

West Brunswick High School Student & Family Handbook 2025-2026

(Revised August 2025)



Trojan PRIDE

Positive - Respectful - Independent - Driven to Excellence

550 Whiteville Rd. NW
Shallotte, NC 28470
Justin Hayes, Principal

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School Website: [West Brunswick High School](https://www.westbrunswickhighschool.com)

Facebook: [@WestBrunswickHighSchoolTrojans](https://www.facebook.com/WestBrunswickHighSchoolTrojans)

A copy of the 2025-2026 West Brunswick High School Student and Family Handbook will be posted on the WBHS website. It is the responsibility of each student to share this handbook with his/her family. It is also the responsibility of students and families to read and familiarize themselves with the information contained in this handbook. The contents of this handbook are subject to change during the school year. Students and parents will be notified of any needed changes.

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Administrative Information & Duties

Justin Hayes, Principal Certified Support Staff, Classified Staff, Guidance		
Athletics Athletic Boosters Budget EVAAS Facilities Use Fixed Assets Inventory Leave	Master Calendar Master Schedule Media Center NCEES Payroll Personnel Purchase Orders Room Assignments	SIT Staff Development Support Associates Teacher Observations Technology Volunteer/Parent Organizations Website
Karla Stanley, Assistant Principal Fine Arts, Health and PE, Science, World Languages		
Transportation Awards/Celebrations BCC Connection The COAST Class Coverage Clubs	Custodians Due Bills/Fees Duty Schedules Field Trip Approval IEPs/504s Junior Advisory	Prom PBIS Substitutes Textbooks
Melissa Blake, Assistant Principal English, Math, Social Studies		
Discipline Lead AP Coordinator AP Testing At-Risk Team Credit Recovery Faculty Handbook	Graduation Infinite Campus Internships MTSS Lead Open House/Orientation PLCs	School Safety Social Media SRO Liaison Student/Parent Handbook Freshman Advisory
Lyn Fletcher, Assistant Principal CTE, EC, ROTC, ESL		
Testing Coordinator ❖ ACT ❖ ACT Workkeys ❖ Access Testing ❖ EOCs	BT/Mentor Program Cultural Arts Boosters Driver's Education ESL/ELL Grants/Fundraising	NCVPS Teacher Assistants Teacher of the Year Sophomore Advisory
Donnie Watkins, Dean of Students		
At-Risk Team Discipline MTSS Team	PBIS Team Parking IST	Gaggle Senior Advisory

WBHS Mission & Vision

Mission

To create an effective learning environment that builds a community of well-educated, employable, and socially-responsible citizens where leadership is nurtured, individuality is embraced, and rigor is instilled.

Vision

To be a model school that inspires academic excellence, leadership, and a sense of community for all students.

Building a Shared Culture at WBHS

Everyone on campus builds our culture! This includes students, faculty and staff, parents and guardians, and the community.

West Brunswick High School strives to be a school where students excel. Our school culture reflects the values of growth, integrity, and lifelong learning, and every member of our community (students, families, community members, and staff) plays a vital role.

School culture is not something created by administrators or teachers alone. It's the result of how *everyone* treats each other every single day in classrooms, hallways, meetings, and events. That means your voice, attitude, and actions matter.

Why It Matters:

- A positive school culture increases student success, motivation, and connection.
- It helps teachers and staff feel more supported, valued, and committed.
- It creates a safer, more respectful, and more welcoming environment for all.

How You Contribute:

- Students: The way you show up each day (your effort, attitude, and how you treat others) builds our community.
- Families: Your involvement, encouragement, and partnership reinforce the importance of communication and shared goals.
- Staff: We're committed to high expectations, consistency, and open support and we need your partnership to make it last.

What You Can Do:

- Follow school expectations and treat others with respect.
- Communicate openly with your teachers and school staff.
- Celebrate your successes and the successes of others.
- Help build a place where everyone feels they belong.

At WBHS, we value every member of our community. That's why we ask you not just to attend but to engage, contribute, and lead in your own way. Because when we all take responsibility for creating a positive culture, we all benefit.

School Contact Information	
Principal	Justin Hayes
Assistant Principal (Transportation)	Karla Stanley
Assistant Principal (Discipline)	Melissa Blake
Assistant Principal (Testing)	Lyn Fletcher
Dean of Students	Donnie Watkins
Front Office	Chellie McDonald
Treasurer	Tammy Shoemaker
Career Development Coordinator	Kari Babson
School Counselor (A-D)	Sarah Powell
School Counselor (E-K)	Megan Hardy
School Counselor, Lead (L-R)	Nathan Bell
School Counselor (S-Z)	Natalie Woodin
Data Manager	Judith Miller
Registrar	Wendy Obeda
Athletics	Jimmy Fletcher and Leslie Reeves
Cafeteria	Tarmeco Bellamy
Check-in and Check-out - Attendance Office	Ilah Zettlemoyer
English as a Second Language (ESL)	Holly Begley
Exceptional Children (EC) Chairperson	Sheree Gause-Williams
In-School Suspension Coordinator	Darryl Marlowe
Medications and Emergency Plans	Misty Hewett, School Nurse
Multi-tiered System of Support (MTSS)	Melissa Blake/Donnie Watkins
School Social Worker	Toni Mehalko
IEPs/504 Plans	School Counselors (by ABC) /Karla Stanley
Transportation	Karla Stanley

Flex Schedule (Skinny During 1st and 2nd)						
Arrival/Breakfast	7:10 AM	7:30 AM	20 min			
Travel to BCC/COAST				7:15 AM	7:50 AM	35 minutes
BCC/COAST AM				7:55 AM	10:15 AM	140 minutes
First Period	7:35 AM	9:00 AM	85 min	7:35 AM	8:30 AM	55 minutes
				8:33 AM	9:28 AM	55 minutes
Second Period (Announcements @ end)	9:05 AM	10:30 AM	85 min			
				9:31 AM	10:30 AM	59 minutes
Travel from BCC/COAST				10:20 AM	10:55 AM	35 minutes
FLEX/BCC and COAST Lunch				10:35 AM	11:10 AM	35 minutes
****Travel to BCC/COAST (Lunch before)				11:00 AM	11:35 AM	35 minutes
Third Period	11:15 AM	1:05 PM	110 min			
Lunch A				11:10 AM	11:35 AM	25 minutes
Lunch B				11:40 AM	12:05 PM	25 minutes
Lunch C				12:10 PM	12:35 PM	25 minutes
Lunch D				12:40 PM	1:05 PM	25 minutes
BCC/COAST PM				11:40 AM	2:00 PM	140 minutes
Travel from BCC/COAST				2:05 PM	2:40 PM	35 minutes
Fourth Period	1:10 PM	2:40 PM	90 min			

School Hours

- Students should not arrive on campus until **7:00 a.m.** unless under a special supervision arrangement.
- Doors open at **7:10 a.m.**
- School starts promptly at **7:35 am** and ends at **2:40 pm**.
- Students should clear the building by **2:50 p.m.** unless they are under the supervision of a staff member.

Academics

Academic Integrity

Students at West Brunswick High School are expected to demonstrate academic integrity in accordance with [Board Policy 4310](#). This policy includes guidelines for cheating, plagiarism, and implications for the ethical use of artificial intelligence (AI). These actions not only violate academic integrity policies but also deprive students of the opportunity to genuinely learn and develop essential skills. Violations of board policy include disciplinary consequences that may impact students' academics. Consequences may include a failing grade on the assignment or course, disciplinary actions such as academic probation, and/or removal from honors organizations. Beyond the immediate penalties, cheating or plagiarizing can harm a student's reputation and staff willingness to write letters of recommendations for college application, scholarships, etc. Schools are committed to fostering a fair and honest learning environment, and adherence to these principles is essential for maintaining the value of one's education.

Advanced Placement (AP) Program

The WBHS Advanced Placement (AP) Academy offers a diverse selection of AP courses designed to prepare students for college while providing opportunities to earn college credit through successful AP exam performance. This program is committed to expanding access to advanced coursework and supporting academically prepared students from a wide range of backgrounds, ensuring every student has the opportunity to excel. AP classes at West Brunswick High School benefit college-bound students by offering personalized instruction and essential academic skills, such as advanced writing, critical thinking, and time management. These courses not only enhance a student's GPA but are also recognized by colleges and universities nationwide. Students in the AP program are encouraged to participate in extracurricular activities and can balance AP classes with programs such as COAST or dual enrollment at Brunswick Community College. Those who complete the required number of AP courses will receive special recognition at graduation. For more information, visit the AP Academy website.

Brunswick Guarantee

Brunswick County high school students who graduate with a 2.3 GPA as well as BCC GED/Adult High School diploma recipients may be eligible to pursue a degree, diploma or certificate at Brunswick Community College at no cost. Scholarship recipients must be a resident of Brunswick County within the past 2 years and have been enrolled in a Brunswick County school during high school. Students must enroll in a curriculum (for credit) program (certificate, diploma, or degree) within four semesters (Fall, Spring, Summer, Fall) of graduating.

Class Rankings

The Board encourages broad means of recognizing student achievement. Beginning in 2022-2023, high school principals shall designate the following senior honors, in accordance with [Board Policy 3450](#):

1. Principals will use class rank to designate a valedictorian and salutatorian.
2. Students with a 3.75 – 3.99 weighted grade point average shall receive the distinction of cum laude,
3. Students with a 4.0 – 4.249 weighted grade point average shall receive the distinction of magna cum laude,
4. Students with a 4.25 or higher weighted grade point average shall receive the distinction of summa cum laude.

Career & College Promise (CCP)

Career & College Promise is North Carolina's dual enrollment program for high school students. This program allows eligible NC high school students to enroll in college classes at North Carolina community colleges and universities through their high school. Students who successfully complete college courses earn college credit they can take with them after graduation. CCP courses are taught through both face-to-face and virtual

modalities. High school students who take college courses are more likely to attend and graduate from college with an advanced certification or degree.

Common Mastery Assessments (CMA)

Common Mastery Assessments are designed to standardize the educational assessment across all Brunswick County High Schools to ensure each student is held to the same learning standard in each course. The CMA is a comprehensive assessment aimed to evaluate students' understanding and mastery of the curriculum. This assessment is standardized across all high schools and respective courses, ensuring a unified measurement of learning outcomes and curriculum effectiveness. Specific courses may have non-traditional CMAs based on school and district approval (e.g. Fine Arts and Advanced Placement courses).

Common Mastery Assessments (CMA) Exemption

Any absences, whether excused or unexcused, count towards the limit for the CMA exemption. Exceptions include absences resulting from school-sponsored field trips, school-approved activities, religious holidays, or school system-approved medical hardship waivers.

Semester Courses

Students may be exempt from the CMA if they meet the following criteria:

1. A Average: No more than 4 absences.
2. B Average: No more than 3 absences.
3. C Average: No more than 2 absences.

Year-Long Courses

Students may be exempt from the CMA if they meet the following criteria:

1. A Average: No more than 8 absences.
2. B Average: No more than 6 absences.
3. C Average: No more than 4 absences.

Early Graduation Requirements

Any student who meets the school system's graduation requirements prior to completing four full years, may be eligible to graduate early. A written request should be submitted to the principal prior to the semester you intend to graduate. Your diploma may be mailed to you, or you may receive it at the graduation ceremony for your class. All students planning to graduate early must consult with their school counselor to ensure that they have met all the requirements for graduation

Final Exams

All students are required to take exams at the end of each semester in each course. Final exams may include state assessments, district-developed CMAs, or teacher-made tests. All EOC and CTE state assessments will count 20% of the final grade. Students are expected to be in attendance to take exams. An exam schedule will be published prior to each exam session.

Flex Block

West Brunswick High School recognizes the need to incorporate time for intervention, remediation, and enrichment into the daily master schedule. During this designated time period, students can meet with various teachers in the school for extra help, necessary interventions, or additional support opportunities. While not all students need intervention, the Flex period provides the opportunity to meet all students' needs in a set aside time during the school day. During the Flex period, students may be in an intervention group to target specific skills and/or standards in a smaller group setting. Other students may receive help

on a challenging project or simply have time to finish assignments and/or homework. Clubs and preferred activities (intramurals, crafts, games, etc.) are available for students who do not need academic support.

Grading

Grading policies for West Brunswick High School are defined by [Board Policy 3400](#). Meaningful evaluation of a student's academic performance shall include consideration of all activity that has occurred during the particular evaluation period, including, but not limited to, homework, projects, reports, class participation, tests, and class attendance. Teachers will be responsible for evaluating student performance and keeping accurate records in order to substantiate a grade or assessment given in a course. It is the expectation that teachers update grades weekly. Teachers are urged to use a variety of techniques for informing parents when a child's work is unsatisfactory. These techniques may include informal personal notes or letters, formal interim progress reports, telephone calls, home visits, conferences at school and standardized test scores. It is also important for teachers to use these techniques to communicate to parents when a child is making exceptional progress or when he/she is making an outstanding effort.

Formative Assessments	30%
Summative Assessments	70%
Each teacher should list what assessments/activities fall under each category.	

Grading System

The State Board of Education uses a 10-point grading scale for all high school students. Grades for all students are assigned using the following scales:

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

Graduation Ceremony

Only those students who have satisfactorily completed the requirements for graduation will be allowed to participate in commencement exercises. Information pertaining to graduation to include Participation, Junior Marshals, and Graduation Ceremony will be shared annually with seniors.

Graduation Requirements

The Board recognizes the importance of setting rigorous graduation requirements to help ensure that students are receiving an education that will prepare them to be career and college ready and productive members of society. Detailed information about course offerings is provided in the [BCS Course Selection Guide](#). In order to graduate from high school, students will be required to meet the following requirements at a minimum.:

- 4 English
- 4 Math
- 4 History
- 3 Science
- 1 Health/PE
- 6 Electives
- 6 Additional credits

Late, Missing & Makeup Work

If students understand that completing work on time is important to be prepared for the class and to continue in the learning progression, then they are more likely to demonstrate this desired behavior. To help students understand this importance, it is important to explicitly teach the desired behavior and provide feedback. Also, deadlines should be purposeful and reasonable, aligned to the pacing of the unit. Staff are expected to update grades weekly to ensure parents and guardians have adequate time to follow up on late and/or missing work.

Interim reports will be shared in addition to report cards, but parents are encouraged to use the PowerSchool Parent Portal to stay informed with the most up-to-date information. When students have missing assignments, they will be assigned to Flex Block to complete them. A numerical grade of “1” will remain in PowerSchool until the assignment is made up. There will be no penalty for late work as long as it is made up prior to the end of the current unit. Work will not be accepted after the end of the current unit. Teachers have the option to replace the missing assignment with the grade of the unit assessment with a note indicating that the assignment was not completed and the unit assessment grade was substituted.

Per BCS Policy #4400, in the case of excused absences, short-term out-of-school suspensions, and absences 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. Assignments missed due to participation in school-related activities also are eligible for makeup by the student. The teacher shall determine when work is to be made up. The student is responsible for finding out what assignments are due and completing them within the specified time period. Teachers are not required to accept late or missing assignments from students who were present in class but willfully refused to complete the work during the designated time and the teacher has already provided specific feedback to the class that outlines the correct answers or approach. This is because submitting the original assignment after the fact would compromise academic integrity and not provide an accurate measure of student mastery. In such instances, teachers have the option to assign an alternate activity or comparable task, either during Flex or regular class time, to allow the student an opportunity to demonstrate mastery in a way that maintains instructional fairness and individual accountability.

Major Clarity

Our district has adopted Major Clarity. Major Clarity is a Career and College Readiness Platform for all students. This platform will help us ensure that every student’s education leads to a successful career outcome—whether through a 4-year degree or going into the workforce. This program is aligned to state legislative requirements for career development planning (§ 115C-158.10). Students will be expected to complete activities in Major Clarity during advisory throughout the school year.

Multi-Tiered System of Supports

West Brunswick High School has various programs and services to provide a successful, quality education for each student. Any individual (parent, student, teacher, or community member) may make a “Request for Intervention Assistance” to access proactive problem-solving to help support student success. Such a request will lead to a team reviewing information, proposing success strategies, implementing interventions, and monitoring results. Contact Melissa Blake, Multi-Tiered System of Support Coordinator to request intervention assistance.

NC Academic Scholars Program

Students who complete the State Board of Education requirements for a well-balanced, challenging high school program will be named North Carolina Academic Scholars and receive special recognition. To become a North Carolina Academic Scholar, students must achieve a minimum cumulative grade point average of 3.5 through their senior year and complete the course of study, depending on their year of graduation.

Progress Reports & Report Cards

Students receive report cards at the end of each grading period and are responsible for getting this information to their parents. Students should always check report cards for mistakes and any errors should be reported to the teacher. Students can check their progress towards mastery of the standards on a regular basis directly through PowerSchool. Parents/guardians can also periodically check their child’s progress via Parent Portal. Any parent who has not yet signed up for Parent Portal is encouraged to contact the Main Office in order to make arrangements to do so, as this is an excellent way to monitor a student’s academic progress and attendance.

Interim Reports	September 22	November 17	February 10	April 13
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Report Cards	October 31	January 16	March 27	Mailed June 8
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Promotion Standards

Student promotion for grades 9-12 is outlined in [board policy 3420](#). Promotion is based on the accumulation of credits. Promotion requirements for students in Brunswick County Schools are listed in the table below:

Students must earn:	In order to be promoted to:
6 units of credit	Grade 10
13 units of credit	Grade 11
20 units of credit	Grade 12

Schedule Changes

At the beginning of each semester, students will have an opportunity to request schedule changes. Schedule changes will only be allowed to meet career pathway graduation requirements. No schedule change will be granted after the first three days of the semester without principal approval. Counselors will review alternates selected during the registration process when processing schedule change requests. Students wishing to drop a course after the first ten days must understand that a failing grade (WF) may be recorded on their transcript.

Student Records

All student records will be current and maintained with appropriate measures of security and confidentiality. Records will be maintained in accordance with [board policy 4700](#). Information placed in cumulative files by parents/guardians will not remain from year to year. Parents/guardians wishing to include information in their student's file must see a school counselor.

Attendance

Attendance [BCS Attendance Policy](#)

School attendance and class participation are an integral part of academic achievement and the teaching-learning process. Regular attendance develops patterns of behavior essential to professional and personal success in life. Regular attendance by every student is mandatory: the State of North Carolina requires that every child in the State between the ages of seven (or younger if enrolled) and 16 years attend school. Parents or legal guardians are responsible for ensuring that students attend and remain at school daily. In addition to daily attendance phone calls, parents can monitor student attendance via the Infinite Campus Parent Portal. Updates that were approved 8/5/2025 to the Attendance Policy have been linked in [English](#) and [Spanish](#). Students who exceed ten (10) unexcused absences in any course during a semester will not automatically receive credit toward graduation. However, students may restore eligibility for course credit through one of the following:

- **Learning Recovery (LR):** Students may be given the opportunity to recover missed instructional content through a process that includes the prompt completion of all incomplete course work as well as targeted learning tasks aligned to the standards missed during the absences.
- **Waiver Process:** Students with extenuating circumstances may request a waiver from the attendance requirement.

Check-in and Check-out Procedures

If a student arrives after 7:35 a.m. or leaves school prior to 2:40 p.m., they must check-in or out through the Attendance Office. If a student has an appointment during the school day and needs to leave early, they must bring a signed note by a parent with a telephone number to the Attendance Office the morning of the scheduled appointment prior to the end of second period. The students will receive a slip to show their teacher for dismissal. Parents/Legal Guardians may dismiss their student early from school using the Student Dismissal

form linked on the school website. Following submission of the form, **please be prepared for a verification phone call from West Brunswick. If we are unable to reach you, your student will not be released.** The following forms of identification shall be deemed acceptable to pick up a student and/or have access to school facilities:

- North Carolina, other State, or foreign country driver's license
- North Carolina DMV (non-driver's license) ID
- Passport
- Green Card
- Employer ID
- Military ID
- Veterans ID

Parents, we strongly ask that you not check your child out after 2:20, as it interferes with traffic flow and other administrative duties necessary to keep our school safe and orderly.

E-Hall Passes

It is important that students move with a purpose when they are out of class during instructional time. E-Hall Pass is a web-based application that allows teachers and administrators to monitor students' time out of the classroom. Students will use their Chromebook to create a pass for their teacher to acknowledge. An e-hall pass is required for every student in the hallway during instructional time. E-hall pass usage will be monitored for excessive use and students may be restricted in the e-hall pass system. We have posted bathroom capacities outside of student restrooms. When students exceed bathroom capacities, they may be subject to searches to ensure that students are not in possession of any prohibited items. Students are expected to spend no more than 3-4 minutes outside of the classroom unless there is an emergency. Restrictions may require students to have an administrative escort to leave the classroom.

Illness or Injury during the School Day

Students who become ill at school must report to their classroom teacher and/or the school nurse. Students are not to use their cell phones to arrange pickup without administrative or teacher consent. Parent/guardian consent is necessary before any student will be allowed to leave school. Students who leave campus without permission, regardless of the reason, will receive disciplinary consequences. Leaving campus without permission may also result in loss of parking privileges for a student.

Leaving School during the Day

Students leaving school before the last bell must bring a note from a parent/guardian stating the reason for early dismissal, prior to leaving campus. It is recommended your note be presented to the Attendance Office **before** 8:00 a.m. Sign-out is required for prearranged departures, as well as reasons that arise during the day. No student may leave campus without permission. Students who leave campus without permission, regardless of the reason, will receive disciplinary consequences. Leaving campus without permission may also result in loss of parking privileges for a student.

Excused/Unexcused Absences

When a student must miss school, a note must be submitted to the Attendance office on the day the student returns to school. Notes must be submitted to the office within five days of returning to be excused. Up to seven school days per semester may be excused based on parent notes. These absences will be denoted in PowerSchool as 1A. When documentation is provided by healthcare practitioners, absences will be coded as 1B. Unexcused absences will be coded as 2A.

For purposes of making up assignments, the following shall constitute excused absences for the temporary non attendance of a student at school. Satisfactory evidence of the excuse must be provided to the appropriate school official:

- a. Personal illness or injury which makes the student physically unable to attend school
- b. Isolation ordered by the State Board of Health
- c. Death in the immediate family
- d. Medical or dental appointment
- e. Participation under subpoena as a witness in court proceeding
- f. A maximum of two days each academic year for observance of an event required or suggested by the religion of the student or the student's parent(s)
- g. Participation in a n approved educational opportunity with prior approval by the principal; the request form for educational leave needs to be completed in advance and turned into the Attendance Office at least 5 school days in advance
- h. Absence due to pregnancy and related conditions or parenting, when medically necessary

Tardy to School and/or Class

West Brunswick High School values instructional time and is committed to protecting that time to the greatest extent possible. Our teachers use the entire class period to provide instruction and support to all students. As a result, whenever a student is late to class, he or she misses out on necessary instruction and can create disruptions to the learning environment when entering the room. Our goal is to encourage all of our students to value, protect, and take advantage of the instructional time available and to take responsibility for their education. Our staff will conduct tardy sweeps daily to ensure students get to class and that consequences for tardies are disseminated quickly. As it relates to this policy, tardiness refers to any student that arrives late to class without a pass from a staff member or arrives late to school without a note from a parent or doctor.

Tardy Sweeps

Being on time is essential for academic success and maintaining a respectful, orderly learning environment. To encourage prompt arrival to class and minimize disruptions to instruction, the school will conduct random Tardy Sweeps. During a Tardy Sweep, any student who is not in class when the bell rings will be stopped and issued a Tardy Sweep Pass. This pass is required for entry into class and serves as documentation of the tardy. Students who receive a Tardy Sweep Pass will automatically be assigned a lunch detention for that day or the next available school day. Repeated tardies may result in further disciplinary consequences. It is the student's responsibility to report to detention as assigned.

Ten Day Rule

If a student is under 16 years of age, after ten consecutive days of unlawful absences, the school will refer the students and parents to the District Attorney's office for truancy. If the student is 16 or over, the school will consider removing the student from membership. A mandatory exit meeting will be held for review of withdrawing the student from membership.

General Information

Advisory Lessons

At West Brunswick High School, all students are assigned to a homeroom based on their graduation cohort. At the beginning of each semester, advisory lessons will be delivered in these homeroom periods to disseminate important information and schoolwide policies and procedures. These lessons are developed by administration, student support, and teachers and are facilitated by the homeroom teacher or advisor. Advisory periods are designed to create a supportive environment where students can seek advice, ask questions, and build stronger connections with their peers and school staff. They also help students navigate the challenges of high school life and prepare for their futures. Advisory lessons will continue throughout the semester on the first school day of the week.

Announcements

School information relevant to the student body and/or specific groups will be made each day during the morning announcements at the beginning of second period. Teachers will submit daily announcements to a

Google Drive document. The daily announcements can also be accessed on the school's website under announcements and through a QR code on TVs throughout the building.

Cafeteria and Lunch

Students are expected to eat all food items in the cafeteria, which includes packed lunches carried to school from home, as well as items purchased in the cafeteria. After eating, students should clear all trash from the lunch tables and discard it in trash containers. Breakfast and lunch are free to all students for the 2025-2026 school year. To be consistent with USDA Healthy, Hunger-Free Kids Act of 2010 guidelines, WBHS does not allow any outside restaurant food or drink unless brought from home. Any food or drink brought into school that did not come from home will be held until the end of the school day.

Clubs and Activities

Clubs and extracurricular activities are an important part of a student's high school career. They offer opportunities for personal growth, skill development, and social engagement outside the classroom. These activities allow students to explore their interests, whether it's in sports, the arts, leadership, or community service, and help them build a well-rounded resume. Involvement in clubs can improve time management, teamwork, and communication skills, all of which are valuable for both academic success and future careers. Additionally, extracurriculars provide a sense of belonging, helping students form friendships and build a supportive peer network. Overall, participation in clubs and extracurriculars can enhance a student's high school experience, contributing to both personal fulfillment and college or career readiness. A complete list of clubs and activities is listed on the school website under both the parent and student tabs. Students who wish to form new clubs should complete an application. The administration will consider the application and determine the merits of the organization. A faculty sponsor is required for all clubs.

Driver's Education Classes

Driver's Education classes are provided through NC Driving School (a vendor licensed by the NC Department of Public Instruction) each semester and during the summer. To register for classes students must go to <https://ncdrivingschool.com/county/brunswick/> to register and complete the required forms. You may contact NC Driving School directly at 252-321-6700.

Driver's Eligibility Certification

In order for students to get their driver's license or driving permit, they must get a driver's eligibility certificate from the counseling office. The certificate can only be issued to students who are 15 years of age, enrolled in school and making adequate progress toward a diploma. Adequate progress is defined as passing three out of four block schedule classes. Final grades are the only grades considered. Grades are reviewed at the end of the first and second semesters.

Emergency Drills

Brunswick County Schools is committed to the safety and security of all our students, employees, and campus visitors in accordance with board policies 1510/4200/7270. Emergency Drills are performed to help prepare students in case of an emergency. Drills are taken very seriously and students are expected to be on their best behavior during that time. Students found in violation of this will result in disciplinary action. In an emergency situation, we must be able to contact you. Please provide accurate emergency contact information (phone numbers and email addresses) to your child's school at the start of the year. Update your contact information with school staff as soon as it changes. Details about all of the policies and procedures for school safety can be found on the district website on the department tab.

Field Trips and School Activities

School trips designed to stimulate student interest and inquiry and to provide opportunities for educational growth and development can be appropriate and valuable extensions of the classroom. School trips can help meet educational goals and objectives by connecting learning with experiences outside the classroom

environment. The term “school trip” is defined as a student or a group of students leaving a school campus under the sponsorship of the school and under supervision of school employee(s) to extend educational experiences consistent with the general goals and objectives of the total school program. A school trip must be related to the curriculum of the school or to a co-curricular or extra-curricular activity (e.g., clubs, band, student council). Any trip made by school students which has not been approved in accordance with this Board policy shall not be considered a school trip as herein defined. Field Trips and School activities are governed by board policy 3320. All school rules and expectations apply when students participate in field trips and school-sponsored activities. Any adults interested in attending field trips with their students must be approved by administration and meet district guidelines for chaperones.

Fundraising

The Board is committed to minimizing disruptions to instructional time and the educational environment. There shall be no soliciting from or selling to students or staff without written approval from the superintendent or designee. Only school-sponsored sales are permitted on the W

BHS campus (including buses) in accordance with board policy 5220/7331. No student shall sell items or services for his/her own profit or for any agency outside the school community. Students who violate this policy will have the items and/or money confiscated and be subject to disciplinary action. Employees and students shall not be required to contribute or respond to any fundraiser or solicitation under any circumstance. The principal must approve fundraising for school activities, including all solicitation or sale of products by students or employees on or off the school premises. Students, school organizations, teachers or other school personnel acting on behalf of the school may not sell commercial products during the instructional school day and must obtain approval from the principal for such sales on school premises during non-instructional hours. All money collected and spent as a result of fundraising activities shall be recorded in the accounts of the school treasurer and shall be subject to the annual school audit.

Homeroom Assignments

All students are assigned to a homeroom based on their graduation cohort. Homerooms will be used as an advisory period to disseminate important information to students. Students will pick up their Interim Report and Report Cards in their Homeroom as well.

Lost or Stolen Property

Students should make every effort to ensure that their personal property is kept in a safe and secure place at all times. Neither West Brunswick High School nor Brunswick County Schools are responsible for lost or stolen student personal property, or for assisting in recovering such property. Students must inform the grade-level administrator if an item is suspected of being stolen. School administration will work with the school resource officer when necessary to recover the property. If a student is found to have stolen property, then he/she will be subject to disciplinary action, including, but not limited to, suspension and criminal charges.

Media Center

The purpose of the Media Center is to be the welcoming hub of our school where the students and staff can come together to learn, grow, discover, and create and to inspire a lifelong love of reading. The following general policies have been established with this goal in mind:

- The Media Center has different zones meant for different activities and levels of noise. Make sure you're aware of your surroundings and what others are working on.
- Students should have a pass created in E-Hall Pass so that the media coordinator may see who is in the library at any given time.
- Students and staff will sign in upon arrival so that we can gather data on how our Media Center is being used.

- Students and staff are allowed to keep books for as long as they need them. Overdue fines are not assessed. If a book is lost or damaged beyond repair, the student/staff member must pay the cost of the book.
- All overdue books and fines, including those associated with Chromebooks must be cleared prior to receiving one's transcript.

Medication on Campus

Unauthorized or illegal drugs and alcohol are a threat to safe and orderly schools and will not be tolerated. However, there will be times that students may need to take medication during school hours. School personnel may administer medication prescribed by a health care practitioner upon the written request of a student's parents or legal custodians in accordance with board policy [6125](#). Students are not permitted to carry medications on campus without prior approval. Student authorization to self-administer medication may be granted in limited circumstances. Standards for handling and administration of medications adhere to National School Nurse Standards, NC Nurse Practice Act, and state laws governing these practices.

Morning Arrival

When students arrive on campus in the morning, they are to report to the cafeteria or the main gym. Students who drive to school or ride with another student should exit cars when they arrive on campus and should not loiter in the parking lot. Students are not permitted in the courtyard. Once students report to the designated area, they are to remain there until released by the bell at 7:25 am. Breakfast and lunch are free to all students for the 2025-2026 school year. To be consistent with USDA Healthy, Hunger-Free Kids Act of 2010 guidelines, WBHS does not allow any outside restaurant food or drink unless brought from home. Any food or drink brought into school that did not come from home will be held until the end of the school day.

Prohibited Items

Personal items, including electronic devices and other distracting items, are not to be brought to school. Since these items are not allowed at school, the staff will not accept responsibility for lost, damaged, or stolen personal belongings. Keep these items and other valuable possessions at home.

Release from Campus

Students can request a release from campus during the instructional day for late arrival, early release, or to complete an online or community college class. Counselors will review these student requests and share with administration for approval. Students must have transportation to report to campus late and/ or leave campus early. Once approved, students are not allowed to be on campus during their release periods. It is an expectation that students maintain contact with their homeroom teachers and review information posted in grade level Google Classrooms to ensure they are informed about school activity, expectations, schedule changes, etc. Students will be responsible for reviewing daily announcements posted on the school website about important dates and activities.

School Resource Officer

The School Resource Officers (SRO) are employees of the Brunswick County Sheriff's Department. School Resource Officers become a role model to the students and also act as a crime deterrent. The one-on-one relationship between the students and the officers allows problems to be solved before they escalate beyond control. They also work in conjunction with the School officials to maintain a safe and orderly environment at the school.

Social Media

Social Media (Facebook, Instagram, Twitter, etc.) allows the school community to share and interact with West Brunswick High School. It is an excellent way for parents and students to stay informed and engaged throughout the school year. However, other social media tools do not permit teacher-student communication

through private messaging applications. If you have questions or concerns regarding the use of social media, please contact the administration. Staff are only allowed to use Class Dojo, school email, or the telephone to communicate with students and parents/guardians. Sports teams may also use SportsYou.

Student Deliveries and Messages

It is our goal to minimize classroom disruptions and student time out of class. Classes will not be interrupted for messages or deliveries during the school day. Only messages of an emergency nature will be delivered to students, and those will be accepted only from a parent or guardian. Outside (commercial) food products may not be dropped off for students. Breakfast and lunch are both provided free of charge to all students in Brunswick County Schools. Deliveries for students, such as food, balloons, flowers, will not be accepted.

Student Parking

Parking on the WBHS campus is a student privilege and certain conditions are attached to that privilege. Students who fail to uphold those conditions will be subject to loss of parking privileges. Students with owed fees will not be issued a parking permit until the owed fees have been cleared. Students must remain in good standing (academics, attendance, behavior) to retain their parking space.

Technology Responsible Use

West Brunswick High School is a 1:1 school. Each student will be issued a Chromebook and charger at the beginning of the school year. Chromebooks are to be used for instructional purposes only. Students should be using our devices in the classroom unless approved by administration. When students use personal devices, hotspots, and/or proxies, they can not be monitored with our programs, hindering our ability to keep all students safe at school. Any student in violation will have disciplinary action taken against them in accordance with board policy [3225/4311/7320](#).

Testing and Accountability

The North Carolina Department of Public Instruction's Office of Accountability and Testing designs and manages statewide assessments that are administered to students enrolled in public schools in grades 3–12. These assessments serve several purposes for the schools, the state, and federal guidelines. **All students are required to take their assigned exams** at the end of each semester. End of Course Exams (EOC) and Career and Technical Education Post Assessments will count 20% of the final grade.

Traffic Flow

With the growth in our school community, it is important that we clearly define rules and expectations for parking and traffic flow to ensure student, staff, and community safety and security. It is important that everyone follows the traffic pattern, as well as defined drop-off/pick-up procedures in the morning and afternoon to provide a smooth, safe, and timely transition for all. It is the expectation that all visitors to our campus adhere to traffic regulations and posted warnings for the safety of all students, staff, and visitors. Failure to comply with this guidance may result in disciplinary consequences, fines, and/or loss of driving privileges on campus. For visitors to our campus, including parents and guardians, failure to follow these protocols may be considered trespassing. Complete guidance for traffic flow on campus can be found on our school's website.

Valuables

Students should not bring valuables, large sums of money, expensive jewelry, etc., to school. Students should not leave money or valuables in book bags or unattended. Students are responsible for marking their personal possessions so that lost possessions can be identified. The school administration cannot be responsible for items lost, stolen, or irresponsibly managed by students.

Visitors

West Brunswick High School encourages the community and parents to be involved in and support our school and educational programs. Visitors are invited to attend school events such as athletic events, musical programs, and dramatic productions. All visitors must report to the office before going to any location on campus, including parents who have scheduled conferences with teachers. Younger children, friends, or relatives are not to come to school to spend the day with our students. Additionally, former students are not permitted to visit campus without prior approval. When visitors are on campus, they are to follow the procedures indicated on the visitor guidelines. These guidelines are available in the main office and outlined in board policy [5020](#).

Yearbook

Yearbooks are important in high school because they preserve memories and milestones, allowing students to look back on their experiences long after graduation. They foster a sense of community and belonging by highlighting individual and collective achievements. Yearbooks also capture personal growth, showing how students have evolved over the years. Additionally, they serve as a historical record of the school's culture and events, creating a lasting legacy for future generations.

Athletics

Athletics

West Brunswick High School has a properly controlled, well-organized sports program that meets the student's needs for self-expression, mental alertness, and physical growth. It is our goal to maintain a program that is sound in purpose and will further each student's educational maturity. Students are encouraged to participate in athletics as either a competitor or a spectator. In order to attend athletic events, spectators must be in good standing at school. Students who have 10 day Out-of-School suspensions or have been involved in any incidents at previous athletic events may be banned from after school activities. Administration reserves the right to ban any student from athletic events for the safety of students and spectators. The BCS Athletic Handbook can be accessed [HERE](#) and on the district website under Athletics. Please visit the [Athletic Website](#) for more detailed information.

Eligibility Requirements

All athletes must meet eligibility requirements established by the N.C. High School Athletic Association. Appeals to the athletic eligibility & attendance policy are managed by the North Carolina High School Athletic Association's Commissioner, Ms. Que Tucker.

Student and Parent Communication (ClassDojo)

Any communication through social media authorized under policy [7335](#) must meet the professional standards established in this policy and must otherwise be consistent with law and all other board policy. The only platform allowed for two-way communication with parents and athletes other than through BCS email is ClassDojo or SportsYou. Each team should only use this platform to communicate with parents and athletes.

Discipline

BCS Student Handbook and Code of Conduct

The Brunswick County Schools [Student Handbook and Code of Conduct](#) is available online and students are held accountable for all policies outlined in this handbook.

Discipline Program

Each student has the right to be free from the distractions caused by the inappropriate behavior of others. The administration at West Brunswick High School will assign community service time, detentions, suspensions, or other appropriate consequences for inappropriate behavior that interferes with the learning environment, or the safety of students and staff at WBHS. Any student conduct not included in the Brunswick County Schools

Student Handbook/Code of Conduct, but deemed to be inappropriate by the administration for the safe and effective operation of West Brunswick High School, will be subject to disciplinary action. The goal of our program is to:

- Promote and maintain a positive learning environment for all students that is free of disruptions.
- Keep students safe, in the classroom, and on task.
- Provide fair and equitable disbursement of disciplinary actions.
- Provide an effective and timely response to discipline issues.

The administration will issue consequences based on recommended guidelines from the WBHS Discipline Matrix. In addition to disciplinary consequences, administration will utilize proactive measures to mitigate student discipline concerns. [Board Policy 3620](#) pertains to extracurricular activities. Administration has the right to restrict participation in extracurriculars, including attendance at after school activities. We have restricted students based on charges outside of school, referrals for 10+ days of OSS, incidents at after school activities, repeated offenses for skipping and/or tardies, etc. Our goal is to maintain the safety of students at school and afterschool events. This could include being prohibited from athletic events, dances and/or special events, or placed on an administrative escort list during classes. These proactive measures are put in place to maximize instructional time and minimize suspensions for students.

- Administrative Escorts
- Athletic Events
- Special Events (Bonfire, Dances, PowderPuff, Prom, etc.)

Discrimination, Harassment, and Bullying

Bullying and harassment will not be tolerated at West Brunswick High School. We are committed to providing a safe, inviting, and civil educational environment for all students, parents, and other members of the school community in accordance with board policy [1710/4021/7230](#). Our school prohibits all forms of bullying and harassing behavior, including encouragement of such behavior, by students, staff, parents, volunteers, and visitors. Students should report any incidents using one of the methods provided below.

- [Bullying Incident Reporting Form](#)
- [Campus Crime Tip Line](#)
- [Parent Concern/Complaint Form](#)
- Report the incident to the student school counselor

Positive Behavioral Interventions and Supports (PBIS)

PBIS is an integral part of a school's disciplinary program. It focuses on proactive strategies to promote positive behavior rather than solely reacting to negative behavior. It emphasizes creating a positive school culture where expectations for behavior are clearly defined, taught, and consistently reinforced. PBIS encourages recognizing and rewarding students for demonstrating appropriate behaviors, which reduces the need for disciplinary actions. When misbehavior occurs, PBIS provides a framework for addressing it in a constructive way, often through tiered interventions that support students in developing better social and behavioral skills. This approach helps create a safe and supportive environment conducive to learning.

Smoking and Tobacco Use (Including Vapes)

The Board is committed to creating safe, orderly, clean, and inviting schools for all students and staff. To this end, the Board supports state laws that prohibit the sale or distribution of tobacco products to minors and that prohibit the use of tobacco products by minors. The Board also supports state and federal laws that prohibit the use of tobacco products in all school buildings, on school campuses, or in or on any other school property owned or operated by the Board. For the purposes of this policy, the term "tobacco product" means any product that contains or that is made or derived from tobacco and is intended for human consumption, including all lighted and smokeless tobacco products, as well as electronic cigarettes, vaporizers, and other electronic

smoking devices even if they do not contain tobacco or nicotine. Complete guidelines are outlined in board policy [4320](#).

Student Cell Phones and Electronic Devices (Updated 8/19/25)

West Brunswick High School has written an outline of expectations and procedures related to the use of cell phones/electronic devices during the instructional day. These expectations and procedures are consistent with BCS Board Policy [4311](#) and the state of NC House Bill 959. Students may not use cell phones/electronic devices during instructional time (this includes earbuds/headphones, speakers, etc.). As a result, student use of cell phones/electronic devices/earbuds is prohibited during each class period as well as in the hallways during class changes. Students will be allowed to use phones and electronic devices before and after school and during lunch.

School employees may immediately confiscate any wireless communication devices that are on, used, or displayed in violation of this policy. In general, the confiscated device will be returned to the student at the end of the school day. However, an administrator may require a student's parent to recover a confiscated device if the student has repeatedly violated this policy. Classroom teachers *do not* have the authority to grant permission for student usage according to board policy.

Student Dress and Appearance

Students are expected to adhere to standards of dress and appearance as outlined in board policy [4316](#). Our guiding principles for the student dress code are similar to those experienced and expected in the workplace: attire that furthers the health and safety of students and staff enables the educational process and facilitates the operations of the school. We ask that parents partner with us to monitor student attire to help adhere to the guiding principles outlined in the policy.

To promote these goals, students may not wear or carry clothing, jewelry, book bags, or other personal articles that:

1. Are prohibited under any provision of the Code of Student Conduct (*this includes hats, crop tops & pajama pants*)
2. Depict profanity, vulgarity, obscenity, or violence;
3. Promote alcoholic beverages, tobacco, the use of controlled substances, is of a sexual nature, depicts violence, is racist or harassing based on cultural or ethnic differences;
4. Threaten the health or safety of staff or students;
5. Display any items with the intent to convey membership or affiliation with a gang. This includes bandanas;
6. Are reasonably likely to create a substantial disruption of the educational process or operations of the school. Specifically:
 - a. Students must wear school-appropriate clothing that covers their skin from chest to approximately mid-thigh with opaque (non-see-through) fabric in front, back, and on the sides. (Strapless clothing is not permitted).
 - b. Students must wear shoes at all times except when changing for physical education or athletic practices or events or when specifically directed otherwise by a teacher or administrator. Bedroom shoes/slippers are not permitted.
 - c. Clothing must cover undergarments while standing or sitting.
 - d. Breasts, genitals, and buttocks must be covered with opaque (non-see-through) fabric.
 - e. Headgear – headgear (baseball hats, sombreros, hoods, etc.) and sunglasses are prohibited indoors, unless needed for religious or medical purposes. Full face coverings and Halloween-type masks are prohibited.

Students will be asked to correct the inappropriate attire while at school or parents will be called to come to school and replace the unacceptable clothing. Any further offenses will result in disciplinary action as deemed

appropriate by the school administration.

Prom and Special Event Attire: Principals or their designee(s) are authorized to relax the dress code for special events. Principals may take action to deny entrance to and/or remove students from proms and special events who are dressed in clothing that violates either the letter or spirit of this policy.

Note: West Brunswick High School Seniors have specific guidelines for every senior event including but not limited to the Graduation Ceremony, Spirit Week, etc.

Transportation Expectations

Brunswick County Schools provides the highest quality service possible when transporting our most valuable asset, the students of Brunswick County Schools. The BCS Transportation department is committed to, and will abide by, promote and exceed:

- Federal, State, and Local Transportation Standards and Regulations
- Brunswick County School Board Policies and Procedures
- Expectations, to ensure the safety and well being of every student and passenger.

Bus Routes and Information can be located on the district website through the Transportation Department linked [HERE](#). Additionally, parents and guardians can download the EduLog app to track your bus. You can use your camera phone to access the app using the QR code provided on the website.

Riding a school bus is a privilege afforded to students. Associated with this privilege is the responsibility for safe, mature behavior. Student safety is our main concern. As high school students, you are expected to behave like young adults. Students who present a legitimate threat to the safety and well-being of students and staff on a school bus are subject to disciplinary action, up to and including revocation of bus privileges.

All students shall follow the directions and expectations of the bus driver for loading and unloading the bus, seating assignments, and general conduct. Any unsafe driving practices observed on the part of the driver should be reported to Karla Stanley, Assistant Principal. The county rules and regulations regarding bus transportation are to be observed.

Who Should I Ask?

Advanced Placement Testing: Melissa Blake
Academic Awards Celebration: Counseling Dept.
Art Club:
Athletic Boosters: Jimmy Fletcher
Athletic Director: Jimmy Fletcher
Athletic Grievance Committee: Justin Hayes
Athletic Trainer: Macenzie Myers
Band/Flag Corps: Jason Seip
Basketball Boys: Bryant Edwards
Basketball Girls: Michael Everett
Baseball: Greg Wrape, Head Coach
Behavior Specialist: Dustin Freig
Book Club: Jyll Jacoby-Burns
Brunswick County DSS: 910.253.2077
Building/Maintenance Issues: Blue Calabrese
Buses: Karla Stanley
CCP: Jamie Madren
Checking In/Out: Chellie McDowell
Cheerleading: Kim Spencer
Chorus: Megan Pedigo
Conferences (Parents): Counselors
Credit Recovery: Kolton Hainsey
Cross-Country: (M&W) Jimmy Caraway
Curriculum Issues: Administrators
Dance Team: Olivia Fluharty
DECA: Olivia Fluharty
Discipline: Melissa Blake
Drill Team: JROTC
ESL: Holly Begley
E-Hall Pass: Justin Hayes
E-Sports: Dylan Parker
Exceptional Children's Program: Sharee Gause-Williams
Facility Use: Justin Hayes
Finances: Tammy Shoemaker
Flex Block: Justin Hayes
504 Accommodation Plans: Counselors
Football: Coach Shane Handy
Fundraising: Tammy Shoemaker
Future Farmers of America (FFA): Kelly Richardson/Zach Roberts
Gaming Club: Dylan Parker
Graduation: Melissa Blake
Golf: (M) (W) Dan McGougan
Health Occupations Students of America (HOSA): Jenny Rohr/Charlene Cochran

Homecoming: Myah Morse Dooley
Hospital/Homebound Services: Counselors
ID Cards (Staff): Chellie McDowell
Infinite Campus: Judy Miller
Illness & Medication: Nurse
Iris Alliance: Darcy Predieri
In-School Suspension: Darryl Marlowe
Junior and Senior Awards: Counselors
Juniorettes: Anna Saunders
JROTC: Col. (Ret.) Jim Wanovich and Chief Travis Gause
Key Club: Cathie Poulin
Lacrosse: (M) Ryan Winship (W) Jim Hart
Media Center: Brett Riggs
National Honor Society: Lisa Chinn
Parking Passes: Lyn Fletcher
PBIS: Karla Stanley
Prom: Jr. Advisors
Raider Team/Robotics/Drone: JROTC
Rifle: Chief Travis Gause
Scheduling: Counselors
Scholarships: Natalie Woodin
School Pictures: Crystal Karwacki
School Psychologist: (T/Th) Jennifer Woods
School Safety: Melissa Blake
Science Olympiad: Laura Barrett
Senior Dues: Donnie Watkins
Soccer: (M) Alex Tapia (W) Greer Josselyn
Social Worker: Toni Mehalko
Softball: Olivia Scott
Student/Parent Contact Information Changes: Wendy Obeda
Student Council Association/Student Leadership: Myah Morse
Swim Coach: Gavin Spake/Christie Rabon
Teen Court: Sam Davis
Tennis Coach: Christie Rabon
Testing: Lyn Fletcher
Textbooks: Brett Riggs
Theatre: Sarah Epting
Track: (M) Aaron Powell (W) Jimmy Caraway
Transcripts: Judy Miller
Volleyball: Olivia Scott
Webpage: Brett Riggs
The West Wind: Anna Saunders
Withdrawals: Wendy Obeda
Wrestling: Wes Whitman
Yearbook: Crystal Karwacki

Federal and State Compliance

Family Educational Right Educational Rights and Privacy Act (FERPA)

The Family Educational Right Educational Rights and Privacy Act (FERPA) is a federal law that governs the maintenance of student records. Under the law, parents/guardians of students (or students who are at least 18 years of age) have the right to inspect records kept by the school about the student. They also have the right to correct inaccuracies in the records. Access to the records by persons other than the parents/guardians of the student is limited and generally requires prior consent by the parents/guardians and 18year old students under FERPA.

Grievance Procedure for Students or Student Group

It is the policy of the Brunswick County Board of Education that students shall have the right to present for solving any problems arising within their status as students and shall be encouraged to exercise this right without fear of recrimination. For this purpose, a grievance procedure is established. Within the procedure, progressive steps are provided for advancing the grievance to another level when it has not been established to assure prompt attention. If the students do not process their grievance within the set time limits, it shall be considered settled. Necessary meetings will be arranged to the convenience of all parties whenever possible. When meetings are held during school hours, no student shall be penalized for time away from the regular school hours. This grievance procedure is in compliance with NC Statutes, Federal nondiscrimination laws, and Title IX Regulations.

Marital, Maternal or Paternal Status

Marital, maternal or paternal status shall not affect the rights and privileges of students to receive a public education or to take part in any extracurricular activity offered by the school system. Pregnant students shall be permitted to continue in school in all instances unless the student's physician rules otherwise. If the physician does not advise attendance, the principal is authorized to make special appropriate educational programs available.

Parents' Bill of Rights (SB 49; Session Law 2023-106)

The North Carolina Parents' Bill of Rights is a law passed in 2021 that outlines certain rights and protections for parents concerning their children's education. It is designed to give parents greater involvement in the educational process and ensure transparency in how schools operate. Please see the parental guides linked below and available on the school webpage.

- [Parents' Guide to Student Achievement](#)
- [Parents' Guide Student Physical and Mental Health](#)

Title IX

The Brunswick County Schools do not discriminate on the basis of race, color, religion, national origin, sex, age, or handicap in its education programs, activities, or employment policies as required by Title IX and other Federal and State regulations. Inquiries may be directed to:

Superintendent
Brunswick County Board of Education, 35 Referendum Drive, NE,
Bolivia, NC 28422
Telephone 910-406-5100