

# EAST HOKE MIDDLE SCHOOL



Parent & Student Handbook

# EVERY STUDENT COUNTS

So...

**MAKE EVERY DAY COUNT**

**MAKE EVERY CLASS COUNT**

**MAKE EVERY MINUTE COUNT**

**“SOARING TO EXCELLENCE, ONE DAY AT A TIME”**

**East Hoke Middle School**

## **Administrative Staff**

Dr. Katrenna Rich, Principal

Tonja McGill, Assistant Principal

Bryan Kingsmill, Assistant Principal

**[EHMS.HCS.K12.NC.US](http://EHMS.HCS.K12.NC.US)**

4702 Fayetteville Road, Raeford, NC 28376

Phone: 910-875-5048

Fax: 910-875-9307

*Visitors are always welcomed at East Hoke Middle School. **ALL VISITORS** must report to the main office and sign-in to receive a visitors pass when arriving on campus.*

*The principal reserves the right to modify this handbook or make determinations regarding issues not specifically covered in this handbook.*

# East Hoke Middle School

4702 Fayetteville Road  
Raeford, North Carolina 28376  
Phone: (910) 875-5048 Fax: (910) 875-9307



Dear Parents,

Welcome to East Hoke Middle School and the upcoming school year! We believe that every student here is special and unique with individual needs, interests, and abilities. Realizing that our students have special needs and characteristics of pre- and early adolescence, we aspire to provide appropriate experiences to help them develop mentally, culturally, physically, socially, and morally.

We strive to provide for the individual differences in our students and offer guidance and counseling to help them through this critical period in their lives. As a middle school, we offer a program that provides transition from elementary to high school. Our standards are high at East Hoke Middle School, and you may find the workload and social adjustments reflect these high expectations. This school year will be filled with excitement and many new opportunities for your child(ren).

Often you will hear us make a reference that *Every Student Counts*. This is because we want you to know that every decision we make, every dollar we spend, and every planned activity will be made with an intentional purpose of providing the best educational experience possible for your son/daughter. In keeping with our mission and our commitment, we want *Every Student* to thrive academically and socially to maximize *Every Day, Every Class, and Every Minute*. Furthermore, we encourage parents to help us by staying connected and informed. Join our Facebook page, visit the website often, connect to PowerSchool and Canvas.

If you wish to view our School Improvement Plan, please go to [www.indistar.org](http://www.indistar.org). Parent login listed below.

**Username:** GuestS15400

**Password:** GuestS15400

Thank you for entrusting us to nurture, encourage, challenge, and enjoy your child(ren). We appreciate your support and look forward to a great year!

Sincerely,

***Dr. Katrenna Rich***

Principal

# East Hoke Middle School

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## Title I Parent and Family Engagement Plan

East Hoke Middle School intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, *Section 1116(a-f) ESSA, (Every Student Succeeds Act) of 2015.*

### In General

Each school served under this part shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement plan, agreed on by such parents, that shall describe the means for carrying out the requirements. Parents shall be notified of the plan and LEA Board Policy in an understandable and uniform format and, to the extent, practicable, provided in a language the parents can understand. The policy shall be made available to the local community and updated to meet the changing needs of parents, families, and the school.

- schools shall provide opportunities for the participation of parents and family members including those with migratory children, limited English proficiency, or have disabilities. Parent shall be notified of the Hoke County Schools Parent and Family Engagement Policy, information related to school and parent and family programs, meetings, and other activities in an understandable and uniform format and to the extent practicable provided in a language the parents can understand;
- convene an annual parent and family meeting scheduled at a convenient time, to which all parents and family members of participating children shall be invited and encouraged to attend, to inform parents and family members of their school's participation under this part and to explain the requirements of this part, and the right of the parents and families to be involved;
- involve parents and family members in an organized, ongoing, and timely way, in the planning, review, and improvement of the school Parent and Family Engagement Policy;
- provide opportunities for parents and family members to participate in decisions relating to the education of their children. The school shall provide other reasonable support for parental family engagement activities;
- provide parents of participating children timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents and families work with their children to improve their children's academic achievement in a format, and when feasible, in a language the parents and family members can understand;
- educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners;
- coordinate and integrate parental engagement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.

## **What is Title I?**

The purpose of this title is to ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education and reach, at a minimum, proficiency on challenging State academic achievement standards and state academic assessments. This purpose can be accomplished by -

- (1) ensuring that high-quality academic assessments, accountability systems, teacher preparation and training, curriculum, and instructional materials are aligned with challenging State academic standards so that students, teachers, parents, and administrators can measure progress against common expectations for student academic achievement;
- (2) meeting the educational needs of low-achieving children in our Nation's highest-poverty schools, limited English proficient children, migratory children, children with disabilities, Indian children, neglected or delinquent children, and young children in need of reading assistance;
- (3) closing the achievement gap between high- and low-performing children, especially the achievement gaps between minority and nonminority students, and between disadvantaged children and their more advantaged peers;
- (4) holding schools, local educational agencies, and States accountable for improving the academic achievement of all students, and identifying and turning around low-performing schools that have failed to provide a high-quality education to their students, while providing alternatives to students in such schools to enable the students to receive a high-quality education;
- (5) distributing and targeting resources sufficiently to make a difference to local educational agencies and schools where needs are greatest;
- (6) improving and strengthening accountability, teaching, and learning by using State assessment systems designed to ensure that students are meeting challenging State academic achievement and content standards and increasing achievement overall, but especially for the disadvantaged;
- (7) providing greater decision-making authority and flexibility to schools and teachers in exchange for greater responsibility for student performance;
- (8) providing children an enriched and accelerated educational program, including the use of schoolwide programs or additional services that increase the amount and quality of instructional time;
- (9) promoting schoolwide reform and ensuring the access of children to effective, scientifically based instructional strategies and challenging academic content;
- (10) significantly elevating the quality of instruction by providing staff in participating schools with substantial opportunities for professional development;
- (11) coordinating services under all parts of this title with each other, with other educational services, and, to the extent feasible, with other agencies providing services to youth, children, and families; and
- (12) affording parents substantial and meaningful opportunities to participate in the, education of their children.

### **What you can expect from the State, Hoke County Schools, and Title I Schools as a result of receiving Title I funds?**

- Annual Report Card
- Parent's Right-to-Know-student Achievement on state assessments
- School's Identification for School Improvement and Sanctions
- Teacher and Paraprofessional Qualifications
- Non-Highly Qualified Teachers
- Written Parental Involvement Policies
- Title I Part A Meeting
- Title I Part A Information
- Title I Funding for Parent Involvement
- Parental Capacity---participation in training sessions and meetings
- Family Literacy---encourage learning

## **Hoke County Schools Mission Statement**

Hoke County Schools creates a student focused learning community that fosters high expectations for all stakeholders, promotes lifelong learning, provides individualized support, and prepares students for success.

### **East Hoke Middle School Vision Statement**

East Hoke Middle School's vision is to engage all students in their educational growth and development and to provide opportunities for academic success in the 21st century in conjunction with the support of parents, educators and the community.

### **East Hoke Middle School Mission Statement**

East Hoke Middle School's mission is to provide a safe environment where all students can thrive academically and socially, as they become ready to function in the real world.

### **East Hoke Middle School Beliefs**

- We believe that learning is a lifelong pursuit and all students can learn according to their abilities.
- We believe in high expectations and success for all through individualized instruction.
- We believe that East Hoke Middle School is a caring environment that promotes academic growth.
- We believe that East Hoke Middle School will provide opportunities for our students to become productive citizens in a technological society.
- We believe all students will have the opportunity to learn in a safe, clean, and orderly environment.
- We believe that learning is a lifelong endeavor which is cultivated through the collaborative efforts of the school, home and community.

## East Hoke Middle School's Motto



Daily students and teachers will be encouraged to strive for excellence. Each day presents challenges of its own, and together we do our best for that one day.

## Disclaimer

By no means is this manual all-inclusive. The school retains the right to alter or vary the application of these rules. This handbook is intended to help parents, students, and school personnel work together. Many guiding statements are included in this document but do not cover every situation.

As new policies and regulations are developed by the school board, the State or Federal Statutes, additions, and/or deletions will be made to this manual. Every effort will be made by school employees to help students understand what is expected from them.

**THIS HANDBOOK IS PROVIDED AS AN INFORMATION SOURCE FOR HOKE COUNTY SCHOOLS STUDENTS AND THEIR FAMILIES. IN THE EVENT OF ANY INCONSISTENCY BETWEEN THIS HANDBOOK AND THE HOKE COUNTY SCHOOLS BOARD OF EDUCATION POLICY MANUAL, THE BOARD OF EDUCATION POLICY MANUAL IS THE AUTHORITATIVE SOURCE.**

# General procedures and expectations

## SCHOOL DAY

The instructional day at East Hoke begins at 8:30am, with all students, in seats and ready to learn. All students are expected to be on campus and in class by 8:30 a.m. We strongly discourage parents from dropping students off prior to 8:00 a.m. School will dismiss at 3:30 p.m. If your child is a car rider, please drop them off no later than 8:25 and pick them up at 3:30. All students need to be in class and out of the hallway or bathroom by 8:30 a.m. **(Please note that there will be no supervision prior to 8:00 a.m or after 4 p.m.). Unless your son/daughter is participating in a school sanctioned activity.**

## OUTSIDE FOODS

No outside food in franchised/commercial bags or packaging is allowed at school. If you choose to pick up food for your child(ren) prior to bringing them to school, please allow time for the food to be consumed. If it is not possible, please transfer the food to a regular lunchbox. Students will be asked to discard items that violate this rule.

## ATTENDANCE

All students should be in school unless they have a severe illness. Please note the following:

1. Lawful absences are identified as illness, death in the immediate family, doctor appointments. **Documentation from the parent or doctor is required within 5 school days of your child's return to school stating the reason for the absence. Parents will receive notification of excessive absences regardless of reason.**
2. Unexcused absences are identified as family trips, baby-sitting a younger child, missed bus, etc.
3. A student must be in school at least one-half of the day to be marked present (12:00pm).
4. Any student who misses more than 15 days of school in a school year, whether excused or unexcused may be retained.
5. The school social worker will notify parents whose child(ren) have accumulated excessive absences.

### ATTENDANCE POLICY

**(missed days are cumulative, and does not have to be consecutive days)**

- 3 days or more missed - Attendance Letter**
- 6 days or more missed - Attendance Letter**
- 10 days or more missed - Truancy Proceedings**

## **TARDIES**

Students should always be on time for school. This enables them to have a productive day and reduces classroom interruptions. Please try to schedule appointments for 4pm or after the ending of the school day whenever possible.

## **MORNING DROP OFF**

Please pull up to the curb in the front of the school in a single file line behind the preceding car. Bus transportation is provided for all students in the EHMS district area. Students cannot be dropped off any earlier than 8:00 a.m., due to lack of adult supervision. East Hoke Middle School will not be held responsible for students who arrive before supervision is provided or after supervision is withdrawn as outlined above. Do not leave unattended vehicles in the carpool line. If you need to enter the building, please park your vehicle in a parking spot.

## **AFTERNOON PICKUP**

All cars must remain in a single file line to help ensure the safety of the students during traffic 's exit. Inappropriate behavior such as horse playing will result in administrative consequences. In order to maximize instructional time, parents, please do not attempt to withdraw your child from class after 3:00 p.m at which time teachers are concluding the lesson. Please allow your child to remain in class for the duration of the instructional day to learn all that is possible. If you want your child to be a car rider, please call ahead and provide your child's name to the receptionist the day of, and at the appropriate time, your child will be called to the front office for pick up. You may also choose to send a note with your child to the front office at the beginning of school.

## **SCHOOL BUSES**

Riding a school bus is a privilege. Students are expected to follow school rules while riding the bus. Students should sit in assigned seats and remain seated at all times. **Students must have a signed note from their parent/guardian to ride another bus.** Notes must be submitted to the front office upon arrival and must include parent contact number for verification. However, students may not ride another bus if it is at full capacity. Disruptive students make the bus unsafe for everyone. If a child does not follow these simple rules, he/she will lose the privilege of riding the bus. If a student continues to be disruptive on the bus, he/she will be suspended from the bus for the remainder of the current school year. All school rules apply on the bus and at the bus stop.

- **Failure to comply with bus rules may result in the following administrative actions.**
  - 1st offense - notify school administration - off bus 3 ridership days
  - 2nd offense - notify school administration - off bus 5 ridership days
  - 3rd offense - notify school administration - off bus 10 ridership days
  - 4th offense - notify school administration - off bus for remainder of school year.

## VISITORS/VOLUNTEERS

All visitors must report to the main office. In order to reduce interruptions in class, we ask parents to make an appointment to meet with your child's teacher(s) during their planning time, before or after school. Appointments must be made by calling the main office or emailing your child's teacher. All email addresses can be found on our school's website [Directory](#). It is important that all available time be dedicated to teaching and learning during the course of the school day, therefore, visitors are limited to prevent interruption of the learning process. Students are not allowed to bring guests to school. We welcome all parents to visit and to volunteer at East Hoke Middle School. **All visitors, volunteers, and parents, must report to the main office to get a visitor's badge before going anywhere on campus.** If you would like to visit your child's class, please check in at the front desk. Parents are not allowed to speak to the teacher or the student during this visit. Please do not be on your cell phone and only observe.

## SCHOOL FEES

**School fees are \$15.00.** Please pay these fees the first week of school. All school fees are used in your child's classroom for additional materials and supplies. This covers the cost for student lanyard and Photo ID Cards. Students must wear ID badges daily. They will be required for any school activity (to include games and field trips). For safety reasons, ID cards are mandatory. Parents will be able to pay school fees online.

## CHROMEBOOK FEES

EHMS is a 1:1 school with technology. Our district has established a Device Take-home Opt-in Procedure. Participation in the Device Take-home program is optional and requires completion of an agreement.

Students who opt-in will be issued a device and charger to use at home.

Families are responsible for the care, security, and proper use of the device, as outlined in the Hoke County Schools Student Technology Handbook. All Students are responsible for the care and condition of their equipment.

## OUR SCHOOL RULES

East Hoke Middle School will continue to be a safe and orderly school, therefore we expect all students to follow the school rules listed below:

1. Respect the rights and responsibilities of ourselves and others.
2. Respect your property and the property of others.
3. Follow your class schedule, be prepared for class with all classroom required items, and be on time.
4. Students are expected to be their assigned class and not in other classrooms.
5. Follow all directions when given.
6. No writing/markings on yourself, others, or property.
7. No AirPods or headphones are to be worn at school. Please leave these items at home.

8. If you plan to use airpods or headphones for practice or afterschool activities, they must be out of sight during the school day.
9. Headphones (instructional use only) are to be wired only.
10. Cell phones are to be turned off and out of sight during the school day.

## **CLEAR BAG POLICY - quoted from County website**

As part of our ongoing efforts to prioritize the safety and security of our schools, Hoke County Schools (HCS) has implemented additional protocols and procedures. We know it takes a team effort of our staff, students, and parents working together to provide the safest environment possible. All students who choose to carry a backpack must use a clear backpack. This backpack can be made of a transparent material or mesh fabric. More information on this policy can be found through this link: <https://www.hcs.k12.nc.us/clear-bookbag-requirements>

## **WATER BOTTLES**

Water bottles are permitted on campus but they will need to be clear and brought to school empty. They may be filled in the morning and during transitions at our filling stations. The only exception to this is a plastic **sealed unopened** bottled water.

## **TELEPHONE/CELL PHONE USE**

Please make sure your child understands where he/she is to go in the afternoon before they leave home each morning. Students will not be allowed to receive phone calls or to make information calls. **We discourage students from bringing cell phones on campus as they can be a disruption and may be lost, stolen or broken.** Any lost, stolen or broken cell phones that have been brought to school are the responsibility of the student and parent. **Searches for cell phones are highly unlikely and will not be considered an administrative concern.** All cell phones brought to school must be powered off during the instructional day and put away (out of sight). Parents, feel free to contact students by calling the main office.

*As of September 4, 2024* students will be allowed to use their cell phones during their lunchtime to make contact with parents if necessary.

## **TESTING CALENDAR**

*All dates are subject to change*

- ELA, 6-7 Math, 8th Science : **NC Check-Ins 1** November 4th, November 5th, November 6th
- ELA, Math (6-7) and Math I, 8th Science : **NC Check-Ins 2**: January 27th, January 28th, January 29th

- ❑ ACCESS for ELLs - January 12-March 13
- ❑ ELA, 6-7 Math, 8th Science : **NC Check-Ins 3** March 24th, March 25th, March 26th
- ❑ **Science EOG** May 19th
- ❑ **Math EOG and NC Math 1 EOC** May 20th
- ❑ **Reading EOG** May 21st

## GRADES

### Grading Ends

October 17th  
 December 19th  
 March 13th  
 May 29th

### Progress report dates:

First quarter - September  
 Second quarter -  
 November  
 Third quarter - January  
 Fourth quarter - April

### Report card dates:

First quarter - October 25  
 Second quarter -  
 December 20  
 Third quarter- March 18  
 Fourth quarter- June 13

The North Carolina Department of Public Instruction (NCDPI) is in the process of transitioning from PowerSchool, the current student information system (SIS), to a new platform, Infinite Campus. The new platform will provide additional features to help you monitor your child's educational progress, including a mobile-friendly experience. You can gain access by contacting the EHMS data manager or an administrator.

A=90 – 100    B=80 – 89    C=70 – 79    D=60– 69    F= 59 and below

Teachers give students many opportunities to make acceptable grades by providing study guides, reviewing material, giving additional assignments, retaking tests, etc. However, it is the student's responsibility to know the assigned work, complete and turn in the work on time. Parents are encouraged to purchase planners for students in order to record homework assignments.

## HOMEWORK

Homework is a review and reinforces skills and content presented in class. Students should spend 60-90 minutes on homework each night, including 30 minutes of reading. Homework should be completed and submitted on time. Team policies will be shared with all students.

## **PROMOTION STANDARDS**

East Hoke Middle School will follow the state and local compliance guidelines for promotion.

**\*Students who fail to meet the attendance requirements or who do not demonstrate proficiency at the levels indicated above shall not be promoted, unless determined otherwise by the school principal, in consultation with the teacher(s).**

### **Promotion Standards For All Grades**

The following factors are considered equally;

- Year end grade for ELA
- Year end grade for Math
- Year end grade for Science
- Year end grade for Social Studies
- Proficiency Level of End of Grade Test in Reading
- Proficiency Level of End of Grade Test in Math
- other factors that are considered: attendance, effort and previous retentions.

## **SCHOOL FOOD SERVICES**

All students are encouraged to eat breakfast in the classroom and lunch in the school cafeteria. There will be no charge for student meals for the 2025-2026 school year. With this in mind please encourage your child to eat the meals provided. This includes breakfast and lunch.

Breakfast and lunch will be provided for students.

## **OUTSIDE FOOD DELIVERY**

Students will not be allowed to order outside food through doordash or other delivery services to be delivered to the school. If food is ordered, it will be sent back to the restaurant delivered from and not given to the student.

# **HOKE COUNTY SCHOOLS STUDENT DRESS CODE**

All students who attend Hoke County Schools are expected to maintain a neat and well groomed appearance. The purpose of the dress code is to promote style of dress which helps to create a positive image for all students. The administrators will be in charge of making sure the dress code is enforced.

1. Bandannas, skullcaps, sweatbands, etc may not be worn to school.

2. Hats, toboggans, hoods, sunglasses, etc must not be worn inside buildings.
3. Clothing that advertises a product illegal for students or depicts offensive statements, promotes school violence, pictures, or remarks must not be worn.
4. Shorts, skirts, skorts, and dresses must be at least 2 inches above the knee. Clothes may not be torn or have holes above the knee (Male and Female).
5. Pants and shorts must be sized appropriately, including waist and length, with no undergarments exposed. Leggings are permitted with a shirt or top that goes to the mid-thigh .
6. Shirts must have an obvious shoulder line. Halter tops or spaghetti straps are not permitted – midsection must be covered at all times.
7. Heavy chains of any sort, i.e., wallet chains, chain belts, etc may not be worn.
8. Any garment or accessories that disrupt(s) the instructional program or may inflict harm may not be worn, i.e. grilles, body piercings, such as, nose, lips, etc.
9. Appropriate neckline must be evident at all times.
10. Footwear must be appropriate for school activities. (No flip flops or house shoes)
11. No pajamas or lounge pants
12. **ABSOLUTELY** no blankets are permitted at school (including the bus). They will be confiscated and only returned to a parent or guardian.

## INCLEMENT WEATHER

Listen to radio and television stations for decisions on school closings. Local radio stations usually announce this information more frequently than television stations. Most of these announcements are made around 6:30 a.m.

You can always check the Hoke County Schools Website for the changes in the functional school day due weather. [www.hcs.k12.nc.us](http://www.hcs.k12.nc.us)

### **RADIO**

WFMA 1400 A.M.	WKML 95.7 F.M.	WFNC 98.1 F.M.	WKIX 96.1 F.M.
WRDU 106.1 F.M.	WZFX 99.1 F.M.	WIOZ 106.9	WTRG 100.7

### **TELEVISION**

WRAL Channel 5	WTVD Channel 11	WKFT Channel 40	WLFL Channel 22
WECT Channel 6			

## ATHLETICS

While the primary focus of school is academic in nature, we recognize that there are heavy responsibilities for social, emotional and physical well-being of our students. All athletes must be in good academic standing, demonstrate appropriate behavior, and have excellent attendance. Athletes must provide proof of a physical and insurance coverage before tryouts. All athletes

are responsible for turning in their uniform and equipment at the end of the game/practice or they will have to pay replacement cost. Admission to games is \$5 for adults and \$3 for students K-12. This donation to the athletic program helps with the cost of uniforms and maintenance of the fields.

1. Any athlete assigned to ISS two times during the sports season may be removed from the team.
2. Any student suspended from school may be removed from the team immediately.
3. Students must maintain satisfactory academic progress to remain eligible to participate.
4. Any athlete who is assigned to ISS on game day **may not** participate in that game that day.
5. Any student absent from school **may not** attend practice and **may not** participate in games on that particular day.
6. Any athlete who does not come to practice, or is uncooperative and detrimental to the well-being of the team, may be removed.

## **AFTER SCHOOL EVENTS**

Transportation for after school events should be established before attending the event. Parents and students should not wait for the event to end before calling for a ride home. Times for pick up will be advertised by morning announcements, the website, and SchoolMessenger. Students must be picked up within 30 minutes of the advertised time, or they will not be allowed to attend further after school events. Students attending after school events are not permitted to cross the street to go to McDonalds.

## **\*AYPYN AFTERSCHOOL CLUBS**

The AYPYN Program is designed to support the development of high-quality and high-interest after-school activities in the communities where high concentrations of Army families reside. The United States Army IMCOM G-9, Family and Morale, Welfare and Recreation Programs support the Army Youth Program in Your Neighborhood Program. There are a variety of clubs offered at East Hoke Middle School. Students will be informed about club meetings and opportunities via the morning announcements, the school website and the use of SchoolMessenger.

## **\*PTSO/Parent Advisory Board**

The goals of the PTSO are: to promote the welfare of the children, to bring into close relation the home and the school, so that parents and teachers may cooperate intelligently in the training of the child, and to develop between educators and the general public such united efforts as will secure every child the highest advantages in physical, mental and social education. If you would like to serve in this capacity please notify the front office or complete the google form located on the school website.

## **NON-DISCRIMINATORY STATEMENT**

The Hoke County School System is an equal opportunity employer and does not discriminate on the basis of race, color, religion, gender, age, disability, or national origin.

## **SCHOOL RESOURCE OFFICER**

Our school resource officer has several years of law enforcement experience. His/her responsibilities include assisting in the safety and well-being of the students and staff here at East Hoke Middle School. Our school resource officer is on campus daily.

## **IN SCHOOL SUSPENSION (ISS)**

Students who do not follow school rules may be sent to the ISS room, and a parent will be notified. ISS does not constitute an absence from school. The ISS room is supervised at all times. In ISS, students write a plan to improve their behavior and become more responsible. Students will complete all assignments in ISS. Students who fail to cooperate will be suspended and parents will be required to pick students up from school. Serious infractions outlined in the Hoke County Code of Student Conduct will result in suspension from school and possible legal actions.

## **PARENT INFORMATION**

Parents, please ensure that the information EHMS has on file for you is correct, to include your phone number, email address, and mailing address. Having accurate information on file for parents is critical. Please call or come in to the school to update your information with proof of identity in hand.

Please also check your email regularly for announcements and updates from teachers and administrators. If you do not have an email address, email accounts can be created online for free. Once your email address has been created and you can log in to receive messages, please let us know what your email address is so we can keep you up-to-date.

## **INFINITE CAMPUS**

Infinite Campus is the new student information system that will be used by Hoke County Schools. Parents will be able to access the Parent Portal through Infinite Campus to view their child's grades, attendance, assignments, and schedule. This portal also provides real-time access to school announcements, notifications, and other important information. Additional information will be available soon with instructions for parents to create their accounts.

## **PARENT BILL OF RIGHTS OVERVIEW - quoted from county website**

At the heart of Hoke County Schools is a community that values family involvement. We believe that every parent and guardian plays a star role in shaping the bright future of their children. We were excited to see the recent approval of the Parents' Bill of Rights by the North Carolina General Assembly, and it's a testament to the value we all place on strong family-school partnerships.

Parents, you're the heroes in your children's stories. Whether it's guiding their education, staying updated with academic progress, accessing essential records, or making pivotal medical decisions, we're here to support and empower you every step of the way.

If you're ever curious about the specifics, the North Carolina General Statute § 115C-76.25 has all the details, many of which are incorporated into existing Board Policy. This new legislation brings everything together in one user-friendly spot. It's all about transparency, simplicity, and ensuring you feel informed and engaged.

[For more information](#)

## **SPECIAL EDUCATION PROGRAMS/RIGHTS OF STUDENTS WITH DISABILITIES**

The board of education requires that all special education programs that are operated in this school district be in compliance with Policies Governing Services for Children with Disabilities as adopted by the State Board of Education.

All children with disabilities will be accorded rights as required by federal and state law. See also board policy 1730/4022/7231, Nondiscrimination on the Basis of Disabilities.

The board encourages parents, guardians, surrogate parents, custodians and eligible students, and school personnel to work cooperatively to ensure that the special needs of students are met.

Parents shall be provided with information about their rights, the rights of their child, and the responsibilities of the LEA toward meeting the special needs of their child.

## **CODE OF STUDENT CONDUCT - VIOLATIONS AND CONSEQUENCES**

The faculty and staff of East Hoke Middle School believe that effective discipline is essential to learning. We are certain that students' pride in their school and accomplishments, together with respect for themselves and for others, will provide a successful experience at EHMS. Students can expect a positive, nurturing relationship with our faculty, staff, and administration. Each student is legally entitled to an education free from distractions caused by inappropriate

behavior. We further believe that a role of the school is to support parents, guardians, and the community in teaching responsible behavior.

The Hoke County Board of Education has established the *Student Code of Conduct Handbook* that formulates and sets forth rules with regard to the conduct of students in the Hoke County Public Schools. The *Student Code of Conduct* shall apply to every student, at any time, on school property or while participating in any school sponsored event. The Hoke County Schools *Student Code of Conduct Handbook* is a general set of rules. Within this handbook, administrators and teachers have the right to enhance these rules for the betterment of the campus or classroom. These violations will result in a disciplinary action as determined proper by the building administrators including in-school suspension (ISS Room), short-term suspension, long-term suspension, and other disciplinary measures as deemed necessary.

When a school official learns or reasonably believes that any student has violated any Board or school policy, rule or regulation that may also be a criminal violation of the laws of the United States or the State of North Carolina, he/she shall determine whether it is necessary or appropriate to report such violation to law enforcement. In such cases, school officials shall cooperate fully with the law enforcement agency; however, internal disciplinary proceedings shall proceed independently from the criminal investigation and prosecution.

Below is a list of possible infractions. Please speak with your child(ren) about appropriate behavior. It is our desire to maximize instruction and we need your cooperation.

## **BEHAVIORAL GUIDE**

Teachers will follow a strategic procedural process when a student violates East Hoke Middle Schools' classroom/school rules, policies, and/or procedures that incorporate parental involvement for support with behaviors/infractions.

The EHMS procedures groups violations into four levels--minor, intermediate, major, and severe. Each classification is followed by a procedure which is to be implemented by the faculty, staff, and administration. Consequences/Interventions may include withholding a privilege, seat change, time out in another teacher's room, counseling, and/or written behavioral assignments. Parent contact will be made by a staff member at regular intervals based upon the level of the offense. In the event that a student continues to break rules and regulations a disciplinary referral written and forwarded to an administrator who will issue the appropriate disciplinary action upon evaluation of circumstances unless circumstance requires immediate action.

## CODE OF CONDUCT AND CONSEQUENCES FOR BEHAVIOR OFFENSES

East Hoke Middle School is committed to maintaining safe and orderly schools in order to enhance educational opportunities for all students and to maintain schools as a safe haven. EHMS is also committed to providing fair and equitable programs, sanctions, and actions to all students. In order to maintain a safe school environment, we rely on our student's sense of citizenship and responsibility. Any student that has knowledge of criminal behavior or behavior that would threaten the safety of students at school should report the information to the school principal or assistant principal.

Detailed student behavior standards are established in Board Policy Series 4000. Administrators reserve the right to adjust consequences based on history and circumstances in order to maintain safety. In addition, identified students with special needs may have different sanctions or actions based on their Individualized Education Plans (IEPs) and/or based on special education or disability law. The Code of Conduct provides specific infractions and a recommended consequence for each infraction.

**Minor Behaviors:** Discipline incidents that can be handled by the classroom teacher and usually **do not** warrant a discipline referral to the office. (These will be tracked as notes/classroom actions). On the third time a student has a minor for the **same** behavior, it may be entered as an office referral. 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.

**Major Behaviors:** Discipline incidents that **may** be handled by administration. Major behaviors may also include chronic or repetitive minor behaviors.

**Interventions:** All interventions (behavior plans, interventions, if...then, etc) should be logged by teachers as notes.

The following abbreviations are used in the chart:

**OSS** - out of school suspension

**ISS** - in school suspension

**DET** - detention

**PC** - parent conference

**LTS** - long term suspension

\*\*\*\*reportable offense and persistently dangerous on annual school violence report.

Behavior Offense	Definition/Examples (Examples may not be inclusive of all possibilities)	Classroom Consequences for Minor Instances (These are possible consequences identified and used by teacher discretion). Choose one or more of the following options.  (Notes/Classroom Actions - 3 Minors for the SAME behavior= minor office referral)	School Wide Consequences for Major Instances (Office Administered Consequences given by an Administrator)  (Major Office Referrals)
042 UB: Disruptive behavior	<p><u>Minor:</u> Student engages in low-intensity behaviors that are distracting to others or briefly interrupt instruction (ex. talking out of turn, making noises, making noises with materials). Examples:</p> <ul style="list-style-type: none"> <li>• Chronic Talking: Repeated talking in the classroom without permission.</li> <li>• Refusing to Remain in Seat: Getting out of seat or moving seat without permission of staff member.</li> <li>• Making Noises: Making any unnecessary noise.</li> <li>• Chronic Lack of Supplies: Repeatedly reporting to class lacking necessary material such as books, class supplies, etc.</li> </ul> <p><u>Major:</u> Behavior causing a significant interruption in a class or activity. This behavior would cause instruction to cease. Disruption includes, but is not limited to: (sustained loud talk, yelling, or screaming; extreme noise with materials in which one cannot hear conversation). This</p>	<p>If a student continues to engage in disruptive behavior and demonstrates loud verbal or nonverbal behaviors that interrupt instruction, staff members redirect, restate the expectations, and give student time to comply.</p> <p>Notify parents</p> <p>Schedule a team parent/teacher conference (recommended that student be in attendance)</p> <p>Referral to Instructional Support Services Staff</p> <p>Referral to MTSS team</p>	<p>1st off: parent contact and DET</p> <p>2nd off: 2 - 3 days ISS</p> <p>3rd off: up to 3 days OSS</p> <p>4th off: 3 - 5 days OSS</p> <p>5th off: may result in a recommendation of LTS or alternative placement as a repeat offender</p>

	<p>may include inciting or participating in Student Disorder. This may include leading or participating in any activity that has as its purpose the disruption of school business or which significantly affects the educational process.</p> <ul style="list-style-type: none"> <li>• Throwing Objects: Throwing any object in any part of the school, bus, or school grounds, unless directed by a staff member pursuant to instructional purposes.</li> <li>• Horseplaying: Rough or noisy play or pranks. Horseplay is rough play involving one or two individuals engaged in physical contact without aggression</li> <li>• Anger - for the purpose of amusement for both involved individuals with no intent to harm.</li> <li>• Leaving Without Permission: Leaving the classroom, building or assigned area without obtaining approval of the teacher and/or administrator</li> <li>• Shoving and/or Kicking: Willfully pushing and or kicking objects.</li> </ul>		
027 UB: Physical Aggression	<p><u>Minor:</u> Students engage in non-serious, but inappropriate physical contact (ex. Flicking, grabbing, pushing, wrestling, hitting w/ open hand: all with no injury)</p> <p><u>Major:</u> Physical aggression can occur between two individuals or be a one-sided incident in which students are engaging in minor physical contact, not resulting in an injury, with at least one person</p>	<p>Teacher conference with student</p> <p>Seat change</p> <p>Loss of privileges</p> <p>parent/guardian contact</p> <p>Conference with parent</p> <p>bounce/time out</p>	<p>1st offense: 2 days ISS or up to 3 days OSS</p> <p>2nd offense: 3 days OSS</p> <p>3rd offense: 3 - 5 days OSS</p> <p>4th off: may result in a recommendation of LTS or alternative placement</p>

	<p>demonstrating anger, and includes, but is not limited to behaviors such as grabbing, punching, hitting with a closed fist, shoving, kicking, biting or throwing objects with intent to do harm.</p>	<p>School counselor referral</p> <p>Administrative conference</p> <p>Referred to behavior support team</p> <p>Referral to MTSS team</p> <p>Consider FBA/BIP through behavior support team</p>	<p>as a repeat offender</p>
<p>032 UB: Inappropriate language/ disrespect</p>	<p><u>Minor:</u> Student engages in low intensity instance of inappropriate language not necessarily directed at another person (ex. student using inappropriate language in conversation)</p> <p><u>Major:</u> Verbal messages that include profanity, name calling or use of words in an inappropriate way directed to someone, or about someone, that demonstrate disrespect toward another person</p> <p><b>Inappropriate language</b> is defined vulgar or abusive spoken language or written language, such as profanity. It does not necessarily have to be directed at a person to be considered as such.</p> <ul style="list-style-type: none"> <li>• <u>Profanity:</u> Saying anything that conveys an offensive, racial, obscene, or sexually suggestive message.</li> <li>• <u>Obscene/Offensive Gestures:</u> Making any sign that conveys an offensive, racial, obscene, or sexually suggestive message.</li> <li>• <u>Derogatory Written Materials:</u> Having any written material or pictures that convey an offensive, racial, obscene, or sexually suggestive message.</li> <li>• <u>Directed at Staff Member:</u> Writing, saying, or making gestures</li> </ul>	<p>Teacher conference with student</p> <p>Loss of privilege</p> <p>Seat change</p> <p>parent/guardian contact</p> <p>Conference with parent</p> <p>Referral to school counselor</p> <p>Referral to MTSS team</p>	<p>1st offense: DET or ISS</p> <p>2nd offense: ISS or up to 2 day OSS</p> <p>3rd offense: ISS or up to 3 days OSS</p> <p>4th offense: 3 - 5 days OSS</p> <p>5th off: may result in a recommendation of LTS or alternative placement as a repeat offender</p>

	<p>that convey an offensive, racial, obscene, or sexually suggestive message toward a staff member. Disrespect toward others is defined as inappropriate comments or physical gestures directed toward other persons (see above definitions).</p>		
<p>033 UB: Insubordination (Other Terminology - Defiance)</p>	<p><u>Minor</u>: Refusing to follow directions by talking back or verbally arguing with a staff member or engaging in passive non-compliance (ignoring) for a specific behavior (talking back, not following directions, ignoring a staff member direction, not completing class work) <u>Major</u>: Repetition (3 or more) of minor defiance, or defiant behavior that severely disrupts the learning environment and/or poses a safety issue</p> <p><b>Insubordination</b> is defined as refusing to follow a reasonable request to a specific direction/instruction of an adult through disobedience, defiance, unruliness, or noncompliance. This can include, but is not limited to, walking away when an adult is speaking to you, talking back to an adult, refusal to work in class, refusal to report to the office, refusal to allow a search. A student will obey the lawful direction of any authorized staff member during the time the student is in school, participating in a school activity, or on school property.</p> <p>• Failure to comply with proper and authorized direction or instruction of a staff member: Failure to follow any authorized direction given by a staff member.</p>	<p>If a student is noncompliant and demonstrates loud verbal or nonverbal behaviors that interrupt instruction, staff members redirect, restate the expectations, and give student time to comply.</p> <p>Referral to Instructional Support Staff</p> <p>Teacher Conference with Student</p> <p>Seat Change</p> <p>Loss of privileges</p> <p>Parent/Guardian Contact</p> <p>Conference with Parent</p> <p>Bounce/Time Out/Reflection</p> <p>Referral to support staff (counselor/social worker)</p>	<p>1st offense: ISS up to 2 day OSS</p> <p>2nd offense: ISS up to 3 days OSS</p> <p>3rd offense: up to 5 days OSS</p>

	<ul style="list-style-type: none"> <li>• Refusal to work in class: Failing to do assigned work during class.</li> <li>• Refusal to participate in detention In-School Alternatives: Failure to report to in-school alternatives as directed by a staff member.</li> <li>• Refusal to report to office: Failure to report to the administrative office as directed by a staff member.</li> <li>• Walk Away: Leaving while a staff member is talking to you.</li> <li>• Talking Back: Responding in an argumentative manner to a staff member.</li> </ul>		
019 UB: Communicating threats (G.S. 14-277.1)	<p><u>Minor:</u> Student makes a threat to harm another person (no reasonable threat)</p> <p><u>Major:</u> Student willingly threatens to physically injure the person or that person's sibling, or parent or willfully threatens to damage the property of another;</p> <p>(2) The threat is communicated to the other person, orally, in writing, or by any other means;</p> <p>(3) The threat is made in a manner and under circumstances which would cause a reasonable person to believe that the threat is likely to be carried out; and</p> <p>(4) The person threatened believes that the threat will be carried out.</p>	<p>Reteach appropriate way to express anger/frustration</p> <p>Time Out/Bounce/Reflection</p> <p>Staff refers student to instructional support staff and reports information to administrator</p>	Risk assessment, 1-5 days of suspension, possible police involvement, alternative placement
022 UB: Disorderly Conduct (G.S. 14-288.4(a)(6))	<p><u>Minor:</u> A person who recklessly, knowingly, or intentionally:</p> <ul style="list-style-type: none"> <li>• engages in fighting or in tumultuous conduct;</li> <li>• makes unreasonable noise (noise that causes instruction to cease) and continues to do so after being asked to stop; or</li> <li>• disrupts a lawful assembly of</li> </ul>	<p>Reteach appropriate behaviors</p> <p>Bounce/Reflection</p> <p>Loss of privilege</p>	ISS and up to 10 days OSS

	<p>persons.  <u>Major:</u> This becomes excessive and is prolonged on the same day.</p>		
018 UB: Unlawfully setting a fire	<p><u>Major:</u> Student plans and/or participates in malicious burning of property</p>		10 days suspension, police involvement, possible LTS or alternative placement
021 UB: Affray (GS. 14-33)	<p><u>Major:</u> Affray consists of the fighting of one or more persons in a public place.</p>		<p>1st offense: up to 3 days of OSS</p> <p>2nd offense: up to 5 days of OSS</p> <p>3rd offense: up to 10 days of OSS w/ option for alternative placement</p>
023 UB: Extortion	<p><u>Major:</u> Extortion involves obtaining money, property, services, or anything of value from a person, entity, or institution, through coercion or intimidation. The actual obtaining of money or property is not required to commit the offense and may include making a threat of violence through verbal, written, or physical threats, coercion, intimidation, or act which refers to a requirement of a payment of money or property to halt future violence is sufficient to commit the offense. It may involve the infliction of something such as pain and suffering or making somebody endure something unpleasant to obtain the money or property.</p>		<p>1st offense: Up to 3 days OSS</p> <p>2nd offense: Up to 5 days OSS, restitution</p> <p>3rd offense: 6-9 days OSS, police involvement, restitution</p>
024 UB: Fighting	<p><u>Major:</u> Fighting can occur when two individuals willingly engage in <b>major</b> physical contact, that may or may not result in injury, including, but not limited to hitting, slapping, punching, kicking with the intent to harm</p>		<p>1st offense: 3 days OSS</p> <p>2nd offense: up to 5 days OSS</p> <p>3rd offense: up to 10 days OSS, LTS or alternative placement</p>

025 UB: Harassment Verbal	<u>Major:</u> Student delivers disrespectful messages (verbal or gesture) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes. Disrespectful messages include negative comments based on race, religion, gender, age, and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities or other personal matters.		1st offense: ISS 3 days and up to 3 days of OSS  2nd offense: up to 5 days of OSS  3rd offense: up to 10 days of OSS
029 UB: False fire alarm	<u>Major:</u> An emergency alarm, such as a fire alarm, that is set off unnecessarily. It may also include a signal or warning that is groundless.		Up to 10 days of OSS, possible police involvement
031 UB: Dress Code Violation	<u>Minor:</u> Student wears clothing that is not within the dress code guidelines defined by the school/district.  <u>Major:</u> 4th offense of student wearing clothing that is not within the dress code guidelines defined by the school/district.  Dress code violation is defined as appearance or clothing which is disruptive, provocative, indecent, vulgar, obscene, or which advertises illegal drugs or displays obnoxious or indecent signs, symbols or drawings, or which endangers the health or safety of the student or others is prohibited by the Hoke County Schools Board of Education. Articles of clothing, which are offensive to race, creed, color, or sex will not be permitted.	Teacher conference with student  Loss of privileges  parent/guardian contact  Conference with parent  Guidance referral Administrative conference  Dress code check by administration during morning arrival	1st offense: Opportunity to change  2nd offense: Opportunity to change and parent phone call  3rd offense: up to 2 days ISS  4th offense: up to 4 days ISS  *students who do not have something to change into will be assigned ISS.
035 UB: Falsification of information	<u>Minor:</u> Student delivers message that is untrue. Student has signed a person's name without the person's permission or used an electronic device to manipulate or change a document	Phone call to parents  Parent conference	1st offense: administrative conference and parent contact  ISS or up to 2 day OSS

036 UB: Theft	<p><u>Minor:</u> Student is in possession of, having passed on or being responsible for removing someone else's property (Example (s): Pencils, lunch, milk, candy)</p> <p><u>Major:</u> Student is in possession of, having passed on or being responsible for removing someone else's property (Example (s): Shoes, jacket, cellphone, computer)</p>	<p>Teacher conference with student</p> <p>Seat Change</p> <p>Loss of privileges</p> <p>parent/guardian contact</p> <p>Conference with parent</p> <p>Bounce &amp; reflection sheet</p> <p>Guidance referral</p> <p>Administrative conference</p>	<p>1st offense: up to 3 days OSS, restitution, possible police involvement</p> <p>2nd offense: up to 5 days OSS, restitution, possible police involvement</p> <p>3rd offense: 6-10 days OSS, restitution, possible police involvement</p>
037 UB: Bus Misbehavior	See document below with this code of conduct.	See document below with this code of conduct.	See document below with this code of conduct.
038 UB: Harassment - Sexual	<p><u>Major:</u> Sexual harassment refers to unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:</p> <p>Such conduct is sufficiently severe, persistent or pervasive that it has the purpose or effect of unreasonably interfering with a student's educational performance; limiting a student's ability to participate in or benefit from an educational program or environment; or creating an abusive, intimidating, hostile, or offensive work or educational environment. Any of the following can be considered sexual harassment:</p> <p>A. Offensive Touching: Inappropriate fondling; placing of hands on another person's private parts.</p> <p>B. Sexual Harassment: Verbal or</p>		Up to 10 days OSS, police involvement, LTS or alternative placement

	<p>physical abuse of a sexual nature.</p> <p>C. Indecent Exposure: Intentional exposure of private parts of one's body (including "mooning").</p> <p>Rape or Attempted Rape: Unlawful sexual intercourse or attempted sexual intercourse by force, threat, or fear. (See Reportable Offense)</p>		
039 UB: Property Damage	<p><u>Minor:</u> Student deliberately impairs the usefulness of property. (Examples may include: breaking a pencil, dumping tissue roll in the toilet, improper use of paper towels, breaking soap dispenser, etc.)</p> <p><u>Major:</u> Student participates in an activity that results in substantial destruction or disfigurement of property. This includes: Malicious injury to property or school bus (less than \$100) and property of damage of \$100. Repetition of minor property damage that severely disrupts the learning environment and/or poses a safety issue. (Examples may include: Damage to seats on buses, breaking chromebooks, writing on the walls (graffiti), breaking toilet fixtures, etc.)</p>	<p>Teacher conference with student</p> <p>Seat change</p> <p>Loss of privileges</p> <p>Parent/Guardian contact</p> <p>Conference with parent</p> <p>Bounce/Reflection time</p> <p>School counselor referral</p> <p>Administrative conference</p>	<p>1st offense: 1-3 days OSS, restitution</p> <p>2nd offense: 3-5 days OSS, restitution</p> <p>3rd offense: 6-10 days OSS, restitution, LTS or alternative placement</p>
040 UB: Inappropriate items on school property	<p><u>Minor:</u> Possession of any object that could disrupt the normal order of school to include but not limited to personal security alarms, look-a-like beepers, toys, use of a recording device without permission, radio) Possession of a "look alike" weapon.</p> <p><u>Major:</u> Student is in possession of substances/objects readily capable of causing bodily harm and/ or property</p>	<p>Teacher conference with student</p> <p>Seat change</p> <p>Loss of privilege</p> <p>Parent/guardian contact</p> <p>Conference with parent</p> <p>Administrative conference</p>	<p>1st offense: up to 5 days OSS, police involvement</p> <p>2nd offense: 5-10 days OSS, police involvement</p>

	damage (matches, lighters, firecrackers, gasoline). This may also include: Possession of a slingshot, a pocket knife, penknife, Swiss army knife having a blade less than 2.5 inches long, fireworks, bullets, or any other similar weapon or destructive. Possession of a "look alike" weapon depending on use of said object.		
041 UB: Possession of tobacco	<u>Major:</u> Possessing, or attempting to possess, any tobacco related substance (including e-cigarettes)		1st off: parent contact and up to 3 day ISS  2nd off: up to 3 days OSS  3rd off: up to 5 days OSS
044 UB: Assault on student	<u>Major:</u> Assault on a student means to cause injury of any kind to a student while a student is at any school sponsored function on or off campus during or after regular school hours.		Up to 10 days of OSS, police involvement
045 UB: Assault - other	<u>Major:</u> Actions involving serious physical contact where minor injury may occur (e.g. hitting, punching, hitting with an object, kicking, hair pulling, scratching)		Up to 10 days of OSS, police involvement, LTS or alternative placement
052 UB: Bullying	<u>Major:</u> Bullying is defined as repeated, willful, and deliberately direct or indirect behaviors intended to physically or psychologically intimidate or distress, with negative intent, a person in a less powerful position than the bully. Cyber-bullying is the use of information and communication technologies, such as email, cell phones, text messaging, etc., by an individual or group of individuals to bully another person and that interrupts the school day.	Teacher conference with student  Seat change  Loss of privileges  parent/guardian contact  Conference with parent  Bounce/reflection time  School counselor referral  Administrative conference	After repeated acts against a single person has been demonstrated:  1st offense: In school consequence up to 2 day OSS  2nd offense: Up to 3 days OSS  3rd offense: Up to 5 days OSS

		For elementary: supervised playground activity	
059 UB: Being in an unauthorized area	<p><u>Minor:</u> Student deliberately goes in an area that they are not allowed. (Example: walking around school building, student has a bathroom pass and is found in media center)</p> <p><u>Major:</u> After minor offense and reteaching of appropriate behavior, Student deliberately goes in an area that they are not allowed. (Example: walking around school building, student has a bathroom pass and is found in media center)</p>	<p>Parent Phone Call</p> <p>Bounce/Reflection</p> <p>Reteach appropriate behavior</p>	<p>1st off: In school consequence up to 3 days ISS</p> <p>2nd off: up to 2 days OSS</p> <p>3rd off: up to 3 days OSS</p>
061 UB: Disrespect of faculty or staff	<p><u>Minor:</u> Student engages in brief or low-intensity failure to respond to adult requests by the following behaviors (ex. Engaging in verbal retort back to a staff member, making inappropriate comments or gestures)</p> <p><u>Major:</u> Student engages in use of profanity directed at a staff member/teacher in verbal or written form and continuing to argue after multiple redirections.</p>	<p>Teacher pause</p> <p>Cool down</p> <p>Restate request</p> <p>Redirection</p> <p>Teacher conference with student</p> <p>Seat change</p> <p>Loss of privileges</p> <p>Parent contact/conference</p> <p>Bounce/reflection time</p> <p>Administrative conference</p>	<p>1st offense: parent contact, in school consequence DET or ISS</p> <p>2nd offense: ISS or up to 2 day OSS</p> <p>3rd offense: ISS or up to 3 days OSS</p> <p>4th offense: 3 - 5 days OSS</p>
072 UB: Assault on student w/o weapon & not resulting in serious injury	<p><u>Major:</u> An assault is viewed as one person physically attacking another when there is a <i>clear victim</i>. Unlawful threatening or any physical force or violence, to include tearing clothes, striking, or threatening to seize or strike another person either alone or in combination with another student (s).</p>		<p>Up to 10 days OSS, possible police involvement, LTS or alternative placement</p>

<p>080 UB: Discrimination</p>	<p><u>Major:</u> The Code of Student Conduct defines bias motivated behaviors as behavior offenses committed against a person or property which is motivated by the offender's bias, a negative opinion or attitude toward a group of persons based on their race, religion, disability, sexual orientation, or ethnicity/national origin.</p> <p>Disability bias is defined as a bias based on physical or mental impairments/challenges, temporary or permanent, congenital or hereditary acquired, accident, injury, advanced age or illness.</p> <p>Ethnicity/National Origin Bias is defined as a bias toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions.</p> <p>Hate crime is defined as bias behavior that is a criminal offense.</p> <p>Racial bias is bias toward a group of persons who possess common physical characteristics, i.e., color of skin, eyes, hair, facial features, genetically transmitted by descent and heredity which distinguish them as a distinct division of human-kind.</p> <p>Religious bias is defined as a bias toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or non-existence of a supreme being.</p> <p>Sexual-Orientation bias is defined as a bias toward a group of persons based on their sexual attraction toward and responsiveness to members of the opposite or same sex.</p>		<p>1st off: ISS or up to 2 days OSS</p> <p>2nd off: up to 3 days OSS</p> <p>3rd off: up to 5 days OSS</p>
<p>114 UB: Inappropriate Behavior</p>	<p><u>Minor:</u> Student has engaged in behavior that is not within the bounds of what is considered</p>	<p>Teacher conference with student</p>	<p>1st off: Parent contact, DET or ISS</p>

	<p>appropriate or socially acceptable. (Only use this code if no other code explains the behavior.)</p> <p><u>Major:</u> Student has engaged in behavior that is not within the bounds of what is considered socially appropriate or socially acceptable that is substantially or repeatedly interfere with the conduct of the class, excluding Physical Aggression, Object Aggression, Verbal Aggression and Bullying/Intimidation). (Only use this code if no other code explains the behavior)</p>	<p>Seat change</p> <p>Loss of privileges</p> <p>Parent/guardian contact</p> <p>Conference with parent</p> <p>Bounce/reflection time</p> <p>Guidance referral</p>	<p>2nd offense: ISS or up to 2 day OSS</p> <p>3rd offense: ISS or up to 3 days OSS</p> <p>4th offense: 3 - 5 days OSS</p>
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### Bus Transportation Consequences

<b>Consequences for violations related to transportation for all students include, but are not limited to:</b>			
1st Offense	2nd Offense	3rd Offense	4th Offense
Parent Notification Required	Parent Notification Required	Parent Notification Required	Parent Notification Required
Appropriate Action Required	Conference w/ driver, student, and principal	Conference w/ driver, student, and principal	Conference w/ driver, student, and principal
Conference w/ driver, student, and principal	1-3 day bus suspension	3-5 days bus suspension	5-10 days bus suspension
Student Conference	5th offense: 10 day bus suspension 6th offense: Final offense - suspension for the remainder of the school year		
Seat change on the bus			
Code of Conduct implemented as appropriate			

### HCS Academic Calendar - 2025/2026 - Traditional

July 2025						
S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025						
S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

September 2025						
S	M	T	W	R	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

December 2025						
S	M	T	W	R	F	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026						
S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June 2026						
S	M	T	W	R	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- Holiday (Schools/District Closed)
- Annual Leave (Schools/District Closed)
- Mandatory Workday (No School for Students)
- Optional Workday (No School for Students)
- Parent/Teacher Conference Day (No School for Students)
- Grading Period Begins
- Grading Period Ends
- Half day for Students (Elementary 11:30PM, Middle/High 12:30PM)

All workdays should be considered possible inclement weather make-up days.