

# Home of the Chargers

## Student/Parent Handbook and Guide



415 County Road  
Weldon, NC 27890

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School Fax

Darrell Richardson  
Principal

2022 - 2023 School Year  
*Striving for 55*

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Dear Students and Parents,

It is my pleasure to extend a warm welcome to each of you. The 2021-2022 school year is going to be filled with exciting opportunities for students. Our goal is to create a learning environment of academic excellence that prepares each student to be college and career ready.

Weldon STEM High School Career Academies are student-centered and will facilitate rigorous learning opportunities for all students. Our staff will work in partnership with students, parents, and all stakeholders in order to achieve academic success.

Our level of success is determined by our commitment and partnership: administrators, teachers, support staff, parents/guardians, community leaders, and students working together as a team. Our top priorities are safety and academic success for all students. We are committed with keeping you informed, but ask that you please keep the school updated with your current address and phone number so that you can receive information regarding your student.

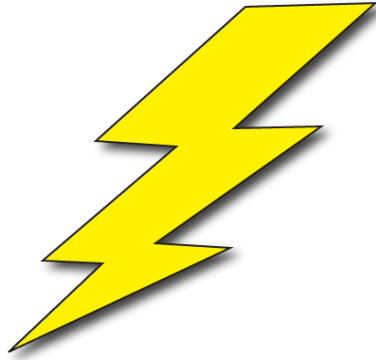
We know that your student's high school experience will be filled with both successes and challenges. The entire Weldon STEM High School Career Academies faculty and staff are here to help you and your student throughout these important years, so please do not hesitate to reach out to us at any time.

As Principal of Weldon STEM High School Career Academies, I will strive to ensure that we achieve our goal of providing a rigorous education for all students in order to become college and career ready.

Thank you for entrusting your student to us. We are looking forward to a wonderful school year together!

Charger Pride!

Darrell Richardson  
Principal



**Charger Pride is:**

**Being Responsible**

**Being Respectful**

**Being Safe**

### WCS Vision

**The Weldon City Schools District will serve as a model district for the state of North Carolina based upon success generated through students' academic and behavioral performances.**

### WCS Mission

**The mission of the Weldon City School District is to create and maintain a highly effective educational system in which every student receives the highest quality education. School employees and parents work together to prepare students to become caring, competent, and responsible citizens who value education as a lifelong process.**

### WSHSCA Vision

All students will be educated, globally competitive and prepared to succeed in the 21<sup>st</sup> century.

### WSHSCA Purpose

To **SERVE** our Students  
To **PURSUE** Excellence in Education  
To **INCREASE** Proficiency and Growth  
To **GROW** Academically and Professionally

### *Our Values*

- Accountability
- Consistency
- Courage and Conviction
- Discipline
- Honesty and Integrity
- Humility
- Morality
- Optimism
- Respectfulness
- Supportiveness
- Selfless Service

## **Our actions will reflect our values and support our purpose:**

### ***We will...***

Be open and honest in everything we do.  
Have passion for our students and their education.  
Partner with our community to benefit all students.

Do what we say we are going to do.  
Be committed to teamwork.  
Practice humility by putting our students first.  
Accept responsibility when we make mistakes, and be quick to forgive others.  
Be focused on safety, quality, service and innovation.  
Have clear objectives, measure results and celebrate success.  
Support, encourage and respect our fellow educators.  
Value and cultivate diversity in our classrooms.  
Be a learning organization, committed to continual improvement of ourselves and our students.  
Not tolerate politically motivated behavior.  
Make data driven decisions in the best interest of students' academic and whole school success.

## **Our Goals**

### ***We will strive to...***

Provide each student with an excellent education  
Develop community and service minded individuals  
Build academic relationships with students  
Be leaders in the classroom and outside the classroom  
Graduate students that are college and career-ready

## **Discrimination Clause**

In compliance with Federal Law, Weldon City Schools administers all education programs, employment activities and admissions without discrimination against any person on the basis of gender, race, color, religion, national origin, age or disability.

## WSHSCA 2022-2023 Personnel Directory

<b>Teacher/Staff</b>	<b>Department</b>	<b>Position</b>	<b>Email Address</b>
Darrell Richardson	Administration	Principal	richardsond@weldonk12.org
	Administration	Instructional Coach	
	Administration	Dean of Students	
Sgt. Vaughn	Administration	School Resource Officer	vaughanr@weldonk12.org
Allen, Tammie	Student Services	Alternative Facilitator /ISS	allent@weldonk12.org
Edinger, Dawn	Main Office	Bookkeeper	edingerd@weldonk12.org
Hudson, LaQuasha	Student Services	Counselor	hudsonl@weldonk12.org
McGee, Jacqueline	Student Services Support	Data Analyst	mcgeej@weldonk12.org
Neville, Phyllis	Student Services	WIOA Coordinator	nevillep@weldonk12.org
Whitaker, April	Student Services	School Social Worker	whitakera@weldonk12.org
	Student Services	College Advisor	@weldonk12.org
	Student Services	Behavior Support Specialist	@weldonk12.org
Daniel Williams	Technology Technician	Technology	williamsda@weldonk12.org
Bello, Annabel	CTE	Agriculture	belloa@weldonk12.org
Jones, Kevin	CTE	Technology/Adv. Man.	jonesk@weldonk12.org
Ransom, Michelle	CTE	Microsoft	ransomm@weldonk12.org
Silver, Queen	CTE	CDC Coordinator	silverq@weldonk12.org
Vigil-Rollins, Marites	CTE	Culinary Arts	rollinsm@weldonk12.org
Janet Mugal	English	Teacher	mugalj@weldonk12.org
Christian Taylor	English	Teacher	taylorch@weldonk12.org
Anderton, Annabelle	Math	Teacher	andertona@weldonk12.org
Edwards, Gregory	Math	Teacher	edwardsg@weldonk12.org
Reponte, Warner	Science	Teacher	repointew@weldonk12.org
	Science		@weldonk12.org
Harris, Dejazane	Social Studies	Teacher	harrisd@weldonk12.org
Tillery, Kamarzi	Social Studies	Teacher	tilleryk@weldonk12.org
Arrington, Jeannette	Exceptional Children	Teacher Assistant	arringtonje@weldonk12.org
Banks, Malika	Exceptional Children	Teacher Assistant	banksml@weldonk12.org
Scott, Daryl	Exceptional Children	Teacher	scottd@weldonk12.org
Taylor, Karen	Exceptional Children	Teacher	tyalork@weldonk12.org
	Exceptional Children	Teacher	@weldonk12.org
Lilianna Delahoz	RAMMPS	Spanish	delahozl@weldonk12.org
Hawkins, Michael	RAMMPS	Visual Arts	hawkinsm@weldonk12.org
Pierce, Sonya	RAMMPS	Media Coordinator	pierces@weldonk12.org
Smalls, Nicholas	RAAMPS	Band	smalln@weldonk12.org
	RAMMPS	Health/PE	@weldonk12.org
Tiffany Garris	Custodian	Custodian	garristi@weldonk12.org
Powell, Antonio	Custodian	Head Custodian	powella@weldonk12.org
	Custodian	Custodian	@weldonk12.org
Peete-Posey, Jennifer	Cafeteria	Manager	Pete-posey@weldonk12.org
Artis, Arquize	Cafeteria		artisa@weldonk12.org

### Progress Reports Dates

September 13, 2022  
November 15, 2022  
February 4, 2023  
April 11, 2023

### Grading Periods

October 14, 2022 - 1<sup>st</sup> grading period ends  
December 21, 2022 - 2<sup>nd</sup> grading period ends  
March 8, 2023 - 3<sup>rd</sup> grading period ends  
May 23, 2023 - 4<sup>th</sup> grading period ends

### Report Cards

October 21, 2022 – Report Cards sent home  
January 4, 2023 – Report Cards sent home  
March 15, 2023 – Report Cards sent home  
June 5, 2023 – Report Card Pick Up

### Grading System

**NC Grading Scale:** In October 2014, the State Board of Education agreed and approved a standard 10-point grading scale to begin with the 2015-16 school year. This scale will not include “pluses” or “minuses” and it will be applied for coursework beginning SY 2015-16 for students in grades 9, 10, 11, and 12. There will not be any attempt to retroactively alter grades from prior years.

Under the new scale, grades and grade point average calculations will be applied as follows:

- A: 90-100
- B: 80-89
- C: 70-79
- D: 60-69
- F: Below 60

### Grade Weight Distribution

To ensure consistency with grading practices we have developed the following weight distribution for all courses being taught at Weldon Stem High School Career Academies.

\*\* (Please note these weights do not apply to college classes taken at Halifax Community College.)

<b><u>Grading Areas</u></b>	<b><u>Weight</u></b> (Percent)
<b>Assessments</b> <i>(Test, Projects, Research Papers, other assignments deemed as assessments by the teacher)</i>	<b>40 %</b>
<b>Quizzes</b>	<b>25 %</b>
<b>Classwork</b>	<b>20 %</b>
<b>Homework</b>	<b>15 %</b>

### **Student Parking**

- Students who drive cars to school must purchase an annual parking permit.
- Permits cost \$15.00 (non-refundable) and are sold on a first come first served basis.
- Students will be assigned parking spaces and issued parking decals that will be posted inside the car in the designated area.

The following items must be submitted before a parking permit is issued: completed application, copy of a valid NC driver's license, \$15.00 fee (non-refundable once decal is issued).

In the event that a student drives a vehicle to school that is different from the one listed on the application, the student must place the parking decal in the vehicle and notify the front office immediately upon arrival.

**\*Driving to school is a privilege, not a right. Proper driving practices must be used on campus in order to maintain driving privileges and prevent the towing of your vehicle at the owner's expense.**

### **Student Driving Rules/Expectations**

- Follow the Speed Limit and all Safe Driving Rules on Campus
- Park in assigned parking space only
- Arrive to school on time. (Driver arrival times: 7:40 to 7:55)
- Park, vacate your vehicle and enter the school immediately.
- Three (3) days tardy will result in suspension/loss of driving privileges.
- Remain on campus throughout the school day.
- Failure to follow any of these procedures will result in suspension/loss of driving/ parking privileges on the WSHSCA campus.

**Weldon STEM High School Career Academies  
Parking Permit Application**

**Please print the information requested in this application. A copy of your North Carolina driver's license and valid insurance information must be presented with this application.**

**Student's Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Grade** \_\_\_\_\_ **Age** \_\_\_\_\_

**Parent** \_\_\_\_\_

**Student's Driver's License Number** \_\_\_\_\_

**Vehicle Details**

**Make** \_\_\_\_\_ **Model** \_\_\_\_\_ **Year** \_\_\_\_\_ **Tag#** \_\_\_\_\_

**Color** \_\_\_\_\_

**I agree to follow general traffic laws and procedures, as well as those specifically stated for student drivers on the WSHSCA campus. I understand that failure to follow laws and procedures will result in revocation of my driving privileges on the WSHSCA campus.**

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

-----Office Use Only-----

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_  
Decal # \_\_\_\_\_ Date Received \_\_\_\_\_  
Staff Signature \_\_\_\_\_

Serious or repeated violations of one or more rules would suggest a need for strong parent-administrator communication, coordination, consideration of outside assistance, and may result in suspension and a possible recommendation for expulsion.

School personnel will take disciplinary action against any student who violates one or more of these rules in accordance with the consequences stated. Disciplinary action may include, but is not limited to reprimand, after-school work, repayment for damages, cleanup, and restitution, revocation of privileges associated with school activities, and/or suspension or expulsion.

**Student Responsibilities:**

1. To be aware of and abide by system-wide policies and procedures, regulations and school guidelines regarding acceptable behavior.
2. To be responsible for one's own behavior.
3. To conduct oneself in a manner which is conducive to learning and does not interfere with the teacher's right to teach or the student's right to learn.
4. To respect the personal, civil and property rights of all members of the school community.
5. To refrain from the use of physical force, verbal abuse or harassment, blackmail, stealing, vandalism, and other illegal activities.
6. To seek clarification from school personnel concerning the appropriateness of action or behavior.
7. To attend school and classes regularly, on time and prepared with the necessary learning materials.
8. To know and follow the policies and regulations for every event considered part of the school program regardless of the time or place.
9. To immediately comply with any staff member's reasonable request to carry out school rules.

**Parent(s)/Guardian(s) Responsibilities:**

1. To assume legal responsibility for the behavior of the child as determined by law and to ensure that the child is familiar with school regulations and the discipline policy and procedures.
2. To teach the child self-discipline, respect for authority and respect for the rights of others.
3. To make sure that the child attends school regularly and that the school receives written notification regarding the reason for absences.
4. To work to the best of his or her ability to provide the materials and a positive home learning environment necessary for the child to succeed in school.
5. To maintain communication with the school through conferences with teachers, school administrators, and PTA membership and others.
6. To provide the school with a current telephone number where he or she may be reached during the school day.
7. To respond quickly to remove the child from the school when called upon.
8. To be available for conferences when requested or as soon as possible.
9. To cooperate with the school staff to develop strategies to benefit the child.

### **School Administration Responsibilities:**

1. To maintain a safe physical environment at school including monitoring the building and grounds, monitoring access to the campus and providing adequate communication devices and procedures to respond to security violations.
2. To discipline students and to assign duties to teachers with regard to discipline.
3. To exercise discipline over students of the school pursuant to the General Statutes of North Carolina and the policies and procedures adopted by the Weldon City Schools Board of Education.
4. To report certain acts to law enforcement officials when there is reasonable belief that a violation of the law has occurred on school property.
5. To assign duties and responsibilities to staff as designated by the Weldon City Schools Board or to an acting principal designated by the principal.
6. To assume the overall responsibility for the implementation of procedures and rules that are necessary to establish standards of acceptable student and staff behavior in the school.
7. To be readily available to handle disruptive behavior, discipline and emergency situations.
8. To communicate effectively to parents and students the expectations of the school discipline program and the role of the parent in supporting the efforts of the school in providing a safe school environment.
9. To develop a strategic plan that will mobilize community resources/agencies to provide additional services and support to the school discipline program.
10. To conduct a needs assessment and coordinate in-service to teachers and parents on issues related to a sound disciplinary program including intervention strategies, establishing effective rules and consequences, legal issues, etc.
11. To develop a viable communication network that informs the community, parents and staff of the status and modifications of the school's discipline policies and procedures.
12. To promote a school climate of mutual respect, acceptance and affiliation among all stakeholders that is free of threats and intimidation.
13. To provide academic variety and extracurricular programming.
14. To ensure parental and community involvement in school operations.
15. To include all staff in the safe school plan of operation including the student resource officer, bus drivers, before/after school daycare workers, substitute teachers, cafeteria staff, secretarial staff and custodial staff.
16. To outline an individual school plan for safety

### **Teacher Responsibilities:**

1. To help maintain a safe physical environment at his/her school.
2. To provide opportunities for all students to develop self-discipline and respect for the rights of others.
3. To accept shared responsibility for control and discipline of students throughout the school building and property.
4. To establish and inform students of individual classroom behavior expectations and to maintain discipline within the classroom.
5. To consider the physical, social, intellectual and emotional development of students.
6. To provide appropriate learning opportunities for all students.
7. To confer with support personnel for possible solutions to inappropriate student behavior and attend conferences upon request.
  
8. To be aware of and abide by system-wide policies and regulations and school guidelines for safety and discipline.
9. To use positive reinforcement, whenever possible, and not ridicule or use negative comparison when correcting a student.
10. To report to the parent/guardian at regular reporting periods and at other times when appropriate regarding unacceptable student behavior.
11. To utilize all reasonable classroom strategies in addressing disruptive behavior prior to referring a student for out of class disciplinary action.
12. To refer in writing a disruptive student to the principal or his/her designee when appropriate teacher-initiated strategies have been unsuccessful or the severity of the offense makes it necessary.
13. To attend staff development seminars/workshops that address student discipline/behavior and safe school issues.

**For additional information regarding the discipline policy, please review the  
Weldon City Schools Student Code of Conduct**

### **Dances and Athletic Events**

Students are encouraged to attend after school events, such as dances and athletic events. Parents are encouraged to chaperone events. A student will be disciplined for any infraction of the Student Code of Conduct that occurs during these after school activities and face possible restriction from attending school-sponsored events. Students must have transportation home.

## Dress Code/Inappropriate Attire



### **STUDENTS' DRESS SHALL BE APPROPRIATE AT ALL TIMES AND SHALL NOT BE DISRUPTIVE TO THE SCHOOL ENVIRONMENT.**

- Shoes must be worn at all times on campus. Bedroom slippers or shower shoes are not appropriate.
- Students may **NOT** wear tank tops with straps less than three inches in width, midriff tops, or halters.
- Students **MAY NOT** wear biking-type pants or biking-type shorts, lounging pants or tops. Fashion leggings may only be worn with a top that extends to the knee area.
- Fashion shorts or gym shorts should be no shorter than two inches above the knee.
- No hats, headbands, headscarves, wave caps or sunglasses are to be worn in the building and will be confiscated and kept until the end of the day or parent pick up. This applies to *male* and *female*.
- Students may not wear clothing and accessories such as badges or pins with vulgar, profane or suggestive words or pictures or advertisements depicting illegal drugs, alcohol or tobacco or their use.
- All pants, jeans, and slacks should be worn up on the waist. If the garment has belt holes, a belt should be worn. **NO SAGGING WILL BE PERMITTED.**
- No holes (cut out sections) in pants/trousers or in a shirt's design (front, back, or middle) will be permitted.
- No gang related clothing.

### DRESS CODE CONSEQUENCES

1ST OFFENSE	Warning & parent notification (letter or call) Student may be sent home to change clothes or parents may be asked to bring a change of clothing.
2ND OFFENSE	ISS & phone call home
3RD OFFENSE	1 Day OSS
4TH OFFENSE	3 Days of OSS
5TH OFFENSE	5 Days of OSS

### **Athletic Eligibility Policy (From the NC High Athletic Association)**

Student may **not** participate if he/she becomes 19 years of age on or before August 31. Students must be in attendance 85% of the time. **Students cannot miss more than 13 days in the previous 90-day semester. This includes all absences, excused and unexcused.** Attendance is regulated by local LEA policy in terms of length of day required to be counted in attendance. Local attendance policy may be more stringent in terms of counting/earning credit for courses.

Academics: Students must pass **3 out of 4** courses (75%) with a 60 or higher the previous semester to be eligible at any time during the semester. Any student, including seniors, must also pass a **minimum of 3** courses even if they need fewer courses for graduation. All students must also meet local promotion standards, set by the L.E.A. and/or local school. Courses must be approved for credit, (i.e., audited courses would not count). Minimum load for Weldon City Schools/Weldon STEM High School Career Academies is defined as four (3) courses on the traditional 90 minute “block” schedule. This applies to all student athletes, including seniors. No work previously passed by a student may be submitted as part of a minimum load. Summer school work used to make up part of the minimum load must be applied to the most recent semester. Credit for summer school work is the determination of the local unit. If a student is not eligible at the beginning of the semester, he/she is not eligible at any time during the semester.

Exception: A student who receives an incomplete or is awaiting a final grade due to EOC re-testing or any other state mandated testing, which causes him/her to fail to meet minimum scholastic requirements, is ineligible until the course is satisfactorily completed. Eligibility is restored immediately.

Enrollment/Residence: The student must be a regularly enrolled member of the school’s student body. Student must participate at the school to which he/she is assigned by the local board of education. School assignment is based on the residence of the parent or legal custodian (court ordered custody, not guardian) within the administrative unit. Student must live with the parents or legal custodian. A “legal custodian” is a person or agency awarded legal, court-ordered custody of a child. A student may not have two residences for eligibility purposes. In order for a change of residence to be bona fide at least the following facts must exist:

- a. The original residence must be abandoned as a residence; that is sold, rented or disposed of as a residence and must not be used as residence by any member of the family.
- b. The entire family must make the change and take with them the household goods and furniture appropriate to the circumstances. The change must be made with intent that the move is permanent.

Transfers within the same administrative unit may be governed by the local board of education. A student transferred from one administrative unit to another by mutual agreement is immediately eligible, for athletic participation in the receiving unit, if eligible in all other respects. A student must be properly enrolled at the member school no later than the 15<sup>th</sup> day of the present semester, and must be in regular attendance at that school. No student may participate at a second school in the same sport season except in the event of a bona fide change of residence of the parent(s) or

legal custodian. Change of schools must be contemporaneous with change of residence. A student is eligible at their assigned school if he/she attended school within that administrative unit the previous two (2) semesters, provided it meets LEA policy.

NCHSAA Regulations: Falsification of information in terms of eligibility will result in the student athlete(s) being declared ineligible for a period of 365 days from the point of notification to the NCHSAA. Student athlete will be prohibited from involvement in all athletic-related activity for the 180-day school year and any school-sponsored activity(s) during the summer. A student must receive a medical examination once every 365 days by a duly licensed physician, nurse practitioner, or physician's assistant. Students absent from athletic practice for five or more days due to illness or injury shall receive a medical release by a physician licensed to practice medicine before re-admittance to practice or contests. No student may be eligible to participate at the high school level for a period lasting longer than eight (8) consecutive semesters, beginning with the student's first entry into ninth grade or an over-aged seventh or eighth grade student's participation on a high school team, whichever occurs first. No student may participate at the high school level for more than four (4) seasons in a sport (one season per year, i.e., A student could not play fall women's soccer in one state and then play NCHSAA women's soccer in the spring). A student must not be convicted of a felony in this or any other state, or be adjudicated as a delinquent for an offense that would be a felony if committed by an adult in this or any other state.

A student may not play, practice or be on the roster if ineligible. This does not apply to summer workouts, but the student should be enrolled in your school. Managers, statisticians, etc. do not have to meet NCHSAA eligibility standards. There shall be no Sunday practice in any sport. This includes the assembling of athletic squads (full teams or selected individuals) for purposes of viewing films, chalk talks, or other materials pertaining to the coaching of the team. A student may not dress for a game or scrimmage when he/she is not eligible to participate in the game. If serving an "ejection", student may be in the bench area but may not be in uniform. If ejected, coach may not be on the premises during the contest and is not allowed to communicate with the coaches/team during the contest. To maintain amateur status, a student must not accept money or awards having utilitarian value (golf balls, clubs, tennis rackets, etc.) for participation in athletics. A student may accept an award (gift certificate/food coupon), each sport season, that does not exceed a value of \$20.00. A student must not have signed a professional contract or played on a junior college /community college team.

Tobacco Products, Alcoholic Beverages and Controlled Substances at Game Site:

"Participants, coaches, and other team representatives and game officials, including chain crew, official scorers and timers, should not use any tobacco product, alcoholic beverage or controlled substance at a game site; violation of the policy will be disqualification from the contest."

Weldon STEM High School Career Academies Requirements: Each coach must sign off on the eligibility summary form that is signed by the principal and/or athletics director. Master Eligibility sheets are to be shared with each member school of your conference for each sport program. A mandatory parent/guardian meeting must be held to have the parent sign the parental permission form to acknowledge eligibility and sportsmanship policies/expectations have been reviewed.

Sports Medicine: Concussion – Weldon STEM High School Career Academies athletes should **NEVER** return to play on the day they suffer a concussion. Returning an athlete to play before

complete resolution of symptoms can lead to recurrent concussion, prolonged post-concussion symptoms, OR even ‘Second Impact Syndrome’ (which is often fatal). Per the “Gfeller-Waller Concussion Law,” an athlete with suspected concussion cannot return to play until he/she is cleared by a licensed medical physician. The Return to Play Form must be presented prior to practicing and/or playing again. Athletes, parents, coaches and all involved with program must receive education regarding signs and symptoms of concussions. All must sign a form indicating the education session has been conducted. All schools must develop and post an Emergency Action Plan (EAP).

*Note: Please reference District Policy 4270/6145 located in the Appendix of this handbook.*

### **Attendance**

When a student must miss school, a written excuse signed by a parent or guardian must be presented to the student’s teachers on the day the student returns after an absence. This should be signed by all teachers and returned to the Data Manager at the end of the day. **Unless otherwise required by state law, all students must attend a minimum** of 160 school days per school year to be eligible for promotion or credit for a year-long course or **80 school days to receive credit for a semester course.**

#### **An absence may be excused for any of the following reasons:**

1. Personal illness or injury that makes the student physically unable to attend school.  
\*\*(Requires a statement from a health care practitioner)
2. Isolation ordered by the local health officer or the State Board of Health.
3. Death in the immediate family
4. Medical or dental appointment. (Requires a statement from the health care practitioner)
5. Attendance at the proceedings of a court or administrative tribunal if the student is party to the action or under subpoena as a witness in a court proceeding.
6. Observance of an event required or suggested by the religion of the student or the student’s parent or legal guardian.
7. Participation in a valid educational opportunity, such as travel or service as a legislative or Governor’s page, with prior approval from the principal.
8. Pregnancy and related conditions or parenting, when medically necessary.  
\*\*(Requires a statement from the health care practitioner)
9. Visitation with the student’s parent or legal guardian if the student is not identified as at risk of academic failure because of unexcused absences and the student’s 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 of a combat zone or combat support posting.

## **School-Related Activities (Attendance Procedures)**

The following activities will not be counted as absences from either class or school:

1. Field trips **sponsored** by the school
2. Job shadows and other work-based learning opportunities as described in G.S. 115C-47(34a)
3. School-initiated and scheduled activities
4. Athletic events that require early dismissal from school
5. Career and Technical Education student organization activities approved in advance by the principal.
6. Students participating in disciplinary techniques categorized as in-school suspension will not be counted as absent.

## **Makeup Work due to Absences:**

In the case of excused absences, short-term out-of-school suspensions, and absences under G.S. 130A-440 (for failure to submit a school health assessment form within 30 days of entering school), the student will be permitted to make up his or her missed work. Students will be given *3 days from the return date to complete any missed assignments. It is the responsibility of the student to request missed assignments. Requests for missed assignments should be made verbally and followed up with an email. Any assignment not returned in after 3 days will not be accepted unless otherwise approved by the principal.*

## **Unexcused Absences:**

*Students missing more than Ten (10) unexcused days in a semester will fail the course due to attendance. Courses failed due to attendance will be denoted on report cards with an FF. Please note: attendance at Weldon Stem High School Career Academies is recorded each period (period attendance). Therefore, it is important that your student attend each period each day. Please ensure your student is at school on time and stays throughout the day. Arriving late or leaving early excessively can cause your student to fail due to attendance.*

**Parents will be notified by mail when students have accumulated absences:**

- Three (3) unexcused absences – Three-day letter.
- Six (6) unexcused absences – Six-day letter
- Nine (9) unexcused absences – Nine-day letter

Parents will also be notified daily if their student misses one or more period via **School Messenger**, our phone message service.

*Parents can also check their students' attendance and grades anytime on PowerSchool. If you do not have access to PowerSchool please contact Mrs. McGee to sign up.*

### **School Property**

The student shall pay destruction or defacement of school property (i.e. computers, calculators, gym equipment, etc.). Other disciplinary action may also be taken. Charges may be filed for destruction of school property. Students will not receive their report card, diploma or participate in any extracurricular activity if fees are owed to the school.

### **Bus Transportation**

School bus transportation is a service provided to aid students in getting to and from school. All students who ride a bus are subject to school/transportation regulations. Any misbehavior that distracts the drivers is a very serious violation and jeopardizes the safety of everyone. The bus driver is subject to the direction of the principal and shall have complete authority and responsibility for the operation of the bus and the maintenance of good conduct on the bus. **Riding the bus is a privilege.** Improper conduct on a bus will result in the privilege being denied. The following behaviors are considered inappropriate on a school bus:

- Abusing the driver or students physically or verbally
- Failure to remain seated and failing to remain in assigned seats.
- Fighting
- Lighting of matches or other flammable materials
- Profanity
- Refusing to obey the driver
- Vandalism (i.e. cutting seats, drawing on seats, etc.), Throwing objects
- Use of tobacco, drugs or alcohol
- Any other violation listed in the Weldon City Schools Code of Conduct as outlined in Policy 4300 (Student Behavior)

### **Consequences for Bus Violations**

1ST OFFENSE	Warning and/or dismissal from school bus (1-3 days)
2ND OFFENSE	3 days bus suspension
3RD OFFENSE	5 days bus suspension
4TH OFFENSE	10 days bus suspension
5TH OFFENSE	Suspension from school bus for the remainder of the year or a long term suspension

*Note: Consequences will be determined based on the nature of the incident. More serious violations will receive consequences based of the student code of conduct.*

Buses will depart from the campus of Weldon High School daily at 3:00pm. All doors will be closed and drivers will begin routes. Students wishing to ride another bus must bring a written request signed by a parent/guardian to the Dean of Students in the morning, and have the request approved prior to riding another bus in the morning or afternoon.

### **Checking In and Checking Out**

Students are encouraged to remain in school the entire school day. However, in the event a student must be released before the end of the school day, the safety of the student is a paramount concern of the board and school system. If a student has an emergency and must leave school, he/she shall **REPORT TO THE OFFICE FOR PERMISSION AFTER RECEIVING A PASS FROM THE TEACHER.**

The student's parent, legal guardian or parent's representative must sign the student out before release of the student to that individual. **Note: parent representatives will need to be listed in PowerSchool as authorized to pick up the student(s).** The principal or designee shall make reasonable efforts to verify that any person appearing at a school and requesting permission to take a student from the school is properly identified before the student is released. Except in the most extreme circumstances, custody of a student shall not be relinquished to any person without the prior approval of the parent or guardian who has physical custody of the student. However, if the parents are divorced or separated, the student may be released to either parent, unless the principal or designee has been provided with a copy of a court order or agreement that specifies otherwise. The parent or guardian must call the school on each occasion to confirm release of the student for that day. If the principal or designee judges that the student's health or safety may be harmed by releasing the student, the principal shall contact law enforcement and/or the department of social services as appropriate. In order for the student to return to school on the same day, a physician's note or the accompaniment of a parent is required. This policy does not apply to the release of students who work and report to a job prior to the end of the school day as part of their course work.

**Students may not be checked out of school between 2:40 and 3:00pm.** Leaving school without authorization will result in suspension and/or loss of parking privileges.

### **Conferences with Administrators and Teachers**

Administrators and teachers are pleased to meet with parents and guardians. Please contact the person you wish to meet prior to arriving on campus to schedule an appointment. Parents and guardians should not expect teachers to be available for meetings during instructional time.

### **Electronic Devices**

It is recognized that cellular phones and other wireless communication devices (iPods, iPads, etc.) have become an important tool through which parents communicate with their children. **Therefore, students are permitted to possess such devices on school property as 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. Weldon STEM High School Career Academies administrators may authorize individual students to use wireless communication devices for personal purposes when there is a reasonable need for such communication. Teachers may include electronic devices in their lessons. This usage will be for a class period ONLY and for a specific period of time. Although an electronic device may be permitted before and after school, use of cellular phones and other wireless communication devices may be prohibited on school buses when noise from such devices interferes with the safe operation of the buses.

**Students are personally and solely responsible for the security of their wireless communication devices.** The school is **NOT** responsible for the theft, loss or damage of a cellular phone or other personal wireless communication devices. *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 at the end of the school day.* Students who refuse to give a cell phone to a teacher or administrator when asked will be subject to disciplinary action (Out of School Suspension). Please review to WCS Code of Conduct for more information.

### Field Trips

Classroom teachers, coaches, or other staff members may arrange field trips for educational or athletic purposes. ***Parents/guardians must sign field trip permission forms for each trip.*** Students attending off campus events or field trips must make up missed assignments within three days, as they have not been counted absent. It is the student's responsibility to obtain missed assignments and make up missed work.

### Flower and Balloon Delivery

There will be no flower or balloon delivery from 8:00am – 3:00pm; this includes personal delivery items for birthdays, holidays or special occasions, without written permission from administration. *Students will not be allowed to bring these items on the bus to give away at school.*

### Food and Drink

***Food and beverages are not to be possessed or consumed in hallways, classrooms, or on school buses unless so authorized.*** Students should not be in the hallways during lunch without proper authorization. All lunchroom food will be consumed in the cafeteria or in designated lunch locations. ***Commercial food is not permitted in the school cafeteria.*** Weldon STEM High School Career Academies believes that children and youth who begin each day as healthy individuals can learn more and better and are more likely to complete their formal education. Therefore, follow the food guidelines provided by the Child Nutrition Program as a part of the National School Lunch Program.

### Graduation Requirements

Students at Weldon STEM High School Career Academies must fulfill the requirements of the Future-Ready Core Course of Study, unless they are approved for the Future-Ready Occupational Course of Study. All students must complete 28 credits to graduate from high school. Course work successfully completed by students in grades 9-12 in the regular and summer programs of accredited private or public secondary schools may be used to satisfy any of the requirements of this policy. In addition, course work successfully completed by students in grades 9-12 at a post-secondary institution or through other non-traditional programs may be used to satisfy graduation requirements as provided in policy 3101, Concurrent Enrollment and Other Curriculum Expansions. See NC Graduation Requirements for more information: <http://www.ncpublicschools.org/gradrequirements/>.

### Hall Passes

Students are not permitted in any hallway unless they have an **appropriate school issued hall pass** or note signed by his/her teacher or an administrator

## Honor Code

Weldon STEM High School Career Academies supports student adherence to the student Honor Code regarding the merits of ethical behavior and fair play. Cheating on exams or other academic work will not be tolerated and will lead to serious repercussions for students. Any honor code violation will result in disqualification from the National Honor Society (if applicable).

The Student Honor Code states the following:

***“I will not cheat or help others cheat; will take pride in my school and how I represent it; and will be responsible for my actions. I understand that violating this honor code compromises my self-respect. I will follow this honor code and help others do the same.”***

Plagiarism or Cheating includes, but is not limited to:

- The direct copying of any source, such as written and verbal material, computer files, audio discs, video programs, or musical scores, whether published, in whole or in part.
- Submitting as one’s own work a report, examination paper, computer file, lab report, or other assignment, which has been prepared by someone else. This includes research papers acquired from any other person or agency, used in whole or in part.

## **Consequences for Honor Code Violations:**

1ST OFFENSE	Conference with student/parent; possible 0 on the assignment
2ND OFFENSE	0 on the assignment and 1 days ISS
3RD OFFENSE	0 on the assignment and 1days OSS
4TH OFFENSE	0 for the assignment and up to 5 days of OSS

## **Inclement Weather**

In the event of closing or early dismissal due to weather or other events, listen to local radio and TV stations for details. An “alert-now” may also be broadcast by the central office to inform families. The closing and early dismissals of students are the decision of the superintendent or his/her designee, not the principal.

## **Illness**

If a student becomes ill at school, he/she should advise his/her teacher prior to going to the office, where his parents/guardian will be contacted. Students remaining out of class during a classroom period without permission could receive an unexcused absence. If the illness is abrupt, the nearest

faculty member should be notified. Checking out of school should be done only when it is an absolute necessity. Checking out should always be done through the office and with permission from a parent or individuals on the student's information sheet.

### **Late Arrivals/Tardies**

Students arriving to school late – any time after 8:05am – must report to the main office for a pass to class. Students arriving after 8:50 am will be sent to the Charger Reflection (Poor Choices) and marked absent for 1<sup>st</sup> period (Students must attend at least half of the class period to be counted present). **All parents should sign in their child when dropping them off at school.**

Students with excessive tardies to class will be subject to disciplinary action, which may include loss of driving privileges, ISS, and Parent Conferences.

### **Lost and Found**

Students who find articles of value should turn them in to the administrative office. Students who lose articles should report the loss to the school's office. **DO NOT LEAVE MONEY OR VALUABLES IN CLASSROOMS, DESKS OR LOCKERS. The school is not responsible for lost or stolen items, (i.e. cell phones, iPods, money, jewelry, etc.).**

### **Medicine**

It is recognized that students may need to take medication during school hours. Designated school personnel may administer medication prescribed by a healthcare practitioner upon the written request of the parents with proper medical forms filled out by the healthcare provider. This includes over-the-counter medications. To minimize disruptions to the school day, medicines should be taken at home rather than at school whenever feasible. Parents / guardians of students with acute or chronic healthcare issues who need to possess and self-administer medicine on school property must provide appropriate documentation to Ms. Gray, the school nurse and/or Mrs. Whitaker.

### **Missed Assignments and Work**

When absences create a need for work to be made up for credit, it is the responsibility of the student to arrange immediately with the teacher a reasonable timetable for making up the work. In the majority of cases, work should be made up within three (3) school days.

### **Off-Limit Areas**

The following areas are off limits to students during the school day:

- Parking lots / bus lot
- Driveways around the school
- Halls and restrooms during instructional time without a pass, including the gym
- Other areas designated by the administration
- Teacher workrooms/ Lounge

## **Parking Regulations**

1. Students may park their motor vehicles in the parking lot ONLY, provided they have been authorized to do so. Authorization is obtained by registration. The student registering the vehicle and to whom a sticker is issued, is responsible for that vehicle.
2. Weldon STEM High School Career Academies assumes no responsibility for the protection of, or for damage to private property. The school carries no insurance for private vehicles parked on campus.
3. Parking stickers can be obtained by paying the \$15.00 fee to the financial secretary. Students must also complete a parking permit application.
4. Loitering: The only time a student should be in the parking lot is going to and from his/her means of transportation. No student will be allowed to sit or wait in cars upon arriving on campus.
5. Any student who parks a motor vehicle illegally will face disciplinary action, loss of permission to park on campus, and may face prosecution according to NC G.S. 115C-4.
6. In addition, the vehicle may be towed at the owner's expense and risk. According to North Carolina State law regarding towing or motor vehicles and parking on public school campuses:

“Any person who violates a rule or regulation concerning parking on public school grounds is guilty of a misdemeanor and, upon conviction, may be punished by a fine of not more than ten dollars. Also, “any motor vehicle parked in a parking lot on school grounds....in violation of rules and regulations adopted...., may be removed from school grounds to a place of storage and the owner of such vehicle shall become liable for removal and storage charge.”

Weldon STEM High School Career Academies students who purchase a parking pass are reminded to park in their assigned spot in the parking lot. You are not allowed to park in teachers' spots or other student spots.

## **Student Driving Violations**

1. Reckless driving (i.e., squealing tires, parking across lines, etc.)
2. Speeding in excess of 10 mph
3. Not obtaining or displaying a valid parking permit

## **Guidelines for Display of Parking Decals**

1. All cars driven by students must be registered
2. Decals may not be switched from one car to another
3. Decals are to be displayed on the window or bumper (as designed by an administrator)

Having items in vehicle on school premises will result in severe consequences as determined by an administrator (i.e., guns, knives, bombs, or products for constructing bombs, alcoholic beverages, tobacco products, illicit drugs, pornographic materials, person distributing to violent behavior or other school violations, etc.). Student must abide by the rules and regulations governing students parking on campus. Cars parked on the school grounds may be searched by school officials at any time. This includes any car driven or parked on campus by any person.

### **Selling Items on Campus**

Students are prohibited from selling items on campus except in cases of school-sponsored and approved fundraisers. Advisors must ensure that the appropriate authorized form has been approved by an administrator prior to selling items on campus. Violations of these procedures will be considered insubordination.

### **Telephone**

Students are allowed to use office telephones during emergency situations ONLY. A student must receive permission from office personnel before using the telephone. The telephone is for official business, not personal talk time.

### **Textbook Fee Schedule**

The teacher will distribute required textbooks to students. Teachers are asked to write the student's name in the book. Books must be returned in the condition they were given, less normal wear. If not, a repair or replacement fee will be collected depending upon the circumstances and severity of the damage. Books must be returned on or before the final course exam.

When books are inspected, they should be classified according to their condition. This will help determine when a book has been damaged during the term. The way to classify books is to use a scale of new, good, fair, poor and unusable. Although determining the condition of books is always subjective, the following criteria can be used as a guide.

### Classifying the Condition of Books

<u>Condition</u>	<u>Characteristics</u>
<b>Good</b>	<ul style="list-style-type: none"> <li>● There is little or no writing inside the book</li> <li>● The covers are not torn or dirty</li> <li>● No pages are torn or loose</li> </ul>
<b>Fair</b>	<ul style="list-style-type: none"> <li>● At most 10 pages have writing on them</li> <li>● The covers are a little bit dirty or have bent corners</li> <li>● There are a few pages damaged, but no pages are missing</li> </ul>
<b>Poor</b>	<ul style="list-style-type: none"> <li>● There are 11 or more pages with writing on them</li> <li>● The covers are very dirty or written on</li> <li>● There are one to five pages missing or unusable</li> </ul>
<b>Unusable</b>	<ul style="list-style-type: none"> <li>● Virtually every page has been written on</li> <li>● The covers are torn off</li> <li>● There are more than five pages missing</li> <li>● The book has become wet, has been burned, etc.</li> </ul>

### Fee Schedule for Damaged Books

Lost Book	Full Replacement Cost
Torn/bent cover	\$ 5.00
Pages dislodged from binding	\$ 20.00
Broken binding	\$ 20.00
Water/liquid damage – minor	\$ 15.00
Water/liquid – major	\$ 30.00
Mold	Full replacement cost
Severe damage – unusable	Full replacement cost

### Vending Machines

Students are not allowed to purchase snacks and sodas out of the vending machines located in teacher lounge.

### Visitors

All visitors must report to the main office when they arrive on the campus of Weldon STEM High School Career Academies. Each visitor will sign in for the duration of the visit. Friends and other associates from various schools are not allowed on campus during school hours. Animals are also not allowed on campus. Small children should not be on campus without an adult. If parents/guardians would like to observe their child's classroom, they must make an appointment with the teacher in advance.

## **Academic Resources**

### **North Carolina Scholars**

Students who complete the requirements for an academically challenging high school program will be named North Carolina Academic Scholars and receive special recognition.

The students who qualify for this special recognition:

- will be designated by the State Board of Education as NC Academic Scholars,
- will receive a seal of recognition attached to their diplomas
- may receive special recognition at graduation exercises and other community events
- may be considered for scholarships from the local and state business/industrial community
- may use this special recognition in applying to post-secondary institutions. (Candidates are identified by the end of their eleventh grade year and their candidacy can be included in applications and/or transcripts sent to these institutions.)

### **The Learning Center and North Carolina Virtual Public High School Courses**

These courses are available to students who need courses that are not offered in the face to face setting or who need credit recovery. Students interested in this option need to see the guidance counselor or the administration for more information

## **Student Life Overview**

### **Clubs & Organizations**

Weldon STEM High School Career Academies has clubs, organizations and activities, which are designed to stimulate interest in the subjects with which they are concerned. Each has definite aims and goals, which offer invaluable benefits to its members. A schedule will be decided upon after the clubs are organized. Meetings will be held during the school day, in the afternoon, or at night, but never without a sponsor. A few of our clubs and organizations include:

**Future Business Leaders of America (FBLA)** - An organization composed of students enrolled in any of the Business Education Courses offered at WSHSCA. The purpose of the club is to develop business leadership, to develop better character in preparation for useful citizenship and to facilitate the transition from school to work.

**Family Career and Community Leaders of America (FCCLA)** - An organization composed of student enrolled in any of the Family and Consumer Science courses offered at WSHSCA. The purpose of the club is to develop the family as the central focus.

### **National Honor Society**

Membership in the National Honor Society (NHS) is based on a student's fulfillment of four requirements. Members of the junior and senior class who meet all four requirements and complete an application will be admitted to the National Honor Society.

**Student Government Association (SGA)** - A leadership organization that serves as a liaison between the students and the administration. Officers for the SGA are elected in the spring through the democratic process. Any student in good academic standing may elect to run for the following positions: President, Vice-President, Secretary, Treasurer, Reporter Parliamentarian and Executive Assistant (appointed by the advisor). The students in the organization are provided leadership skills and opportunities on the local, district, state and national levels. The SGA also oversees elected class officials and representatives. The SGA is a member of the Eastern District of North Carolina Association of Student Council.

## **Band & Athletics**

### **Band**

The band is open to students in grades 9-12 who have an interest in playing a musical instrument and performing at various athletic and community events. Members of the band are encouraged to register for band electives each semester

### **Athletics**

#### **Athletic teams include:**

- Baseball
- Basketball
- Cheerleading
- Football
- Softball
- Track & Field
- Volleyball

## WELDON STEM HIGH SCHOOL CAREER ACADEMIES REGULAR SCHEDULE

<b>BLOCK</b>	<b>TIMES</b>	<b>EVENTS</b>	<b>-----ANNOUNCEMENTS-----</b> --
	7:35	<b>Students allowed in building. All students must be in the cafeteria.</b>	Only students with a pass from a classroom teacher are allowed out of the cafeteria during this period of time.
	7:45 – 8:00	<b>Breakfast/Morning Duty</b>	Assigned teachers report to duty
<b>First Bell</b>	8:00 – 8:05	<b>Students proceed to 1<sup>st</sup> Block</b>	Hall monitors present
<b>Block 1</b>	8:05 – 9:35	Instructional Time	
<b>Block 2</b>	9:39 – 11:09	Instructional Time	
<b>Block 3</b>	11:13 – 1:21	Instructional Time	
	11:09 – 11:37	Power A	
	11:45 – 12:13	Power B	
	12:22 – 12:50	Power C	
<b>Block 4</b>	1:25 – 3:00	Instructional Time	
<b>Dismissal 3:00</b>			

## WELDON STEM HIGH SCHOOL CAREER ACADEMIES 1-HOUR DELAY SCHEDULE

<b>BLOCK</b>	<b>TIMES</b>	<b>EVENTS</b>	
	8:45 – 9:00	<b>Breakfast/Morning Duty</b>	“Students are not allowed out of their classroom the first OR last fifteen minutes of class”  -----ANNOUNCEMENTS----- --
	9:00 – 9:05	<b>HOMEROOM</b>	
<b>Block 1</b>	9:05 – 10:23	<b>Instructional Time</b>	
<b>Block 2</b>	10:27 – 11:29	<b>Instructional Time</b>	
<b>Block 3</b>	11:33 – 1:33	<b>Instructional Time</b>	
	11:29 – 11:54	<b>A LUNCH</b>	
	12:00 – 12:25	<b>B LUNCH</b>	
	12:30 – 12:55	<b>C LUNCH</b>	
<b>Block 4</b>	1:37 - 3:00	<b>Instructional Time</b>	
	<b>3:00</b>	<b>DISMISSAL</b>	

## WELDON STEM HIGH SCHOOL CAREER ACADEMIES 2-HOUR DELAY SCHEDULE

<b>BLOCK</b>	<b>TIMES</b>	<b>EVENTS</b>	
	9:45 – 9:55	<b>Breakfast/Morning Duty</b>	“Students are not allowed out of their classroom the first OR last fifteen minutes of class”  -----ANNOUNCEMENTS-----
	10: – 10:05		
<b>Block 1</b>	10:00 – 11:05	<b>Instructional Time</b>	
<b>Block 2</b>	11:09 – 12:42	<b>Instructional Time</b>	
	11:05 – 12:30	<b>POWER A</b>	
	11:40 – 12:05	<b>POWER B</b>	
	12:17 -12:42	<b>POWER C</b>	
<b>Block 3</b>	12:46 - 1:51	<b>Instructional Time</b>	
<b>Block 4</b>	1:55 - 3:00	<b>Instructional Time</b>	
	<b>3:00</b>	<b>DISMISSAL</b>	

**WELDON STEM HIGH SCHOOL CAREER ACADEMIES  
EARLY RELEASE DAY SCHEDULE**

<b>BLOCK</b>	<b>TIMES</b>	<b>EVENTS</b>	
	7:45 – 8:00	<b>Breakfast/Morning Duty</b>	“Students are not allowed out of their classroom the first OR last fifteen minutes of class”  -----ANNOUNCEMENTS-----
<b>Block 1</b>	8:05 am – 8:50am	<b>Instructional Time</b>	
<b>Block 2</b>	8:54am – 9:39 am	<b>instructional Time</b>	
<b>Block 3</b>	9:43 am - 11:11 am	<b>Instructional Time</b>	
	10:00 am – 10:30 am	<b>Power A</b>	
	10:20 am – 11:11 pm	<b>Power B</b>	
<b>Block 4</b>	11:15pm - 12:00pm	<b>Instructional Time</b>	
	<b>12:00 pm</b>	<b>DISMISSAL</b>	

## **Parent and Family Engagement Policy**

1. Our school shall conduct an annual meeting at a convenient time(s) for parents of participating students to provide information about the Title I Program, Title I requirements and the rights and privileges of parents to be involved in the education of their children.
2. Meetings for parents shall be offered at a variety of times to accommodate the availability of parents/guardians.
3. Two or more parents of participating children shall serve on the school committee to plan, review, and improve the parental involvement policy and the school wide program.
4. We shall provide to parents the following timely information:
  - School Report Card
  - Student assessment results
  - Description of the curriculum and how student progress is measured
  - Proficiency levels students are expected to meet
  - Opportunities for meetings requested by parents to share experiences and formulate suggestions relating to the education of their children
  - Response to parent's suggestions
  - Inclusion of parents' input on school wide project plans
  - Qualifications of teachers
  - State content standards
  - State, district, and school assessments
  - Parental participation in decision making processes
  - Ways to monitor students' educational progress (PowerSchool)
5. Our school will use the school-parent compact.
6. Additional parent involvement activities will include:
  - Workshops to help parents work with their children to improve academic achievement (Parent University)
  - School Improvement Plan
  - PTA (Parent Teacher Association)
  - School Messenger
  - Parent education workshops as requested by parents
  - College readiness (to include application for FAFSA)
  - Parent Resource Center (Resume` development, job applications)

# **STUDENT CODE OF CONDUCT**

**2021-2022**

## **WELDON CITY SCHOOLS**

# **STUDENT CODE OF CONDUCT**

### **MISSION STATEMENT**

All schools will be safe and caring and student achievement will increase each year for all students.

### STATEMENT OF PURPOSE

An educated citizenry is essential to good government in this country and cannot exist without effective public schools that offer a high quality education to all students. The goal of student discipline is to maintain safe and caring schools, to teach students to behave in ways that contribute to academic achievement and school success, and to support a school environment where students and staff are responsible and respectful. As such, school disciplinary measures should be used to preserve the safety of students and staff. Weldon City Schools is committed to providing an environment where teaching and learning take place in an atmosphere free from disruption and obstacles that impede learning.

### GENERAL PROVISIONS

All students are expected to comply with all rules governing behavior and conduct. It is the responsibility of the principal to investigate fully the cases of students appropriately referred to his/her office for misbehavior, to ensure fair treatment of such students and protection of their procedural and substantive rights, and to determine what, if any, disciplinary action is warranted. The teacher shall have the responsibility and authority to discipline students, except in those cases requiring the attention of the principal.

- Unless otherwise specified, and/or with the exception of a Class V violation as later defined, this code shall apply to all students in the system before, during, and after school hours while at school, in any school building, and on any school premises; on any school-owned vehicle or in any other vehicle used to transport students to and from any school or school activities; bus stops; off school property at any school-sponsored or school-approved activity, event, or function, including athletics; and during any period of time when students are subject to the authority of school personnel; to include conduct which occurs off school property which 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.

- The principal of the school to which the student is officially enrolled shall be responsible for imposing any disciplinary action upon the student for rule violations occurring away from the student's home school.

- Any student who drives a vehicle onto any Weldon City Schools' property is responsible for the contents of that vehicle. Prior to coming onto Weldon City Schools' property, students should ensure that the vehicle does not contain any contraband which would violate the law or any school rule.
- Possession shall be defined as the prohibited item being on the person, in the student's personal effects, vehicle, locker, desk, or in the immediate control of the student.
- The principal and superintendent may consider the student's intent, disciplinary and academic history, the potential benefits to the student of alternatives to suspension, and other mitigating or aggravating factors when deciding whether to recommend or impose a disciplinary reassignment or long-term suspension.

In assigning appropriate disciplinary consequences under this Code of Conduct, eligible students will be given all rights as provided by the IDEA, Section 504 of the 1973 Rehabilitation Act and the 1990 Americans with Disabilities Act. Procedures on implementing requirements for students with disabilities are found in Policies Governing Services for Children with Disabilities and Section 504 Procedures and Guidelines handbook.

During the period that a student is suspended or disciplinarily reassigned to an alternative program, he/she is prohibited from entering the grounds of any school in the Weldon City Schools system or from attending any school-related functions, including graduation, without the express permission of the building principal. During a period in which a student is long-term suspended or disciplinarily reassigned to an alternative program, the student is prohibited from any Weldon City Schools system property other than the alternative school/program to which the student has been reassigned.

Violation of Board policies, this student Code of Conduct, any behavior management plan or regulations issued by the individual school, or any North Carolina General Statutes may result in disciplinary action including expulsion or suspension of the student from Weldon City Schools pursuant to the Due Process Procedures for Weldon City Schools.

Violations of the Weldon City Schools' Student Code of Conduct may result in a disciplinary reassignment to an alternative education program. If the principal determines that a disciplinary reassignment is appropriate, the principal may recommend to the superintendent or his/her designee that the student be re-assigned to an alternative educational program.

Disciplinary reassignment of a student to a full-time educational program that meets the academic requirements of the standard course of study established by the State Board of Education and provides the student with the opportunity to make timely progress towards graduation and grade promotion is not a long-term suspension requiring the due process procedures described in Policy 4353 – Long-Term Suspension, 365-Day Suspension, Expulsion.

In addition to the compulsory attendance law, if the student fails to enroll in and regularly attend the alternative educational setting as reassigned, or other appropriate school (e.g. private or charter school, North Carolina Virtual Public School, etc.), the disciplinary reassignment will continue until such time as reassignment to the home school is appropriate as determined by the superintendent or his/her designee. A disciplinary reassignment may continue for a period up to

and including that which could be imposed for a long-term suspension. In addition, if the offense(s) leading to the disciplinary reassignment occur(s) during the final quarter of the school year, the reassignment may include a period up to the remainder of the school year in which the offense was committed and the first semester of the following school year.

## VIOLATIONS & CONSEQUENCES

Violations of the Student Code of Conduct shall be dealt with in accordance with the guidelines established in the school's behavior management plan (see Policy 4302 - School Plan for Management of Student Behavior).

### Minor Violations

Minor violations of the Student Code of Conduct are those less severe infractions which involve a lower degree of dangerousness and harm. Examples of minor violations include the use of inappropriate or disrespectful language, noncompliance with a staff directive, dress code violations and minor physical altercations that do not involve weapons or injury. Aggravating circumstances, however, may justify treating an otherwise minor violation as a serious violation.

Minor violations of the Student Code of Conduct may result in disciplinary measures or responses up to and including short-term suspension. Further information regarding the procedures for short-term suspensions is provided in Policy 4351 - Short-Term Suspension. Other disciplinary measures or responses may include, but are not limited to, the following:

1. parental involvement, such as conferences;
2. time-out for short periods of time;
3. behavior improvement agreements;
4. instruction in conflict resolution and anger management;
5. peer mediation;
6. individual or small group sessions with the school counselor;
7. academic intervention;
8. limited alternative school setting (long and short term suspensions);
9. detention before and/or after school or on Saturday;
10. community service;
11. exclusion from graduation ceremonies;
12. exclusion from extracurricular activities;
13. suspension from bus privileges; and
14. disciplinary reassignment to an alternative school.

The parent or guardian is responsible for transportation that may be required to carry

out the consequence. With the exception of suspension from bus privileges, if a parent or guardian is unable to provide transportation, another consequence may be substituted.

### Serious Violations

Serious violations of the Student Code of Conduct may result in disciplinary reassignment or any of the other consequences which may be imposed for minor violations. In addition, serious violations that either (1) threaten the safety of students, staff or school visitors or (2) threaten to substantially disrupt the educational environment may result in long-term suspension or expulsion. Certain violations involving firearms or explosive devices may result in a 365-day suspension. Further information about the procedures for disciplinary reassignments is provided in Policies 4351-4353 - Disciplinary Reassignments. Additional information is available concerning the Alternative Learning Program/Schools in Policies 3470 and 4305.

Information regarding the standards and procedures for long-term suspensions, 365-day suspensions and expulsions is provided in Policy 4351 - Short-Term Suspension, in Policy 4353 - Long-Term Suspension, 365-Day Suspension, Expulsion. (See also Policy 4333 - Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety, for information regarding 365-day suspensions for certain firearms violations.)

**LEVEL I VIOLATIONS**

- Insubordination
- Tobacco, Vaporizers (including matches/cigarette lighters)
- Falsification of Information
- Truancy
- School/Class Attendance
- Student Dress Code
- Trespassing
- Gambling
- Inappropriate use or displaying Cell Phones/electronic devices
- Inappropriate Language (Cursing or use of vulgar, profane, language)

Grade	<b>Consequences</b>
9-12	Principal may use in-school interventions, in-school disciplinary consequences, and/or short-term suspension of up to ten (10) days. Principals may recommend a long-term suspension based on the presence of aggravating factor(s) and/or repeated offenses. Any long-term suspension recommendation is subject to the appeal procedure.

**LEVEL II Violations**

<b>Aggressive Behavior</b>	<b>Hazing</b>
<b>Bullying</b>	<b>Medication (Inappropriate use/distribution)</b>
<b>Cyber Bullying</b>	<b>Possession of Counterfeit Items</b>
<b>Disorderly Conduct</b>	<b>Property Damage – Less than \$1,000</b>
<b>Disruptive Behavior</b>	<b>Theft – Value Less than \$1,000</b>
<b>Extortion</b>	<b>Use of Counterfeit Items</b>
<b>Harassment - Verbal</b>	<b>Repeated violation of Level I Rules</b>
<b>Inappropriate, illustrations images or Other Materials.</b>	

<b>Grade</b>	<b><i>Consequences</i></b>
<b>9-12</b>	Principal may use in-school interventions, in-school disciplinary consequences, and/or short-term suspension of up to ten (10) days. Principals may recommend a long-term suspension based on the presence of aggravating factor(s) and/or repeated offenses. Any long-term suspension recommendation is subject to the appeal procedure.

**LEVEL III Violations**

- Assault on students, school personnel or other adults
- Coercion or Extortion
- Gang and Gang Related Activity
- Bomb Threat
- Threats, Hoaxes and Other Acts of Terror
- Controlled Substances and Drug Paraphernalia
- Weapons Dangerous Instruments other than Firearms and Destructive Devices

*\*This list is not exhaustive*

<b>Grade</b>	<b><i>Consequences</i></b>
<b>9-12</b>	Principal will impose disciplinary action up to and/or including recommendation for long term suspension.

***LEVEL IV VIOLATION***

**Possession of Firearm or Weapon/Dangerous Instruments: No student shall possess, handle or transit any weapon, facsimile of a weapon, dangerous instruments, substances or other object that can reasonably be considered or used as a weapon or dangerous instrument. This does not apply to any student who finds a weapon or dangerous instrument/substances on school property or receives it from another person on school property and who immediately reports the weapon or dangerous instrument/substances to school or law enforcement authorities. Weapon to include any firearm, BB gun, stun gun, mace/pepper spray, air rifle, air pistol, ammunition, fireworks, knife, slingshot, leaded cane, blackjack, metallic knuckles, razors, razor blades, box cutters and any sharp-pointed or edged instrument.**

**Adult Taking Indecent Liberties with Minor**

<b><i>Grade</i></b>	<b><i>Consequence</i></b>
<b>9-12</b>	Level IV rule violations involve "firearms" or "destructive devices" as defined by statute and compromise the safety and welfare of students and staff. Principals are required by North Carolina law to recommend a 365-day suspension for any Level IV rule violation.

***LEVEL V VIOLATIONS***

**Behavior indicates that the student's continued presence in school constitutes a clear threat to the safety of other students or school personnel. This includes any student subject to sex offender registration pursuant to N.C.G.S. §14-208.18.**

<b>Grades 9-12</b>	<b>Penalty</b>
.	<p><b>In accordance with NC General Statute 115C-390.11(a), a local board of education may, upon recommendation of the principal and superintendent, expel any student who is 14 years of age or older whose behavior indicates that the student's continued presence in school constitutes a clear threat to the safety of other students or school personnel.</b></p> <p><b>In accordance with N.C.G.S. §115C-390.11(a)(2), a local board of education may expel any student subject to sex offender registration pursuant to N.C.G.S. §14-208.18</b></p> <p><b>Expulsion in accordance with 115C-390.11(a)</b></p> <p><b>The local Board of Education shall consider whether there is an alternative program that may be offered by the local school Administrative unit to provide educational services.</b></p>

## ***BUS MISBEHAVIOR VIOLATION***

### **Bus Misbehavior**

Violations of this rule are considered Level II and may result in temporary or short-term removal from school transportation as well as other disciplinary consequences available under this policy. Students are responsible for complying with the entire Code of Student Conduct and are also subject to consequences for other rule violations for misconduct occurring on a school bus or other school vehicle.

### VIOLATION LEVELS:

#### ***I. LEVEL I VIOLATIONS***

##### DRESS CODE VIOLATION

The dress code violation includes wearing, decorating or adorning clothing that is inappropriate to the learning process. Clothing that reveals undergarments, chest, breasts, navel, buttocks, or any private body part will be considered inappropriate for the school setting. Any article that displays, suggests, promotes, or reveals a lewd, vulgar, unsafe, violent or sexual message through language, images and/or symbols is prohibited. Principals shall exercise appropriate discretion in implementing this policy, including reasonable accommodations on the basis of the student's religious beliefs or medical conditions. Examples prohibited dress appearance include, but not limited to, exposed undergarments, sagging pants; excessively short or tight garments, bare midriff shirts, strapless shirts, see-through clothing, and any attire that exposes cleavage.

##### FALSIFICATION OF INFORMATION

Falsification of information is a false statement meant to deceive or give a wrong impression.

##### GAMBLING

Gambling means to bet money or wager anything on the outcome of a game, contest, or other event.

##### HONOR CODE VIOLATION

Cheating, plagiarism, dishonesty, falsification of assignments and signatures, violation of software regulations or copyright laws, and inappropriate computer access are considered honor code violations. Also, selling merchandise, magazines, newspapers, or other property on school grounds, unless the same is an approved school activity, is considered private enterprise and an honor code violation.

##### INAPPROPRIATE ITEMS ON SCHOOL PROPERTY / USE

Any device disruptive to the school environment to include electronic devices, including but not limited to cell phones, tablets, digital cameras, and laser devices, will not be displayed or utilized while on the school bus or on school premises during the school day unless utilized for educational purposes as approved by school administration.

### INAPPROPRIATE LANGUAGE/DISRESPECT

Any communication used to degrade, disrespect, or that is abusive in nature, whether by signs, symbols, or gestures is prohibited in the school environment, to include all school personnel and/or volunteers.

### INSUBORDINATION

Refusal to comply with all appropriate or reasonable directions of principals, teachers, School Resource Officers, substitute teachers, student teachers, teacher assistants, bus drivers, volunteers and all other school personnel who are authorized to give such directions during any period of time when students are subject to the authority of such school personnel.

### MEDICATION

Unauthorized possession of any prescription or non-prescription drugs in violation of medication protocol. All students must obtain and complete the medical release form to access medication from designated school personnel.

### POSSESSION/USE OF TOBACCO

The term “tobacco product” means any product that contains or is made or derived from tobacco and is intended for human consumption or that resembles tobacco or tobacco products, including e-cigarettes and all lighted and smokeless tobacco products.

### TRUANCY/ATTENDANCE

Each student will be assigned a school schedule and must adhere to that schedule except when excused by the principal or a teacher authorized to excuse a student. Being tardy to class, skipping class/school, leaving campus without permission or being in an unauthorized area is prohibited. (OSS will be a last resort consequence for violation of this rule.)

## ***II. LEVEL II VIOLATIONS***

### AGGRESSIVE BEHAVIOR

This attempted assault occurs when a student behaves in such a manner as could reasonably cause physical injury to any student or staff member. Including, but not limited to, choking, hitting, slapping, shoving, scratching, spitting, biting, blocking the passage of or throwing objects at another person in an aggressive or dangerous manner. Nonverbal postures may be considered aggressive behavior.

### BULLYING

Bullying is a form of harassment. Bullying means the repeated intimidation of others by the real or threatened infliction of physical, verbal, written, electronically transmitted or emotional abuse or through destruction or theft of property of another. Bullying may include, but is not limited to, verbal taunts, name-calling and put downs, rumor spreading, extortion of money or possessions, implied or stated threats, and exclusion from peer groups.

## CYBER BULLYING

Cyber-bullying includes but is not limited to the following misuses of any school or non-school technology resources or networks: harassing, threatening, teasing, intimidating, humiliating, embarrassing, terrorizing another student or school employee by sending or posting such inappropriate or hurtful email messages, instant messages, text messages, text/digital pictures or images, or through social media websites and blogs.

## DISORDERLY CONDUCT

Disorderly conduct is any action that disrupts the peace and order of the school. Trespassing/Loitering is also included as a part of disorderly conduct. Trespassing to include loitering is the presence of any student on the campus of another school in the Weldon City Schools system without the knowledge and consent of the officials of the school he/she is visiting. Any student who has been suspended from school will be considered trespassing if he/she appears on school property during the suspension period without the express permission of the principal.

## DISRUPTIVE BEHAVIOR

- Disruptive behavior constitutes any physical or verbal action which reasonably could or does substantially disrupt, disturb, or interfere with the peace, order, and/or discipline within the learning environment or during any school-related activity.
- Disruptive behavior also constitutes any verbal, physical, or visual forms (including cell phone and/or other digital images/recordings) of a sexual nature that create a hostile or abusive educational environment for other students.
- Disruptive behavior also includes the unauthorized photographing or video recording of student images by cell phone, digital camera, video recorder, or other device on school property or at a school-related activity that is disruptive to the school environment.
- Disruptive behavior is also any action, comments, or written messages intended to cause others to fight or which might reasonably be expected to result in a fight.
- Disruptive Behavior also includes distribution of over the counter medications.
- No student shall possess or wear any clothing, jewelry, emblems, badges, symbols, signs or other items, which indicate a student's membership or desired membership or affiliation with a gang.
- Pyrotechnics and incendiary devices or materials intended to result in an explosion and/or fire are not allowed on school property, any school-sponsored event, or any activity representing Weldon city schools. Pyrotechnics and incendiary devices include, but are not limited to: ammunition, explosives, explosive-making material, chemicals, lighters, explosive caps for toy pistols, snake and glow works, smoke devices, trick noisemakers, wire sparklers, and other sparkling devices.

## EXTORTION

Extortion is the use of one's position or power to obtain property, funds, or patronage.

## HARASSMENT-VERBAL

Verbal harassment means to worry, torment, trouble, verbally attack, or irritate persistently any student, school employee, or any other person.

### HAZING

To annoy any student by playing abusive or ridiculous tricks upon him, to frighten, scold, or harass him or to subject him to personal indignity is hazing. This includes requiring another student to wear abnormal dress, play abusive or ridiculous tricks on another student.

### POSSESSION OF COUNTERFEIT ITEMS

Possessing any false item, which, without authorization, bears a trademark, tradename, or other identifying marks, imprint, number or device to include currency, is prohibited.

### PROPERTY DAMAGE - LESS THAN \$1,000

Damage is intentionally damaging, or attempting to damage, any school property or private property while under school jurisdiction.

### THEFT - VALUE LESS THAN \$1,000

Theft is stealing, attempting to steal, or possessing stolen property having reason to know it was stolen.

### USE OF COUNTERFEIT ITEMS

Use of any counterfeit item, which the person thereof obtains, or attempts to obtain, money, property, services, or something of value is prohibited.

## ***III. LEVEL III VIOLATIONS***

### AFFRAY/FIGHT

An affray is a fight between three or more students on school property or at a school-related activity.

### ASSAULT INVOLVING USE OF A WEAPON (except firearms)

Assault with a weapon or other object that could reasonably be considered a weapon. A weapon includes any incendiary device defined under Class II, or any weapon or dangerous instrument defined in Class III, or any firearms or explosive device defined in Class IV.

### ASSAULT RESULTING IN SERIOUS INJURY

An intentional act or attempt by force or violence to do injury to the person of another that causes reasonable apprehension of immediate bodily harm resulting in one of the following: (1) substantial risk of death, (2) serious permanent disfigurement, (3) a coma, (4) a permanent or protracted condition that causes extreme pain, (5) permanent or protracted loss or impairment of the function of any bodily member or organ, or (6) that results in prolonged hospitalization.

### ASSAULT ON SCHOOL PERSONNEL

Attempted or actual hitting, striking, emitting bodily fluids, utilizing any foreign substance, or other use of force upon a school official, employee or school volunteer who is not a student. This definition also includes the accidental striking of an adult while attempting to break up a fight.

### ASSAULT ON STUDENT

Attempted or actual hitting, striking, emitting bodily fluids, utilizing any foreign substance, or other use of force upon a student.

### ASSAULT / OTHER

Attempted or actual hitting, striking, emitting bodily fluids, utilizing any foreign substance, or other use of force upon a non-student or non-school employee.

### BOMB THREATS (dynamite, cartridge, bomb, grenade, mine, or powerful explosive)

Communicating a report, while knowing or having reason to know the report is false, that there is located on any school premises a device designed to cause damage or destruction by explosion, blasting, or burning. Placing on any school premises with the intent of perpetrating a hoax, any device that would appear to a reasonable person to be a bomb or similar instrument capable of causing injury and/or damage. (G.S. 14.69.1 et.seq. or G.S. 14-69.2)

### BREAKING / ENTERING OF A SCHOOL BUILDING / PROPERTY

The wrongful breaking or entering of any school building, school-owned vehicle, or secured property of the Weldon City Board of Education at any time is prohibited. This includes the WCS network, computers, systems, and programs.

### BURNING OF A SCHOOL BUILDING

Any person who maliciously and willfully sets fire to, burns or causes to be burned i.e. aids, directs or procures the burning of any school building owned, leased or used by the public schools.

### COMMUNICATING THREATS TO AN ADULT

Threatening actions include language that reasonably threatens force of violence and any sign or action that reasonably constitutes a threat of force or violence toward any school employee or any other adult.

### FALSE FIRE ALARM

Students will not initiate a false fire alarm on any school premises. Nor shall a student interfere with or damage any part of a fire alarm, fire detection, smoke detection, fire extinguishing system or emergency escape system at any time.

### FIGHTING

Fighting is the act of two or more persons involved in a physical conflict such as hitting or kicking another student or other person. A student who is attacked may use reasonable force in self-defense, but only to the extent to free himself/herself from the attack and notify proper school authorities. A student who exceeds this reasonable force may be disciplined even though he/she may not have provoked the fight.

### GANG AND GANG RELATED ACTIVITY

Gang and gang related activity shall be defined as any act(s) that further promotes gangs or gang-related activities or which threatens or intimidates another person or disrupts the educational environment on school premises or during any school-sponsored activity which includes, but is not limited to: (1) communicating either verbally or non-verbally (hand signs, gestures, handshakes, slogans, drawings, etc.), to convey membership or affiliation with a gang; (2) defacing school or personal property with gang-related graffiti, symbols or slogans; (3) requiring payment of protection, insurance, or otherwise intimidating or threatening any person related to gang activity; (4) inciting other students to intimidate or to act with physical violence upon any other person related to gang activity; (5) soliciting others for gang membership; (6) committing any other illegal act or other violation of the Weldon city schools' policies that relate to gang activity e.g. gang-related assault on student. Definition of Gang: a 'gang' is any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of criminal acts, and having a common of criminal acts, and having a common name or common identifying sign, colors or symbols.

### HARASSMENT - SEXUAL

Repeated unwelcome sexual advances and sexually-motivated physical contact are sexual harassment.

### KIDNAPPING

Confining, restraining or removing from one place to another a person, without his/her or the victim's or a minor victim's parents' consent, for the purpose of committing a felony; or holding a victim as hostage or for ransom, or for use as a shield. A parent taking a child in violation of a court order, although it may be a crime, is not kidnapping for this purpose.

### OFF-CAMPUS CONSUMPTION OF ALCOHOL/CONTROLLED SUBSTANCES

The rule is violated when a student consumes any amount of alcohol or prohibited substance off-campus and then presents him or herself on school property owned or leased by the local Board of Education, school bus stop, or at any school-sponsored event and a school official detects the physical characteristics of, e.g., odor, slurred speech, erratic behavior, bloodshot/glassy eyes, etc., the student's consumption of alcohol or prohibited substance.

### USE/POSSESSION/DISTRIBUTION OF ALCOHOL

Any student possessing any malt beverages, fortified or unfortified wine, or spirituous liquor, in any amount or form to include any alcoholic beverage on school property owned or leased by the local Board of Education, school bus stop or at any school-sponsored event is prohibited. NO student shall possess with the intent to distribute or sell or conspire to attempt to distribute or sell or to be under the influence at any time on school grounds.

### USE/POSSESSION/DISTRIBUTION OF CHEMICAL AND DRUG PARAPHERNALIA AND CONTROLLED SUBSTANCE

Possession or delivery of drug paraphernalia or any other item used for inhaling/ingesting any controlled substance, narcotic, alcohol or chemical. POSSESSION OF A WEAPON  
Possessing, handling or transferring, whether openly or concealed, without educational permission

or consent, any BB gun, stun gun, air rifle, air pistol, facsimile of a gun, knife, ice pick, dagger, slingshot, leaded cane, loaded cane, sword cane, machete, switchblade knife, blackjack, metallic knuckles, razors, razor blades, fireworks, box cutters, pepper spray, or any other object that can reasonably be considered a weapon or dangerous instrument.

#### POSSESSION OF CONTROLLED SUBSTANCES / SELLING

This offense includes possession, distribution or sale by a student of a controlled substance of the N.C. Controlled Substances Act or any counterfeit controlled substance. This includes, but is not limited to, marijuana, synthetic marijuana (Spice or similar product), MDPV and mephedrone (e.g. bath salts) cocaine, methamphetamine, barbiturate, heroin, mescaline, LSD, codeine, opium, ecstasy, vicodin, percocet, oxycontin (or generic derivatives) or any other hallucinogenic drug. Possession shall be defined as the substance being on the person, in the student's personal effects, vehicle, locker or desk or in the immediate control of the student in any amount or in any form. This offense also includes the unauthorized distribution of any prescription drug.

#### PROPERTY DAMAGE – MORE THAN \$1,000

Damage is intentionally damaging, or attempting to damage, any school property or private property while under school jurisdiction.

#### RAPE

Rape may be statutory or forcible. Forcible Rape is committed by force and without the consent of the victim, regardless of age. Statutory Rape is committed on a child under the age of 16 by a person who is at least 12 years old and at least four years older than the victim, regardless of whether the victim consented.

#### ROBBERY WITH A DANGEROUS WEAPON

This includes theft or attempted theft of anything of value from the person of another, or from the area under the immediate bodily control of the other, by using a dangerous weapon or by an act threatening use of a dangerous weapon. A dangerous weapon is any article, instrument or substance that is likely to produce death or great bodily harm. Forcible theft or attempted theft from a person without the use of a dangerous weapon should be reported under Robbery Without a Dangerous Weapon.

#### ROBBERY WITHOUT A DANGEROUS WEAPON

The taking or attempting to take anything of value from another's person, by force, or by an act threatening force or violence, which puts a victim in fear, without the use of a weapon. The stealing of someone's property without the use of force or from a source other than the victim's person is not included in this offense. If the taking from the person involves use of a dangerous weapon the incident is reported under Robbery With a Dangerous Weapon.

#### SEXUAL ASSAULT

An unauthorized and unwanted, intentional, or forcible touching of a person of either sex. This category includes forcibly and intentionally grabbing the clothed or unclothed private areas of a person.

### SEXUAL MISCONDUCT

No student shall engage in behavior, which is indecent, disreputable, or of a sexual nature to include consensual sex and/or sexual acts.

### SEXUAL OFFENSE

Sexual offense may be forcible or statutory. Forcible Sexual Offense is committed by force and without the consent of the victim. Statutory Sexual Offense is a sexual act committed on a child under the age of 16 by a person who is at least 12 years old and at least four years older than the victim, regardless of whether the victim consented. If the person is 13, 14 or 15 years of age the defendant has to be at least six years older than victim. Statutory Sexual Offense is also sexual acts committed on a person who is mentally handicapped or incapacitated or physically helpless, regardless of whether the victim consented.

### THEFT – VALUE MORE THAN \$1,000

Theft is stealing, attempting to steal, or possessing stolen property having reason to know it was stolen.

### UNLAWFULLY SETTING A FIRE

Intentionally starting a fire or attempting to start a fire or aiding and abetting in the starting or attempting to start a fire without educational permission or consent is prohibited.

### USE OF AND/OR DISTRIBUTION OF ALCOHOLIC BEVERAGES

Consumption and/or distribution of an alcoholic beverage in any amount or form on school property owned or leased by the local Board of Education, school bus stop or at any school-sponsored event is prohibited.

### USE/POSSESSION/DISTRIBUTION OF CONTROLLED SUBSTANCES

This offense includes the use of, but not limited to, marijuana, synthetic marijuana (Spice or similar product), MDPV and mephedrone (e.g. bath salts), cocaine, methamphetamine, barbiturate, heroin, mescaline, LSD, codeine, opium, ecstasy, vicodin, percocet, oxycontin (or generic derivatives) hallucinogenic drug or any other chemical or product that may bring about a state of exhilaration or euphoria or otherwise alter the student's mood or behavior while on school property owned or leased by the local Board of Education, school bus stop, or at any school-sponsored event.

## ***IV. LEVEL IV VIOLATIONS***

### ADULT TAKING INDECENT LIBERTIES WITH A MINOR

Committing a sexual act with or in the presence of a child under the age of 16 years, by a person at least age 16 and at least five years older than the child, for sexual gratification, regardless of whether force was used, or whether the victim consented.

## POSSESSION OF FIREARM OR DESTRUCTIVE DEVICE

Bringing or possessing a firearm or destructive device on educational property or to a school-sponsored event off of educational property, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, or any firearm muffler or firearm silencer. A destructive device is a-bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, device similar to those above. The term shall not include an inoperable antique firearm, a BB gun, stun gun, air rifle, or air pistol.

### **V. LEVEL V VIOLATIONS**

Behavior indicates that the student's continued presence in school constitutes a clear threat to the safety of other students or school personnel. This includes any student subject to sex offender registration pursuant to N.C.G.S. §14-208.18.

## DEATH BY OTHER THAN NATURAL CAUSES

Death by other than natural causes is the killing of a living person done by another person including, but not limited to, murder, manslaughter and death by vehicle.

## BUS MISBEHAVIOR VIOLATION

School transportation service is a privilege--not a right. While riding a school bus, students will at all times observe the directives of the school bus driver and all other rules outlined in this code of conduct. Failure to follow directives will result in suspension from riding the bus as determined by the principal.

## PROVISIONS FOR ENFORCEMENT

A. Temporary Suspension - The principal may impose a temporary suspension prior to a hearing if the presence of the student creates a direct and immediate threat to the safety of other students or staff, or substantially disrupts or interferes with the education of other students or the maintenance of discipline at the school. In such cases, the principal shall give notice of the charges and an opportunity for an informal hearing as soon as practicable.

B. Short-Term Suspension – The exclusion of a student from school attendance for disciplinary purposes for up to 10 school days from the school to which the student was assigned at the time of the disciplinary action. A short-term suspension does not include the removal of a student from class by the classroom teacher, principal or other authorized school personnel for the remainder of the subject period or one-half of a school day and/or changing the student's location to another room or place on the school premises. (Policy 4351) A student subject to short-term suspension shall be provided the following:

1. The opportunity to take textbooks home for the duration of the suspension.
2. Upon request, the right to receive all missed assignments and, to the extent practicable, the materials distributed to students in connection with the assignment.
3. The opportunity to take any quarterly, semester, or grading period examinations missed during the suspension period.

C. Long-Term Suspension – suspension from school, school activities, and school grounds in excess of 10 days but not exceeding the time remaining in the school year except as provided in G.S. 115C-390.1(b)(7). This long-term suspension must have the approval of the superintendent.

D. Long-Term Suspension – 365 Days – suspension from school, school activities, and school grounds for a period of 365 days as specified in G.S. 115C-390.10 Gun Possession. This long-term suspension must have the approval of the superintendent.

E. Expulsion – indefinite exclusion from the Weldon City Schools system of a student (1) who is 14 years of age or older and (2) whose behavior indicates that the student’s continued presence in school constitutes a clear threat to the safety of employees or other students. Also, in accordance with N.C.G.S. §115C-390.11(a)(2), a local Board of Education may expel any student subject to sex offender registration pursuant to N.C.G.S. §14-208.18. Expulsion can only be authorized by the Board of Education, upon the recommendation of the principal and the superintendent.

F. Disciplinary Reassignments – Reassignment to an alternative program

G. Calculation of Days – number of days refers to days when schools are in session for students except for reference to a 365-day suspension, which refers to calendar days.

H. Two Class II Violations - The principal may recommend to the superintendent a disciplinary reassignment or long-term suspension for a student who commits a third suspendable offense after having committed two Class II offenses or greater.

I. Mandatory Offenses Reportable to Law Enforcement - When the principal has personal knowledge, a reasonable belief, or actual notice from school personnel that an act listed below has occurred on school property, regardless of the age or grade of the perpetrator or victim, the school principal must immediately report to law enforcement officials and the Safety/Security Supervisor. The principal shall also notify the superintendent or his/her designee (Safety/Security Supervisor) in writing or by electronic mail regarding any report made to law enforcement under this section. The superintendent or his/her designee shall provide the information to the local Board of Education. The mandatory reportable offenses are as follows:

1. Assault resulting in serious personal injury
2. Assault involving use of a weapon
3. Kidnapping
4. Possession of controlled substance in violation of the law
5. Possession of a firearm in violation of the law
6. Possession of a weapon in violation of the law
7. Rape
8. Sexual assault (not involving rape or sexual offense)
9. Sexual offense
10. Taking indecent liberties with a minor

J. Mandatory Reporting of Other Serious Violations – In addition to the 10 reportable offenses listed above any Class III, IV, or V violation must be immediately reported to the Safety/Security

Supervisor.

K. Authority to Search – School officials have authority to conduct reasonable searches and seizures in accordance with WCS’ Board Policy 4342 for the purpose of maintaining a safe, orderly environment and of upholding standards of conduct established by the Board or school.

### STUDENT ADMISSIONS

In accordance with G.S. 115C-366

(a4) When a student transfers into the public schools of a local school administrative unit, that local Board of Education shall require the student’s parent, guardian, or custodian to provide a statement made under oath of affirmation before a qualified official indicating whether the student is, at the time, under suspension or expulsion from attendance at a private or public school in this or any other state or has been convicted of a felony in this or any other state. This subsection does not apply to the enrollment of a student who has never been enrolled in or attended a private or public school in this or any other state.

(a5) Notwithstanding any other law, a local Board of Education may deny admission to or place reasonable conditions on the admission of a student who has been suspended from a school under G.S. 115C-390.5 through G.S. 115C-390.10 or who has been suspended from a school for conduct that could have led to a suspension from a school within the local school administrative unit where the student is seeking admission until the period of suspension has expired. Also, a local Board of Education may deny admission to or place reasonable conditions on the admission of a student who has been expelled from a school under G.S. 115C-390.11 or who has been expelled from a school for behavior that indicated the student’s continued presence in school constituted a clear threat to the safety of other students or staff as found by clear and convincing evidence, or who has been convicted of a felony in this or any other state. If the local Board of Education denies admission to a student who has been expelled or convicted of a felony, the student may request the local Board of Education to reconsider that decision in accordance with G.S. 115C-390.12.

### STUDENT READMISSIONS

In accordance with G.S. 115C-390.12 and Policy 4362 - Requests for Readmission of Students Suspended for 365 Days or Expelled, all students suspended for 365 days or expelled may, after 180 calendar days from the date of the beginning of the student’s suspension or expulsion, request in writing readmission to Weldon City Schools.

## DUE PROCESS

The Board of Education mandates and the law requires that all students be treated fairly and honestly in resolving grievances, complaints, or suspensions/expulsions. Due process will be defined as fair and reasonable notices and approaches to all areas of student governance and discipline on the part of all school officials. The principal shall give full and complete consideration to the defense or excuses, if any, made by the student and dismiss the charges if not satisfied as to the guilt of the student or reduce the punishment if not satisfied as to reasonableness of the proposed disciplinary action under all the circumstances. Due process procedures will be followed in accordance with school board policies. A summary of those procedures is provided below. Students and parents should consult the relevant policy for complete information.

### A. SHORT-TERM SUSPENSIONS (10 DAYS OR LESS) (Policy 4351)

Students and their parent/guardian will be given an opportunity for an informal hearing with the principal before a short-term suspension is imposed. Except in the circumstances described below, a student and their parent/guardian must be provided an opportunity for an informal hearing with the principal before a short-term suspension is imposed. The principal may hold the hearing immediately after giving the student and their parent/guardian oral or written notice of the charges against him or her. At the informal hearing, the student and their parent/guardian has the right to be present, to be informed of the charges and the basis for the accusations and to make statements in defense or mitigation of the charges. Following the hearing, the principal shall provide written notice to the parent of his or her final decision.

#### 1. TEMPORARY (IMMEDIATE) SUSPENSION

A student may be removed from school immediately without a prior opportunity for a hearing if the student's presence in school poses a direct and immediate safety threat or is substantially disruptive. In that case, the notice and opportunity for an informal hearing will be provided as soon as practicable.

#### 2. NOTICE TO PARENT OR GUARDIAN

The school administrator will notify the student's parent or guardian that a short-term suspension has been imposed. The notice will explain why the student has been suspended and will describe the student's misconduct. The notice will be provided on the day of the suspension when reasonably possible, but no later than two days after the suspension is imposed. The notice will be written in the parent's primary language when possible.

#### 3. APPEAL OF SHORT-TERM SUSPENSION PROCEDURE

If the parent believes that the principal failed to provide the student with sufficient notice of the charges or opportunity to respond to the charges, then the parent shall have five (5) school days from the date of the principal's decision to make a written request to the superintendent or his/her designee for a review of the suspension procedure. There shall be no right to appeal a short-term suspension to the Board of Education.

## B. DISCIPLINARY REASSIGNMENTS (Policies 3470/4305)

Students may be reassigned to an alternative program or school as a disciplinary consequence. The alternative program or school will meet the requirements of the standard course of study and provide the student the opportunity to make timely progress toward grade promotion and graduation.

1. Before recommending a student for a disciplinary reassignment, the student will be provided the due process procedures applicable to short-term suspensions, described above.
2. The principal will provide the student with the due process procedures applicable for short-term suspensions, including written notice of charges and a hearing. In addition, the school administrative hearing shall be held not less than two (2) school days from the date the Notice of Charges and Hearing was mailed or hand delivered to the parent or legal custodian.
3. If the principal recommends a disciplinary reassignment, he/she shall submit such recommendation to the Associate Superintendent, Student Support Services, for approval/disapproval.
4. The parent shall be provided an opportunity to present any further information to the Associate Superintendent, Student Support Services, regarding the proposed disciplinary reassignment through a Request for an Appeal of a Disciplinary Reassignment form provided by the principal. The form must be submitted to the Weldon City Schools' Student Assignment Office within two (2) school days of the school administrative hearing.
5. A student attending school under a disciplinary reassignment is not eligible for athletic participation and is not permitted on his/her home school campus without prior permission from the principal.
6. A student is not entitled to appeal a decision to impose a disciplinary reassignment to the local Board of Education.

## C. LONG-TERM SUSPENSION, 365-DAY SUSPENSION, EXPULSION (Policy 4353)

1. Long-term suspension, 365-Day suspension, and expulsion procedures will be followed in accordance with Policy 4353. These procedures include the right to written notice of the proposed discipline and the right to request a full hearing before the disciplinary penalty is imposed.
2. The school administrative hearing shall be held not less than two (2) school days from the date the Notice of Charges and Hearing was mailed or hand delivered to the parent or legal custodian.
3. A principal may recommend to the superintendent the long-term suspension of any student who willfully engages in conduct that violates a provision of the Student Code of Conduct that authorizes long-term suspension. Only the superintendent or his/her designee has the authority to long-term suspend a student.

## NON-DISCRIMINATION STATEMENT

The Weldon City Schools system does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Name and/or Title: Classified Employee Supervisor

Address: Executive Director - Human Resources, 301 Mulberry Street, Weldon, NC 27890

Telephone Number: (252) 536 - 4821

## PROHIBITION AGAINST BULLYING AND HARASSMENT

Weldon City Schools is committed to ensuring that our students are free from bullying or harassing behavior while at school. Students and parents are encouraged to report any incidents to school administration as set forth in our anti-bullying and harassment policies and procedures that can be viewed on the WCS website at: [www.district.weldoncityschools.org](http://www.district.weldoncityschools.org)

## SAFE AND CARING SCHOOLS

It is the position of the Weldon City Schools Board of Education to promote the safety and well-being of all students, staff, and visitors in our schools. To further that position, school personnel may employ appropriate seclusion and restraint techniques with students consistent with N.C.G.S. 115C-391.1, state and local policies and procedures. The superintendent or his/her designee will provide copies of N.C.G.S. 115C-391.1 to parents/guardians and school personnel at the beginning of each year through the Weldon City Schools' website or other appropriate method.

## SAFE AND DRUG-FREE SCHOOLS

In an effort to create in each of our schools an environment highly conducive to learning and in compliance with Safe and Drug-Free Schools Act of 1994 – Title IV, Weldon City Schools provide comprehensive, age-appropriate, developmentally-based drug abuse and violence prevention education for all students from preschool level through grade 12. School-based Student Services teams provide case management, intervention, and referral services and will ensure re-entry into school after treatment for those students who are otherwise entitled to services provided by the Weldon City Schools Board of Education.

Policy Code: 4270/6145 Concussion And Head Injury

The board recognizes that concussions and other head injuries may be serious and potentially life threatening and that such injuries may result in serious consequences later in life if managed improperly. The board is committed to practices that reduce the potential for short-term or long-term effects from such injuries. In support of this commitment, the board directs school employees to comply with the concussion safety requirements for interscholastic athletic competition established by G.S. 115C- 12(23) as amended in the Gfeller-Waller Concussion Awareness Act of 2011, and to implement and follow all concussion safety requirements set

forth in State Board of Education rules and policies for middle and high schools. The superintendent or designee shall develop a plan consistent with state requirements and shall implement and monitor compliance with this policy. The superintendent is authorized to investigate the use of baseline testing for student-athletes and require that student athletes undergo such testing prior to their participation in any interscholastic athletic competition.

**DEFINITION OF CONCUSSION** A concussion is a traumatic brain injury caused by a direct or indirect impact to the head that results in disruption of normal brain function, which may or may not result in a loss of consciousness.

**B. SCHOOL HEAD INJURY**

**INFORMATION SHEET** Each year, all coaches, school nurses, athletic directors, first responders, volunteers, student-athletes, and parents of student-athletes must be provided with a concussion and head injury information sheet that meets the requirements of the State Board. Before any student, school employee, volunteer, or first responder will be allowed to participate in interscholastic athletic activities, including tryouts, practices, or competitions, he or she must sign the head injury information sheet and return it to the coach. Parents also must sign the sheet and return it to the coach before their children may participate in any interscholastic athletic activity. The principal of each school shall ensure that a complete and accurate record of the returned signed sheets is maintained in accordance with law and State Board policy.

**C. REMOVAL FROM AND RETURN TO PLAY** Any student-athlete who is exhibiting signs or symptoms consistent with a concussion must be removed from athletic activity immediately.

Further, the student athlete must not be allowed to return to play or practice that day or on any subsequent day until he or she has been evaluated and has received written clearance for participation that complies with the requirements of G.S. 115C-12(23) and any other applicable law or State Board policy.

**D. EMERGENCY ACTION PLANS** Each principal or designee shall develop a venue-specific emergency action plan to respond to serious medical injuries and acute medical conditions in which the condition of the injured student may deteriorate rapidly. All such plans must include a delineation of roles, methods of communication, available emergency equipment, and a plan for emergency transport. The plans must be (1) in writing, (2) reviewed by an athletic trainer who is licensed in North Carolina, (3) approved by the principal if developed by a designee, (4) distributed, posted, reviewed, and rehearsed in accordance with G.S. 115C-12(23), and (5) compliant with any other requirements of state law and State Board policy.

**E. RECORD KEEPING** The superintendent shall require each principal to maintain complete and accurate records of actions taken in his or her school to comply with this policy and applicable legal authority. Records shall include accounts of any education or training as may be required by law or State Board of Education policy. The superintendent's annual report to the board on compliance with laws and policies related to student wellness shall include a report on the system's compliance with laws and policies related to concussions and head injuries. (See Section G of policy 6140, Student Wellness.)

Legal References: G.S. 115C-12(23); S.L. 2011-147

[http://www.eatsmartmovemorenc.com/programs\\_tools/school/docs/food\\_standards/SchoolFoodsStandards.pdf](http://www.eatsmartmovemorenc.com/programs_tools/school/docs/food_standards/SchoolFoodsStandards.pdf) Cross References: Student Wellness (policy 6140) Other Resources: Matthew Gfeller Sport-Related TBI Research Center at UNC website

[http://tbicenter.unc.edu/MAG\\_Center/Home.html](http://tbicenter.unc.edu/MAG_Center/Home.html); Report to the North Carolina General Assembly: Study of Sports Injuries at Middle School and High School Levels, N.C. Department of Public Instruction (2011), available at

<http://www.ncleg.net/documentsites/committees/JLEOC/Reports%20Received/Archives/2011%20Reports%20Received/Study%20of%20Sports%20Injuries%20at%20Middle%20a>

## Policy Code: 3225/4312/7320 Technology Responsible Use

The Weldon City Board of Education 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 board intends that students and employees benefit from these resources while remaining within the bounds of safe, legal, and responsible use. Accordingly, the board establishes this policy to govern student and employee use of school system technological resources.

This policy applies regardless of whether such use occurs on or off school system property, and it applies to all school system technological resources, including but not limited to computer networks and connections, the resources, tools, and learning environments made available by or on the networks, and all devices that connect to those networks.

**A. EXPECTATIONS FOR USE OF SCHOOL TECHNOLOGICAL RESOURCES** 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. Users are expected to abide by the generally accepted rules of network etiquette. General student and employee behavior standards, including those prescribed in applicable board policies, the Code of Student Conduct, and other regulations and school rules, apply to use of the Internet and other school technological resources. In addition, anyone who uses school system computers or electronic devices or who accesses the school network or the Internet using school system resources must comply with the additional rules for responsible use listed in Section B, below. These rules are intended to clarify expectations for conduct but should not be construed as all-inclusive. Before using the Internet, all students must be trained about appropriate online behavior as provided in policy 3226/4205, Internet Safety. All students and employees must be informed annually of the requirements of this policy and the methods by which they may obtain a copy of this policy. Before using school system technological resources, students and employees must sign a statement indicating that they understand and will strictly comply with these requirements and acknowledging awareness that the school system uses monitoring systems to monitor and detect inappropriate use of technological resources. Failure to adhere to these requirements will result in disciplinary action, including revocation of user privileges. Willful misuse may result in disciplinary action and/or criminal prosecution under applicable state and federal law.

**B. RULES FOR USE OF SCHOOL TECHNOLOGICAL RESOURCES** 1. School system technological resources are provided for school-related purposes only. Acceptable uses of such technological resources are limited to responsible, efficient, and legal activities that support learning and teaching. Use of school system technological resources for Document 7/20/15 9:14 AM [http://policy.microscribepub.com/cgi-bin/om\\_isapi.dll?clientID=3706677392&depth=2&infobase=weldon.nfo&record={63F}&softpa](http://policy.microscribepub.com/cgi-bin/om_isapi.dll?clientID=3706677392&depth=2&infobase=weldon.nfo&record={63F}&softpa)

ge=PL\_Doc Page 2 of 5 commercial gain or profit is prohibited. Student personal use of school system technological resources for amusement or entertainment is also prohibited. Because some incidental and occasional personal use by employees is inevitable, the board permits infrequent and brief personal use by employees so long as it occurs on personal time, does not interfere with school system business, and is not otherwise prohibited by board policy or procedure. 2. Under no circumstance may software purchased by the school system be copied for personal use. 3. Students and employees must comply with all applicable laws, including those relating to copyrights and trademarks, confidential information, and public records. Any use that violates state or federal law is strictly prohibited. Plagiarism of Internet resources will be treated in the same manner as any other incidents of plagiarism, as stated in the Code of Student Conduct. 4. No user of technological resources, including a person sending or receiving electronic communications, may engage in creating, intentionally viewing, accessing, downloading, storing, printing, or transmitting images, graphics (including still or moving pictures), sound files, text files, documents, messages, or other material that is obscene, defamatory, profane, pornographic, harassing, abusive, or considered to be harmful to minors. 5. The use of anonymous proxies to circumvent content filtering is prohibited. 6. Users may not install or use any Internet-based file sharing program designed to facilitate sharing of copyrighted material. 7. Users of technological resources may not send electronic communications fraudulently (i.e., by misrepresenting the identity of the sender). 8. Users must respect the privacy of others. When using e-mail, chat rooms, blogs, or other forms of electronic communication, students must not reveal personal identifying information or information that is private or confidential, such as the home address or telephone number, credit or checking account information, or social security number of themselves or fellow students. For further information regarding what constitutes personal identifying information, see policy 4705/7825, Confidentiality of Personal Identifying Information. In addition, school employees must not disclose on school system websites or web pages or elsewhere on the Internet any personally identifiable, private, or confidential information concerning students (including names, addresses, or pictures) without the written permission of a parent or guardian or an eligible student, except as otherwise permitted by the Family Educational Rights and Privacy Act (FERPA) or policy 4700, Student Records. Users also may not forward or post personal communications without the author's prior consent. 9. Users may not intentionally or negligently damage computers, computer systems, electronic devices, software, computer networks, or data of any user connected to school system technological resources. Users may not knowingly or negligently transmit computer viruses or self-replicating messages or deliberately try to degrade or disrupt system performance. Users must scan any downloaded files for viruses. 10. Users may not create or introduce games, network communications programs, or any foreign program or software onto any school system computer, electronic device, or network without the express permission of the technology director or designee. 11. Users are prohibited from engaging in unauthorized or unlawful activities, such as "hacking" Document 7/20/15 9:14 AM [http://policy.microscribepub.com/cgi-bin/om\\_isapi.dll?clientID=3706677392&depth=2&infobase=weldon.nfo&record={63F}&softpage=PL\\_Doc](http://policy.microscribepub.com/cgi-bin/om_isapi.dll?clientID=3706677392&depth=2&infobase=weldon.nfo&record={63F}&softpage=PL_Doc) Page 3 of 5 or using the computer network to gain or attempt to gain unauthorized or unlawful access to other computers, computer systems, or accounts. 12. Users are prohibited from using another individual's ID or password for any technological resource without permission from the individual. Students must also have permission from the teacher or other school official. 13. Users may not read, alter, change, block, execute, or delete files or communications belonging to another user without the owner's express prior permission. 14.

Employees shall not use passwords or user IDs for any data system (e.g., the state student information and instructional improvement system applications, time-keeping software, etc.) for an unauthorized or improper purpose. 15. If a user identifies a security problem on a technological resource, he or she must immediately notify a system administrator. Users must not demonstrate the problem to other users. Any user identified as a security risk will be denied access. 16. Teachers shall make reasonable efforts to supervise students' use of the Internet during instructional time. 17. Views may be expressed on the Internet or other technological resources as representing the view of the school system or part of the school system only with prior approval by the superintendent or designee.

**C. RESTRICTED MATERIAL ON THE INTERNET** The Internet and electronic communications offer fluid environments in which students may access or be exposed to materials and information from diverse and rapidly changing sources, including some that may be harmful to students. The board recognizes that it is impossible to predict with certainty what information on the Internet students may access or obtain. Nevertheless school system personnel shall take reasonable precautions to prevent students from accessing material and information that is obscene, pornographic, or otherwise harmful to minors, including violence, nudity, or graphic language that does not serve a legitimate pedagogical purpose. The superintendent shall ensure that technology protection measures are used as provided in policy 3226/4205, Internet Safety, and are disabled or minimized only when permitted by law and board policy. The board is not responsible for the content accessed by users who connect to the Internet via their personal mobile telephone technology (e.g., 3G, 4G service).

**D. PARENTAL CONSENT** The board recognizes that parents of minors are responsible for setting and conveying the standards their children should follow when using media and information sources. Accordingly, before a student may independently access the Internet, the student's parent must be made aware of the possibility that the student could obtain access to inappropriate material while engaged in independent use of the Internet. The parent and student must consent to the student's independent access to the Internet and to monitoring of the student's Internet activity and e-mail communication by school personnel. In addition, in accordance with the board's goals and visions for technology, students may require accounts in third party systems for school related projects designed to assist students in mastering effective and proper online communications or to meet other educational goals. Parental permission will be obtained when necessary to create and manage such third party accounts. Document 7/20/15 9:14 AM [http://policy.microscribepub.com/cgi-bin/om\\_isapi.dll?clientID=3706677392&depth=2&infobase=weldon.nfo&record={63F}&softpage=PL\\_Doc](http://policy.microscribepub.com/cgi-bin/om_isapi.dll?clientID=3706677392&depth=2&infobase=weldon.nfo&record={63F}&softpage=PL_Doc) Page 4 of 5

**E. PRIVACY** Students, employees, visitors, and other users have no expectation of privacy in anything they create, store, send, delete, receive, or display when using the school system's network, devices, Internet access, email system, or other technological resources owned or issued by the school system, whether the resources are used at school or elsewhere, and even if the use is for personal purposes. Users should not assume that files or communications created, transmitted, or displayed using school system technological resources or stored on servers or on the storage mediums of individual devices will be private. The school system may, without notice, (1) monitor, track, and/or log network access, communications, and use; (2) monitor and allocate files server space; and (3) access, review, copy, store, delete, or disclose the content of all

user files, regardless of medium, the content of electronic mailboxes, and system outputs, such as printouts, for any lawful purpose. Such purposes may include, but are not limited to, maintaining system integrity, security, or functionality, ensuring compliance with board policy and applicable laws and regulations, protecting the school system from liability, and complying with public records requests. School system personnel shall monitor online activities of individuals who access the Internet via a school-owned device. By using the school system's network, Internet access, email system, devices, or other technological resources, individuals consent to have that use monitored by authorized school system personnel as described in this policy.

**F. USE OF PERSONAL TECHNOLOGY ON SCHOOL SYSTEM PROPERTY** Each principal may establish rules for his or her school site as to whether and how personal technology devices (including, but not limited to smart phones, tablets, laptops, etc.) may be used on campus. Students' devices are governed also by policy 4318, Use of Wireless Communication Devices. The school system assumes no responsibility for personal technology devices brought to school.

**G. PERSONAL WEBSITES** The superintendent may use any means available to request the removal of personal websites that substantially disrupt the school environment or that utilize school system or individual school names, logos, or trademarks without permission. 1. Students Though school personnel generally do not monitor students' Internet activity conducted on non-school system devices during non-school hours, when the student's online behavior has a direct and immediate effect on school safety or maintaining order and discipline in the schools, the student may be disciplined in accordance with board policy (see the student behavior policies in the 4300 series). 2. Employees' personal websites are subject to policy 7335, Employee Use of Social Media. 3. Volunteers are to maintain an appropriate relationship with students at all times. Volunteers are encouraged to block students from viewing personal information on volunteer personal websites or online networking profiles in order to prevent the possibility that students could view materials that are not age-appropriate. An individual volunteer's relationship with the school system may be terminated if the volunteer engages in inappropriate online interaction with students. Legal References: U.S. Const. amend. I; Children's Internet Protection Act, 47 U.S.C. 254(h)(5); Electronic Communications Privacy Act, 18 U.S.C. 2510-2522; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; 17 U.S.C. 101 et seq.; 20 U.S.C. 6777; G.S. 115C-325(e) (applicable to career status teachers), -325.4 (applicable to non-career status teachers) Cross References: Curriculum and Instructional Guides (policy 3115), Technology in the Educational Program (policy 3220), Internet Safety (policy 3226/4205), Copyright Compliance (policy 3230/7330), Web Page Development (policy 3227/7322), Student Behavior Policies (all policies in the 4300 series), Student Records (policy 4700), Confidentiality of Personal Identifying Information (policy 4705/7825), Public Records – Retention, Release, and Disposition (policy 5070/7350), Use of Equipment, Materials, and Supplies (policy 6520), Network Security (policy 6524), Staff Responsibilities (policy 7300), Employee Use of Social Media (policy 7335) Adopted: March 19, 2009 Revised: July 17, 2014; March 26, 2015  
WELDON CITY SCHOOLS BOARD OF EDUCATION

[Policy Code: 1740/4010 Student and Parent Grievance Procedure](#)

#### A. OPTIONS FOR RESOLVING COMPLAINTS

The board strives to resolve concerns and complaints of students and parents whenever possible. To this end, the board has provided opportunities for students and parents to express their

concerns through processes established in board policies. Policy [1742/5060](#), Responding to Complaints, identifies these different processes, including a mechanism for resolving complaints in an informal manner.

While the board encourages resolutions of complaints through informal means, it recognizes that, at times, a formal process may be necessary for certain types of complaints or if the informal process did not produce satisfactory results. This policy provides a complaint procedure that may be used as described below.

Any parent or student who has questions about the options for proceeding with a complaint or concern may contact the principal or superintendent for further information and copies of all applicable board policies.

## B. DEFINITIONS

### 1. Days

Days are working days, exclusive of Saturdays, Sundays, vacation days, or holidays, as set forth in the school calendar. In counting days, the first day will be the first full working day following the receipt of the grievance. After May 1, time limits will consist of all weekdays (Monday - Friday) so that the matter may be resolved before the close of the school term or as soon thereafter as possible.

### 2. Final Administrative Decision

A final administrative decision is a decision of a school employee from which no further appeal to a school administrator is available.

### 3. Grievance

A grievance is a formal complaint regarding specific decisions made by school personnel that alleges that such decisions have adversely affected the person making the complaint. A grievance includes, but is not limited to, circumstances such as when a student or parent believes that board policy or law has been misapplied, misinterpreted or violated. The term "grievance" does not include any matter for which the method of review is prescribed by law, for which there is a more specific board policy providing a process for addressing the concern, or upon which the board is without authority to act. Claims of discrimination, harassment or bullying must be processed under policy [1720/4015/7225](#), Discrimination, Harassment and Bullying Complaint Procedure.

### 4. Grievant

The grievant is the parent, student or group of parents or students submitting the grievance.

### 5. Official

The official is the school system employee hearing and responding to the grievant.

## C. TIMELINESS OF PROCESS

The number of days indicated at each step of the grievance process should be considered a maximum, and every effort should be made to expedite the process.

Failure by the official at any step to communicate a decision within the specified time limit will permit the grievant to appeal the grievance to the next step unless the official has notified the grievant of the delay and the reason for the delay, such as the complexity of the investigation or

report. The official shall make reasonable efforts to keep the grievant apprised of progress being made during any period of delay. Delays that interfere with the exercise of the grievant's legal rights are not permitted.

Failure by the grievant at any step of the process to appeal a grievance to the next step within the specified time limit will be considered acceptance of the decision at the current step, unless the grievant has notified the official of a delay and the reason for the delay and the official has consented in writing to the delay.

#### D. GENERAL REQUIREMENTS

1. No reprisals of any kind will be taken by the board or by an employee of the school system against any grievant or other student or employee because of his or her participation in a grievance filed and decided pursuant to this policy.
2. All meetings and hearings conducted pursuant to this policy will be private.
3. The board and school system officials will consider requests to hear grievances from a group of grievants, but the board and officials have the discretion to hear and respond to grievants individually.
4. The grievant may have a representative, including an attorney, at any stage of the grievance. However, if the grievant intends to be represented by legal counsel, he or she must notify the appropriate school official in advance so that school personnel also will have the opportunity to be represented by legal counsel.

#### E. PROCESS FOR GRIEVANCE

##### 1. Filing a Grievance

- a. Whenever a student or parent or guardian believes that he or she has been adversely affected by a decision of a school employee, the student or parent or guardian may file a grievance as provided in this policy.
- b. A grievance must be filed as soon as possible but no later than 30 days after disclosure or discovery of the facts giving rise to the grievance. For a grievance submitted after the 30 day period that claims a violation, misapplication or misinterpretation of state or federal law the superintendent or designee shall determine whether the grievance will be investigated after considering factors such as the reason for the delay; the extent of the delay; the effect of the delay on the ability of the school system to investigate and respond to the complaint; and whether the investigation of the complaint is necessary to meet any legal obligations. However, students, parents and guardians should recognize that delays in filing a grievance may significantly impair the ability of the school system to investigate and respond effectively to such complaints.
- c. A student or parent or guardian who has a grievance must provide the following information in writing to the principal: (1) the name of the school system employee or other individual whose decision or action is at issue; (2) the specific decision(s) or action(s) at issue; (3) any board policy, state or federal law, state or federal regulation, or State Board of Education policy or procedure that the parent or guardian or student believes has been misapplied, misinterpreted or violated; (4) and the specific resolution desired. If there is not a specific decision or action at issue and no concern that state or federal law has been misapplied, misinterpreted or violated, then the procedure established in board policy [1742/5060](#) is appropriate and the principal shall

address the concern following that board policy.

d. Even if the principal is the employee whose decision or action is at issue, the student must submit the grievance first to the principal in order for the principal to address the issue within the formal process. If, however, the grievance claims that a state or federal law has been misapplied, misinterpreted or violated, the student may submit the grievance directly to the superintendent or designee.

e. If a student wants to initiate a formal grievance regarding a decision by the superintendent that directly and specifically affects the student, the general process described in this policy will be used, except that the grievance will be submitted to the Executive Director of Human Resources, who shall forward the grievance to the board chairperson.

## 2. Investigation

a. The principal shall schedule and hold a meeting with the student and/or parent or guardian within five school days after the grievance has been filed with the principal. The student may be accompanied by a parent, legal guardian or other person who is in a position of *loco parentis* to the student.

b. The principal shall conduct any investigation of the facts necessary before rendering a decision.

## 3. Response by Principal

a. The principal shall provide a written response to the written grievance within 10 days of the meeting. The response will include the principal's decision regarding resolution of the grievance and the basis for the decision. In responding, the principal may not disclose information about other students or employees that is considered confidential by law.

b. A copy of the grievance and the principal's response will be filed with the superintendent.

## 4. Response by Superintendent

a. If the grievant is dissatisfied with the principal's decision, the grievant may appeal the decision to the superintendent. The appeal must be made in writing within five days of receiving the principal's decision.

b. The superintendent may review the written documents and respond or the superintendent may schedule and hold a conference with the grievant, principal and any other individuals the superintendent determines to be appropriate within five school days after receiving the appeal. The student may be accompanied by a parent, legal guardian or other person who is in a position of *loco parentis* to the student.

c. The superintendent shall provide a written response within 10 days after receiving the appeal. In responding, the superintendent may not disclose information about other students or employees that is considered confidential by law.

## 5. Appeal to the Board

If the grievant has alleged a violation of a specified federal or state law, federal or state regulation, State Board of Education policy or procedure, or local board of education policy or procedure, the grievant will have the right to appeal a final administrative decision to the board of education (see Section a, Mandatory Appeals, below). If a grievant has not alleged such specific violations, he or she may request a board hearing, which the board may grant at its

discretion (see Section b, Discretionary Appeals, below).

#### a. Mandatory Appeals

- 1) If the grievant is dissatisfied with the superintendent's response to his or her grievance and has alleged a violation of a specified federal or state law, federal or state regulation, State Board of Education policy or procedure, or local board of education policy or procedure, the grievant may appeal the decision to the board within five days of receiving the superintendent's response.
- 2) A hearing will be conducted pursuant to policy [2500](#), Hearings Before the Board.
- 3) The board will provide a final written decision within 30 days of receiving the appeal unless further investigation is necessary or the hearing necessitates that more time be taken to respond.

#### b. Discretionary Appeals

- 1) If the grievant is dissatisfied with the superintendent's response to his or her grievance but has *not* alleged a violation of a specified federal or state law, federal or state regulation, State Board of Education policy or procedure, or local board of education policy or procedure, then within five days of receiving the superintendent's response, the grievant may submit to the superintendent a written request for a hearing before the board of education.
- 2) If the full board will be meeting within two weeks of the request for a hearing, the board will decide at that time whether to grant a hearing. Otherwise, the board chairperson will appoint a three-person panel to review the request and determine whether to (1) deny the appeal; (2) review the superintendent's decision on the written record only; or (3) grant a hearing. The panel will report the decision to the board. The board may modify the decision of the panel upon majority vote at a board meeting.
- 3) If the board denies the appeal, the decision of the superintendent will be final and the grievant will be notified within five days of the board's decision.
- 4) If the board decides to grant a hearing, the hearing will be conducted pursuant to policy [2500](#), Hearings Before the Board.
- 5) The board will provide a final written decision within 30 days of the decision to grant a hearing, unless further investigation is necessary or the hearing necessitates that more time be taken to respond.

#### F. NOTICE

The superintendent or designee is responsible for providing effective notice to students, parents and school system employees of the procedures for reporting and investigating grievances.

#### G. RECORDS

Appropriate records shall be maintained in accordance with state and federal law.

Legal References: [G.S. 126-16](#), [150B-43](#) *et seq.*

Cross References: Prohibition Against Discrimination, Harassment and Bullying (policy [1710/4021/7230](#)), Discrimination, Harassment and Bullying Complaint Procedure (policy [1720/4015/7225](#)), Responding to Complaints (policy [1742/5060](#)), Hearings Before the Board (policy [2500](#)), Student Behavior Policies ([4300](#) series)

Adopted: August 24, 2008

## **Weldon City Schools**

### McKinney-Vento

#### Definition of McKinney-Vento Act:

42 USC § 11431 - STATEMENT OF POLICY the following is the policy of the Congress:

- (1) Each State educational agency shall ensure that each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education, including a public preschool education, as provided to other children and youths.
- (2) In any State that has a compulsory residency requirement as a component of the State's compulsory school attendance laws or other laws, regulations, practices, or policies that may act as a barrier to the enrollment, attendance, or success in school of homeless children and youths, the State will review and undertake steps to revise such laws, regulations, practices, or policies to ensure that homeless children and youths are afforded the same free, appropriate public education as provided to other children and youths.
- (3) Homelessness alone is not sufficient reason to separate students from the mainstream school environment.
- (4) Homeless children and youths should have access to the education and other services that such children and youths need to ensure that such children and youths have an opportunity to meet the same challenging State student academic achievement standards to which all students are held.

#### Eligibility under McKinney-Vento:

Children or youth who lack a fixed, regular, and adequate nighttime residence, including:

- Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason
- Living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations
- Living in emergency or transitional shelters
- Living in a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings

- Living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings
- Migratory children living in the above circumstances
- Unaccompanied youth living in the above circumstances

Parent/Unaccompanied Homeless Youth Rights:

Unaccompanied homeless youth are ensured the same educational rights that the McKinney-Vento Act provides for other homeless students, which include the right to:

- Enroll immediately, even if they do not currently have paperwork normally required for enrollment
- Attend either the local attendance area school or the school of origin, with the placement decision based on the student's best interest
- Remain in the school of origin for the duration of the homelessness or until the end of the school year in which the student becomes permanently housed
- Receive transportation to and from the school of origin
- Receive educational services, such as free school meals, Title I services; and participate in gifted and talented programs, vocational education, alternative education, and any other services comparable to what housed students receive
- Not be stigmatized or segregated on the basis of their status as homeless

In addition to the provisions that apply to all homeless students, the McKinney-Vento Act includes the following provisions specifically for unaccompanied homeless youth:

- Unaccompanied homeless youth shall be immediately enrolled without proof of guardianship
- During a dispute over school selection or enrollment, unaccompanied homeless youth shall receive a written statement explaining the school's decision, the youth's right to appeal the decision, and a referral to the local liaison.

Local Liaisons shall assist unaccompanied homeless youth in:

- Selecting a school of attendance and enrolling in school
- Requesting transportation to and from the school of origin
- Enrolling in school immediately while disputes are resolved

For more information, please visit: <http://center.serve.org/hepnc/>

Weldon City Schools McKinney-Vento Liaison  
Contact Information: Name: Mrs. Terry D. Alston  
Email Address: [alstont@weldonk12.org](mailto:alstont@weldonk12.org)  
School Phone Number: 252-536-4821 Ext. 232

SIGNATURE PAGE

This certifies that I have read and understand all of the policies and practices that are outlined in the 2022-2023 Student Handbook.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please return this completed page to your child's homeroom teacher.