

North Shelby School Parent and Student Handbook

Revised: April 2023

Paula Stevens-Principal
Charles Pruitt-Assistant Principal
1701 Charles Road
Shelby, NC 28152
Phone: (704) 476-8320
Fax: (704) 487-2867



School Mascot: The Mustang

This handbook is distributed at the beginning of each school year to help parents and students become familiar with North Shelby School. It is also written to enlist parental

support in the daily operation of the school. Parents are encouraged to read and familiarize themselves with the contents and to discuss appropriate sections with their child. Teachers and administrators are available to answer any questions or address issues related to services, policies and procedures within this handbook.

Administration reserves the right to amend the student handbook during the year, if there is a specific concern for safety or orderliness.

Contents

Overview.....	4
Philosophy and Objectives.....	5
Vision Statement and Mission Statement.....	5
Core Values.....	5
Motto.....	5
North Shelby School Song.....	6
Attendance.....	7,8
School Hours.....	8
Morning Arrivals.....	8
Afternoon Student Pick-Up.....	8
Change in Dismissal Plans.....	9
Sick Children.....	9,10
Snow Days.....	10
Buses.....	11
Discipline and Safety.....	11
Morning Pick-ups and Afternoon Drop-offs.....	11
Bus	

Routes.....	11
Communication about	
Buses.....	12
Child	
Nutrition.....	12
Safe and Orderly	
Schools.....	12
Visitors.....	
.....12,13	
Volunteers.....	
.....13	
Discipline & Behaviour	
Management.....	13,14
Time	
Out.....	14
Disruptive	
Behavior.....	14
General Classroom Rules.....	
.....15,16	
Student	
Dress.....	16,17
Tobacco Free	
Schools.....	17
Lost and	
Found.....	17
Cell	
Phones.....	17
Internet	
Usage.....	17,18
Safe	
Schools.....	19
Character	
Education.....	20
Community Service	
Projects.....	20
School	
Health.....	20
Health Habits	
.....	20
Administration of	
Medication.....	20
Seizure	
Records.....	20
Immunization.....	
20,21	
Lice.....	

....	22
Specialized Health Care Treatment Guidelines.....	22
Splints and Brace.....	22
Student Records.....	22,23
New Students.....	23
Instructional Program.....	23
North Carolina Testing Program.....	24
Report Cards.....	24
Graduation.....	24
Family Support and Communication.....	25
Family Christmas Project.....	25
First Families in Cleveland County.....	25
Home-School Communication.....	25
Classroom Visitation.....	26
Fundraising.....	26
Student Recognition.....	26
Lonnie Proctor Award.....	26,27
The Principal's Award.....	27
Whitley Mangum Memorial Scholarship Award.....	27
School Activities/Programs.....	27,28
Music.....	28
Bell Choir.....	28
Signing Choir.....	28
Hearts and Hooves Riding	

Program.....	29
Instructional Community-Based Activities.....	29
Prom.....	
.29	
Pet Therapy.....	29
Senior Beach Trip.....	30
Youths 4 Advocacy Council.....	30
Special Olympics Cleveland County.....	30
Student Support Services.....	31
Student Counseling.....	31
Physical Therapy.....	31
Speech Therapy.....	31
Occupational Therapy.....	31



Overview

North Shelby is a special purpose public school located in Shelby, North Carolina. North Shelby School provides services to students in Cleveland County Schools between the ages of five and twenty-one who have significant intellectual disabilities and who have been placed at North Shelby by the Individualized Education Program (IEP) Team at their home school.

Full-time, part-time and contractual staff serving North Shelby students includes certified special education teachers, a physical education teacher, a media specialist, a physical therapist, licensed physical therapy assistants, an occupational therapist, a registered nurse, a transition coordinator, a speech therapist, a music therapist, a school counselor/social worker, a compliance manager, a psychologist, HI and VI instructional staff, ESL instructional staff, and experienced paraprofessionals and bus drivers. Class sizes are small in order to provide time for individualized and small group specially designed instruction.

The Extended Content Standards which are linked to the North Carolina Standard Course of Study serve as the curriculum and guides instruction in the areas of English Language Arts, Mathematics, Social Studies, Science, and Elective Courses. In addition, students are provided with instruction in functional skills in the area of daily living, social, and vocational skills. Student achievement is measured using the North Carolina EXTEND1.

Students graduating from North Shelby have the opportunity to earn a Graduation Certificate when they successfully complete 21 assigned courses in grades 9-12 and complete their IEP goals/objectives based on the Extended Content Standards. After graduation students have the opportunity to continue EC services until age 21 in a post secondary program deemed appropriate by an IEP team decision leading to productive employment or activities as young adults.

The normalization principle-- "the use of means which are culturally normative as possible"-- is the basis for all student-related activities at North Shelby School. Students participate in a wide-range of age-appropriate activities that provide opportunities for social and developmental growth. Some of these activities include therapeutic horseback riding, swimming, dances, special music groups, sports, and community integrated activities. Students also have multiple opportunities for interaction with age-appropriate, normal-needs peers both on and off campus. North Shelby is accredited by the Southern Association of Colleges and Schools both at the elementary and secondary levels.

Never Give Up on Student Success

Philosophy and Objectives

Vision Statement

To educate and empower every student to their maximum potential.

Mission Statement

The mission of North Shelby School is to provide specialized and individualized educational and support services uniquely designed to empower students with the skills needed to function to their utmost level towards becoming self-reliant and productive citizens.

Core Values

- We will ensure that student learning and development is our first and foremost focus and that all decisions are made in the best interest of students.
- We will provide our students with a safe, orderly and caring environment, high expectations, individualized supports, state approved curricula and encouragement to succeed to help them become independent and productive members of society.
- We will treat each student with respect and dignity to support their unique rate and style of learning, growth and development.
- We will work as partners with parents and the community to provide the needed services designed to meet the educational needs of all students.
- We will provide opportunities for shared responsibility and participation by all stakeholders in the North Shelby community of learning.
- We will provide career development to our students with a focus on obtaining future employment.
- We will provide motivational strategies to encourage good school attendance, character education traits, positive peer interactions, and acceptable social behavior.
- We will use data-driven research-based practices from the field of Special Education and General Education in a continuous improvement process with a focus on being a leader in the field.
- We will provide empowerment opportunities for students to develop the self-determination needed to be actively engaged in learning,

decision-making and future planning.

School Colors and Mascot

The North Shelby School colors are red, white, and black. The North Shelby School mascot is the mustang. North Shelby sells school T-shirts and sweatshirts to students. Parents are encouraged to purchase a T-shirt for their child to wear on Spirit Day and to community-based instructional activities.

Motto

“Never Give Up On Student Success”

North Shelby School Song

Love and faith and charity
We learn at North Shelby
To all these signs of greatness
We pledge our loyalty

We will never give up on student success
We won't give up on our dreams
We will never give up we'll do our best
To be all we can be

North Shelby is the place to be
We can learn and love and live
North Shelby we're proud to be
A place where we all can give

We learn to treat ourselves and friends
With love, respect and pride
Wherever we go we always show
The joy we feel inside

We will never give up on student success

We won't give up on our dreams
We will never give up we'll do our best
To be all we can be

North Shelby is the place to be
We can learn and love and live
North Shelby we're proud to be
A place where we all can give

We will never give up on student success
We won't give up on our dreams
We will never give up we'll do our best
To be all we can be



Attendance

Good attendance is a prerequisite for learning. Each student should be at school every day unless he or she has a legitimate reason for an excused absence. When a student misses school, he or she also misses the academic instruction and therapeutic activities that are necessary to the development of vital skills. By making sure that your child is at school each day, you can assist him or her in developing a healthy attitude toward school. If you view school attendance as important, so will your child.

If your child must be absent due to sickness, please call or email the teacher on the first day of your child's absence and ensure you send a note or a doctor's note stating the cause of the absence when your child returns to school. **If a note or a phone call is not received the absence(s) will be marked unexcused on the third day following your child's return to school.** The information you provide concerning absences helps our staff become aware of any special precautions we should take with your child following an illness or health related situation. In the case of chronic or "suspected illnesses" for which we have no doctor's notes, our school nurse and/or school social worker will be asked to intervene.

All children between the ages of seven and sixteen and all children under the age of seven who are enrolled in the public schools in grades Kindergarten or higher are required by the N.C. Compulsory Attendance Law to attend school on a regular basis. Parents or legal guardians have the responsibility for ensuring that students attend and remain at school daily.

To be counted present, a child must be in attendance at least one-half of the student's school day (3 + hours). The following reasons constitute valid excuses for the temporary non-attendance of your child at school, if satisfactory evidence of the excuse is provided to the homeroom teacher or the principal/assistant principal:

- Illness or injury which makes the student physically unable to attend school.

When cumulative absences exceed 10 days due to illness or injury, a statement from a physician is required to excuse all future absences due to illness.

- Isolation ordered by the State Board of Health or the Cleveland County Health Department.
- Death of an **immediate** family member. The immediate family of a student includes, but is not necessarily limited to grandparents, siblings, and parents.
- Medical, dental or other appointments with a health care provider. If possible, parents are encouraged to schedule these appointments during non-school hours. A note should be obtained from the health care provider indicating the date/time of the visit. **If a child can spend at least 3 or more hours at school before or after the appointment, parents are strongly encouraged to send the child to school.**
- The student is party to or under subpoena as a witness before a court or administrative tribunal.
- Religious observance, as suggested by the religion of the student or the student's parents with prior notification given to the Principal.
- Participation in a valid educational opportunity, such as travel, with prior approval from the Principal.

If a student is unable to attend school **and** is receiving hospital or homebound instruction, the student will not be counted absent for those days covered by the hospital or homebound instruction. If your child must be out of school for extended periods of time, please contact the Principal or Assistant Principal.

After three (3) or more unlawful absences (absences without a legitimate excuse) parents will be notified according to the guidelines set forth in the CCS attendance policy. Parents will also be notified after six (6) unlawful absences and a meeting with school officials will be required. After a child has been absent from school for 10 days due to unlawful absences, legal action will be taken according to North Carolina Compulsory Attendance Law if the child meets the age requirements. If the child is over 16 years of age he or she may be dropped from the school roster. Of course, prior to these courses of action, numerous interventions (i.e. home visits, meetings, mediation) will occur in order to maintain the child in school.

Punctuality is also essential for school achievement. **Our instructional day begins promptly at 8:30. It is very important to the smooth operation of our school that each student consistently arrives at school in time to begin instruction by 8:30 AM.** Consistent tardiness causes a student to miss valuable instructional time and can result in lowered student achievement. **For grading and promotional purposes, three tardies will count as one absence.** Absences due to tardies will affect student grades and eligibility for participating in school-sponsored programs/events. For additional information regarding attendance policies for Cleveland County Schools, please refer to the Student Code of Conduct or visit the website www.clevelandcountyschools.org under "Board Policies."

School Hours

8:00 Buses arrive/Breakfast

8:35 Instructional day begins
2:30 Dismissal

Morning Arrivals

- No student should arrive at school before 8:00. If there is an emergency situation please notify the classroom teacher.
- Supervision for students is not provided prior to 8:00. If a student is dropped off prior to 8:00 and is not in the supervision of an adult, the parent will be reported to the Cleveland County Department of Social Services for not providing adequate supervision for their child.
- All car riders should enter the building through the front lobby doors. No cars are allowed in the bus parking lot.
- Please sign your student in upon arrival. Car rider staff are on duty to ensure that students are either escorted to their classroom or walk safely to their classroom, depending on independence level.

Afternoon Student Pick-Up

- If someone other than a parent is picking up, **PARENT MUST NOTIFY THE SCHOOL IN WRITING PRIOR TO. YOU WILL NO LONGER BE ABLE TO GIVE VERBAL PERMISSION ALONE.**
- **Designated person MUST be able to provide a PHOTO ID each time.**
- Students must be signed out prior to being picked up.

- Students should be picked up no later than 2:35.

Change in Dismissal Plans

A note must be sent or a phone call made to the school office if your child's plans for afternoon pick-up change. If a note or phone call is not received your child will be sent home as regularly scheduled. A change in afternoon dismissal plans must be made by 2:00 pm. Emergency situations will be handled on an individual basis. Students will not be released to someone other than the regular person who picks him or her up without permission from a parent. **Notification regarding changes in dismissal plans from anyone other than a parent/guardian will NOT be accepted.**

Sick Children

North Shelby School coordinates with the Cleveland County Health Department in protecting children from certain symptoms of communicable diseases. If your child has any of the following symptoms, please keep him or her home, or make appropriate child care arrangements. **If your child exhibits any of the following symptoms while at school, you will be notified of the child's condition and asked to pick your child up from school. School administrators reserve the right to request a doctor's note prior to readmitting a child to school after absences due to illness. School staff cannot be expected to take care of a sick student more than what a normal caregiver would be able to give with other students in a classroom setting.**

- **Appearance/Behavior** – unusually tired, pale, lack of appetite, difficult to wake, confused or irritable, or any type of drainage.
- **Eyes** – thick mucus or pus draining from the eye or pink eye (conjunctivitis) or eyes crusted and difficult to open (especially upon waking)
- **Fever** – temperature of 100 degrees Fahrenheit or higher. If a student has a slightly lower temperature but is exhibiting additional signs of illness he or she can be sent home. Keep sick children at home for at least 24 hours after they no longer have a fever or do not show signs of a fever, without using fever-reducing drugs (such as Tylenol or Advil/Motrin)
- **Greenish nose discharge and/ chronic cough** – if your child's nasal mucus has a color and is accompanied by a fever or coughing, sneezing, drowsiness, or general signs of not feeling well, your child may be contagious and should remain at home until the symptoms subside.
- **Sore Throat** – especially with fever or swollen glands in the neck.
- **Diarrhea** – two or more occurrences above what is normal for that child in a 24-hour period.
- **Vomiting** – more than twice within a 24-hour period.
- **Rash** – body rash, especially with fever or itching. Diaper rashes, heat rashes, and allergic reactions are not contagious.
- **Ear infections without fever** – child does not need to stay out of school but the child needs to get medical treatment and follow-up. Untreated ear infections can cause permanent hearing loss. If the child appears to be in pain he or she will be sent home from school.
- **Lice or scabies** – children may not return to school until they have been treated and are free of lice and nits. The school nurse will check children returning from absences due to lice or scabies to ensure that the treatments have been effective. Free lice treatments can be obtained from the Cleveland County Health Department located at 315 Grover Street in Shelby.
- **Severe Seizures** – If a student has a severe seizure in the a.m. prior to the bus arriving, Please DO NOT put the student on the bus. If you feel the student is able to come to school you will need to bring your child in. Also if a student has a severe seizure during

the day at school, the student will be observed and a parent called if the school nurse/principal or their designee decides the student is unable to participate in the school day and should not ride the bus home due to the adverse reactions or possibility of more seizure activity.

- **Positive COVID 19 test.**

In addition to the above guidelines we will follow the recommendations of the Cleveland County Health Department and the American Academy of Pediatrics.

Please remember that bringing a child to school with any of the above symptoms puts the students and other students and staff at risk of getting sick. If parents keep legitimately sick children at home, we will have a stronger, healthier, and happier student body and staff. While we regret any inconvenience this may cause, in the long run this means fewer lost work days and less illness for parents too.

Snow Days



Cleveland County Schools uses an inclement weather plan that allows for closing parts of the school district instead of the entire system. This plan permits schools in areas affected by bad weather to close while other schools in non-affected areas may operate.

Cleveland County Schools is divided into four zones, **If any zone is closed then North Shelby School will also be closed.** Bus routes may be limited in some areas when school transportation officials determine they are unsafe even when school is not closed in that area.

Decisions concerning closings and delays will be available by 6:00 AM and will be posted on the school district website at www.clevelandcountyschools.org or by calling the CCS Weather Hotline at 704-476-8001 (Spanish: 704-476-8002). The Cleveland County School Messenger system will also send out mass calls to families. Keeping your contact information updated with the school office will ensure you received these calls. Closing information will be available from the local media.

Buses



Discipline and Safety

Cleveland County Schools desires to offer a school transportation system that supports the mission and vision of the school system and provides a safe, efficient, and effective way to provide transportation to school for students. It is unlawful for a person to trespass upon, damage or impede the progress of a public school bus. All stairwells are clearly marked with “NO TRESPASSING” decal.

(GS: 14-132.2)

Please discuss with your child the necessity of proper behavior on the bus. Distracting behavior on the bus can cause accidents. All bus riders will be instructed on safe and orderly bus behavior throughout the school year. Reinforcement of the following rules at home will encourage your child to act in a responsible and safe manner while on the bus:

1. Students should follow all directions given by the school bus driver or monitors and all North Shelby Staff.

2. Students should walk, not run, at all times when entering or leaving the bus.
3. If it is necessary for a student to cross the road at the bus stop, do so only when the way is clear and the bus has stopped. Look both ways and make sure all traffic has stopped before you cross. Follow Driver hand signals.
4. Students should remain in his/her assigned seat until the bus reaches the student's particular stop and the bus comes to a complete stop.
5. Students should not eat or drink on the school bus.
6. Students should keep their voices soft, face forward in their seat and keep their hands and feet forward and to themselves,
7. Students should be sure to take all of their belongings with them when exiting the school bus.
8. Students should not tamper with the bus or any part of the school bus.
9. Students should follow all expectations as defined in the Code of Conduct. All expectations for student behavior apply at the school, on the school bus, and on any school grounds and school functions.

NO CHILD WHOSE BEHAVIOR IS DISRUPTIVE TO THE SAFE AND ORDERLY ENVIRONMENT ON THE BUS WILL BE ALLOWED TO CONTINUE UTILIZING SCHOOL BUS TRANSPORTATION.

Bus Morning Pick-ups and Afternoon Drop-offs

In the mornings, the driver will make a complete stop and sound the horn. Students should be ready when the bus arrives. **Bus Drivers will NOT be allowed to wait on a student in the morning. This is a safety concern and often causes a backup of traffic.** Parents should allow for a 10 minute before and after time window from the designated bus route time given by the bus driver.

In the afternoons, parents or a responsible adult should be available to meet the student when the bus reaches the drop-off point. **Bus Drivers will NOT be allowed to wait on someone to meet the bus in the afternoon. Again, this is a safety concern and can cause a backup of traffic.** Parents should allow for a 10 minute before and after time window from the designated bus route time. The following procedures will be used if a parent or responsible adult is not available to meet the bus on time:

First Offense

- The principal will send a written reminder to parents.

Second Offense

- The principal will notify the parents by letter, and phone or a home visit. The school guidance counselor/social worker will also be involved. If the child has a care coordinator, he or she will also be asked to assist in resolving the problem.

Third Offense

- The principal will notify the parents by letter, or a home visit and the student will be **suspended from the bus for one school day.** A meeting with school personnel will be required within a week of the third incident.

Fourth Offense

- The principal will notify the parents by phone or letter and the student will be **suspended**

from the bus for three school days. The parent will also be reported to the Cleveland County Department of Social Services for not providing adequate supervision for their child. Additional meetings will be held for the purpose of problem resolution.

Our routes will run on time most days, however, due to student absences, mechanical problems, road construction, and other unplanned circumstances there may be delays. Please allow a 10-minute window on each side of the buses' regular scheduled time to accommodate for unforeseen delays.

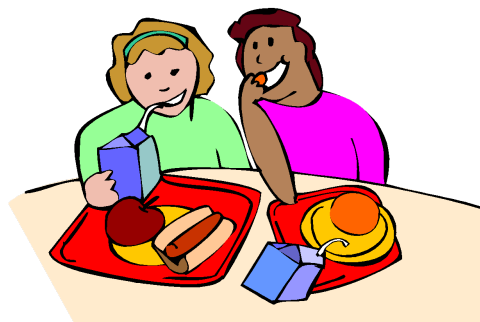
Bus Routes

Our bus routes are designed to ensure the safety of students at all times. In addition, we strive to ensure a high level of efficiency by routing buses in a manner that prevents "back-tracks." Although we attempt to avoid any child from crossing a road to get to their home, on occasion this is not possible. In these cases, parents should encourage their child to pay close attention to driver hand signals for safety.

Communication about Buses

Our drivers want to provide your child with safe and reliable transportation to and from school. A cooperative and friendly relationship between you and the driver is vital to the achievement of this goal. If you have questions or concerns about an issue related to the school buses, please do not hesitate to let the driver know and call the school to discuss it with the Assistant Principal or Principal because the bus drivers or substitute drivers do not possess the information to accurately answer your questions. In addition, if you know ahead of time your child is going to be absent from school let the driver know or call the bus driver at their home, out of courtesy, please do not call before 6:00 AM in the morning or after 9:00 PM in the evening.

Child Nutrition



We encourage you to have your child participate in our breakfast and lunch programs. Our school meals are well balanced and nutritious. North Shelby also has a breakfast program

that is open to any student. Breakfast is served each morning from 8:00 AM until 8:30 AM. If your child arrives at school late for any reason other than a delayed bus route he or she will not be able to receive breakfast past 8:30 AM.

If your child requires a special diet due to health or medical conditions, please notify your child's homeroom teacher and the school nurse. You will be required to provide medical documentation including a physician's order to support the request. Food service staff and the school nurse will work to ensure that all physician orders are followed in regard to school meals for your child. The doctor's order that North Shelby has on file will be the order that is followed until a new doctor's order is presented. North Shelby staff will be unable to feed students meals that are sent from home that are not within the doctor's order that is on file. Our cafeteria manager or administration will be willing to discuss needs or concerns with you.

Safe and Orderly Schools



Visitors

We welcome visitors at North Shelby School. Safety of our students is a priority. Anyone entering the school building must sign at the office to receive a visitor's badge. All staff has been instructed to report strangers in the building. Persons failing to follow this procedure will be asked to return to the office.

Parents who come to school to bring materials or pick up/bring children are requested to handle business in the office. Classroom staff will meet visitors in the office for any emergent needs. Again, unless specifically scheduled and approved, classroom-visitors are restricted to the lunch time hour only.

Volunteers

Volunteers are welcome in Cleveland County Schools if their presence is in the best interest of the school (Cleveland County Schools Board Policy #2110). If you or someone you know would like to volunteer at North Shelby please download an application from www.clevelandcountyschools.org.

Our district office handles the volunteer application and background check. Once the background check is complete, the principal receives word that the volunteer is able to come on a regular basis. If a background check does not pass, this does not necessarily mean that the person cannot come on our campus. It simply means that the person cannot volunteer in a classroom on a regular basis. There are other types of volunteer opportunities available.

Our school counselor will contact applicants when volunteer opportunities in our school become available. We encourage parents and business partners to become a volunteer at North Shelby. This program is a vital component of the successful education program. Volunteers are used throughout the school to support the instructional and therapeutic program. They also provide assistance for school and PTO projects. Our School Counselor and Administrators make volunteer assignments.

Please remember to sign in at the office so that we will have an accurate account of hours of service. Parents will NOT be assigned to volunteer with their child's classroom.

Discipline and Behavior Management Policy

Our goal is to teach all students to exhibit behavior at school that will improve their interactions with others both at school and in the community. Students are expected to participate in the school efforts to create a safe, orderly, and inviting environment.

All students are expected to demonstrate integrity, civility, responsibility, and self-control. This expectation is directly related to the educational objective for students to learn to be responsible for and accept the consequences of their behavior and for students to respect cultural diversity and ideological differences. Integrity, civility, responsibility, and self-control also are critical for establishing and maintaining a safe, orderly, and inviting environment.

Based on Public School Law(G.S. 391C-391), school personnel may use reasonable force to maintain discipline. The following situations are described in which reasonable force could be used to control or remove a student:

1. To quell a disturbance threatening injury to others;
2. To obtain possession of weapons or other dangerous objects on the person or within the control of the person.
3. For self-defense;or
4. For the protection of person or property

Restraint WILL NOT be used for punitive reasons. It will only be used to keep students from harming themselves or others and to prevent severe property damage. Restraint will only be used after discipline strategies have been attempted. North Shelby staff are trained in Nonviolent Crisis Intervention and certified to perform restraints by qualified training personnel.

No student shall be subjected to any form of corporate punishment. Praise and positive reinforcement are effective methods of the behavior management of children. When Children receive positive, nonviolent and understanding interactions from adults and others, they develop good self concepts, problem solving abilities and self discipline. Based on this belief of how children learn and develop values, North Shelby will practice the following age and developmentally appropriate discipline and behavior management policy:

We:

1. DO praise reward and encourage others
2. DO reason with and set limits for the children.
3. DO model appropriate behavior for the children.
4. DO modify the classroom environment to attempt to prevent problems before they occur.
5. DO listen to the children.
6. DO provide alternatives for inappropriate behavior to the children.
7. Do provide the children with natural and logical consequences of their behaviors.
8. DO treat the children as people and respect their needs, desires and feelings.
9. Do ignore minor misbehaviors.
10. DO explain things to children on their level.
11. DO use short supervised periods of time out sparingly.
12. DO stay consistent in our behavior management program.
13. DO use effective guidance and behavior management techniques that focus on a child's development.

W:

1. DO NOT handle children roughly in any way, including shaking, pushing, shoving, pinching, slapping, biting, kicking and spanking.
2. DO NOT leave children unsupervised.
3. DO NOT delegate discipline to another child.
4. DO NOT withhold food as punishment or give food as a means of reward.
5. DO NOT discipline for toileting accidents.
6. DO NOT discipline for not sleeping during the rest period.
7. DO NOT discipline children by assigning chores that require contact with or use of

- hazardous materials, such as cleaning bathrooms, floors or emptying diaper pails.
8. DO NOT withhold or require physical activity, such as running laps and doing push ups as punishment.
 9. DO NOT yell at, shame, humiliate, frighten, threaten or bully children.
 10. DO NOT restrain children as a form of discipline unless the child's safety or the safety of others is at risk.

Time-Out

“Time-Out” is the removal of a child for a short period of time(3-5 minutes) from a situation in which the child is misbehaving and has not responded to other discipline techniques. The ‘Time-Out’ space is usually a chair located away from the classroom activity but within the teacher’s sight. During “time-out” the child has a chance to think about the misbehavior which led to his/her removal from the group. After a brief interval of no more than 5 minutes, the teacher discusses the incident and appropriate behavior with the child. When the child returns to the group, the incident is over and the child is treated with the same affection and respect shown to the other children.

Disruptive Behavior

An orderly environment is critical for teachers to be able to teach and students to be able to learn. Students are prohibited from disrupting teaching, the orderly conduct of school activities, or any other function of the school or school system. Any disruptive or non-compliant behavior negatively affects the efforts to carry out a quality educational program. An emergency IEP meeting will be called to address any significant concerns.

General Classroom Rules

Each classroom will have rules and consequences posted. These rules and consequences will be reviewed with students on a regular basis. Each classroom will have a plan in place for rewards and consequences that are age appropriate for the students.

All class rules are designed to encourage on-task behavior, following instructions and listening skills. When students follow the rules consistently, rewards are given to ensure the recurrence of appropriate behavior. However, when the rules are ignored or abused, a student will receive a consequence. The teacher and/or assistant will discuss these consequences with a student so that the student is fully aware of what the outcome will be if he or she chooses not to follow the rules. Following are examples of general school and classroom rules which all students are expected to follow:

1. Students will follow all instructions of all school staff.
2. Students will keep their hands to themselves.
3. Students will walk quietly in the building.
4. Students will uncover their heads/eyes in the building and will not wear clothing that is disruptive to the school environment.
5. Students will wear shoes to school.
6. Students will not bring toys, gum, candy, soft drinks, cell phones or other items disruptive to the learning process to school.
7. Students will not disrupt the learning environment during school or safety on the buses.
8. Students will exhibit good manners.
9. Students will exhibit no behavior that endangers himself or herself or others.

Our school adheres to the philosophy of Positive Behavioral Support (PBS). The use of PBS requires teachers to recognize behavior as a means of communication and as serving a “function” for the child. PBS calls for teachers to eliminate all physical, emotional and medical reasons for behavior prior to implementing behavioral interventions. School staff will design behavioral intervention programs that focus on teaching “replacement or appropriate behaviors” and extinguishing inappropriate behaviors. In all cases, parents will be asked to assist with the process of systematically implementing strategies to improve their child’s behavior.

Although school staff practice positive reinforcement and PBS throughout the day there may be times in which behavior problems require a consequence. These consequences are administered in a manner that strives to teach appropriate behavior. In order to meet the individual needs of our students, our classes vary in the rules and procedures that are followed in order to provide an atmosphere conducive to learning. Generally, some of the methods and consequences that might be used include:

- Loss of a privilege
- Home note
- School-home journal (for ongoing concerns)
- Non-exclusionary time-out
- Silent lunch
- Parent-Teacher conference (by phone or in-person) or other types of parental involvement
- Conference with the principal
- Individual or group sessions with the guidance counselor
- Detention before/after school
- Community service assignments
- Essay assignment
- Restitution
- Suspension from a school activity (i.e. team sports, special musical groups, etc.)
- Out-of-school suspension
- Suspension from the bus
- **Under no condition will corporal punishment of any form be used at North Shelby.**

On occasion, it may be necessary to enlist the assistance of a consulting psychologist when a student exhibits unusual behaviors or when a student is non-responsive to routine behavioral interventions. We work with parents to make referrals to outside agencies for students who are exhibiting inappropriate behavior. When needed an IEP team meeting will be held to discuss behaviors and begin the process of a behavior intervention plan. Your support in our efforts to teach good behavior is vital. We will advise you of any problems regarding your child. Cooperation from parents will be expected and greatly appreciated. For additional information regarding student discipline policies for Cleveland County Schools, please refer to the **Student Code of Conduct** or visit the website www.clevelandcountyschools.org then go to “Board Policies.”

Student Dress

Students are expected to dress in a manner that follows the Student Dress Code as outlined in the **Cleveland County Schools board policy 4420**. . The student dress code is established to create a positive learning environment, teach grooming/hygiene, instill discipline, avoid safety hazards, teach respect for authority, develop awareness of appropriate attire and be compatible with a safe and effective learning environment. The following list provides examples of inappropriate school dress and appearance, but is not all inclusive:

- Caps, hats, bandanas, sweatbands, other head coverings, or sunglasses will not be worn inside school buildings or other areas designated by the school.
- Shirts or blouses that are see-through or do not cover the abdomen, chest, both shoulders, and the back will not be allowed.
- Clothing, book bags, or other materials with messages that may be interpreted as obscene, lewd, sexually suggestive, vulgar, derogatory, insulting, or disruptive to others will not be allowed.
- Pants that are excessively baggy or drag the floor will not be allowed. Pants must be worn in an acceptable manner on the waist with the addition of a belt, if necessary, to hold them up. Any type of wording on the seat of the pants is prohibited.
- Messages, imagery, or advertisement on clothing or jewelry, which promote or encourage the use of alcohol, tobacco, or illegal drugs, are also prohibited.
- Undergarments must not be exposed.
- Proper footwear is required. Bedroom shoes or flip-flops will not be allowed.
- Chains, spiked accessories, excessively large earrings, or other heavy jewelry will not be allowed. Jewelry or ornaments affixed to a student's nose, tongue, lips, cheek, or eyebrow will not be allowed.
- Sleepwear, spandex, or other very tight clothing shall not be permitted.
- Shorts, shirts, skirts, or dresses shall be at appropriate length and size.

Teachers will address inappropriate clothing issues immediately and inform the principal. If possible, the student will be given an alternative clothing item to wear or asked to turn his or her shirt inside-out if deemed inappropriate. If no substitute clothing is available parents will be asked to bring an alternative outfit to school for the student. In all instances, parents will be notified in order to prevent a recurrence.

Tobacco Free Schools

Students and staff in Cleveland County will study and work in a tobacco free environment. All Cleveland County Schools are tobacco free for employees and visitors, as well as, students. School Board policy 2510 prohibits smoking or the use of any tobacco product on school grounds or at school events.

Lost and Found

Clothing and personal items brought to school by students should be labeled with the student's name. If staff is unable to find the owner of found items, items will be placed in a Lost and Found box in the School Counselor's office. The school is NOT responsible for replacing lost items. Unclaimed items will be given to a local agency at the end of the school year.

Cell Phones



Students are discouraged from bringing cellphones to school. **Under no circumstances is the staff and North Shelby School responsible for any cell phone that a student brings to school.** Students will be required to turn their cell phone into the homeroom teacher at the beginning of the day. Students will receive their cell back at the end of the day during homeroom. The use of these items during the school day by students is disruptive to the instructional program. If a student fails to turn in their cell phone to their homeroom teachers the following consequences will apply. **1st offense** – The parent will be notified by the homeroom teacher to pick up the cell phone at school and the principal will be notified. **2nd offense** – The parent will be notified that the cell phone will be held for 2 days and parents will be required to pick up the cell phone from the office. **3rd offense** – The parent will be notified that the cell phone will be held for 1 school week (5 days) and parents will be required to meet with the principal to pick up the cell phone.

Internet Usage

The purpose of internet usage is to access information and take advantage of educational opportunities. The internet system will have security measures installed to limit the possibility of students accessing inappropriate material. Parents will have the opportunity to deny their child access to the Internet during school hours. **This denial must be designated through the “Parental Request to Deny Access” form.** Unless this form is on file, a student has permission to use the internet. Prior to the display of student work or pictures on the school’s web page a student must also have parental permission on file. Students accessing the internet during school hours are expected to abide by generally accepted rules of network etiquette. The following are specifically not permitted:

- Accessing, producing, posting, sending, or displaying materials that are offensive in nature. This includes obscene, discriminating, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually suggestive language or images of exposed private body parts.
- Harassing, insulting, or attacking others using technology.
- Attempting to damage computers, computer systems, software, or computer networks.
- Plagiarizing or infringing copyrights of works you find on the Internet.
- Using another’s id or password.
- Illegal use of data on individual computers or on the network.
- Intentionally wasting limited resources. This includes distributing mass email messages, participating in chain letters, creating and participating in authorized newsgroups, and storing files on file servers without proper authorization.
- Employing the network for commercial purposes.
- Using the system for political lobbying.
- Posting personal or private information about you or other people on the Internet.
- Attempting to gain unauthorized access to the CCS network.
- Arranging or agreeing to meet someone you have met online.
- Engaging in any illegal activities or accessing material advocating illegal acts or violence. This includes pornography and hate literature.
- Posting information that could be disruptive, cause damage, or endanger staff or students.
- Posting false or defamatory information about a person or organization.
- Downloading files without prior approval from supervising staff.
- Accessing chat rooms unless assigned by a teacher for a valid educational purpose.

In the event that a student engages in any of the above referenced activities, his or her access privileges may be revoked and other disciplinary measures may result as determined by the school principal.

Safe Schools

A school crisis plan is maintained and updated annually with input from local emergency personnel (e.g. police, fire, and paramedics). The purpose of the crisis plan is to ensure that all staff and students are prepared to handle any emergency situation that may occur on the school campus. All staff and students participate in regularly scheduled drills in order to ensure adequate preparation in the event that a crisis does occur. Parents may view a copy of the crisis plan which is kept on file in the school office and in each classroom.

Character Education

The North Carolina General Assembly mandates that Character Education be taught in all public schools. The mission statement for character education in the Cleveland County Schools is: *“To create a social environment in which knowing the good, desiring the good, and doing the good are taught, modeled and practiced.”* Following are the eight traits and the months in which they will be emphasized through class lessons, incidental teaching, community service projects, classroom speakers and other instructional activities. Parents can help by reinforcing these traits at home with their child.

August/September

- **Respect:** Showing high regard for authority, other people, property, self and country. Treating others with fairness, and recognizing that people of all cultures have value as human beings.

October

- **Responsibility:** Being dependable and cooperative in carrying out obligations and duties; showing reliability in words and deeds. Being accountable for your own actions and working together for mutual benefit.

November

- **Good Citizenship:** Following accepted rules and practices at school and the laws of the state and nation. Understanding a citizen’s rights and responsibilities. Being a good citizen.

December

- **Service to Others/Kindness:** Providing meaningful assistance to those in the school and community through individual actions or cooperative efforts. Being considerate, courteous, helpful, and understanding of others. Showing compassion, friendship, caring and generosity and treating others as you would like to be treated.

January

- **Self-discipline:** Demonstrating hard work and commitment to purpose; regulating yourself for improvement and restraining from inappropriate behaviors; being in proper control of your words, actions, impulses and desires; choosing abstinence from premarital sex, drugs, alcohol and other harmful substances and behaviors, and doing your best in all situations.

February

- **Courage:** Having the determination to do the right thing even when others do not and the strength to follow your conscience rather than the crowd. Attempting difficult things that are worthwhile.

March

- **Honesty/Integrity:** Having the inner strength to be truthful, trustworthy and honest in all things. Acting justly and honorably.

April

- **Good Judgment:** Choosing worthy goals and setting proper priorities. Making wise decisions after thinking through the consequences of actions.

May

- **Perseverance:** Being persistent in the pursuit of worthy objectives despite difficulty, opposition, or discouragement. Being patient and willing to try again when confronted with delays, mistakes or failure. Being committed to active involvement in the community.

Community Service Projects

It is the philosophy of North Shelby that students have the opportunity to participate in community service projects and volunteer activities for the purpose of developing character traits. Teachers organize at least one community service project or volunteerism experience per year in which students have the opportunity to “give back to the community.” These projects may be performed with other classes or through a school-wide activity. Community service and volunteerism are used to provide students with the opportunity to generalize academic, social, communication, and behavior skills along with practicing targeted character traits. It is hoped that parents will support their child’s community service efforts.

School Health

Health Habits

Health habits are directly related to your child’s success in school.

1. Get plenty of rest.
2. Eat well-balanced meals, especially a good breakfast.
3. Exercise daily.
4. Maintain good grooming (Clean hair, daily baths, neat and clean clothes, clean teeth, etc.)

Administration of Medication

Cleveland County Schools Board of Education policies require that our school have a “*Request for Medication to Be Given During School Hours*” form completed by the child's physician and signed by the parent if a child is to be administered medications during the school day by school personnel. It is absolutely necessary that the form have both the Health Care Provider’s and parent’s signature. We are not allowed to administer any medication (including non-prescription medications and over-the-counter medications such as Tylenol) to any child who does not have a completed “*Request for Medication to Be Given During School Hours*” form on file at the school.

Prescription medications will only be accepted at school when brought in a pharmacy-labeled bottle. Over-the-counter drugs must be received in the original unopened container and will only be administered according to the Health Care Provider’s written instructions. Anytime a physician’s instructions for giving medication changes, a new “*Request for Medication to Be Given During School Hours*” must be completed. Forms are available in the main office or on the CCS website.

Seizure Records

Seizure records are maintained on any student who has a seizure disorder. Any time a student has a seizure at school notes are made indicating critical information concerning the seizure.

The purpose of this information is to assist physicians who are monitoring the student’s seizure disorders in making treatment decisions. Parents can request these records or call by phone for the information prior to a doctor's appointment.

Immunizations

Required Immunizations before School Entry

Immunizations are critical to the prevention of communicable disease in school aged children. The North Carolina General Statutes (G.S. 130-A-152(a)) require immunizations for every child present in this state.

There are two exemptions to required immunizations:

1. **Medical Exemptions-** An exemption is permitted for medical reasons when a physician determines that an immunization is or may be harmful to a person for a specific reason. Valid medical exemptions must be written and signed by a physician licensed to practice in North Carolina.
2. **Religious Exemptions-** Parent(s) or guardian(s) who have a bona fide religious objection to immunization requirements must place a signed statement on file in the student's permanent record. An objection based upon a "scientific" belief (ie. A foreign substance may be harmful) or non-religious personal belief (ie. Clean living) is **not considered to be a religious exemption and is not allowed under North Carolina law.**

No child shall be permitted to attend school unless a certificate of immunization indicating the child has received the immunizations required by G.S. 130A-152 is presented to the school. If on the first day of attendance the child does not present a certificate of immunization, the principal or designee shall notify the child's parent/guardian or responsible person.

This parent/guardian or responsible person shall have 30 calendar days from the first day of attendance to obtain the required immunizations for the child.

If, following approved medical practice, the administration of a vaccine requires more than 30 calendar days to complete, upon certification of this fact by a physician, and/or the Health Department, additional days may be allowed in order to obtain the required immunization.

At the end of the 30 calendar days or extended period, if the required immunizations have not been obtained, the student shall not be permitted to attend school until required immunization has been obtained. No child will be required to have any immunization if the child's parent/guardian objects in writing on the grounds that it conflicts with the parent's religious beliefs, or if the child's physician certifies that the required immunization is or may be detrimental to the child's health.

Immunizations – Garrett's Law

North Carolina General Statute 115C-47 (Garrett's Law) mandates that school systems provide parents and guardians with information concerning Meningococcal Meningitis, Influenza, Human Papillomavirus, and the vaccines available to help prevent these diseases. This information is not intended to provide you with all of the information necessary for you to make an informed decision about whether these vaccines are indicated and/or safe for your child. You should always discuss any vaccine (including contraindications, risks, and benefits) with your child's health care provider prior to consenting to vaccination. For more information on these and other vaccine preventable diseases, please talk with your child's health care provider, the Cleveland County Health Department, or go to the following websites:

- ❖ www.immunizenc.com
- ❖ www.cdc.gov
- ❖ www.dhhs.state.nc.us

Lice

See Cleveland County School Board Policy

Specialized Health Care Treatment Guidelines

School personnel will not deliver any specialized health service to a student unless the school has received an “*Request for Specialized Health Care Services*” form completed and signed by both the parent/guardian and physician. This form will indicate:

1. The physical condition for which the specialized physical health care service is to be performed
2. The name of the procedure
3. Procedural precautions, possible reactions and interventions
4. Time schedule and/or indication for the procedure
5. The time period in which the procedure is to be administered

Splints and Braces

Parents/caregivers should apply splints/braces in the morning when dressing their child for school. The advantage of applying splints/braces prior to arrival at school is that your child can go directly into her or his treatment or program without any delays. There will be a check of your child's brace and/or splint to evaluate his or her tolerance based on their individual plan. If there are no problems at that time, the braces or splints will be reapplied as needed. If at the check we find that your child can only tolerate a limited time of splinting or bracing we will not reapply the splints/braces and these items will be sent home for reapplication the next morning. Students will be monitored so that they can increase their tolerance time in the splint and brace. The main purpose of bracing and splinting is to benefit your child in improved muscle flexibility and to aid in the prevention of contractures and deformity.

Student Records

Student Records

Each student is required to maintain the following information on file at the school:

1. Information form (the school should be notified immediately of telephone number and address changes)
2. Permission form (including off-campus vocational training permissions for high school students)
3. Medical emergency authorization form
4. Birth certificate
5. Immunization record
6. Permission for the administration of medications and specialized healthcare

- procedures
7. Kindergarten Health Assessment (performed at Kindergarten age)

New Students

In order to complete our records and get new students properly enrolled in our school, we need the following information on all newly enrolled students:

1. **If your child is 5 years old:** A *Kindergarten Health Assessment Report* must be completed by your child's physician unless this form is already on file with your child's previous school system. The assessment must occur between **the first of January and 30 days from the time your child starts school**. You must have this form returned to us within 30 days from the first day of school. **If this assessment is not received during the 30 day grace period, your child will not be allowed to attend school until the assessment is completed.** The *Kindergarten Health Assessment* should include a record of your child's immunizations. Medicaid should cover the cost of this assessment or you may visit the Cleveland County Health Department. Since appointments are sometimes difficult to obtain, please call now to set up a time to get the assessment completed.
2. **All students enrolling in North Shelby School will need to provide the following information:**
 - Immunization Record:** This must be provided by your child's physician or the Health Department. We must have an immunization record on your child within 30 days of enrollment or your child will not be able to continue to come to school. If you need an immunization exemption due to medical or religious reasons, please contact the school nurse at 487-9941.
 - Certified Copy of Birth Certificate:** We must see a certified copy of your child's birth certificate. You may bring it to the school and we will make a copy. The hospital certificate cannot be used. If you need assistance obtaining a birth certificate, please call the guidance counselor at 487-9941. If a certified copy of your birth certificate is not provided within 30 days of enrollment your child will not be allowed to continue to attend school until a birth certificate is produced. If a copy of your child's birth certificate is in his or her previous cumulative folder and has been approved by another school – it will be accepted by North Shelby.
 - Social Security Card:** If your child has a social security card, we would like to see a copy of the card issued by the Social Security Administration. You may bring the card to the school and we will make a copy. If you need assistance in obtaining a social security card for your child, please contact the guidance counselor at 487-9941.
 - Medicaid Card:** If your child has Medicaid, we would like to make a copy of your child's most recent Medicaid card for our records. You may bring the card to the school and we will make a copy of it.

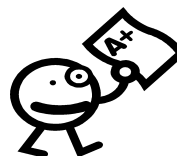
Instructional Program



North Carolina Testing Program

Students at North Shelby follow the Extended Content Standards of the Common Core and Essential Standards Curriculum. They are assessed annually using the North Carolina EXTEND1 performance assessment. The performance assessment has skill tasks linked to grade level content standards. Students at certain grade levels are tested at the end of each school year as follows:

- Reading Test (Grades 3-8 and Grade 10)
- Math Test (Grades 3-8 and Grade 10)
- Science Test (Grades 5 and 8 and Grade 10)
- Reading, Math and Science combined (Grade 11)



Report Cards

Each nine week grading period you will be sent a report card and progress notes outlining the progress your child has made in school. The report card and progress notes will reflect progress made in instructional areas, coursework and IEP goals/objectives. It is the parents' responsibility to review the report card, sign it and return the appropriate copy to the school. *Any time that you have questions concerning your child's progress, you should call the homeroom teacher.* Dates students will receive report cards will be sent home with the school calendar.



Graduation

A student will graduate in the year they turn 18 years old if he/she has completed their 22 course credits for a graduation certificate. A graduation ceremony is held each year for the purpose of providing recognition for our graduates through a formal ceremony. The ceremony consists of a speaker, presentation of certificates, special awards, and special musical performances. Seniors purchase a cap and gown in the school colors and also have the opportunity to purchase invitations, class rings, graduation pictures, and graduation souvenirs.

North Shelby School awards a graduation certificate. This document is awarded to students who have received instruction in the North Carolina Extended Content Standards, have successfully obtained 22 units of graduation credit and accomplished the goals/objectives on their Individualized Education Program (IEP) and appropriate school activities and experiences for meeting post secondary goals.

Family Support and Communication



Family Christmas Project

Each Christmas our staff works with local businesses, churches and individuals to provide Christmas gifts and food for the families of our children who have a financial need for assistance. Teachers submit the names of families with appropriate gift information in October and the guidance counselor works to match contributors with families. If you feel that your family needs Christmas assistance, please contact your child's homeroom teacher by the middle

of October.

First in Families of Cleveland County

The Cleveland County First in Families (CC-FIF) program provides a Family Resource Coordinator that assists families of individuals with disabilities in obtaining supports, resources, and services. The First in Families program is overseen by a Board of Directors (75% consumer membership). The program is designed to provide direct and indirect support to families in all areas of life. Applications for financial assistance through First in Families can be obtained from the school office or by contacting the school's guidance counselor.



Home-School Communication

Communication is essential to good parent and school relationships. Our staff's goal is to assist your child in obtaining a quality education. Teachers are available before and after school to meet with you or talk with you by phone concerning your child's educational program. You can also email teachers. Teacher email addresses can be obtained by contacting your child's homeroom teacher, the school office or visiting the school's website.

Never hesitate to call, email, or send notes with your feedback, questions, concerns, or suggestions. Our staff will always be eager to help you, but there will be times that we need your help also.

Please keep the classroom teacher informed and updated on important information to meet the needs of your child such as new medications, changes in the home that may affect the child at school, new telephone numbers and emergency contacts. Many times we will send notes, forms, or reports home to you requesting a conference, telephone call or signature. Your prompt response in these cases will assist in meeting your child's needs. PLEASE SEND ALL FORMS BACK RIGHT AWAY, otherwise teachers have to spend valuable instructional time notifying you by phone or resending the forms. If we all put forth the extra effort to make communication a priority, it will be our students who benefit.



Classroom Visitation

Family-oriented activities are scheduled each school year to encourage parents to visit the school. We are also available to parents in the mornings and afternoons for conferences and telephone calls. We know that good communication between a parent(s) and teacher is very important in securing the best possible learning experience for the child. We encourage frequent and open communication. If you desire a conference time with your child's teacher, please call the school and arrange a time that will be convenient to both you and the teacher.

We carefully guard our instructional time with the children. We have a limited amount of teaching time during the school day and we wish to utilize this time to the fullest extent.

Therefore, we urge you to make appointments for conferences before or after the school day as teachers are available at this time and students are not in the classroom awaiting instruction.

Fundraising

At different times during the year the North Shelby PTO and/or other groups raising funds for North Shelby will sponsor fund-raisers. When possible, we hope that parents will support these efforts. In addition to fundraising, North Shelby participates in several corporate sponsored programs that help raise money for our school. These are programs in which anyone can participate. These corporate programs include the local grocery store program: ***Ingles “Tools for Schools”*** These programs are free and easy to participate in and will earn extra money for our school to buy supplies. You must link your card to North Shelby every year when school starts back. After you have linked your grocery store cards, every time you shop at Ingles use your card and North Shelby earns money. You can link at home through the grocery store website, the North Shelby website or return the form in the beginning of the year school student packet and North Shelby will link your cards for you.

BoxTops for Education: Clip the Box Top from hundreds of participating products and send them to school. Each one is worth 10¢ when our school redeems them from Box Tops for Education. Visit www.boxtops4education.com for more information and see the flyer listing all participating products that will be sent home at the beginning of the school year.

Student Recognition

Lonnie Proctor Award

The *Dr. Lonnie Proctor Award* is sponsored by the Shelby Civitans in honor of Dr. Proctor, foundress of Special Olympics Cleveland County. Any member of the junior or senior class at North Shelby who has demonstrated consistent and significant progress on their post-secondary goals and who has been involved in at least one extracurricular activity during the last school year is eligible for the award. The candidate must take pride in his or her work, display school spirit, possess the respect of peers and staff, demonstrate good social skills, exhibit good citizenship, and display a positive attitude. The winner receives a plaque and a \$400.00 scholarship from the Civitans at graduation. Their name is also added to the Forever Plaque in the School Lobby.



The Principal's Award

The Principal's Award is presented each year at North Shelby's Awards Day ceremonies.

One recipient is chosen from each homeroom. Each winner receives a certificate and a pin. The winners must meet the following criteria:

- 162902880. Good attendance (no unexcused absences)
- 162902881. Significant progress on IEP objectives
- 162902882. Good citizenship
- 162902883. Involvement in extracurricular activities
- 162902884. Positive attitude
- 162902885. Extra effort in all school work
- 162902886. Dependability
- 162902887. Timely completion of all homework assignments
- 162902888. Good interpersonal relationships
- 162902889. Sincere desire to learn

Whitley Mangum Memorial Scholarship Award

This award is presented each year during graduation to a student who will be attending ConneXions, the career college program based on the campus of Cleveland Community College. A student must have good grades, exhibit excellent social skills and self-determination and self-advocacy skills. Funds may be used for transportation and any other related expenses. This award is in memory of Whitley Mangum, a former graduate of North Shelby School and is funded by his parents, Amy and Travis Mangum.



School Activities/Programs

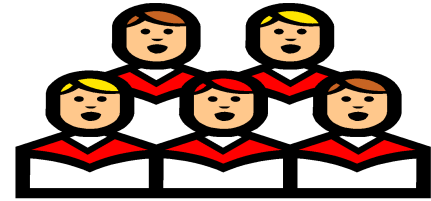
Throughout the school year your child will have the opportunity to be involved in a wide range of activities. Many of these activities will require parental permission for participation. Upon enrollment at North Shelby and at the beginning of each year you will be sent a permission form. This form will allow you to indicate to your child's teacher those activities in which you wish your child to participate. If at any time throughout the year you wish to change the information you have provided us on this form it is your responsibility to notify your child's homeroom teacher.

Once permission is on file, you will simply be notified about the occurrence of various activities but your permission will not be required again during that school year. The only exception to this will be events such as Special Olympics and out-of-county field trips, which require separate permission forms.

Music

Each student at North Shelby is served in a group setting one time a week for music therapy by a Nationally Board Certified Music Therapist. A typical music therapy session would include music activities to foster the development of motor, communicative, cognitive and social abilities. Music Therapy can also be used to address many of the goals targeted in the Individualized Education Program (IEP) such as the learning of academic concepts, increasing cooperation and appropriate social behavior, providing avenues for communication, increasing self-esteem and self-confidence, improving motor responses and agility, and encouraging

exploration and examination of issues that impact the life of the student. By creating, singing, moving and listening to music, a wide range of cognitive, emotional and physical abilities are brought into focus. In the secondary program there are also several performing groups for which a student may be invited to audition such as Honors Chorus, Bell Choir, and Signing Choir. Additionally, all students and staff participate in an annual Fall Musical that is presented to friends, family and supporters in the community.

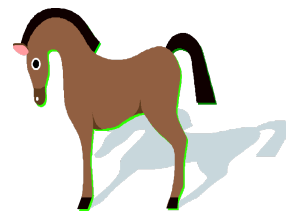


Bell Choir

The Handbell Choir provides students in Secondary classes with the opportunity to develop specialized skills in music through bell ringing. In order to participate, students must display appropriate behavior during music classes, demonstrate the ability to read the letters A-G, identify colors, maintain eye contact, attend to tasks for prolonged periods of time, imitate rhythm, and control wrist movements. To maintain membership in the Bell Choir, each student is expected to give his/her best effort, demonstrate positive character traits reflective of the school's vision and maintain good school attendance.

Signing Choir

The Signing Choir consists of Secondary students who are selected based on their ability to use sign language correctly, as well as their ability to focus on following directions. When these students perform they use American Sign Language to illustrate a song rather than their voices to sing. To maintain membership in the Signing Choir, each student is expected to give his/her best effort, demonstrate positive character traits reflective of the school's vision and maintain good school attendance.



Hearts and Hooves Riding Program

A riding program sponsored by the United Way and other interested individuals/civic groups is operated on the campus of North Shelby in a covered riding arena. The program is totally volunteer-driven. Specially trained horses participate in the program, which operates two days per week. The program focuses on enhancing communication, social, motor, and academic skills. Students must be over 5 years of age, have physician approval, a recent physical, school insurance, and parent permission in order to participate in the program.

Instructional Community-Based Activities

Throughout the year our classes schedule instructional community-based trips. These

trips are designed to reinforce the instruction that has occurred within the classroom. Trips are planned according to age and interest. These experiences allow students the opportunity to transfer skills learned at school to a "real life situation." Sometimes instructional community-based trips are used to expose our students to new and stimulating situations that they might not otherwise have the opportunity to experience. Inclusion classes at local schools are also arranged to provide instruction for students with their peers in the regular setting.

Prom

High school students have the opportunity to attend a prom. The objectives of the prom are to provide the students with an activity similar to one provided in a regular high school and to give them the opportunity to practice social skills. The prom is chaperoned by school staff and attended by a group of students from a local high school. The prom also includes a DJ, luncheon, party favors and pictures.



Pet Therapy

North Shelby provides opportunities for appropriate canines to be used for therapy. All canines used in the program must have completed all requirements, training and tests to become a certified therapy dog.

Senior Beach Trip

Each spring a beach trip is provided for all seniors. Funds are provided for seniors to experience an all expenses paid 4-day weekend at a resort at Myrtle Beach. Highlights of the trip include spending time on the beach and the lazy river pool, visiting several local attractions, eating at restaurants and shopping. North Shelby staff serves as chaperones for this trip. Fundraisers are held to raise money for this project.

Youths 4 Advocacy Council

The Youths for Advocacy Council is a program designed for secondary students who exhibit the following: good school attendance, good academic performance, good social skills, good communication skills, good behavior, and leadership skills. The students must interview with the guidance counselor and teacher sponsor and must meet all of the above criteria to be chosen. This group meets once a month during lunch time and has training in the area of advocacy skills as well as plans and organizes a variety of activities. The students assist in giving school tours and serve as excellent role models to the other students. This council is part of a Cleveland County wide council and participates in several county wide events each year.

Special Olympics Cleveland County

The objectives of Special Olympics Cleveland County is to provide students with the opportunity to develop motor skills and to provide an opportunity to participate in competitive sports against peers of similar athletic ability. A Special Olympics coordinator oversees the program with the assistance of a Management Team. All Cleveland County residents with developmental disabilities, ages 8 and older are eligible to participate in Special Olympics. At the spring track and field event athletes participate in two major competitive events based on previous pre-trials. Athletes are grouped according to ability so the competition will be fair. All athletes are awarded medals or ribbons. Local events also include Young Athletics Program (YAP) and Motor Activities Program (MAP). Each participant also receives a Special Olympics T-shirt.

Special Olympics is a year-round program and athletes have the opportunity to participate in bocce, softball, basketball, cheerleading, soccer, golf, athletics, aquatics and alpine skiing, snowboarding. Events in these areas are held at the local, regional, and state level.

The objective of the Special Olympic state trips is to provide an opportunity for our students to achieve success in competition with other students from across the state who have similar abilities. Athletes are chosen to participate in the state trips based on their performance in local events, behavior and social skills. Athletes under the age of 18 must have parental permission to participate. Some of the trips require spending the night at an out-of-town hotel. Staff members, along with the county coordinator, chaperone the trips and transportation is provided.



Student Support Services



School Counseling

School Counseling services focus on the emotional well being of the students. Students who are experiencing problems related to interpersonal relationship skills, behavior, home situations, peer pressure, abuse/neglect, chronic illnesses, self-esteem, attendance, adolescence, etc. have the opportunity for individual counseling sessions with the guidance counselor. The guidance counselor also provides group lessons on issues related to success in school. The guidance counselor assists the teachers with parent contacts, home visits, agency referrals, and behavioral interventions.



Physical Therapy

Physical Therapy services are provided to students who exhibit deficits in the areas of gross and fine motor control that prevent them from achieving their IEP goals and accessing their

educational environment. A physical therapy evaluation helps determine the type of treatment that will be provided. Some students receive therapy within the classroom in order to allow for therapeutic integration throughout the day.

Speech Therapy

Although language development is the responsibility of all staff at North Shelby, some students exhibit specific language deficits or articulation problems that require intensive therapy. Speech therapy is provided to identify students where these services are needed to ensure students are able to meet the goals of their IEP in the educational setting. These students are seen in individual or small group sessions by the speech therapist. Other students receive speech therapy in an integrated fashion within the classroom. The speech therapist also administers speech evaluations and acts as a resource for classroom teachers.

Occupational Therapy

Occupational therapy is provided to identified students as fine motor skills are needed to access their educational environment and meet their academic and vocational IEP goals. Students receive services in both individual and small group settings. The therapist works with classroom teachers to ensure the integration of occupational therapy goals into the regular classroom program.

Never Give Up On Student Success

“In compliance with federal law, Cleveland County Schools administers all education programs, employment activities and admissions without discrimination against any person on the basis of sex, race, color, religion, national origin, age or disability.”