

**Roanoke Valley
Early College
Student-Parent Handbook
2016-2017**

**100 College Dr #600
Weldon, NC 27890**

RVEC.WeldonCitySchools.k12.nc.us

Phone: 252-536-6364

Fax: 252-536-5497

**Eric N. Pullen
Principal**



“Charging Into Excellence”



“Where learning comes to life”

Office Staff

Eric N. Pullen, Principalpullene@weldoncityschools.k12.nc.us
Eva Ott, Guidance Counselorotte@weldoncityschools.k12.nc.us
Thomas Bracy, College Liaison.....bracyt@weldoncityschools.k12.nc.us
Maria Webb, Admin.Asst
 Data Manager, Bookkeeper webbm@weldoncityschools.k12.nc.us

Teaching Staff

Amber Credle, Science credlea@weldoncityschools.k12.nc.us
Cory Hoffman, Science..... hoffmanc@weldoncityschools.k12.nc.us
Angela Lee-Easter, CTElee-eastera@weldoncityschools.k12.nc.us
Timothy O’Shea, Social Studiesosheat@weldoncityschools.k12.nc.us
Tammy Ramsey, Mathematics.....ramseyt@weldoncityschools.k12.nc.us
Wayne Terrell, English.....terrellw@weldoncityschools.k12.nc.us
Sherra Welch, Mathematics welchs@weldoncityschools.k12.nc.us

District Administration

Dr. Anitra Wells
 Superintendent..... wellsa@weldoncityschools.k12.nc.us
Tracy Gary
 Exc. Dir. of Human Resources garyt@weldoncityschools.k12.nc.us
Dr. Tina Hinson
 Director of Curriculum
 And Instruction.....hinsont@weldoncityschools.k12.nc.us
Terry Alston
 Title I/Parent Involvement Dir. alstont@weldoncityschools.k12.nc.us

The Weldon City School Board governs RVEC, and all school board policies can be found on the Weldon City Schools home page- weldoncityschools.k12.nc.us.

Accredited by the Southern Association of Colleges and Schools

What Does RVEC Stand For?	4
Principal’s Message.....	5
Vision	6
Mission.....	6
Curriculum	6-7
Early College Enrollment.....	7
Promotion Criteria.....	7
Instructional Non-Negotiables	8
Parent Involvement Policy	8
Homework Policy.....	9
Grading Policies and Reports.....	9
Interim Reports.....	9
Report Cards.....	9
Tutoring.....	10
Transcripts.....	10
Change of Schedules	10
Community Service.....	10
Attendance Requirements	10
Sign-In and Sign-Out of School.....	11
Early Release for Upper Classmen.....	11
Tardies.....	11
Students Excused from Class	12
Bell Schedules	12
RVEC Student Behaviors.....	13
Student IDs.....	13
Cell Phones and Other Electronic Devices	13
Computer and Internet Access	13
Technology Acceptable Use Policy	14
Photo Release	14
Dress Code	14-15
Assemblies and Field Trips.....	15
Medication.....	15
Selling Items on Campus.....	15
Parking Policy	15-16
Textbooks/Digital Resources	16
Fee Assessments.....	17
Lost and Found.....	17
Clubs and Organizations	17
Student Release Forms	17
FERPA Forms	17
Cafeteria and Lunch Policy.....	18
Visitors	18
Inclement Weather/School Closing Announcements.....	18
Fire, Tornado, and Lock Down Drills.....	18-19
Arrival and Departure Procedures.....	19
Car Riders.....	19

Bus Passenger Rules and Regulations.....	19-20
Riding Another Bus.....	20
Information for Student Athletes & Parents/Legal Custodians.....	21-22
WCS Acceptable Use Policy.....	23-26
FORMS:	
Student Handbook Signature & Acceptable Use Signature Page	27
HCC FERPA	29
Halifax County Release.....	31
Roanoke Rapids City Release	32
WCS Transfer.....	35
WCS Student Code of Conduct.....	37-56

What Does RVEC Stand For?

Each letter provides 7 points to focus on and work toward as we form positive habits and attitudes while striving to be effective.

Respectful of myself, others, and the environment

Responsible for my own actions

Responsive to the needs of others

Reflective: learning from my successes and challenges

Reasoning: carefully considering my options

Recycling: in every aspect

Role Model to peers and community

Valuable to my community

Valued by my peers

Value the opinion of others

Vigilant as I pursue my dreams

Visionary thinker

Vital contributor

Veracious in words and actions

Excel: always my goal

Effort: always give my best

Embrace the diversity of our school

Empowered to lead

Endurance: we are only starting our journey

Engaged learner

Eager to learn, to participate, to help

Considerate to others

Creative problem solver

Concentrate on the big picture

Courageous in the face of adversity

Caring of the needs of others

Carefully making my choices

College and beyond is our goal

CHARGER: representing Weldon City Schools

Parents, educators, and the community provide valuable supports for student success. We encourage parents and the community to work closely with the Roanoke Valley Early College to ensure that we maintain a successful educational program for our students.

Roanoke Valley Early College High School 2016-2017

Principal's Message

Dear Students and Parents:

It is with tremendous excitement that I welcome you to the 2016-2017 School Year! The Roanoke Valley Early College continues to be one of the best schools in the area, and I am humbled at the opportunity to serve as its principal. I am eagerly looking forward to getting to know each member of our RVEC family, including our students, parents and staff.

We have worked diligently over the summer to prepare for your arrival. We have updated many policies within this handbook, so I encourage all of you to take the time to review it thoroughly. Please take the time to understand the rules and procedures outlined within this handbook and in the student code of conduct printed within this.

Here at RVEC we have a tradition of providing the best education possible while creating lasting relationships with the students. We will continue this tradition this year, and for many years to come.

I look forward to serving each and everyone of you throughout this school year. If there is anything I can help you with, please do not hesitate to let me know.

Sincerely,



Eric N. Pullen
Principal
RVEC

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.**

Core High School Subjects

Science
English/Language Arts
Social Studies/History
Common Core Math

High School Enhancement Classes

Academic Seminar
Career Exploration
Senior/Super Senior Seminar
SAT Prep
Spanish I, II
Personal Finance
Career Management
MS Word, Power Point, & Excel
MS Access
NCVPS Online Course Offerings
JROTC*

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 General Education (AGE – 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 and school hours. **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.**

Early College Enrollment

The early college academic program is a five-year commitment, which includes students possibly committing to an extra year of high school. The early college course of study is designed for students to complete the program in four to five years. 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; students who enrolled while in 10th, 11th, or 12th grade will have less time and should talk with their counselor about their plan of study.

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, 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
5 th Year Super Senior	21	
Graduate	28	4 English, 4 Math, 3 Science, 4 History, 2 Foreign Language, PREFERRED - AA, AS, or AAS certificate from HCC

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. (ie. cross curriculum, community service, etc)
- 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 Involvement 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	Principal's List = All A's
80-89.....B	A/B Honor Roll = All A's and B's
70-79.....C	
60-69.....D	
59-and belowF	
INC.....Incomplete	

Weldon City Schools Academic Standards Policy requires a minimum course grade of a "70" to show proficiency. This policy affects extra-curricular eligibility, including band and all sports.

Interim Reports

Each student will receive a progress report for high school courses on a tri-weekly basis. 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. Any student who fails to return the signed report card within one week will be referred to the counselor for a follow-up conference.

Tutoring

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

Transcripts

Transcripts may be requested through the guidance office. Seniors can request two transcripts for no cost. After the second transcript the cost is \$2. All other students may request one transcript at no cost. Any additional transcripts will cost \$2. College transcripts may be requested at the HCC registrar's office for a fee charged by the college.

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 parent.

Community Service

First year students are required to complete **20 hours** of community service. **Second year+** students are required to complete 25 hours of community of service. There should be at least three different types of community service completed. These hours are NON-PAID hours.

Attendance Requirements

To be eligible for to receive credit for a *high school course*, students can be absent no more than 10 days in a semester course and no more than 20 days in a yearlong course.

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

Students must adhere to the HCC attendance requirements outlined in each syllabus. These regulations are explained in the HCC catalog.

Sign-In and Sign-Out of School

If a student must be signed out of school early, the parent should come into the office and sign out the child. Students will then be called to the office when the parent/guardian arrives. Students are only released to a parent or other individual authorized by the parent to pick up the child. In the absence of a court order restricting the rights of a parent, a child will be released to either parent/guardian.

Early Release for Upper Classmen

11th and 12th grade students are eligible for early dismissal (once they have finished their last class) **ONLY** if they meet these guidelines. Students must pass all RVEC, NCVPS, and HCC courses the previous semester with at least a “C” grade or better. Once the school year starts, 11th and 12th grade students can earn this privilege if they maintain a grade of “70” or better in their early college classes and have NO discipline referrals. If a student exceeds five absences then you will not be allowed to have early release. Every 3 weeks, students will be asked to show their progress reports in order to continue their early dismissal eligibility. Parents must give permission for the student to take advantage of this opportunity. **Students will not be allowed to sign out to go get lunch, and once a student signs out for the day, they will not be allowed to return without a parent or an approved excuse note, such as those given by a doctor, dentist, court, etc.**

Tardies

Tardy to School/Early Check Out: Three tardies or early checkouts in any one grading period will result in a referral to the counselor or administration. More than three tardies/check outs will result in required parent contact and will result in lunch detention to make up the lost instructional time.

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

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. Students who are more than 10 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 written pass signed with date and time by the teacher.

Bell Schedules

Normal Seminar Schedule

Breakfast	7:40-8:00
1 st Period	8:00-9:20
2 nd Period	9:25-10:45
3 rd Period	10:50-12:45
1 st Lunch	11:30-12:00
2 nd Lunch	12:15-12:45
4 th Period	12:50-2:10
Seminar	2:15-2:50

No Seminar Schedule

Breakfast	7:40-8:00
1 st Period	8:00-9:30
2 nd Period	9:35-11:05
3 rd Period	11:10-1:10
1 st Lunch	11:55-12:25
2 nd Lunch	12:40-1:10
4 th Period	1:15-2:50

2-Hour Delay

1 st Period	10:00-11:00
2 nd Period	11:05-12:05
3 rd Period	12:10-1:40
1 st Lunch	12:15-12:40
2 nd Lunch	1:05-1:35
4 th Period	12:50-2:10
Seminar	2:15-2:50

RVEC Student Behaviors

Common Affirmations

We are prepared and ready ...
We have a right to learn ...
We are respectful ...
**We are leaders in the
community ...**
We are diverse thinkers ...

RVEC Students Display PRIDE

Positive Participation
Respect
Integrity
Dedication
Excellence

Student IDs

All students must wear their RVEC/HCC student identification at all times. If a student is in the hall during class time he/she must have a valid reason for being out of the classroom.

Cell Phones and other electronic devices

In the 21st Century, technology is integrated into every aspect of our student's lives. In response to this need, students may have a cell phone, but it must be stored away (not visible) and turned off while on school grounds during the school day. During lunch, students are allowed to use their cell phone **outside** of the building only. In addition, students may use their phone again after the dismissal of school. Phones used at any other time, unless being used for an instructional purpose, will result in an office referral for insubordination. Teachers will only ask a student to put away a phone once before writing the referral.

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. After initial parental consent, forms are required to be updated every 3 years. 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.

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.

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.***

1. Shoes must be worn at all times on campus. Bedroom slippers, shower slippers and flip-flops are not appropriate. Flip-flop type sandals must have a hard sole with strap across the back or top of foot.
2. Students must wear tops that cover the midriff area even when arms are extended vertically. Students may not wear halters, fishnet shirts, spaghetti straps, sleeveless undergarments, see through blouse or cut off shirts. If tank tops are worn, the strap must be at least 2 inches wide or wider and should cover undergarments.
3. Students may not wear biking-type pants.
4. Micro-mini skirts and shorts are not acceptable. The hem of skirts/shorts must fall to at least the index finger tip of the student's extended arm.
5. All pants, jeans, and slacks should be worn upon the waist. (No sagging pants)
6. No hats, headbands, wave caps, hoods, bandannas, headscarves, or sunglasses are to be worn in the building. These items will be confiscated and may be kept until the end of the school year.
7. Students may not wear clothing and accessories that have indecent, provocative, inflammatory, vulgar, profane or suggestive words or pictures, or advertisements depicting illegal drugs, alcohol, tobacco, or their use. Any clothing promoting or depicting weapons is inappropriate.

8. No holes (cut out sections) in pants/trousers or in shirts (front back, middle) will be permitted.
9. Undergarments are not to be exposed at any time.
10. Students are not allowed to wear any article of clothing displaying or representing any symbols or signs that are considered to be gang related.
11. No student shall wear clothing or other apparel, which can be used as a weapon.
12. No pajamas are to be worn at anytime. This includes lounge pants.

Assemblies and Field Trips

At all times the student behavior should be refined and courteous. Each student is personally responsible for the impression made by the school as a whole during assemblies and on field trips. Likewise, overall student behavior as a collective group is a direct reflection upon the school.

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 medication form from the office.

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 bought during open house or in 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. You do not need two parking passes this one pass will cover RVEC and HCC parking. The cost of the pass is \$15 and must be displayed when the vehicle is parked on campus.
2. Students must park in their assigned parking space everyday. Spaces will be assigned in the parking lot outside the 600 building.
3. Cars must not be moved during the school day, which runs from 8:00-3:00 daily. Students may not drive between buildings during class changes. Students taking evening classes may move their vehicles closer to their classroom buildings after 3:00.

4. Juniors and seniors may leave campus early if you have finished your classes for the day. Students must have an early release form on file in the office and sign out there.
5. Once a student leaves campus they should not return.
6. Replacement passes are \$5.
7. All students must have a parking registration form on file in the main office and have paid their \$15 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 your assigned space
- Speeding on campus
- Driving around an excessive number of passengers
- Leaving campus without permission
- Moving your vehicle from the RVEC parking lot prior to 3 pm

Consequences for parking violations:

- 1st offense \$10 fine
- 2nd offense \$20 fine
- 3rd offense possible loss of driving privileges and potential of the vehicle being towed at the owner's expense.

Textbooks/Digital Resources

RVEC's rigorous instructional program for high school level courses may or may not have an assigned textbook. With the availability of electronic resources for classroom use, individual textbooks may not be assigned to students. Instead, digital resources are accessed for classroom use in both early college and community college courses. In the event that a textbook is issued to a student for high school courses, they should be cared for with pride and responsibility for each student. The majority of college courses will have an assigned textbook that will be issued to students.

- Students name will be printed in the proper place on the inside of the book cover.
- Lost books must be paid for immediately. If the book is found, money will be refunded to the student upon return of the receipt.
- No school issued computer will be assigned to a student who has accumulated debt due damaged or lost books, computers or other fees owed to the school.
- The following prices will be adhered to when levying book fines. All fines are not to exceed the cost of the book:
 - a. Torn pages - \$1.00 per page
 - b. Pencil/ink marks - .10 cents per page
 - c. Torn/broken bindings - \$5.00 per book
 - d. General dirtiness - .50 cents
 - e. Torn cover/holes in cover - \$5.00 per cover
 - f. Book rendered unusable or lost book – replacement cost

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.

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. 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

Student Release Forms

There are two forms required for each coming into Weldon City Schools from other districts. Please make sure you complete the Transfer Request Form from the student's assigned district as well as the Weldon City Schools Transfer Request Form in order to be enrolled. **Students living in the Weldon City Schools district do not have to complete these forms.** The necessary forms can be found on **pages 31-35** of this document.

FERPA Form

A Federal Educational Right To Privacy Act release form is at the end of this handbook on Page 29. It must be completed in order for HCC to release information about a student to the parent regarding grades, enrollment, and other issues. Please return that form to RVEC at the beginning of the school year.

Cafeteria and Lunch Policies

- Memorize your lunch number and use it honestly.
- Keep the multipurpose room orderly by not pushing and jumping 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.
- No outside food is allowed in the cafeteria during breakfast or lunch.

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 must 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.

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 station.

Fire, Tornado and Lock Down Drills

Fire and tornado drills are necessary for the safety of students and staff. All building occupants should know the specific direction for reaching a point of safety from any assigned area. General rules to follow are:

- Students must follow designated exit instructions by walking to the appropriate exit and meet at the predetermined assigned location for that classroom. **All students must refrain from running or talking during the fire drill.**
- When instructed to do so, all students will return to assigned classrooms in an orderly fashion.
- Teachers are to remain with their classes during the entire fire or tornado drill.

Lockdown procedures are necessary for the safety of students and staff. Our school community will practice lockdown procedures on a regular basis to familiarize all involved with the process. When a lock down drill is announced, all faculty, staff, and students must abide by the following directions:

- Lockdown alert is sounded.
- All windows and doors will be closed and locked, and lights are turned off.
- Students and staff should stay away from any windows, find a safe place in the room where they are not visible from the outside.
- Wait for directions before resuming regular activities.

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

Our school day for students begins as 8:00AM and ends at 2:45PM unless otherwise announced. Please note that there will not be anyone present to supervise students prior to 7:45AM. Therefore, we ask that students not report to school prior to 7:45AM. Students should make arrangements for departure from campus by 3:00PM. Pick up and drop off should occur in front of the RVEC building. If you are on campus after 3:00 PM you should be with an RVEC staff member or have prior permission. **Students should report directly to room 606 for breakfast upon arrival.**

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 object 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.

INFORMATION FOR STUDENT-ATHLETES & PARENTS/LEGAL CUSTODIANS

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 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 filespace; 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 school system or individual school names, logos, or trademarks without permission.

1. **Students** Though school personnel generally do not monitor students' Internet activity conducted on nonschool 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** Employees' personal websites are subject to policy 7335, Employee Use of Social Media.
3. **Volunteers** 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. An

individual volunteer's relationship with the school system may be terminated if the volunteer engages in inappropriate online interaction with students. 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

RVEC STUDENT / PARENT HANDBOOK & ACCEPTABLE USE POLICY

Signature Page

(Print) Homeroom Teacher Name

(Print) Student's Name (last, first)

I hereby acknowledge that I have received the 2016-2017 Roanoke Valley Early College Student/Parent Handbook. I have also received the 2016-2017 Weldon City Schools Student Code of Conduct. I understand that the rules and regulations for our school are explained in this handbook. **I understand that I will be held responsible for these rules and regulations.**

I also understand the Weldon City Schools Technology Acceptable Use Form, and agree to follow all rules concerning the use of the Internet, computers and other devices.

Student's Signature Date

Parent's Signature Date

Note: Student must sign and return this form before the student will be issued a computer or college textbooks.

FERPA RELEASE

Student's Consent to Release of Education Records

The purpose of the Family Educational Rights and Privacy Act of 1974 is to protect the privacy of individual students by placing restrictions on the disclosure of information contained in a student's academic record(s). In order for Halifax Community College to honor a request for information from a student's education records by anyone other than the student, a signed authorization from the student must be on file.

Student Name (Please Print)

Student ID# _____

I authorize Halifax Community College to release information from my educational record and/or to discuss my academic progress to the following:

(NAME) Please Print

I understand that (1) I have the right not to consent to the release of my education records; (2) I have the right to receive a copy of such records released upon request; (3) and that this consent shall remain valid until revoked by me, in writing, and delivered to the office that his disclosure was originally given, but any such revocation shall not affect disclosures previously made by Halifax Community College prior to the receipt of any such written revocation.

Student's Signature

Date

Witness/Date

Halifax County Schools Student Release Form

August 1, 2016

Dr. Eric Cunningham, Superintendent
PO Box 468
Halifax, NC 27839

Dear Dr. Cunningham:

This is a request to release _____, from Halifax County Schools to attend Weldon City Schools for the 2016-2017 school year. The student will be attending Roanoke Valley Early College (located on Halifax Community College campus) to complete his/her high school diploma while obtaining college credits.

If you should have any questions or concerns, please feel free to contact me at the number listed above. Thank you for your assistance concerning this matter.

Sincerely,

RRGSD Student Release Form

August 1, 2016

Dr. Dain Butler, Superintendent
536 Hamilton Street
Roanoke Rapids, NC 27870

Dear Dr. Sawyer:

This is a request to release _____, from Roanoke Rapids Graded School District to attend Weldon City Schools for the 2016-2017 school year. The student will be attending Roanoke Valley Early College (located on Halifax Community College campus) to complete his/her high school diploma while obtaining college credits.

If you should have any questions or concerns, please feel free to contact me at the number listed above. Thank you for your assistance concerning this matter.

Sincerely,

WELDON CITY SCHOOLS

301 MULBERRY STREET
WELDON, NC 27890

Request for Transfer 2016-2017 School Year

The Board of Education has provided regulations and procedures for requesting transfers under compelling circumstances. If you wish to request a transfer of schools for your child, please complete and sign the form, and return it to the above address.

Please Note: If a transfer is approved the parent assumes responsibility for transportation to and from school; and the transfer is effective only for the 2016-2017 school year.

1. Name of Student: _____
(First) (Middle) (Last)

2. Birth date: _____
(Month) (Day) (Year)

3. Sex: Male _____ Female _____

4. Will student participate in competitive sports? _____ Yes _____ No

Name of sport(s) _____

5. Name of Parent(s) _____

6. Address: _____

7. Telephone: (Home) _____ (Work) _____

8. **School assignment for 2016-2017 and grade:**

School _____ **Grade** _____

9. I am requesting a transfer of my child to _____

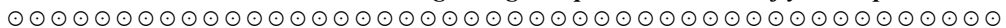
10. Give specific reasons for requesting transfer (*Documentation may be requested*):

11. Did you request a similar transfer last year for this child? _____ Yes _____ No

Was it approved? _____ Yes _____ No

Signature of Parent: _____ **Date:** _____

You will receive written notice regarding acceptance or denial of your request.



For Official Use Only

Approved _____ Denied _____

Superintendent

Date

STUDENT CODE OF CONDUCT



2016-2017 School Year

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 program.

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.

In addition to the compulsory attendance law, if the student fails to enroll in and regularly attend the alternative educational setting as reassigned, or other appropriate school (e.g. private or charter school, North Carolina Virtual Public School, etc.), the disciplinary reassignment will continue until such time as reassignment to the home school is appropriate as determined by the superintendent or his/her designee. A disciplinary reassignment may continue for a period up to and including that which could be imposed for a long-term suspension. In addition, if the offense(s) leading to the disciplinary reassignment occurs during the final quarter of the school year, the reassignment may include a period up to the remainder of the school year in which the 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 or disrespectful 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
14. disciplinary reassignment to an alternative school.

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.)

CLASS I VIOLATIONS

Behaviors that do not significantly violate the rights of others, and do not appear chronic.

Dress Code Violation

Inappropriate Use of Items (cellphones and other electronic devices) School Property/Use

Falsification of Information

Inappropriate Language/Disrespect

Gambling

Medication (on one's person/property)

Honor Code Violation

Possession/Use of Tobacco

Insubordination

Truancy*

***Compulsary Attendance Act – Violators may be prosecuted**

Grade	First Offense	Second & Subsequent Offense(s)
K-5	This violation will result in disciplinary action as determined proper by the building principal to include documentation of notification to the parent/guardian.	This violation may result in disciplinary action as determined proper by the building principal which may include assignment to short-term suspension possibly in an alternative setting.
6-8	This violation will result in disciplinary action as determined proper by the building principal to include documentation of notification to the parent/guardian short-term suspension possibly in an alternative setting.	This violation may result in assignment to short-term suspension possibly in an alternative setting.
9-12	This violation will result in disciplinary action as determined proper by the building principal up to and including documentation of notification to the parent/guardian and short-term suspension possibly in an alternative setting.	This violation may result in assignment to short-term suspension possibly in an alternative setting.

CLASS II VIOLATIONS

Behaviors that significantly violate the rights of others or put others at risk of harm.

Aggressive Behavior

Hazing

Bullying

Medication (Inappropriate use/distribution)

Cyber Bullying

Possession of Counterfeit Items

Disorderly Conduct

Property Damage – Less than \$1,000

Disruptive Behavior

Theft – Value Less than \$1,000

Extortion

Use of Counterfeit Items

Harassment - Verbal

Grade	First Offense	Second Offense	Third and Subsequent Offense(s)
K-5	This violation may result in short-term suspension or other disciplinary measures as deemed necessary by the building principal.	This violation may result in short-term suspension up to 10 days.	This violation may result in short-term suspension and/or disciplinary reassignment to an alternative program as deemed necessary by the building principal.
6-8	This violation may result in assignment to a short-term suspension in an alternative setting.	This violation may result in a short term suspension possibly in an alternative setting and/or disciplinary reassignment to an alternative program not to exceed 45 days.	This violation may result in short-term suspension and/or disciplinary reassignment to an alternative program or long-term suspension.
9-12	This violation may result in assignment to a short-term suspension in an alternative setting.	This violation may result in short-term suspension in an alternative setting and/or disciplinary reassignment to an alternative program not to exceed 45 days.	This violation may result in short-term suspension and/or disciplinary reassignment to an alternative program or long-term suspension.

CLASS III VIOLATIONS

Behaviors that significantly violate the rights of others or put others at risk of harm, and violate CCS policies, or North Carolina policies or laws.

Affray/Fighting	Kidnapping
Assault Involving Use of a Weapon (except firearms)	Off-Campus Consumption of Alcohol/ Controlled Substances
Assault Resulting in Serious Injury	Possession of a Weapon
Assault on School Personnel	Possession of Controlled Substance/ Selling
Assault on Student	Property Damage – More than \$1,000
Assault/Other	Rape
Bomb Threats (dynamite, cartridge, bomb, grenade, mine, or powerful explosive)	Robbery With a Dangerous Weapon
Breaking/Entering a School Building/Property	Robbery Without a Dangerous Weapon
Burning of a School Building	Sexual Assault
Communicating Threats to an Adult	Sexual Misconduct
False Fire Alarm	Sexual Offense
Gang Activity	Theft – Value More than \$1,000
Harassment – Sexual	Unlawfully Setting a Fire
	Medication (Inappropriate use/distribution)
	Use/Possession/Distribution of Alcohol
	Use/Possession/Distribution of Chemical/Drug Paraphernalia and Controlled Substance

Grade	First and Subsequent Offense(s)
--------------	--

K-5	This violation may result in out-of-school suspension for up to 10 days and/or disciplinary reassignment to an alternative program depending on the severity of the offense.
6-8	This violation may result in short-term suspension for up to 10 days and/or disciplinary reassignment to an alternative program or long-term suspension depending on the severity of the offense.
9-12	This violation may result in short-term suspension and/or disciplinary reassignment to an alternative program or long-term suspension or expulsion.

<p>CLASS IV VIOLATION</p> <p>Possession of Firearm or Weapon/Dangerous Instruments: No student shall possess, handle or transit any weapon, facsimile of a weapon, dangerous instruments, substances or other object that can reasonably be considered or used as a weapon or dangerous instrument. This does not apply to any student who finds a weapon or dangerous instrument/substances on school property or receives it from another person on school property and who immediately reports the weapon or dangerous instrument/substances to school or law enforcement authorities. Weapon to include any firearm, BB gun, stun gun, mace/pepper spray, air rifle, air pistol, ammunition, fireworks, knife, slingshot, leaded cane, blackjack, metallic knuckles, razors, razor blades, box cutters and any sharp-pointed or edged instrument.</p> <p>Adult Taking Indecent Liberties with Minor</p>	
Grade	Penalty
All Grades	This violation may result in a 365-calendar day suspension. The superintendent may modify the consequence pursuant to Policy 4353 - Long-Term Suspension, 365-Day Suspension, Expulsion.

CLASS V VIOLATIONS	
Behavior indicates that the student's continued presence in school constitutes a clear threat to the safety of other students or school personnel. This includes any student subject to sex offender registration pursuant to N.C.G.S. §14-208.18.	
Grades 9-12	Penalty
In accordance with NC General Statute 115C-390.11(a), a local board of education may, upon recommendation of the principal and superintendent, expel any student who is 14 years of age or older whose behavior indicates that the student's continued presence in school constitutes a clear threat to the safety of other students or school personnel. 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 in accordance with 115C-390.11(a) The local Board of Education shall consider whether there is an alternative program that may be offered by the local school Administrative unit to provide educational services.
Death By Other Than Natural Causes	
BUS MISBEHAVIOR VIOLATION	
Bus Misbehavior	
	First & Repeated Offenses
K-5	This violation will result in suspension from the school bus and/or disciplinary action deemed appropriate by principal.
6-12	This violation will result in suspension from the school bus and/or disciplinary action deemed appropriate by principal.

DEFINITIONS

CLASS I 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 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/DISRESPECT

Any communication used to degrade, disrespect, 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.)

CLASS II VIOLATIONS

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. Nonverbal postures may be considered aggressive behavior.

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.

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, tradename, or other identifying marks, imprint, number or device to include currency, is prohibited.

PROPERTY DAMAGE - LESS THAN \$1,000

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

THEFT - VALUE LESS THAN \$1,000

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 some thing of value is prohibited.

CLASS III VIOLATIONS

AFFRAY/FIGHT

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

ASSAULT INVOLVING USE OF A WEAPON (except firearms)

Assault with a weapon or other object that could reasonably be considered a weapon. A weapon includes any incendiary device defined under Class II, or any weapon or dangerous instrument defined in Class III, or any firearms or explosive device defined in Class IV.

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 ON SCHOOL PERSONNEL

Attempted or actual hitting, striking, emitting bodily fluids, utilizing any foreign substance, or other use of force upon a school official, employee or school volunteer who is not a student. This definition also includes the accidental striking of an adult while attempting to break up a fight.

ASSAULT ON STUDENT

Attempted or actual hitting, striking, emitting bodily fluids, utilizing any foreign substance, or other use of force upon a student.

ASSAULT / OTHER

Attempted or actual hitting, striking, emitting bodily fluids, utilizing any foreign substance, or other use of force upon a non-student or non-school employee.

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.

BURNING OF A SCHOOL BUILDING

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.

COMMUNICATING THREATS TO AN ADULT

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 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 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 student. 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.

OFF-CAMPUS CONSUMPTION OF ALCOHOL/CONTROLLED SUBSTANCES

The rule is violated when a student consumes any amount of alcohol or prohibited substance 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, e.g., odor, slurred speech, erratic behavior, bloodshot/glassy eyes, etc., 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.

USE/POSSESSION/DISTRIBUTION OF CHEMICAL AND DRUG PARAPHERNALIA AND CONTROLLED SUBSTANCE

Possession or delivery 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 / SELLING

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.

PROPERTY DAMAGE – MORE THAN \$1,000

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

RAPE

Rape may be statutory or forcible. Forcible Rape is committed by force and without the consent of the victim, regardless of age. Statutory Rape is 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.

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 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.

THEFT – VALUE MORE THAN \$1,000

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

UNLAWFULLY SETTING A FIRE

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.

USE OF AND/OR DISTRIBUTION OF ALCOHOLIC BEVERAGES

Consumption and/or distribution of an alcoholic beverage in any amount or form on school property owned or leased by the local Board of Education, school bus stop or at any school-sponsored event is prohibited.

USE/POSSESSION/DISTRIBUTION OF CONTROLLED SUBSTANCES

This offense includes the use of, but 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) hallucinogenic drug or any other chemical or product that may bring about a state of exhilaration or euphoria or otherwise alter the student's mood or behavior while on school property owned or leased by the local Board of Education, school bus stop, or at any school-sponsored event.

CLASS IV VIOLATION

ADULT TAKING INDECENT LIBERTIES WITH A MINOR

Committing a sexual act with or in the presence of a child under the age of 16 years, by a person at least age 16 and at least five years older than the child, for sexual gratification, regardless of whether force was used, or 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.

CLASS V VIOLATIONS

Behavior indicates that the student's continued presence in school constitutes a clear threat to the safety of other students or school personnel. This includes any student subject to sex offender registration pursuant to N.C.G.S. §14-208.18.

DEATH BY OTHER THAN NATURAL CAUSES

Death by other than natural causes is the killing of a living person done by another person including, but not limited to, murder, manslaughter and death by vehicle.

BUS MISBEHAVIOR VIOLATION

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. Failure to follow directives will result in suspension from riding the bus as determined by the principal.

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. Two Class II Violations - The principal may recommend to the superintendent a disciplinary reassignment or long-term suspension for a student who commits a third suspendable offense after having committed two Class II offenses or greater.

I. 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

J. 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.

K. 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 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 parent/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 Associate Superintendent, Student Support Services, for approval/disapproval.
4. The parent shall be provided an opportunity to present any further information to the Associate Superintendent, 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)

1. 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.
2. 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. 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.

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: Classified Employee Supervisor

Address: Executive Director - Human Resources, 301 Mulberry Street, Weldon, NC 27890

Telephone Number: (252) 536 - 4821

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.