Montgomery County Schools

441 Page Street ● P.O. Box 427 ● Troy, North Carolina 27371-0427

(910) 576-6511 FAX (910) 576-2044

TO: Board of Education

FROM: Kevin Lancaster

DATE: April 4, 2011

SUBJ: Agenda Item (Section V – Policies and Regulations – First Reading)

Attached are the Montgomery County Board of Education policies for review. The policies will be voted on for final approval at the May 2, 2011 board meeting.

I will be available to answer any questions you may have.

UNIFORM DESCRIPTION

A. SHIRTS

1. Must be golf/polo style with a collar. Shirts may have one plain pocket.
2. Must have buttons or snaps only (two to four on Polo style shirts)
3. Must be a solid school color (see below for individual schools ~~for~~ color selections)

East Middle School shirt colors	West Middle School shirt colors
Black	Black
Blue	Purple
Gray	Teal
White	White

4. May be long or short sleeve (sleeveless shirts are not permitted)
5. Must be free of labels and graphics of any kind
6. Must be tucked in at all times with the exception of approved sweaters and sweatshirts

B. OTHER APPROVED TOPS

1. Button down collar dress shirt (school colors) or collared blouses. Blouses cannot be transparent.
2. Mock turtlenecks/turtlenecks
3. Crew neck sweaters/sweatshirts (solid school colors) cannot hang past straddle of the pants.
4. Pullover and jacket style hooded sweatshirts. Hoods may not be worn inside or outside the school building. Hoods may only be worn while going to and from cars or buses during inclement weather.
5. T-shirt can only be worn as under clothing if it matches the school colors. T-shirts are not allowed to be worn as the primary shirt unless they are spirit wear shirts. Writing or graphics must not show through the top garment.

C. PANTS, SHORTS, SKIRTS, JUMPERS, DRESSES, SKORTS, OVERALLS

1. At East Middle School, all bottom garments must be black, khaki or navy blue in color. At West Middle School, all bottom garments must be khaki or black in color. No other colors may be visible. (Examples: pockets, buttons, and zippers)
2. Bottom garments must be free of labels and graphics of any kind.
3. Garments cannot have frays or holes and must be hemmed and not

dragging the floor.

4. Boys' pants must be worn at the waist at all times. Girls will be allowed to wear low rider pants as long as they are not to an extreme and their shirts are totally tucked inside the pants.
5. Garments that do not fit properly will not be tolerated including oversized, undersized, and skin tight garments.
6. Pants must have zippers, buttons or snaps.
7. Cargo pants are not allowed.
8. Pants are limited to no more than two front and two rear pockets. The small watch pocket as a fifth pocket will be allowed.
9. Form fitting spandex (or stretch) material, nylon, denim, sweatpants*, and pajama type pants are prohibited. *Sweatpants will be allowed if they are part of an athletic uniform or spirit wear outfit.
10. Skirts are limited to no more than four pockets. The small watch pocket as a fifth pocket will be allowed.
11. Garments may not have more than two slits and the slits cannot exceed mid-thigh or four inches, whichever is the least.
12. Shorts cannot be shorter than mid-thigh and may be worn at the discretion of the parent and student.
13. Skirts/skorts/jumpers/dresses cannot be shorter than mid-thigh.
14. Capri pants are allowed but cannot be hip huggers, skin tight or undersized. The manufactured slit at the bottom of the Capri pant cannot be above the knee.

D. BELTS

1. Students must wear belts if the garment was manufactured with belt loops.
2. Belts or waistbands must be visible with shirts tucked in except when approved sweaters or sweatshirts are worn.
3. Belts must be black, brown or khaki.
4. Graphics, labels or designs are unacceptable on all belts and belt buckles. Belts must be plain.
5. Belts must be an appropriate length and not hang below the straddle.

E. SHOES

1. Some type of footwear must be worn at all times.
2. Shoe laces must be tied at all times. Only one set of shoelaces may be worn.
3. Shoe laces must match and they may not be bold or neon in color or draw attention to the shoe. Straps must be secured.
4. Shoes must match and be the appropriate size. They may not be bold or

neon in color or draw attention to the shoes.

5. No flip flops, rubber soccer style sandals, or bedroom shoes may be worn.

F. OVERCOATS

1. Overcoats may be worn to school and placed in the student's locker for the entire day.

G. LIGHT WEIGHT JACKETS

1. The jacket must be in school colors and be one solid color.
2. The jacket cannot have any labels, artwork, or graphics with the exception of school pride wear and may be worn during the day during cold weather.
3. Windbreakers in solid school colors are acceptable. Only spirit wear graphics are allowed.

H. HATS/SUNGLASSES

1. Hats, sunglasses, do-rags, sweat bands and headbands or other items that may be seen as a disruption to the school setting are prohibited during the school day or extended school day.
2. Students whose religious tenets require the wearing of headgear will not be prohibited from wearing those items.

I. SOCKS

1. Both socks must match. They may not be bold or neon in color.
2. Socks must be worn in a manner that does not undermine the integrity of the uniform.
3. Socks must be plain with no graphics or designs.

J. PERSONAL APPEARANCE

1. Combs and other hair grooming items cannot be visible in the hair.
2. All necklaces/medallions must be worn under clothing.
3. Piercing cannot present a health hazard or cause a disruption to the school environment.
4. Simple jewelry is appropriate and must be worn in a manner that does not undermine the integrity of the uniform policy. No heavy or spiked jewelry may be worn.

K. MISCELLANEOUS

1. *School Pride Apparel* may be worn as a part of the approved uniform.
2. Students who fail to wear the approved uniform on a given day will be placed in In-School Suspension (ISS) until parents provide the uniform.
3. Repeat offenders will be dealt with at the discretion of the principal.
4. Parents who need financial assistance may submit their request on the appropriate form to the principal and the School Uniform Committee. A decision will be made and provided to the parent in writing. A deadline for applying will be given each year.
5. School uniform information, the dress code policy and vendor list will be provided for parents when the new school year begins, when a student enrolls or when revisions are made to the uniform policy.
6. Any item that is worn to school must not undermine the integrity of the *School Uniform Policy*, serve as a disruption to the educational process or present a health hazard to an individual or their peers.

Revised: July 14, 2005
Updated: October 2, 2009
Updated:

Attendance in school and participation in class are an integral part of academic achievement and the teaching-learning process. Regular attendance develops patterns of behavior essential to professional and personal success in life. Regular attendance by every student is mandatory: the State of North Carolina requires that every child in the State between the ages of seven (or younger if enrolled) and 16 years attend school. Parents or legal guardians have the responsibility for ensuring that students attend and remain at school daily.

A. ATTENDANCE RECORDS

School officials will keep an accurate record of attendance, including accurate attendance records in each class. Attendance records will be used to enforce the Compulsory Attendance Law of North Carolina.

B. EXCUSED ABSENCES

When a student must miss school, a written excuse signed by a parent or guardian must be presented to the student's teacher on the day returning after an absence. If the student does not present a signed parental note within two days, the absence will be coded as unexcused and an excuse note will no longer be accepted. An absence may be excused for the following reasons:

1. personal illness or injury which makes the student physically unable to attend school;
2. isolation ordered by the State Board of Health;
3. death in the immediate family;
4. emergency medical or dental appointment or such an appointment which has been approved in advance by the principal;
5. participation under subpoena as a witness in a court proceeding;
6. a minimum of two days each academic year for observance of an event required or suggested by the religion of the student or the student's parent(s) with written prior approval from the principal; The student shall have the opportunity to make up any tests or other work missed due to the excused absence for a religious observance;
7. participation in a valid educational opportunity, such as travel, with prior approval from the principal; or
8. absence due to pregnancy and related conditions or parenting, when medically necessary.
9. Principal discretion.

In addition, a student whose parent or legal guardian (a) is an active duty member of the uniformed services as defined by policy 4050, Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting will be granted additional excused absences at the discretion of the superintendent or designee to visit with his or her parent or legal guardian.

Absences due to extended illnesses generally require a statement from a physician.

In the case of excused absences and out of school suspensions, the student will be permitted to make up his or her work. The teacher will determine when work is to be made up. The student is responsible for finding out what assignments are due and completing them within the specified time period.

C. SCHOOL-RELATED ACTIVITIES

All classroom activities are important and difficult, if not impossible, to replace if missed. It is the intention of the board of education that classes missed be kept to an absolute minimum through close scrutiny and a monitoring system on the part of the principal. The following school-related activities will not be counted as absences from either class or school:

1. field trips sponsored by the school;
2. school-initiated and scheduled activities;
3. athletic events that require early dismissal from school; or in-school suspension.

Assignments missed for these reasons will be completed by students. The teacher will determine when work is to be made up. The student is responsible for finding out what assignments are due and completing them within the specified time period.

If no local funds are available, the classroom teacher will assume the responsibility for obtaining the money for gas through parent donations

D. EXCESSIVE ABSENCES

Class attendance and participation are critical elements of the educational process and may be taken into account in assessing academic achievement.

The principal will notify parents and take all other steps required by G.S. 115C-378 for excessive absences.

High School Attendance Policy

High school students can have no more than eight total (excused and unexcused) absences in a class per semester. Absence in excess of this amount will result in the student not receiving credit for the class. ~~Any student with excessive absences will be required to appear before an Attendance Committee to determine if absences are valid.~~ Each high school will have a standing Attendance Committee that meets bi-weekly to review attendance data, contact students and parents, and intervene as necessary to ensure success for all students. Violations of the North Carolina Compulsory Attendance Law will be reported as required by NC General Statutes.

High school students must make up time on an hour-for-hour basis. Make-up times will be arranged at the discretion of the principal, based upon the individual needs and resources of the school.

For the purposed of this policy, Montgomery County Schools recognizes that tardiness and early departures to and from school and individual classes is a major disruption to school operations and distracts from the learning environment of the student who is tardy and other students. High school students who are tardy or leave early from an individual class period five times (5) will be counted as absent for one (1) class period for that class. If total absences, including tardy/early departure absences exceed 8 for the class, the time must be made up on an hour-for-hour basis in order for the student to receive credit for the class. Persistent tardiness will be reviewed by the Attendance Committee and reported to parents/guardians.

High school students may request a waiver of the attendance requirement due to extraordinary, extenuating circumstances. Waiver request forms must be submitted five (5) days prior to the end of the semester. This timeframe may be adjusted at the discretion of the principal. The Attendance Committee will review the request for waiver and decide to grant or deny the request. If the request is denied, the student shall be allowed the opportunity to make up the missed time and work at the discretion of the principal.

Middle School Attendance Policy

Middle School students may not miss more than fifteen (15) days in a given school year. Any student who misses more that fifteen (15) days will be referred to the principal for possible retention. The principal/designee will notify the parent of the school's concern and remind the parent of the district's attendance policy, promotion standards/requirements, and the NC Compulsory Attendance Law requirements.

Students may make up time for any absence over fifteen (15) days at the discretion of the principal, based upon the needs and resources at the school.

If students do not make up required time under this policy, they may be retained in the current grade at the discretion of the principal. Parents/Guardians who feel that extraordinary, extenuating circumstances warranted the excessive absences can file a waiver request with the Attendance Committee at the school. The waiver request should be received at least five (5) days before the end of the final grading period. The Attendance Committee will grant or deny the waiver. If the request is denied, the student shall be allowed the opportunity to make up missed time and work at the discretion of the principal.

For the purposes of this policy, seven (7) tardies or early dismissals will equal one (1) class absence.

At 3, 6, and 10 absences letters are sent to parents as required by NC General Statutes. Any student with excessive absences will also be required to meet with the Student Assistance Team:

A doctor's note may be required if the student is absent three days in a row. Teachers must daily complete attendance reports for NCWISE.

Elementary School Attendance Policy

Recognizing that regular school attendance is the foundation for learning and that NC Compulsory Attendance Law requires students to be in attendance, students in the Montgomery County Schools are required to have regular attendance in order to be promoted to the next grade. An elementary student who is absent more than fifteen (15) days will be referred to the principal for possible retention. Upon the 5th absence (excused or unexcused) the principal or

designee will notify the parent/guardian of the school's concern and remind the parent of the district's attendance policy, promotion standards/requirements, and the NC Compulsory Attendance Law requirements.

If the principal determines that retention is necessary based upon attendance, the parent/guardian will be notified of this fact in writing. The parent/guardian may appeal the decision of the principal to retain the student to the Superintendent. Requests for appeal must be received by the Superintendent within five (5) days of receiving final notice of retention from the principal.

For purposes of this policy, ten (10) tardies or early dismissals will equal one day's absence.

E. TARDINESS AND EARLY DISMISSALS

~~Each school will establish a fair and consistent tardy policy for all students. Each student will be notified of the policy at the beginning of the school year. Any questions or concerns about the policy should be directed to the principal.~~ Superintendent shall work with principals to develop procedures for enforcing this policy. The principal shall work with school staff to develop procedures for accurate accounting of tardies and early dismissals. Schools are encouraged to develop check out schedules whereby a child can only be checked out of school with a doctor's note.

Legal References: G.S. 115C-47, -84, -288(a), -375.5, -378 to -383, -407.5; 16 N.C.A.C. 6E.0102-.0103; State Board of Education Policies TCS-L-000,-002,-003

Cross References: Education for Pregnant and Parenting Students (policy 4023), Children of Military Families (policy 4050)

Adopted: April 10, 2000
Amended: June 3, 2002
Amended: April 2, 2007
Updated: September 15, 2010
Updated: January 20, 2011
Updated: