

Greene Early College High School



2025-2026 Student/Parent Handbook

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Greene Early College High School



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Welcome to Greene Early College High School

As we begin another exciting and purposeful school year, the staff of Greene Early College High School (GECHS) is proud to welcome you to our school community. At GECHS, we are committed to maintaining a student-centered, academically rigorous environment that encourages creativity, resilience, and independence. Through our partnership with Lenoir Community College, students have the opportunity to earn both a high school diploma and an associate's degree in four or five years.

Our mission is to foster strong relationships, build resilience, and prepare students for success beyond high school, empowering them to thrive in an ever-changing world. GECHS has a long-standing tradition of success. With a graduation rate that consistently falls between 95 and 100 percent, national recognition as a Blue Ribbon School of Excellence, and multiple recognitions as a top school in North Carolina, our students and staff take pride in what we've built together.

With pride comes responsibility. This year, we are putting an increased emphasis on accountability. At Greene Early College, we don't make excuses. We own our choices, our learning, and our outcomes. Whether in the classroom, on campus, or in the community, we expect every student to show up, follow through, and represent our school with integrity. It is both an honor and a privilege to be part of this program. We look forward to supporting and challenging you throughout the year.

This handbook outlines the procedures, policies, and expectations that guide our school. Please read it carefully. We expect all students to take responsibility for their actions, demonstrate self-discipline, and reflect the pride and character of a Greene Early College student.

-GEC Staff

Greene Early College High School

Welcome to Greene Early College High School and the start of a new year! This handbook contains valuable information for students and parents that will help make your time at GECHS a successful experience. Please use the information found here to help answer any questions you may have; however, always feel free to contact any of the staff listed below. We look forward to working with each of you to ensure that every student receives the best educational opportunities.

2025-2026 Faculty and Staff

Taylor Moore	Principal	taylorlmoore@greene.k12.nc.us
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Casey Huston	English Teacher	caseyhuston@greene.k12.nc.us
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Mission and Vision Statements

 The logo for Greene County Schools features a stylized blue and yellow graphic on the left, followed by the text "GREENE COUNTY" in large yellow letters and "SCHOOLS" in smaller blue letters below it.	<u>Vision:</u> Greene County Schools will be a model 21st-century school system focused on student achievement in order for all students to graduate prepared for college, the workforce, and life as global citizens. <u>Mission:</u> Greene County Schools is a school district in which teachers and students unite to create an atmosphere of mutual respect focused on teaching and learning in a safe, caring environment. Students are challenged by a rigorous curriculum delivered by teachers who facilitate learning at the mastery level. Teachers, students, and parents collaborate to ensure the achievement of our goals.
 The logo for Lenoir Community College features the word "LENOIR" in large blue letters with a circular graphic element in the "O", followed by "COMMUNITY COLLEGE" and "GREENE COUNTY CENTER" in smaller blue letters below it.	<u>Vision:</u> Lenoir Community College connects hope to opportunity. <u>Mission:</u> The mission of Lenoir Community College is to meet the personal, cultural, and professional educational needs of our students through affordable, accessible, and innovative educational programs.
 The logo for Greene Early College High School (GECHS) features a circular emblem with a purple graduation cap and the words "GROWING • EVOLVING • CHALLENGING" around it, with "GECHS" in purple letters below.	<u>Vision:</u> Every student will graduate from Greene Early College adequately prepared for employment, enlistment, or post-secondary education. <u>Mission:</u> At Greene Early College, we foster strong relationships, build resilience, and prepare students for success beyond high school, empowering them to thrive in an ever-changing world.

Daily Schedule 2025 – 2026

Monday-Friday	
1st Period	8:00 - 8:55
Breakfast	9:00 - 9:10
2nd Period	9:10 - 10:05
3rd Period	10:10 - 11:05
4th Period	11:10 - 12:05
Lunch/“Smart Lunch”	12:05 - 12:55
5th Period	1:00 - 1:55
6th Period	2:00 - 2:55

Breakfast/Lunch Procedures

Breakfast (9:00-9:10) and Lunch (12:05-12:55) is **free** for all students. Students are encouraged to eat breakfast and lunch daily. Each student is required to choose ½ cup fruit OR ½ cup vegetable serving with their lunch meals. Lunches purchased without these items will be charged a la Carte prices. Students may bring lunch from home; however, **lunch delivery services will not be permitted. Students may not deliver lunch to other students. Students shall not leave campus for lunch.**

“Smart Lunch”

GECHS will operate on a “**Smart Lunch**” schedule between 12:30-12:55 daily. Students will not have assigned classes, but they are expected to use their time wisely during this time. It is a great time for students to work on group projects with a partner and/or create and utilize study groups. Teachers will be available for help with school/homework, to get ahead on school/homework, to make up work, and/or to make up excused absences. The school counselor and the college liaison will be available during this time. **Students may be assigned a specific Smart Lunch schedule. It is the responsibility of the student to be in place when they are assigned a Smart Lunch room.** GEC staff may schedule required activities during this time. GEC reserves the right to modify the smart lunch option.

During Smart Lunch, students can seek help by utilizing the “**Peer Tutoring**” sessions daily with an assigned peer tutor between 12:30 - 12:55. Please see Mrs. Harris and/or your teacher to sign up for tutoring or to be a tutor.

Cougar Compass is a program to disseminate information and inform students about upcoming events and requirements. During Smart Lunch, students will be required to attend Cougar Compass meetings on a rotating basis. Mrs. Gonzalez and Mrs. May will share and communicate the schedule.

Attendance/Absence Procedures

Class attendance and participation are critical elements of the educational process and are key to academic success. Students are expected to be at school on time and present at the scheduled starting time for each class. The State of North Carolina requires that every child between the ages of 7 (or younger if enrolled) and 16 attend school. Parents and legal guardians are responsible for ensuring students attend and remain at school daily. The principal shall notify parents and take all other steps required by G.S. 115C-378 for excessive absences. Students may be suspended for up to two days for truancy.

A Greene Early College High School student who is absent from a course for fifteen (15) or more periods will fail that course. At the principal's discretion, a student who is passing a course and has been absent from the course for fifteen (15) or more periods will be provided an opportunity to make up missed time. Greene Early College High School will provide sufficient make-up opportunities for students to make up fifteen (15) class periods per school year. A student passing a course and has missed fifteen (15) or more periods of the course may appeal to the principal to waive his or her lawful absences. The principal's decision concerning course credit and excessive absences may be appealed to the School Improvement Team. Requests for a hearing must be received in the principal's office no later than the fifth business day after grades are reported.

See Appendix A (English) and Appendix B (Spanish) for the 2025-2025 Greene County School Pre-K-13 Attendance Procedures. The procedure outlines excused versus unexcused absences and the documentation requirement for an absence to be excused.

Make-up Procedures

Students may petition the school principal to make up course absences, and the time missed must be made up hour-for-hour. The student must arrange with the appropriate teacher(s) to make up work and/or time. Credit may be awarded upon completion of all work and time.

Tardy Expectations and Procedures

Students are expected to be in class on time and should develop punctuality, self-discipline, and responsibility habits. Students who arrive late must sign in at the GEC lobby to be admitted to class. **Tardy students shall only use the GEC main entrance.** All students will be responsible for any missed assignments due to tardiness. **Unexcused tardies** are defined as being late to class without a valid excuse from a staff member or guardian. Students **will not** report to Mrs. Beaman between class periods to obtain a note to enter class. Missing more than half of a class period will result in an absence for the period.

After a student accumulates three tardies per class period in a semester, the following actions will be taken to promote punctuality and timeliness.

3 Tardies	Teacher-Student Conference, Parent Contact
6 Tardies	Counselor Referral, Assigned Schedule, Parent Contact
9 Tardies	Parent Conference with the Principal, Additional Consequences

Sign-Out Procedures

The safety of all students is of great concern to the faculty, staff, and administration of Greene Early College High School and Greene County Schools as a whole. **Students leaving early must be signed out in the office by a parent, guardian, or other individuals with documented parental permission. A note signed by the parent and/or guardian must be presented if the parent is not present.** Parents may also note permission on the Early Release Form, which can be completed at the front office. Those leaving using the Early Release form may not return to campus. Otherwise, students will not be permitted to leave campus. **Students cannot show a parent text or email to leave campus before dismissal.** The digital sign-out sheet will be kept at the front desk. Mrs. Beaman will write early release notes and give them to the appropriate teacher. Upon leaving class, the student must report to the office to sign out before leaving campus.

College Course Attendance

College courses are very demanding, and absences seriously disrupt students' progress and diminish the quality of group interaction. Students are expected to attend all lectures and laboratory sessions in the courses in which they are registered, beginning with the first session following registration for the courses. Students are encouraged to remain in their college courses for the entire time and are discouraged from leaving early. Please refer to each course syllabus for specific attendance requirements as Lenoir Community College and its instructors set their attendance guidelines apart from GEC.

College Course Study Hall

Students participating in virtual LCC classes are assigned a college course study hall. Students are expected to report to their study hall class at the beginning of the period and remain there until the end of the period. Students not following this expectation will face disciplinary action according to the Continuum of Consequences outlined in the following section.

School Procedures and Student Expectations

Grading System Grades 9-13

- Please refer to each teacher's syllabus for the class grading policy.
- Students should be given advance notice when major assignments are given.
- Progress reports will be issued at the 4-1/2 week mark of each grading period.
- Midterm exams will be administered and count as a test grade when applicable. (Please refer to the syllabus for participation and the percentage of grade)
- In an EOC course, final exams will count for 25% of the final course grade.
- A teacher-made final exam will be given in a non-EOC course, and the score will count as two major grades for the fourth reporting period.

Grading Scale: A 90-100 B 80-89 C 70-79 D 60-69 F 59 or below

GCS Promotion Policy

Sophomore	6 credits
Junior	13 credits
Senior	20 credits

Grade Point Average (GPA)

Your grade point average, or GPA, is a number that shows how well you're doing in your classes. It's calculated by turning your grades into numbers, adding them up, and dividing by how many classes you've taken. Many LCC courses have a GPA requirement (2.8), and you will use your junior year GPA when applying to colleges and universities.

GPA Quality Points Scale

Standard Level Courses	A 4.0, B 3.0, C 2.0, D 1.0
Honors Level and Community College Courses	A 4.5, B 3.5, C 2.5, D 1.5
AP Courses (not offered at GEC)	A 5.0, B 4.0, C 3.0, D- 2.0

High School Graduation

Throughout high school, students and parents will be advised about student progress toward graduation. North Carolina creates a specific set of graduation requirements (courses and credits), and schools must adhere to these policies. Students and parents are encouraged to reach out to Mr. Moore or Ms. Barnes with questions regarding their progress toward graduation.

To participate in the school's commencement ceremony, students must meet all graduation requirements at the time final exams are graded and final grades are calculated. In addition, students wishing to graduate must not have more than fifteen (15) absences in any course required for graduation. Failure to complete graduation requirements on time will prevent the student from participating in the commencement ceremony. Once all requirements have

been fulfilled, the student will be awarded a diploma and have the option to participate in a summer commencement ceremony.

Graduation Marshals

A High School Graduation Marshal is a distinguished student who has achieved either the highest or second-highest grade point average (GPA) in their class. This prestigious role recognizes their exceptional academic performance, dedication, and commitment to excellence throughout their high school career. Two Marshals will be chosen from each of the following classes: non-graduating seniors, juniors, and sophomores.

Responsibilities of a Graduation Marshal

- Being present at the GEC Awards Day and Recognition Ceremony.
- Assisting with graduation practice.
- Assisting with setting up for the ceremony and cleaning up after the ceremony.
- Leading the graduation procession.
- Assisting in organizing and coordinating the graduation ceremony to ensure a smooth and orderly event.
- Representing their class as a model of academic achievement and exemplary conduct.

Selection Criteria

- The student must have the highest or second-highest GPA in their graduating class (high school and college grades).
- Demonstrates strong leadership skills, integrity, and a positive influence among peers.
- Maintains an outstanding record of academic achievement

Being chosen as a Graduation Marshal is a significant honor that highlights the student's hard work, perseverance, and scholastic excellence, setting a commendable example for their classmates and the school community.

GECHS College Course Policy for Success

GECHS students are allowed to take college courses if they have permission from the school counselor, college liaison, and principal. There is no cost to the family for tuition, books, or college courses during the fall and spring semesters. Please note, however, that students wishing to enroll in summer session college classes must do so at their own expense. Assistance may be available to those students with proven success in college courses and financial need.

Taking a college class is a privilege, and college classes are rigorous and demanding. Students are strongly encouraged to earn a "C" or higher in every college class they are enrolled in. Only "C" or higher grades count towards the student's associate's degree **AND** are transferable to four-year colleges and universities. If a grade of "W," or "F," is earned, a student may be required to retake the course and will not receive either high school or college credit. Additionally, the student may be responsible for reimbursing the school for the cost of the textbooks if the course has to be retaken. Furthermore, students may be required to attend a summer session at college or enroll in an online course. Again, withdrawals are not permitted.

Academic success is part of the job for every student at GECHS. Students must accept responsibility and be willing to study every day outside of class. It is a privilege for students to have the opportunity to enroll in college courses without any costs. Students enrolled in college courses are expected to attend class and be active participants. As a result, lack of attendance in college classes will not be tolerated.

Students not attending college courses as required will be withdrawn from the course and may risk being withdrawn from GECHS. College instructors are not required to provide progress or attendance reports; it is the student's responsibility to ensure that their parent/guardian(s) have access to their Moodle and WebAdvisor accounts so that their progress can be monitored. Students will not be allowed to drop college courses for any reason or because they do not have transportation. No student should sign up for a college course at a time when they cannot commit to the attendance rules. Our student success team regularly reviews college grades and develops appropriate academic plans to support student success.

It is important to note that college courses are required as part of the Greene Early College model. Our students must take college courses to earn elective credits for high school graduation. Withdrawing or failing college courses may negatively impact a student's ability to graduate from high school.

College courses will follow the Lenoir Community College grading policy.

Addressing Course Failures

Failing a course can greatly impact a student's progress toward graduation. Upon receiving a final grade of an F, the school will request a meeting with the student and their family. During this meeting, the team will develop a plan and opportunity for the student to gain credit by retaking the original course at GEC or LCC, retaking the course with North Carolina Virtual Public School (NCVPS), or by other means determined appropriate by the team. Options may include credit recovery or retaking a course for credit. See Dr. Moore or Mrs. May for additional information regarding these options.

Academic Integrity

Academic integrity is the cornerstone of education and embodies the values of honesty, trust, fairness, and respect for the work of others. As members of the GEC community, we are responsible for maintaining the highest standards of integrity and ethical conduct.

- Originality and Attribution: Always strive to produce original work that reflects your understanding and insights. When using the ideas, words, or creations of others, give proper credit through appropriate citations and references.
- Plagiarism Avoidance: Plagiarism, intentional or unintentional, is a serious offense. It involves presenting someone else's work, ideas, or words as your own. It is unacceptable whether it's copying from a friend, an online source, or a published work. Instead, use these sources as references and build upon them with your analysis and understanding.

- **Collaboration vs. Cheating:** Collaborative learning can be enriching, but it must be done within the bounds set by your teachers. Understand the difference between collaboration, where it is encouraged and specified, and cheating, which involves unauthorized sharing of answers, copying during assessments, or any other dishonest means to gain an unfair advantage.
- **Assessments:** During assessments, maintain the highest level of integrity. Do not engage in any form of cheating or use unauthorized materials, devices, or communication. Remember, these assessments are designed to gauge your individual progress and knowledge.
- **Technology and Ethics:** In the digital age, technology has made information readily accessible. However, the ease of access should not compromise your integrity. Always use technology responsibly and avoid any misuse or unethical behavior.
- **Time Management:** Avoid academic misconduct that may arise from poor time management or last-minute desperation. Plan your study and assignment schedules well to give yourself adequate time to complete tasks without resorting to dishonest practices.

Artificial Intelligence (AI)

Greene Early College aims to maintain academic integrity and ensure that all student work submitted for evaluation is genuinely the result of the student's own efforts. The misuse of AI to produce what students present as their own original work undermines the educational process and is considered a form of academic dishonesty.

Prohibited Actions

- Submitting work generated wholly or partially by AI tools (such as text generators, code generators, image or design creators) as one's own without proper acknowledgment.
- Using AI tools to complete homework, essays, research papers, projects, or any assignments without explicit permission from the instructor.
- Employing AI to paraphrase or rephrase existing content to pass plagiarism checks.

Acceptable Use

- Students may use AI tools for learning and exploration purposes with proper acknowledgment and instructor approval.
- If AI tools are used for any part of an assignment, students must clearly indicate which parts were generated or assisted by AI and obtain prior consent from their teacher.

Education and Support

- The school will provide resources and guidance on proper research and citation practices.
- Teachers will include discussions on the ethical use of AI in their curriculum to ensure students understand the implications of misuse.

By adhering to this policy, students will contribute to a culture of honesty, integrity, and academic excellence. Remember that academic integrity is not just a set of rules imposed

by GEC; it reflects your character and commitment to personal growth. Upholding academic integrity marks your dedication to learning, ethics, and the pursuit of knowledge.

Communication and Online Learning

Students are expected to check their GCS and LCC email accounts daily. Important information will be shared via email. In addition, students should regularly check their GCS Canvas course pages and LCC Moodle course pages for updates, course information, and assignment information. Not checking your email, GCS Canvas account, and LCC Moodle account is not a valid excuse for poor academic performance.

Service to Community

GECHS students are expected to accrue at least 100 hours of community service before graduation (20 hours /year). GECHS will offer many opportunities to help students obtain these community service hours, and students are encouraged to find their own community service opportunities. Each student is responsible for getting signed documentation for serving the community and turning in that documentation to Mrs. Faulkner or Mrs. Winarski for credit.

Dress Code Policy

At GEC, we recognize that our students often desire to express their individuality. We admire that, and in no way would we ever want to discourage it. That said, there are some basic expectations for student dress, which we believe are non-negotiable. As an early college high school, our students represent Greene County Schools and Lenoir Community College. We are proud of our school's reputation in the community, and we want you, our school family, to work with us to continue to build upon that legacy.

Student dress and appearance have traditionally been our school's biggest distraction or disciplinary concern. We will pay close attention to it moving forward with the expectation that it becomes a non-issue. Below are the basic expectations for student dress and appearance while attending school-related events. These expectations are not new. They are derived directly from the Greene County School's Student Dress Code Policy. We recognize that clothing is an expensive necessity. We want you and your student to have all the information needed to make the best, most economical choices for school attire. We thank you in advance for your adherence to this policy.

At a minimum, all students must observe the following guidelines (an excerpt from GCS Board Policy 4316):

1. Clothing should fit appropriately and be suitable for the learning environment.
2. Shorts, skirts, and dresses shall be no shorter than mid-thigh.
3. Shirts shall be long enough to cover the midriff when sitting or standing. Shirts must cover the chest and the back so that these areas are not inappropriately exposed. Tops or dresses with spaghetti straps may not be worn.

4. Clothing should not display messages or illustrations that are lewd, indecent or that advertise any product or service not permitted by law to minors.
5. Clothing, jewelry, emblems, badges, symbols, signs, visible tattoos, and body markings, or other items that are vulgar or obscene, encourage alcohol or drug use, or depict gang affiliation are prohibited.
6. Appropriate footwear must be worn at all times.
7. Schools may exceed or clarify this policy with the approval of the superintendent and notification of the Greene County Board of Education.

The board believes that the dress and personal appearance of students greatly affect their academic performance and their interaction with other students and staff. The board requests that parents outfit their children in clothing that is conducive to learning. The board prohibits any appearance or clothing that does the following: (1) violates the guidelines in this policy or 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.

Dress Code Enforcement

Failure to comply with the guidelines listed here will result in the following consequences.

1st offense – Verbal Warning by a staff member, the student will be permitted an opportunity to correct the violation.

2nd offense – The student will receive an administrative warning. A letter will be sent home to be signed by a parent or guardian and returned. The student will be permitted an opportunity to correct the violation.

3rd offense – Personal contact with the parent via phone or conference with administration or their designee will be held to explain the repetitive nature of dress code violations. Consequences for future infractions will be outlined during this conference.

4th offense – The student will be assigned to after-school detention for a minimum of three days or the student will appear before honor court.

5th offense – Repeated instances of noncompliance will result in elevated consequences which may include, but is not limited to the removal from school activities and short-term suspension.

Student Cell Phone Policy

On July 28, 2025, the Greene County Board of Education approved a new policy regarding student use of cell phones during the instructional day (GCS Board Policy 4318). Under the new policy, all students' personal devices must be silenced and stored out of sight during instructional time. This policy will be effective with the 2025-2026 school year.

Why was the policy created, and what does the policy say?

At GCS, we want to help students stay more engaged in class, build positive relationships with their peers, and develop healthy digital habits. By limiting distractions from phones during the school day, our goal is to support their learning, focus, and overall well-being. We appreciate your partnership in helping us create a school environment where all students can grow and learn.

Middle, High School, and Early College Students

Devices must be silenced and out of sight during instructional time.

Exceptions are allowed for health plans, communication needs, emergencies, and safety plans.

On School Buses

Students may use devices, but the volume must be low and headphones must be used.

Bus drivers can limit device use if safety is a concern.

If a student uses a device when they shouldn't:

1. The student will get a verbal warning
2. If the behavior continues, the device may be taken away temporarily. Parents will be contacted if it becomes a pattern.

Important Notes

- Students are responsible for keeping their own devices safe.
- Greene County Schools is not responsible for lost or stolen devices.
- Any student device may be searched if there is a reasonable suspicion that a rule has been broken.
- No permission is required for a student to use a personal device to call 911.

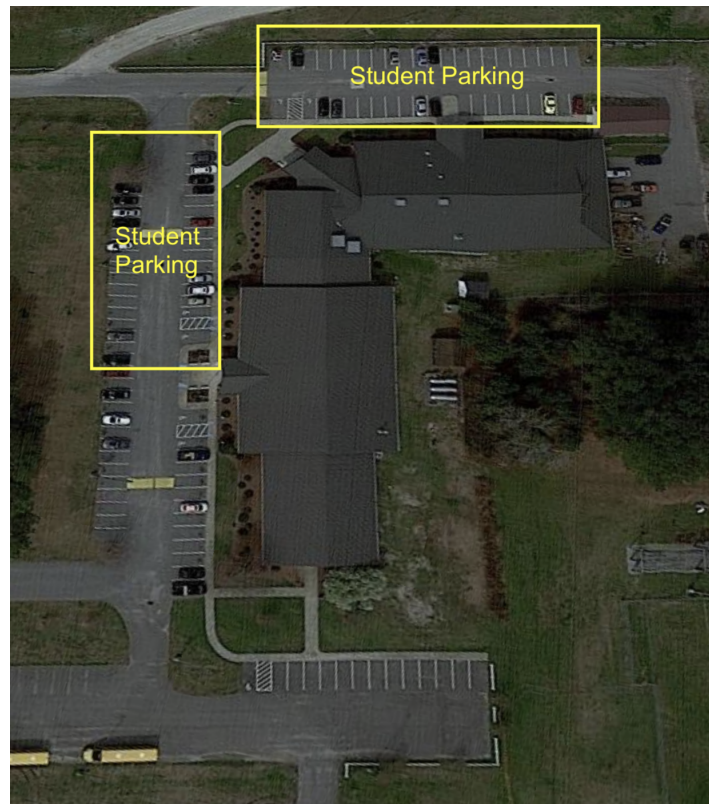
Student Drivers and Parking

Parking on campus is a privilege. Students are expected to maintain appropriate speed when entering and leaving school grounds. In addition, students are not permitted to leave school at any time without permission from Mrs. Beaman or Mr. Moore. Early dismissal procedures are outlined in the attendance policy section of the Handbook. During the school day, students should not access their vehicles without permission from a staff member.

Failure to comply with the student driver's expectations may result in disciplinary action and loss of driving privileges.

Student drivers must park within the designated areas on the corresponding map.

Beginning in January 2024, all student drivers must obtain a parking pass from GEC. Parking passes are **free of charge**. A \$10 replacement fee will be charged if a student loses their pass. Please see Mrs. Beaman or Mr. Moore to obtain the appropriate paperwork to register for a parking pass.



Discipline Referral Continuum of Consequences

- ***First Referral*** – Student Conference and Parent contact
- ***Second Referral*** – Required parent conference; Student may be removed from any school-related organizations or activities (SGA, Student Ambassadors, Field Trips Etc.); Referred to the counselor
- ***Third Referral*** – Depending on the nature of the offense(s), detention (lunch or after school) or suspension
- ***Fourth Referral*** – The student will be suspended. The student will have to reapply for admission to Greene Early College through a determined process (Application, Essay, Interview with parents, Decision)
- ***Fifth Referral*** – Referral to the Alternative Education Center (AEC)

Student Health Services

“Healthier students learn better, have fewer absences and are more likely to reach their optimal educational potential”

Health Services are available for students and staff. Teachers are asked to provide students with band-aids in the event of minor first aid injuries to protect classroom time. (Teachers will be provided with band-aids at the beginning of the school year and as needed throughout the school year).

School Nurse will provide the following services:

- 1. Provide leadership for the provision of health care**
- 2. Provide screening and referral for health conditions**
- 3. Promote a healthy school environment**
- 4. Promote health**
- 5. Serve in a leadership role for health policies and programs**
- 6. Serve as a liaison between school personnel, families, community, and health care providers**

School Nurse will ensure the following:

- Student population is assessed for chronic health conditions to provide “early identification and prompt treatment of health barriers to learning.”**
- Individualized Health Care Plans are developed and implemented for students with severe chronic health conditions in a timely manner to decrease unnecessary absences**
- Emergency Action Plans are developed and implemented for students with health conditions requiring immediate health care intervention.**

Greene County School Board has adopted health –related policies and procedures:

- Medication:** Students may not carry medication (includes over-the-counter medication) unless student needs to self-administer medication (such as asthma inhaler, epi-pen, insulin, etc.). Please contact the school nurse to ensure that required forms have been completed. **In the event that staff needs to administer medication to a student during school hours or at school-sanctioned activities, athletic events, etc., please contact the school nurse for medication procedures. Staff cannot administer medication to students unless medication form(s) are completed by medical care provider and parent/guardian.**
- Emergency Care for Injury or Sudden Illness:** All school personnel should be able to identify members of the Emergency Response Team and initiate the school system’s established system of triage for extreme medical emergencies. **(See First Aid Procedures and Emergency Response/Calling 911).** Parents/guardians will be notified of any injury occurring while the student is attending school or participating in

a school related activity. Parents will be notified by phone, or in writing if parents cannot be contacted by phone. In the event of serious injury or illness to a student, the parent(s) will be notified as to whether to pick up the child at school or meet the child at the hospital. If the parent(s) cannot be reached, the student will be transported to the hospital emergency room and the physician identified on the emergency information will be notified. Efforts to notify the parent(s) will continue until they are completed.

- **No student will be taken home or sent home unless a parent, or someone designated by the parent(s), is at home to accept the responsibility for the student. Parents should be notified in the following situations:**
- **Temperature of 100 degrees or more**
- **Severe abdominal pain**
- **Nausea, vomiting, diarrhea, if persistent**
- **Injury where there is swelling, severe pain, or a question of sprain or broken bone**
- **Injury where there is a lot of bleeding or if bleeding does not stop in a short period of time**
- **Chipped or avulsed tooth**
- **Eye injury**
- **Rash accompanied with fever**
- **Dog or other animal bite**
- **Burns**
- **Head injury**
- **Poisoning**
- **Any problem about which there is concern**

Student Health Services / School-Based Clinic / Greene County Health, Inc.

(Health Trailer) is located on Greene Central High School Campus and offers the following services:

- Prompt treatment of injuries and/or illnesses
- Complete Physical Exams
- Immunizations
- Sport, Camp, College Physicals
- Nutrition Counseling
- Mental Health Counseling
- Substance Abuse Prevention
- Support for Parents

Signed parental consent must be on file for all students except students falling under the NC Statute 90-24-4. (Minors may receive some services without parental consent). Consent forms are distributed to teachers at the beginning of the school year.

Students must have a note from teacher/staff prior to visiting Student Health Services (Health Trailer) during school hours.

Student Health Services is open Monday-Friday from 8:00am – 4:30pm. Call for an appointment at (252). 747.5841. Walk-ins are welcome. Forms of payment: Most Private Insurance Plans, Medicaid, Sliding Scale Fee and Self-pay. If you do not have health

insurance for your child, please contact Gloria Dail at 252.747.3695. She can assist you with applications for Medicaid (Health Check) or Health Choice, which could provide your child with free or low cost medical care.

Student Health Services Staff Consists of these professionals:

- Director
- Physician's Assistant
- Medical Assistant
- Health Check Coordinator
- Registered Nutritionist
- Mental Health Provider
- Adolescent Parenting Program (APP) Coordinator

Other Services offered at Student Health Services:

- **Pregnancy Prevention Program:** focuses on issues such as adolescent growth, positive relationships, positive self-esteem, reproduction health, and most importantly, "ABSTINENCE."
- **Adolescent Parenting Program:** APP is a statewide program which deals with the problem of new teenage mothers or mothers to be who lack skills or experience in the areas of parenting, household management, or life skills they will need such as good child care techniques, how to deal with family relationships, coping with the problems of parenthood, and how to set and achieve goals in their life.

Greene County Schools
SCHOOL HEALTH SERVICES

May 2017

Dear Parent/Guardian:

Our school has a written policy to assure the safe administration of medication to students during the school day. If your child must have medication of any type given during school hours, including over-the-counter medications, and you would like for school staff to administer the medication, please contact the school nurse to receive a "Medication Request" form. This form must be completed by the medical care provider and by you, the parent/guardian. Please remember to bring all medicines in a properly labeled bottle (an adult must bring medication to school): prescription medicines must be brought to school in a pharmacy-labeled bottle, which contains instructions on how and when the medication is to be given. Over-the-counter drugs must be received in the original container and will be administered according to the medical care provider's written instructions.

School personnel will not administer any medication to students unless they have received a medication form completed properly, signed by both medical care provider and parent/guardian and medication is received in an appropriately labeled container. The instructions on the medication bottle must agree with the medical care provider's instructions on the medication request form.

Please pick up your child's unused medication on the last day of school. **Medication that has not been picked up by a parent/guardian will be disposed of after 10 days of the last school day.**

In addition, North Carolina Senate Bill 911 requires that children with diabetes in North Carolina Public Schools have a diabetes care plan developed and implemented if requested by the parent. Additional information on Senate Bill 911 is available at: www.nchealthyschools.org.

If you have questions about any of the health-related school policies, or other issues related to your child's health care during school hours, please contact your child's school nurse.

Thank you for your concern as we work together to meet your child's health care needs!

PARENT RESOURCES

The following are some suggested websites for parents regarding the health, academic progress, and Internet safety of their children:

<http://gec.gcsedu.org>

The Greene Early College High School website is a place where students and parents may check for information and to communicate with teachers via email.

<http://www.gcsedu.org>

The official Greene County Schools website is available if you need to check for inclement weather postings and information about the school system and its programs.

<http://www.isafe.org>

This is an online resource for students, parents, and teachers devoted to promoting Internet safety for students. The site has specific areas for parents to explore Internet safety topics. It also has a safe chat room for students. Because chat rooms are so dangerous, we recommend that parents encourage their children to use safe sites like this one for their chatting.

<http://www.ncpublicschools.org>

The official website of the North Carolina Department of Public Instruction.

<http://www.EatSmartMoveMoreNC.com>

A good resource for diet and exercise tips for adults and students.

<http://www.NCHealthySchools.org>

Information on North Carolina's Healthy Schools Program.

<http://www.cfnc.org>

Information on college planning including applications and financial aid.

<https://somuchpotential.org/how-to-use/>

Up-to-date information and resources designed to support undocumented students.

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The school maintains a cumulative education record on each of its students. This record contains important information such as personal data, a health record, attendance reports, standardized test results, and subject area grades. It is useful for many reasons: in case of an emergency, to comply with the compulsory attendance law, for course placement, to meet graduation requirements, etc. Under the federal Family Educational Rights and Privacy Act (Buckley Amendment), the following is considered “directory information” and can be made public unless a parent/guardian or eligible student requests that any or all of the information not be released without prior consent: student’s name; address; telephone listing; date and place of birth; participation in officially recognized activities and sports; weight and height of members of athletic team; dates of attendance, certification, and awards received; most recent previous school or education at institution attended by the student; and pictures or videos taken on buses, school grounds, in school buildings, and at school activities unless the picture or video may reveal confidential information about a student. Your child’s education record is confidential and only available to you and to school officials or other agencies with legitimate educational interests. The Buckley Amendment explains your rights regarding your child’s school record.

- The school is not allowed to disseminate data personally identifying your child without your consent.
- When officials of another school or school system in which your child intends to enroll request a record transfer, the school must make a reasonable attempt to notify you of the transfer. Upon request, the school must send you a copy of the forwarded information.
- The school must honor your request to review your child’s record within a reasonable time period, but in no case more than 45 days. If you believe the information in your child’s record is inaccurate or misleading, you may request it to be amended. The school’s refusal to amend the record entitles you to a hearing. If the school agrees with you as a result of the hearing, the school must amend the record accordingly and notify you in writing. However, if the school continues to disagree with you after the hearing, you may place a statement of disagreement in the education record.
- **Parents have the right to file complaints concerning alleged failures by the education agency to comply with confidentiality requirements.**

TITLE IX NONDISCRIMINATION ON THE BASIS OF SEX

Policy Code: **1720/4030/7235**

The Greene County School System does not discriminate on the basis of sex in its education programs or activities and is required by Title IX of the Education Amendments Act of 1972 and federal regulations to not discriminate in such a manner. This requirement extends to admission and employment. The board will not tolerate discrimination on the basis of sex, including any form of sexual harassment as that term is defined under Title IX, in any program or activity of the school system.

A. Inquiries About Title IX

The board has designated a Title IX coordinator to coordinate its efforts to comply with its responsibilities under Title IX and its implementing regulations. Inquiries about the application of Title IX and its implementing federal regulations may be referred to the Title IX coordinator and/or the Assistant Secretary for Civil Rights in the Office for Civil Rights at the U.S. Department of Education.

The contact information for the Title IX coordinator is as follows.

The Title IX Coordinator is:

Office Address: **301 Kingold Blvd. Snow Hill, NC 28580**

Email Address: **antonioblw@greene.k12.nc.us**

Phone Number: **252-747-3425**

The contact information for the Office for Civil Rights with jurisdiction over North Carolina is as follows.

4000 Maryland Ave, SW

Washington, DC 20202-1475

Telephone: 202-453-6020 TDD: 800-877-8339

FAX: 202-453-6021 Email: OCR.DC@ed.gov

B. Resolution of Grievances

The board has established grievance procedures that provide for the prompt and equitable resolution of complaints alleging discrimination on the basis of sex (other than sexual harassment) in a program or activity of the school system occurring against a person in the United States. Students and parents or guardians may report such alleged discrimination through the process provided in policy 1740/4010, Student and Parent Grievance Procedure. Employees and applicants may use the process provided in policy 1750/7220, Grievance Procedure for Employees.

The board has adopted additional means for reporting sexual harassment specifically. Any person may report alleged sexual harassment in the education program or activities of the school system occurring against a person in the United States in accordance with policy 1725/4035/7236, Title IX Sexual Harassment – Prohibited Conduct and Reporting Process.

Those who believe they have been sexually harassed may also file a formal complaint of sexual harassment in accordance with policy 1726/4036/7237, Title IX Sexual Harassment Grievance Process, to initiate a prompt and equitable resolution through a formal investigation and adjudication or through an informal resolution process. The board encourages students, employees, and applicants to first make a report of sexual harassment in accordance with policy 1725/4035/7236 before filing a formal complaint.

C. Retaliation Prohibited

Retaliation against any person for the exercise of rights under Title IX or to interfere with those rights in any way is strictly prohibited and will subject the perpetrator to disciplinary action. The identity of any person who has made a report or complaint of sex discrimination or sexual harassment or who is the alleged perpetrator of sex discrimination or sexual harassment will be confidential unless otherwise required or permitted by law. Complaints alleging retaliation may be filed according to the grievance processes established in policies 1740/4010 and 1750/7220. Acts of retaliation may also be subject to policy 1760/7280, Prohibition Against Retaliation.

D. Notice of the Board's Policy of Nondiscrimination Based on Sex

The superintendent is responsible for providing notice of the board's nondiscrimination policy to students and their parents or legal guardians, employees, and applicants for admission or employment. The superintendent shall also ensure that each principal or site supervisor makes a copy of this policy available to those persons. In addition, the following must be posted on the school system website and included in all student and employee handbooks: (1) a statement of the board's policy of nondiscrimination on the basis of sex; (2) contact information for the Title IX coordinator; and (3) a statement that Title IX inquiries may be referred to the Title IX coordinator or to the Assistant Secretary for Civil Rights.

Legal References: Title IX of the Education Amendments Act of 1972, 20 U.S.C. 1681 *et seq.*; 34 C.F.R. Part 106

Cross References: Title IX Sexual Harassment – Prohibited Conduct and Reporting Process (policy 1725/4035/7236), Title IX Sexual Harassment Grievance Process (policy 1726/4036/7237), Student and Parent Grievance Procedure (policy 1740/4010), Responding to Complaints (policy 1742/5060), Grievance Procedure for Employees (policy 1750/7220), Prohibition Against Retaliation (policy 1760/7280), Staff-Student Relations (policy 4040/7310)

Adopted: June 30, 2021

GREENE COUNTY SCHOOLS

2025-2026 GREENE EARLY COLLEGE

July / julio 2025				
M/L	T/M	W/M	T/J	F/V
	1	2	3	4 H
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

October / octubre 2025				
M/L	T/M	W/M	T/J	F/V
		1	2	3
6	7	8	9	10 Q
13	14	15	16 EO	17 W
20	21	22	23	24
27	28	29	30	31

January / enero 2026				
M/L	T/M	W/M	T/J	F/V
			1 H	2 W
5 W	6	7 *	8	9
12	13	14	15	16
19 H	20	21	22	23
26	27	28	29	30

April / abril 2026				
M/L	T/M	W/M	T/J	F/V
		1	2 EO	3 H
6 AL	7 AL	8 AL	9 AL	10 AL
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

LEGEND / LEYENDA

A0	A-0 Workday/Día de Trabajo
☺	First day, last day for students/ Primer día, Último día para estudiantes
Q	End of Quarter/Fin del Trimestre Académico
W	Teacher Workday/Día de Trabajo para Maestros*
H	Holiday/Feriado
AL	Annual Leave/Vacaciones Anuales
MW	Mandatory Workday/Día de Trabajo Obligatorio
EO	Early Out/Salida Temprana
*	First day, last day for students/LCC

August / agosto 2025				
M/L	T/M	W/M	T/J	F/V
				1
4	5 W	6 W	7 MW	8 W
11 ☺ EO	12 EO	13 EO	14 EO	15 EO
18 *	19	20	21	22
25	26	27	28	29

November / noviembre 2025				
M/L	T/M	W/M	T/J	F/V
3	4	5	6	7
10	11 H	12	13	14
17	18	19	20	21
24 W	25 W	26 AL	27 H	28 H

February / febrero 2026				
M/L	T/M	W/M	T/J	F/V
2	3	4	5	6
9	10	11	12 EO	13 W
16	17	18	19	20
23	24	25	26	27

May / mayo 2026				
M/L	T/M	W/M	T/J	F/V
				1
4	5	6	7	8 EO
11	12 *	13	14	15
18	19	20	21	22 ☺ Q
25 H	26 MW	27	28	29

Days available for weather make-up
in order of utilization / Días disponibles
para recuperación de clases por orden
de utilización

*Designated workdays for teachers to take off/Días
laborales designados para que los maestros despeguen
- 11/25 & 1/5

September / septiembre 2025				
M/L	T/M	W/M	T/J	F/V
1 H	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26 EO
29	30			

December / diciembre 2025				
M/L	T/M	W/M	T/J	F/V
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19 Q EO
22 AL	23 AL	24 H	25 H	26 H
29 AL	30 AL	31 AL		

March / marzo 2026				
M/L	T/M	W/M	T/J	F/V
2	3	4	5	6
9	10	11	12 Q EO	13 W
16	17	18	19	20
23	24	25	26	27
30	31			

June / junio 2026				
M/L	T/M	W/M	T/J	F/V
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

In accordance with the NC Calendar Law, if the school district must close schools, the superintendent will update this calendar to provide additional days/time by using scheduled teacher workdays, banked hours of instruction*, or scheduled annual leave days to meet legal requirements. *Hours accrued by schools over the required 1025 instructional hours. / De acuerdo con la Ley de Calendario de Carolina del Norte, si el distrito escolar debe cerrar las escuelas, el superintendente actualizará este calendario para proporcionar días / tiempo adicionales mediante el uso de días de trabajo docentes programados, horas de instrucción acumuladas * o días de vacaciones anuales programados para cumplir con los requisitos legales. * Horas acumuladas por las escuelas durante las 1025 horas de instrucción requeridas.

GREENE EARLY COLLEGE HIGH SCHOOL **STUDENT/PARENT AGREEMENT**

Enrollment in Greene Early College High School is an outstanding opportunity for students to accelerate their education. With that opportunity comes a great deal of personal responsibility. We want to be sure that all students and parents understand the expectations of being a GECHS student. Please read the information below and sign to indicate your agreement to abide by these expectations.

- All students must abide by the Greene County Schools Student Code of Conduct and the Lenoir Community College Standards of Conduct.
- All students are expected to attend school daily except in case of illness or other emergency. Parents should contact the school in cases of emergency.
- Students are expected to be on time for school and for each class. Signing students out for reasons other than illness is strongly discouraged.
- Students are expected to demonstrate a strong work ethic. All assignments, including homework, must be turned in on time.
- All students are expected to complete their summer reading assignments.
- All students are expected to bring materials to school daily, including a charged MacBook, paper, pencils/pens, etc.
- Students must adhere to the Greene County Schools Acceptable Use Policy when using their MacBooks. Failure to do so may result in loss of Internet privileges and/or other disciplinary action deemed appropriate by the administration.
- Electronic devices (cell phones, tablets, etc.) must be silenced and out of sight during class. Headphones may not be worn in classrooms unless directed by the teacher. Refer to GCS Board Policy 4318 for additional details and to understand the continuum of consequences.

Student Name _____

Parent Name _____

Student Signature _____

Parent Signature _____

***This agreement will be reviewed with students throughout the first week of school and referred to throughout the school year. All agreements will be kept on file in the principal's office.**

Appendix A

Pre-K-13 Attendance Procedure/Guidelines

Regular attendance at school is critical to student success. Chronic absences are statistically linked to a student's risk of failure in school. With proper procedures, we can counteract failure and have successful student attendance. The following guidelines will focus on unexcused and excused absences:

Any student who misses school must present a written excuse, signed by a parent/guardian or medical provider. Absences may be waived for a legitimate/lawfully excused reason. Notes should be turned in within five days of the student's return to school. The maximum number of handwritten parent notes accepted and recorded due to a legally excused absence for illness will be five per school year.

Students will be granted a lawfully excused absent when:

- They are ill (to include injured) and their attendance in school would endanger their health or the health of others.
- Death in (immediate) family (must submit proper documentation. i.e., obituary)
- Medical or Dental appointment (must submit proper documentation i.e., doctor's note)
- Religious Exemption (i.e. recognized religious holiday of their faith).
- Educational opportunity/school-initiated and scheduled activities (must be approved in advance by the principal).
- The student is suspended from school.
- The student has court or legal appointments (must submit proper documentation i.e., note provided by the courts).

Students will be considered unlawfully absent when:

- Student is willfully absent from school without the knowledge of their parent or guardian.
- Student is absent without acceptable cause with the knowledge of their parent or guardian.
- Events not associated with the school will not be excused (i.e., sporting events, family vacations, or other personal reasons).
- Days missed due to a student not having their required immunizations if the family was notified in advance and given time to obtain the required immunizations.

Documentation for All Absences:

- Official documentation must be submitted to the school for all absences.
- A written legal excuse (signed by a parent/guardian) OR by a medical provider should be offered within five days after returning to school.

Appendix B

Pre-K-13 Procedimiento/Pautas de Asistencia

La asistencia regular a la escuela es crítica para el éxito de los estudiantes. Las ausencias crónicas están estadísticamente relacionadas con el riesgo de fracaso escolar de un estudiante. Con los procedimientos adecuados, podemos contrarrestar el fracaso y tener éxito con la asistencia de los estudiantes. Las siguientes pautas se centrarán en ausencias injustificadas y justificadas:

Cualquier estudiante que falte a la escuela tiene que presentar una excusa escrita, firmada por un padre/guardián o proveedor médico. Ausencias pueden ser excusadas si hay una razón legítima/legalmente justificada. Notas tienen que ser entregadas dentro de los cinco días del regreso del estudiante a escuela. El número máximo de notas escritas a mano por un padre, aceptadas y registradas debido a una ausencia legalmente justificada por enfermedad, será cinco por año escolar.

A los estudiantes se les dará una ausencia legalmente justificada cuando:

- Están enfermos (incluyendo heridos) y su asistencia en la escuela pone en peligro su propia salud o la salud de otros.
- Muerte en la familia (inmediata) (debe presentar la documentación adecuada - por ejemplo, obituario).
- Cita médica o dental (debe presentar la documentación adecuada - por ejemplo, nota del doctor).
- Exención religiosa (por ejemplo, día festivo religioso reconocido de su fe).
- Oportunidad educacional/actividades iniciadas y programadas por la escuela (tienen que ser aprobadas por adelantado por el director).
- El estudiante está suspendido de la escuela.
- El estudiante tiene citas de corte o legales (debe presentar la documentación adecuada - por ejemplo, nota proporcionada por las cortes).

Los estudiantes serán considerados ilegalmente ausentes cuando:

- El estudiante está deliberadamente ausente de la escuela sin el conocimiento de su padre o guardián.
- El estudiante está ausente sin razón aceptable con el conocimiento de su padre o guardián.
- Eventos no asociados con la escuela no serán justificados (por ejemplo, eventos deportivos, vacaciones de familia o otras razones personales).
- Días ausentes debido a que un estudiante no tiene sus vacunas requeridas si la familia fué notificada con anticipación y se le dio tiempo para recibir las vacunas requeridas.

Documentación para todas las ausencias:

- Documentación oficial se tiene que entregar a la escuela para todas las ausencias.
- Una excusa legal escrita (firmada por un padre/guardián) - O - por un proveedor médico debe ser ofrecida dentro de cinco días después de regresar a escuela.

7/27/23