

# Northern High School

4622 North Roxboro Rd  
Durham, NC 27704  
(919) 560-3956

Website: [www.northern.dpsnc.net](http://www.northern.dpsnc.net)

Twitter:

Instagram: @uknightednews

Facebook: @northernhighschool

## 2025-2026 Parent/Student Handbook



**Emmet Alexander**, Principal  
**Luis Rosa**, Assistant Principal  
**Neill Ferguson**, Assistant Principal  
**Antoine Hargrove**, Assistant Principal  
**Anita Christian**, Assistant Principal

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# About Us

## Welcome

Dear Students,

Welcome back to Northern High School. In this student handbook for NHS, we are consolidating a great deal of subject matter; as such, it is chock-full of information. Our goal in sharing this handbook is to inform you of practices, procedures, and policies that guide the day-to-day operations of our school. Additionally, a great deal of this information is provided to fulfill the requirements of federal and state laws.

If you have questions about anything contained within the handbook, please don't hesitate to contact the school secretary or any building administrator.

I look forward to continuing the impressive growth we experienced last year. This year in addition to our outstanding academic performances, we are focusing on building a school culture and climate that is a place where everyone feels safe and welcomed. We want you to be "ALL N" on keeping us "UKnighted".

Sincerely,

Emmet Alexander, Principal

## Mission and Vision

The Northern High School Family is UKnighted in empowering its teachers, parents and students in providing a learning environment that develops 21st century learners who maximize their potential through rigor, collaboration, and celebration of diversity.

At Northern High School, home of the KNIGHTS, we are passionate, dedicated, and UKnighted in helping all students:

Acquire **K**nowledge  
Make **N**o Excuses  
Possess **I**ntegrity  
**G**raduate On-Time  
Meet **H**igh Expectations  
Be A **T**eam Player  
Achieve **S**uccess In All Areas.

## Contacts at Northern High School

**919-560-3956**

Key Responsibility	Name	Phone Extension	Email
Principal	Emmet Alexander	56157	<a href="mailto:emmet_alexander@dpsnc.net">emmet_alexander@dpsnc.net</a>
Assistant Principal	Antione Hargrove	56366	<a href="mailto:antione_hargrove@dpsnc.net">antione_hargrove@dpsnc.net</a>
Assistant Principal	Luis Rosa	56158	<a href="mailto:luis_rosa@dpsnc.net">luis_rosa@dpsnc.net</a>
Assistant Principal	Neill Ferguson	56165	<a href="mailto:neill_ferguson@dpsnc.net">neill_ferguson@dpsnc.net</a>
Credit Recovery		56423	
Office Staff	Ruth Rivera	56155	
Media Center	Ernest Peters, Caroline Vaverek	56807	<a href="mailto:ernest_peters@dpsnc.net">ernest_peters@dpsnc.net</a>
Student Services Secretary	Nicole Maldonado	56171	
Records/Transcripts Clerk	Teresa Flonnory	56152	
Social Worker	Allison Calek	56354	
Treasurer	Daniela Roggio	56151	<a href="mailto:Daniela.Roggio@dpsnc.net">Daniela.Roggio@dpsnc.net</a>
Data Manager	Claudia Maldonado	56161	
Athletic Director	James Licklitter	56500	

## School Information

Opened in 1955, Northern High School is a comprehensive 9-12 high school located about 8 miles north of downtown Durham, NC off of US-501. The community served by Northern High School extends as far south as Morning Glory Avenue in downtown and includes nearly all of the area to the northern border of Durham County, including the unincorporated towns of Bahama and Rougemont. Northern's broad school district allows for the inclusion of students in both urban and rural areas, contributing to a diverse population of the school's approximately 1300 students.

Northern offers a broad portfolio of classes to appeal to students of varied interests. In addition to the standard core academic classes, electives of each subject area are offered including Marine Biology, Forensics, Creative Writing, Discrete Math, and Advanced Functions and Modeling. Honors and AP classes are offered to students as well, including AP Biology, AP Earth and Environmental Science, AP Calculus AB, AP Calculus BC, AP U.S. Government, AP Psychology, AP Spanish, AP English Language and Composition, and AP Literature and Composition.

Classes beyond the traditional classroom provide opportunities to learn skills and trades. One of the major focal points of the Career and Technical Education program at Northern is the school's culinary program. Students are provided the opportunity to learn basic food safety and cold food production in Intro to Culinary Arts. In Culinary Arts I, students work in a full service kitchen and practice hot food production. Culinary Arts II involves more advanced cooking techniques, involves working catered events throughout the school district, and the opportunity to receive ServSafe Certification. Additional offerings of the Career and Technical Education program include Auto Mechanics, Sports Marketing, Agriscience, Animal Science, Fashion Merchandising, Parenting and Child Development, Career Management, Multimedia and Webpage Design, Marketing, and Personal Finance.

The arts are also well represented at Northern. Productions are held throughout the year that are sponsored by the school's Choral Music, Band, Orchestra, Visual Arts, Dance, and Theatre Arts classes, allowing students the opportunity to showcase the talent they have fostered throughout their time in their respective courses.

Other programs unique to Northern are an Air Force JROTC and a physical education elective called Outdoor Education, providing students with outdoor skills and opportunities beyond the classroom to explore various state parks and participate in such activities as kayaking and backpacking.

## Bell Schedules

Time	Activity
9:09	First Bell
9:14	Warning Bell
9:15	Bell to begin 1 <sup>st</sup> period
9:15 – 10:30	1 <sup>st</sup> Period (75 Minutes)
10:30	Bell to end 1 <sup>st</sup> period
10:35	Warning Bell
10:36	Bell to begin 2 <sup>nd</sup> period
10:36 – 11:51	2 <sup>nd</sup> Period (75 Minutes)

11:51	Bell to end 2 <sup>nd</sup> period
11:56	Warning Bell
11:57	Bell to begin 1 <sup>st</sup> Lunch and 3 <sup>rd</sup> period for 2 <sup>nd</sup> and 3 <sup>rd</sup> floors
11:57 – 1:12	3 <sup>rd</sup> period for 2 <sup>nd</sup> and 3 <sup>rd</sup> floors
11:57 – 12:37	1 <sup>st</sup> lunch (40 minutes)
12:37	Bell to end 1 <sup>st</sup> lunch
12:42	Warning Bell
12:43	3 <sup>rd</sup> period begins for 1 <sup>st</sup> floor
12:37 – 1:52	3 <sup>rd</sup> period for 1 <sup>st</sup> floor
1:12	Bell to end 3 <sup>rd</sup> period for 2 <sup>nd</sup> and 3 <sup>rd</sup> floors
1:18	Bell to begin 2 <sup>nd</sup> lunch (35 minutes)
1:18 – 1:58	2 <sup>nd</sup> lunch (40 minutes)
1:58	Bell to end 2 <sup>nd</sup> lunch and 3 <sup>rd</sup> period
2:03	Warning Bell
2:04	Bell to begin Charge Up (Charge Time, Medieval Time, Knight's Time!, Suggestions...)
2:04 - 2:54	Clubs and Intervention time (50 minutes)
2:54	Bell to end Charge Up!
2:59	Warning bell
3:00	Bell to begin 4 <sup>th</sup> period
3:00 – 4:15	4 <sup>th</sup> Period (75 minutes)
4:15	Bell to end school
4:20	Bell and announcement for students to be where they should be...

## Calendars

 [2024-25 Traditional Calendar | Calendario tradicional 2024-2025 4.25.24.pdf](#)

## Student Organizations

The following student clubs are offered at Northern high School for all students to encourage a well-rounded school experience.

<u>Performing and Visual Arts Clubs</u>	<u>Publications</u>	<u>Academic and Language Clubs</u>	<u>Service Clubs and Other Activities</u>	<u>Service Clubs and Other Activities</u>
<b>Art Club</b> <i>Advisor: Aislin Massia and Myra Stotesbury</i>  <b>Band</b> <i>Advisor:</i>  <b>Flag Team</b> <i>Advisor:</i>  <b>ROTC Color Guard</b> <i>Advisors: Mst. Sgt. Wilson</i>	<b>Polaris (Yearbook)</b> <i>Advisor: Lauren Casteen</i>  <b>(School Newspaper)</b> <i>Advisor:</i>	<b>DECA (Distributive Education Clubs of America)</b> <i>Advisor: Tyreisha Jeffery</i>  <b>FBLA (Future Business Leaders of America)</b> <i>Advisor: TBD</i>  <b>Envirothon Club</b> <i>Advisor: Rachel Owens</i>  <b>Spanish Club</b> <i>Advisor:</i>  <b>French Club</b> <i>Advisor:</i>	<b>FCA (Fellowship of Christian Athletes)</b> <i>Advisor:</i>  <b>FCCLA (Family Community Leaders of America)</b> <i>Advisor:</i>  <b>Gay/Straight Alliance</b> <i>Advisor:</i>  <b>Key Club</b> <i>Advisor:</i>	<b>National Honor Society</b> <i>Advisors:</i>  <b>Student Council</b> <i>Advisor:</i>  <b>FFA (Future Farmers of America)</b> <i>Advisor:</i>

## Athletics

<u>Sport</u>	<u>Coach</u>	<u>Phone Extension</u>	<u>Email</u>	<u>Season</u>
Cheerleading (Football)				Fall
Cross Country		56726		Fall
Football		56435		Fall
Soccer (Men's)				Fall
Tennis (Women's)		56206		Fall
Volleyball	Steven Barnes		steven_barnes@dpsnc.net	Fall
Baseball				Spring
Golf				Spring
Lacrosse				Spring
Track & Field (Men's)		56433		Spring
Track & Field (Women's)	Michael Ferguson		michael.ferguson-jr@dpsnc.net	Spring
Soccer (Women's)				Spring
Softball		56208		Spring
Tennis (Men's)		56206		Spring
Cheerleading (Basketball)				Winter

Basketball (Men's)				Winter
Basketball (Women's)				Winter
Indoor Track		56433		Winter
Swimming		56178		Winter
Wrestling				Winter

## Athletic Director:

### Participation in Activities

Any absent or suspended (ISS or OSS) student cannot participate in school activities. Tardies and absences will have an impact on a student's ability to participate in practices, games, and off-season workouts.

### Athletic Eligibility

To represent your high school on athletic teams, the NC High School Athletic Association requires:

- Students must attend school to which the local Board of Education assigns you. Residence is deemed to be that of the parents/legal guardians.
- Must have been in attendance for at least 85% of the previous semester at an approved school; students may not miss more than 13 days of the previous semester – including excused absences, unexcused absences and suspensions.
- Must not have exceeded eight consecutive semesters of attendance or have participated more than four seasons in any sport since first entering grade 9.
- Must be under 19 years old on August 31, 2024
- Must have passed a minimum of three (out of four) courses and met local promotion standards the previous semester.
- Must have received a medical examination by a licensed physician within the previous 365 days; and if you miss five or more days of practice due to illness or injury, you must undergo another medical examination before practicing or playing.
- Must not accept prizes, merchandise, money, or anything that can be exchanged for money as a result of athletic participation.

### Title IX Discrimination

No person, on the basis of race, sex, color, national origin, or handicapping condition, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, extracurricular as well as curricular. If any employee, student, parent, or community member believes such exclusion, denial or subjection has occurred, he/she should contact the Durham Public Schools Board of Education at P.O. Box 3823, Durham, NC 27702.

Title IX – **Students**

Karin Beckett 511 Cleveland St., Durham, NC 27702

919-560-2000

[Karin\\_Beckett@dpsnc.net](mailto:Karin_Beckett@dpsnc.net)

Or, Contact: Director, Office of Civil Rights, Washington, D.C. 20202.

### Visitors

- Visitors to the school are not permitted except on official school business. All visitors must report immediately to the Administrative Office. All approved visitors must log their name in the computer, present a valid I.D., and wear a visitor's pass while in the building.
- Visitors are not allowed to visit teacher classrooms during the regular school day unless there is a pre-scheduled conference that has been approved during the teacher's planning period. If this is the case, the teacher will be contacted upon arrival of the visitor to verify that a meeting is scheduled. Teachers will come to the office to escort the visitor to the meeting.
- Visitor badges are required and must be worn at all times. Students cannot bring friends or relatives to visit or attend classes with them. Former Northern students cannot visit teachers/friends during the school day.

- Staff members must alert the Administrative Office immediately if unauthorized persons are in the school. Security officers will escort any person refusing to follow this policy from the school grounds.

## Leaving and Returning to Campus

Students leaving campus for any reason must present a note to the front office before 9:00 am from the parent/guardian; and reason for early departure. Each note will be verified. If the office is unable to confirm the student will not be permitted to leave campus. Students must check out through the main office and get a pass. Leaving without checking out is subject to disciplinary action, including revocation of parking privileges and/or suspension. Students returning to school must also check in at the office. Only students with a lunch pass are allowed to leave campus for lunch.

## Arrange a Student/Teacher/Parent Conference

You and/or your parents may arrange a conference with your teachers individually or by contacting your school counselor to coordinate a meeting. Most conferences take place before or after school.

## Parent-Teacher Communication

Parents and students are encouraged to call or email teachers when questions and/or concerns arise. Teacher extensions may be obtained by calling the Front Office. Email addresses can be obtained by viewing the school's website at [www.dpsnc.net/Domain/56](http://www.dpsnc.net/Domain/56)

## Protection of Instructional Day

Northern High School considers the academic instruction of our students to be our top priority. Therefore, we have instituted the following guidelines to maintain the instructional integrity of our school day.

- **Medical Appointments:** Please make all medical and dental appointments before or after school when at all possible.
- **Telephone Messages:** We request that family matters be handled at home whenever possible, eliminating the need to call students at school. If an emergency arises and you need to communicate with your student, please refrain from calling them on their cell phone during class time (see schedule below). You may call the front office and a receptionist will call the student out of class.
- **Teacher Conferences:** Teachers are available by appointment only. Please call Student Services in advance to make an appointment with a teacher before coming to school. Teachers are not available for conferences during class times.
- **Late Check-in/Early Check out:** In order to maximize the time students have in class, please limit the number of late check-ins to school and/or early check-outs from school. A student needing to check out of school early during the day MUST bring a signed note by the parent with parent contact information on the day they will sign out. This note should be given to the main office before school starts. Please do not ask to release your son/daughter early without a written note unless you are coming into the school to sign them out yourself. A student leaving for a school-sponsored activity is responsible for notifying his/her teacher(s). Should a student become ill while at school, the parent will be called to take the student home or secure permission for the student to leave campus.

# General Information

## After/Before School

Students who are not involved in a school-sponsored activity – tutoring with a teacher, test make-ups, athletics, clubs, and fine arts – should arrive no earlier than thirty minutes before the start of school and should exit the campus within fifteen minutes of the dismissal time. Students participating in a school-sponsored activity outside of regular school hours should remain under the direct supervision of their teacher/coach/club sponsor and not be unaccompanied on campus. Students found on campus outside of regular school hours without supervision may be subject to disciplinary and/or legal action.

## Balloons/Flowers/Gifts

The school does not accept the delivery of balloons, flowers, or gifts for students. Students bringing balloons or flowers into the building may be asked to leave them at the front office until the end of the school day.

## **Driver's Education**

Please refer to the district's website at [www.dpsnc.net/domain/98](http://www.dpsnc.net/domain/98) regarding upcoming driver's education programming.

## **Fees**

Students are responsible for all books, materials, software, hardware, calculators, sports equipment, and other materials issued to them by the school. Failure to keep these materials and return them to the school in the condition similar to which they were issued will cause the student to be financially responsible for these items.

## **Field Trips**

Field trips are considered part of the school day in which school policies and procedures apply. Students opting not to participate in field trips will follow their assigned academic schedule. Students who are suspended after field trip payments have been made to the school may not receive refunds if tickets for the event have been purchased. Students who arrive late for trips may not receive refunds. Other requests for refunds will be determined by the principal.

## **Food and Drink on Campus**

Students may eat food and drink only in the cafeteria and courtyard. Those found with food or drink in the halls will be asked to put the items away or dispose of them. Students are not allowed to order food/drinks per. Doordash, Uber eats, Grubhub etc., during the school day.

## **Hall Passes**

Students should remain in their classrooms the first and last fifteen minutes of the class period. When students do leave class, they should have a hall pass issued from their teacher. Students found in the hall or off-limit areas without a pass are subject to disciplinary action. Students are not permitted to be in the parking lots at any time during the school day.

## **Internet Guidelines**

Durham Public Schools Board of Education Policy 3040 addresses appropriate use and guidelines for internet and e-mail use by students at school. The internet should be used for education instruction. Students are responsible for exhibiting high standards of behavior in using the internet and e-mail. Inappropriate use or abuse will result in suspension of privileges and/or disciplinary action.

## **Lost and Found**

Property found in and around the school will be turned in at the Main Office where the owners may claim their property by identifying it. Students should not leave their personal belongings unattended. The school is not responsible for any property lost on the school campus.

## **Open Lunch**

Northern High School operates on a closed campus in grades 9, 10, and 11. Students are not permitted to leave the school grounds to eat lunch, even with parental permission. Students that are classified as a 12th grader, have no outstanding debts, and have a GPA higher than 2.5 may purchase an open lunch pass allowing them to leave campus for lunch. The cost of the pass is \$20 and may be purchased at the front office. These students are subject to the regulations outlined in the open lunch contract. Any violation of these regulations may contribute to students losing their parking pass and/or open lunch pass without a refund.

## **Posters and Displays**

Posting signs around the campus is an appropriate way to let students know what is happening around the school. Signs need to be approved in advance by an administrator. Signs must also be taken down the day after the event by the club or group. Only school-related activities may be promoted.

## Restricted Items

Skateboards, roller skates, rollerblades, tennis shoes with wheels are not allowed on campus for any reason. Students who bring these items will have them confiscated by an administrator and released when a parent may pick up the item.

## School Phones

Should a student need to use a phone to make a call at school, they should report to student services before or after school or during lunch. If they need to use the phone during class, they will need to have a pass from a teacher.

## School Supplies

Students should be prepared for class with notebooks, pencils, and any other required material. If you need assistance with school supplies, please contact your counselor or the social worker.

## Student Parking

Parking passes may be sold to any student who possesses a valid North Carolina Driver's license. The cost of registration is \$75 and a hang tag will be issued to each student for his/her car. Students must have their hang tag visible at all times while parked in the student parking lot and may not sell, transfer, or purchase hang tags from other students. Students may be disciplined for any illegal use of parking hang tags.

Students are only allowed to park in the student parking lot. Underclassmen may park in any parking spot available in the larger student lot closest to Eno Valley Elementary School, but only seniors may park in the senior parking lot closest to school campus. Seniors must park in the designated space with their assigned tag number. Unauthorized parking anywhere on campus or areas surrounding campus (activity bus lot, Korean Church) will result in a wheel lock being placed on the vehicle. Removal of the wheel lock is \$30.00. Repeated offenses of parking out of the area may result in a student's vehicle being towed at the owner's expenses.

# Policies and Procedures

## Cafeteria

Applications for free or reduced lunches will be made available in Student Services. New students should see their counselor in the Guidance Office for an application or their NSTEP teacher during the first 10 days of school. Students will eat all lunches in the cafeteria, the courtyard area between West and Vocational Halls, and the commons area outside the cafeteria closest to Harrison.. Students will not be permitted to go to restricted areas of the campus without permission from a teacher or guidance counselor and a Northern Lunch Pass. Students with off-campus lunch passes are prohibited from bringing outside food into the school building. Students are also prohibited from bringing purchased food back onto campus for other students. All off-campus food must be consumed prior to returning to campus.

2024-2025 Meal Prices			
	Reduced	Paid	Adult
Breakfast	FREE	FREE	\$2.00
Lunch	FREE	FREE	\$3.75

## Change of Address

Students who move from one address to another must present an updated lease or mortgage agreement to Student Services. Transportation for a student at a new address may take 3-5 days to be arranged.

## District Student Code of Conduct

Northern High School follows the Durham Public Schools Code of Conduct and assigns actions to students in violation of this policy accordingly. The Student Code of Conduct is outlined in the Durham Public Schools Student/Family

Handbook, 2024-2025. A copy of this handbook is provided within the first 10 days of school, this information may also be found online.

## Emergency Procedures

In the event an announcement is made the school needs to initiate emergency procedures, students should remain quiet and follow staff instructions. Every time such an announcement is made, treat the situation as if there is an actual emergency and not a drill. Specific procedures for different events outlined below.

### Fire Drills

When the fire alarm sounds, students should follow teacher directions and exit the building to the classroom's assigned evacuation area. Fire exit maps are found by each classroom door indicating the exit route. When out of the building and in the assigned evacuation area, students should remain in the area with their teacher as they take attendance.

### Lockdown Drills

When a lockdown is announced, assume there is a potential safety threat within the building. Follow teacher instructions and move into the directed area of the classroom furthest from view of the classroom door. Keep low to the ground and out of sight as best as possible and remain quiet. If you are in the hall when a lockdown is announced, move into the nearest classroom with a teacher.

### Tornado Drills

If a tornado drill is announced, a tornado warning has been issued in the area around the school. Students should follow teacher instructions and move into the designated area of the building, taking position on their knees and bent over with their hands over their head.

## Medication

For distribution of medication during school hours, please see the Nurse, or in Student Services.

## Security Checks

The administration of Northern High School will perform random security checks in conjunction with the Durham County Sheriff's Office.

## Student Fundraising

Students are not allowed to fundraise for personal profit or outside agency profit at Northern High School. Items being sold will be confiscated.

## Student Illness

Students who come down to the main office to call home because of illness must sit in the lobby or the nurse's office while waiting to be picked up. The school nurse and staff cannot provide students with any sort of medication, but can administer first aid if necessary. If the parent/guardian is unavailable to pick up the student, the parent/guardian can give permission via phone to an administrator for a different person to pick the child up. Upon arrival, the approved person will need to present a valid I.D., and an administrator will note the time/date of conversation with the parent/guardian who gave permission for the sick student to leave.

## Transportation

School bus transportation is a privilege and a service to assist students in getting to and from school. Students may only ride their assigned bus. If they need to ride another bus, they must give a signed note from a parent or guardian to the administrator in charge prior to lunch. The note must state the reason and location of where the student is to be transported along with a contact phone number.

When riding on the bus, students are expected to obey the same rules & regulations that apply while at school. Additional regulations also apply, including:

- Students will be assigned to ride a particular bus.
- Students may be assigned a particular seat.

- Students must remain seated at all times while the bus is moving.
- Students will exit the bus only by the front door.
- Students will not have any part of their body out of the window.
- Students will not play with or open the rear door of the bus.
- Students will not throw anything within or from the bus.
- Students must get on/off the bus at their designated bus stop. Written requests for changes must be approved by an assistant principal or principal.
- Students will not carry sharp objects on the bus that might cut or puncture skin or seats.

# Student Resources

## Student Services

The Northern High School Counseling team is located behind the main office. The Student Services main number is 56171. Our counseling team is licensed and equipped to assist students with any of the following concerns:

- Academic guidance or scholastic difficulties and study skills
- Personal/social/emotional relationships at home or school
- Educational and College/Career planning
- Scholarship and Financial Aid resources
- Test preparation and interpretation

To arrange a conference with a counselor, students or parents should make appointments in advance within Student Services at extension 56171. Counselors are also available before and after school and during lunch. The Student Services team consists of:

Counselor	Caseload		Counselor	Caseload
Charlene North, ext. 56177	Last Names (A-Fi)		Allison Calek ext. 56211	Social Worker
Joseph Nix, ext. 56173	Last Names (Fl-Ma)		Amy Myers ext. 56166	CTE Internships & Coursework
Ashanti Shepherd, ext. 56175	Last Names (Mb-Q)		Teresa Flonnory ext. 56171	Student Records & Transcripts
Bryanna Williams, ext. 56178	Last Names (Q-Z)		Claudia Maldonado ext. 56161	Data Manager

## Social Worker

Our school Social Worker helps to assess student needs and issues, coordinate services for families and students, deals with attendance issues, network community agencies and provide outreach to parents. She assists students who have problems with abuse and neglect, economic deprivation, family violence, inadequate health care, substance abuse and other issues.

## Media Center

The Northern Media Center provides resources to support the academic program of the school and to enhance the personal development of students. Durham Public Schools provides free Internet access and e-mail accounts for its students. The application for these two services is available in the Media Center. The Media Center opens at 8:30 a.m. and closes at 4:30 p.m. The Media Center is also open during lunch only for students with a pass from a teacher.

# Academic Information

## Credits for Graduation

CONTENT AREA	FUTURE-READY CORE Course of Study Requirements	FUTURE-READY OCCUPATIONAL Course of Study Requirements
English	<b>4 Credits</b> I, II, III, IV or a designated combination of 4 courses	<b>4 Credits</b> English I*, II*, III*, IV*
Mathematics	<b>4 Credits</b> Math I, II, III 4th Math Course to be aligned with the student's post high school plans <i>A student, in some circumstances, may have an alternative math course sequence as outlined under State Board of Education policy or due to the transition in standards. Please see your school counselor for more details.</i>	<b>3 Credits</b> Introduction to Mathematics Math I* Financial Management
Science	<b>3 Credits</b> A physical science course, Biology, Earth/Environmental Science	<b>2 Credits</b> Applied Science Biology*
Social Studies	<b>4 Credits</b> American History: The Founding Principles, Civics and Economics, World History, American History I: American History II <b>OR</b> AP US History**, IB History of the Americas**, additional social studies course**	<b>2 Credits</b> American History I* American History II*
World Languages	Not required for high school graduation. A two-credit minimum is required for admission to a university in the UNC system.	Not required
Health and Physical Education	<b>1 Credit</b> Health/Physical Education	<b>1 Credit</b> Health/Physical Education
Electives or other requirements***	<b>6 Credits required</b> <b>2 elective credits of any combination from either:</b> – Career and Technical Education (CTE) – Arts Education – World Languages <b>4 elective credits strongly recommended (four course concentration) from one of the following:</b> – Career and Technical Education (CTE)**** – JROTC – Arts Education (e.g. dance, music, theater arts, visual arts) – Any other subject area (e.g. social studies, science, mathematics, English)	<b>6 Credits</b> Occupational Preparation I, II, III, IV***** Elective credits Additional requirements: – Completion of IEP Objectives – Career Portfolio
Career/Technical		<b>4 Credits</b> Career/Technical Education electives
Arts Education (Dance, Music, Theatre Arts, Visual Arts)		
<b>Total</b>	22 Credits plus any local requirements	22 Credits plus any local requirements

## Promotion Requirements

To be promoted to 10th grade: 6 credits

To be promoted to 11th grade: 12 credits

To be promoted to 12th grade: 20 credits

## Grading Scale

Durham Public Schools uses a 10 point grading scale system.

90-100 **A**

80-89 **B**

70-79 **C**

60-69 **D**

0-59 **F**

## Weighted Grades

The system rewards students for taking the more advanced courses by counting the grade more in a student's Quality Point Average (QPA).

- Standard (academic) classes apply standard quality points to passing grades
- Honors classes apply an additional one-half quality point to passing grades

- Advanced Placement classes apply one quality points to passing grades.

## Right to Appeal Academic Grades

Parents shall have the right to request a review of any grade change given a child. The first appeal should be made to the child's teacher. Final authority for a grade rest with the student's principal. The principal's decision may be appealed under the Student Grievance Policy.

## Credit for Courses

For high school level courses, a student shall receive credit toward graduation for courses in which the student earns an average of **60%** or above. The student's final grade in all courses shall be determined by calculating **80%** of the grade as the course average and **20%** of the grade as the final exam.

## Calculating Averages

Quarter 1 = 40%

Quarter 2 = 40%

Exam = 20%

## Progress Reports

Teachers will distribute progress reports on the following dates:

- September 12th
- October 3rd
- November 17th
- December 12th
- February 10th
- March 5th
- April 27th
- May 18th

## Honor Roll

The school prints an honor roll at the end of every grading period. Students must earn an A (90 or higher) or B (80 or higher) in each course to earn Honor Roll status. Students earning A/B Honor Roll will be celebrated at the end of 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> quarters. For Superintendent's Honor Roll, students must earn at least a 90 in every class for the first three grading periods. Students achieving Superintendent's Honor Roll status are honored separately by the school district at the end of the school year.

## Exam Policies

### EOCs and CTE Post-Assessment Standardized Tests

The state of North Carolina mandates that many academic classes and vocational electives give a standardized test at the end of the semester. Academic tests are called EOCs (End of Course) and elective tests are called CTE post-assessments.

Final exams will count for 20% of your final grade. The DPS Board of Education has the authority to change this percentage. Northern will inform students and parents if a change is made.

Classes that have EOCs are Math I, Math III, Biology, and English II.

Post-Assessments are administered in all Career and Technical Education (CTE) classes. Northern offers courses in the following CTE clusters: Agricultural, Food, and Natural Resources; Architecture and Construction; Business, Management, and Administration; Fire & Public Safety, Hospitality and Tourism; Marketing; and Transportation, Distribution, and Logistics.

### Advanced Placement Courses and Exams

AP exams dates are in May. The deadline for payment of AP exam fees is in March. Students who take AP courses are expected to take the AP exam.

## **ACT Test Dates for 2024-2025**

[www.actstudent.org/regist/dates.html](http://www.actstudent.org/regist/dates.html)

PreACT: October (10th Grade Students)

ACT: March (11th Grade Students)

Make Up Day: TBA

## **Anticipated SAT Saturday Test Date**

Please go to [www.collegeboard.org](http://www.collegeboard.org) Please see your counselor if assistance is needed. The school code for ETS testing is 320-356.

## **Valedictorian and Salutatorian**

The school recognizes the valedictorian and salutatorian of the senior class during the graduation ceremony. The calculation criteria for these two honors are outlined below:

- A student must be enrolled and receive grades from the Durham Public Schools (DPS) for a minimum of four semesters before being considered for valedictorian or salutatorian honor.
- All DPS high schools use the weighted grade point average (GPA) as the basis for determining the valedictorian or salutatorian honor.
- The grades used to calculate the GPA are those from DPS or another accredited high school in the United States:
  - Standard grades
  - Appropriately weighted grades for Honors, AP, and IB courses
  - Appropriately weighted grades for pre-approved college courses when the credit is used to meet the requirements for graduation or is beyond the minimum requirements for graduation.

# **Attendance**

## **Tardy Policy**

Students are expected to be in class on time, present in the classroom prior to the ringing of the bell to begin class. Along with teachers recording tardies in Infinite Campus, random tardy drills will be utilized throughout the year by administrators in which students late to class will be asked to move to a central location to receive a tardy pass.

## **Absences**

Every parent, guardian, or other person in the state of North Carolina responsible for a child between the ages of seven and sixteen years of age must ensure the child attends school on a continuous basis. No person shall encourage, entice or counsel any such child to be unlawfully absent from school. The parent, guardian, or custodian of a child shall notify the school of the reason for each known absence of the child, in accordance with local school policy.

### **4101.1 Notification of Excessive Absences**

The principal or designee shall notify the parent/guardian or custodian of a child's excessive unexcused absences as follows:

A. After the third unexcused absence, the principal or designee shall notify the parent/guardian or custodian within three school days. If unable to contact the parent/guardian or custodian, the principal shall refer the matter to a school social worker for immediate investigation.

B. After not more than six unexcused absences, the principal shall notify the parent/guardian or custodian by mail. The notice shall state that the parent may be in violation of the North Carolina Compulsory Attendance Law and may be prosecuted pursuant to Legal Reference: G.S.115C-378 if the absences cannot be justified as excused under the standards stated in the section entitled "Excused Absences" below. A copy of the notice will be directed to the social worker, school counselor, or other appropriate school personnel, who will work with the student and family in an effort to improve attendance.

C. After a student has accumulated 10 unexcused absences in a school year, the principal or designee shall notify the student's parent/guardian or custodian by certified mail of the student's excessive number of unexcused absences. The notification shall state that the parent may be in violation of the North Carolina Compulsory Attendance Law and may be prosecuted if the absences cannot be justified under the standards stated in the section entitled "Excused Absences" below. The principal also shall review any reports or investigation prepared pursuant to Legal Reference: G.S.115C-381 and shall, if possible, confer with the student and the student's parent/guardian or custodian to determine whether the parent/guardian or custodian received notification pursuant to the requirements of this policy and the Compulsory

Attendance Law and made a good faith effort to comply with the law. If the principal determines that the parent/guardian or custodian has not made a good faith effort to comply with the law, the principal shall notify the district attorney. Where the parent/guardian or custodian has made a good faith effort, the principal may file a complaint with the juvenile intake counselor under Legal Reference: G.S.7A-561 that the child is habitually absent from school.

### **Excused Absences – Board Policy 4101.2**

North Carolina Requires all children from ages seven to sixteen to attend school 180 days each year. All students are urged to attend school on a regular basis. Good attendance is mandatory for a successful school experience. It is realized, however, that some absences cannot be avoided. The parent, guardian, or custodian of a student shall notify the school of the reason for each known absence of that student, in accordance with local school board policy. The following are acceptable (excused) reasons for temporary non-attendance of students:

- **Illness or injury** - When the absence results from illness or injury which prevents the student from being physically able to attend school.
- **Quarantine** - When isolation for the student is ordered by the local health officer or by the State Board of Health.
- **Death in the immediate family** - When the absence results from the death of a member of the immediate family of the student. The immediate family of a student includes, but is not limited to, grandparents, parents and siblings.
- **Medical or Dental appointments** - When the absence results from a medical or dental appointment of a student. A written excuse should be presented with a doctor's signature or stamp.
- **Court or Administrative Proceedings** - When the student is a party to or is under subpoena as a witness in the proceedings of a court or administrative tribunal.
- **Religious Observances** - When the student or the student's parents, guardians, or custodians adhere to a religion in which the tenets require or suggest the observance of a religious event, the parents must seek prior approval from the principal for such absence. The approval of such absences is within the discretion of the school principal. Approval should be granted unless the religious observance or the cumulative effect of religious observances is of such duration as to interfere with the education of the student.
- **Educational Opportunity** - When the student obtains the administration's prior approval for a valid educational opportunity such as travel.

The school will notify parents of their children's absences by DPS automated voice mail system.

### **4101.3 Unexcused Absences**

All absences for reasons other than those identified under the section entitled "Excused Absences" will be deemed unexcused. An absence will be deemed unexcused unless the student's parent/guardian or custodian provides written documentation of the reason(s) for the absence within three school days of the student's return to school. A student who is suspended for misconduct will not be considered absent without excuse for the purposes of this policy, although such absences will be considered unexcused for the purpose of makeup work and co-curricular activity eligibility. However, students suspended for ten days or less will be provided an opportunity to take any quarterly, semester or grading period examinations missed during the suspension period.

## **Homebound Services**

Homebound services are available for qualified students with extended absences (more than four weeks). Students who are given the status of homebound because of extended medical problems will not be counted absent. However, they will be required to submit through Student Services, official medical documentation verifying their condition, which will determine eligibility.

Students participating in extra-curricular activities must be present in class on the day of the activity. Students who miss class because of school related activities should not be counted absent; however, they are to make up all work in a conscientious and timely manner.

## **Make-Up Work**

Board Policy 4104 Students are entitled to make up work from an excused absence without receiving penalties to their marks or grades. High school students are responsible for securing and arranging make-up work from their teachers. Make-up work shall be assigned at the convenience of the teacher, and may be specific material missed by the student, or may be reinforcement or enriching assignments.

## **Late Arrival**

The school day begins at 9:00 a.m. If you arrive after the school day begins, you must sign in at the Front Office before reporting to class. Students will sign in at the front office and receive a time-stamped pass (after 9:30 am) to enter class. Report immediately to that class. Late arrivals are considered tardy and will result in predetermined consequences.

## Early Dismissal

- You must present a note signed by a parent/guardian by 9:00 a.m. to the Front Office. Each note must have a phone number where a parent can be reached for verification.
- When parents come to sign out a student, identification must be presented.
- All students leaving school must check out through the Front Office and get a pass. Leaving without checking out is subject to disciplinary action. You are not allowed to leave campus and return without permission from the office. This will only be allowed for extenuating circumstances such as appointments with the dentist or doctor, court, etc.

## Seniors with Approved Late Arrival/Early Dismissal Schedules

Seniors who have approved late arrival class schedules must be on campus at the start of 2nd Period, and are not allowed to arrive early to loiter on campus during 1st period. Repeated violation of this may result in the student's schedule being changed.

Seniors who have approved early dismissal class schedules must exit the campus at the end of their 3rd Period class, and are not allowed to loiter on campus during 4th period. Repeated violation of this may result in the student's schedule being changed.