



Dear Eagles,

Welcome back! As your principal, I am excited about the opportunity to greet each of you and continue to learn about your future aspirations. Last year, our graduating class embarked on their new journeys after being prepared here at NECHS. This year, we look forward to building upon last year's successes and gathering your input to help us continue to S.O.A.R!

As Eagles, you have earned access to a truly unique learning experience here at NECHS. Remember to stay focused and apply these rules of thumb: for every 1 hour of a high school class, you should spend approximately 30 minutes studying each night, and for every 1 hour of a college class, you need to plan for 2 hours studying outside of class. Studying means reviewing Focus Notes, reading assignments, writing assignments, working on projects, quizzing yourself on important information, etc. - actively engaged with the content and skills you are learning for a given course. **Planning your classes AND your study time is essential to effectively managing your time and maintaining a good GPA on both your high school and college transcripts.**

Remember, your Eagle Family is here to support you. If you ever have questions or need help with something, start with your Bridge Enhancement Teacher. You may also seek support from your School Counselor, Principal, other Teachers, and office staff to assist you. Even if you just need a little pep talk...we are here for you! Learning is a collaborative venture, and seeking support is not only encouraged but is necessary for academic and personal growth. Have a great year, Eagles!

Regards,

*Thomas B. McGeachy*

Thomas B. McGeachy, Ed.D.

Principal



# Nash Early College High School

PARENT/STUDENT HANDBOOK 2025-2026

Dr. Thomas B. McGeachy, Principal



## **Mission:**

NECHS supports scholars as they SOAR to new heights by:

- Inspiring commitment to personal excellence and embracing challenges as opportunities for growth.
- Empowering scholars to make meaningful contributions to their communities by embodying leadership rooted in empathy, respect, and inclusion.
- Supporting scholars in developing self-awareness and personal responsibility as they advocate for their needs, uphold their commitments, and lead with purpose.

## **Vision:**

Nash Early College High School believes every scholar has the power to:

**S**trive: We will give our best every day.

**O**vercome: We will face challenges with courage.

**A**dvocate: We will use our voice to champion what is right.

**R**epresent: We will demonstrate Eagle pride every day.

## **EAGLE Core Values and Beliefs:**

**Excellence:** Strive for the highest standards in academics, character, and personal growth.

**Accountability:** Take responsibility for your actions and choices, both inside and outside the classroom.

**Grit:** Demonstrate perseverance and resilience when faced with challenges.

**Leadership:** Inspire and support others through positive actions and responsible decision making.

**Empathy:** Show compassion and understanding toward others, embracing diversity and inclusion.

**Service:** Give back to the community through acts of kindness, volunteerism, and civic engagement.



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**School Motto: Fly High! Eagle Pride!**

Engagement - Commitment - Hard Work - Service

## Nash Early College High School Positive Behavior Intervention Support (PBIS) Matrix

	<b>High School &amp; College Classes</b>	<b>Grill, Halls, Bathrooms, B &amp; I, S &amp; T, Public Areas</b>	<b>Transportation Areas</b>	<b>Technology Areas</b>
<b>ENGAGEMENT</b>	Arrive Ready to Learn Be on Time If You Think It, Ask It Maintain 3-Way Communication	Remain on Campus Move Quickly and Quietly Maintain Low Tone and Volume for Self and Technology	Remain Seated Move Quickly and Quietly Maintain Low Tone and Volume for Self and Technology	Use as a Teaching & Learning Tool
<b>COMMITMENT</b>	Participate in Class and be Fully Present Be on Time Be Responsible for Your Learning and Contribute to the Learning of Others Share Air Time	Follow Instructions Maintain a Positive and Helpful Attitude	Follow Instructions Maintain a Positive and Helpful Attitude	Handle Technology with Care Check School Email Routinely
<b>HARD WORK</b>	Complete All Assignments Ask for Help Be Responsible for Your Learning and Contribute to the Learning of Others	Be Mindful of Time Be Where You Can Accomplish the Most and Best Schoolwork	Be Mindful of Time Leave the Area Cleaner Than You Found It	Use as a Teaching & Learning Tool
<b>SERVICE</b>	Represent Self and School With Pride Be Responsible for Yourself and Others Leave Areas Cleaner Than You Found Them	Be Thoughtful of Others Respect the Learning and Business Environment Leave Areas Cleaner Than You Found Them	Be Thoughtful of Others Respect the School Environment Leave the Bus Cleaner Than You Found It	Handle Technology with Care Check School Email Routinely Use as a Teaching and Learning Tool

Nash Early College High School is a public high school located on the campus of Nash Community College. NECHS Scholars must adhere to all Nash County Public School policies AND all Nash Community College policies and procedures.



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- [NCPS Policies](#)
- [NCC Policies](#)

## Bridge Enhancement

Scholars take the Bridge Enhancement elective each semester for academic support. This is one of the things that makes our school very special and helps our Scholars be more successful. Scholars will also learn about four-year colleges and universities as part of our Bridge Enhancement curriculum. Each grade level goes on a college visit each year. College visits are made available for all grade levels unless there is an academic conflict (NCC classes) or if the scholar is experiencing academic difficulty (grades). We believe Scholars should be able to make informed decisions, and nothing replaces visiting a college campus to truly know if it is the right fit for continuing education.

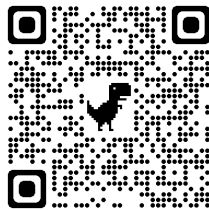
## Digital Resources, Communication & Contact Information

Phone: 252.451.2890

Website:

ClassDojo:

Facebook: Nash Early College High School



Instagram: NECHSEST.2003



Parent(s) should call the main school number if there is a need to communicate with their child(ren). **Please do not call scholars on their cell phones while they are in class.**



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Several different digital resources will be utilized by the college and high school faculty. It is imperative that scholars have ready access to these resources each day. Every student is responsible for maintaining ALL usernames and passwords for daily access to these sites.

All Scholars MUST log in to NCPS Infinite Campus, NCC Moodle, and Gmail (BOTH HIGH SCHOOL AND COLLEGE ACCOUNTS) daily. We encourage all parents to review each of these sites weekly to monitor their scholar's progress. Parents should maintain their scholars' usernames and passwords for open access.

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## Schedule & Calendar

NECHS operates from 9:15 a.m. to 4:15 p.m. daily. Except for the first and last month in each semester, Fridays are early release days with school dismissing at 12:45 pm. Please refer to the published school calendar for clarification. Our School Calendar is posted to our website - from the home page, click on the ["Calendar"](#) tab. **Scholars are expected to attend daily, whether traditional high schools are in session or not.**

In the event of inclement weather, scholars will follow guidance provided by Nash County Public Schools. Please note that in the event that high school classes are cancelled, scholars are expected to communicate with their NCC professors and comply with their guidance regarding college coursework.

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## Curriculum

College courses may be taken with the approval of the School Counselor, the College Liaison Success Coach, and the Principal. All appropriate prerequisites must be met. College classes and materials are provided without charge for scholars who successfully complete all requirements. For summer courses, NCC waives the cost of tuition, and NECHS pays for textbooks. If a scholar drops or fails a NCC course (including summer courses), they are responsible for reimbursing NECHS for the cost of textbooks and other course materials. Scholars who fail a NCC class will be notified in writing of this requirement for reimbursement.

Scholars completing college classes of 3 hours or more receive credit both at the high school and college level upon satisfactory course completion. All Nash Early College Scholars are expected to complete college coursework as a part of their high school career. Scholars who do not maintain satisfactory academic progress may be restricted from enrolling in college classes.

### High School:

High school courses are primarily limited to the core requirements (English, Mathematics, Social Studies, Computer Science, Art, and Science). Elective credit required for the student's high school diploma typically comes from college courses. All Scholars are required to take a Bridge Enhancement elective each semester.



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## Nash Community College:

College courses are primarily focused on the following degree programs (unless otherwise approved by Nash Early College & Nash Community College Administration) coordinated with the Scholars' Bachelor's Degree Plan at his/her intended four-year university:

- [Associate of Arts](#)
- [Associate of Science](#)
- [Associate of Engineering](#)

**Only letter grades of "C" or higher in all curriculum courses will count towards the completion of an Associate's Degree for college transfer. If a student earns a grade of C or better in any college course, they may not retake the course in order to receive a higher grade.**

## North Carolina High School Promotion Requirements (see NECHS requirements below)

Promotion to grade 10 – 5 units of credit & a completed School Links Career Development Plan

Promotion to grade 11 – 12 units of credit

Promotion to grade 12 – 20 units of credit

Promotion to grade 13 – 28 units of credit

These promotion requirements went into effect with 9th and 10th graders who entered in the 2025-2026 school year. For all other grade levels, these promotion standards will be used to determine if a student should be placed on academic probation for not making satisfactory academic progress in the early college program. Scholars on academic probation are subject to a referral back to their schools of residency or to Tar River Academy to complete their high school requirements for high school graduation.

Attendance Promotion Standards	
Grades 9-13	Attendance Expectations (NCPS Board Policy 4400)
High School Classes	Scholars may miss no more than 9 days in a semester. After 9 days, only 5 days can be recovered (days 10-14). 90-minute sessions are required per class to make up 1 missed block. A scholar is given only one set of 5 days (10-14) per class to recover. The process does not start over once attendance is recovered. If a scholar misses more than 14 days, a grade of "F" will be earned. Parents may appeal absences using the appeals process.



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College Classes	Two Administrative Withdrawals for attendance from a college course may result in the student being referred back to the traditional high school of their residency or referral to Tar River Academy. As a reminder, scholars must meet with the counselor and principal before withdrawing from an NCC class.

<b>NECHS Academic Promotion Standards (differs from traditional HS promotion standards)</b>		
	Enter NECHS in 9th Grade	Enter NECHS in 10th Grade
From Grade 8 to Grade 9	*Application Process* (NC Fine Arts credit from middle school)	-----
From Grade 9 to Grade 10	7 Units (6 HS + 1 college) Math I Math II English I Earth/Environmental Required Health/PE A Social Studies Credit (World History or American History) ACA 122 - College Success (must pass to remain enrolled at the Early College for 10th grade) CIS 110 (Completion of NC computer science credit)	*Application Process*  Must have the six high school units required of Early College 9th graders to be accepted for enrollment.
From Grade 10 to Grade 11 *Must have 2.8+ GPA to be eligible for placement in gateway ENG 111 and MAT 171 in Grade 11*	13 units (7 from 9th grade + 4 HS and 2 college earned in the 10th grade year) Math III English II Founding Principles (Civics) Chemistry 2 college courses	13 units (7 from 9th grade + 4 HS and 2 college earned in the 10th grade year) Math III English II Founding Principles (Civics) Chemistry 2 college courses (ACA



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		122-College Success must be taken and passed in the Fall of the 10th-grade year to enroll in a college course in the Spring of the 10th-grade year and remain enrolled at the early college.)
From Grade 11 to Grade 12	20 units (13 from 9th and 10th grade + 3 HS and 4 college earned in the 11th-grade year) English III Biology American History (if not taken already) 4 college courses (must include ENG 111 and 112 to be on track for ENG 241/2 to complete the high school English IV required high school credit in the senior year)	20 units (13 from 9th and 10th grade + 3 HS and 4 college earned in the 11th-grade year) English III Biology American History (if not taken already) 4 college courses (must include ENG 111 and 112 to be on track for ENG 241/2 to complete the high school English IV required high school credit in the senior year)
From Grade 12 to Grade 13	Must have completed all 28 credits required for high school graduation, including the high school Personal Finance course, a fourth math course, the English IV credit from college courses, and a minimum of 4 college courses passed in the 12th-grade year.	Must have completed all 28 credits required for high school graduation, including the high school Personal Finance course, a fourth math course, the English IV credit from college courses, and a minimum of 4 college courses passed in the 12th-grade year.
To Graduate from ECHS	<u>High School Required Courses</u> English I, II, III Math I, II, III, (possibly Pre-Cal) Earth/Environmental Science, Biology, Chemistry World History, Founding Principles (Civics), American History, Personal Finance, Required Health/PE	<u>High School Required Courses</u> English I, II, III Math I, II, III, (possibly Pre-Cal) Earth/Environmental Science, Biology, Chemistry World History, Founding Principles (Civics), American History, Personal Finance, Required Health/PE





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	<p><u>High School Required Courses Earned Through College Courses</u>  English IV (combination of ENG 111, 112, and 241 or 242 - must pass all three to earn the English IV credit for high school)  Fourth Math credit may be earned through MAT 171 or MAT 152  Elective Credits are earned through college courses.</p> <p><u>Completion of Requirements for Associate Degree and/or Certificate (Stackable Credential)</u></p>	<p><u>High School Required Courses Earned Through College Courses</u>  English IV (combination of ENG 111, 112, and 241 or 242 - must pass all three to earn the English IV credit for high school)  Fourth Math credit may be earned through MAT 171 or MAT 152  Elective Credits are earned through college courses.</p> <p><u>Completion of Requirements for Associate Degree and/or Certificate (Stackable Credential)</u></p>
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<b>Requests for Schedule Change or Withdrawal from Courses</b>	
High School Classes	Scholars may request a schedule change during the first 10 days of the semester (NECHS calendar). Schedules cannot be changed after the first 10 days. Requests for schedule changes will be made in accordance with procedures communicated by the School Counselor.
College Classes	In the first 10 days of the semester (NECHS Calendar), scholars may request a schedule change. After the first 10 days, schedules cannot be changed unless there is an extreme circumstance (i.e., hospitalization, withdrawal from NECHS). This must be approved by the NECHS Principal.

<b>Requests to Retake a Course for Credit</b>	
High School Classes	Due to failure (final grade below a "D") - Must retake to earn credit towards high school diploma.



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	Desire to Improve Grade - Schedule a meeting with School Counselor to review the process for "Retaking a Course for Credit".
College Classes	Due to failure (final grade below a "C") - Must receive approval from NECHS Administration Desire to Improve Grade - Not applicable for dual enrollment courses.

## Graduation Requirements

All Nash Early College High School Scholars will meet the minimum UNC system graduation requirements. This includes Honors courses in the following categories: English I, II, III, and IV; Math I, II, III and Pre-Calculus; Earth Science, Chemistry, and Biology; World History, Civics & Economics, and American History; Fine Arts; Computer Science. The remaining elective credits will be accumulated through successful completion of Bridge Enhancement electives and Nash Community College courses.

**\*\* Scholars enrolled in EOC courses (Biology, Math I, Math III, & ENG II) are expected to achieve proficiency on their EOC assessment. In accordance with NCPS Board Policy, if a scholar passes the course but fails to achieve proficiency on the EOC assessment, he/she must participate in an additional testing opportunity in order to earn course credit.**

## NCC Courses on High School Transcripts

All classes taken while enrolled with Nash Early College High School will be reported on high school transcripts. This includes all regular high school, Edmentum, and NCC courses taken during the Fall, Spring, and Summer semesters. Official NCC transcripts will be used to report final grades on high school transcripts at the end of each semester. Since NCC grades are reported alphabetically, the following conversion chart will be utilized:

A	B	C	D	F
95	85	75	65	59

College Course tuition and textbook fees are paid by Nash Early College High School. In return, scholars are expected to successfully complete all scheduled courses. ***Withdrawals will not be permitted unless an extreme circumstance can be documented.*** A short (10-day) drop/add period occurs at the beginning of each semester for all scheduled courses, including high school, Edmentum, and NCC courses. This is a time to clear up legitimate schedule conflicts, not a time for scholars to try to match schedules with a friend or to improve their GPA. **Scholars who receive a "Withdrawal" for a college class due to attendance or behavior issues, or who withdraw without approval, will be responsible for reimbursing NECHS for the cost of textbooks for that class. Scholars must be able to complete a 2-year degree or a certificate. If**



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students do not meet these requirements, they may be referred back to a traditional high school. For summer classes, NECHS pays the cost of textbooks and tuition. The priority for enrollment in summer college courses is as follows:

1. Super Seniors
2. Seniors
3. Early Graduates (4-year plan approved by NECHS Admin.)
4. Juniors and Sophomores are limited to 1 summer class (unless otherwise approved by NECHS Admin.)

Withdraw Status	Code on High School Transcript
Scholar withdraws from the NCC course within the first 10 days of the semester.	The course will not appear on the high school transcript.
Scholar is withdrawn due to poor attendance in the course.	The course will appear on the high school transcript. The student will receive a Withdraw Failure (WF).
Scholar is withdrawn from the NCC course due to behavior issues.	The course will appear on the high school transcript. The student will receive a Withdraw Failure (WF).
Scholar withdraws from the NCC course after the first 10 days of the semester without approval from their high school principal.	The course will appear on the high school transcript. The student will receive a Withdraw Failure (WF).
Scholar withdraws from the NCC course due to documented extenuating circumstances (e.g., family death, severe illness, etc).	The course will appear on the high school transcript with a Withdraw Pass (WP) if adequate coursework has been completed. Otherwise, the course will not appear on the high school transcript.

## Driving Privileges

In North Carolina, Scholars under 18 can lose their driver's license if they:

1. Drop out of school;
2. Fail to make adequate progress;
3. Commit certain offenses resulting in suspension.

### **Dropout Prevention/Driver's License legislation**

North Carolina House Bill 769 became effective December 1, 1997, and reflects a coordinated statewide effort to motivate and encourage Scholars to complete high school. This legislation requires that a student's driving permit or license be revoked if a student is unable to maintain adequate progress or drops out of school. Adequate progress is defined as passing 70% of all courses (including college courses) and is determined by first-semester grades and second-semester grades for schools on block scheduling. In rare cases, there may be circumstances



beyond the control of the student or his/her parents that qualify as a hardship. If a hardship exists, the student may request a waiver. If the waiver is granted, the student would not be affected by the legislation. Hardship cases are rare and are reserved for extreme situations.

### **Lose Control, Lose Your License legislation**

North Carolina Senate Bill 57, which became effective July 1, 2000, requires that a student's driving permit or license be revoked for one year if a student is given a suspension for more than 10 consecutive days or an assignment to an alternative educational setting for more than 10 consecutive days for one of the following reasons:

1. The possession or sale of an alcoholic beverage or an illegal controlled substance on school property.
2. The possession or use on school property of a weapon or firearm that resulted in disciplinary action under G.S. 115C-391 (d1) or that could have resulted in that disciplinary action if the conduct had occurred in a public school.
3. The physical assault on a teacher or other school personnel on school property.

School property is the physical premises of the school, school buses, or other vehicles under the school's control or contract that are used to transport Scholars and school-sponsored or school-related activities that occur on or off the physical premises of the school. Scholars who are at least 14 years old or who were rising 8th graders on or after July 1, 2000, are subject to this law. Scholars who are 18 years old cannot be charged under this law. Unlike the "Dropout Prevention/Driver's License" law that only affects Scholars under the age of 18, the "Lose Control" law does not stop at age 18. It is possible for a student to have his or her license suspended as a 17-and-a-half-year-old and not be eligible to drive for a full calendar year, reaching 18-and-a-half before again being eligible to drive.

**\*\*\*Because college classes count for high school credits towards graduation, this applies to scholars passing college classes as well.\*\*\***

### **Early Graduation**

Although individual circumstances are considered for graduation, scholars wishing to graduate prior to their 5th year must complete the Pre-ACT and ACT, and demonstrate that they are college or career-ready. An Early Graduation Approval form must be completed no later than a scholar's Sophomore year for approval. Criteria for Early Graduation Eligibility: ***Eight (8) or less NCC college courses to complete at time of application with a GPA of 3.5 or higher, One (1) or less HS classes to complete at the time of application with a 3.5 or higher GPA.*** Discussion regarding early graduation must take place at the Fall or Spring scheduling conference of the student's 10th-grade year. This application must be turned in prior to the last day of school in the student's 10th-grade year.

### **Graduation**

Graduation is a monumental accomplishment in a young person's life. Scholars expecting to graduate in May will be placed in Bridge Enhancement IV and will receive all graduation information through the Bridge



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Enhancement IV teacher. Graduation from high school is a ceremony and should be regarded as such. Scholars are expected to wear business casual attire befitting the occasion and the required cap and gown. This will be discussed more in Bridge Enhancement IV. Scholars are also not allowed to decorate the cap for high school graduation. Scholars must be present at the required graduation practice in order to participate in the ceremony. All outstanding student fees must be paid in order to participate in the graduation ceremony. In compliance with NCPS Board Policy 3450, the Latin Honors System will be used to recognize the academic achievement of graduates.

- Summa Cum Laude - GPA of a 4.250 or higher (weighted)
- Magna Cum Laude - GPA of a 4.000-4.249 (weighted)
- Cum Laude - GPA of a 3.750-3.999 (weighted)

Graduation speakers will be the President of the SGA and the President of the NHS as determined by the Graduation Committee.

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## Scheduling Conferences

Student scheduling is completed by the counselor and the college navigator. Each student will be evaluated at the end of each semester. Student evaluation will include, but not be limited to, the following:

- Attendance
- Discipline
- Commitment
- Responsibility
- Motivation
- Academic progress toward high school graduation and GPA 2.8 or higher
- Academic progress toward college graduation

Such evaluation will determine whether the student qualifies to continue taking college classes and whether they may require formal intervention in the form of a Personal Education Plan. Scholars not making adequate progress, resulting in the discontinuation of college classes often have difficulty amassing enough credit to graduate from HIGH SCHOOL due to the limited high school elective offerings.

Parents are encouraged to stay in close contact with teachers, the school counselor, the College Navigator, and the principal.

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## Summer School

Beginning in 11<sup>th</sup> grade (10<sup>th</sup> grade with approval), scholars may take summer session college classes. Edmentum classes may be taken with permission and the recommendation of the principal. **A Summer School Contract must be completed prior to enrollment in Summer Classes. The Principal and NECHS**



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**counselor must sign off on the contract before enrollment in summer classes occurs.** Scholars cannot take summer classes to graduate early unless approved. Scholars cannot take summer college classes if it will put them over the limit of 60 credit hours. Summer school textbooks will be funded by NECHS; however, scholars who drop a summer class must reimburse NECHS for the cost of textbooks.

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## Homework

At no point should an Early College student claim that they do not have homework or any additional studying. Time should be spent nightly, whether specific assignments are required or not. One of the most productive uses of time outside of class is to read, annotate, and summarize Focus Notes (key points covered during class).

## Tutoring

A variety of tutoring opportunities are available for scholars throughout the school year, including working with a peer tutor, working with an adult tutor, getting help from the teacher outside of class, and attending special test prep sessions near exam time. Scholars are expected to take advantage of these valuable resources to improve their grades. Scholars in 10th grade and up can also access the [Writing Studio, the Math Tank, and the Science Still for tutoring on NCC's campus.](#)

## Make-up Work

Scholars must make arrangements to complete work missed while absent. Scholars will submit class assignments within 3-5 days (this includes weekends).

## Late Assignments

Late assignments will receive a 10-point daily deduction until the assignment is submitted (no more than 50 points can be deducted). **Late assignments will not be accepted after 5 school days.**

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## Attendance

Student attendance is taken **multiple times per day**, within the first **5 minutes of each class period**. Scholars ARE EXPECTED TO ATTEND EACH CLASS EVERY DAY, FOR THE ENTIRE CLASS PERIOD, INCLUDING COLLEGE CLASSES.

Scholars cannot benefit from instruction if they are not present. Being tardy to class is unacceptable and will



be monitored daily. Conferences/telephone calls to parents or guardians will be made when scholars are tardy. Tardiness demonstrates a lack of regard for learning and can have an adverse effect on the student's grades. Habitual problems will result in severe consequences. Parents are asked to ensure that scholars attend classes daily and on time. Scholars who are habitually tardy will be referred to the MTSS team.

## **Pledge for Success.**

A written excuse signed by the parent is to be sent with the scholar upon his/her return to school. Absences will be considered unexcused until a note documenting a justifiable absence is received (notes must be submitted within **10 days of the absence**). Trips and special occasions should be planned during breaks and on teacher workdays. In instances where appointments must be scheduled during the school day, evidence should be presented to the Data Manager upon return. Those Scholars who miss school time will be given an excused absence for only the time spent in the doctor's office and a reasonable amount of travel time. All Scholars should maintain medical notes to document reasons for excessive absences.

Scholars attending educational-related trips or college tours during the school day must receive prior approval from the school administration. To request approval, scholars should submit a written request at least one week via email in advance of the trip to each of the following individuals (Email: Dr. McGeachy, Mrs. Sweet, and Mrs. Godwin). Upon returning, the scholar must submit documentation verifying their attendance and participation in the educational activity. Acceptable forms of proof include, but are not limited to, a signed agenda, flyer, event program, certificate of participation, or a letter on official letterhead from the host institution. Failure to receive prior approval or submit appropriate documentation may result in the absence being considered unexcused.

Any student whose absences exceed the guidelines outlined in the district's attendance policy (NCPS Policy 4400) and who has received an "F" must participate in an F Removal Conference with their parents, the Principal, and the School Counselor within the first two weeks of the semester following receiving the "F".

The following guidelines apply to the "F" Removal Conference: (Removal of the F must occur in the semester immediately following the issue of the "F")

- A counselor and administrator must meet with each student and their family to review the "F" Removal Contract and determine the next steps.
- A parent/guardian and the student must be present during the meeting.
- The contract must be explained and reviewed in its entirety.
- The student must be notified at the end of the semester if the contract has not been fulfilled, and further steps will be taken to address issues of concern.
- The Principal must write on the contract whether or not the terms were met. He/She must sign their name on the statement and date it as well.
- The F Removal Contract will remain on file at the school in the student's cumulative folder. A copy may be sent home with the student.



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Any student who attends the “F” Removal Conference and believes their absences should be waived for legitimate reasons, such as a hospital stay or other extreme circumstances, may complete an “F” Appeal Request, which the Faculty “F” Appeal Review Committee will review. All decisions of the “F” Appeal Review Committee are final.

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## Check-In/Check Out (High School Classes)

Although we understand that emergencies arise, please minimize checking Scholars in late or out early, as it interferes with their classes and may **result in a loss of credit**. Refer to NCPS Board Policy 4400 (Attendance). **Parents cannot check scholars out of NCC classes.**

**ALL Scholars MUST REPORT TO THE Main Office TO SIGN IN IF THEY ARRIVE AFTER 9:15 AM.**

**ALL Scholars LEAVING EARLY MUST REPORT TO THE Main OFFICE TO SIGN OUT IF THEY LEAVE PRIOR TO 4:15 PM.**

### **Permission To Leave Campus Forms (GRADES 11-13 ONLY):**

These forms must be applied for during the first two weeks of each semester. If a Permission to Leave Campus Form is not on file in the Main Office, a parent or guardian must sign the scholar out **or** email the Receptionist to confirm that the scholar may leave.

Scholars who are approved to leave campus will receive a QR Code that may be used to sign out of school without having to come to the Main Office. The Scholar will receive the QR code from the receptionist once the permission to leave campus has been returned and approved.

**\*\*Note:** Permission to Leave Campus may be revoked if a scholar fails to comply with attendance, behavior, or academic standards.\*\*

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## Tardies to School/Tardies to Class

If a scholar is tardy to school, he/she must report directly to the main office to check in and take the printed-out pass to the teacher.

All tardies, regardless of reason, must adhere to the following procedures:

- All Scholars arriving to class after the scheduled class start time are marked tardy, and the reason for their tardiness is noted.
- Any student who misses more than 50% of the scheduled class time will receive an absence.





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# of Tardies	Educator's Handbook Entry	Consequences	Major or Minor Offense
1st Tardy	1st Block - <b>Late to school</b> ; 2nd, 3rd, and 4th Block- <b>Tardy</b>	Verbal Warning	Minor
2nd & 3rd Tardy	1st Block- <b>Late to school</b> ; 2nd, 3rd, and 4th Block- <b>Tardy</b>	Referral in EH and Parent contact	Minor
4th and subsequent tardies	1st Block - <b>Late to school</b> ; 2nd, 3rd, and 4th Block - <b>Tardy</b>	Referral in EH (Principal will administer ISS or lunch detention)**	Major

**\*\*When ISS/Lunch Detention is assigned, if the scholar does not attend, the referral is updated 1 time for rescheduling. If a scholar misses the rescheduled event, OSS is assigned for 1 day.**

**Note: Excessive tardiness is defined as more than 10 tardies in a class period. Teachers will identify the number of tardies in the narrative within EH, and the principal will assign 1 day of OSS.**

## EXAM EXEMPTION POLICY

### 1. Reminder of Exemption Policy

- High school students (9-13) who are enrolled in a high school course that has a teacher-made exam may be exempt from the exam if they meet the following requirements:
  - "A" in the class (average of both nine weeks)
    - have 3 or less absences
    - have 4 or less tardies
    - have 4 or less "check out early" from the class
  - "B" in the class (average of both nine weeks)
    - have no more than 1 absence
    - have no more than 1 unexcused tardy
    - have 1 or less "check out early" from class
  - "C" in the class (75-79 average of both nine weeks)



- have no absences
- have no unexcused tardies
- have no “check out early” from class

2. Students cannot be exempt from EOC exams or Nash Community College exams. If you have a class where students can be exempt from the final exam, be sure you are holding them accountable to ALL of the criteria.
3. Students in the following situations are exempt from teacher-made exams and cannot be penalized if they have met the requirements listed above:
  - a. Athletics
  - b. Educational Opportunity (e.g., Rocky Mount Youth Council)
  - c. Family Emergencies & Death in Family (subject to verification by the principal)
  - d. Absences directed by a medical professional (this includes absences directed by Nurse Reason)

**Note:** Other situations will be considered on a case-by-case basis. Each semester, teachers will provide scholars with a deadline for disputing absences/tardies related to the exam exemption policy. Any discrepancies submitted after that date will be viewed as untimely and will not be considered.

#### Permission to Leave Campus (Grades 11, 12 & 13 ONLY)

The Early College personalizes each scholar’s schedule and tailors Scholars’ coursework to his or her needs through a combination of high school and college classes. This sometimes results in a unique schedule. Scholars may choose a schedule with a break between classes. A completed and approved Permission to Leave Campus form must be on file in the Main Office if parents would like Scholars to leave campus during these breaks. This is an **earned privilege and WILL be revoked if:**

- Scholar fails to **check in/out** through the Front Office
- A progress report indicates the student has earned **below a C in ANY course**
- Scholar **does not attend or is tardy** to class more than 3 times
- Documented violation of the **NCPS & NCC Student Code of Conduct**

**Scholars MUST SUBMIT A NEW FORM EACH SEMESTER WHEN THEIR SCHEDULE CHANGES!**

**Scholars in Grade 13, Super Seniors, are expected to follow their college schedule and attend Bridge Enhancement class on Fridays. They do not have to have a Permission to Leave Campus form completed. They are expected to conduct themselves as young adults equivalent to college Freshmen and demonstrate maturity and responsibility in their actions. When on campus, Super Seniors should be attending to their studies. Scholars hanging around on campus to socialize who present a distraction to other Scholars or the learning environment may receive disciplinary consequences.**



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## Student Drivers

Scholars may drive to school with parental permission. NCC Parking passes are required for cars to park on campus. Parking passes can be requested in the Main Office.

- **Scholars may not go to their cars during the school day.**
- **Scholars may not transport other scholars off campus without written parental consent.**
- **Scholars are not allowed in the parking lot during the day.**
- **Scholars may not leave campus for lunch (unless a Permission to Leave Campus Form is on file.)**

Scholars should expect an office referral with consequences for violation of this rule.

## Visitors

All approved visitors must report directly to the Main Office to sign in and obtain a visitor's pass. Scholars are not allowed to have visitors while at school. As college Scholars, naturally, NECHS Scholars will have opportunities to interact with regular college Scholars for study groups and at lunch or break times; however, Scholars should not have outside visitors coming to campus to see them. Scholars who are found in violation of this expectation will be counseled, and disciplinary action could result. The time a student has at school should be devoted to academic pursuits. The campus of NCC is not a hang-out area. Scholars should not have parties on campus or bring balloons on campus.

## Student ID Cards

Upon initial enrollment, scholars will be issued an NCC picture ID card from the Student Enrollment Services office located on the first floor of Building A. **All Scholars are required to wear their identification card on the school-provided royal blue lanyard around their neck at all times, unless a documented medical exemption has been approved, and must immediately identify themselves accurately upon request.**

## Student Parking Decals

Scholars who drive to school will be issued an NCC Parking Sticker once they complete their vehicle registration form with Mrs. Copeland. Currently, these stickers are provided at no cost to the scholar.

## Bus Transportation

Bus transportation will be provided to those scholars who require transportation to and from school. Scholars must meet at the designated pick-up point identified by the NCPS Transportation Director. As always, riding the bus is a privilege that can be revoked if a student displays inappropriate behavior.

## Student Fees

Scholars **MUST** pay class dues (\$15 at each grade level) within the first 5 weeks of school. All scholars must pay their dues in order to participate in any school functions, including Prom, Commencement Exercises,



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and Senior Day activities. Scholars may incur other expenses throughout the school year, including library fees, school picture fees, lost book fees, and such. These are expenses that must be paid in order for a student to participate in school functions.

## Student Laptops

NCPS issues laptops to all ECHS scholars, and all scholars are required to use their NCPS devices during their High School classes. This complies with NCPS Policy # 3226/4205 (Internet Safety). Personal devices may be used when scholars are in NCC courses or if their NCPS device is broken and no replacement is available.

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## Parent-Teacher Conferences

The teacher will determine the scheduled meeting date and time. Please call the school receptionist if you wish to schedule a conference. Additionally, phone calls and e-mails serve as effective means of communication. We welcome your calls and invite you to visit, be a guest speaker in a classroom, or join us in a variety of beneficial ways.

## Student Code of Conduct

Early College Scholars are required to function within the guidelines for student conduct at Nash Community College. These guidelines are found in the Nash Community College catalog. Under the heading of Student Conduct, the following expectations and consequences are stated:

Scholars at **Nash Community College** are expected to conduct themselves as responsible adults in accordance with generally accepted standards of morality and decency at all times. The following behavior will warrant immediate termination or other disciplinary action.

1. Fighting.
2. Disruption of learning activities.
3. Damage to or destruction of College or private property.
4. Assault on a College employee, a student, or any other person while on campus.
5. Insubordination toward a College employee or showing disrespect toward an employee, student or other person.
6. Committing any act that intimidates, threatens, degrades, or disgraces a College employee, student, or other person on campus.
7. Any series of behavioral patterns that causes a faculty or staff member to seriously question the student's interest in learning.
8. Stealing or attempting to steal school property or personal property belonging to another student, employee, or visitor while on campus at Nash Community College.
9. Possessing, using, transmitting, or being under the influence of any narcotic, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or any other kind of intoxicant while on campus. Scholars using drugs officially authorized by a physician and likely to cause impairment to performance in lab, shop, or clinical areas should consult with the instructor. Note: Using a drug officially authorized by a physician will not be considered a violation of this regulation.
10. Cheating.



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11. Gambling while on campus or at a school-sponsored activity.
12. Intentionally and openly using profanity in such a manner that listeners could be embarrassed, offended, or insulted.
13. Intentionally and openly engaging in obscene activities while on campus or at a school-sponsored event.
14. Illegal use of the Internet or other violation of the Internet policy.

The College, in accordance with local, state, and federal statutes, will cooperate with the respective law enforcement agencies in the administration of their duties.

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## Expectations

When each scholar was welcomed into the NashEarly College, he/she agreed to:

- Accept responsibility for attending all required learning sessions daily and on time.
- Accept responsibility for earning high grades, meaning A's and B's.
- Accept responsibility for self-management and display behavior that is appropriate for a college campus.
- Accept responsibility for representing this school to others in a positive light, meaning that Early College Scholars shine in college classes and are impressive in every environment.
- Accept responsibility for teaming with teachers to focus on learning in the classroom.
- Accept responsibility for spending time studying and completing homework each night.
- Accept responsibility for making others feel welcome and valued, and help them be successful.
- Accept responsibility for representing this school, your family, and yourself with pride!
- Accept responsibility for success in high school, college, and beyond!
- Participate in all school-based Bridge Enhancement activities
- Follow all instructions & the NCPS & NCC Student Codes of Conduct

## Consequences for Behavior Infractions

Scholars who violate the NCPS Code of Student Conduct, the NCC Code of Conduct, or the expectations of the NECHS will receive a consequence commensurate to the infraction, including but not limited to:

- Lunch Detention
- Administrative Conference with Student (Teachers included for restorative practices when applicable.)
- Administrative Conference With Parents
- Restriction of Privileges (restriction to certain campus areas, revocation of driving privileges, restriction from participating in extracurricular activities).
- Short-Term Suspension between 3 and 10 days
- Recommendation for Removal From the ECHS Program

## Cell phones (Electronic Devices) NCPS Board Policy 4318

- The policy defines "wireless communication devices" as any portable wireless device that has the capacity to provide voice, messaging, or other data communication between two or more parties, including, cellular phones, tablet computers, laptop computers, electronic devices with internet capability, paging devices, two-way radios, gaming devices, smartwatches, and similar devices. The policy does not apply to



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district-issued and managed devices, which are governed by NCPS Policy 3225/4312/7320 Technology Responsible Use.

- Scholars are allowed to bring wireless communication devices to school, but the devices may not be used or powered on during the instructional day. At Nash Early College High School, **the instructional day begins at 9:15 a.m. and ends at 4:15 p.m. On designated early release Fridays, the instructional day ends at 12:45 p.m.** Cell phones and other wireless communication devices must be stored in a backpack, bag, or some other place that is out of sight and not easily accessible and must be turned “off” until the end of the instructional day. This policy also applies to Early College assemblies that take place in the Brown Auditorium or outdoor amphitheater.
- *Limited exceptions to this policy include:*
  - Authorized by the teacher for educational purposes
  - For use in an emergency (under the supervision of a staff member)
  - As required by a scholar’s IEP or Section 504 Plan
  - As required to manage a health care plan for a documented medical condition
  - This policy does not apply to NCC classes or the Midway Café
- School administration will confiscate a cell phone (or other applicable electronic devices) in instances where this policy is violated. Absent compelling or unusual circumstances, confiscated devices will be returned to a parent or guardian. Disciplinary actions will strictly follow the NCPS Student Code of Conduct.

## Dress Code:

- Students must wear clothing, including a shirt with pants or a skirt (or the equivalent) and shoes.
- All shoes must have a heel strap (this includes Crocs)
- Clothing should not be see-through and may not reveal private areas, midribs, or undergarments.
- Tank tops are not permitted for males or females.
- Clothing must be suitable for all scheduled classroom activities, including physical education, science labs, agriculture classes, and other activities where unique hazards exist.
- Clothing may not:
  - depict profanity
  - depict, advertise, or advocate the use of alcohol, tobacco, marijuana, or other controlled substances
  - depict pornography, nudity, or sexual acts
  - depict hate speech and imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected groups
  - potentially threaten the health and safety of any student or staff; this includes spiked jewelry and garments.
- No hats should be visible inside the building.
- In the case of other headwear, it may not cover the entire head, and all facial features should be visible from all angles unless dictated by medical needs or religious beliefs.
  - Please contact student support (Administration/Counselors) for any medical or religious concerns.
- No sleepwear (pajamas), including bedroom slippers or blankets, will be worn or allowed in the building.
- **ALL Scholars are required to display their identification card on their school-provided royal blue lanyard at all times and should immediately identify themselves accurately upon request.**



## Grade Level Expectations

### *9th Grade*

Freshmen are restricted to the NECHS school building (Building C) and should be accompanied by NECHS faculty if they go anywhere else on campus.

### *10th Grade*

Sophomores have designated areas for break times: the library, D Lobby downstairs, Quiet Study Area (upstairs in A bldg), and the Midway Cafe. Sophomores should not be on other parts of campus unless they specifically have a class there. The B&I and parking lots are off-limits. Scholars may also use the Maker Space as a designated area for break times.

### *11th-13th Grade*

Upperclassmen can move about campus for classes, but should use designated study areas on campus when meeting for study groups. Scholars should only be in those buildings in which they have classes. Students should not be on the trails or in the continuing education building unless they have a class scheduled in these areas. Juniors, Seniors, or Super Seniors should not hang out in parking lots, ride around campus, or transport other scholars around or off campus for any reason.

## School Breakfast and Lunch

Scholars may order breakfast and lunch provided through the School Nutrition Program. Lunch orders should be placed at least two days in advance using the [NECHS School Breakfast and Lunch order form](#). Visit the [NCPS School Nutrition](#) site for additional information.

## Participation in Athletics

Scholars wishing to participate in athletics may do so at the Nash County Public Schools high school they would attend based on their address if they were not attending Early College. The student must contact the Athletic Director of the NCPS high school (Northern Nash, Nash Central, Rocky Mount, or Southern Nash) to find out about eligibility and tryouts. The student must also let the NECHS Principal, School Counselor, and Data Manager know if they are trying out for an athletic team. Scholars must fill out the following [Google form](#) and receive approval before participating in school sports. Scholars must see the data manager for final approval with a copy of the try-out schedule and the season schedule. NECHS Scholars may not miss scheduled classes for practice, but may be excused from high school classes for games. Scholars are never excused from college classes for practice or games. It is crucial that the student make the School Counselor and Principal aware of participating on an athletic team, as we are responsible for ensuring eligibility information with the NCHSAA and the NCAA.

## FORMS

If Scholars need to request any forms, they should email the Principal at [tmcgeachy@ncpschools.net](mailto:tmcgeachy@ncpschools.net)



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