

Roanoke Valley Early College Student-Parent Handbook 2024-2025



ROANOKE VALLEY EARLY COLLEGE TEAM

Support Staff

Dr. Jeannie Roberson, *Principal*.....robersonj@weldonk12.org

Susan J. Pitts, *Guidance
Counselor*.....pittss@weldonk12.org

Angela Randolph, *College Liaison*.....arandolph339@halifaxcc.edu

Jacqueline Lee, *Bookkeeper/Secretary*leej@weldonk12.org

Jacqueline McGee, *Data Manager*.....mcgee@weldonk12.org

Dyamond Lowe, *Carolina College Adviser*.....lowed@weldonk12.org

Jennifer Friend, *AIG Coordinator*.....friendj@weldonk12.org

Teaching Staff

Derick Burt, *CTE*.....burtd@weldonk12.org

Sherra Welch, *Mathematics*.....welchs@weldonk12.org

Jose Moreno, *Spanish*morenoj@weldonk12.org

Heather Forte, *English*forteh@weldonk12.org

Danielle Modeste, *Science*.....modested@weldonk12.org

Vacant, *Social Studies*.....@weldonk12.org

District Administration

Dr. Rodney Shotwell
Interim Superintendent.....shotwellr@weldonk12.org

Dr. Boone
*Executive Director of Curriculum
Instruction*.....boonet@weldonk12.org

Danny Holloman
*Interim Executive Director of Human
Resources*.....hollomand@weldonk12.org

Devonne Hunter
Director of School Operations.....hunterd@weldonk12.org

Lisa Bulluck
Director of Exceptional Children Services.....bulluckl@weldonk12.org

Geneva Faulkner

Federal Programs and Student Services.....faulknerg@weldonk12.org

Robin Davis

Director of C.T.E. and Accountability.....davisr@weldonk12.org

The policies established by the Board of Education to govern Weldon City Schools are located on the district website: www.weldoncityschools.org. You may access any policy related to students, personnel, and programs by clicking on “District Policy Manual.”

Accredited by the Southern Association of Colleges and Schools

Contact Us

Phone: 252-536-6382

RVEC.WeldonCitySchools.Org

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**Roanoke Valley Early College
High School 2024-2025**

Principal's Message

Distinguished Students and Parents of Roanoke Valley Early College:
As the Principal of Roanoke Valley Early College, I welcome each of you to the 2024-2025 school year. The staff and I are excited about this new school year and look forward to working with students and parents to ensure RVEC assumes its rightful place in this community as the original early college in the Roanoke Valley.

Our goal, as a team and family, is to provide a learning environment that is safe socially and emotionally, while providing experiential opportunities to strengthen the curriculum structure as we intentionally prepare our students intellectually and academically for college and beyond.

Our platform this year is “Striving for Academic and Intellectual Excellence as Leaders of the Roanoke Valley Educational Community.” As a team and family, we will model excellence and positivity in our language, in our actions, and in our communication with the community and stakeholders. Our academic and social behavior will promote positivity and self-worth at all times. We will continue to observe and follow the level of expectations that are necessary to ensure higher levels of student engagement and self-accountability.

We will continue with the longstanding policy of graduating seniors who are prepared for the colleges and careers of their choice by ensuring they have an Associate's Degree or equivalent and have declared a college and/or career before they graduate from Roanoke Valley Early College. Because we are fully aware of the importance of communication for the success of our students, we are committed to building lasting and sustainable relationships with the parents, families, and the community through consistent communication and conversations regarding student progress and academic trajectory.

2024-2025 holds exciting challenges filled with engaging and growing students to the level necessary to be productive citizens in society. We will stand together with love as a family as we work together in love to do whatever it takes for the ultimate success of all of our students!

Because we are the FIRST to ever do it in the Roanoke Valley!

Let's have an excellent year of positive mindsets and academic success!

***Dr. Jeannie S. Roberson, Ed.D.
Principal***

Because...KIDS



Weldon City Schools

2024 ~ 2025 Student Academic Calendar



July 2024 S M T W TH F S 1 2 3 4H 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	July 2024 July 4 August 2024 August 5-8 August 9 August 12 September 2024 September 2 September 12	January 2025 S M T W TH F S 1H 2OW 3OW 4 5 6RW 7* 8 9 10RC 11 12 13 14 15 16 17 18 19 20H 21 22 23 24 25 26 27 28 29 30 31
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Legend			
* = First/Last Day for Students	E = Early Release for Students	OW = Optional Teacher Workday	RW = Required Teacher Workday
H = Legal Holiday	AL = Annual Leave	GP = Grading Period Ends	PR = Progress Report
RC = Report cards sent home			

Vision

It is the vision of RVEC to serve as a place where every student will be respectful, veracious, eager, and college ready. It is also the vision that each RVEC staff will be a caring adult who is a relentless visionary who creates an engaging learning environment and cares for all students.

Mission

Roanoke Valley Early College provides students with engaging, rigorous educational opportunities and individualized support needed to obtain a high school diploma and an opportunity to earn an associate degree, up to two years of transferable credit, or a college certification.

Curriculum

The Roanoke Valley Early College curriculum consists of the Future-Ready Core college preparatory courses (English, science, math, and social studies) plus special electives such as seminar and those which are available either through WCS or HCC course offerings which are chosen by each student. **All high school courses will be taught at a rigorous honors level curriculum and pace.**

High School Enhancement

Core High School Subjects

- Science
- English
- Social Studies/History
- Math

Classes

- Senior/Super Senior Seminar
- Spanish I, II
- CTE Courses

Halifax Community College Degrees

Reference HCC Catalog for the course of study specific to each type of degree.

- Associate in Arts (AA- College Transfer)
- Associate in Science (AS - College Transfer)
- Associate in Applied Science (AAS)
- HCC Specific Certifications and Diplomas

Students are expected to enroll in college courses as a part of their early college high school course of study. There is no cost to the family for tuition or books for college courses taken during the RVEC calendar year. In some cases, summer courses may be available on a student by student basis, and textbooks for those courses are also handled case by case.

NOTE: Taking a college class is a privilege, and college classes are demanding. Frequent low grades in college courses could result in the elimination of a student's opportunity to enroll in future courses, per HCC's Academic Probation Policy. Students who become ineligible to attend HCC will be put on Academic Probation with a possible invite to transfer to a traditional high school.

Early College Enrollment

The early college academic program is a four -year commitment, with an optional 5th year if needed. However, students may graduate during their original high school graduation year if the student chooses to complete their diploma and degree requirements earlier. Students have up to 5 years to complete their high school diploma and college degree. In addition, students who transfer to RVEC during the 10th grade will have less time to complete the requirements for a 4 year completion and therefore should speak with the school counselor before enrolling. Students who are already enrolled and placed on Academic probation will meet with the school counselor, the principal and their parents to determine the appropriate academic trajectory to ensure student success.

Some students **may be eligible** for earlier graduation if one of the following applies:

- a) The student has completed both a high school and college degree or certification program.
- b) The student has spent at least four years in high school, has completed the requirements to obtain a high school diploma, has earned sufficient semester hours at the college level, **AND** has a higher education opportunity at the university level that warrants an earlier graduation in order to enroll at the university level.

Promotion Criteria

High school students must meet the **Future-Ready Core Graduation Requirements**, which includes the Exit Standards. Early college students must meet all high school requirements, and chosen college degree requirements to obtain their high school diploma and first college degree (AA, AS, or AAS). **Students should see their counselor with any questions about promotion or graduation.**

Grade Classification	Minimum Credits	Required Courses
Freshman	0	
Sophomore	6	English I & Math I
Junior	13	English II & Biology
Senior	21	English III
To Graduate	28	English IV

NOTE: *Graduation requirements have recently shifted based upon state legislation. Conversations will take place during Seminars with your grade level sponsor, as well as your school counselor. You will receive the graduation requirements for your grade level.*

Academic Probation and Contracts

The curriculum at the Roanoke Valley Early College is challenging in its design and is intended to push students to succeed. To do this, all high school courses are taught on an honors level or higher, and college courses are taught at the college level for which they are created. With this in mind, all students should push for academic excellence in every course they take, working diligently to earn a C or higher in all courses. Failure to earn a C or higher in all high school and college courses will result in Academic Probation from RVEC, a parent and student meeting with the principal and the counselor and a student/parent success agreement. In some instances, repeated disruptive behaviors could result in a student being placed on academic probation and a student/parent success agreement, as well.

Academic contracts will be issued to all students who earn a D, F, INC or are withdrawn from any of their courses. Contracts will be written on an individual basis, and will be crafted to support our students who are struggling to perform at the level expected. All contracts will include checking-in with a staff member periodically, restrictions on where students are during study hall, and will last until the end of the next semester. The purpose of a contract is to improve academic performance within these classes in order to exit academic probation.

NOTE: Students who are on academic probation for failing a college course will be required to remain in 606 during study periods and take additional assigned courses to boost high school G.P.A., and will have to attend tutoring through the LRC.

These students will not be allowed to take any new college courses during the following semester. However, during that probationary semester, students will be able to retake one course that they failed. **Any costs for textbooks, access codes, or course materials will be the responsibility of the student and their family during this probationary period.** RVEC will continue to cover the cost of tuition, and will allow a student to check out a textbook if one is available, however, if any course materials must be purchased it will be the student's responsibility to obtain it.

Students who successfully improve their academic performance during the probationary semester will be returned to full status. Students who continue to struggle academically will meet with administration to discuss their future enrollment at the Roanoke Valley Early College.

While a student is on academic probation, the following steps will happen to insure their future academic performance improves:

1. Conference with student, parent, administration and a teacher to write the contract.
2. Student performance will be checked every three weeks for both high school and college courses throughout the semester.
3. At each check, the contract may be modified to meet the needs of the student and parents will be notified of any changes being made.
4. If a student improves by the end of the semester, their probation will end.
5. If a student continues to struggle to improve their grades, they may be placed on probation again, or may return to their base school.

In some cases, there may be extenuating circumstances that change how this policy is applied. In those instances, the principal may choose to forgo this policy in parts or its entirety. However, those situations require the student and their parents to make the school aware and work with us to find ways to support the student to be successful.

Satisfactory Academic Progress Policy

There are 4 levels to this policy. The levels are ***Notice, Warning, Probation, and Discontinuation:***

- **Notice:**

- Failing one or more college classes at 4-week notice.
- Failing one or more high school courses at 3-week progress reports.

*Students receive a written notice about grades via Aviso and through their Weldon City Schools email.

- **Warning:**

- Failing one or more college classes at mid-term.
- Failing one or more high school courses at the end of the grading period.

- Students placed on warning will be assigned to mandatory tutorial contracts requiring parent/guardian signatures.
-
- Students placed on warning will be assigned to mandatory tutorial contracts requiring parent/guardian signatures.

- **Probation:**

- College cumulative GPA is less than 2.0 at the end of the semester.
- Failing three or more high school courses at the end of the grading period.

NOTE: Students placed on RVEC Academic Probation Contract with parent conference and will be unable to enroll in college courses for the following semester (not making satisfactory academic progress).

Discontinuation:

- After not making Satisfactory Academic Progress for two semesters (Semesters do not have to be consecutive).
- Failing three or more high school courses at the end of the semester.
- RVEC Academic Probation for three *consecutive* semesters.

NOTE: Students placed on Discontinuation will be removed from the HCC degree program and, in some instances, returned to their base high schools or the high school of their choice.

Required Tutoring

In some instances, students need additional help. Students who meet the following criteria will be required to attend tutoring.

Students with a HCC GPA of 2.25-2.5 will be required to attend tutoring 2 days a week for the semester.

Students with a HCC GPA of a 2.25 or less will be required to attend tutoring 3 days a week for the remainder of the semester.

Students with a college grade of 70-79, will be required to attend 1 tutoring session that week. Students with a 69 or less, will be required to attend tutoring for 2 days a week until that grade comes up.

RVEC Graduation Flow Chart

High School Diploma: 28 credits
Associate Degree: Arts or Science

Check	High School Side	Community College Side (Courses can be used for graduation credits)
4	English	
	English 1	
	English 2(EOC)	
	Prerequisite	ENG 111 and 112
	English 3	ENG 231 or 232
	English 4	ENG 241 or 242
4	Math	Please note an Associate degree in Science requires more math.
	Math 1 (EOC)	
	Math 2	
	Math 3(EOC)	
	Math 4	MAT 143 or higher
4	Social	
	World History	HIS 111 and 112
	Civic	
	Personal Finance	
	US History	HIS 131 and 132

3	Science	
	Earth Science	
	Biology (EOC)	BIO 111 and 112 (EOC)
	Chemistry /Physics	CHEM 151 and 152 PHY 110
1	Health/ PE	PED 110 HEA 110 <i>Must Pass Both Classes</i>
3	CTE	
	Entrepreneurship 1	
	Entrepreneurship 2	
	Career Management	
	To be a completer for CTE	BUS 110
8	Electives	
2	Foreign Language Classes	
FYI	CPR Certification	

Instructional Non-Negotiables

Classroom Expectations:

Teaching and learning should exist in a manner that engages all students in relevant activities that require students to analyze and evaluate information, think critically in order to problem solve, and create new ideas and ways of thinking.

Core Beliefs about Powerful Teaching and Learning:

Powerful teaching and learning occurs when:

- Instruction is centered around relevant and real-life applications to allow students to make connections between classroom and careers.
- Teachers create, organize and implement lessons that encourage and motivate students to analyze and evaluate information, then create new ideas and ways of thinking.
- Faculty members use data from various assessment strategies to drive instruction.
- Teachers take time to learn student learning styles and implement instruction to fit those styles.
- Teachers reflect upon their instruction, identify personal areas of growth, and seek professional development to gain knowledge for powerful teaching and learning.

- Teachers know how to maximize students' critical thinking skills and problem solving skills using technology.
- Teachers facilitate the established communication practices with parents in order to prepare students to share strengths/weaknesses with parents and maintain guidance for continued development relative to learning outcomes of each course.
- Staff, parents, and students develop a culture of commitment to and responsibility for the success of ALL students.
- Parental involvement is a vital and key element to student and school success.

Parent and Family Engagement Policy

The *Weldon City Schools Parent Involvement Program* and the ***Roanoke Valley Early College*** encourages parents, guardians, and legal custodians to learn about the educational programs that are offered by the district. Parents are invited to become involved through communicating, parenting, volunteering, decision-making, and collaborating within the community. The mission of the Parent Involvement Program is to foster positive communication between home and school. Parents will be encouraged to play a positive role in students learning to develop caring, competent and responsible citizens for life. With this belief, this plan is the result of a collaborative effort on behalf of the Parent Coordinator, Principals, Teachers, and Parents. There are numerous opportunities for parent involvement district wide and at the school level. If you are interested in getting more involved please see the parent involvement coordinator, principal, or counselor.

Homework Policy

Homework assignments are an extension of the instructional program. Homework should help students become responsible, self-directed learners, improve their academic achievement, and provide reinforcement opportunities for learning beyond the classroom. Students can expect to have two to three hours of homework each night. If a student is absent he/she may turn in their homework when they return to school. If a student misses an assignment, he/she is required to make up all assignments. Exceptions will be made for extended medical leave.

For each day that a student is absent they will have two days to make up any missing work.

It is always the student's responsibility to find out what work they have missed and to make it up in a timely fashion.

Grading Policies

The grading system at RVEC is as follows:

90-100.....A
 80-89.....B
 70-79.....C
 60-69.....D
 59-and belowF
 INC..... Incomplete

Principal's List = A's in all courses
A/B Honor Roll = A's/B's in all courses

Progress Reports

Each student will receive a progress report for high school courses on a tri-weekly basis, or as needed based on his or her academic standing. Students are expected to review their progress report with their parents, obtain a parent/guardian signature and return their progress report to their teacher. See Academic Calendar for Dates.

Report Cards

Report cards will be issued at the end of each nine weeks. Signed report cards should be returned to a student's HOUSE teacher. This will be for a Seminar Grade.

Seminar

Two key components of our model here at RVEC are relationships and accountability. Seminar is how we work on those components every day! This course will be for a credit and students will receive a grade.

Each student will be enrolled in a grade-level based seminar class. Each grade-level will be focused on different aspects to help support and develop our students into strong students. 12th graders will be completing their Senior Seminar, which will consist of a 75 Hour Internship, College Applications, Scholarship Applications, FAFSA, and all other necessary topics to help prepare them for college. 11th graders will be enrolled in an ACT Prep-based course to help prepare them for the coming ACT and for other college admissions tests.

Sophomores and Freshman will focus on skills needed to be successful at an Early College, including study skills, note taking, time management, and any other topics that will help develop their strengths as students.

Each Monday, we will do a grade check during Seminar to check on everyone's academic progress. Students will check both their HCC and Weldon emails every day while in Seminar to make sure they do not miss important information from the school or college. This is a habit we want to encourage and support. Downloading the Gmail app to add both mailboxes is encouraged!

Peer Tutoring

A variety of tutoring opportunities are available for students throughout the school year including working with a peer tutor, HCC tutoring lab, the teacher outside of class, during seminar time, and special test prep sessions. Students are expected to take advantage of these valuable resources to improve their grades.

Transcripts

Transcript request forms are located in the front office or from Ms. Susan Pitts. Completed forms can be dropped off at either location. Students may also request their transcript online through CFNC to send electronically to the college of their choice. College transcripts may be requested at the HCC registrar's office and students will be responsible for the transcript fee from HCC.

Change of Schedules

Students may be permitted to add/drop courses only when the students' welfare can be improved by such action. The student must have approval from their parent, the counselor, and principal to change high school courses. For college courses, the student must have approval from the college liaison, the counselor, the principal and their parents. Course Withdrawal forms can be obtained in the office, or from Ms. Susan Pitts. Please note that submitting a form does not remove you from the class, and you should continue to attend until otherwise directed.

Community Service

RVEC students are required to complete non-paid volunteer hours each year. Students in 9th grade are required to complete 20 hours, 10th and 11th grade should complete 25 hours each year. Volunteer hours for the 12th and 13th graders are included in their senior internship.

Attendance Requirements

To be eligible to receive credit for a ***high school course***, students cannot miss more than ***10*** unexcused days during the semester. In addition, excessive student tardiness will also count towards student absences. All students must arrive at school by 7:50 am each day. Students who arrive 30 minutes or more after the start of class will be counted absent from class. Students who receive more than 10 absences per class per semester will be required to make up seat time for the class in order to receive credit for the class. Students will receive an FF for excessive absences until the makeup seat time is completed. Excused absences are limited to the list below and you are required to provide documentation to the office to have that day excused.

Absences for the following reasons are considered excused with proper documentation:

- a. Religious holidays and observances adhered to by the student or parent, provided the number of absences does not interfere with the education of the student.
- b. Quarantine ordered by the local Health Department
- c. Illness or injury confirmed by a written doctor's note
- d. Court or administrative proceedings where the student is party to the action or is under subpoena as a witness
- e. Death in the immediate family or in the student's household

NOTE: College courses do not allow for excused absences. Please check your syllabus for each college course to determine the number of absences allowed. Missing a college course for any reason could result in you being dropped or failing the course.

Sign-In and Sign-Out of School

All students must sign in or out in the main office. Students arriving after 8:10, must sign in through the front office and receive a tardy slip to be admitted to class. Students will not be allowed into the classroom without the tardy slip.

Students who are leaving early, must have a parent come to the front office, and sign the student out. Only contacts listed on the Student Information Sheet completed at the beginning of the school year, will be allowed to sign the student out.

Once a student has signed out for the day, students are not allowed to remain on campus.

Early Release/Late Arrival for Upper Classmen

ONLY Seniors in good academic standing will be allowed to leave campus early at 12:15. Students may not leave school prior to lunch each day. Beginning the spring semester, Juniors in good academic standing may earn this privilege as well. Students who sign out from RVEC under this policy must leave HCC's campus altogether, and may not return, including leaving for lunch.

Leaving Campus

Students may not leave campus at any time without first signing out through the front office. Students typically will not be allowed to leave campus and return back to school without a note from a doctor, court, etc. Exceptions will be few and far between because of student safety concerns. Please see Dr. Jeannie Roberson if you wish to seek an exception.

- 1st Offense- Parent phone call
- 2nd Offense- Parent Conference- possible short term suspension. Loss of early release permissions for the rest of the semester.
- 3rd Offense- Suspension of up to 3 days, parent conference, and a behavior contract will be issued for the remainder of the semester

NOTE: Once a student has signed out for the day, students are not allowed to remain on campus.

Tardies

Student arrival to school on time is critical to their academic success. **It is an expectation that all students not only arrive at school on time, but also be on time for all classes and college classes during the school day.**

The school arrival time is as follows:

- Student arrival time: 7:20 am until 7:45
- Breakfast: 7:30 am until 7:50 am
- 1st Period start time: 7:50 am

Any student who arrives after 8:10 must check in through the office.

NOTE: Tardies to a class of 30 minutes or more will equal one absence for that class. 10 absences to any class will result in a final grade assignment of an FF. Students must make up any seat time for absences totaling 10 or more per class.

Students who are tardy or check out early for the following reasons are considered excused and will have to provide documentation to the office to receive an excused late pass:

- a. Medical or dental appointments
- b. Court
- c. Funerals (family members)
- d. Other reasons pre-approved by administration

Tardy to Class: Students who are late to class, should enter quietly, not disrupting instruction. They should sign in on the tardy log, per the teacher's classroom procedures and give the teacher the tardy slip they have received from the front office. Students who are more than 5 minutes late without a note will be considered skipping, and a referral will be sent to the office.

Students Excused from Class

Students are to be excused from class for emergency reasons only. If a student is excused from class, he or she must have a signed pass in their student datebook. These are the only passes that are acceptable at this time.

Student Email Accounts

Students at RVEC will have access to a laptop provided by the school, in addition to also being

given access to two email accounts. One will be issued by Weldon City Schools, and the other will be issued by HCC. Students are expected to check these email accounts regularly, as important information will be sent to both accounts. It should become a habit to check the accounts daily. Students are also encouraged to download and use the Gmail App for their phones.

Student ID

All students must wear their Student ID badge at all times. Students will be provided a lanyard to use for this purpose, although they may choose to use their own, if they wish. This is not an RVEC rule- this is an HCC requirement on campus. Students will be unable to get a Seminar sticker without an ID.

Bell Schedules

REGULAR SCHOOL DAY SCHEDULE

Event/Blocks	Time Start	Time Ends
Teacher/Staff Arrival Time	7:20 am	7:30 am
Student Arrival/Homeroom /Breakfast	7:25 am	7:45 am
1st Block	7:50 am	9:15 am
2nd Block	9:20 am	10:45 am
3rd Block	10:50 am	12:15 pm
Lunch	12:15 pm	12:45 pm
4th Block	12:50 pm	2:15 pm
5th Block	2:20 pm	2:50 pm
Dismissal	2:50 pm	

2-Hour Delay

Event/Blocks	Time Start	Time Ends
Teacher/Staff Arrival Time	9:15 am	9:30 am
Student Arrival/Breakfast	9:30 am	9:50 am
1st Block	9:50 am	10:40 am
2nd Block	10:45 am	11:35 am
Lunch	11:40 am	12:10 pm
3rd Block	12:15 pm	1:05 pm
4th Block	1:10 pm	2:00 pm
5th Block	2:05 pm	2:50 pm
Dismissal	2:50 pm	

3-Hour Delay

Event/Blocks	Time Start	Time Ends
Teacher/Staff Arrival Time	10:30am	10:45 am
Student Arrival	10:50 am	11:20 am
1st Block	11:25 am	12:00 pm
Lunch	12:05 pm	12:30 pm
2nd Block	12:35 pm	1:10 pm
3rd Block	1:15 pm	1:50 am
4th Block	1:55 pm	2:25 pm
5th Block	2:30 pm	2:50 pm
Dismissal	2:50 pm	

Early Release Schedule

Event/Blocks	Time Start	Time Ends
Teacher/Staff Arrival Time	7:20 am	7:30 am
Student Arrival/Breakfast	7:20 am	7:45 am
1st Block	7:50 am	8:35am
2nd Block	8:40 am	9:25 am
3rd Block	9:30 am	10:15 am
4th Block	10:20 am	11:25 am
5th Block	11:30 am	11:50 am
Dismissal	11:50	

RVEC Student Expectations

RVEC Students are expected to model positive behaviors at all times on both the RVEC and HCC campuses. We are guests on the campus of HCC and must behave accordingly. Serious infractions and disruptive behavior will result in out of school suspensions, and possibly removal from RVEC. **Please be reminded that students face consequences from both RVEC and from HCC. If you are suspended long term by the college, this will result in the end of your enrollment at RVEC.**

We will make every effort to resolve negative and disruptive behaviors in the classroom and through parental contact. Serious misbehaviors, as defined in the Student Code of Conduct found at the end of this document, will be handled through an office referral. Referrals will be handled according to the code of conduct, the seriousness of the incident, the repeated nature of the issue, and in line with board policy. The following is a basic overview of the items found in the code of conduct, and this is not to be considered a complete picture of the policy. Examples are given of some of the more common types of incidents, and the consequences possible under the policy.

Level I Infractions: These include inappropriate language, minor disrespect, and insubordination. Consequences for these items will include loss of privileges, parent conferences, and possible suspension from school.

Level II Infractions: These are more serious and disruptive behaviors, including bullying, disruptive behavior, theft, and aggressive behavior. These behaviors will face consequences including short term suspension, parent conferences, and/or a possible recommendation for long term suspension.

Level III: These offenses are more disruptive, including fighting, communication, a threat, inappropriate use or distribution of medication, and false threats. These consequences will be met with the following consequences, including short term suspension, and/or a recommendation for long term suspension and alternate educational environment and return to the regular school setting.

Level IV and V: These are the most serious, and always include notification to law enforcement. Examples of these behaviors include bringing a firearm on campus, or other extremely dangerous items. Consequences for these actions start with a long-term suspension recommendation.

Out of Place

RVEC students are not allowed to go to the following locations, including building 200, 400, 800, and the Griffin Center, unless you have a class in one of these places. Students who are caught being out of place will face an out of school suspension of at least 2 days.

Earned Privileges

RVEC students will only be allowed to go to the basketball courts and the grill (Grades 11 and 12) after they have “earned” the privilege to do so. **Failure to comply with this expectation will result in an out of school suspension for no less than 2 days for skipping and for being out of the area.** Students must be on their best behavior when using either location, which includes using appropriate language, wearing their HCC ID, remaining in dress code, not wearing a hood, and not displaying inappropriate displays of affection. Because there are multiple early colleges on the HCC campus, we must be mindful of our conduct and behavior as the first and original early college on the HCC campus.

Cell Phones and Other Electronic Device

NOTICE TO PARENTS: School-wide Cell Phone Policy

Cell phones/electronic devices may serve as an outstanding instructional tool and learning resource if used appropriately. We encourage our staff members and our students to use electronics and other 21st century devices to supplement instruction and learning. **However, it has been proven that students who are on cell phones or other electronic devices when it is not part of the instructional delivery are not fully engaged in learning.**

In order to preserve the teaching and learning environment, this document is to clarify the cell phone/electronic devices policy for Roanoke Valley Early College. The policy is as follows:

- Student use of cell phones, PDAs or other electronic devices during the school day is a privilege.
- Adherence to the guidelines below is essential to maintaining an appropriate academic environment and the integrity of the classroom.
- Abuse of this privilege will result in consequences which include confiscation of devices, parent conference, suspension or loss of other privileges such as participation in school trips and extracurricular activities and events, which may include school dances, etc.

- Cell phones and all functions within the cell phone (i.e. cameras and all other applications) are prohibited in the following areas unless expressly permitted by a staff member for educational purposes: Classrooms, Science Labs, Restrooms, all Physical Education Areas and all School Office Areas.
- Students must comply with staff directives, including but not limited to, ending phone conversations for student-staff interaction and using appropriate voice volume and device volume. When in use, cell phones must be on silent mode so that no audible ring tone is heard.
- Cell phones are not for use to bully other students and staff members. Parents will be informed immediately and additional consequences will be determined by the administrator which may include suspension from school and in accordance with the district's discipline and harassment policy.
- Students using cell phones/PDAs or other functions on electronic devices in any manner that disrupts the educational environment, from within or from outside the classroom, or violates the rights of others, including, but not limited to, using the device in violation of our academic honor policy, violating school conduct rules, harassing or bullying staff or students, photographing or video recording staff and other students, or using their device for unlawful purposes will be subject to disciplinary actions that will include suspension and/or expulsion and, if applicable may also be reported to the Juvenile Services Department.

Violation of Cell Phone Policy Consequences:

The respectful, non-disruptive use of cell phones is permitted in the school cafeteria during lunch period only. As soon as the threshold of the classroom or any prohibited area is crossed, during the school day, cell phones need to be put away and made undetectable (i.e., silenced without vibration). Violation of the cell phone usage expectations as stated above will result in the confiscation of the device according to the following levels of disciplinary actions:

- **First Offense** ~ the device will be held in the Administration office until the end of the school day. Parents will be notified of the cell phone policy expectations.

- **Second Offense** ~ the device will remain in the main office for 5 school days. Failure to give up the cell phone will result in an automatic suspension of 3 days OSS.
- **Third Offense** ~The device will be confiscated and the student will receive 5 days OSS. In addition, all cell privileges will be revoked for the remainder of the semester.

Plagiarism and Academic Dishonesty

As a school, RVEC works to establish a very challenging, rigorous environment. To make that possible, students must only submit work of their own creation. Students who fail to cite references properly, or cheat in any way, will be subject to disciplinary action. RVEC will maintain records of student incidents, and those records will follow a student throughout their academic career here.

- **1st Offense**- Student gets a 0, conference with student.
- **2nd Offense**- Student gets a 0, parent conference, behavior contract, and possibly 1 day out of school suspension.
- **3rd Offense**- Another 0, and possibly 3 days out of school suspension. Recommendation for return to the student's base school.

USE OF AI: The use of AI is strongly discouraged as a substitute for student authentic responses, writing, and work. NCDPI has set forth the EVERY Framework as a guideline. Please note that it is up to teacher's discretion as to how and if AI can be used with assignments and in their classrooms. Uncited AI work is considered plagiarism and will be treated accordingly. The Framework is as follows:

- **Evaluate** the initial output to see if it meets the intended purpose and your needs.
- **Verify facts, figures, quotes, and data** using reliable sources to ensure there are no hallucinations or bias.
- **Edit your prompt** and ask follow up questions to have the AI improve its output.
- **Revise the results** to reflect your unique needs, style, and/or tone. AI output is a great starting point, but shouldn't be a final product.
- **You are ultimately responsible for everything you create with AI.** Always be transparent about if and how you used AI.

Computer and Internet Access

Students will use computers as a tool throughout their early college years. Computers will be used by teachers for instruction and by students in both directed and non-directed activities. All students will need parental consent and agreement to use computers and the Internet. Only students who return a signed parental consent form may have access to computers at RVEC. This form must be renewed every year. Students have the opportunity to take their assigned computer home once all contractual and insurance agreements have been arranged and implemented, contracts have been signed, and student and parent/guardian training has been completed. Students who choose not to secure insurance coverage are not eligible to take their computers home and the parent and student will assume the cost for any damages.

NOTE: Students in the 9th and 10th grade are required to use school-issued computers for monitoring and instructional purposes.

Technology Acceptable Use Policy

All students must sign and agree to the Technology Acceptable Use Policy for both Weldon City Schools and Halifax Community College. Extended information with regards to laptop use and other technology equipment will be available in more detail as we progress throughout the school year and 1-to-1 laptop use at home. The laptops and other instructional technology tools are vital to RVEC's digital learning environment. See the policy found on **page 27** of this handbook.

Photo Release

RVEC students are often featured in the local newspaper, college publications, and social media for academic and athletic purposes. If you would like for your child **NOT** to be pictured in any publications, please see administration.

Assemblies and Field Trips

Field trips are an important part of the learning process, and we schedule as many off-campus learning opportunities as we can. Students exposed to cultural or educational opportunities benefit greatly. However, these are a privilege, and students are expected to behave at all times while on the trip. All school rules must be followed at all times, and consequences will increase for misbehavior when representing RVEC off-campus.

Assemblies are another important part of the RVEC learning process, and all students are expected to attend school-wide assemblies. Appropriate behavior is required, including keeping cell phones away, and earbuds/headphones off, at all times during presentations.

Dress Code

It shall be the responsibility of the student and their parents to see that the student dresses for school in a manner that does not disrupt the instructional process. Students shall wear appropriate clothing that conforms to the Weldon City Schools Dress Code Policy. ***Students who are inappropriately dressed will be provided appropriate clothing to wear until proper attire is obtained from home. Excessive non-compliance with dress code will result in disciplinary actions.***

Policy Code: 4316 Student Dress Code

The board believes that the dress and personal appearance of students greatly affect their academic performance and their interaction with other students. The board requests that parents outfit their children in clothing that is conducive to learning. Generally, dress and grooming standards as determined by the student and his or her parents will be deemed acceptable.

However, the board prohibits any appearance or clothing that does the following:

1. violates a reasonable dress code adopted and publicized by the school;
2. is substantially disruptive;
3. is provocative or obscene; or
4. endangers the health or safety of the student or others.

The following dress code guidelines will apply to all students at all times.

Students should refrain from wearing any of the following items:

1. Shirts and tops must be long enough to cover the midriff, chest, and back when sitting, or standing, including the midriff being covered when arms are raised above the student's head.
2. Students may not wear halter tops, fishnet shirts, spaghetti straps, sleeveless undergarments, see-through blouses or shirts, or cut off shirts.
3. Tank tops must have straps at least 2 inches wide and must cover undergarments.
4. Clothing must not be overly tight, and should fit appropriately.
5. Students must wear shoes at all times while on campus, and bedroom shoes are unacceptable. Slides are also unacceptable, however dressy sandals and closed-toe crocs are acceptable.
6. Shorts and skirts must be long enough so that the hem of the garment comes down to the tip of the student's index finger, when the student's arms are held at their side.
7. All pants, jeans, or slacks must be worn at the waist. (No Sagging)
8. No hats, headbands, wave caps, hoods, bandannas, headscarves, or sunglasses may be worn in the building. Repeated violations may result in the items being confiscated, and held to the end of the year.
9. Students may not wear any clothing or accessories that have indecent, provocative, inflammatory, vulgar, profane or suggestive words or pictures, or advertisements featuring illegal drugs, alcohol, tobacco, or their use. Any clothing promoting or depicting weapons is inappropriate. This includes any items that may be considered gang-related, or contain gang-related symbols.
10. No ripped jeans or pants with skin showing above the knee. A student may wear tights or shorts under the pants to cover the holes. Students may not tape holes or rips.
11. Undergarments are not to be exposed at any time.
12. Students may not wear any clothing or accessories that can be used as a weapon.
13. No pajamas or lounge pants may be worn to school, including lounge pants or bedroom shoes.

Students who violate these policies will face the following consequences:

- **First Offense**- Parent/Guardian will be called to bring appropriate clothing, and loaner clothing items will be provided so that students do not miss any instructional time with their teachers.
- **Second Offense**-Students will be sent home for the remainder of the day, and a phone conference will be held with the parent.
- **Third Offense**- 3 days out of school suspension, with a face to face conference with the student and parent, along with a behavioral contract to prevent future infractions.

Medication

No staff member may give a student any type of medication without written permission on the appropriate form signed by a physician. Please obtain a medication form from the office.

Students may not possess or take any medication without the proper form on file. This applies to all medications (i.e. over-the-counter, Tylenol, Aleve, Ibuprofen, as well as prescriptions) Violations of this policy may result in serious consequences, including dismissal from HCC.

Selling Items on Campus

No student will be allowed to sell any item on campus for personal gain. Any solicitation on campus must follow the guidelines of Weldon City Schools. Any student that is found in violation of this policy will have their items confiscated and their parents will be notified. Any further offense will result in disciplinary actions.

Parking Policy

Being able to drive to school is a privilege, not a right. Parking passes can be purchased at the RVEC main office. All parking fees (for violations) are due within seven days and can be paid at the RVEC main office.

1. All students must buy a parking pass from RVEC. This pass will serve as your RVEC and HCC parking pass. The cost of the pass is \$20 and must be displayed when the vehicle is parked on campus.
2. Students must park in their assigned lot every day. This lot is between RVEC (600 building) and the 700 Building/Basketball Courts
3. Students may not park in the spaces assigned to RVEC staff.
4. Students may not park anywhere else on campus during the school day.
5. Students are not allowed to return to their car during the school day, without administrative approval.
6. Cars must not be moved during the school day, which runs from 7:45-3:15 daily. Students may not drive between buildings during class changes. Students taking evening classes may move their vehicles closer to their classroom buildings after 3:15.
7. Students may not leave campus for lunch at any time.

8. Students who have an Early Release or Late Arrival form on file with the office may leave early/arrive late according to their schedule and approval from administration. This means meeting all of the requirements laid out in the Early Release/Late Arrival policy, including grades, behavior, and attendance.
9. Once a student leaves campus they will not be allowed to return, unless they have an excuse note from a doctor, dentist, court, or other pre-approved reason.
10. Students arriving on campus after 7:45 must sign in through the front office prior to going anywhere on campus.
11. Students must sign out prior to leaving, including those with an Early Release form.
12. Replacement passes are \$10.
13. All students must have a parking registration form on file in the main office and have paid their \$20 parking fee in order to have driving and parking privileges at RVEC.

Parking Infractions include but are not limited to the following actions:

- Not displaying your parking decal
- Not parking in the designated parking lot.
- Speeding on campus
- Driving around an excessive number of passengers
- Leaving campus without permission
- Moving your vehicle from the RVEC parking lot prior to 2:55PM

Consequences for parking violations:

- 1st offense- Written warning and call parents.
- 2nd offense - Loss of driving privileges for 5 days, and a parent conference
- 3rd offense- loss of driving privileges for the remainder of the year.

FERPA Form

The Family Education Rights and Privacy Act (FERPA) is a federal law that requires educational institutions to protect student records and data. On the high school side, we are allowed to share information on a particular student only with a parent, the student, and someone who qualifies under those rules. For example, a current teacher, the counselor, principal or district social worker would have access to those records.

On the college side, the parent no longer has access to those records under this law. The college considers the student to be an adult, regardless of their age. To get around this, a FERPA Release form must be signed every school year. The student must sign and list who they want to have access to their files.

Mrs. Randolph handles all FERPA questions for our students on the college side, and Mr. can answer any questions on the high school side. Please see the appropriate person above for your questions or concerns.

Fee assessments

Students may be assessed fees for various school activities. As a school, we will work hard to obtain funds through fundraisers in order to decrease the cost of student fees. However, failure to pay required fees could result in a suspension in being able to obtain textbooks, computers, or participate in graduation. Grade Level Student Dues are as follows:

9th Grade - \$30.00

10th Grade - \$40.00 (includes \$10.00 parking pass)

11th Grade - \$40.00 (includes \$10.00 parking pass)

12th Grade - \$160 (includes payment for yearbook, prom, field lessons, senior activities, and t-shirt - Senior Trip fees are separate)

All fees with the school must be paid in order to graduate- including participation in graduation. If you owe funds, please talk with Dr. Jeannie Roberson or Ms. Jacqueline Lee to develop a payment plan and get those taken care of so that you can graduate.

College Textbooks

Students will be issued textbooks or access codes for their college courses. Students should take good care of these books as they are reissued to other students in subsequent semesters. Students must return all textbooks upon finishing the course in order to obtain a new book or access code. A damaged, lost, or stolen textbook will lead to a fine to repair or replace that book. Textbook costs can range from \$50 to \$200 depending on the books and course. If a fine is placed on a student's account, it must be paid in order to participate in graduation.

Lost and Found

Any found articles should be taken to the office where owners may claim their items. All lost articles should be reported to the office. **THE SCHOOL IS NOT RESPONSIBLE FOR LOST OF STOLEN PROPERTY.** Students are urged not to bring valuables or large sums of money to school. Items left in the lost and found are periodically donated.

Clubs and Organizations

All students are encouraged to become active members of one or more of the clubs and student organizations at RVEC. These organizations provide many opportunities for growth, which are not available through classroom activities. We have carved out club time during our schedule to support the growth and engagement our students have with clubs, so please pick a club, or start one! If you want to start a club at RVEC you can do so by doing the following:

- Finding a staff member to serve as your staff advisor
- Present a plan for your club to the principal for approval
- Be open to all RVEC students

Visitors

Parent(s)/guardian(s) are encouraged to be active in their child's educational experience. When a parent/guardian comes to school either for official business or as visitors, please check in the office for instructions. Parents wishing to meet with their child's teachers or to shadow their child should make arrangements with the principal or counselor. Parents are permitted to visit the school at any time as we have an open door policy for our parents. Visitors who have an appointment will be escorted to their destination.

For the safety of all students and staff, please notify school officials of any persons seen on school grounds or in the school building who behave in a suspicious manner.

Cafeteria and Lunch Policies

- Memorize your lunch number and use it honestly.
- Keep the multipurpose room orderly by not pushing and jumping ahead in line.
- Respect the cafeteria staff.
- Talk in a quiet voice to the people at your table.
- Clear tables of all trash before leaving, placing trash in the trash cans.
- All are responsible for the cleanliness of our multipurpose room and its appliances.
- Students and staff will have assigned clean up duty on a rotational basis.

The Grill

Being allowed to go to the grill is an earned privilege that can be revoked at any time for misuse. Students in the grill area should behave as though they are still in the 600 building. This means keeping voices down to an acceptable level, limiting crowd size, and making sure that all language used is appropriate for school. All school rules apply to RVEC students anywhere on campus.

Students should also be mindful of the time allotted to them for lunch. **Being late because the grill took too long is not an excuse, and students who habitually do this may lose their privilege to go to the grill until they can learn to get to class on time.**

11th and 12th grade students in good academic standing have earned the right to go to the grill. However, students who are not in good academic standing, students in the 9th and 10th grade are not allowed to go to the grill under any circumstances. Students who do not have permission to go to the grill caught going to the grill will receive consequences that may result in suspension from school.

Inclement Weather / School Closing Announcements

The Superintendent will determine when schools are to be closed because of severe weather

conditions. RVEC students are primarily governed by the Weldon City Schools' closings and delays. School closings and delays will be announced via television and radio stations.

Emergency Procedures

Fire: During an incident involving a fire, the fire alarm system or announcement over the intercom will direct everyone to exit the building. Students should exit quickly once the teacher directs them to do so. The school will meet up at the assigned area in front of the basketball court.

Students should remain with their classes outside, keeping noise to a minimum so that staff, administration, and emergency personnel can resolve the situation and return everyone to class. No one is to re-enter the building until the all-clear signal is given by administration.

Tornado: During a tornado warning, students will be evacuated from their classrooms to the hallway. An announcement will be made over the intercom, and students should remain in their classrooms until directed to move by their teacher. Everyone is required to be in the appropriate kneeling position, with their hands covering their neck. Students should remain quiet so that staff members can communicate in the hallway. Once the all clear is given, please return to class.

Bomb Threats: If a bomb threat is made, students will be asked to leave the building by an announcement on the intercom. Students will remain in class until dismissed by their teacher, and then they will proceed to the rally point near the basketball court. Students should leave their bags and belongings as a safety precaution. Students should remain quiet, and be flexible. If an evacuation from campus is ordered, buses will come and take us over to the high school. Students will not be allowed to leave until everyone is accounted for and we are set up for sign-outs at the high school. If campus is cleared, we will arrange transportation back to the school to resume our day.

Shelter In Place: During a lockdown scenario, an announcement will be made on the intercom. Teachers will work to lock down their room and cover their windows. Students must remain quiet throughout the lock down process. Students in room 606 may go into the staff bathrooms, computer room, or conference room to hide. Once the lock down is finished, we will resume our normal schedule.

Students will need to be familiar with Halifax Community College's [Student Emergency Action Plan](#) Handbook as well, located on the HCC website www.halifaxcc.edu under the Student Resources menu. The plan denotes safe areas both inside and outside of the building for various types of evacuation situations.

Arrival and Departure Procedures

Classes at RVEC begin each day at 7:50, and we dismiss at 2:50, unless otherwise announced. Please note that there will not be anyone present to supervise students prior to 7:20 am. Therefore, we ask that students not report to school prior to that time. Students should make arrangements for departure from campus by 3:15 pm. Pick up and drop off should occur in

front of the RVEC building. If you are on campus after 3:20 pm you should be with an RVEC staff member or have prior permission.

Car Riders

Students who are car riders must be dropped off and picked up directly in front of the RVEC Building (HCC 600 Building). Only the specified parent(s)/guardian(s) and other persons listed for each individual student can transport each student to and from school. If there is a change in the designated people eligible to transport a student, it must be authorized by the parent/guardian.

Bus Passenger Rules and Regulations

Rules are posted by each individual driver in the front of the bus and should be obeyed by all passengers. Students who fail to comply with the bus rules and regulations are subject to a written referral, possible suspension from riding the bus and are also subject to the Weldon City Schools Board Policy on Student Conduct. Bus safety training is always conducted within three weeks after the beginning of each school year. The following are recommendations for all passenger:

Before boarding the bus:

1. Passengers should be at the bus stop designated by the Transportation Department at least five minutes prior to normal stop time. The bus cannot wait for late students. **BE ON TIME!** The driver is on a schedule.
2. Passengers should wait for the bus in an orderly fashion and refrain from horseplay or unsafe conduct.
3. Passengers will stay off the road while waiting at a bus stop. They will not cross the road until the bus and all traffic has stopped and the driver motions them that it is safe to cross.

WHEN THE BUS ARRIVES, PASSENGERS WILL LINE UP SINGLE FILE AND NOT ATTEMPT TO BOARD THE BUS UNTIL IT IS COMPLETELY STOPPED AND THE DOOR IS OPEN. YOUNGER PASSENGERS MAY NEED TO HOLD ON TO THE BAR WHILE BOARDING.

While on the Bus:

1. Passengers will enter the school bus, take their seats quickly and remain seated. They will refrain from moving around or changing seats when the bus is in motion.
2. There will be absolutely no standing while the bus is in motion.
3. Passengers will keep all body parts inside the bus at all times.
4. Passengers will not throw objects inside the bus or out of the window.
5. Passengers will not shout, wave or gesture to pedestrians or occupants of other vehicles from the bus windows.
6. Passengers will not bring glass bottles, sticks, animals, toy guns or anything that may be considered a weapon or anything that is unnecessary or unsafe while riding the bus.

7. Passengers are not allowed to bring any items from home on the school bus if the said item/items will compromise the safety of other passengers.
8. Passengers will not eat, drink or chew gum while riding on the school bus.
9. Passengers will keep the aisle clear and never pile books, musical instruments, lunch boxes, or other objects in the aisle.
10. Passengers will not use profane or vulgar language or gestures, tobacco, or alcoholic beverages while riding on a bus.
11. Passengers will not be loud, boisterous or distract the driver's attention in any way.
12. Passengers will not fight or play while riding the bus.
13. Passengers will not tamper with the emergency exits or any other part of the bus.
14. Passengers will not mark on or damage the seats of the bus in any way. Said passenger responsible will pay for the cost of replacing the seat.
15. Passengers will not litter the school bus and will help to keep it clean.

NO ONE can ride a bus unless they are assigned to that bus by the Transportation Department. Said person must be on the passenger list for that bus. Passenger lists must be kept on buses at all times.

Riding Another Bus

If a student wishes to ride another bus for a special reason, the student **MUST** bring a note from his/her parent indicating permission and a telephone number at which the parent can be reached for verification. Only office personnel will sign the note granting permission to allow the student on the bus. The student **MUST** bring the note to the office in the morning and pick the note up before boarding the bus in the afternoon.

Concussion Information for Student Athletes and Their Parents

What is a concussion?

A concussion is an injury to the brain caused by a direct or indirect blow to the head. It results in your brain not working as it should. It may or may not cause you to black out or pass out. It can happen to you from a fall, a hit to the head, or a hit to the body that causes your head and your brain to move quickly back and forth.

How do I know if I have a concussion?

There are many signs and symptoms that you may have following a concussion. A concussion can affect your thinking, the way your body feels, your mood, or your sleep.

Here is what to look for:

Difficulty thinking clearly	Taking longer to figure things out
Difficulty concentrating	Difficulty remembering new
information Headache	Fuzzy or blurry vision
Feeling sick to your stomach/queasy	Vomiting/throwing up
Dizziness	Balance problems
Sensitivity to noise or light	Irritability-things bother you more easily
Sadness	Being more moody
Feeling nervous or worried	Crying more
Sleeping more than usual	Sleeping less than usual
Trouble falling asleep	Feeling tired

Table is adapted from the Centers for Disease Control and Prevention
(<http://www.cdc.gov/concussion/>)

What should I do if I think I have a concussion?

If you are having any of the signs or symptoms listed above, you should tell your parents, coach, athletic trainer or school nurse so they can get you the help you need. If a parent notices these symptoms, they should inform the school nurse or athletic trainer.

When should I be particularly concerned?

If you have a headache that gets worse over time, you are unable to control your body, you throw up repeatedly or feel more and more sick to your stomach, or your words are coming out funny/slurred, you should let an adult like your parent or coach or teacher know right away, so they can get you the help you need before things get any worse.

What are some of the problems that may affect me after a concussion?

You may have trouble in some of your classes at school or even with activities at home. If you continue to play or return to play too early with a concussion, you may have long term trouble remembering things or paying attention, headaches may last a long time, or personality changes can occur. Once you have a concussion, you are more likely to have another concussion.

How do I know when it's ok to return to physical activity and my sport after a concussion? After telling your coach, your parents, and any medical personnel around that you think you have a concussion, you will probably be seen by a doctor trained in helping people with concussions. Your school and your parents can help you decide who is best to treat you and help to make the decision on when you should return to activity/play or practice. Your school will have a policy in place for how to treat concussions.

You should not return to play or practice on the same day as your suspected concussion.

This information is provided to you by the UNC Matthew Gfeller Sport-Related TBI Research Center, North Carolina Medical Society, North Carolina Athletic Trainers' Association, Brain Injury Association of North Carolina, North Carolina Neuropsychological Society, and North Carolina High School Athletic Association.

WCS Acceptable Use Policy

Policy Code: 3225/4312/7320 Technology Responsible Use

The Weldon City Board of Education provides its students and staff access to a variety of technological resources. These resources provide opportunities to enhance learning and improve communication within the school community and with the larger global community. Through the school system's technological resources, users can observe events as they occur around the world, interact with others on a variety of subjects, and acquire access to current and in-depth information. The board intends that students and employees benefit from these resources while remaining within the bounds of safe, legal, and responsible use. Accordingly, the board establishes this policy to govern student and employee use of school system technological resources. This policy applies regardless of whether such use occurs on or off school system property, and it applies to all school system technological resources, including but not limited to computer networks and connections, the resources, tools, and learning environments made available by or on the networks, and all devices that connect to those networks.

A. EXPECTATIONS FOR USE OF SCHOOL TECHNOLOGICAL RESOURCES

The use of school system technological resources, including access to the Internet, is a privilege, not a right. Individual users of the school system's technological resources are responsible for their behavior and communications when using those resources. Responsible use of school system technological resources is use that is ethical, respectful, academically honest, and supportive of student learning. Each user has the responsibility to respect others in the school community and on the Internet. Users are expected to abide by the generally accepted rules of network etiquette. General student and employee behavior standards, including those prescribed in applicable board policies, the Code of Student Conduct, and other regulations and school rules, apply to use of the Internet and other school technological resources. In addition, anyone who uses school system computers or electronic devices or who accesses the school network or the Internet using school system resources must comply with the additional rules for responsible use listed in Section B, below. These rules are intended to clarify expectations for conduct but should not be construed as all-inclusive. Before using the Internet, all students must be trained about appropriate online behavior as provided in policy 3226/4205, Internet Safety. All students and employees must be informed annually of the requirements of this policy and the methods by which they may obtain a copy of this policy. Before using school system technological resources, students and employees must sign a statement indicating that they understand and will strictly comply with these requirements and acknowledging awareness that the school system uses monitoring systems to monitor and detect inappropriate use of technological resources. Failure to adhere to these requirements will result in disciplinary action, including revocation of user privileges. Willful misuse may result in disciplinary action and/or criminal prosecution under applicable state and federal law.

B. RULES FOR USE OF SCHOOL TECHNOLOGICAL RESOURCES

1. School system technological resources are provided for school-related purposes only. Acceptable uses of such technological resources are limited to responsible, efficient, and legal activities that support learning and teaching. Use of school system technological resources for commercial gain or profit is prohibited. Student personal use of school system technological resources for amusement or entertainment is also prohibited. Because some incidental and occasional personal use by employees is inevitable, the board permits infrequent and brief

- personal use by employees so long as it occurs on personal time, does not interfere with school system business, and is not otherwise prohibited by board policy or procedure.
2. Under no circumstance may software purchased by the school system be copied for personal use.
 3. Students and employees must comply with all applicable laws, including those relating to copyrights and trademarks, confidential information, and public records. Any use that violates state or federal law is strictly prohibited. Plagiarism of Internet resources will be treated in the same manner as any other incidents of plagiarism, as stated in the Code of Student Conduct.
 4. No user of technological resources, including a person sending or receiving electronic communications, may engage in creating, intentionally viewing, accessing, downloading, storing, printing, or transmitting images, graphics (including still or moving pictures), sound files, text files, documents, messages, or other material that is obscene, defamatory, profane, pornographic, harassing, abusive, or considered to be harmful to minors.
 5. The use of anonymous proxies to circumvent content filtering is prohibited.
 6. Users may not install or use any Internet-based file sharing program designed to facilitate sharing of copyrighted material.
 7. Users of technological resources may not send electronic communications fraudulently (i.e., by misrepresenting the identity of the sender).
 8. Users must respect the privacy of others. When using e-mail, chat rooms, blogs, or other forms of electronic communication, students must not reveal personal identifying information or information that is private or confidential, such as the home address or telephone number, credit or checking account information, or social security number of themselves or fellow students. For further information regarding what constitutes personal identifying information, see policy 4705/7825, Confidentiality of Personal Identifying Information. In addition, school employees must not disclose on school system websites or web pages or elsewhere on the Internet any personally identifiable, private, or confidential information concerning students (including names, addresses, or pictures) without the written permission of a parent or guardian or an eligible student, except as otherwise permitted by the Family Educational Rights and Privacy Act (FERPA) or policy 4700, Student Records. Users also may not forward or post personal communications without the author's prior consent.
 9. Users may not intentionally or negligently damage computers, computer systems, electronic devices, software, computer networks, or data of any user connected to school system technological resources. Users may not knowingly or negligently transmit computer viruses or self-replicating messages or deliberately try to degrade or disrupt system performance. Users must scan any downloaded files for viruses.
 10. Users may not create or introduce games, network communications programs, or any foreign program or software onto any school system computer, electronic device, or network without the express permission of the technology director or designee.
 11. Users are prohibited from engaging in unauthorized or unlawful activities, such as "hacking" or using the computer network to gain or attempt to gain unauthorized or unlawful access to other computers, computer systems, or accounts.
 12. Users are prohibited from using another individual's ID or password for any technological resource without permission from the individual. Students must also have permission from the teacher or other school official.
 13. Users may not read, alter, change, block, execute, or delete files or communications belonging to another user without the owner's express prior permission.

14. Employees shall not use passwords or user IDs for any data system (e.g., the state student information and instructional improvement system applications, time-keeping software, etc.) for an unauthorized or improper purpose.
15. If a user identifies a security problem on a technological resource, he or she must immediately notify a system administrator. Users must not demonstrate the problem to other users. Any user identified as a security risk will be denied access.
16. Teachers shall make reasonable efforts to supervise students' use of the Internet during instructional time.
17. Views may be expressed on the Internet or other technological resources as representing the view of the school system or part of the school system only with prior approval by the superintendent or designee.

C. RESTRICTED MATERIAL ON THE INTERNET

The Internet and electronic communications offer fluid environments in which students may access or be exposed to materials and information from diverse and rapidly changing sources, including some that may be harmful to students. The board recognizes that it is impossible to predict with certainty what information on the Internet students may access or obtain. Nevertheless, school system personnel shall take reasonable precautions to prevent students from accessing material and information that is obscene, pornographic, or otherwise harmful to minors, including violence, nudity, or graphic language that does not serve a legitimate pedagogical purpose. The superintendent shall ensure that technology protection measures are used as provided in policy 3226/4205, Internet Safety, and are disabled or minimized only when permitted by law and board policy. The board is not responsible for the content accessed by users who connect to the Internet via their personal mobile telephone technology (e.g., 3G, 4G service).

D. PARENTAL CONSENT

The board recognizes that parents of minors are responsible for setting and conveying the standards their children should follow when using media and information sources. Accordingly, before a student may independently access the Internet, the student's parent must be made aware of the possibility that the student could obtain access to inappropriate material while engaged in independent use of the Internet. The parent and student must consent to the student's independent access to the Internet and to monitoring of the student's Internet activity and e-mail communication by school personnel. In addition, in accordance with the board's goals and visions for technology, students may require accounts in third party systems for school related projects designed to assist students in mastering effective and proper online communications or to meet other educational goals. Parental permission will be obtained when necessary to create and manage such third party accounts.

E. PRIVACY Students, employees, visitors, and other users have no expectation of privacy in anything they create, store, send, delete, receive, or display when using the school system's network, devices, Internet access, email system, or other technological resources owned or issued by the school system, whether the resources are used at school or elsewhere, and even if the use is for personal purposes. Users should not assume that files or communications created, transmitted, or displayed using school system technological resources or stored on servers or on the storage mediums of individual devices will be private. The school system may, without notice, (1) monitor, track, and/or log network access, communications, and use; (2) monitor and allocate file server space; and (3) access, review, copy, store, delete, or disclose the content of all user files, regardless of medium, the content of electronic mailboxes, and system outputs, such as printouts, for any

lawful purpose. Such purposes may include, but are not limited to, maintaining system integrity, security, or functionality, ensuring compliance with board policy and applicable laws and regulations, protecting the school system from liability, and complying with public records requests. School system personnel shall monitor online activities of individuals who access the Internet via a school- owned device. By using the school system's network, Internet access, email system, devices, or other technological resources, individuals consent to have that use monitored by authorized school system personnel as described in this policy.

F. USE OF PERSONAL TECHNOLOGY ON SCHOOL SYSTEM PROPERTY

Each principal may establish rules for his or her school site as to whether and how personal technology devices (including, but not limited to smart phones, tablets, laptops, etc.) may be used on campus. Students' devices are governed also by policy 4318, Use of Wireless Communication Devices. The school system assumes no responsibility for personal technology devices brought to school.

G. PERSONAL WEBSITES

The superintendent may use any means available to request the removal of personal websites that substantially disrupt the school environment or that utilize the school system or individual school names, logos, or trademarks without permission.

1. Students Through school personnel generally do not monitor students' Internet activity conducted on non-school system devices during non-school hours, when the student's online behavior has a direct and immediate effect on school safety or maintaining order and discipline in the schools, the student may be disciplined in accordance with board policy (see the student behavior policies in the 4300 series).
2. Employees' personal websites are subject to policy 7335, Employee Use of Social Media. 3. Volunteers are to maintain an appropriate relationship with students at all times. Volunteers are encouraged to block students from viewing personal information on volunteer personal websites or online networking profiles in order to prevent the possibility that students could view materials that are not age-appropriate.

Legal References: U.S. Const. amend. I; Children's Internet Protection Act, 47 U.S.C. 254(h)(5); Electronic Communications Privacy Act, 18

U.S.C. 2510-2522; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; 17 U.S.C. 101 et seq.; 20 U.S.C. 6777; G.S. 115C-325(e) (applicable to career status teachers), -325.4 (applicable to non- career status teachers) Cross References: Curriculum and Instructional Guides (policy 3115), Technology in the Educational Program (policy 3220), Internet Safety (policy 3226/4205), Copyright Compliance (policy 3230/7330), Web Page Development (policy 3227/7322), Student Behavior Policies (all policies in the 4300 series), Student Records (policy 4700), Confidentiality of Personal Identifying Information (policy 4705/7825), Public Records – Retention, Release, and Disposition (policy 5070/7350), Use of Equipment, Materials, and Supplies (policy 6520), Network Security (policy 6524), Staff Responsibilities (policy 7300), Employee Use of Social Media (policy 7335)

Adopted: March 19, 2009 Revised: July 17, 2014; March 26, 2015 WELDON CITY SCHOOLS
BOARD OF EDUCATION

McKinney-Vento

Definition of McKinney-Vento Act:

42 USC § 11431 - STATEMENT OF POLICY the following is the policy of the Congress: (1) Each State educational agency shall ensure that each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education, including a public preschool education, as provided to other children and youths.

(2) In any State that has a compulsory residency requirement as a component of the State's compulsory school attendance laws or other laws, regulations, practices, or policies that may act as a barrier to the enrollment, attendance, or success in school of homeless children and youths, the State

will review and undertake steps to revise such laws, regulations, practices, or policies to ensure that homeless children and youths are afforded the same free, appropriate public education as provided to other children and youths.

(3) Homelessness alone is not sufficient reason to separate students from the mainstream school environment. (4) Homeless

children and youths should have access to the education and other services that such children and youths need to ensure that such children and youths have an opportunity to meet the

same challenging State student academic achievement standards to which all students are held.

Eligibility under McKinney-Vento:

Children or youth who lack a fixed, regular, and adequate nighttime residence, including:

- Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason
- Living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations
- Living in emergency or transitional shelters
- Living in a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings
- Living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings
- Migratory children living in the above circumstances
- Unaccompanied youth living in the above circumstances

McKinney-Vento Parent/Unaccompanied Homeless Youth Rights:

Unaccompanied homeless youth are ensured the same educational rights that the McKinney-Vento Act provides for other homeless students, which include the right to:

- Enroll immediately, even if they do not currently have paperwork normally required for enrollment Attend either the local attendance area school or the school of origin, with the placement decision based on the student's best interest
- Remain in the school of origin for the duration of the homelessness or until the end of the school year in which the student becomes permanently housed
- Receive transportation to and from the school of origin

Receive educational services, such as free school meals, Title I services; and participate in gifted and talented programs, vocational education, alternative education, and any other services comparable to what housed students receive

- Not be stigmatized or segregated on the basis of their status as homeless

In addition to the provisions that apply to all homeless students, the McKinney-Vento Act includes the following provisions specifically for unaccompanied homeless youth:

- Unaccompanied homeless youth shall be immediately enrolled without proof of guardianship
- During a dispute over school selection or enrollment, unaccompanied homeless youth shall receive a written statement explaining the school's decision, the youth's right to appeal the decision, and a referral to the local liaison.

Local Liaisons shall assist unaccompanied homeless youth in:

- Selecting a school of attendance and enrolling in school
- Requesting transportation to and from the school of origin
- Enrolling in school immediately while disputes are resolved

For more information, please visit: <http://center.serve.org/hepnc/>

Weldon City Schools McKinney-Vento Liaison Contact Information:

Name: Ms. April Whitaker

Email Address: whitakera@weldonk12.org

School Phone Number: 252-536-4821

Policy Code: 1740/4010 Student and Parent Grievance Procedure

A. OPTIONS FOR RESOLVING COMPLAINTS

The board strives to resolve concerns and complaints of students and parents whenever possible. To this end, the board has provided opportunities for students and parents to express their concerns through processes established in board policies. Policy 1742/5060, Responding to Complaints, identifies these different processes, including a mechanism for resolving complaints in an informal manner.

While the board encourages resolutions of complaints through informal means, it recognizes that, at times, a formal process may be necessary for certain types of complaints or if the informal process did not produce satisfactory results. This policy provides a complaint procedure that may be used as described below.

Any parent or student who has questions about the options for proceeding with a complaint or concern may contact the principal or superintendent for further information and copies of all applicable board policies.

B. DEFINITIONS

1. Days

Days are working days, exclusive of Saturdays, Sundays, vacation days, or holidays, as set forth in the school calendar. In counting days, the first day will be the first full working day following the receipt of the grievance. After May 1, time limits will consist of all weekdays (Monday - Friday) so that the matter may be resolved before the close of the school term or as soon thereafter as possible.

2. Final Administrative Decision

A final administrative decision is a decision of a school employee from which no further appeal to a school administrator is available.

3. Grievance

A grievance is a formal complaint regarding specific decisions made by school personnel that alleges that such decisions have adversely affected the person making the complaint. A grievance includes, but is not limited to, circumstances such as when a student or parent believes that board policy or law has been misapplied, misinterpreted or violated. The term "grievance" does not include any matter for which the method of review is prescribed by law, for which there is a more specific board policy providing a process for addressing the concern, or upon which the board is without authority to act. Claims of discrimination, harassment or bullying must be processed under policy 1720/4015/7225, Discrimination, Harassment and Bullying Complaint Procedure.

4. Grievant

The grievant is the parent, student or group of parents or students submitting the grievance.

5. Official

The official is the school system employee hearing and responding to the grievant.

C. TIMELINESS OF PROCESS

The number of days indicated at each step of the grievance process should be considered a maximum, and every effort should be made to expedite the process.

Failure by the official at any step to communicate a decision within the specified time limit will permit the grievance to appeal the grievance to the next step unless the official has notified the grievance of the delay and the reason for the delay, such as the complexity of the investigation or report. The official shall make reasonable efforts to keep the grievant apprised of progress being made during any period of delay. Delays that interfere with the exercise of the grievant's legal rights are not permitted.

Failure by the grievant at any step of the process to appeal a grievance to the next step within the specified time limit will be considered acceptance of the decision at the current step, unless the grievant has notified the official of a delay and the reason for the delay and the official has consented in writing to the delay.

D. GENERAL REQUIREMENTS

1. No reprisals of any kind will be taken by the board or by an employee of the school system against any grievant or other student or employee because of his or her participation in a grievance filed and decided pursuant to this policy.
2. All meetings and hearings conducted pursuant to this policy will be private.
3. The board and school system officials will consider requests to hear grievances from a group of grievants, but the board and officials have the discretion to hear and respond to grievances individually.
4. The grievant may have a representative, including an attorney, at any stage of the grievance. However, if the grievant intends to be represented by legal counsel, he or she must notify the appropriate school official in advance so that school personnel also will have the opportunity to be represented by legal counsel.

E. PROCESS FOR GRIEVANCE

1. Filing a Grievance

- a. Whenever a student or parent or guardian believes that he or she has been adversely affected by a decision of a school employee, the student or parent or guardian may file a grievance as provided in this policy.
- b. A grievance must be filed as soon as possible but no later than 30 days after disclosure or discovery of the facts giving rise to the grievance. For a grievance submitted after the 30 day period that claims a violation, misapplication or misinterpretation of state or federal law the superintendent or designee shall determine whether the grievance will be investigated after considering factors such as the reason for the delay; the extent of the delay; the effect of the delay on the ability of the school system to investigate and respond to the complaint; and whether the investigation of the complaint is necessary to meet any legal obligations. However, students, parents and guardians should recognize that delays in filing a grievance may significantly impair the ability of the school system to investigate and respond effectively to such complaints.
- c. A student or parent or guardian who has a grievance must provide the following information in writing to the principal: (1) the name of the school system employee or other individual whose decision or action is at issue; (2) the specific decision(s) or action(s) at issue; (3) any board policy, state or federal law, state or federal regulation, or State Board of Education policy or procedure that the parent or guardian or student believes has been misapplied, misinterpreted or violated; (4) and the specific resolution desired.

If there is not a specific decision or action at issue and no concern that state or federal law has been misapplied, misinterpreted or violated, then the procedure established in board policy 1742/5060 is appropriate and the principal shall address the concern following that board policy.

d. Even if the principal is the employee whose decision or action is at issue, the student must submit the grievance first to the principal in order for the principal to address the issue within the formal process. If, however, the grievance claims that a state or federal law has been misapplied, misinterpreted or violated, the student may submit the grievance directly to the superintendent or designee.

e. If a student wants to initiate a formal grievance regarding a decision by the superintendent that directly and specifically affects the student, the general process described in this policy will be used, except that the grievance will be submitted to the Executive Director of Human Resources, who shall forward the grievance to the board chairperson.

2. Investigation

a. The principal shall schedule and hold a meeting with the student and/or parent or guardian within five school days after the grievance has been filed with the principal. The student may be accompanied by a parent, legal guardian or other person who is in a position of *loco parentis* to the student.

b. The principal shall conduct any investigation of the facts necessary before rendering a decision.

3. Response by Principal

a. The principal shall provide a written response to the written grievance within 10 days of the meeting. The response will include the principal's decision regarding resolution of the grievance and the basis for the decision. In responding, the principal may not disclose information about other students or employees that is considered confidential by law.

b. A copy of the grievance and the principal's response will be filed with the superintendent.

4. Response by Superintendent

a. If the grievant is dissatisfied with the principal's decision, the grievant may appeal the decision to the superintendent. The appeal must be made in writing within five days of receiving the principal's decision.

b. The superintendent may review the written documents and respond or the superintendent may schedule and hold a conference with the grievance, principal and any other individuals the superintendent determines to be appropriate within five school days after receiving the appeal. The student may be accompanied by a parent, legal guardian or other person who is in a position of *loco parentis* to the student.

c. The superintendent shall provide a written response within 10 days after receiving the appeal. In responding, the superintendent may not disclose information about other students or employees that is considered confidential by law.

5. Appeal to the Board

If the grievant has alleged a violation of a specified federal or state law, federal or state regulation, State Board of Education policy or procedure, or local board of education policy or procedure, the grievant will have the right to appeal a final administrative decision to the board of education (see Section a, Mandatory Appeals, below). If a grievance has not alleged such specific violations, he or she may request a board hearing, which the board may grant at its discretion (see Section b, Discretionary Appeals, below).

a. Mandatory Appeals

- 1) If the grievant is dissatisfied with the superintendent's response to his or her grievance and has alleged a violation of a specified federal or state law, federal or state regulation, State Board of Education policy or procedure, or local board of education policy or procedure, the grievant may appeal the decision to the board within five days of receiving the superintendent's response.
- 2) A hearing will be conducted pursuant to policy 2500, Hearings Before the Board.
- 3) The board will provide a final written decision within 30 days of receiving the appeal unless further investigation is necessary or the hearing necessitates that more time be taken to respond.

b. Discretionary Appeals

- 1) If the grievant is dissatisfied with the superintendent's response to his or her grievance but has *not* alleged a violation of a specified federal or state law, federal or state regulation, State Board of Education policy or procedure, or local board of education policy or procedure, then within five days of receiving the superintendent's response, the grievant may submit to the superintendent a written request for a hearing before the board of education.
- 2) If the full board will be meeting within two weeks of the request for a hearing, the board will decide at that time whether to grant a hearing. Otherwise, the board chairperson will appoint a three-person panel to review the request and determine whether to (1) deny the appeal; (2) review the superintendent's decision on the written record only; or (3) grant a hearing. The panel will report the decision to the board. The board may modify the decision of the panel upon majority vote at a board meeting.
- 3) If the board denies the appeal, the decision of the superintendent will be final and the grievant will be notified within five days of the board's decision.
- 4) If the board decides to grant a hearing, the hearing will be conducted pursuant to policy 2500, Hearings Before the Board.
- 5) The board will provide a final written decision within 30 days of the decision to grant a hearing, unless further investigation is necessary or the hearing necessitates that more time be taken to respond.

F. NOTICE

The superintendent or designee is responsible for providing effective notice to students, parents and school system employees of the procedures for reporting and investigating grievances.

G. RECORDS

Appropriate records shall be maintained in accordance with state and federal law.

Legal References: G.S. 126-16, 150B-43 *et seq.*

Cross References: Prohibition Against Discrimination, Harassment and Bullying (policy 1710/4021/7230), Discrimination, Harassment and Bullying Complaint Procedure (policy 1720/4015/7225), Responding to Complaints (policy 1742/5060), Hearings Before the Board (policy 2500), Student Behavior Policies (4300 series)

Adopted: August 24, 2008

Revised: July 25, 2013

WELDON CITY SCHOOLS

STUDENT CODE OF CONDUCT

2024-2025

WELDON CITY SCHOOLS STUDENT CODE OF CONDUCT

MISSION STATEMENT

All schools will be safe and caring and student achievement will increase each year for all students.

STATEMENT OF PURPOSE

An educated citizenry is essential to good government in this country and cannot exist without effective public schools that offer a high-quality education to all students. The goal of student discipline is to maintain safe and caring schools, to teach students to behave in ways that contribute to academic achievement and school success, and to support a school environment where students and staff are responsible and respectful. As such, school disciplinary measures should be used to preserve the safety of students and staff. Weldon City Schools is committed to providing an environment where teaching and learning take place in an atmosphere free from disruption and obstacles that impede learning.

GENERAL PROVISIONS

All students are expected to comply with all rules governing behavior and conduct. It is the responsibility of the principal to investigate fully the cases of students appropriately referred to his/her office for misbehavior, to ensure fair treatment of such students and protection of their procedural and substantive rights, and to determine what, if any, disciplinary action is warranted. The teacher shall have the responsibility and authority to discipline students, except in those cases requiring the attention of the principal.

Unless otherwise specified, and/or with the exception of a Class V violation as later defined, this code shall apply to all students in the system before, during, and after school hours while at school, in any school building, and on any school premises; on any school-owned vehicle or in any other vehicle used to transport students to and from any school or school activities; bus stops; off school property at any school-sponsored or school-approved activity, event, or function, including athletics; and during any period of time when students are subject to the authority of school personnel; to include conduct which occurs off school property which has or is reasonably expected to have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment.

The principal of the school to which the student is officially enrolled shall be responsible for imposing any disciplinary action upon the student for rule violations occurring away from the student's home school.

Any student who drives a vehicle onto any Weldon City Schools' property is responsible for the contents of that vehicle. Prior to coming onto Weldon City Schools' property, students should ensure that the vehicle does not contain any contraband which would violate the law or any school rule.

Possession shall be defined as the prohibited item being on the person, in the student's personal effects, vehicle, locker, desk, or in the immediate control of the student.

The principal and superintendent may consider the student's intent, disciplinary and academic history, the potential benefits to the student of alternatives to suspension, and other mitigating or aggravating factors when deciding whether to recommend or impose a disciplinary reassignment or long-term suspension.

In assigning appropriate disciplinary consequences under this Code of Conduct, eligible students will be given all rights as provided by the IDEA, Section 504 of the 1973 Rehabilitation Act and the 1990 Americans with Disabilities Act. Procedures on implementing requirements for students with disabilities are found in Policies Governing Services for Children with Disabilities and Section 504 Procedures and Guidelines handbook.

During the period that a student is suspended or disciplinarily reassigned to an alternative program, he/she is prohibited from entering the grounds of any school in the Weldon City Schools system or from attending any school-related functions, including graduation, without the express permission of the building principal. During a period in which a student is long-term suspended or disciplinarily reassigned to an alternative program, the student is prohibited from any Weldon City Schools system property other than the alternative school/program to which the student has been reassigned.

Violation of Board policies, this student Code of Conduct, any behavior management plan or regulations issued by the individual school, or any North Carolina General Statutes may result in disciplinary action including expulsion or suspension of the student from Weldon city schools pursuant to the Due Process Procedures for Weldon City Schools.

Violations of the Weldon City Schools' Student Code of Conduct may result in a Disciplinary Reassignment to an alternative education program. If the principal determines that a Disciplinary Reassignment is appropriate, the principal may recommend to the superintendent or his/her designee that the student be reassigned to an alternative educational setting.

Disciplinary reassignment of a student to a full-time educational program that meets the academic requirements of the standard course of study established by the State Board of Education and provides the student with the opportunity to make timely progress towards graduation and grade promotion is not a long-term suspension requiring the due process procedures described in Policy 4353 – Long-Term Suspension, 365-Day Suspension, Expulsion. offense was committed and the first semester of the following school year.

VIOLATIONS & CONSEQUENCES

Violations of the Student Code of Conduct shall be dealt with in accordance with the guidelines established in the school's behavior management plan (see Policy 4302 - School Plan for Management of Student Behavior).

Minor Violations

Minor violations of the Student Code of Conduct are those less severe infractions which involve a lower degree of dangerousness and harm. Examples of minor violations include the use of inappropriate language, noncompliance with a staff directive, dress code violations and minor physical altercations that do not involve weapons or injury. Aggravating circumstances, however, may justify treating an otherwise minor violation as a serious violation.

Minor violations of the Student Code of Conduct may result in disciplinary measures or responses up to and including short-term suspension. Further information regarding the procedures for short-term suspensions is provided in Policy 4351 - Short-Term Suspension. Other disciplinary measures or responses may include, but are not limited to, the following:

1. parental involvement, such as conferences;
2. time-out for short periods of time;
3. behavior improvement agreements;
4. instruction in conflict resolution and anger management;
5. peer mediation;
6. individual or small group sessions with the school counselor;
7. academic intervention;
8. limited alternative school setting (long- and short-term suspensions);
9. detention before and/or after school or on Saturday;
10. community service;
11. exclusion from graduation ceremonies;
12. exclusion from extracurricular activities;
13. suspension from bus privileges; and

The parent or guardian is responsible for transportation that may be required to carry out the consequence. With the exception of suspension from bus privileges, if a parent or guardian is unable to provide transportation, another consequence will be substituted.

Serious Violations

Serious violations of the Student Code of Conduct may result in disciplinary reassignment or any of the other consequences which may be imposed for minor violations. In addition, serious violations that either (1) threaten the safety of students, staff or school visitors or (2) threaten to substantially disrupt the educational environment may result in long-term suspension or expulsion. Certain violations involving firearms or explosive devices may result in a 365-day suspension. Further information about the procedures for disciplinary reassignments is provided in Policies

4351-4353 - Disciplinary Reassignments. Additional information is available concerning the Alternative Learning Program/Schools in Policies 3470 and 4305.

Information regarding the standards and procedures for long-term suspensions, 365-day suspensions and expulsions is provided in Policy 4351 - Short-Term Suspension in Policy 4353 - Long-Term Suspension, 365-Day Suspension, Expulsion. (See also Policy 4333 - Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety, for information regarding 365-day suspensions for certain firearms violations.)

Classification of Violations

Violations of the Student Behavior Guidelines are grouped into levels—minor, intermediate, major. Level I-III Offenses will generally be dealt with by teachers or team disciplinary actions. Level IV offenses will generally require more severe disciplinary actions, such as in-school or out-of-school suspension. Level V offenses are of an extremely serious nature and generally will warrant a recommendation for a school suspension or expulsion. It is important to note that repeated violations or special circumstances may warrant a recommendation from the principal for more severe disciplinary action, up to and including expulsion.

Level I Violations

Level I is the least serious category of disciplinary rules.

Cheating
Falsification
Gambling
Attendance/Skipping

Consequences

A rule violation may result in in-school interventions and/or in-school disciplinary consequences only.

Level I rule violations should generally result in in-school interventions and/or in-school disciplinary consequences. If, however, a student refuses to participate in the in-school interventions or engages in Level I persistent violations, or if other aggravating factor(s) are present, an out-of-school suspension of no more than five (5) days is possible.

Level II Violations

Level II rule violations involve more serious misconduct that may warrant in-school interventions, in-school disciplinary consequences, and/or short-term suspension.

Inappropriate Language	Threat/False Threat
Non-Compliance with Directions	Bullying and Harassment
Disruptive or Indecent Images, Literature or Illustrations	Minor Fighting/Physical Aggression
Use of Tobacco	Hazing
Misconduct of School Vehicle	Theft or Damage to Property
Misuse of Technology	Trespassing
False Fire Alarm	Serious Disruptive Behavior

Failure to Report a Dangerous Weapon

**This list is not exhaustive*

Grade	Consequences
K-4	Principal may use in-school interventions, in-school disciplinary consequences, and/or short-term suspension. However, if a student refuses to participate in the in-school interventions or engages in persistent Level II violations, or if other aggravating factor(s) are present, a short-term suspension of no more than eight (8) days is possible.
5-12	Principal may use in-school interventions, in-school disciplinary consequences, and/or short-term suspension of up to ten (10) days. Principals may recommend a long-term suspension based on the presence of aggravating factor(s) and/or repeated offenses. Any long-term suspension recommendation is subject to the appeal procedure.

Level III Violations

Level III rule violations are more severe in nature and generally support short-term suspension.

Assault with Serious Injury

Coercion or Extortion

Weapons and Dangerous Instruments other than

Firearms and Destructive Devices

Controlled Substances and Drug Paraphernalia

Threats, Hoaxes, and Other Acts of Terror

Gangs and Gang Activity

Bomb Threat

*This list is not exhaustive

Grade	Consequences
K-4	Principal may use in-school interventions, in-school disciplinary consequences, and/or short-term suspension of up to ten (10) days. Principals may recommend a long-term suspension based on the presence of aggravating factor(s) and/or repeated offenses. Any long-term suspension recommendation is subject to the appeal procedure.
6-12	Principals may impose a short-term suspension based on mitigating factor(s). Any long-term suspension recommendation is subject to the appeal procedure

Level IV Violations

Level IV rule violations involve "firearms" or "destructive devices" as defined by statute and compromise the safety and welfare of students and staff. Principals are required by North Carolina law to recommend a 365-day suspension for any Level IV rule violation.

Level V Violations

Level V allows for expulsion of a student, as provided by state statute, for a violation of the Code of Conduct, if the student is fourteen (14) years of age or older and the student's behavior demonstrates that that his/her continued presence in school constitutes a clear threat to the safety of other students or employees and the Board determines that there is no appropriate alternative education program. Additionally, any student who is a registered sex offender under [N.C. General Statute 14-208](#) may be expelled consistent with state law.

MISCONDUCT ON A SCHOOL VEHICLE

School transportation service is a privilege, not a right. While riding a school bus, students will at all times observe the directives of the school bus driver and all other rules outlined in this code of conduct.

While riding a school bus or other school vehicle, students shall observe the directives of the school bus driver. The following conduct is specifically prohibited:

- a. Delaying the bus schedule;
- b. Refusing to obey the driver's instructions;
- c. Tampering with or willfully damaging the school vehicle;
- d. Getting off at an undesignated stop;
- e. Failing to observe established safety rules and regulations;
- f. Willfully trespassing upon a school bus; and
- g. Any other physical or verbal disturbance that interrupts or interferes with the safe and orderly operation of the vehicle.

Consequences

Violations of this rule are considered Level II and may result in temporary or short-term removal from school transportation as well as other disciplinary consequences available under this policy. Students are responsible for complying with the entire Code of Student Conduct and are also subject to consequences for other rule violations for misconduct occurring on a school bus or other school vehicle.

PROVISIONS FOR ENFORCEMENT

- A. **Temporary Suspension** - The principal may impose a temporary suspension prior to a hearing if the presence of the student creates a direct and immediate threat to the safety of other students or staff, or substantially disrupts or interferes with the education of other students or the maintenance of discipline at the school. In such cases, the principal shall give notice of the charges and an opportunity for an informal hearing as soon as practicable.
- B. **Short-Term Suspension** – The exclusion of a student from school attendance for disciplinary purposes for up to 10 school days from the school to which the student was assigned at the time of the disciplinary action. A short-term suspension does not include the removal of a student from class by the classroom teacher, principal or other authorized school personnel for the remainder of the subject period or one-half of a school day and/or changing the student’s location to another room or place on the school premises. (Policy 4351) A student subject to short-term suspension shall be provided the following:
1. The opportunity to take textbooks home for the duration of the suspension.
 2. Upon request, the right to receive all missed assignments and, to the extent practicable, the materials distributed to students in connection with the assignment.
 3. The opportunity to take any quarterly, semester, or grading period examinations missed during the suspension period.
- C. **Long-Term Suspension** – suspension from school, school activities, and school grounds in excess of 10 days but not exceeding the time remaining in the school year except as provided in G.S. 115C-390.1(b)(7). This long-term suspension must have the approval of the superintendent.
- D. **Long-Term Suspension = 365 Days** – suspension from school, school activities, and school grounds for a period of 365 days as specified in G.S. 115C-390.10 Gun Possession. This long-term suspension must have the approval of the superintendent.
- E. **Expulsion** – indefinite exclusion from the Weldon City Schools system of a student (1) who is 14 years of age or older and (2) whose behavior indicates that the student’s continued presence in school constitutes a clear threat to the safety of employees or other students. Also, in accordance with N.C.G.S. §115C-390.11(a)(2), a local Board of Education may expel any student subject to sex offender registration pursuant to N.C.G.S. §14-208.18. Expulsion can only be authorized by the Board of Education, upon the recommendation of the principal and the superintendent.
- F. **Disciplinary Reassignments** – Reassignment to an alternative program
- G. **Calculation of Days** – number of days refers to days when schools are in session for students except for reference to a 365-day suspension, which refers to calendar days.

H. Mandatory Offenses Reportable to Law Enforcement - When the principal has personal knowledge, a reasonable belief, or actual notice from school personnel that an act listed below has occurred on school property, regardless of the age or grade of the perpetrator or victim, the school principal must immediately report to law enforcement officials and the Safety/Security Supervisor. The principal shall also notify the superintendent or his/her designee (Safety/Security Supervisor) in writing or by electronic mail regarding any report made to law enforcement under this section. The superintendent or his/her designee shall provide the information to the local Board of Education. The mandatory reportable offenses are as follows:

1. Assault resulting in serious personal injury
2. Assault involving use of a weapon
3. Kidnapping
4. Possession of controlled substance in violation of the law
5. Possession of a firearm in violation of the law
6. Possession of a weapon in violation of the law
7. Rape
8. Sexual assault (not involving rape or sexual offense)
9. Sexual offense
10. Taking indecent liberties with a minor

I. Mandatory Reporting of Other Serious Violations – In addition to the 10 reportable offenses listed above any Class III, IV, or V violation must be immediately reported to the Safety/Security Supervisor.

J. Authority to Search – School officials have authority to conduct reasonable searches and seizures in accordance with WCS’ Board Policy 4342 for the purpose of maintaining a safe, orderly environment and of upholding standards of conduct established by the Board or school.

STUDENT ADMISSIONS

In accordance with G.S. 115C-366

(a4) When a student transfers into the public schools of a local school administrative unit, that local Board of Education shall require the student’s parent, guardian, or custodian to provide a statement made under oath of affirmation before a qualified official indicating whether the student is, at the time, under suspension or expulsion from attendance at a private or public school in this or any other state or has been convicted of a felony in this or any other state. This subsection does not apply to the enrollment of a student who has never been enrolled in or attended a private or public school in this or any other state.

(a5) Notwithstanding any other law, a local Board of Education may deny admission to or place reasonable conditions on the admission of a student who has been suspended from a school under G.S. 115C-390.5 through G.S. 115C-390.10 or who has been suspended from a school for conduct that could have led to a suspension from a school within the local school administrative unit where the student is seeking admission until the period of suspension has expired. Also, a local Board of Education may deny admission to or place reasonable conditions on the admission of a student who has been expelled from a school under G.S. 115C-390.11 or who has been expelled from a school for behavior that indicated the student’s continued presence in school constituted a clear threat to the safety of other students or staff as found by clear and convincing evidence, or who has been

convicted of a felony in this or any other state. If the local Board of Education denies admission to a student who has been expelled or convicted of a felony, the student may request the local Board of Education to reconsider that decision in accordance with G.S. 115C-390.12.

STUDENT READMISSIONS

In accordance with G.S. 115C-390.12 and Policy 4362 - Requests for Readmission of Students Suspended for 365 Days or Expelled, all students suspended for 365 days or expelled may, after 180 calendar days from the date of the beginning of the student's suspension or expulsion, request in writing readmission to Weldon city schools.

DUE PROCESS

The Board of Education mandates and the law requires that all students be treated fairly and honestly in resolving grievances, complaints, or suspensions/expulsions. Due process will be defined as fair and reasonable notices and approaches to all areas of student governance and discipline on the part of all school officials. The principal shall give full and complete consideration to the defense or excuses, if any, made by the student and dismiss the charges if not satisfied as to the guilt of the student or reduce the punishment if not satisfied as to the reasonableness of the proposed disciplinary action under all the circumstances. Due process procedures will be followed in accordance with school board policies. A summary of those procedures is provided below. Students and parents should consult the relevant policy for complete information.

A. SHORT-TERM SUSPENSIONS (10 DAYS OR LESS) (Policy 4351)

Students and their parents/guardian will be given an opportunity for an informal hearing with the principal before a short-term suspension is imposed. Except in the circumstances described below, a student and their parent/guardian must be provided an opportunity for an informal hearing with the principal before a short-term suspension is imposed. The principal may hold the hearing immediately after giving the student and their parent/guardian oral or written notice of the charges against him or her. At the informal hearing, the student and their parent/guardian has the right to be present, to be informed of the charges and the basis for the accusations and to make statements in defense or mitigation of the charges. Following the hearing, the principal shall provide written notice to the parent of his or her final decision.

1. TEMPORARY (IMMEDIATE) SUSPENSION

A student may be removed from school immediately without a prior opportunity for a hearing if the student's presence in school poses a direct and immediate safety threat or is substantially disruptive. In that case, the notice and opportunity for an informal hearing will be provided as soon as practicable.

2. NOTICE TO PARENT OR GUARDIAN

The school administrator will notify the student's parent or guardian that a short-term suspension has been imposed. The notice will explain why the student has been suspended and will describe the student's misconduct. The notice will be provided on the day of the suspension when reasonably possible, but no later than two days after the suspension is imposed. The notice will be written in the parent's primary language when possible.

3. APPEAL OF SHORT-TERM SUSPENSION PROCEDURE

If the parent believes that the principal failed to provide the student with sufficient notice of the charges or opportunity to respond to the charges, then the parent shall have five (5) school days from the date of the principal's decision to make a written request to the superintendent or his/her designee for a review of the suspension procedure. There shall be no right to appeal a short-term suspension to the Board of Education.

B. DISCIPLINARY REASSIGNMENTS (Policies 3470/4305)

Students may be reassigned to an alternative program or school as a disciplinary consequence. The alternative program or school will meet the requirements of the standard course of study and provide the student the opportunity to make timely progress toward grade promotion and graduation.

1. Before recommending a student for a disciplinary reassignment, the student will be provided the due process procedures applicable to short-term suspensions, described above.
2. The principal will provide the student with the due process procedures applicable for short-term suspensions, including written notice of charges and a hearing. In addition, the school administrative hearing shall be held not less than two (2) school days from the date the Notice of Charges and Hearing was mailed or hand delivered to the parent or legal custodian.
3. If the principal recommends a disciplinary reassignment, he/she shall submit such recommendation to the Superintendent or Student Support Services, for approval/disapproval.
4. The parent shall be provided an opportunity to present any further information to the Superintendent or Student Support Services, regarding the proposed disciplinary reassignment through a Request for an Appeal of a Disciplinary Reassignment form provided by the principal. The form must be submitted to the Weldon City Schools' Student Assignment Office within two (2) school days of the school administrative hearing.
5. A student attending school under a disciplinary reassignment is not eligible for athletic participation and is not permitted on his/her home school campus without prior permission from the principal.
6. A student is not entitled to appeal a decision to impose a disciplinary reassignment to the local Board of Education.

C. LONG-TERM SUSPENSION, 365-DAY SUSPENSION, EXPULSION

(Policy 4353)

Long-term suspension, 365-Day suspension, and expulsion procedures will be followed in accordance with Policy 4353. These procedures include the right to written notice of the proposed discipline and the right to request a full hearing before the disciplinary penalty is imposed.

The school administrative hearing shall be held not less than two (2) school days from the date the Notice of Charges and Hearing was mailed or hand delivered to the parent or legal custodian.

A principal may recommend to the superintendent the long-term suspension of any student who willfully engages in conduct that violates a provision of the Student Code of Conduct that authorizes long-term suspension. Only the superintendent or his/her designee has the authority to long-term suspend a student.

PROHIBITION AGAINST BULLYING AND HARASSMENT

Weldon City Schools is committed to ensuring that our students are free from bullying or harassing behavior while at school. Students and parents are encouraged to report any incidents to school administration as set forth in our anti-bullying and harassment policies and procedures that can be viewed on the WCS' website at: www.district.weldoncityschools.org

SAFE AND CARING SCHOOLS

It is the position of the Weldon City Schools Board of Education to promote the safety and well-being of all students, staff, and visitors in our schools. To further that position, school personnel may employ appropriate seclusion and restraint techniques with students consistent with N.C.G.S 115C-391.1, state and local policies and procedures. The superintendent or his/her designee will provide copies of N.C.G.S. 115C-391.1 to parents/guardians and school personnel at the beginning of each year through the Weldon City Schools' website or other appropriate method.

SAFE AND DRUG-FREE SCHOOLS

In an effort to create in each of our schools an environment highly conducive to learning and in compliance with Safe and Drug-Free Schools Act of 1994 – Title IV, Weldon City Schools provide comprehensive, age-appropriate, developmentally-based drug abuse and violence prevention education for all students from preschool level through grade 12. School-based Student Services teams provide case management, intervention, and referral services and will ensure re-entry into school after treatment for those students who are otherwise entitled to services provided by the Weldon City Schools Board of Education.

NON-DISCRIMINATION STATEMENT

The Weldon City Schools system does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Name and/or Title: Director -Human Resources
Address: 301 Mulberry Street, Weldon, NC 27890
Telephone Number: (252) 536 - 4821

DEFINITIONS

TYPES OF VIOLATIONS

DRESS CODE VIOLATION

The dress code violation includes wearing, decorating or adorning clothing that is inappropriate to the learning process. Clothing that reveals undergarments, chest, breasts, navel, buttocks, or any private body part will be considered inappropriate for the school setting. Any article that displays, suggests, promotes, or reveals a lewd, vulgar, unsafe, violent or sexual message through language, images and/or symbols is prohibited. Principals shall exercise appropriate discretion in implementing this policy, including reasonable accommodations on the basis of the student's religious beliefs or medical conditions. Examples of prohibited dress appearance include, but not limited to, exposed undergarments, sagging pants; excessively short or tight garments, bare midriff shirts, strapless shirts, see-through clothing, and any attire that exposes cleavage.

FALSIFICATION OF INFORMATION

Falsification of information is a false statement meant to deceive or give a wrong impression.

GAMBLING

Gambling means to bet money or wager anything on the outcome of a game, contest, or other event.

HONOR CODE VIOLATION

Cheating, plagiarism, dishonesty, falsification of assignments and signatures, violation of software regulations or copyright laws, and inappropriate computer access are considered honor code violations. Also, selling merchandise, magazines, newspapers, or other property on school grounds, unless the same is an approved school activity, is considered private enterprise and an honor code violation.

INAPPROPRIATE ITEMS ON SCHOOL PROPERTY / USE

Any device disruptive to the school environment to include electronic devices, including but not limited to cell phones, tablets, digital cameras, and laser devices, will not be displayed or utilized while on the school bus or on school premises during the school day unless utilized for educational purposes as approved by school administration.

INAPPROPRIATE LANGUAGE

Any communication used to degrade, or that is abusive in nature, whether by signs, symbols, or gestures is prohibited in the school environment, to include all school personnel and/or volunteers.

INSUBORDINATION

Refusal to comply with all appropriate or reasonable directions of principals, teachers, School Resource Officers, substitute teachers, student teachers, teacher assistants, bus drivers, volunteers and all other school personnel who are authorized to give such directions during any period of time when students are subject to the authority of such school personnel.

MEDICATION

Unauthorized possession of any prescription or non-prescription drugs in violation of medication protocol. All students must obtain and complete the medical release form to access medication from designated school personnel.

POSSESSION/USE OF TOBACCO

The term “tobacco product” means any product that contains or is made or derived from tobacco and is intended for human consumption or that resembles tobacco or tobacco products, including e-cigarettes and all lighted and smokeless tobacco products.

TRUANCY/ATTENDANCE

Each student will be assigned a school schedule and must adhere to that schedule except when excused by the principal or a teacher authorized to excuse a student. Being tardy to class, skipping class/school, leaving campus without permission or being in an unauthorized area is prohibited. (OSS will be a last resort consequence for violation of this rule.)

AGGRESSIVE BEHAVIOR

This attempted assault occurs when a student behaves in such a manner as could reasonably cause physical injury to any student or staff member. Including, but not limited to, choking, hitting, slapping, shoving, scratching, spitting, biting, blocking the passage of or throwing objects at another person in an aggressive or dangerous manner.

BULLYING

Bullying is a form of harassment. Bullying means the repeated intimidation of others by the real or threatened infliction of physical, verbal, written, electronically transmitted or emotional abuse or through destruction or theft of property of another. Bullying may include, but is not limited to, verbal taunts, name-calling and put downs, rumor spreading, extortion of money or possessions, implied or stated threats, and exclusion from peer groups.

CYBER BULLYING

Cyber bullying includes but is not limited to the following misuses of any school or non-school technology resources or networks: harassing, threatening, teasing, intimidating, humiliating, embarrassing, terrorizing another student or school employee by sending or posting such inappropriate or hurtful email messages, instant messages, text messages, text/digital pictures or images, or through social media websites and blogs.

DISORDERLY CONDUCT

Disorderly conduct is any action that disrupts the peace and order of the school. Trespassing/Loitering is also included as a part of disorderly conduct. Trespassing to include loitering is the presence of any student on the campus of another school in the Weldon City Schools system without the knowledge and consent of the officials of the school he/she is visiting. Any student who has been suspended from school will be considered trespassing if he/she appears on school property during the suspension period without the express permission of the principal.

DISRUPTIVE BEHAVIOR

Disruptive behavior constitutes any physical or verbal action which reasonably could or does substantially disrupt, disturb, or interfere with the peace, order, and/or discipline within the learning environment or during any school-related activity.

Disruptive behavior also constitutes any verbal, physical, or visual forms (including cell phone and/or other digital images/recordings) of a sexual nature that create a hostile or abusive educational environment for other students.

Disruptive behavior also includes the unauthorized photographing or video recording of student images by cell phone, digital camera, video recorder, or other device on school property or at a school-related activity that is disruptive to the school environment.

Disruptive behavior is also any action, comments, or written messages intended to cause others to fight or which might reasonably be expected to result in a fight.

Disruptive Behavior also includes distribution of over the counter medications.

No student shall possess or wear any clothing, jewelry, emblems, badges, symbols, signs or other items, which indicate a student's membership or desired membership or affiliation with a gang.

Pyrotechnics and incendiary devices or materials intended to result in an explosion and/or fire are not allowed on school property, any school-sponsored event, or any activity representing Weldon city schools. Pyrotechnics and incendiary devices include, but are not limited to: ammunition, explosives, explosive-making material, chemicals, lighters, explosive caps for toy pistols, snake and glow works, smoke devices, trick noisemakers, wire sparklers, and other sparkling devices.

COERCION OR EXTORTION

Extortion is the use of one's position or power to obtain property, funds, or patronage.

HARASSMENT-VERBAL

Verbal harassment means to worry, torment, trouble, verbally attack, or irritate persistently any student, school employee, or any other person.

HAZING

To annoy any student by playing abusive or ridiculous tricks upon him, to frighten, scold, or harass him or to subject him to personal indignity is hazing. This includes requiring another student to wear abnormal dress, play abusive or ridiculous tricks on another student.

POSSESSION OF COUNTERFEIT ITEMS

Possessing any false item, which, without authorization, bears a trademark, trade name, or other identifying marks, imprint, number or device to include currency, is prohibited.

PROPERTY DAMAGE

Damage is intentionally damaging, or attempting to damage, any school property or private property while under school jurisdiction.

THEFT

Theft is stealing, attempting to steal, or possessing stolen property having reason to know it was stolen.

USE OF COUNTERFEIT ITEMS

Use of any counterfeit item, which the person thereof obtains, or attempts to obtain, money, property, services, or something of value is prohibited.

AFFRAY

An affray is a fight between three or more students on school property or at a school-related activity.

ARSON

Any person who maliciously and willfully sets fire to, burns or causes to be burned i.e. aids, directs or procures the burning of any school building owned, leased or used by the public schools. Intentionally starting a fire or attempting to start a fire or aiding and abetting in the starting or attempting to start a fire without educational permission or consent is prohibited.

ASSAULT INVOLVING USE OF A WEAPON (except firearms)

Assault with a weapon or other object that could reasonably be considered a weapon.

ASSAULT RESULTING IN SERIOUS INJURY

An intentional act or attempt by force or violence to do injury to the person of another that causes reasonable apprehension of immediate bodily harm resulting in one of the following: (1) substantial risk of death, (2) serious permanent disfigurement, (3) a coma, (4) a permanent or protracted condition that causes extreme pain, (5) permanent or protracted loss or impairment of the function of any bodily member or organ, or (6) that results in prolonged hospitalization.

ASSAULT

Attempted or actual hitting, striking, emitting bodily fluids, utilizing any foreign substance, or other use of force upon a school official, employee, or others on school grounds. This definition also includes the accidental striking of an adult while attempting to break up a fight.

BOMB THREATS (dynamite, cartridge, bomb, grenade, mine, or powerful explosive)

Communicating a report, while knowing or having reason to know the report is false, that there is located on any school premises a device designed to cause damage or destruction by explosion, blasting, or burning. Placing on any school premises with the intent of perpetrating a hoax, any device that would appear to a reasonable person to be a bomb or similar instrument capable of causing injury and/or damage. (G.S. 14.69.1 et.seq. or G.S. 14-69.2)

BREAKING / ENTERING OF A SCHOOL BUILDING / PROPERTY

The wrongful breaking or entering of any school building, school-owned vehicle, or secured property of the Weldon City Board of Education at any time is prohibited. This includes the WCS network, computers, systems, and programs.

COMMUNICATING THREATS

Threatening actions include language that reasonably threatens force of violence and any sign or action that reasonably constitutes a threat of force or violence toward any student, school employee or any other adult.

FALSE FIRE ALARM

Students will not initiate a false fire alarm on any school premises. Nor shall a student interfere with or damage any part of a fire alarm, fire detection, smoke detection, fire extinguishing system or emergency escape system at any time.

FIGHTING

Fighting is the act of two or more persons involved in a physical conflict such as hitting or kicking another student or other person. A student who is attacked may use reasonable force in self-defense, but only to the extent to free himself/herself from the attack and notify proper school authorities. A student who exceeds this reasonable force may be disciplined even though he/she may not have provoked the fight.

GANG AND GANG RELATED ACTIVITY

Gang and gang related activity shall be defined as any act(s) that further promotes gangs or gang-related activities or which threatens or intimidates another person or disrupts the educational environment on school premises or during any school-sponsored activity which includes, but is not limited to:

- (1) communicating either verbally or non-verbally (hand signs, gestures, handshakes, slogans, drawings, etc.), to convey membership or affiliation with a gang;
- (2) defacing or tagging school or personal property with gang-related graffiti, symbols or slogans;
- (3) requiring payment of protection, insurance, or otherwise intimidating or threatening any person related to gang activity;
- (4) inciting other students to intimidate or to act with physical violence upon any other person related to gang activity;
- (5) soliciting others for gang membership;
- (6) committing any other illegal act or other violation of the Weldon city schools' policies that relate to gang activity e.g. gang-related assault on students.

Definition of Gang: a 'gang' is any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of criminal acts, and having a common of criminal acts, and having a common name or common identifying sign, colors or symbols.

HARASSMENT - SEXUAL

Repeated unwelcome sexual advances and sexually-motivated physical contact are sexual harassment.

KIDNAPPING

Confining, restraining or removing from one place to another a person, without his/her or the victim's or a minor victim's parents' consent, for the purpose of committing a felony; or holding a victim as hostage or for ransom, or for use as a shield. A parent taking a child in violation of a court order, although it may be a crime, is not kidnapping for this purpose.

CONSUMPTION OF ALCOHOL/CONTROLLED SUBSTANCES

The rule is violated when a student consumes any amount of alcohol or prohibited substance on or off-campus and then presents him or herself on school property owned or leased by the local Board of Education, school bus stop, or at any school-sponsored event and a school official detects the physical characteristics of the student's consumption of alcohol or prohibited substance.

USE/POSSESSION/DISTRIBUTION OF ALCOHOL

Any student possessing any malt beverages, fortified or unfortified wine, or spirituous liquor, in any amount or form to include any alcoholic beverage on school property owned or leased by the local Board of Education, school bus stop or at any school-sponsored event is prohibited. NO student shall possess with the intent to distribute or sell or conspire to attempt to distribute or sell or to be under the influence at any time on school grounds.

POSSESSION OF DRUG PARAPHERNALIA AND CONTROLLED SUBSTANCE

Possession of drug paraphernalia or any other item used for inhaling/ingesting any controlled substance, narcotic, alcohol or chemical.

POSSESSION OF A WEAPON

Possessing, handling or transferring, whether openly or concealed, without educational permission or consent, any BB gun, stun gun, air rifle, air pistol, facsimile of a gun, knife, ice pick, dagger, slingshot, leaded cane, loaded cane, sword cane, machete, switchblade knife, blackjack, metallic knuckles, razors, razor blades, fireworks, box cutters, pepper spray, or any other object that can reasonably be considered a weapon or dangerous instrument.

POSSESSION OF CONTROLLED SUBSTANCES / DISTRIBUTION

This offense includes possession, distribution or sale by a student of a controlled substance of the N.C. Controlled Substances Act or any counterfeit controlled substance. This includes, but is not limited to, marijuana, synthetic marijuana (Spice or similar product), MDPV and mephedrone (e.g. bath salts) cocaine, methamphetamine, barbiturate, heroin, mescaline, LSD, codeine, opium, ecstasy, Vicodin, Percocet, OxyContin (or generic derivatives) or any other hallucinogenic drug. Possession shall be defined as the substance being on the person, in the student's personal effects, vehicle, locker or desk or in the immediate control of the student in any amount or in any form. This offense also includes the unauthorized distribution of any prescription drug.

ROBBERY WITH A DANGEROUS WEAPON

This includes theft or attempted theft of anything of value from the person of another, or from the area under the immediate bodily control of the other, by using a dangerous weapon or by an act threatening use of a dangerous weapon. A dangerous weapon is any article, instrument or substance that is likely to produce death or great bodily harm. Forcible theft or attempted theft from a person without the use of a dangerous weapon should be reported under Robbery Without a Dangerous Weapon.

ROBBERY WITHOUT A DANGEROUS WEAPON

The taking or attempting to take anything of value from another's person, by force, or by an act threatening force or violence, which puts a victim in fear, without the use of a weapon. The stealing of someone's property without the use of force or from a source other than the victim's person is not included in this offense. If the taking from the person involves use of a dangerous weapon the incident is reported under Robbery with a Dangerous Weapon.

SEXUAL ASSAULT

An unauthorized and unwanted, intentional, or forcible touching of a person of either sex. This category includes forcibly and intentionally grabbing the clothed or unclothed private areas of a person.

SEXUAL MISCONDUCT

No student shall engage in behavior, which is indecent, disreputable, or of a sexual nature to include consensual sex and/or sexual acts.

SEXUAL OFFENSE

Sexual Offense may be forcible or statutory. Forcible Sexual Offense is committed by force and without the consent of the victim. Statutory Sexual Offense is a sexual act committed on a child under the age of 16 by a person who is at least 12 years old and at least four years older than the victim, regardless of whether the victim consented. If the person is 13, 14 or 15 years of age the defendant has to be at least six years older than the victim. Statutory Sexual Offense is also sexual acts committed on a person who is mentally handicapped or incapacitated or physically helpless, regardless of whether the victim consented.

POSSESSION OF FIREARM OR DESTRUCTIVE DEVICE

Bringing or possessing a firearm or destructive device on educational property or to a school-sponsored event off of educational property, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, or any firearm muffler or firearm silencer. A destructive device is a bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, device similar to those above. The term shall not include an inoperable antique firearm, a BB gun, stun gun, air rifle, or air pistol.