

2024-2025 Central Cabarrus Student Handbook

CENTRAL CABARRUS HIGH SCHOOL MISSION AND VISION

Mission: We will provide a safe, positive, and respectful community to empower students' development into responsible citizens.

Vision: At Central Cabarrus, our students, teachers, and community will be personally invested and engaged in a meaningful, growth-based learning process. We will have a 95% graduation rate in each four-year cohort and exceed district averages on local and state assessments. When asked about our school, parents across our district will say "I wish my child went to Central."

CABARRUS COUNTY SCHOOLS CALENDAR

For a variety of reasons ranging from inclement weather to new legislative requirements, the school calendar is subject to change. In light of this fact, we encourage you to periodically review the school calendar online at <http://www.cabarrus.k12.nc.us/ccs-academic>.

ADMINISTRATION

Mrs. Megan Smith.....Principal
Ms. Michelle Kline.....Assistant Principal (A-D)
Mr. Ben PittsAssistant Principal (E-J)
Mrs. Kristy Bullock.....Assistant Principal (K-Q)
Mr. Andy PlatekAssistant Principal (R-Z)

BELL SCHEDULE 2024-2025

REGULAR SCHEDULE

| | |
|--|---------------|
| 1 st Bell | 7:05 |
| 1 st Block (w/ announcements) | 7:15 - 8:38 |
| RECONNECT/ADVISORY | 8:44 - 9:19 |
| 2 nd Block | 9:24 - 10:47 |
| 3 rd Block | 10:52 - 12:45 |
| A Lunch | 10:47 - 11:12 |
| B Lunch | 11:17 - 11:42 |
| C Lunch | 11:47 - 12:12 |
| D Lunch | 12:20 - 12:45 |
| 4 th Block | 12:50 - 2:15 |

CABARRUS COUNTY HIGH SCHOOL ATTENDANCE POLICY

Attendance in school and participation in class are an integral part of academic achievement and the teaching-learning process. Regular attendance develops patterns of behavior essential to professional and personal success in life. Regular attendance by every student is mandatory. The State of North Carolina requires that every child in the State between the ages of seven (or younger if enrolled) and 16

years attend school. Parents or legal guardians have the responsibility for ensuring that students attend and remain at school daily.

School officials will keep an accurate record of attendance, including accurate attendance records in each class. These will be used to enforce the Compulsory Attendance Law of North Carolina. This shall include attendance at official school activities at a place other than school, with the approval of the principal.

For a high school student to be counted present in class, he or she must be present for at least one half of the class period. A student shall be in his/her assigned area at the beginning of the school day and the beginning of each class, or he/she will be recorded as tardy. A student will be given one absence for each class when he/she has accumulated a combined total of four tardies, check ins/or check outs.

Late check ins and early check outs are recorded as tardies under the Student Information System. Students who have excessive tardies (late check ins or early check outs) may be assigned "make up time" at the discretion of the principal with consideration to lost educational time.

Check in: Students who are late to school will report to the attendance secretary, located in the front office for check-in procedure. Students need to bring a signed note indicating the reason for the check-in. Failure to check-in with the attendance secretary will result in appropriate disciplinary action. *An unexcused check-in before the first half of the period will count as a tardy to class.*

Check out: Whenever possible, make appointments (doctor, dental, etc.) after school hours. In the event a student must be checked out, prior written approval from a parent/guardian is required. Students must bring check-out notes to the attendance secretary, located in the front office or fill out the online early dismissal form located under "Parents" and "Attendance" tabs. This note will be verified by the phone number listed in PowerSchool. *Please be sure your contact information is correct in order for your student to be checked out in a timely manner.* Notes must be turned in between the times of 6:50 AM and 7:10 AM. *All dismissal requests must be verified before students are allowed to leave campus.* If the student will be picked up by a person who is not a parent, please provide a written note giving the name of the individual and his or her relationship to the student in the check-out letter. This will also be verified by the phone number listed in PowerSchool. In order to check out a student in person, a valid ID must be presented. Check-outs after 1:45 PM are highly discouraged.

Skipping (improper check in or out of school): Skipping class is defined as: (1) a willful absence from school without prior knowledge of your parents, (2) an absence from class without permission, (3) leaving class without permission, (4) not returning to class promptly as instructed by school personnel. Skipping class will result in detention or in school suspensions. Students who habitually skip class may face more severe consequences, including out of school suspension for insubordination of the school's rules.

Students must report to Norse Cove or the cafeteria for lunch at the beginning of their lunch time unless given specific permission and hall pass from a staff member. Students are also not permitted to leave campus for lunch. Students will be considered skipping.

Steps to follow when absent from school:

1. Visit the school website and complete the Excused/Unexcused Request form located under the Useful Links.
2. Upon return to school, students must bring an original note from a parent/guardian, doctor, court of law, etc. The note should list the student's name, date(s) of absence(s), specific reason for absence(s) and his/her signature. *Copies of notes will not be accepted.*
3. Students should present the note to the school attendance desk located in the front office. All notes must be submitted within two school days of the student's return to school. Written excuses submitted beyond two school days will be subject to principal approval. It is the student's responsibility to request makeup assignments from teachers.

Make up work: Students will be allowed to make up all work for absences, including unexcused absences and suspensions. With exceptions made for unusual circumstances, students are expected to complete make-up work within five (5) school days of returning to school.

Excused Absences

An absence may be excused for the following reasons:

- personal illness or injury which makes the student physically unable to attend school.
- isolation ordered by the State Board of Health.
- death in the immediate family.
- medical or dental appointment.
- participation under subpoena as a witness in a court proceeding.
- observation of an event required or suggested by the religion of the student or the student's parent/guardian.
- participation in a valid educational opportunity, including but not limited to college visitation, or service as a legislative or Governor's page, with prior approval (based on the student's current and previous attendance history) from the principal or designee and with demonstration of learning by the student.
- pregnancy and related conditions or parenting, when medically necessary.
- any exam exemptions approved in accordance with the provisions of Policy 3405.
- A student whose parents or legal guardian is an active-duty member of the uniformed services as defined by Policy 4050 and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting will be granted additional excused absences at the discretion of the superintendent or designee to visit his or her parent or legal guardian.

Absences due to extended illnesses or after accumulating more than ten absences require a statement from a physician. These may require verification by school staff members.

School Related Activities

All classroom activities are important and difficult, if not impossible, to replace if missed. Principals shall ensure that classes missed by students due to school-related activities are kept to an absolute minimum. The following school-related activities will not be counted as absences from either class or school:

- field trips or sponsored events by the school.
- job shadows and other work-based learning opportunities.
- school initiated and scheduled activities.
- school sponsored athletic events that require early dismissal from school.
- career and technical education student and student organization activities approved by the principal.
- in school suspensions.

All assignments missed for the above reasons are eligible for make up by the student. The student is responsible for finding out what assignments are due and completing them within the specified time period.

Excessive Absences

Class attendance and participation are critical elements of the educational process and may be taken into account in assessing academic achievement. Students are expected to be at school on time and be present at the scheduled starting time for each class. Students who are excessively tardy to school or class may not be suspended from school. The principal will notify parents and take all other steps required by the compulsory attendance law for excessive absences. Absences resulting from suspension or expulsion from school shall not be used for compulsory attendance violation. Students may not be suspended for truancy.

To receive credit for courses, students must not have excessive absences. At the high school level, more than eight absences in a course during each 90-day session are considered excessive. The principal or committee established by the principal will review the measures of academic achievement, the

circumstances of the absences (excused or unexcused), the number of absences, and the extent to which the student completed missed work. A committee may recommend to the principal the following measures:

- the student will be retained.
- the student will not receive a passing grade for the semester.
- the student will receive the grade otherwise earned; or
- the student will be given additional time to complete the missed work before making a determination of an appropriate grade level.

The principal shall notify the parent/guardian in writing of a decision to retain the student, deny course credit, or reduce a grade.

Excessive absences may impact eligibility for participation in interscholastic athletics. See policy 3620.

Students with excused absences due to documented chronic health problems may be exempted from this policy.

TARDY POLICY

Being prompt to class is an important factor in academic success. Students who are tardy to class will be required to report to a tardy zone to obtain a tardy pass. The tardy pass is required to gain entry into class. Tardies will be recorded and monitored for each academic quarter and chronic violators will receive a disciplinary consequence as indicated below:

| | |
|-----------------------------|--|
| 1st Tardy | Warning |
| 2nd Tardy | Warning |
| 3rd Tardy | Lunch Detention |
| 4th Tardy | Lunch Detention and Hall Pass restriction for one week |
| 5th Tardy | ASD (1 hour) |
| 6th Tardy | ASD (1 hour) and Hall Pass Restriction for 2 weeks |
| 7th Tardy | 1 day ISS |
| 8th Tardy | 2 days ISS and Hall Pass restriction for 1 week |
| 9th Tardy | Meeting with GC, Counselor, Admin, and Parents |

*Tardies include unexcused late arrivals to school. Students who are habitually late to school can have parking privileges revoked.

VISITORS

Visitors are not permitted during the school day unless they are on school related business. All visitors must check in with the office with a valid drivers' license. Persons present on school property without permission are subject to prosecution for trespassing.

STUDENT BEHAVIOR

At Central Cabarrus High School we believe that good discipline is essential to good learning, each student has a right to be free from distractions caused by the inappropriate behavior of others, and the school must model responsible behavior. We expect students to conduct themselves in a manner that allows them the opportunity to acquire the fullest education possible. Students should avoid any behavior that is disruptive to the good order of the school. Central Cabarrus High School Vikings are responsible, respectful, safe, and engaged in all areas of the school campus, buses, and while representing CCHS at events.

ADMINISTRATIVE GUIDELINES

- Administrators are available for consultation and assistance. To ensure that a concern receives the time and attention it deserves, an appointment is recommended.
- Please avoid sending messages to students during the school day. This includes cell phone calls and text messages. We do not deliver messages from employers, friends, or other nonessential information/items. Students are called out of class for emergencies only.
- Announcements concerning school activities are made daily. The announcements are also posted at various places both around the building and on the school website.
- At the end of the instructional day, all students will exit the building unless they are being directly supervised by a faculty/staff member or attending a school function that begins immediately after dismissal.
- CCS School Board Policy prohibits students from selling items on school property unless the sale is part of a school fundraiser.
- All State and Federal laws apply on School Board property.
- All students must sign an Acceptable Use Policy letter to use the Internet at school.
- Supervision of students on school days is provided between the hours of 6:45 AM and 2:30 PM only.

Fighting: Law enforcement will be notified and will investigate every fight that occurs on the CCHS campus, at any school function, or at any location that subsequently causes a disruption to the school day. In addition to school-based consequences, criminal charges may be filed.

- Avoiding Fights: Students should do all they can to avoid fights even when others seek to provoke fights. Any student who is confronted by another student should walk away and notify any school employee immediately. **Self-defense** is defined as the act of shielding oneself from being hit and enabling oneself to get free from the attacker in order to prevent a fight and to notify school authorities. It is not self-defense to hit the attacker back and participate in the fight. This action is retaliation and will be considered fighting. Administrators will have the discretion to recognize the need for self-defense on an incident-by-incident basis.

BULLYING AND/OR HARASSMENT

Students are expected to demonstrate respect for teachers, school employees, other students, and themselves. The Cabarrus County Board of Education expressly prohibits unlawful discrimination, harassment or bullying, including on the basis of race, color, national origin, sex, pregnancy, religion, age, physical appearance, or disability. Refer to Board policy code: 1710/4021/7230 for a more detailed explanation of this policy.

Bullying and/or harassing behaviors are strictly prohibited. The repeated pattern of intimidation may be real or threatened. There are three (3) types of bullying: physical, emotional, and relational. Bullying may include, but is not limited to verbal taunts, name-calling, implied or stated threats, and exclusion from peer groups. Bullying can occur in person, or through social networking sites, texting, blogging, and the internet. Students who feel bullied, harassed or intimidated at school by an adult or another student should report the concern to a teacher, administrator or other staff member *immediately*. Bullying and Harassment Reporting Forms are available on the CCS website. Students who violate the bullying policy shall be subject to disciplinary action up to and including expulsion.

PROHIBITION AGAINST DISCRIMINATION, HARASSMENT AND BULLYING

Policy Code: 1710/4021/7230

STUDENT USE OF SOCIAL NETWORKING SITES, BLOGGING, AND THE INTERNET

Policy Code: 4312

DISCRIMINATION, HARASSMENT AND BULLYING COMPLAINT PROCEDURE

Policy Code: 1720/4015/7225

Not all peer conflict is bullying. Bullying is the abuse or threat to abuse power against another person. Bullying is typically one-sided. Social "drama" is typically a two-way conflict where both students and other peers are entertained by it. Social drama will not be tolerated, and administration will follow the disciplinary code of conduct.

WEAPONS AND DANGEROUS OBJECTS

A student shall not possess, handle, or transmit a gun, rifle, pistol, shotgun, airsoft gun, bolt, or other firearm, BB gun, stun gun, air rifle, or air pistol, bowie knife, dirk, dagger, machete, ice pick, switchblade knife, slingshot, leaded cane, blackjack, metallic knuckle, bow, arrow, crossbow, razor, razor blades, fireworks, explosives, or any other sharp pointed or edged instrument not used for instructional purposes, or personal defense spray (possessed with the intent to harm) or any other object that can *reasonably be considered a weapon*. These items may not be possessed on Cabarrus County School Board Property or at any school function regardless of its location. This includes personal vehicles parked on school property. IT IS A CRIME TO POSSESS A WEAPON ON SCHOOL GROUNDS. This policy shall not apply to a handgun in a closed compartment or container within the person's locked vehicle or in a locked container securely affixed to the person's vehicle if the person has a concealed handgun permit valid under state law or is exempted by state law from needing a permit to carry a concealed handgun (the person may unlock the vehicle to enter or exit the vehicle provided the handgun remains in the closed compartment at all times and the vehicle is locked immediately following the entrance or exit). As the minimum age to hold a valid North Carolina concealed handgun permit is 21 years, this exception does not apply to students.

RECONNECT

Students with an average of 70 or higher in a class may utilize the Reconnect period to attend club meetings and other activities. Students must attend their assigned classroom. Students who do not attend their assigned class period will be considered skipping. Students are not permitted to leave campus without properly checking out during central connections.

DRESS CODE

In conjunction with the Cabarrus County School Board, the CCHS administration and staff believe that there should be a standard of dress in an educational environment. We believe that the dress code should be inclusive of all Central Cabarrus Vikings. The CCHS dress code is implemented to promote the health, safety, and responsibility of all students. All dress code standards are upheld to ensure a positive, professional educational environment.

- Undergarments must not be visible.
- All tops and dresses must have two straps on the shoulders that are an inch or wider in width.
- Tops must completely cover the midsection and back at all times and have a neckline that does not expose cleavage.
- The sides of the torso should not show.
- Clothing must not be excessively tight or see-through.
- Shorts may be worn provided that the shorts are not excessively tight or short.
- All shorts and skirts need to be at least mid-thigh length or longer.
- Pants must be worn at the waist and not reveal underwear, clothing, or skin.
- Pants, shorts, and skirts that have holes at mid-thigh or above are not permitted.
- Leggings may be worn as pants but must not be sheer or show undergarments.
- Pajama pants and slippers are not permitted, and shoes must be worn always while on campus.
- Skirts and dresses that are higher than mid-thigh may not be worn.
- Bandanas are not permitted to be worn or visible.
- Articles of clothing and accessories may not depict references to gangs, drugs, tobacco, alcohol, death, violence, profanity, vulgar/hate statements, illegal actions, or sexual images.
- Jewelry or accessories that may be used as a weapon are not permitted.

CCHS administration reserves the right to deem student dress inappropriate if a disruption to the learning environment or a danger to the health and safety of others occurs. Extremes in hairstyle, body piercing, make-up, tightfitting clothing, and any other modes of dress will not be permitted.

A student must be in compliance with dress code at all times during the school day. For example, a student's dress or top may meet the dress code's length requirement while standing in place; however, when he or she is walking, the garment may be too short and out of compliance with dress code policy.

If a student is asked to alter his or her dress due to an infraction, complies, and later reverts back to the infraction within the same instructional day, he or she will face a more severe disciplinary consequence.

PERSONAL PROPERTY

Students must be cautious with their property. The faculty and staff of CCHS are not responsible for lost or stolen items. Students should:

- identify all personal articles in a manner that cannot be erased.
- refrain from bringing large sums of money or other valuables to school.
- Keep PE lockers *locked* at all times.
- not leave clothing, purses, etc. lying exposed on desks, cafeteria tables, the floor etc.
- leave electronic devices at home as they are frequently targeted by thieves.

The faculty *cannot* supervise every student at all times; therefore, it is *the student's* responsibility to adequately secure personal property at all times.

SEARCH AND SEIZURE

The administration has the right to search a student, a student's locker, his/her belongings, his/her vehicle, or his/her electronic device(s) if it is deemed there is reasonable suspicion that a school rule has been violated. Trained law enforcement K-9 units periodically conduct random searches for controlled substances. Illegal substances and/or stolen property will be confiscated and law enforcement will be contacted. Students in unauthorized areas of campus will automatically be subject to search.

DISCIPLINE POLICIES

Discipline is based on the proposition that teachers have a right to teach, and students have a right to learn. The system is designed to provide prompt and effective consequences for students who choose to interfere with the rights of either the teacher or the other students. The behaviors that are expected of students are clearly communicated to all stakeholders. The discipline policy of CCHS is designed with the best interests of students in mind. Students can typically expect the following consequences for misbehavior.

- Administrative conference and parent contact from the referring teacher.
- Thursday after school or lunch detention and parent contact from administration.
- In school suspension and parent contact from administration.
- Out-of-school suspension (up to ten (10) days) and parent contact from administration.
- Recommendation for alternative placement by the principal.
- Long-term suspension (in excess of ten (10) days) and parent contact from administration.

The decision of which consequence to assign, upon which date(s) to assign it, and the duration of the consequence is at the sole discretion of the school administration.

HALLWAY AND BATHROOM EXPECTATIONS

Students can leave the classroom with teacher permission to visit the bathroom, library, and other areas of the building with an active hall pass. At CCHS we utilize e-Hallpass to maintain hallway security during class time. Students are expected to visit the bathrooms in the assigned zone of the classroom they are currently located and immediately return to class in order to maintain school safety. Students caught outside of these assigned zones are subject to disciplinary consequences including, but not limited to, lunch or after school detention, ISS, revocation of e-hallpasses. Students caught outside of assigned zones can be subject to search by school administration to ensure school safety. Students should not leave class during the first 5 minutes or the last 5 minutes of a class change.

SOCIAL NETWORKING, ELECTRONIC DEVICES, THE INTERNET, AND SCHOOL DISCIPLINE

A student shall be disciplined for creating, capturing, or distributing written or electronic material, pictures, digital images, electronic data, video recordings, audio recordings, internet postings, text messages, postings to social networking/media sites, or any other unspecified rules violation involving electronic device of any kind that has potential to cause or directly cause a disruption to school operations and/or interferes with the rights of other students or staff. Violation of this policy will result in disciplinary action.

up to and including expulsion. The policy is in force 24 hours, seven days a week both on and off school property. Regardless of the location or the time of day they were committed, if the action(s) in question causes disruption to school operations, or in any way violates school rules or policies, the school administration has jurisdiction and will discipline accordingly.

- Students are permitted to use their electronic devices before the 7:15 AM bell, during class changes, on the way to lunch, during their assigned lunch period, on the way back to class from lunch, after 2:15 PM, and during class-time (with teacher permission).
- Teachers are solely in charge of students' use of technology within their classrooms.
- Administration, faculty, and staff may request at any time that students turn off their technology. Failure to follow this direction will result in disciplinary action and possible revocation of device privileges.
- Students may not attempt to use any software, utilities or other means to access internet sites or content that is blocked by Cabarrus County Schools internet filters.
- Students are not permitted to use their electronic devices for actions that may cause or have the potential to cause a disturbance of any kind to the learning environment. Such actions include but are not limited to the use of a camera and/or conducting audio/video recordings of others without permission.
- Students who record peers in the act of breaking the code of conduct will be subject to discipline as well.
- Privately owned electronic devices are subject to all school rules/policies. Such devices include but are not limited to school rules/policies involving bullying/harassment, theft, search & seizure, the issuance of threats, confiscation, profanity, sexual activity, and use of the devices in the commission of crimes and/or violations of school rules and policies.
- Neither Cabarrus County Schools nor Central Cabarrus High School will accept responsibility for any lost or stolen privately-owned electronic device. Responsibility is also disavowed for the repair, and/or troubleshooting of any malfunctioning privately-owned electronic device.

SCHOOL TECHNOLOGY-1:1 CHROMEBOOKS

1:1 devices: All students will be assigned a Chromebook. The CCS Board of Education has instituted a technology fee of \$20. It is the responsibility of the student to bring his/her Chromebook to school each day. Students are also responsible for the care and general maintenance of the device assigned to them. Should a device become damaged or lost, a fine may be given. Each student user is responsible for appropriate use of the Internet. If inappropriate materials are encountered, each student is to report the issue immediately to a teacher. Parents and students understand all student email communications and use of the internet on school-provided email and online collaboration platforms may be monitored, even from home. School administration is alerted if inappropriate content is accessed or downloaded onto a school device. Students will be subject to behavior consequences for inappropriate school technology usage.

IN SCHOOL SUSPENSION

ISS is an alternative placement during the regular school day. The decision to assign a student to ISS is at the sole discretion of CCHS administration. ISS is from 7:15 AM until 2:15 PM. Students who are disruptive in ISS will be suspended from school and finish their previously assigned ISS consequence upon returning to school.

OUT OF SCHOOL SUSPENSION

An out of school suspension can be short term (1-10 days), recommendation to alternative placement to the Opportunity School, long term (11-365 days), or expulsion. The decision to assign a particular type and duration of OSS is determined by, but is not limited to, the following factors:

- School or district policy.
- Severity of the offense.
- A student's discipline record.
- The level of danger to fellow students.

Law enforcement officials may also be contacted. Any student suspended may not hold any elective office that year and may be required to arrange for a parent conference with the Principal or an Assistant

Principal before returning to school. Students may neither be on school property during the suspension period, nor may they participate in or be a spectator at any school related activity during the suspension. Examples of school related events include, but are not limited to athletic contests, band, or choral concerts, dramatic productions, school dances, and drivers' education. If a student is suspended (either ISS or OSS) during their 11th grade (junior) year, he/she is not eligible to be a graduation marshal. Students who are suspended may make up their academic work. The decision to suspend a student from school is at the sole discretion of the CCHS administration. Reasons a student may be assigned out of school suspension will include, but are not limited to, the following:

- Being a persistent discipline problem.
- Disrespect of or failure to follow the reasonable directions of a school employee (i.e. insubordination).
- Sexual harassment of a student or school employee.
- Profanity directed at a school employee or threats made to a school employee or a student.
- Stealing (The student must also make restitution).
- Vandalism (The student must also pay damages).
- Misuse of technology/cyber bullying (on campus or off campus).
- Bringing a weapon to school. Board policy defines a weapon as, but is not limited to:
 - o any gun, rifle, pistol, shotgun, airsoft gun, bolt, or other firearm.
 - o any BB gun, stun gun, air rifle, or air pistol.
 - o bowie knife, dirk, dagger, machete, ice pick, or switchblade knife.
 - o slingshot, leaded cane, blackjack, metallic knuckle.
 - o bow, arrow, and crossbow.
 - o razors, and razor blades.
 - o fireworks or explosives.
 - o any sharp pointed or edged instrument except instructional supplies, unaltered nail files and clips, and tools used solely for preparation of food, instruction, and/or maintenance on educational property.
 - o mace, pepper spray, and other personal defense sprays (mere possession of a personal defense spray is not a violation of the policy unless (1) the device is used for a purpose other than self-defense, as defined under state law or (2) the principal or designee determines that the individual brought the device to school or school event with the intent to harm, threaten harm, or create a disturbance).
- Fighting or disorderly conduct.
- Sexual activity.
- Drugs or alcohol—Students who sell, or distribute without charge, possess, use, or are under the influence of alcohol, controlled substances (includes prescription or over the counter medication), or counterfeit controlled substances on school board property or at any school function shall be suspended up to ten days with Principal recommendation for an alternate placement for at least the remainder of the semester. The Principal may recommend that the student be suspended for the remainder of the year. Students who possess, use, or are under the influence of alcoholic beverage, controlled substance or counterfeit controlled substance at school, immediately before or after school, or at any school function shall be suspended for up to 10 days with a Principal recommendation that the student(s) be suspended for the remainder of the school year. Students that are repeat offenders will be long-term suspended. Severity of offense may be grounds for expulsion. Written reports of alleged violation of this policy shall be presented to the Board of Education on a monthly basis.
- Possession, use, or distribution of tobacco or vaping paraphernalia.
- Any assault on a school employee could result in expulsion. Law enforcement will investigate and charges will be filed.

The safety of our students is of utmost importance. Students who have demonstrated either at school or in the community that they could pose a threat to our students' wellbeing will not be allowed to continue their association with Central Cabarrus High School. Also, students who have been long-term suspended or expelled from CCHS are prohibited from attending any school event or function either on the CCHS campus or in any other location ever again.

SUSPENSION FROM PARTICIPATION IN EXTRACURRICULAR ACTIVITIES POLICY

General Statement of Policy

Students who participate in the extracurricular activities offered at their schools enjoy a privilege, and many of them are called upon to represent their schools in local, state, and national arenas. Accordingly, students may be held to a higher standard of eligibility for participation in extracurricular activities than what is required for participation in the regular instructional program. It is the policy of the Cabarrus County Board of Education that students who commit prohibited acts, may have suspended their privilege of participation in extracurricular activities offered by their schools. This Policy shall govern each student at all times that he or she is enrolled in Cabarrus County Schools. It shall also apply equally to conduct taking place outside of school-related activities, and not on property owned or leased by the Board as well as to conduct taking place during school-related activities and on property owned or leased by the Board.

Prohibited Acts

A student may be suspended pursuant to this Policy for the following:

- Conduct that constitutes a felony under state or federal law or any crime involving moral turpitude, including the illegal possession, sale, or use of drugs or alcohol.
- Conduct that constitutes a violation of Board policy and/or school rules.

VIDEO SURVEILLANCE

To ensure safety, video cameras have been installed in several hallways in school buildings, in some parking lots on campus, and school buses. Be advised:

- School administrators and law enforcement officials monitor both the cameras and the recordings.
- Video recordings are used to investigate violations of school rules and the law.
- Video recordings may become part of a student's educational record.

STUDENT PARKING REGULATIONS

Administration reserves the right to change student-parking regulations as the need arises. Driving to school and parking on school property are privileges. Students must adhere to the following regulations in order to maintain a safe parking environment.

- All automobiles parked on campus must be registered with the school office and must display the current pass hang tag on the rearview mirror.
- Parking is strictly limited to the student parking area in the lower rear lot.
- Parking in staff lots is prohibited and may result in revocation of parking privilege.
- Automobiles parked improperly or without a parking pass will receive a citation. A fine may be imposed for parking improperly.
- Students owing *any* fees or textbooks will not be permitted to purchase parking passes.
- Speeding and reckless operation of a motor vehicle are prohibited and will result in a suspension for an amount of time deemed appropriate by the school administration.
- Students are not permitted to either loiter in or go to their cars without permission from a school official.
- Parking regulations are strictly enforced. It is considered a privilege to park on school grounds. Suspension of driving privileges, towing or booting of vehicles at owner's expense, and/or other disciplinary action may occur when violations of the regulations occur.
- Parking fees will be forfeited in all revocation of parking privileges.
- Student drivers who are tardy to class 5+ times will have their parking privileges revoked.

Lose Control, Lose Your License Guidelines

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 students 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 75% of all 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.

NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION

"Lose Control, Lose Your License Law"

The "Lose Control, Lose Your License" Law became effective July 1, 2000. Students who are at least 14 years old or who are rising 8th graders on or after July 1, 2000 are subject to this law. The legislation directs public schools, community colleges, and nonpublic schools to notify the North Carolina Division of Motor Vehicles (through the State Automated Driver License System) whenever a student is given an expulsion/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:

- The possession or sale of an alcoholic beverage or an illegal controlled substance on school property.
- 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.
- The physical assault on a teacher or other school personnel on school property. This includes the premises of the school, school buses, or other vehicles under the school's control or contract and that are used to transport students, and school-sponsored or school-related activities that occur on or off the physical premises of the school.

Unlike the "Dropout Prevention/Driver's License" law that stops when a student turns 18 years old, 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 17½ year-old. If a student is unable to demonstrate exemplary behavior, then he or she will be 18 ½ years old before being eligible to drive.

BUS REGULATIONS

Riding the school bus is a privilege and not a right. The bus driver is performing a service by providing students with transportation to and from school. Students depend on the driver for their safety and must follow his/her directions and refrain from any disruptive behavior. Students must adhere to the following:

- Stand off the roadway while waiting for the bus.
- Stay seated at all times.
- Keep all body parts and objects inside the windows.
- Refrain from eating and drinking. Food and drinks are prohibited.
- Do not smoke, use profane language, gamble, engage in horseplay, or threaten other students.
- Students are not permitted to ride any school bus other than the one to which they have been assigned. Notes from parents requesting this cannot be honored. Violations of this rule may result in disciplinary action.

Buses will load immediately after school and depart campus exactly seven (7) minutes following the bell to dismiss school. Any student who is not on the bus at the time the school buses begin to depart will not be permitted to board any bus. Students who miss the bus due to their own negligence are responsible for finding their own transportation. *Failure to follow bus rules can result in suspension from the bus and/or school.*

GRADING SCALE

Grades are recorded as numerical grades and calculated on a 4.0 scale. The grading scale is as follows:

| <u>LETTER GRADE</u> | <u>RANGE</u> | <u>QUALITY POINT</u> |
|---------------------|--------------|----------------------|
| A | 90 – 100 | 4 |
| B | 80 – 89 | 3 |
| C | 70 – 79 | 2 |
| D | 60 – 69 | 1 |

WEIGHTED COURSES

Advanced/Honors courses will receive a half (1/2) quality point. Advanced Placement courses will receive one (1) quality point. Remedial courses are not eligible for weighting.

REPORT CARDS & PROGRESS REPORTS

Progress reports will be available on PowerSchool Parent Portal. Paperless report card dates will be on the school website.

PROMOTION STANDARDS AND GRADE-LEVEL CLASSIFICATION

Grade level classification is based on the student's ability to earn his/her maximum potential. A student may earn a maximum potential of eight credits per school year.

Classification Index

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|------------------|--|
| Sophomore | 6 credits |
| Junior | 13 credits |
| Senior | 19 credits and be eligible to graduate in the spring semester. |
| Graduation | 27 credits |

Transfer Student Grade Level Classification

Transfer student's grade classifications at his/her former school and an evaluation of the student's transcript will be used for grade placement and GPA. The GPA of a transfer student will be based on the weighting system used by CCHS.

GRADUATION REQUIREMENTS

Students must earn at least 27 credits in order to graduate. Students must meet the Future Ready Core Requirements or Occupational Course of Study for graduation. These include four English, four math, three science, four social studies, one Health & PE, seven elective, and a four course concentration credits in one of the following areas: Career Technical Education, Cultural Arts, World Language, or JROTC.

HIGH SCHOOL EXAM EXEMPTION POLICY

The following exemptions do not apply to any course for which there is a state-mandated CTE Final Exam, End of Course (EOC) Test adopted pursuant to NC General Statute 115C-174-11. The criteria for exempting final examinations are as follows:

- Students may not request a final exam be rescheduled due to a trip or vacation. These requests will not be honored by the administration.
- Only seniors may be exempt from final exams.
- Seniors may exempt non-state mandated exams for which all the following conditions are met:
 - o the student earns at least a "B" average (80) in a particular course.
 - o maintains three or fewer absences for the semester (excused or unexcused).
 - o receives no suspensions during the semester.
- Exemption is optional. If a qualifying senior wishes to take an examination from which he/she may be exempt, the student may do so. The final examination grade for a student qualifying for exemption will be used only if it improves the student's grade in the course.
- The final grade of a student opting not to take the final exam will be computed based on the tests and course work completed during that term.
- At least two days before the examination period, teachers must notify students who qualify for an exam exemption. A qualifying student must notify the teacher of whether they intend to take the examination at least one day prior to the examination.
- Any high school student who is enrolled in an Advanced Placement (AP) course and takes the AP exam is exempt from the regular class final exam. Any high school student participating in an AP class first term and who commits to taking the AP exam in the spring shall be exempted.

- o Note: In order to receive credit for an AP examination, the AP exam must be documented by a grade report to the student's high school. Failure to take the AP Exam shall result in a zero for the course exam, subsequently affecting rank and academic honors.
- o Should a first term AP student elect to take the class exam, he/she may also have the opportunity to choose to take the AP Exam in the spring. The class exam will count 25% of the final grade. Students choosing not to take the AP Exam will not have the opportunity to receive college credit.
- Students who qualify for exam exemptions are expected to continue to attend classes and complete all assignments.

ACADEMIC DISHONESTY

Graded work submitted to a teacher as one's own work is expected to be the student's original work. Students determined to be guilty of academic dishonesty, including the use of AI to complete an assignment, will receive no credit for the work. The teacher will inform the parent and administration of the incident. Repeated acts of academic dishonesty will result in further disciplinary action as deemed by the administration.

STUDENT SERVICES

The Student Services Department is available for every student in the school. The services this department provides include assistance with educational planning, interpretation of test scores, occupational and career information, study help, assistance with home, school, social and emotional concerns, and any issues he/she would like to discuss with a school counselor, social worker, or graduation coach.

Students wishing to visit student services should visit Student Services and fill out an appointment slip located with the Guidance Secretary/Registrar. Students are assigned a counselor based on the first letter of their last name.

| | |
|------------------------|---------------------|
| A-D | Liz Wiegel |
| E-J | Genene Palmer-Fabor |
| K-Q | Alycia Nalbone |
| R-Z | Brittany Vanderpool |
| Social Worker | Azia Rousse |
| Graduation Coach | Dana Hardeman |

Parents are encouraged to make contact with counselors throughout the year. Information regarding careers, college admissions, financial aid, curriculum offerings, testing, records, and personal assistance is available on the student services' website at <https://www.cabarrus.k12.nc.us/Domain/698>.

CABARRUS COUNTY SCHOOLS DROP-ADD GUIDELINES

High schools in Cabarrus County school district are on a block schedule. There are two terms with four courses each lasting 80 minutes per class. The North Carolina Department of Public Instruction requires a minimum number of seat time hours to earn a credit. As a result, if a student has excessive absences, credit may be withheld. Therefore, the following procedures are in effect for any student who requests a schedule change:

- No changes will be made student schedules after the closing of the schedule change request window unless an administrative error has occurred, a student has not completed a prerequisite course, or pupil balancing has occurred.
- Students failing the first course of a two-part sequence (i.e. prerequisite course) will be dropped from the second course.
- Second term changes are also not granted following the schedule change request window closing; however, the principal with counselor recommendation may consider exceptional circumstances.
- If a student drops a class once the term has begun, it is only with the principal's approval and the grade of WF will be recorded on the student's transcript. The WF will be averaged into the GPA as a failing grade.
- These guidelines also apply to courses taken at a community college for dual credit.

ATHLETICS

Central Cabarrus offers students the opportunity to participate in a variety of competitive sports. Questions or concerns should be directed to the head coach of the particular sport or the Athletic Director, Jamie Billings. Contact information regarding athletics can be found on the school's website.

ATHLETIC ELIGIBILITY

To be eligible for a team a student must:

- Pass a minimum of three (3) courses during the previous semester at an approved high school.
- Meet local promotion requirements (see academic requirements listed above).

There are other criteria for attaining athletic eligibility in a North Carolina High School Athletic Association member school. For a complete listing and explanation of each of the criteria, consult www.nchsaa.org.

CAFETERIA SERVICES

Students have two options for breakfast- before school (from 7:00-7:15) and a "second chance" breakfast between first and second periods. Both options for breakfast are grab and go breakfast where students pick up their food at a cart in the hall and take it to class to eat. No payments will be accepted at the second chance breakfast stations. Students must add money to accounts before school or during lunch. Students must be in line for the second chance breakfast **before** the warning bell rings. Students who select items without paying will be disciplined. Any student with outstanding fees or charges may not be permitted to participate in extracurricular activities including sports, dances, and clubs.

Commercial Delivery of Food for Students- Cabarrus County students may not receive food deliveries while at school through any kind of commercial delivery service, such as Door Dash, Uber Eats, Grub Hub, etc. This does not apply to parents bringing lunch to their own child or a student bringing their own lunch to school. The school must attempt to reject the delivery. Food that is left from commercial delivery will be discarded.

Students are also not permitted to leave campus for lunch. Students must report to Norse Cove or the cafeteria for lunch at the beginning of their lunch time unless given specific permission and hall pass from a staff member.

NOTIFICATION OF ASBESTOS REINSPECTION

In compliance with the US Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA) in the fall of 1988 Cabarrus County Schools (CCS) performed inspections on each school building for asbestos-containing building materials. The inspection findings and asbestos management plans have been on file in each school administration office since that time. The EPA requires CCS to perform re-inspections of the asbestos materials every six months to determine the condition and potential disturbance. The asbestos materials in the school are in good condition and we will continue to manage it in place. The results of the re-inspection are on file in the management plan in the school's administrative office. Everyone is welcome to view these anytime during normal school hours.

EQUAL OPPORTUNITY NOTICE

It is the policy of Central Cabarrus High School not to discriminate in its admission requirements, educational programs, activities, or employment policies in regard to sex, race, color, national origin, creed, disadvantaged or handicapped conditions.

DISCLAIMER

Not all incidents can be covered by the rules contained within this handbook. The administration reserves the right to handle situations not specifically mentioned in the handbook in a manner they deem is fair and appropriate.

