



**Transylvania
County Schools**

**TCS Student and Parent
Handbook
2025-2026**

Welcome to the 2025-2026 school year!

On behalf of the Transylvania County Schools Board of Education, our staff, and myself, welcome back! We are excited to begin a new school year and are grateful that you are part of our TCS family. Transylvania County Schools is home to nine schools and nearly 500 full-time staff members who are dedicated to serving our community's 3,300 students. We believe that student success is a shared responsibility between schools, families, and the greater community.

We hope this handbook serves as a helpful guide to some of the policies and procedures that will support a smooth and successful school year. Please note that this is not an exhaustive list - some procedures vary by school and are under the leadership of school principals. We encourage you to reach out to your school if you have any questions or need more information. Students and families are encouraged to review this handbook together.

Our parents and community play a crucial role in helping students grow - both academically and emotionally. I strongly encourage families to stay involved in your child's education and connected through parent organizations. The past year brought significant challenges, but we persevered - thanks to the support of families, staff, community partners, and local businesses.

As we move forward, I invite you to help us focus on the many great things happening across TCS and to share the story of our amazing district. As part of this vision, we are proud to launch our new [2025-2030 TCS Strategic Plan](#), a five-year roadmap that reflects our deep commitment to students, staff and the community. Developed through extensive feedback from nearly 850 students, families, staff, and community members, the plan focuses on [four key priorities](#):

- 1. Student Achievement**
- 2. Human Resources and Quality Staff**
- 3. Communication and Community Relations**
- 4. Safe, Innovative Learning Environments**

We are confident this plan will help us provide every child with the high quality education they deserve while ensuring our schools are places where students feel inspired, teachers feel supported, and families feel proud.

Thank you for your continued support - and best wishes for a safe, successful and joyful school year ahead.

Dr. Lisa Fletcher
Superintendent
Transylvania County Schools

Transylvania County Board of Education

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On behalf of the Transylvania County Board of Education, welcome to the 2025-2026 school year! We are excited to begin another year of learning, growth, and opportunity in our schools. Whether you are a student, family member, educator, or community partner, your role is vital in helping our schools thrive.

We are proud of the work happening across our district and remain committed to supporting our staff, students, and families every step of the way. Together, let's make this a year filled with meaningful connections, academic success, and strong community spirit.

Key highlights include:

- Academic Excellence: Achieve proficiency and growth targets, ensuring TCS becomes the "school of first choice."
- Workforce Readiness: Expand work-based learning opportunities and industry partnerships.
- Staff Retention: Maintain a 90% or above retention rate and implement a "grow your own" educator/employee pipeline strategy.
- Mental Health Support: Strengthen resources and improve staff well-being.
- Community Engagement: Increase family and community involvement through events and improved communication.
- Public Relations: Promote district achievements through diverse media channels.
- Partnerships: Expand collaborations with local businesses and organizations for mutual educational and economic benefits.
- Facilities and Safety: Develop long-term facility plans, ensure safety compliance, and implement advanced security measures.

TCS Central Office Administrators		
Program	Contact	Extension
Academics: <ul style="list-style-type: none"> · Academically & Intellectually Gifted · Advanced Placement (AP) Courses · College and Career Promise · Credit by Demonstrated Mastery · Elementary Education · English Learners-Title III, EL · Federal Programs · Foreign Exchange Students - Gear Up Director (grades 6-12) · Governor's School · Graduation Requirements · Middle School Education · MTSS · Online Courses · PBIS · Read to Achieve · Secondary Education · Staff Development · STEM · Textbooks 	Chief Academic Officer Mrs. Carrie Norris cnorris@tcsnc.org	7393
Human Resources: <ul style="list-style-type: none"> · Employment Applications · Beginning Teacher Program · Employee Leave · Employment Verification · Substitutes · NCEES (Evaluations) · Grievances · Licensure · Policies, BOE · Renewal Credits/CEU · Salary Information · Vacancies 	Assistant Superintendent Dr. Brian Weaver bweaver@tcsnc.org	7388
Finance (District): <ul style="list-style-type: none"> · Accounts Payable · Accounts Receivable · Benefits, Employee · Budget · Insurance, Employee · Payroll · Purchasing · Retirement Benefits · Workers Compensation 	Chief Finance Officer Mrs. Michelle Mullinax mmullinax@tcsnc.org	7362

Child Nutrition <ul style="list-style-type: none"> · School Nutrition · Catering · Backpack Buddies · Free & Reduced Meal Applications 	Director of School Nutrition Mrs. Janette Broda jbroda@tcsnc.org	7377
Exceptional Children: <ul style="list-style-type: none"> · EC Compliance · Medicaid Reimbursement · Preschool · Preschool – Developmentally Delayed · Psychologists · 504 Plans · IEP 	Director of Exceptional Children and Early Education Mrs. Tonya James tjames@tcsnc.org	7373
Career & Technical Education <ul style="list-style-type: none"> · Career Development · Internships · WorkKeys Testing Facilities <ul style="list-style-type: none"> · Construction and Capital Projects · Custodial Services · OSHA reports · Plant Operations 	Director of Career & Technical Education and Facilities Mr. Kerry Putnam kputnam@tcsnc.org	7376
Student Services <ul style="list-style-type: none"> · Attendance · Blue Ridge Health · Counselors · Crisis Response Team · District Safety Team (Threat Assessments) · Dropout Prevention · Homeschooling · Homebound Services · Homeless Students · Foster Care · Mental Health · Nurses · Registration · School Safety · School Resource Officers · Social Workers · Student Records 	Director of Student Services Mrs. Courtney Owen courtneyo@tcsnc.org	7374

Accountability <ul style="list-style-type: none"> · Testing · Data Management · Infinite Campus · Student Accountability Standards · EVAAS Driver's Education	Director of Accountability Mr. Thomas Sweet tsweet@tcsnc.org	7371
Technology <ul style="list-style-type: none"> · Computer Maintenance · Device Management · Name Badges · Instructional Technology Facilitators 	Director of Technology Mr. Blake Tesnow btesnow@tcsnc.org	7383
Transportation <ul style="list-style-type: none"> · Buses · Bus Routes (TIMS) 	Director of Transportation Mr. Keith Wilmont kwilmont@tcsnc.org	6503
Communication: <ul style="list-style-type: none"> · Closings & Delays · Inclement Weather Notification · Media Contact (Newspaper, TV, Radio, Online) · Press Releases/Press Contact · Volunteers · Websites, District and School · School-Community Relations and Events 	Public Information Officer Ms. Erika Williams ewilliams@tcsnc.org	7382
Athletics - District	Director of Athletics Mr. Mark Ellenberger markelle@tcsnc.org	

Transylvania County Schools

Brevard Elementary School 399 Greenville Highway Brevard, NC 28712 Phone: (828) 884-2001 Fax: (828) 884-3304 Principal: Mr. Mike Kirst Assistant Principal: Ms. Nichole Cash Assistant Principal: Mr. Alan Justice	Pisgah Forest Elementary 1076 Ecusta Road Brevard, NC 28712 Phone: (828) 877-4481 Fax: (828) 884-2551 Principal: Ms. Amanda Lewis Assistant Principal: Ms. Breana Murfin	Rosman Elementary School 167 Rosman School Road Rosman, NC 28772 Phone: (828) 862-4431 Fax: (828) 862-4281 Principal: Mr. Bob Dinsdale Assistant Principal: Ms. Melonie Armano
T. C. Henderson Elementary School 11839 Rosman Highway Rosman, NC 28747 Phone: (828) 862-4463 Fax: (828) 884-2551 Principal: Mr. Patrick Chapman	Brevard Middle School 400 Fisher Road Brevard, NC 28712 Phone: (828) 884-2091 Fax: (828) 883-3150 Principal: Ms. Jessica McCall Assistant Principal: Mr. Wythe Newberry Assistant Principal: Mr. Anthony Johnson	Rosman Middle School 2770 Old Rosman Highway Rosman, NC 28772 Phone: (828) 862-4286 Fax: (828) 885-5573 Principal: Ms. Julie Queen Assistant Principal: Ms. Laurie Kleppe
Brevard High School 609 N. Country Club Road Brevard, NC 28712 Phone: (828) 884-4103 Fax: (828) 885-7355 Principal: Mr. Mick Galloway Assistant Principal: Mr. Josh Galloway Assistant Principal: Ms. Melinda Stinson	Davidson River School 970 Ecusta Road Brevard, NC 28712 Phone: (828) 884-9567 Fax: (828) 862-5347 Principal: Dr. Rod Brown	Rosman High School 749 Pickens Highway Rosman, NC 28772 Phone: (828) 862-4284 Fax: (828) 885-5572 Principal: Mr. Jason Ormsby Assistant Principal: Ms. Laurie Kleppe

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I. Our Foundation and Basic Commitments

Mission Statement

We are dedicated to academic excellence by fostering a safe, supportive, and innovative learning environment.

Vision Statement

Transylvania County Schools leads education by cultivating resilient, future-ready students.

Motto

Building a Stronger Tomorrow...Today!

Goals:

1. Transylvania County Schools will become the first choice for our residents by consistently meeting and/or exceeding growth and proficiency targets in reading and math.
2. Transylvania County Schools will offer work-based learning opportunities that connect education with real-world experiences better preparing our students for the workforce.
3. Transylvania County Schools is committed to ensuring that all students, regardless of academic path, acquire essential STEM-based problem solving skills - and gain experience with Artificial Intelligence (AI), recognizing these are critical competencies across all future careers, including every Career and Technical Education pathway.
4. Transylvania County Schools will maintain a higher than state average retention rate, ensuring staffing stability according to the Annual State of the Teaching Profession report.
5. Transylvania County Schools will strengthen the entire employee pipeline by implementing a “grow your own” strategy, cultivating future employees and teachers from within our community.
6. Transylvania County Schools will enhance engagement opportunities for students, families, and staff to build a thriving school community.
7. Transylvania County Schools will engage and inform stakeholders through clear, concise communication and proactive promotion across multiple media outlets.
8. Transylvania County Schools will expand local education and economic development partnerships.
9. Transylvania County Schools Board of Education will create comprehensive short and long range facility plans to ensure our schools are equipped for future growth and success.
10. Transylvania County Schools will consistently meet or exceed local, state, and national safety and maintenance standards to ensure a secure and well-maintained environment.

Board of Education Policy

Policies are the primary means by which the Transylvania County Board of Education (the "board") expresses its vision for the school system. In formulating specific policies, the board is guided by its duty to provide students with the opportunity to receive a sound basic education as defined by the North Carolina Supreme Court in *Leandro v. State*. It is further guided by governing principles it considers critical to meet that obligation by providing a system of excellent schools where students can succeed.

All board policies are available online at www.tcsnc.org/policy.

Parent and Family Engagement

A system of excellent schools involves parents in decisions regarding their own children, the educational program, and the schools. The Transylvania County Board of Education recognizes the value of family engagement in a child's academic success and believes that the education of children is an ongoing cooperative partnership between the home and the school. Parents and other family members are their children's first teachers; therefore, the

continued involvement of parents and family members in the educational process is most important in fostering and improving educational achievement. School system officials shall strive to support parents and provide parents and family members with meaningful opportunities to become involved in the programs offered by all of our schools, including Title I schools. Each parent or family member is encouraged to learn about the educational program, the educational goals and objectives of the school system, and his or her own child's progress. The board also encourages parents and families to participate in activities designed by school personnel to involve them, such as parent conferences, in order to encourage effective communication. For more information, see Board Policies: Parental Involvement, Title I Parent and Family Engagement, as well as Governing Principles.

II. Educational Program

Goals and Objectives of the Educational Program

It is the goal of the Transylvania County Board of Education that every student is provided the opportunity to receive a sound basic education and graduate from high school prepared for work, further education, and citizenship. The board is committed to allowing administrators at individual schools to develop and implement plans necessary to ensure the educational success of their students. For more information, see [Board Policy: 3000](#) Series.

Grades Pre K - 12th Grade
<p>Homework</p> <p>Transylvania County Schools recognizes the importance of homework in supplementing classroom instruction and furthering the goals of the educational program. Homework reinforces learning and fosters independence, responsibility, and self-direction. Homework assignments should strengthen skills, provide practice in subjects that have already been taught in class, and improve a student's ability to work independently. Teachers should take into consideration the differences in financial, educational, and technological resources of students and their parents or guardians when making assignments. In addition, the amount of time necessary to complete the tasks should be reasonable in light of the age and maturity of the students and other assignments given to the students. For more information, see Board Policy and Regulation 3135: Homework.</p>
<p>Technology Responsible Use and Internet Safety</p> <p>The use of school system technological resources, including access to the Internet, is a privilege, not a right. Individual users of the school system's technological resources are responsible for their behavior and communications when using those resources. Responsible use of school system technological resources is use that is ethical, respectful, academically honest, and supportive of student learning. Each user has the responsibility to respect others in the school community and on the Internet. Users are expected to abide by the generally accepted rules of network etiquette. See Board Policies: Technology Responsible Use and Internet Safety for more information. Parents/Guardians will complete an Opt In form at the beginning of the school year to give permission for technology use in schools.</p>
<p>Publishing of Student Photos, Videos Artwork, or Writing</p> <p>Transylvania County Schools' practice is to promote our students, staff, and school system community by publishing student photos, videos, artwork, and writing on the system webpage, social media, and other media</p>

with public access. Parents/Guardians will complete an Opt In form at the beginning of the school year to give permission for student publishing in various forms.

Virtual Learning

In NC Pre-K-12 public schools, virtual learning is defined as learning that takes place outside of the traditional school setting using various media and formats, such as but not limited to: video conference, telephone conference, print material, online material, or learning management systems.

There may be several instances in which Transylvania County may need to call a Virtual Learning Day. This could be due to severe weather, issues with school facilities, dangers within the school community, pandemic concerns, etc.

During a Virtual Learning Day, the following factors are critical to a student's success:

- Students have appropriate learning materials (this could be a Chromebook, paper packet of materials, teacher's email contact)
- Students are able to devote up to 4 hours to Virtual Learning.
- Student work is completed and turned in, within 5 days of the Virtual Learning Day. In the event that Virtual Learning is long term, rather than sporadic for bad weather, student work should be completed, as assigned by the classroom teacher.
- Students communicate barriers with Virtual Learning to their assigned teacher as soon as possible, so problem solving can be initiated.

During a Virtual Learning Day, Transylvania County Schools understands that the partnership between teacher/student must be strong. Transylvania County educators will:

- Provide feedback and engagement to support continued student growth and well-being and not just evaluation.
- Work to ensure equity and excellence issues regarding access to learning environment as well as student growth and achievement
- Extend grace and generosity through flexibility and varied learning opportunities.

School Trips

School trips may help meet educational goals and objectives by connecting learning with experiences outside of the classroom environment. All eligible students will be given an opportunity to participate in school trips. No student will be denied participation because of economic hardship or because the student has a disability. A school trip occurs when a student or group of students leaves a school campus under the sponsorship of the school and under the supervision of school employees to extend the educational experiences of that student or group. This includes such trips taken by extracurricular groups but does not include trips by athletic teams to participate in athletic events or competitions that are part of the team's regular season or playoffs. The principal must approve all school trips in advance. All students who participate in a school trip must provide signed parental consent forms to participate, unless a student is officially emancipated, in which case the student can consent on his or her own behalf. A student who fails to provide a signed consent form may be denied participation in the trip. No student's grade may be lowered or raised based on parental consent to participate in the school trip. School staff must ensure parents are given proper notice of trip details and that parents provide signed authorization and

consent regarding their child's participation and care during the trip. For more information, see [Board Policy: School Trips](#)

School Calendar, Time for Learning, and School Closings for Inclement Weather

The board recognizes that the school day and school year should be planned in such a manner as to facilitate student learning and to permit an accurate assessment of student achievement in scheduled testing periods. Interruptions of instructional time and time off task must be kept to a minimum. The principal is responsible for ensuring that instructional time is maintained and protected in the school schedule. Each teacher is responsible for ensuring optimal use of instructional time in his or her classes. The superintendent has established procedures for the temporary closing of a school or all schools in the school system because of inclement weather or any other unforeseen occurrence that presents a threat to the safety of students and employees or causes major damage to school property. The superintendent shall notify parents, the news media, and other interested parties of a decision to close a school or schools as soon as it is feasible to do so under the circumstances. If schools are closed, notification will be made on local TV and radio, the school system website, social media, as well as through the telephone notification system for parents.

Evaluation of Student Progress

The purpose of a grading system is to report and communicate accurately a student's progress toward achieving clearly defined learning goals. All grading practices employed by teachers in Transylvania County Schools should be designed to advance student learning and to provide for the equitable treatment of students. Grading practices should not be designed to be punitive in nature or to measure non-academic standards or behaviors.

Meaningful evaluation of student academic progress will include consideration of all activity that has occurred during the particular evaluation period. Activities to be considered include but are not limited to (1) assignments, (2) projects, (3) reports, (4) classroom work, (5) homework, and (6) quizzes, tests, or other summative assessments.

All grades and other assessment reporting must be an accurate evaluation of the student's academic work and mastery of clear learning goals. No student will have a grade lowered or raised or be penalized or rewarded academically as a disciplinary sanction unrelated to academic misconduct or based on other non-academic considerations. A student's grade in a course may be lowered, however, due to the student's excessive absences as provided in [policy 4400, Attendance](#).

Teachers should provide opportunities, wherever appropriate, for students to resubmit or re attempt failed assignments. Students are expected to make up for missed work. Teachers shall make every effort to obtain incomplete or missing work from students rather than record a failing grade. For more information, see [Board Policy and Regulation: Evaluation of Student Progress](#).

Student Promotion and Accountability

The board believes that students should progress to the next level of study after they are proficient in their knowledge and application of the current curriculum level. To the extent reasonably possible, students should be given as much time or as little time as they need to be proficient at a particular level of study. Students will be promoted to the next level of study as described in [Policy 3420](#) and [Regulation 3420-R](#).

To receive a North Carolina high school diploma, a student must complete the requirements set forth in [policy 3460, Graduation Requirements](#). It is the general practice that each student will advance to the subsequent grade level at the completion of each academic year with the expectation that the student can demonstrate mastery of grade level skills and learning goals. Except in rare and extenuating circumstances, each student will be promoted

to the next grade level at the end of the school year, including a student in the Exceptional Children (EC) Program. For more information, see [Board Policy and Regulation: Student Promotion](#)

Acceleration

Some students may need less time to learn the curriculum. Teachers are encouraged to challenge these students by expanding or compacting the curriculum, providing opportunities to explore subjects in greater detail, or providing different types of educational experiences. To challenge a student sufficiently, the principal may reassign the student to a different class or level of study and/or may identify concurrent enrollment or other curriculum expansion options ([see policy 3101, Dual Enrollment](#)).

Elementary

Title I:

All elementary schools in Transylvania County are Title I schools. Title I is a federal program that provides funds to schools and school districts serving high numbers of economically disadvantaged children. Its goals are to ensure that high-risk students meet at least the minimum proficiency on state academic standards and assessments, and that they have a fair opportunity to earn a high-quality education. Title I funds are used to assess student needs, as well as to design and plan appropriate math and reading programs for struggling learners. According to the United States Department of Education, these programs "must use instructional strategies based on scientifically based research and implement parental involvement activities." Title I money pays for supplementary materials and additional educators.

Elementary School Grading Guidelines:

Grades in elementary school courses will be awarded using the following grading system:

Grades Pre-K-2 will employ a standards-based report card approved by the school district to report the progress of students toward benchmarks at the end of each quarter. While various numerical measurements and assessment data may be used to arrive at report card grades, the 100-point scale and the A-F grading scale will not be used in grading student work, assignments, or assessments. A rating scale of Struggling, Progressing, Proficient, and Mastery will be used to communicate student progress.

Grades 3-5 will be awarded using the following grading system.
Standard Scale - Letter Grades/Standard Scale - Numeric Grades

90% - 100% = A
80% - 89% = B
70% - 79% = C
60% - 69% = D
≤59% = F

Elementary Reading Camps

The board will provide reading camp opportunities as required by NC Read to Achieve Law at no fee for students who have not yet demonstrated reading proficiency on a third grade level at the end of third grade and for second grade students whose demonstrated reading comprehension is below grade level. The superintendent or designee shall encourage parents of eligible students to enroll their students in a reading camp.

Elementary and middle school students must take all end-of-grade (EOG) tests required by the State Board of Education.

Middle School

Middle School Grading Guidelines:

Grades in middle school courses will be awarded using the following grading system.

Standard Scale - Letter Grades/Standard Scale - Numeric Grades

90% - 100% = A

80% - 89% = B

70% - 79% = C

60% - 69% = D

≤59% = F

Elementary and middle school students must take all end-of-grade (EOG) tests required by the State Board of Education.

High School

High School Grading Guidelines:

Grades in high school courses will be issued using the following grading scale.

State Board of Education policy GCS-L-004/GRAD-009 requires the following grading scale and award of quality points.

Standard Scale - Letter Grades/Standard Scale - Numeric Grades

Standard Quality Points Awarded

90% - 100% = A

A = 4.0

80% - 89% = B

B = 3.0

70% - 79% = C

C = 2.0

60% - 69% = D

D = 1.0

≤59% = F

F = 0.0

Standard courses – Course content, pace and academic rigor follow standards specified by the North Carolina Standard Course of Study (NCSCoS). Standard courses provide credit toward a high school diploma and require the end-of-course test for those courses identified as such in the NC accountability program. Quality points for the GPA calculation are assigned according to the standard 4.0 scale and receive no additional quality points.

Honors & Pre AP courses – Course content, pace and academic rigor place high expectations on the student, demanding greater independence and responsibility. Such courses are more challenging than standard level courses and are distinguished by a difference in the depth and scope of work required to address the NCSCoS. These courses provide credit toward a high school diploma and require the end-of-course test for those courses identified as such in the NC accountability program. The state course weighting system awards the equivalent of one-half (.5) of a quality point to the grade earned in Honors & Pre AP courses.

Advanced Placement/International Baccalaureate (AP/IB) courses – Course content, pace and academic rigor are considered college-level as determined by the College Board or the International Baccalaureate (IB) program and are designed to enable students to earn high scores on the AP or IB test,

potentially leading to college credit. These courses provide credit toward a high school diploma and require an EOC in cases where the AP/IB course is the first course taken by a student in a subject where an EOC is required by the NC accountability program. The state weighting system awards the equivalent of one (1) quality point to the grade earned in an AP/IB course.

College courses (“dual enrollment”) – Course content, pace and academic rigor are, by definition, college-level for these courses. College courses, which may be delivered by a community college, public university or private college or university, provide credit toward a high school diploma and may satisfy a graduation requirement or provide an elective course credit. The state weighting system adds the equivalent of one (1) quality point to the grade earned in community college courses included on the most recent **Comprehensive Articulation Agreement Transfer List**, and for courses taught at four-year universities and colleges.

Credit by Demonstrated Mastery

The school system provides opportunities for students in grades 9 through 12 to earn course credit by demonstrating mastery of course material without first completing the regular period of classroom instruction in the course. To earn credit by demonstrated mastery, students must demonstrate a deep understanding of the content standards and application of knowledge through a multi-phase assessment, in accordance with standards established by the State Board of Education and any additional standards established by the superintendent.

Repeating a Previously Failed Course

As provided in State Board of Education policy CCRE-001, high school students who fail a course for credit may repeat that course. To take advantage of this option, the student must repeat the entire course. Beginning with the 2015-16 school year, when a student initially fails a high school course and successfully repeats the course for credit, the new course grade will replace the original failing grade for the course on the student’s transcript and in calculations of the student’s GPA, class rank, and honor roll eligibility.

High school students must take all end-of-course (EOC) tests, and Career and Technical Education State Assessments (CTE Post-Assessments) required by the State Board of Education. The results of EOC tests and CTE Post-Assessments will count as twenty-five percent (25%) of a student’s final grade in each high school course for which there is an EOC test or CTE Post-Assessment. This requirement does not apply to EOC tests for students following the Occupational Course of Study Pathway. For more information, see Board Policy: Testing and Assessment Program.

Exam Exemption Information

High school students who are enrolled in a course that does NOT have a state-mandated, end-of-course assessment, may be exempt from taking the final exam.

Students may be exempt if **ALL** of the following criteria are met:

- The student is NOT enrolled in a course with a state-mandated assessment
- The student has maintained an A or B in the course
- The student must have 6 or fewer tardies and/or early departure in the class (excused or unexcused)
- The student must have 5 or fewer absences in a class (excused or unexcused)

Students are encouraged to take all optional exams if they feel the exam grade may improve their final course grade. For students who are exempt, choosing to opt-out of an optional exam does not harm the student’s grade. Required state-mandated final assessments must be taken. The final assessment will count as 25% of the student’s semester average.

Should your student be exempt from a final exam, you will receive a permission form from the teacher to sign,

giving permission for your student to opt-out of the exam.

Class Ranking

Class rankings are one method of measuring academic performance. The board also recognizes other means of evaluating student achievement, including grade point average, courses completed, rigorousness of curriculum, results of tests and assessments, and recommendation letters. High school principals shall provide for the compilation of class rankings to be listed on student transcripts and may make class rank information available periodically to students and their parents or guardians, and to other institutions at the request of the student or the student's parent or guardian. Principals shall ensure that class ranking is computed in a fair and consistent manner as provided in State Board of Education Policy.

Graduation Requirements

The board recognizes the importance of setting rigorous graduation requirements to help ensure that students are receiving an education that will prepare them to be career and college ready and productive members of society. In order to graduate from high school, students must meet the following requirements:

1. successful completion of all course unit requirements as described in [Policy 3460](#);
2. successful completion of cardiopulmonary resuscitation instruction.

The principal shall ensure that students and parents are aware of all graduation requirements. Guidance program staff shall assist students in selecting their high school courses to ensure that students are taking all of the required units and selecting electives consistent with their post-graduation plans. For students who have transferred to the school system during high school or who, for other reasons, have completed course work outside of the school system, the principal shall determine what course work will be applied as credit toward graduation. For more information and a detailed list of requirements, see [Board Policy: Graduation Requirements](#).

High School Credits and Grade Levels

1. In order to be promoted from 9th to 10th grade, a student must earn six (6) credits during the 9th grade (which must include English I).
2. In order to be promoted from the 10th to the 11th grade, a student must have earned a cumulative total of 13 credits (which must include English I, English II, and Math I).
3. In order to be promoted from the 11th to the 12th grade, a student must have earned a cumulative total of 20 credits.
4. High School credits earned in middle school do count towards the total number of credits necessary to satisfy graduation requirements.
5. Until students have satisfied graduation standards in English or Math, they must be scheduled to take at least one English and one Math course every year. Exceptions to this rule must be approved by the principal.
6. Except as provided below, students should be promoted only at the end of first or second semester, upon completing the requisite courses and credits to be reclassified to the next grade level.
7. International transcripts for newly enrolling high school students are received throughout the school year. Therefore, principals may place such students in different grade levels throughout the school year if a review of the transcript changes the credits awarded and the grade-level placement of the student.
8. Consistent with state statute, the school principal can grade and classify a student to a particular grade level inconsistent with this regulation if extenuating circumstances exist. The principal should consult with the Chief Academic Officer in such cases.

To earn high school course credit a student must: meet attendance requirements AND earn a grade average of at least 60 in the course with any required final exam (EOC, CTE post-assessments, etc.) counting as 25% and the teacher grade as 75%.

Transylvania County Schools has an expectation of students earning 28 credits for high school graduation. North Carolina's requirement for high school diplomas is 22 credits. If you are interested in this Accelerated Graduation pathway, please reach out to your school principal.

Parking for Students (High School)

All vehicles parked on school grounds must be registered with the Principal or his designee, and must display a valid parking permit. You are to park only in the lot designated on the permit. Parking permits may be purchased at the office when registering vehicles. Students who have their parking privilege permanently revoked will not receive a refund. Also, the principal or his designee shall have the authority to remove and/or suspend/revoke driving and parking privileges as a result of the following violations: excessive tardies, absences, and/or truancy; violations of the Transylvania County Schools Code of Student Conduct; and inadequate academic performance. The school has the authority to search students' vehicles on school grounds if there is a reasonable suspicion of alcohol, drugs, stolen items, or as part of an arrest for violating the law. Students, who drive vehicles to school, park at their own risk and need to understand that *the school nor the Board of Education cannot be held responsible for the vehicle*. A student is not to be in the parking lot during the school day unless he/she has permission from school staff or has an early dismissal.

TCS Multi-Tiered System of Support (MTSS)

MTSS is a multi-tiered framework that promotes school improvement through engaging, research-based academic and behavioral practices. NC MTSS employs a systems approach using data-driven problem solving to maximize growth for all.

How are parents/guardians involved in MTSS?

The MTSS framework in Transylvania County Schools is not complete without active parent/guardian engagement. TCS works hard to involve families in this process by:

- Engaging students and families that represent a diverse population of the school
- Engaging students and families in problem-solving when their children need additional supports
- Provide intensive outreach to unresponsive families
- Increase the skills of families to support student learning

For more information regarding the MTSS framework, please contact your school's principal.

Recognizing Excellence

The board strongly encourages programs and activities that recognize and reward excellence in student academic achievement, character, and leadership. A variety of programs, such as honor rolls, honor societies, and citizenship and leadership awards, may be implemented to recognize outstanding student achievement. The board encourages school recognition ceremonies and community recognition ceremonies to honor scholarship and distinguished character and leadership abilities. Administrators and teachers are responsible for developing and implementing various means of recognizing student achievement. Each spring, Transylvania County Schools invites the top scholars of each class to a Recognition Banquet. Selection of the scholars in grades ten through twelve is based on Transylvania County Scholars' course requirements plus a 3.8 weighted and a 3.5 unweighted GPA. The top ten percent of students in the junior class are recognized as Junior Marshals. The Junior Marshals, including the Chief Marshal, will be determined by the following criteria: The student must be in the top 10% of the class and must be a Transylvania County Scholar. Seniors will be recognized at graduation as Transylvania County Scholars and honor graduates. Latin honor graduation designations will be calculated using the NC Unweighted GPA at the conclusion of the first semester of the graduating class year. Summa Cum Laude, "with highest honor" Designation: Cumulative

GPA 3.9-4.0; Magna Cum Laude, “with great honor” Designation: Cumulative GPA 3.75-3.89; and Cum Laude, “with honor” Designation: Cumulative GPA 3.6-3.74.

Counseling Program

The School Counseling programs are provided by the school system with the ultimate aim of improving student performance by implementing strategies and activities that support and maximize student learning; helping students to grow in their personal and social development; and providing a foundation for acquiring the skills that enable students to make a successful transition from school to the world of work. School counselors and other student support staff members in middle and high schools shall provide guidance and information to students about high school course selections and requirements prior to ninth grade, in order to inform them about the requirements for college entry, including accelerated preparation for college entry. For more information, see [Board Policy 3610: Counseling Program](#).

Extra-Curricular Activities

Students are encouraged to participate in opportunities available at the school, including interscholastic athletics and student organizations. All activities are open to all students attending that school unless a restriction is justified and has been approved by the principal. Participation in extracurricular activities, including student organizations and interscholastic athletics, is a privilege, not a right, and may be reserved for students in good academic standing who meet behavior standards established by the board and the school. Participation in extracurricular activities may be restricted if a student (1) is not performing at grade level as provided in [policy 3400, Evaluation of Student Progress](#); (2) has exceeded the number of absences allowed by attendance policies; (3) has violated the student conduct standards found in policy; or (4) has violated school rules for conduct. In addition, in order to be eligible for interscholastic athletics participation, students must have been in daily attendance eighty-five percent (85%) of the previous semester and must meet all applicable eligibility standards of the North Carolina High School Athletic Association, the North Carolina Department of Public Instruction, and any locally established requirements for interscholastic athletics participation. Students in the sixth grade are eligible to participate in all interscholastic athletics except football. For more information, see Board Policy: Extra-Curricular Activities.

III. Students and School Safety

Focus on Students

To support students in their formal education, each school should strive for a learning environment in which school grounds, buildings, and classrooms are safe, orderly, clean, and inviting; students learn and practice responsible behavior; students are treated fairly; and students have input in decisions affecting them when feasible.

School Health and Safety

Staff and students share the responsibility for taking reasonable precautions and following established safety measures to create and maintain safe schools. Students must be reasonably supervised while in the care and custody of the school system. This supervision must occur throughout school hours, including during class, between classes, on the playground, and during recess or lunch periods; during authorized school field trips; and on school buses.

Alert Notifications (ALERTS)

Transylvania County Schools subscribes to an alert notification system to provide instant notification for parents in cases of school closings/delays or other emergency situations. This system may also be used to provide other updates or information about school events and programs. It is imperative that parents keep the school informed of current contact information, including cell phone numbers, at all times. Please contact your child’s school with any changes to addresses, phone numbers, or email addresses whenever changes occur.

Closed Campus

Transylvania County Schools facilities operate under a closed campus policy. Students who check out prior to lunch and who are gone during the lunch period will not be allowed back on campus and in class unless they bring back documentation of a medical visit and/or other scheduled appointment. Visitors and students who return to school from an early dismissal are not to bring food from an outside vendor to be eaten on campus.

Crisis Management and Lockdowns

If necessary, school officials may lock and secure the campus to ensure the security of all staff and students in the form of a lockdown. In such cases, schools follow established lockdown procedures and students are directed to follow the directions of school staff. In the event of a lockdown announcement, any student not already in a classroom should report immediately to the nearest secure room and follow the directions of the staff member in charge there. At least one lockdown drill will be conducted during each school year.

Fire Drills and Severe Weather Drills

State Law requires tornado or severe weather drills as well as fire drills to be conducted in schools at certain intervals. When the alarm sounds, students must follow the instructions of school staff and remain quiet at all times. Familiarize yourself with the evacuation and drill procedures posted in each classroom. In the event that a fire alarm sounds between classes or at lunch, evacuate the building through the nearest exit as quickly as possible. Always assume that an alarm signals an actual emergency.

Legal Custody

If a parent has a custody agreement or a current restraining order against a person, it is imperative that the school have copies of these orders immediately. According to North Carolina law, both parents have legal custody of minor children unless a court has decreed otherwise, and either can pick up the child or remove the child from school.

Reporting Safety Concerns and Anonymous Tip Line

Students should notify any staff member of any acts of violence, harassment, or bullying, or any other unusual or suspicious behavior that may endanger safety. Ongoing student education efforts will aim at minimizing any fear, peer pressure, embarrassment, or other impediments to students reporting potential problems. In addition, the school system utilizes an anonymous tip line to receive information on internal or external risks to students, school buildings and school-related activities. The board encourages any student, parent, or other member of the community with information about any risk or other threat to any student, employee, school, or school activity to contact the school system's anonymous tip line at 1-844-5-SAYNOW or online at www.saysomething.net

Visit the Transylvania County Schools website at

https://www.tcsnc.org/district_info/safety/say_something_anonymous_reporting_system for more information.

Student and Parent Grievance Procedure

Complaints or concerns that are not specifically designated to be addressed in other policies should be received and addressed at the level closest to which the complaint originated. For example, a complaint regarding a classroom issue should be heard first by the teacher. A complaint regarding the school in general should be addressed first by the principal. While the board encourages resolutions of complaints through informal means, it recognizes that, at times, a formal process may be necessary for certain types of complaints or if the informal process did not produce satisfactory results. Policy [1740/4010](#) provides a formal complaint procedure that may be used. For more information, see [Board Policy: Student and Parent Grievance Procedure](#).

Health and Wellness

Communicable Diseases

A student diagnosed as having a communicable disease or a related condition shall not be denied access to public schools unless it is determined that the student is too ill to attend school, presents a health risk to others, or otherwise is denied admission by North Carolina General Statutes. In all cases of severe contagious disease (e.g., HIV/AIDS, HBV, HCV), strict adherence to control regulations as defined by general statute and/or the North Carolina Department of Health and Human Resources, shall be required. All decisions regarding the educational status of a student with a severe contagious disease shall follow the steps outlined in the procedures adopted by the superintendent.

Diabetes Care Plan

All parents/guardians who have a diabetic child and desire that their child be considered for a Diabetic Care Plan must submit a written request to the principal of their school. Packets of information regarding the process are available in each school's office. If you desire additional information, please contact the school. Until the packet is

returned with the necessary medical information, the school can only request the assistance of EMS (Emergency Management System) personnel.

Illness or Injury

If a student suddenly becomes ill or is injured the parent/guardian or emergency contact person will be contacted to come for the student or to meet the student at a medical facility. Please keep phone numbers for parents/guardians/emergency contacts up to date. Also be sure emergency medical information (allergies, special conditions) is current. If a parent/guardian or emergency contact person cannot be reached and the student needs to be taken to a medical facility, the family will be responsible for the cost of services, including EMS transportation if deemed necessary. No student will be taken home or sent home (in an emergency situation) unless a parent/guardian or someone designated by the parent/guardian is at home to accept the responsibility for the student.

Insurance

Membership in a group accident insurance program will be made available to students each year. Information on the plan will be made available through school publications. Purchase of this insurance constitutes an agreement between the student and/or parent and the insurance company. The school system is not a party to this agreement. The school system does not assume any contractual responsibility for expenses not covered by insurance. Students who choose to participate in programs that may have a higher risk of physical injury than most school activities, including off-site internship programs, football, and other interscholastic sports, are required to have accident insurance through the group plan or comparable coverage. The superintendent may designate other activities, including certain school trips, as requiring accident insurance.

Medication

School staff may administer medication to students at school only if a doctor or parent/ guardian/healthcare provider deems it necessary for the medication (prescription or nonprescription) to be given during school hours. The parent/guardian must make a request in writing to the school. A medication log will be maintained for each student receiving medication administered by school personnel. School personnel and the Board of Education assume no liability for complications or side effects of medication when administered in accordance with the instructions provided by the parent/guardian/healthcare provider or doctor.

1. Prescription medication must be in a container with a pharmacist's label.
2. Non-prescription medication must be in the original container.
3. The parent/guardian must deliver medication to a school staff member. No medication will be transported on the school bus except in an emergency.
4. Medications must be removed from the school premises when medication administration has been completed. The school will dispose of medications left more than two weeks after the completion date.

Immunization and Health Requirements for School Admission

The board requires all students to meet the eligibility requirements for school admission established by the State and the board, including immunization and health assessments. The principal or designee shall maintain on file immunization and health assessment records for all students, and these records may be inspected by officials of the county or state health departments in accordance with state and federal law. For more information, see [Board Policy: Immunization and Health Requirements for School Admission](#).

Attendance

Student Attendance

The board believes that attendance in school and participation in class are integral parts of academic achievement and the teaching-learning process. Through regular attendance, students develop patterns of behavior essential to professional and personal success in life. Regular attendance by every student is mandatory. The State of North Carolina requires that every child in the State between the ages of 7 (or younger if enrolled) and 16 attend school. Parents and legal guardians are responsible for ensuring that students attend and remain at school daily. School administrators shall communicate attendance expectations to parents and guardians and work with students and their

families to overcome barriers to attendance.

A. Attendance Records

School officials shall keep accurate records of attendance, including accurate attendance records in each class. Students will be considered in attendance if the student is present 65% of the instructional day on-site in the school or at a place other than the school attending an authorized school-related activity.

To be in attendance during remote instruction days (with the exception of the initial enrollment day), students must: (1) complete their daily assignments, either online or offline; and/or (2) have a daily check-in through two-way communication with (a) the homeroom teacher for grades K-5 or (b) for all other grade levels, each course teacher as scheduled. School officials shall communicate the attendance procedures to students and their families before the first day remote instruction begins.

B. Late Arrivals and Early Dismissals

Students are expected to be at school on time and to remain at school until dismissed. During the school day, students are expected to be present at the scheduled starting time for each class and to remain until the class ends. When a student must be late to school or leave school early, a written excuse signed by a parent or guardian should be presented upon the student's arrival at school. Tardies or early departures may be excused for any of the reasons listed below in Section C.

Any disciplinary consequences for unexcused tardiness or unexcused early departures from school or class will be consistent with [Section D of policy 4300, Student Behavior Policies](#). The superintendent or designee shall list in the Code of Student Conduct the specific range of consequences that may be imposed on a student for such offenses. Consequences may not exceed a short-term suspension of two days.

C. Excused Absences

When a student must miss school, a written excuse signed by a parent or guardian must be presented to the student's teacher on the day the student returns after an absence. Absences due to extended illnesses may also require a statement from a health care practitioner. An absence may be excused for any of the following reasons:

1. personal illness or injury that makes the student physically unable to attend school;
2. isolation ordered by the local health officer or the State Board of Health or isolation or quarantine that is a required state or local control measure;
3. death in the immediate family;
4. medical or dental appointment;
5. attendance at the proceedings of a court or administrative tribunal if the student is party to the action or under subpoena as a witness;
6. a minimum of two days each academic year for observance of an event required or suggested by the religion of the student or the student's parent or legal guardian;
7. participation in a valid educational opportunity, such as travel or service as a legislative or Governor's page, with prior approval from the principal;
8. pregnancy and related conditions or parenting, when medically necessary;
9. a minimum of two days each academic year for visitation with the student's parent or legal guardian if the student is not identified as at risk of academic failure because of unexcused absences and the student's parent or legal guardian (a) is an active duty or inactive member of the uniformed services as defined by policy 4050, Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting; or
10. any other reason as approved by the board in a board resolution.

D. School-Related Activities

While recognizing the importance of classroom learning, the board also acknowledges that out- of-classroom, school-related activities can provide students with valuable experiences not available in the classroom setting. The following school-related activities will not be counted as absences from either class or school:

1. field trips sponsored by the school;
2. job shadows and other work-based learning opportunities, as described in [G.S.115C-47\(34a\)](#);
3. school-initiated and school-scheduled activities;
4. athletic events that require early dismissal from school; and
5. Career and Technical Education student organization activities approved in advance by the principal. In addition, students participating in disciplinary techniques categorized as in-school suspension will not be counted as absent.

E. Makeup Work

In the case of excused absences, short-term out-of-school suspensions, and absences under [G.S.130A-440](#) (for failure to submit a school health assessment form within 30 days of entering school), the student will be permitted to make up his or her missed work. (See also [policies4110, Immunization and Health Requirements for School Admission](#), and [4351, Short-Term Suspension.](#)) Assignments missed due to participation in school-related activities also are eligible for makeup by the student. The teacher shall determine when work is to be made up. The student is responsible for finding out what assignments are due and completing them within the specified time period.

F. Unexcused Absences

The principal shall notify parents and take all other steps required by [G.S.115C-378](#) for excessive, unexcused absences. Any school disciplinary consequences for unexcused absences will be consistent with [Section D of policy 4300, Student Behavior Policies](#). The superintendent or designee shall list in the Code of Student Conduct the specific range of consequences that may be imposed on a student for such offenses. Consequences may not exceed a short-term suspension of two days.

G. Chronic Absenteeism

Because class attendance and participation are critical elements of the educational process, any absences, whether excused or unexcused, can have a negative impact on a student's academic achievement. Regular attendance must be prioritized within each school and encouraged throughout the community. School administrators shall monitor and analyze attendance data to develop and implement strategies for reducing chronic absenteeism. Such strategies should involve engaging students and parents, recognizing good and improved attendance, providing early outreach to families of students missing school, and identifying and addressing barriers to attendance.

H. Special Circumstances

1. Students with Chronic Health Problems No penalties will be imposed for absences due to physician documented chronic health problems.
2. Students Experiencing Homelessness For students experiencing homelessness (see [board policy 4125, Homeless Students](#)), school officials must consider issues related to the student's homelessness, such as a change of caregivers or nighttime residence, before taking disciplinary action or imposing other barriers to school attendance based on excessive absences or tardies.
3. Attendance Requirements for Extracurricular Activities Absences may impact eligibility for participation in extracurricular activities. Principals shall inform students and parents of the applicable attendance standards for the various types of extracurricular activities, including interscholastic athletics. See also [policy 3620, Extracurricular Activities and Student Organizations](#).

IV. School Transportation Services

Student Conduct on School Buses

The board recognizes the importance of safety on school buses as related to student welfare and an efficient transportation system. Misbehavior in any form on a bus is a safety hazard and will not be tolerated. Minor offenses will merit a warning, and repeated minor offenses or serious misbehavior will result in parent notification, punishment, and possible removal from the bus for extended periods of time. A student could lose bus privileges immediately for a serious misbehavior. A student who damages or defaces a bus must pay for the damage in addition to receiving appropriate disciplinary action. Illustrative examples of inappropriate behavior as a bus passenger include, but are not limited to:

1. Pushing or shoving;
2. Hand(s), arm(s), or leg(s) out window;
3. Getting off at an unauthorized stop;
4. Indecent language;
5. Not keeping assigned seat;
6. Use of tobacco and/or illegal substance on bus;
7. Boisterous and/or distracting behavior;
8. Eating and/or drinking on bus;
9. Fighting at bus stop or on bus;
10. Throwing objects out of window;
11. Tampering with and/or damage to any part of the bus, including the emergency door;
12. Refusal to adhere to a reasonable request of a bus driver, including failure to sit up and face forward in bus seats and/or discontinue loud talking;
13. Spitting on the bus and/or out of the window;
14. Use of cigarette lighter and/or matches on the bus;
15. Providing a substitute driver with false information;
16. Indecent physical expression and/or indecent exposure; and,
17. Other inappropriate behavior that could create a safety hazard or dangerous situation.

Elementary and Middle School Consequences

First Offense – Warning and/or other appropriate disciplinary action, including suspension from the bus for three (3) or more days for a first offense deemed to be extreme and/or dangerous

Second Offense – Three-day suspension from the bus or other appropriate disciplinary action

Third Offense – Five-day suspension from the bus or other appropriate disciplinary action

Fourth Offense – Ten-day suspension from the bus or other appropriate disciplinary action

Fifth Offense – Suspension from the bus for the remainder of the school year. If the suspension occurs prior to October 1, then the student may be permitted to ride again beginning January 1 if deemed appropriate by the principal.

High School Consequences

First Offense – Three-day suspension from the bus

Second Offense – Five-day suspension from the bus

Third Offense – Ten-day suspension from the bus

Fourth Offense – Suspension from the bus for the remainder of the school year. If the suspension occurs prior to October 1, then the student may be permitted to ride again beginning January 1 if deemed appropriate by the principal.

In addition to imposing bus disciplinary consequences, the principal may also impose school-level disciplinary consequences if specific circumstances warrant additional disciplinary action. (See also Rule II-11 in the Code of Student Conduct for additional information.) Nothing in this section prohibits the principal from imposing a long-term bus suspension for severe violations of the Code that threaten the health, safety, or welfare of school bus passengers. Parents shall be notified concerning inappropriate behavior and disciplinary action taken.

Driver's License Revocation

Students who have a NC Driver's License or a NC Learning Permit may have their permit/license revoked by the Division of Motor Vehicles for any of the following reasons:

- Failure to demonstrate adequate academic progress (failing 2 or more classes in any semester).
- Dropping out of school prior to the 18th birthday.

Suspension from school for more than 10 consecutive days, or placement in an alternative learning program for more than 10 days, for the following:

- Possession or sale of alcoholic beverages or an illegal controlled substance on school property.
- Possession or use on school property of a weapon or firearm that resulted in disciplinary action under [GS 115C-391 \(d1\)](#) or that could have resulted in that disciplinary action if the conduct had occurred in a public school.
- The physical assault on a teacher or other school personnel or school property.

Students suspended for 10 or fewer consecutive days for one of the above offenses will not be eligible to enroll in driver's education classes for one year from the date of the suspension. This provision applies to any student at least 14 years old or in the 8th grade. The student will be ineligible to hold a driving permit/license or attend driver's education classes for one full year from the time of the offense. Students losing their license because of failing grades can have the license reinstated at the end of the next semester by passing 70% of their courses.

Student Drug Testing

All students participating in a competitive extra-curricular activity at the middle schools and high schools and/or students issued high school parking permits will be subject to random and suspicionless drug testing. Students participating in extra-curricular activities will be subject to random drug testing during the competitive/sports season in which they participate in the activity. Students having high school parking permits will be subject to random drug testing throughout the school year. The test shall detect illegal drugs and other controlled substances in which it is illegal for a student to possess or consume. Students will be allowed to indicate the prescription drugs that they are taking under the care of a physician. A student will not be suspended from the competitive extra-curricular activity nor have his/her parking privileges suspended for taking a drug prescribed to him/her by a medical doctor, and taken as directed. For more information, see [Board Policy 4326: Student Drug Testing](#).

V. School Nutrition Services

School Meals

We are committed to ensuring your child receives appealing, high quality and nutritious meals daily. School meals fuel students for learning throughout the day. Our mission is to contribute to the academic success of every student and encourage a lifetime of healthy habits. We believe we have the power to positively impact the lives of the students we serve. Please encourage your child to eat with us daily!

Meal Prices

Breakfast and lunch are free to all students Pre-K-12. Students may not leave campus during lunch periods. Parents may not bring food from restaurants for students to eat on campus. Snacks and beverages will be sold in the cafeteria daily. Charges for snacks, beverages and extra meal items are not allowed. Refer to [policy code: 6220 Operation of School Nutrition Services](#) for complete information on the Meal Charges Policy.

Home Made Foods for Classroom or School-Based Celebrations

Due to the significant increase in food allergies and food-borne illness, only commercially prepared items with a list of ingredients shall be used for classroom or school-based celebrations during the school day.

Lunch with Students

Parents are invited to join their children for lunch in the cafeteria. We ask that you participate in the school lunch program and enjoy the meal prepared by our cafeteria staff. They have worked very hard to provide a delicious and nutritious meal. We thank you in advance for dining with us. Adult meal prices will apply.

VI. Community Relationships

Schools and the Community

The board recognizes that the public schools are an integral part of the community and that the public has a vested interest in having students develop into productive members of the workforce and of society. The board encourages the community to be involved in the school system and to assist the school system in the goal of providing every student with the opportunity to receive a sound basic education.

Each year the board will ensure that the report card issued for the school system by the State Board of Education receives widespread distribution to the local press or to other local channels of news and information. In addition, the school system will publish on its website all information required by law, including assessment and performance information and information on how state funds have been used to address local educational priorities.

Parent Organizations

The board recognizes that parent organizations are an effective means of involving parents in their child's school. The superintendent and school administrators shall inform parent organizations of specific goals for each school and shall help these organizations identify opportunities to assist the school in achieving these goals. Parent organizations, including PTAs, PTOs, and booster clubs, are not considered a part of the school system. However, because these organizations and their activities reflect upon the school system, all parent organizations must comply with the conditions outlined in policy in order to operate in conjunction with the schools. Parents are encouraged to get involved in any parent organizations that operate to support your child's or children's school. For more information, see [Board Policy 5010: Parent Organizations](#).

School Volunteers

The board recognizes the valuable contributions that school volunteers make to the learning process and the educational goals of the school system. Instructional programs are enhanced through the contributions of students' parents, community members, and local business and industry. These volunteers contribute time, resources, and expertise that assist the school system to reach the goal of providing a sound basic education to all children. All school volunteers are expected to be professional and dependable in their volunteer activities and must comply with all screening, criminal history checks, visitor policies, and any additional training requirements as directed. For more information, see [Board Policy: School Volunteers](#).

Visitors to the Schools

While the school board welcomes visitors to the schools, the paramount concern of the board is to provide a safe and orderly learning environment in which disruptions to instructional time are kept to a minimum. The superintendent and each principal shall establish and enforce reasonable rules to address this concern in addition to the general rules outlined below.

1. All school visitors during the school day must report immediately to the administrative office at the school to request and receive permission to be in the school
2. School visitors are expected to comply with all school rules and school board policies, including [policy 5025](#), Prohibition of Alcoholic Beverages; [policy 5026/7250](#), Smoking and Tobacco Products; and [policy 5027/7275](#), Weapons and Explosives Prohibited.
3. Persons who are subject to [policy 5022](#), Registered Sex Offenders, must comply with the provisions of that policy.
4. Personal deliveries to students, such as commercial deliveries of balloons, flowers, or other gifts, are prohibited.

Financial Obligations

North Carolina law makes a pupil's parent or guardian liable for (1) damage fees for abuse or loss of textbooks, (2) damage to school buildings and furnishings and, (3) for any gross negligence or willful damage or destruction of school property to the extent of \$5,000. Other liabilities of the student include lunch charges, library fines, parking fines, and sales' obligations derived from school-sponsored projects. Financial obligations should be taken care of immediately. Failure to do so will result in a "due bill" at the end of the year. Outstanding due bills will be placed in a student's file and will have to be paid before he/she graduates.

Prohibited Items

All employees and other persons performing services or activities on behalf of the school system, including volunteers, and contractors, as well as students and visitors, are prohibited from using any tobacco products at any time in any school building, in any school facility, on school campuses, and in or on any other school property owned or operated by the school board.

The board prohibits the possession or consumption of alcoholic beverages, including beer, malt liquor, and wine, on property owned or occupied by the school system. Any person who violates this [policy](#) will be asked to leave the school property immediately and, if he or she fails to do so, will be arrested and prosecuted for criminal trespass, disorderly conduct, or any other charge that may be appropriate.

The board is committed to providing a safe school environment that is free from violence, to the maximum extent possible. Except as otherwise specified or permitted by law, employees, visitors, and other persons are prohibited from possessing, carrying, using, or threatening to use, or encouraging another person to possess, carry, use, or threaten to use, weapons or explosives on school property or while attending curricular or extracurricular activities sponsored by the school system. This policy applies to weapons or explosives carried openly or concealed. Any visitor or other person who violates this policy will be escorted from the premises and/or school activity immediately. The superintendent or principal shall immediately report any violation of this policy to law enforcement officials.

Relationship with Law Enforcement

The board recognizes the importance of law enforcement authorities in providing safe schools and desires an effective working relationship with law enforcement. To this end, the superintendent and principals are expected to communicate the needs of the schools and work with law enforcement officials in developing joint programs and in establishing protocols for handling situations in which the assistance of law enforcement is helpful or necessary.

VII. Annual Public Notices

At the beginning of each academic year, School Districts are required, pursuant to federal and state laws and regulations, to provide students and their parents with certain annual notices. The annual public notice document that includes all the required notices for all students in grades Pre-K-12 is available on the Transylvania County Schools website at www.tcsnc.org or you may request a printed copy of the document by contacting the school.

VIII. Student Discipline and Code of Student Conduct

The Transylvania County Board of Education is committed to teaching responsibility and respect for cultural and ideological differences and to maintaining safe, orderly, and inviting schools. Each student in Transylvania County Schools is responsible for exhibiting the highest standards of behavior. The Code of Student Conduct (the “Code”) outlines system-wide expectations for student behavior designed to provide the best possible learning environment. This Code does not restrict the authority of teachers, site-based teams, or principals to make individual school or class rules not inconsistent with the procedures outlined below.

Students are encouraged to make responsible choices regarding personal behavior and to seek the support, guidance, and intervention of school officials when needed. Mediation services are available to all students as a healthy and proactive process for guiding good decision making, resolving conflicts in a peaceful manner, and maintaining healthy relationships throughout the school environment.

Applicability

Students must comply with the Code in the following circumstances:

1. While in any school building or on any school premises before, during, or after school hours;
2. While on any bus or other vehicle as part of any school activity;
3. While waiting at any school bus stop;
4. During any school-sponsored activity or extracurricular activity;
5. When subject to the authority of school employees; and,

6. At any place or time when the student's behavior has or is reasonably expected to have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment.

Definitions

Alternative Education Services – Part- or full-time programs, wherever situated, providing direct or computer-based instruction that allows a student to progress in one or more core courses.

Board – Transylvania County Board of Education

Day(s)– School day(s) excluding teacher workdays, holidays, vacation days, and weekends.

Destructive Device – An explosive, incendiary, or poison gas bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one quarter ounce, mine, or other device similar to any of the devices listed.

Expulsion – The indefinite exclusion of a student from registering, enrolling, or attending any school under the operation of the Board for disciplinary purposes. This exclusion also includes riding in a school-owned or school-operated vehicle and prohibits the student from participating in school activities or entering any school property.

Firearm – Includes (1) a weapon, including a starter gun, which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; (2) the frame or receiver of any such weapon; and, (3) any firearm muffler or firearm silencer. The term “firearm” does not include an inoperable antique firearm, BB gun, stun gun, air rifle, or air pistol.

Long-Term Suspension – Exclusion from the school to which the student was assigned at the time of the disciplinary action and from participation in school activities or events for a period in excess of ten days but not to exceed the remainder of the school year, except that if the offense leading to the long-term suspension occurs in the final quarter of the school year, the exclusion may extend to the end of the first semester of the following school year.

Parent – Includes the natural parent, legal guardian, legal custodian, or other caregiver adult who is acting in the place of a parent and is entitled under state law to enroll the student in school.

Principal – Includes the Principal and the Principal's designee

School Personnel – Includes (1) any Board employee; (2) any person working on school grounds or at a school function under a contract or written agreement with the school system to provide educational or related services to students; and, (3) any person working on school grounds or at a school function for another agency providing educational or related services to students.

Short-Term Suspension – Exclusion from school and participation in school activities or events for up to ten days.

Superintendent – Includes the Superintendent and the Superintendent's designee

Interrogation and Searches of Students

As outlined in [Board Policy 4340](#), “School-Level Investigations,” and [Board Policy 4342](#), “Student searches,” students may be questioned and/or searched if it is necessary to maintain a safe and orderly school environment. The Board believes that students should be free from unreasonable search and seizure by school officials. School officials may search a student when a reasonable suspicion exists that the student has violated a school rule or broken a law.

Since student lockers are school property, they may be inspected at any time.

When law enforcement authorities have initiated the search, or are directly involved in the search, the search will be conducted under criminal law standards rather than under the provisions of this policy. The Board will not prohibit law enforcement agents from attempting to question students at school if any of the following conditions exist:

1. Parental consent;
2. A court order involving the student(s); or,
3. A warrant involving the student(s).

Any of these three stated conditions provide sufficient justification for law enforcement agents to escort students to other locations for questioning. Should a law enforcement agent present a court order or warrant for a student, reasonable efforts will be made to contact the parents if they have not been previously notified.

As outlined in [Board Policy 4302](#), “School Plan for Management of Student Behavior,” the Board prohibits corporal punishment, believing other consequences are more appropriate and effective for teaching self-control. No employee, student teacher, or volunteer may use corporal punishment with any student. The use of reasonable force as permitted by law, including force necessary to protect oneself or others, is not considered corporal punishment.

When, in the judgment of the school principal, a student’s behavior warrants an out-of-school suspension, the principal may impose a short-term suspension or, for more serious violations of the Code, may recommend a long-term suspension, a 365-day suspension, or expulsion. Suspensions of greater than ten days are reserved for serious misconduct that either threatens the safety of others within the school or threatens to substantially disrupt the educational environment.

In determining the appropriate consequence for a violation of this Code, principals shall consider all aggravating or mitigating circumstances they deem relevant. Examples of aggravating or mitigating circumstances that may be considered include, but are not limited to:

1. The student's age;
2. The student's intent;
3. The student's disciplinary history, including number of infractions and prior discipline for the same violation;
4. The student's academic history;
5. Whether the conduct caused a threat to safety;
6. Whether school property or personal property was damaged;
7. Whether the conduct caused a substantial disruption of the educational environment; and,
8. Whether a weapon was involved and whether any injury resulted.

Consequence and Behavioral Interventions

Transylvania County Schools believes that discipline should help students learn, grow, and succeed. Our goal is to provide safe and supportive schools where every student can focus on learning.

When students break school rules or board policies, school staff may use a variety of consequences and support. Most of the time, these happen while the student stays in an educational environment. Some examples include:

- Parent conferences or phone calls
- Time-out or isolation for short periods
- Behavior contracts or improvement plans
- Conflict resolution or anger management lessons
- Meetings with school counselors
- Academic help or tutoring
- In-school suspension (ISS)
- Detention before/after school or on Saturday
- Community service
- Loss of privileges
 - Examples: Graduation Ceremonies, extracurricular activities, field trips
- Suspension from the bus
- Placement in an alternative learning setting

As outlined in [Board Policy 4302](#), “School Plan for Management of Student Behavior,” the Board prohibits corporal punishment, believing other consequences are more appropriate and effective for teaching self-control. No employee, student teacher, or volunteer may use corporal punishment with any student. The use of reasonable force as permitted by law, including force necessary to protect oneself or others, is not considered corporal punishment.

If a student’s behavior is more serious, they may face:

- Short-term suspension (up to 10 days)
- Long-term suspension (more than 10 days)
- A 365-day suspension (required by law in certain situations)
- Expulsion (complete removal from school)

Principals always consider the student’s age, intent, past behavior, and other circumstances when deciding what consequence fits best. Our goal is always to teach better behavior—not just to punish.

Minor Violations

Minor violations usually result in in-school interventions instead of out-of-school suspension. However, if a student refuses to follow interventions, continues to break the rules, or if other serious circumstances are involved, the principal may assign a short-term suspension (fewer than 10 days).

These cases follow [Board Policy 4351](#): Short-Term Suspension.

Note: Minor violations cannot lead to long-term suspension.

Violation	Description	Consequence Range
Inappropriate Language	Cursing and the use of vulgar, profane, or obscene language is prohibited.	In-school disciplinary consequences or short-term suspension
Attendance	Students must attend school regularly. Being absent without an excuse, skipping class or school, arriving late, leaving without permission, or being in an unauthorized area is not allowed.	In-school disciplinary consequences or short-term suspension
Cheating	Giving or receiving unauthorized help or an unfair advantage on any academic work is considered cheating.	In-school disciplinary consequences or short-term suspension
Plagiarism	Copying someone else's language, ideas, or structure and claiming it as your own work. A grade of zero may be given along with disciplinary consequences.	In-school disciplinary consequences or short-term suspension
Falsification	Making any false statement, whether verbal or written.	In-school disciplinary consequences or short-term suspension
Compliance with Directions	Students must follow reasonable directions from principals, teachers, assistants, bus drivers, and other authorized school staff.	In-school disciplinary consequences or short-term suspension

Disrespect of Other Students	Mistreating fellow students or disrupting their ability to learn in a safe, peaceful environment is not permitted.	In-school disciplinary consequences or short-term suspension
Use of Tobacco	As outlined in Board Policy 4320 , “Tobacco Products-Students,” students are prohibited from using or possessing any tobacco product: (1) in any school building, on any school campus, and in or on any other school property owned or operated by the Board, including school vehicles; (2) at any school-related activity, including athletic events; or, (3) at any time when the student is under school supervision, including school trips. Tobacco products include anything made or derived from tobacco for human consumption, including vaping and smokeless products. No student may possess tobacco products, matches, or lighters. Exceptions may be made for supervised instructional use that does not involve consumption.	In-school disciplinary consequences or short-term suspension
Disruptive Behavior	Any action that interrupts teaching or school activities in an non orderly way is considered disruptive behavior.	In-school disciplinary consequences or short-term suspension
Cell Phone Usage	Cell phones should be off and put away during the instructional day from the start bell to the final instructional bell.	Cell phones confiscated. Parent/Guardians are alerted. Possible ISS/OSS placements.
Student Dress Code	Dress should support safety, hygiene, and a distraction-free environment. Clothing must align with school rules and may not promote illegal or offensive content. Policy is further outlined in Board Policy 4316-R .	In-school disciplinary consequences or short-term suspension

Students and parents/guardians have a right to determine their pattern of dress and grooming provided such patterns do not interfere with the orderly operation of the school or conflict with the educational mission of the school. Therefore, dress should be appropriate for the school's learning environment.

GRADE K-12 DRESS STANDARDS

Students in Transylvania County Schools shall dress in a manner that is appropriate and conducive to a safe learning environment. The following standards shall be appropriate student dress:

- A. Shoes shall be worn at all times in the school buildings and on the school campus.
- B. Headwear cannot fully cover the face.
- C. Shirts and blouses must cover the student's midriff.
- D. Clothing may not allow for exposed undergarments.
- E. No undergarments shall be visible.
- F. Clothing and accessory items that have printed statements or pictures that are plainly offensive, threatening, vulgar, lewd, obscene, or in conflict with the educational mission of the school shall not be permitted. Profanity on clothing shall not be permitted.
- G. Clothing, accessory items, and jewelry promoting activities illegal to minors, such as tobacco, alcohol, drugs, or lewd sexual messages, shall not be permitted.
- H. Clothing that discriminates against particular groups shall not be permitted.

Exceptions to this policy may be made by school administration on an individual basis for a *bona fide* religious, medical, or other appropriate reason.

The rules of this policy may be waived by the school administration for school-approved activities.

Anything not addressed by this policy shall be left to the discretion of the school administration.

The minimum expectation for the dress and grooming of employees, interns, student teachers, and volunteers is to meet or exceed the dress standards for students.

Grades K–8 Dress Code Offenses

- **1st Offense:**
 - Teacher asks the student to correct the dress.
 - Students may get clothing from the locker, office, or parent.
- **2nd Offense:**
 - Referred to the principal.
 - Same correction options as above.
 - Parents are notified by call or letter.
- **3rd+ Offenses:**
 - Students placed in ISS for one day.
 - Parent notified and conference required.

Grades 9–12 Dress Code Offenses

- **Initial Action:**
 - Teachers may address issues directly or refer students to the office.

<ul style="list-style-type: none"> ● 1st Office Referral: <ul style="list-style-type: none"> ○ Students receive warnings and must correct violations. ● 2nd & 3rd Office Referrals: <ul style="list-style-type: none"> ○ Students must correct their dress violation. ○ Receives unexcused absences for missed classes. ○ Parents contacted before the student leaves to change. ● 4th+ Referrals: <ul style="list-style-type: none"> ○ Students must correct their dress violation. ○ Disciplined according to high school “insubordination” policy.
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Major Violations

Major violations involve more serious misconduct. They may result in a short-term suspension (fewer than 10 days), but in some cases, a long-term suspension may be recommended if there are aggravating factors.

Short-term suspensions follow [Board Policy 4351](#).

Long-term suspensions (more than 10 days) follow [Board Policy 4353](#): Long-Term Suspension, 365-Day Suspension, and Expulsion.

Violation	Description	Consequence Range
Integrity	Engaging in or attempting cheating, plagiarism, falsification, or violating software copyright laws: a. Cheating – unauthorized assistance on academic work. b. Plagiarism – copying someone else’s work. c. Falsification – making untrue statements. d. Software violations – duplicating or using pirated software.	Short-term to possible long-term suspension. This could include a 0 on assignments, etc. <i>*Principal discretion</i>
Violation of Computer Access	Engaging in conduct prohibited by the Technology Responsible Use policy.	Short-term to possible long-term suspension
Disruptive Behavior	Physical or verbal actions that significantly interrupt teaching or the orderly conduct of school.	Short-term to possible long-term suspension
School Transportation Disturbance	Disturbing behavior on a school vehicle or at a bus stop that affects safety or order.	Short-term to possible long-term suspension
False Fire Alarm	Setting off or helping to set off a false alarm, or damaging any part of the fire safety system.	Short-term to possible long-term suspension
Property Damage	Intentionally damaging or attempting to damage school or personal property.	Short-term to possible long-term suspension
Theft	Stealing, trying to steal, or possessing stolen property.	Short-term to possible long-term suspension
Extortion	Trying to extort money, property, or services from others.	Short-term to possible long-term suspension
Indecent Exposure/Sexual Behavior	Engaging in inappropriate or sexual behavior, including overly affectionate acts.	Short-term to possible long-term suspension
Harassment/Bullying	Engaging in harassment or bullying as defined in the	Short-term to possible long-term suspension

	district's discrimination and bullying policy.	
Sexual Harassment	Engaging in unwelcome sexual conduct as defined in the bullying and discrimination policy.	Short-term to possible long-term suspension
Threat/False Threat	Making threats or false threats of harm that cause fear or disrupt school, even as a joke.	Short-term to possible long-term suspension
Physical Aggression/Fighting	Using physical force against others. Reasonable self-defense is allowed but must be reported.	Short-term to possible long-term suspension
Hazing	Subjecting others to harmful or embarrassing rituals for group membership, even with consent.	Short-term to possible long-term suspension
Search and Seizure	Refusing to comply with school policies related to lawful searches and seizures.	Short-term to possible long-term suspension
Computer Misuse	Violating the Technology Responsible Use policy, including sending offensive messages, using obscene language, harassing others, damaging systems, accessing unauthorized files, or using networks for commercial purposes.	Short-term to possible long-term suspension

Serious Violations

Serious violations are the most severe and may result in:

- Long-term suspension
- 365-day suspension
- Expulsion

A principal may still assign a short-term suspension if there are mitigating factors, but serious violations typically call for stronger action.

Examples include:

- Mandatory suspensions (365 days) for bringing firearms or explosives to school (required by NC law)
- Expulsion if the student is 14 or older and poses a clear threat to others' safety, or is a registered sex offender

All consequences follow [Board Policy 4353](#).

Violation	Description	Consequence Range
Assault on School Personnel	As outlined in Board Policy GBEEA-R, 'Staff Protection,' any verbal or physical assault or battery on an employee during their work duties—on or off school property—will be	Long-term suspension, 365-day suspension, or expulsion

	prosecuted. Students who assault school staff face a minimum 10-day suspension. Assaulting a bus driver results in at least 180 days suspension from the bus and 10 days from school. Long-term suspension may be recommended. Students who assault a teacher may not return to that teacher's classroom without their consent.	
Assault on Another Student	Students may not cause or attempt to cause serious physical injury to another student.	Long-term suspension, 365-day suspension, or expulsion
Coercion or Extortion	Using force, violence, or threats to obtain money, property, or personal services from another student is prohibited.	Long-term suspension, 365-day suspension, or expulsion
Weapons/Bomb Threats/Terrorist Threats	As stated in Board Policy 4333 , the presence of weapons, bomb threats, or terrorist threats is strictly forbidden. Refer to Level IV for violations involving firearms or destructive devices.	Long-term suspension, 365-day suspension, or expulsion

Violation	Description	Consequence Range
Weapons and Weapon-Like Items	Students are prohibited from possessing, handling, using, or transmitting weapons, including but not limited to: firearms, explosives, knives, BB guns, stun guns, razors, fireworks, and pepper spray. Objects that look like weapons or can be used as weapons are also banned. Students must report any known or suspected weapon possession immediately.	Long-term suspension, 365-day suspension, or expulsion
	<ul style="list-style-type: none"> a. loaded and unloaded firearms, including guns, pistols, and rifles; b. destructive devices, as described in subsection B.2 of this policy, including explosives, such as dynamite cartridges, bombs, grenades, and mines; c. knives, including pocket knives, bowie knives, switchblades, dirks, and daggers; d. slingshots and slingshots; e. leaded canes; f. blackjacks; g. metal knuckles; h. BB guns; i. air rifles and air pistols; j. stun guns and other electric shock weapons, such as tasers; 	

	<ul style="list-style-type: none"> k. icepicks; l. razors and razor blades (except those designed and used solely for personal shaving); m. fireworks; n. gunpowder, ammunition, or bullets; o. any sharp pointed or edged instruments except unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance; and p. mace, pepper spray, and other personal defense sprays. <p>Examples of other objects that may be considered weapons are box cutters and other types of utility blades and blowguns.</p> <p>No student may knowingly or willfully cause, encourage, or aid another student to possess, handle, or use any of the weapons or weapon-like items listed above. A student who finds a weapon or weapon-like item, who witnesses another student or other person with such an item, or who becomes aware that another student or other person intends to possess, handle, or use such an item must notify a teacher or the principal immediately.</p> <p>This section does not apply to board-approved and -authorized activities for which the board has adopted appropriate safeguards to protect student safety.</p>	
Bomb Threats	Students must not make or help others make a false report of an explosive device on school property. Students aware of such intent must report it to a teacher or principal immediately.	Long-term suspension, 365-day suspension, or expulsion
	No student may knowingly or willfully cause, encourage, or aid another student to make a terrorist threat or perpetrate a terrorist hoax. Any student who becomes aware that another student or other person intends to use a device, substance, or material designed to cause harmful or life-threatening illness or injury to another person, make a terrorist threat, or perpetrate a terrorist hoax must notify a teacher or the principal immediately.	
Terrorist Threats	Making or helping to make a false report about dangerous materials intended to cause serious injury or death is prohibited. Students must report threats or hoaxes immediately.	Long-term suspension, 365-day suspension, or expulsion
	No student may knowingly or willfully cause, encourage, or aid another student to make a terrorist threat or perpetrate a terrorist hoax. Any student who becomes aware that another student or other person intends to use a device, substance, or material designed to cause harmful or life-threatening illness or injury to another person, make a terrorist threat, or perpetrate a terrorist hoax must notify a teacher or the principal immediately.	
Clear Threats to Safety	Students are prohibited from engaging in behavior that constitutes a clear threat to the safety of other students or employees. Behavior	Long-term suspension, 365-day suspension, or expulsion

	constituting a clear threat to the safety of others includes, but is not limited to:	
	<ul style="list-style-type: none"> a. theft or attempted theft by a student from another person by using or threatening to use a weapon; b. the intentional and malicious burning of any structure or personal property, including any vehicle; c. an attack or threatened attack by a student against another person wherein the student uses a weapon or displays a weapon in a manner found threatening to that person; d. an attack by a student on any employee, adult volunteer, or other student that does not result in serious injury but that is intended to cause or reasonably could cause serious injury; e. an attack by a student on another person whereby the victim suffers obvious severe or aggravated bodily injury, such as broken bones, loss of teeth, possible internal injuries, laceration requiring stitches, loss of consciousness, or significant bruising or pain; or whereby the victim requires hospitalization or treatment in a hospital emergency room as a result of the attack; f. any intentional, highly reckless, or negligent act that results in the death of another person; g. confining, restraining, or removing another person from one place to another, without the victim's consent or the consent of the victim's parent, for the purpose of committing a felony or for the purpose of holding the victim as a hostage, for ransom, or for use as a shield; h. the possession of a weapon on any school property, including in a vehicle, with the intent to use or transmit for another's use or possession in a reckless manner so that harm is reasonably foreseeable; i. taking or attempting to take anything of value from the care, custody, or control of another person or persons, by force, threat of force, or violence, or by putting the victim in fear; j. any unauthorized and unwanted intentional touching, or attempt to touch, by one person of the sex organ of another, including the breasts of the female and the genital areas of the male and female; k. the possession, manufacture, sale, or delivery, or any attempted sale or delivery, of a controlled substance in violation of Chapter 90 of the North Carolina General Statutes; l. any behavior resulting in a felony conviction on a weapons, drug, assault, or other charge that implicates the safety of other persons; and m. any other behavior that demonstrates a clear threat to the safety of others in the school environment. 	

Drugs and Alcohol	As outlined in Board Policy 4325 , “Drugs and Alcohol,” unauthorized or illegal drugs and alcohol are a threat to safe and orderly schools and will not be tolerated. The superintendent is responsible for ensuring that this policy is consistently applied throughout the school system. Students are prohibited from possessing, using, transmitting, selling or being under the influence of any of the following substances:	Long-term suspension, 365-day suspension, or expulsion
	<ol style="list-style-type: none"> 1. Narcotic drugs; 2. Hallucinogenic drugs; 3. Amphetamines; 4. Barbiturates; 5. Marijuana or any other controlled substance; 6. Synthetic stimulants, such as MDPV and mephedrone (e.g., “bath salts”), and synthetic cannabinoids (e.g., “Spice,” “K2”); 7. Any other controlled substance; 8. Any alcoholic beverage, malt beverage, fortified or unfortified wine, or other intoxicating liquor; or, 9. Any chemicals, substances, or products procured or used with the intention of bringing about a state of exhilaration or euphoria or of otherwise altering the student’s mood or behavior; or 10. any substance causing impairment including any substance containing cannabidiol (CBD) or tetrahydrocannabinol (THC), regardless of whether it constitutes a controlled substance under state or federal law. 	
<p>Students also are prohibited from possessing, using, selling, delivering, or manufacturing counterfeit (fake) drugs.</p> <ul style="list-style-type: none"> ● Students are prohibited from possessing, using, selling, delivering, or manufacturing drug paraphernalia, including but not limited to: ● rolling papers, ● roach clips, ● lighters, ● matches, ● vaping devices, ● vape liquid containers, ● pipes, ● syringes, and other delivery devices for prohibited substances. <p>Students are prohibited from possessing, using, selling, delivering, or sharing prescription or over-the-counter drugs, except in accordance with policy 6125, Administering Medicines to Students.</p> <ul style="list-style-type: none"> ● A student who possesses or uses a prescription or over-the-counter drug in accordance with policy 6125 does not violate this policy. A student is not in violation of this policy for being 		

<p>under the influence of a prohibited substance following its proper use as a medication lawfully prescribed for the student by a licensed health care practitioner.</p> <p>Students may not participate in any way in the selling or delivering of prohibited substances, regardless of whether the sale or delivery ultimately occurs on school property.</p> <p>The principal may authorize lawful uses of substances that are otherwise prohibited by this policy for legitimate curriculum-related purposes, such as the use of matches or lighters in approved chemistry or other school projects.</p> <p>As required by Policy 4335, “Criminal Behavior,” the principal must report to the appropriate law enforcement agency any student who has used or possessed prohibited substances in violation of this policy.</p>		
Gangs and Gang Activities	<p>Gang-related activity is strictly prohibited in schools. This includes any behavior done on behalf of or due to membership in a gang, or any action meant to promote or show gang presence. Prohibited behaviors include:</p>	Long-term suspension, 365-day suspension, or expulsion
	<ol style="list-style-type: none"> 1. Wearing or displaying gang-related items (clothing, jewelry, symbols, signs). 2. Using verbal or nonverbal communication (gestures, handshakes, drawings) to show gang affiliation. 3. Defacing school or personal property with gang-related symbols or slogans. 4. Demanding protection payments or using threats related to gang activity. 5. Encouraging or participating in gang-related violence or intimidation. 6. Recruiting or soliciting others to join a gang. 7. Committing any illegal act or violating school policies as part of gang activity. 	
License Revocation for Serious Infractions	<p>Students suspended for more than 10 days or placed in an alternative program for serious offenses (e.g., weapons, drugs, or assault) will lose eligibility for a driver’s license for one year.</p>	Long-term suspension, 365-day suspension, or expulsion

Extreme Violations

An expulsion is the indefinite exclusion of a student from school enrollment for disciplinary purposes. Upon the recommendation of the superintendent, the Board may expel a student who is fourteen (14) years of age or older if the student’s continued presence in school constitutes a clear threat to the safety of other students or employees. Additionally, a student who is subject to [Policy 4260](#), “Student Sex Offenders,” may be expelled if the student’s continued presence in school constitutes a clear threat to the safety of other students or employees. During the expulsion, the student is not entitled to be present on educational property and is not considered a student of the

school system. Please refer to [Board Policy 4353](#), “Long-Term Suspension, 365-Day Suspension, and Expulsion,” for additional information.

Violation	Description	Consequence Range
Firearms and Destructive Devices	Students who bring or possess firearms or destructive devices on school property or at school events will be suspended for 365 days, as required by State law. This rule may be modified by the superintendent in writing on a case-by-case basis if the student received the weapon at school, immediately reported it, and had no harmful intent. Firearms includes but is not limited to guns, starter guns, and silencers (not BB guns or antique firearms). Destructive devices include but is not limited to bombs, grenades, rockets, missiles, and poison gas weapons.	Mandatory 365-day suspension (unless modified by superintendent)

At the beginning of each academic year, School Districts are required, pursuant to federal and state laws and regulations, to provide students and their parents with certain annual notices. The [annual public notice](#) document that includes all the required notices for all students in grades Pre-K-12 is available on the Transylvania County Schools website at www.tcsnc.org or you may request a printed copy of the document by contacting the school.

[Transylvania County Schools Academic Testing Information for 2025-2026](#)

All Board policies referenced in this Code are available online at www.tcsnc.org. Individuals without Internet access may obtain hard copies of these policies in the main office of each school in the district and at the Morris Education Center, located at 225 Rosenwald Lane in Brevard, NC.

