: Not/Rarely meeting proficiency expectations

Students in non-core areas (i.e., music, art, PE) will be assessed on both content and participation with either a Satisfactory (S) or Needs Improvement (N).

In grades 3-5 for core subject areas (ELA, math, science, social studies)

- 90-100 = A
- 80-89 = B
- 70-79 = C
- 60-69 = D
- <59 = F

The following letter-based scale will be used for non-core area subjects (i.e. music, art, physical education, etc.) Satisfactory (S); Needs Improvement (N)

Middle School

Grades in middle school courses will be awarded using the following grading system.

- 90-100 = A
- 80-89 = B
- 70-79 = C
- 60-69 = D
- <59 = F

Middle Schools grading policy and expectations:

- Minor assignments (60%)
- Major assignments (40%)
- Exams (20% of total grade) - High School credit courses ONLY

High School

Pursuant to G.S. 116-11(10a) and State Board of Education policy, the Granville County schools uses a standard weighted grading scale to determine grade point average and class rank ([GCPS Policy 3450](#)).

Calculations are based on the standardization of academic course levels, grading scales, and the weighting of course grades. Grades and the corresponding number of quality points are as follows.

- 90-100 = A (4.0)
- 80-89 = B (3.0)
- 70-79 = C (2.0)
- 60-69 = D (1.0)
- <59 = F (0.0)
- WF = (0.0)

Additional quality points apply to honors and college-level classes. Honors credit beyond standard weights will carry an additional 0.5 quality point and any college-level course - AP, IB, community college (authorized additional weight by the Comprehensive Articulation Agreement), university - will carry an additional 1.0 quality point. The maximum credits earned would be 4.5 for "A" in honors and 5.0 for "A" on the college-level course.



High School grading policy and expectations

- Quarterly Grades
 - Minor assignments (40%)
 - Major assignments (60%)
- Final Grade
 - Average of quarterly grades (80%)
 - Exam (20%)*

*N.C. Admin Code 06D .0309 requires schools to use end-of-course (EOC) tests as “at least twenty percent (20%) of the student’s final grade.”

Health Education

A comprehensive health education program must be taught to students from kindergarten through ninth grade. As required by law, the health education program must include age-appropriate instruction on bicycle safety, nutrition, dental health, environmental health, family living, consumer health, disease control, growth and development, first aid and emergency care, mental and emotional health, drug and alcohol abuse prevention, prevention of sexually transmitted diseases (STDs), including HIV/AIDS and other communicable diseases, and reproductive health and safety education.

As required by law and beginning in seventh grade, reproductive health and safety education will include age-appropriate instruction on sexual abstinence until marriage, STDs, the human reproductive system, preventable risks for preterm birth in subsequent pregnancies, the effectiveness of contraceptive methods in preventing pregnancy, awareness of sexual assault and sexual abuse, and sex trafficking prevention and awareness.

The principal or designee shall notify parents of the right to withhold or withdraw consent for their child’s participation in all reproductive health and safety education instruction or in specific topics such as STDs, the effectiveness and safety of contraceptive methods, awareness of sexual assault and sexual abuse, and sex trafficking prevention and awareness. Parents may also withhold consent to student participation in other separate instruction on the prevention of STDs, including HIV/AIDS, or the avoidance of out-of-wedlock pregnancy. Any parent wishing to withhold consent must do so in writing to the principal ([GCPS Policy 3540](#)).

Athletics and Extracurricular Activities

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.

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, the superintendent, or 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 failed to meet any applicable attendance requirements; (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, including attendance requirements, developed by the superintendent or the principal to all parents, guardians, and students ([GCPS Policy 3620](#)).

For more information on Athletic Programs, including eligibility requirements; required pre-participation forms; expectations of student athletes, parents, and coaches; and health and safety guidelines, please refer to the [GCPS Athletics Handbook](#).

Attendance

Parents and families are essential partners in promoting good attendance because they have the bottom-line responsibility for making sure their children get to school every day. Just as parents should focus on how their children are performing academically, they have a responsibility to set expectations for good attendance and to monitor their children’s absences, so that missed days don’t add up to academic trouble. If children don’t show up for school regularly, they miss out on fundamental reading and math skills and the chance to build a habit of good attendance that will carry them into college and careers.

Parents are encouraged to notify the school when their child is or will be absent. Parents can request information from their child’s school about requests for educational opportunities. **Please contact your student’s school with questions regarding attendance. Please also see BOE [Policy 4400 - Attendance](#)**

NC Compulsory Attendance Law

The [NC Compulsory Attendance Law](#) (N.C. G.S. - 115C-378) requires parents and guardians to ensure their children attend school each day it is in session. A parent or guardian may be prosecuted under this law if a student between the ages of 7 and 16 or if enrolled in K-2 prior to age 7, has more than 10 unexcused absences. In addition, a child aged 7 to 16 could be referred by the school to the Department of Juvenile Justice for



the filing of a petition asking the court to find the child undisciplined.

In order to be counted present, a child must be present at least half of the day. Parents will be notified by the school when their child has 3, 6, and 10 unexcused absences. After 10 unexcused absences, the principal or designee will meet with the family to discuss attendance concerns and sign an attendance contract. If the family does not make a good faith effort to comply, the case will be referred to the courts and the Department of Social Services as required by law.

Excused Absences

The absences listed below are considered excused once the school has received verification:

- illness or injury
- medical or dental appointments
- quarantine
- caring for a sick child if the student is the custodial parent
- death in the immediate family
- religious observances
- court or administrative proceedings
- educational opportunities (with prior approval)
- visiting with a parent in the military who's been called to duty, is on leave, or has just returned from combat deployment.

Tardies and Early Dismissals

Students are expected to be on time to school and stay at school throughout the instructional day. Tardies or early dismissals for reasons other than those listed above are considered unexcused. Five student tardies will equate to one unexcused absence. Five early checkouts (without approved documentation) will equate to one unexcused absence

Makeup Work

When a student returns from an absence, the parent and student should contact the teacher immediately about making up any missed work.

Before and After School

Granville County Public Schools provides childcare before and after school on some of its elementary and middle school campuses. **Contact your child's school to learn about programs on that campus.**

Non-Discrimination

In compliance with federal non-discrimination laws and regulations and board of education policies,

Granville County Public Schools does not discriminate on the basis of race, color, religion, ancestry, national origin, gender, socioeconomic status, academic status, gender identity, physical appearance, sexual orientation, mental, physical, developmental, or sensory disability, immigration status, or any other classification that is protected by law and/or regulation in its programs, activities, and hiring. **The following people have been designated to handle inquiries regarding nondiscrimination policies:**

Director of Student Services - (919) 693-4613

- Section 504
- Title IX
- Americans with Disabilities Act (ADA)

Director of Exceptional Children - (919) 693-1103

- Individuals with Disabilities Act (IDEA)

Nutrition and Wellness

The Granville County Board of Education recognizes the importance of students maintaining physical health and proper nutrition in order to take advantage of educational opportunities. The board further recognizes that student wellness and proper nutrition are related to a student's physical well-being, growth, development, and readiness to learn. The board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education, and regular physical activity as part of the total learning experience ([GCPS Policy 6140](#)).

Outside Food and Drink

Food and drink (with the exception of water) may be consumed only in the cafeteria. Food and drink may not be delivered to school by an outside vendor or by a student's parent(s), guardian, relative, or friend due to federal rules. Any food items provided for a class celebration should be commercially prepared and individually wrapped (when possible) and meet Smart Snack guidelines. Use this calculator to help determine if a particular food or beverage item meets those criteria: <https://foodplanner.healthiergeneration.org/calculator/>.

Recess and Physical Activity

All students in grades K-8 participate in PE and/or recess each day. Recess and physical activity shall not be taken away from students as a form of punishment. Exercise shall not be assigned as a form of punishment. Principals shall determine if weather conditions are appropriate when allowing for recess. Generally speaking, discretion should be exercised for temperatures below 40 degrees F and above 93 degrees F. Principals may make exceptions or provisions for students with special needs or circumstances.



School Meals

GCPS offers school breakfast and school lunch to all students. Consistent with policy 6200, Goals of Student Food Services, all foods available in the system's schools during the school day will be offered to students should help promote student health, reduce childhood obesity, provide a variety of nutritional meals, and promote lifelong healthy eating habits. All foods and beverages sold at school must meet the nutrition standards established in policy 6230, School Meal and Competitive Foods Standards.

For supplemental charges (ie: snacks) parents can manage student lunch accounts online at [\(ADD NEW LINK\)](#)

Lunch Applications & Federal Funding

All families are encouraged to complete the Lunch Application at <https://www.lunchapplication.com/>. This provides additional funding to GCPS that can be used for additional teaching staff and resources that can be used to support these students.

Parent Involvement

The board recognizes the critical role of parents in the education of their children and in the schools. Each parent is encouraged to learn about the educational program, the educational goals and objectives of the system, and his or her own child's progress. The board also encourages parents to participate in activities designed by the schools to involve them, such as parent conferences, in order to encourage effective communication. ([GCPS Policy 1310/4002](#))

Infinite Campus Parent Portal

Infinite Campus Parent Portal is a secure communication tool connecting parents/guardians and schools. Online access to student schedules, assignments, class grades, and attendance information makes it easier for parents to monitor the progress of students, in Kindergarten through Grade 13, in real-time. Infinite Campus Parent Portal allows parents and guardians access to all their children at one time with one username and password. **For Parent Portal account activation information, parents and guardians should contact their child's school.**

Parent-Teacher Conferences

Conferences are intended to inform parents/guardians about grade level expectations and student progress. At least two parent-teacher conferences will be scheduled during the academic year. However, parents and guardians can request a meeting with their child's teacher at any time. **Please contact your child's school for additional information including the Parent-Teacher Conference schedule.**

Parent University

Parent University is an opportunity for you to engage in interesting and practical courses to increase your confidence and skills needed to support your child's success and effectively navigate the public school system. Parent University's courses are FREE of charge and available to any parent in the school district who is interested in learning to be more effective in meeting their child's needs. **For more information on Parent University offerings, please [visit the GCPS website](#).**

Parents Bill of Rights

Under State law (S.L. 2023-106), parents are allowed to exercise the following rights with regards to their child's education:

1. The right to consent or withhold consent for participation in reproductive health and safety education programs, consistent with the requirements of G.S. 115C-81.30.
2. The right to seek a medical or religious exemption from immunization requirements, consistent with the requirements of G.S. 130A-156 and G.S. 130A-157.
3. The right to review statewide standardized assessment results as part of the State report card.
4. The right to request an evaluation of their child for an academically or intellectually gifted program, or for identification as a child with a disability, as provided in Article 9 of this Chapter.
5. The right to inspect and purchase public school unit textbooks and other supplementary instructional materials, as provided in Part 3 of Article 8 of Chapter 115C.
6. The right to access information relating to the board & #39;s policies for promotion or retention, including high school graduation requirements.
7. The right to receive student report cards on a regular basis that clearly depict and grade the student & #39;s academic performance in each class or course, the student & #39;s conduct, and the student & #39;s attendance.
8. The right to access information relating to the State public education system, State standards, report card requirements, attendance requirements, and textbook requirements.
9. The right to participate in parent-teacher organizations.
10. The right to opt in to certain data collection for their child, as provided in Part 5 of Article 7B and Article 29 of Chapter 115C.
11. The right for students to participate in protected student information surveys only with parental consent, as provided in G.S. 115C-76.65.
12. The right to review all available records of materials their child has borrowed from a school library.

Withholding Consent

The school district is required to give annual notice to parents and legal guardians regarding their right to withhold consent. Any



parent or legal guardian wishing to withhold consent must do so in writing within 20 days of receiving this handbook. Otherwise, consent to the programs or activities are presumed. After the annual notification, the school is not required to provide further notice to the parent as to the manner in which student directory information is used, the curriculum is provided, or the guidance programs are made available. Parental consent may be withheld for the following:

- release of student directory information about his or her child for school purposes or to outside organizations ([GCPS Policy 4700](#));
- release of their child's name, address, and telephone listing to military recruiters or institutions of higher education ([GCPS Policy 4700](#));
- student participation in curriculum related to (1) prevention of sexually transmitted diseases, including Acquired Immune Deficiency Syndrome (AIDS), (2) the avoidance of out-of-wedlock pregnancy, (3) abstinence until marriage or (4) comprehensive sex education. A copy of the materials that will be used in these curricula will be made available to the public if requested. To meet any review periods required by law, materials also may be made available for review in the central office.
- student's use of guidance programs for individual counseling, small group counseling related to addressing specific problems, or referral to community resources in accordance with [GCPS Policy 3610](#). Parental notification and permission is not required for large group sessions, initial consultations intended to identify the student's needs, student-initiated individual, or group counseling targeted at a student's specific concerns or needs, or counseling where child abuse or neglect is suspected. ([GCPS Policy 4240/7312](#));
- their child's participation in non-Department or Education-funded surveys concerning protected topics ([GCPS Policy 4720](#));
- their child's participation in any non-emergency, invasive physical examination or screening that is: (a) required as a condition of attendance; (b) administered and scheduled in advance by the school administration; and (c) not necessary to protect the immediate health and safety of students;
- the collection, disclosure or use of their child's personal information for marketing purposes ([GCPS Policy 4720](#)); and
- release of their child's free and reduced-price meal information to State Medicaid or State children's health insurance program (SCHIP).

Parental Permission Required

Written parental permission is required prior to the following activities:

- medicines administered to students by employees of the school system ([GCPS Policy 6125](#));

- any release of student records that are not considered directory information unless the release is allowed or required by law ([GCPS Policy 4700](#));
- off-campus trips;
- participation in high impact or high-risk sports or extracurricular activities, such as football or mountain climbing ([GCPS Policy 4220](#));
- parental permission as required by law for services to students with disabilities ([GCPS Policy 3520](#));
- parental permission as required by law for certain health services;
- students' participation in programs or services that provide information about where to obtain contraceptives or abortion referral services;
- surveys concerning protected topics that are funded by the Department of Education ([GCPS Policy 4720](#)).
- disclosure of students' free and reduced-price lunch eligibility information or eligibility status; and
- disclosure of the identity of any student receiving supplemental education services under the Title I program.

Students with Disabilities

Child Find

Child Find is a part of a federal law called the Individuals with Disabilities Education Act (IDEA) that mandates schools to locate and identify children and youth ages 3-21 with suspected disabilities who may be entitled to special education services. Children with disabilities from birth through age 21 are covered. This includes children who are being homeschooled or who are in private school as well as highly mobile/migrant/ and/or homeless children. Child Find also covers children suspected of having a disability who are advancing from grade to grade. Please contact the Department for Exceptional Children at (919) 613-1103 to request an evaluation for a child with a suspected disability.

Section 504

Section 504 is part of the Rehabilitation Act of 1973. It is a civil rights law that prohibits discrimination against students with disabilities and guarantees a free and appropriate education. Section 504 of the Rehabilitation Act of 1973 requires that: "No otherwise qualified individual with a disability in the United States...shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." - U.S. Department of Education.

Students with disabilities who do not require special education services may qualify for accommodations under Section 504. If a student qualifies as a student with a disability under Section 504, the student's Section 504 team may draft a written plan of



accommodations and modifications necessary to access the school environment. A “disability” under Section 504 is a physical or mental impairment that substantially limits one or more major life activities.. Major life activities, as defined in the Section 504 regulations at 34 C.F.R. 104.3(j)(2)(ii), include functions such as caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. **Please contact your school’s 504 Coordinator or call the district’s Section 504 Coordinator at (919) 693-4613 for additional information.**

IDEA

The Individuals with Disabilities Act (IDEA) is the law that requires Granville County Public Schools to provide a free appropriate public education (FAPE) to children who need special education and related services because of a disability.

A student with a disability may qualify to receive special education and related services by meeting eligibility criteria in one of the following categories: autism, deaf-blindness, developmental delay (for children ages three through seven), hearing impairment, intellectual disability, multiple disabilities, orthopedic impairment, other health impairment, serious emotional disability, specific learning disability, speech or language impairment, traumatic brain injury, or visual impairment including blindness.

Parents of students with a disability and students with a disability are granted specific rights under IDEA. For more information on these rights, please go to:

<https://www.dpi.nc.gov/districts-schools/classroom-resources/exceptional-children/parent-resources>

For general questions or if you believe your child might be in need of special education and/or related services, please contact your child’s principal.

Nondiscrimination

The board of education will not discriminate against qualified persons with disabilities on the basis of a disability. This nondiscrimination policy includes, but is not limited to, benefits of and participation in system programs and activities. The system will provide aids, benefits, and school services to a person with disabilities in the most integrated school setting appropriate to his or her needs so that he or she may have an opportunity commensurate to that provided to persons without disabilities to obtain the same results, gain the same benefit, or reach the same level of achievement ([GCPS Policy 1730/4022/7231](#))

A student, visitor, or other non-employee individual who believes he or she is the victim of unlawful discrimination or harassment in violation of this policy, or any person who has witnessed or who has reliable information that another person has been subject to unlawful discrimination or harassment under this policy, should contact the appropriate administrator (below) and

may make a complaint following the procedures in [GCPS Policy 1710/4020/7230](#).

Director of Student Services - (919) 693-4613

- Section 504
- Americans with Disabilities Act (ADA)

Director of Exceptional Children - (919) 693-1103

- Individuals with Disabilities Act (IDEA)

Homebound Services

A student who is unable to attend school in person for an extended period of time for medical reasons may be eligible to receive homebound instruction. Homebound instruction is designed to provide continuity of educational services between the classroom and home for students whose medical needs (both physical and psychiatric) do not allow school attendance for a limited period of time. The student’s inability to attend school for medical reasons (both physical and psychiatric) must be certified by a licensed physician or licensed psychiatrist. Classroom materials are provided by the teacher and the homebound teacher delivers services in the home or at another agreed-upon location. **Please contact your student’s school with questions regarding homebound services.**

Medicaid Rights for Students with Disabilities

A parent’s prior written consent is required for the district to release information needed to access NC Medicaid reimbursement for services provided through a child’s Individualized Education Program (IEP), Individualized Family Services Plan (IFSP), Section 504 Plan, Individualized Health Plan (IHP), or Behavior Intervention Plan (BIP). The district may then release a child’s name and Medicaid number; date of birth; service documentation, including evaluations; dates and times services are provided at school; and reports of child’s progress, including therapist notes and progress notes, to the Medicaid funding agency as necessary to apply for reimbursement. Parents may revoke consent at any time. Revoking parental consent does not change the district’s responsibility to provide all required services at no cost. The funds collected from Medicaid will be used to provide valuable and necessary additional staffing to meet therapy needs of students, and to purchase assistive technology equipment and materials for individual student needs. **Learn more at:** <https://ec.ncpublicschools.gov/finance-grants/medicaid-in-education>.

Safety

Asbestos

Parents will be notified in writing each year if asbestos is present in their child’s school building. A copy of the asbestos



management plan is available in the school office and at the district Maintenance Department for review during working hours. **For additional information, please contact the Maintenance Department at (919) 693-4613.**

Emergency Notifications

GCPS uses an automated phone and email system to notify parents or school closures, delayed openings, and early dismissals for safety reasons. Parents should ensure that their contact information is up to date by notifying the school office of any changes.

Pesticides

GCPS controls the pest population within the school system with minimal use of pesticides. GCPS has adopted an Integrated Pest Management (IPM) Policy (GCPS Policy 9205) for managing insects and rodents at our schools. Pesticides fall into two (2) categories:

- "exempt" pesticides are relatively low risk/non-toxic
- "non-exempt" pesticides are relatively higher risk/toxicity

GCPS is required under the "School Children's Health Act" [(NCGS 115C - 47 (45) (a)] to notify all students' parents, guardians, and custodians as well as school staff of the schedule of "non-exempt" pesticide use in and on GCPS property. Further, the statute requires GCPS make available any updates to the schedule upon request. **For additional information, including a schedule of pesticide use, please visit the GCPS website or contact the Maintenance Department at (919) 693-4613.**

Safety Searches

Student and staff safety are always a priority in our schools. To assist with maintaining a safe environment that is weapon and drug free and promotes respect for all, schools will conduct routine safety searches. Safety searches will occur during morning arrival and involve students being randomly selected to walk through the school's metal detector and have their book bag searched for prohibited items/substances. Searches will be conducted by building principals and their designees. If you have any questions about this safety measure, please contact your child's principal.

([GCPS Policy 4342](#))

Bag Policy

For all athletic events and other events open to the public, personal bags, handbags, or backpacks are not allowed. Baby bags or bags with medical devices or media equipment may be permitted but are subject to search and inspection by school officials and/or law enforcement officers. Exceptions may be approved by the superintendent or designee for individual events. ([GCPS Policy 5020](#))

See Something, Say Something

When it comes to preventing and intervening in a crisis, early information is a crucial component. One of the best ways that school communities can ensure that information is given thoroughly, quickly, and effectively is to implement an anonymous reporting system and the supplemental training and practices that support full-scale use.

Experts agree that students usually know more about threats of violence from other students than adults do. The information that students have is crucial to a meaningful, timely response to a potential crisis. In order for them to share that information, though, they must have a trusted means to do so and the training to know when to use it.

Ways to report:

- Visit, call, or email your school counselor, school administrator, or teacher
- Submit a tip at <https://www.sandyhookpromise.org/say-something-tips/>
- Call the 24/7 Crisis Hotline Counselors At 1-844-5-SayNow
- Download the **Say Something App** at Google Play or Apple Store

Student Insurance

Membership in a group accident insurance program will be made available to students each year. Purchase of this insurance will constitute an agreement between the student and/or parent and the insurance company, not with the school district. The school district does not assume any contractual responsibility for expenses not covered by insurance ([GCPS Policy 4220](#)). **To sign up for student insurance, please [visit the GCPS website](#) and look under the "Parents" heading.**

Student Code of Conduct

All decisions related to student behavior are guided by the board's educational objective to teach responsibility and respect for cultural and ideological differences and by the board's commitment to creating safe, orderly, and inviting schools. Student behavior policies are provided in order to establish (1) expected standards of student behavior; (2) principles to be followed in managing student behavior; (3) consequences for prohibited behavior; and (4) required procedures for addressing misbehavior.

Students must comply with the [Code of Student Conduct](#) in the following circumstances:

- while in any school building or on any school premises before, during, or after school hours;
- while on any bus or other vehicle as part of any school activity;
- while waiting at any school bus stop;



- during any school-sponsored activity or extracurricular activity;
- when subject to the authority of school employees; and
- at any other place or time when the student's behavior has or is reasonably expected to have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment. ([GCPS Policy 4300](#)).

Bullying and Harassment

The board is committed to providing a safe, inviting, and civil educational environment for all students, employees, and other members of the school community. The board expects all students, employees, volunteers, and visitors to behave in a manner consistent with that goal. The board recognizes that bullying and harassing behavior creates an atmosphere of intimidation and fear, detracts from the safe environment necessary for student learning, and may lead to more serious misconduct or to violence. Accordingly, the board prohibits all forms of bullying and harassing behavior, including encouragement of such behavior, by students, employees, volunteers, and visitors ([GCPS Policy 4329/7311](#)).

This policy prohibits bullying and harassing behavior, or the encouragement of bullying or harassing behavior, that takes place:

- in any school building or on any school premises before, during or after school hours;
- on any bus or other vehicle as part of any school activity;
- at any bus stop;
- during any school-sponsored activity or extracurricular activity;
- at any time or place when the student, employee, or other person is subject to the authority of school personnel; or
- at any time or place when the bullying has a direct and immediate effect on maintaining order and discipline in the schools

Any bullying or harassing behavior should be reported to a teacher, counselor, administrator, or supervisor.

Cell Phone Policy

The board recognizes that cellular phones and other wireless communication devices have become an important tool through which parents communicate with their children. Therefore, students are permitted to possess such devices on school property so long as the devices are not activated, used, displayed or visible during the instructional day or as otherwise directed by school rules or school personnel.

Wireless communication devices include, but are not limited to, cellular phones, electronic devices with internet capability, paging devices, two-way radios and similar devices. Except as permitted

by this policy, no student shall use, display, transmit or have in the "on" position on school property any wireless communication device or personal entertainment device, including but not necessarily limited to cell phones, pagers, two-way radios, CD/MP3 players, and electronic games or similar devices until after the conclusion of the instructional day. ([GCPS Policy 4318](#)).

School employees may immediately confiscate any wireless communication devices that are on, used, displayed, or visible in violation of this policy. Absent compelling and unusual circumstances, confiscated wireless communication devices will be returned only to the student's parent.

High Schools: Students may not use cell phones during the instructional day, except during their assigned lunch period, and between classes. The instructional day is defined as the time from the first bell to begin school and the last bell to dismiss school.

Middle Schools: Students may not use cell phones during the instructional day. The instructional day is defined as the time from the first bell to begin school and the last bell to dismiss school.

Elementary Schools: Students may not use cell phones during the instructional day. The instructional day is defined as the time from the first bell to begin school and the last bell to dismiss school.

Dress Code

The GCPS Board believes that the dress and personal appearance of students greatly impacts their academic performance. The board prohibits any appearance or clothing that does the following ([GCPS Policy 4316](#)):

- Violates a reasonable, non-discriminatory dress code adopted and publicized by the school.
- Is substantially disruptive.
- Is provocative or obscene.
- Endangers the health and safety of the student or others.

Search and Seizure

School administrators have the authority to conduct reasonable searches and seize materials in accordance with this policy for the purpose of maintaining a safe, orderly environment and for upholding standards of conduct established by the board or school. This policy does not apply to investigations conducted by law enforcement officials or to investigations conducted exclusively for the purpose of criminal prosecution. Any school official carrying out a search or seizure is expected to be knowledgeable about the constitutional rights of students and the appropriate procedures for conducting the search or seizure. Student lockers are school property and may be opened and inspected at any time by school officials ([GCPS Policy 4342](#)).



Seclusion, Restraint, and Reasonable Force

The use of seclusion, restraint and isolation of students is governed by [G.S. 115C-391.1](#) and [GCPS Policy 4302-R](#). To the extent allowed by these laws, policies and procedures, [G.S. 115C-390.3](#) authorizes school personnel to use reasonable force to control behavior or remove a person from the scene when necessary to correct students, quell a disturbance threatening injury to others, obtain possession of weapons or other dangerous objects on the person or within the control of a student, act in self-defense or to protect other persons or property, or to maintain order on educational property, in the classroom or at a school-related activity on or off educational property ([GCPS Policy 4302-R](#)).

SROs

School Resource Officers (SROs) are assigned to GCPS by the Granville County Sheriff's department and the City of Creedmoor Police Department. SROs are employed by the law enforcement agency and work within GCPS schools according to the terms of a joint agreement as approved by our Board of Education. SROs are law enforcement officers and are not school administrators. Law enforcement officials, including school resource officers, should not initiate administrative investigations, including investigations to determine whether student behavior policies have been violated, but may be used to assist school officials in such investigations for safety or other reasons as determined necessary by the principal or designee. Law enforcement officials may be contacted to report possible criminal conduct on school premises or at school-sponsored activities. However, school officials will independently investigate any violation of school rules or board policies that also may be criminal behavior ([GCPS Policy 5120](#)).

Student Fees

The board will hold student fees to a minimum. No fee will be charged for required courses or activities. Each principal is required to submit a list of any fees to the superintendent prior to the August board meeting. The superintendent will ensure that student fees, including those for graduation, the school annual or supplies for elective classes, are consistent among the different levels and schools. The board must approve all fees. The superintendent will submit the schedule of approved fees and charges to the superintendent of public instruction. Any fees imposed will be waived or reduced for students who demonstrate real economic hardship ([GCPS Policy 4600](#)). **For more information about student fees at your child's school, please see the school's handbook.**

Making Payments to the School

GCPS is committed to managing all funds in a trustworthy and responsible manner. Parents should use the guidelines below when submitting payments to schools.

Do:

- Check the school's website for approved fundraisers
- Ask questions about how the money will be spent
- Write checks, cashier's checks or money orders to the individual school or GCPS and indicate the student's name and items to be purchased on the memo line of the check
- Be sure you receive a GCPS receipt upon payment
- Follow up and notify the teacher or club sponsor if purchased item(s) have not been received in a reasonable amount of time
- Contact the school's bookkeeper to resolve any discrepancies

Don't

- Write checks to individual staff members
- Accept cash or personal checks for refunds or any payment
- Pay for any items without receiving a GCPS receipt

Student Health

The board will provide health services to students as required by law. School employees may administer medication prescribed by a health care practitioner only upon the written request of the parents; give emergency health care when reasonably apparent circumstances indicate that any delay would seriously worsen the physical condition or endanger the life of the student; and perform any other first aid or life saving technique in which training has been provided to school employees. A registered nurse also will be available to provide assessment, care planning, and ongoing evaluation of students with special health care service needs in the school setting ([GCPS Policy 6120](#)).

Cervical Cancer, Cervical Dysplasia, and HPV

N.C. General Statute 115C-47(51), "Garrett's Law", requires school districts to provide information about cervical cancer, cervical dysplasia and human papillomavirus to parents and guardians of students in grades 5 through 12. **For more information about the HPV and cervical cancer, including information about vaccinations, please visit www.cdc.gov/hpv.**

Flu

Influenza (the flu) is a contagious respiratory illness caused by influenza viruses. It can cause mild to severe illness, and at times can lead to death. Some people — such as older people, young children, and people with certain health conditions — are at high risk for serious flu complications. The best way to prevent the flu is by getting vaccinated each year. **For more information about the flu including where to get vaccinated, please visit flu.ncdhhs.gov.**



Health Assessment

Within 30 calendar days of the first day of school entry, all kindergarten students and 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. 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.

Lawful Abandonment of a Newborn Infant

Under [N.C. General Statute 14-322.3](#), a parent may lawfully abandon an infant under seven days of age by voluntarily delivering the infant to one of the following: health care provider, law enforcement officer, social services worker, certified emergency medical services worker or any responsible adult.

Medications at School

The board recognizes that students may need to take medication during school hours. School personnel may administer medication prescribed by a health care practitioner upon the written request of a student's parent. In limited circumstances, a student may be authorized to self-administer medications. To minimize disruptions to the school day, students should take medications at home rather than at school whenever feasible. School officials may deny a request to administer any medication that could be taken at home or when, in the opinion of the superintendent or designee in consultation with school nursing personnel, other treatment options exist and the administration of the medication by school personnel would pose a substantial risk of harm to the student or others ([GCPS Policy 6125](#)).

The board recognizes that students with certain health conditions like diabetes or asthma, or an allergy that could result in an anaphylactic reaction, may need to possess and self-administer medication on school property in accordance with their individualized health care plan or emergency health care plan ([GCPS Policy 6125](#)). Prior to being allowed to self-carry these medications, students must be trained to do so and have the required authorization. **To speak with the school nurse about medications that need to be taken at school, please call the school.**

Meningococcal Meningitis

Meningitis is an inflammation of the protective membranes covering the brain and spinal cord, usually caused by an infection of the fluid that surrounds them. Meningitis is also

referred to as spinal meningitis. Meningitis can be a serious and even life-threatening illness.

Meningitis may develop in response to a number of causes — usually bacteria or viruses — but it can also be caused by physical injury, cancer or certain drugs. The severity of illness and the treatment for meningitis differ depending on the cause, so any person with meningitis symptoms should see their doctor as soon as possible. Symptoms of meningitis infection may include a sudden onset of fever, headache and stiff neck, sometimes accompanied by other symptoms such as nausea or sensitivity to light. Infants may appear slow or inactive, be irritable and vomit or feed poorly. **For more information about the meningitis including information about vaccinations, please visit cdc.gov/meningococcal.**

Notification of Health Conditions

At the beginning of each school year, it is the parent's responsibility to inform both the child's teacher and the school nurse if there are medical conditions that require support during the school day. School nurses will work with parents and teachers to create or update the student's medical plan at least once per year or more frequently as the condition changes.

Screenings

The following screenings are provided to students at certain grade levels or schools. Students at any grade with evidence of problems related to hearing, vision, dental, communicable disease or related academics will be screened or re-screened upon request with parental consent.

- **Hearing:** Hearing screening is provided for kindergarteners if it is not documented on the kindergarten health assessment. Screening is provided for students in other grade levels as referred by school staff. The school nurse is contacted if screening/ re-screening or follow-up assistance is needed.
- **Vision -** Vision is screened by trained school staff or trained volunteers on all students in first grade. Vision screening is provided for kindergarteners if it is not documented on the kindergarten health assessment. Screening is provided for students in other grade levels as referred by school staff. The school nurse is contacted if screening/ re-screening or follow-up assistance is needed.
- **Dental -** If available, all kindergarten students receive a dental screening by a dental hygienist.
- **Communicable Disease -** School personnel who observe symptoms of a possible communicable disease should contact the student's parent or guardian. School staff may consult with the school nurse regarding a suspected communicable condition. Follow-up is provided as needed.



Vaccinations

The board of education requires all students to meet the eligibility requirements for school admission established by the State and the board, including immunization and health assessments. 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. The current required vaccination schedule is available from the N.C. Immunization Branch online at www.immunize.nc.gov ([GCPS Policy 4110](#)).

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:

- DTaP (diphtheria, tetanus, and pertussis);
- poliomyelitis (polio);
- measles (rubeola);
- rubella (German measles);
- mumps;
- Haemophilus influenzae, type b (Hib);
- hepatitis B;
- varicella (chickenpox);
- Pneumococcal conjugate; and
- any other vaccine as may be required by law or regulation.

Seventh Graders

All students entering seventh grade or who have reached age 12, whichever comes first, are required to receive the following:

- booster dose of Tdap (tetanus, diphtheria, and pertussis vaccine), if they have not previously received it; and
- the meningococcal conjugate vaccine (MCV).

Twelfth Graders

All students entering the twelfth grade or who have reached age 17 are required to receive a booster dose of MCV.

Student Records

The Family Educational Rights and Privacy Act (FERPA) is a federal law that affords parents the right to have access to their children's education records, the right to seek to have the records amended, and the right to have some control over the disclosure of personally identifiable information from the education records. When a student turns 18 years old, or enters a postsecondary institution at any age, the rights under FERPA transfer from the parents to the student.

Schools may disclose, without consent, the following 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. For additional information relating to FERPA and student records, please see [GCPS Policy 4700](#).

Any parent, guardian, or eligible student who does not want directory information released must notify the school in writing each year within 20 days of the receipt of this handbook.

Student Registration

To register your student to attend a school in the GCPS system, you must complete and present all of the forms contained in the Registration Packet along with a valid picture ID and any other supporting documents requested to the Student Information Data Manager at the Student Registration Center or at the office of the school your student will attend.

- [English Registration Packet](#)
- [Spanish Registration Packet](#)

The Data Manager at your child's school can also assist parents and guardians with:

- Attendance Information
- Withdrawal
- Student Transfers
- Parent/Student PowerSchool Portal
- Student Records
- Automatic Phone Calls and Emails
- Change of Address and Phone Number
- Custody Paperwork

To learn more about student registration, please [visit the GCPS website](#) or call the school.

Open Enrollment

Every student has different interests, hopes, and dreams and must have access to opportunities that best open doors to exciting pathways to possibilities for their future. Our School Open Enrollment Program expands the options for students to attend schools that best fit their individual interests and skill sets.

Open Enrollment offers students opportunities that will propel them forward and ensure they are future-ready for college, career, and beyond. Every student in Granville County is guaranteed a seat at their zone school. School choice provides additional programs and school options for the students in the district.

Students Experiencing Homelessness

As required by the North Carolina Constitution and North Carolina law, the board of education is committed to providing a



free public school education to all children who are legally entitled to enroll in the school system. In accordance with the McKinney-Vento Homeless Assistance Act and the North Carolina State Plan for Educating Homeless Children, the board will make reasonable efforts to identify homeless children and youth of school age located within the area served by the school system, encourage their enrollment, and eliminate barriers to their receiving an education that may exist in school system policies or practices. Based on individual need, homeless students will be provided services available to all students, such as preschool, free or reduced price school meals, services for English learners, special education, career and technical education (CTE), academically or intellectually gifted (AIG) services, and before- and after-school care. **For more information on services for students experiencing homelessness, please [visit the GCPS website](#).**

Student Services

Multi-Tiered Systems of Support

Multi-Tiered System of Supports, or MTSS, allows teachers to quickly identify student needs and the best methods to address them. These can be needs of individual students or groups of students, related to academics, behavior, attendance, and social-emotional learning. The idea is to provide each and every student with the appropriate support to help them reach their full potential.

MTSS has three levels, or tiers, of instruction and support, all aimed at giving teachers a streamlined way to provide the best instruction to all students.

- Tier I includes the instruction and support provided to all children.
- Tier II serves students needing more help. Extra instruction and support often are provided to these children in small groups.
- Tier III is for children who need intensive support in order to succeed. Extra instruction and support are provided for more time or in smaller groups.

If you feel your child is in need of additional support in these areas, please contact your child's homeroom teacher.

School-Based Mental Health

In collaboration with community mental health providers, GCPS provides mental health services on campus or at home for students in need of treatment. A referral must be made by a Student & Family Services team member and the parent must provide consent in order for the student to participate. In most cases, these services are paid for by the student's insurance.

In order to recognize students that may be in need of additional support, all GCPS teachers, school counselors, and school administrators receive ongoing training in the following topics:

youth mental health, suicide prevention, substance abuse prevention, teen dating violence, child sexual abuse prevention, and sex trafficking prevention. **Please contact your student's school counselor for more information about School-Based Mental Health Services.**

School Counselors

Guidance and counseling programs are provided by the school system with the ultimate aim of improving student performance by implementing strategies and activities that support and maximize student learning; helping all students to grow in their personal and social development; and providing a foundation for acquiring the skills that enable students to graduate college and career ready and prepared to be lifelong learners. Counseling programs include individual and small group counseling, classroom presentations, academic advising, career development services, consultation, parent education, and other responsive services ([GCPS Policy 3610](#)). **To speak with your child's school counselor, please contact their school.**

School Social Workers

School social workers are trained in providing comprehensive supports and services to address barriers impacting the social, emotional, academic, and physical needs of all students.

School social workers address the varied needs of students, with and without disabilities, who may be experiencing violence and harassment, facing homelessness, are pregnant or parenting, have chronic absenteeism or truancy issues, are transitioning between school and treatment programs, foster care, or the juvenile justice system, are at high-risk for dropping out of school, and have other behavioral and mental health challenges. **Please contact your child's school to speak with the school social worker assigned to their campus.**

Technology

Technology Responsible Use Agreement

The board provides its students and staff access to a variety of technological resources. These resources provide opportunities to enhance learning and improve communication within the school community and with the larger global community. Through the school system's technological resources, users can observe events as they occur around the world, interact with others on a variety of subjects, and acquire access to current and in-depth information.

The use of school system technological resources, including access to the Internet, is a privilege, not a right. Individual users of the school system's technological resources are responsible for their behavior and communications when using those resources. Responsible use of school system technological resources is use that is ethical, respectful, academically honest,



and supportive of student learning. Each user has the responsibility to respect others in the school community and on the Internet ([GCPS Policy 3225/4312/7320](#)).

Guidelines for responsible use of school district technological resources are outlined in the [Granville County Schools Parent and Student Technology Policy Handbook](#). In order to access GCPS resources, all parents and students are required to sign the Technology Responsible Use (TRU) Agreement is upon initial enrollment in GCPS, sixth grade, and ninth grade.

Transportation

Bus Conduct

School transportation service is a privilege, not a right. Students at all times while riding a school bus or other school vehicle shall observe the directives of the bus or vehicle driver. The following conduct is specifically prohibited:

- stopping, impeding, delaying or detaining a bus or school vehicle;
- disturbing the peace, order or discipline on a bus or school vehicle;
- refusing to obey the driver's instructions;
- tampering with or willfully damaging the bus or school vehicle;
- getting off a bus at an unauthorized stop;
- distracting the driver's attention by participating in disruptive behavior while the vehicle is in operation;
- failing to observe established safety rules and regulations;
- willfully trespassing upon a school bus or school vehicle; and
- fighting, smoking, using profanity, possession or using drugs or intoxicating beverages, or otherwise violating any other board policy or school rule while on a school bus or other school vehicle.

Consequences for engaging in prohibited behavior may result in temporary or permanent suspension from school transportation services and/or school, in addition to other consequences for violating other student behavior policies bus or other school vehicle ([GCPS Policy 4317](#)). **For more information about potential consequences, please view the [Student Code of Conduct](#).**

Transportation Requests

Parents may request bus transportation for their child by contacting the transportation coordinator for their school. Typically, this is the Assistant Principal. Bus transportation is only provided to students that live in the school's attendance zone unless an exception applies ([GCPS Policy 6322](#)). Upon completing the request, the parent must continue to provide transportation for the child until the student has been added to the bus route. This process could take up to five business days.

Here Comes the Bus

GCPS uses Here Comes the Bus to keep parents up to date on when the bus will arrive to pick up and drop off their child. Here Comes the Bus can be downloaded from the [Apple App Store](#) or [Google Play Store](#). The school code for GCPS is 82346.

Visitors

The board encourages the community and parents to be involved in and support the schools and the educational program of the schools. To encourage involvement, the following opportunities are provided to visit the schools:

1. Visitors are welcome to observe and learn about the educational program at each school subject to reasonable rules developed by school administrators;
2. Visitors are encouraged to use school facilities made available to the public, such as media centers or meeting spaces, as provided in board policy 5030, Community Use of Facilities; and
3. Visitors are invited to attend school events that are open to the public, such as athletic events, musical programs, and dramatic productions.

While the school board welcomes visitors to the schools, the paramount concern of the board is to provide a safe, orderly and inviting learning environment in which disruptions to instructional time are kept to a minimum. The superintendent and each principal may establish and enforce reasonable rules to address this concern ([GCPS Policy 5020](#)).

Volunteers

The board recognizes the valuable contributions that school volunteers make to the learning process and the educational goals of the school system. Instructional programs are enhanced through the contributions of students' parents, community members, and local business and industry. These volunteers contribute time, resources, and expertise that assist the school system to reach the goal of providing a sound basic education to all children ([GCPS Policy 5015](#)). Volunteers are required to complete an application and submit to a background check. Volunteers are also required to comply with [GCPS Policy 5020](#), Visitors to the School.

PARENTS: You have the right to take four hours of unpaid leave from your jobs every year in order to volunteer in your child's school as stated in [G.S. 95-28.3](#).

To complete the volunteer application including the background check, please [visit the GCPS website](#) and click on Volunteer.

