



*Cultivation, Personalization, Innovation -
Every Student Every Day!*

High School Student Handbook 2022-2023

Mission Statement:

*Wayne County Public Schools holds high expectations
for all students by collaborating with parents and the
community to provide individualized support.*

Stay Connected!

It's never been easier to access important information!



Parent Portal: The PowerSchool Parent Portal allows parents to access real-time information including attendance, grades and assignments. Visit the district website, and click on the Parent Resources tab to access the login page.

K12 Payment Center: Make online meal payments using your credit card, check your child's cafeteria account balance, get low balance alerts for your child's account by email and see daily meal transactions for your child. Go to the district website and click on the Parent Resources tab to access the login page.

Mobile App: The WCPS mobile app provides families immediate updates about school closures & delays, news, events, and much more! Go to Google Play or Apple iTunes to download the app to your mobile device.

NCEdCloudIAM: This site connects students to PowerSchool and the Canvas Learning Management System. Students can go to the district website and click on the Student Resources tab to access the login page.

Safe2SpeakUp: Report bullying and other school safety concerns anonymously with [Safe2SpeakUp](#). Students can download the Wayne County Public Schools app to access this reporting tool.

www.waynecountyschools.org

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@WayneCountyPS**

WAYNE COUNTY PUBLIC SCHOOLS

**2001 E. Royall Ave.
P.O. Drawer 1797
Goldsboro, North Carolina 27533-1797
Phone: (919) 731-5900
Fax: (919) 705-6199**

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DIRECTORY OF PARENT & STUDENT RESOURCES

504 Services	919-580-3666
Academically or Intellectually Gifted Services	919-580-3669
Busing and Transportation	919-706-6070
English as a Second Language Program	919-705-6171
Exceptional Children Program/Services	919-705-2713
Homeless Education Services	919-731-5916
Lead Wellness Official	919-705-6193
Migrant School-Age Children Services	919-252-9289
Military-Connected Student and Family Services	919-705-6159
Parent & Family Engagement Program	919-731-5917
Pre-K Program	919-731-5960
School Nutrition Services	919-705-6139
School Psychology Services	919-580-3661
School Social Workers	919-223-3918
Student Enrollment	919-731-5925
Student Records	919-705-6090

Commitment to Advancing Student Learning

Wayne County Public Schools recognizes all students need to attain essential skills and dispositions to experience success throughout each stage in their life. Sound curriculum choices, routine use of evidenced-based instructional practices and strong partnerships with parents and the community will support student acquisition of the skills and dispositions needed to be career and college ready.

It is imperative our students have access to district-wide, standards-aligned curriculum resources that integrate evidenced-based instructional practices in order to advance student learning. Content specialists researched and vetted each curriculum and instructional resource to be used for the next three to six years in order to ensure what is taught is aligned with the correlating North Carolina Standard Course of Study and supports implementation of priority instructional practices. In addition, the curricula and instructional resources include the following critical features:

- Differentiated instruction
- Embedded assessments
- Routine and deliberate skills practice (blocked and interleaving)
- Student interactivity in online and offline coursework and classroom discussions
- Professional development for educators and networking opportunities within district and school professional learning communities
- Easy-to-understand, real-time data to help educators design and implement impactful action plans
- Support implementing and sustaining a Multi-Tiered System of Support (MTSS) by providing a framework of data-based problem solving, systems and practices for K through 12th grade

Wayne County Public Schools is keenly aware there is no singular curriculum, program or strategy that will prepare students for their future. However, providing students a well-rounded education that includes integrating Social Emotional Learning (SEL) competencies and practices into Arts; Science, Technology, Engineering and Math (STEM); History and ELA; and Health and PE will help. Wayne County Public Schools educators are committed to effectively and comprehensively utilizing the following district-wide curricula and instructional resources in kindergarten through twelfth grade in order to advance student learning.

- [Heggerty Phonemic Awareness](#) is an interactive curriculum for kindergarten-2nd grade students.
- 95 Core Phonics lessons are designed to provide consistent evidence and research-based phonics instruction to improve outcomes for K-3rd grade students.
- ELA HMH print and online curriculum is available to Kindergarten-8th grade students.
- SpringBoard print and online curriculum is available to English I - English IV students.
- Math print and online curriculum (HMH Math for Kindergarten-8th grade students, enVision for Math I-III students, My MathLab for Math IV students)
- Study Island online and printable science curriculum resources are available to 5th-12th grade students.
- [ThinkUp!](#) Reading and Math online and print skills practice are available to 1st-8th grade students.
- Universal screeners and benchmark assessments such as [mClass](#) (Grades K-3 Reading), [Renaissance Star](#) (Grades 1-8 ELA/Math), [Achieve3000](#) (Literacy/Math 9-12) support student growth with differentiated skill practice via small group instruction and online adaptive software such as [Imagine Learning](#), [Freckle](#) and/or Achieve3000.
- [Actively Learn SS](#) online and printable units of study are available to high school students.
- [OnToCollege](#) program to promote career and college readiness is available to middle and high school students.
- Cultural arts, performing arts and health and physical education curriculum resources are available to kindergarten through 12th grade students.
- World language curriculum resources are available to students enrolled in a world language course.
- Pear Deck is an interactive presentation tool available to all teachers that can be used to actively engage students' in individual and social learning that provides students with teacher and individual notes at the end of each asynchronous or synchronous session.

The district is scheduling high-quality professional development and professional learning community sessions to support school personnel in effectively and comprehensively utilizing district-wide curriculum resources to maximize student learning by delivering evidence-based instruction using standards-aligned resources. In addition, the district will facilitate parent informational sessions regarding the curriculum and priority instructional strategies to be utilized.

Academics & Instruction

ACADEMICS

Academic Grades and Honors

Grades and the corresponding number of quality points are shown below for the 3 different levels of courses offered.

Students Entering 9th Grade in the 2015-2016 School Year or After

Letter Grade	Numerical Grade	Standard	Honors	College / Advanced Placement
A	90-100	4.0	4.5	5.0
B	80-89	3.0	3.5	4.0
C	70-79	2.0	2.5	3.0
D	60-69	1.0	1.5	2.0
F	59 and below	0	0	0

Retaking Course for Credit

In accordance with Policy 3420, high school students who fail a course for credit may repeat that course. To take advantage of this option, the student must repeat the entire course. Beginning with the 2015-2016 school year, when a student initially fails a high school course and successfully repeats the course for credit, the new course grade shall replace the original failing grade for the course on the student's transcript and in calculations of the student's GPA, class rank, honor roll, and academic awards eligibility.

Retaking a Previously Passed Course

Beginning with the 2017-18 school year, students may repeat a maximum of four courses for which they have previously earned credit (provided the grade earned in the first attempt was 79/C or lower), in order to increase their understanding of the course content, to improve skill mastery, or to meet postsecondary goals. More information is available at www.waynecountyschools.org in Board Policy 3420.

Unweighted GPA - A GPA that does not include extra quality points for courses that are taught at a more rigorous academic level than a standard course.

Weighted GPA - A GPA that includes extra quality points for courses taught at a more rigorous academic level such as honors (+.5 quality point) and advanced placement (+1 quality point) courses. This is also known as the QPA or Quality Point Average.

Academic Recognition

- ◆ Principal's List: A student must have all A's in all courses.
- ◆ "A" Honor Roll: A student must have an overall grade average of 90.0 with no grade below 80.
- ◆ "B" Honor Roll: A student must have an overall grade average of 80.0 with no grade below 70.
- ◆ 80 Average: A grade average of 79.4445 or above.
- ◆ 90 Average: A grade average of 89.4445 or above.

Class Rank

The weighted GPA will be used to determine class rank. In cases where students have an identical weighted GPA, multiple students shall be designated, in alphabetical order by last name, for the same class rank number.

Course Levels

Students in grades 9-12 earn quality points based on course level designation. The following course levels are now in Wayne County Public Schools: S (Standard Course of Study); H (Honors Level); AP (Advanced Placement).

Grading Periods

Wayne County Public Schools is on nine-week grading periods for grades K-12. Please refer to the school calendar as to when the grading periods end and when report cards are scheduled to go home.

Graduation Requirements

CONTENT AREA	FUTURE-READY CORE DIPLOMA	OCCUPATIONAL Course of Study Diploma (select IEP students)
English	4 Credits English I, II, III, and IV	4 Credits English I, II, III, and IV
Mathematics	4 Credits NC Math 1, NC Math 2, NC Math 3 (OR Algebra I, Geometry, Algebra II) <i>plus</i> a fourth math course aligned with the student's post high school plans	4 Credits (Entered 9th Grade in 2021-22 or after): Introduction to Mathematics; NC Math 1; Financial Management; Employment Preparation IV: Math 3 Credits (Entered 9th Grade prior to 2021-22): Introduction to Mathematics; NC Math 1; Financial Management
Science	3 Credits Earth/Environmental Science; Biology; and a physical science (either Physical Science, Chemistry, or Physics)	3 Credits (Entered 9th Grade in 2021-22 or after): Applied Science; Biology; Employment Preparation I: Science 2 Credits (Entered 9th Grade prior to 2021-22): Applied Science; Biology
Social Studies	4 Credits Entered 9th Grade in 2021-2022 or after: World History; Founding Principles of the United States of America and North Carolina: Civic Literacy; American History; Economics and Personal Finance Entered 9th Grade in 2020-2021: World History; a founding principles course (American History: Founding Principles, Civics and Economics OR Founding Principles of the United States of America and North Carolina: Civic Literacy); an American History course (American History I, American History II, OR American History); Economics and Personal Finance Entered 9th Grade prior to 2020-2021: World History; a founding principles course (American History: Founding Principles, Civics and Economics OR Founding Principles of the United States of America and North Carolina: Civic Literacy); 2 American History courses (American History I and II OR American History I or II and another Social Studies course OR American History and another Social Studies course)	4 Credits (Entered 9th Grade in 2021-22 or after): Founding Principles of the United States of America and North Carolina: Civic Literacy; Economics and Personal Finance; Employment Preparation II: Citizenship 1A; Employment Preparation II: Citizenship 1B 2 Credits (Entered 9th Grade in 2020-2021): a founding principles course (American History: Founding Principles, Civics and Economics OR Founding Principles of the United States of America and North Carolina: Civic Literacy); Economics and Personal Finance 2 Credits (Entered 9th Grade prior to 2020-2021): American History: Founding Principles, Civics and Economics OR Founding Principles of the United States of America and North Carolina: Civic Literacy AND American History I OR American History II OR American History
World (Second) Language	Not Required for high school graduation (but, 2 credits in the same language are required to meet minimum application requirements for UNC system)	Not Required
Health and Physical Education	1 Credit Health/PE including cardiopulmonary resuscitation (CPR) instruction	1 Credit Health/PE including cardiopulmonary resuscitation (CPR) instruction
Electives or other requirements	10 – 12 Credits: (depending on school year entering 9 th Grade) 2 elective credits of any combination from either: – Career and Technical Education (CTE) – Arts Education – World Language 4 elective credits (four course concentration) from one of the following is strongly recommended: – Career and Technical Education (CTE) – JROTC – Arts Education (e.g. Dance, Music, Theater Arts, Visual Arts) – Any other subject area (e.g. Social Studies, Science, Mathematics, English) 4 additional electives from any area – entered 9th Grade in 2017, 2018, 2019, or 2020 6 additional electives from any area – entered 9th Grade in 2021 or after	4 Credits: Career and Technical Education electives 2 Additional Employment Preparation Credits: (Entered 9 th Grade in 2021-22 or after) Employment Preparation III: Citizenship 2A Employment Preparation III: Citizenship 2B 6 Occupational Preparation Credits: (Entered 9 th Grade prior to 2021-22) Occupational Preparation I or Employment Preparation I: Science; Occupational Preparation II or Employment Preparation II: Citizenship 1A and 1B; Occupational Preparation III or Employment Preparation III: Citizenship 2A and 2B; Occupational Preparation IV or Employment Preparation IV: Math The work hours shall include: 150 hours of school-based training with work activities and experiences that align with student's post school goals; 225 hours of community-based training; and 225 hours of paid employment or 225 hours of unpaid vocational training, unpaid internship, paid employment at community rehabilitation facilities, and volunteer and/or community service hours Total work hours: 600
Total	26 Credits – entered 9 th Grade between 2017 - 2020 28 Credits – entered 9 th Grade in 2021 or after	22 credits + Career Portfolio & completion of student's IEP objectives

Designation of Latin Honors

Beginning with the Class of 2019, qualified students may earn Latin Honors (e.g., Cum Laude, Magna Cum Laude, Summa Cum Laude). Students may earn the following Latin Honors by attaining the associated Weighted GPA for each honor:

- ◆ Cum Laude Graduate = Weighted GPA of 3.75 to 3.99 (on the 4.0 scale);
- ◆ Magna Cum Laude Graduate = Weighted GPA of 4.0 to 4.24 (on the 4.0 scale); or
- ◆ Summa Cum Laude Graduate = Weighted GPA of 4.25 or higher (on the 4.0 scale).

Latin Honors will be determined at the end of the 4th grading period for all students.

Honor Graduates

To be an honor graduate, a student must maintain an Unweighted Grade Point Average of 3.25 or higher through the end of the senior year. Initial determination of Honor Graduate status, for the purpose of awards, will be made at the end of the 2nd grading period. Final calculations will be made at the end of the 4th grading period, in order to verify that Honor Graduate qualifications have been met for graduation. Other students earning Honor Graduate status by the end of their senior year will be granted their honor cords prior to graduation, but they will not be recognized at Awards Night nor will their names appear on the commencement program due to advanced preparation for these events.

Marshals

The top 7 percent of the students of the junior class rank will serve as marshals each year. Using the Weighted Grade Point Average scale, computation for marshals will be made through the end of the first semester of the junior year. The highest ranked Weighted Grade Point Average in the junior class will designate the Chief Marshal. The second highest ranked Weighted Grade Point Average will designate the Assistant Chief Marshal. In cases where students have identical Weighted Grade Point Averages, the tie would be broken using the Unweighted Grade Point Average. In cases where students have identical Unweighted Grade Point Averages, more than 7% of the students in the junior class may serve as marshals.

National Honor Society

Students in the 10th, 11th, and 12th grades must have a weighted GPA of 3.5 or higher at the time of computation to be considered for induction. Other factors considered for induction are service to the school and community, character, and leadership. Students must have attended their high school for one full semester prior to being considered for induction. New members are considered for membership following the third grading period of each academic year.

Eligibility Requirements

Students in grades 10–12 who meet the requirements for membership outlined by their school's chapter are eligible to be invited for membership. Qualifications for membership are based on the four pillars of NHS:

Scholarship

WCPS chapters require students to maintain a weighted GPA of 3.5 or higher.

Service

This involves voluntary contributions made by a student to the school or community, done without compensation.

Leadership

Student leaders are those who are resourceful, good problem solvers, and idea contributors. Leadership experiences can be drawn from school or community activities while working with or for others.

Character

The student of good character is cooperative; demonstrates high standards of honesty and reliability; shows courtesy, concern, and respect for others; and generally maintains a clean disciplinary record.

National Technical Honor Society

Induction in the National Technical Honor Society is available to students who excel in Career and Technical Education courses. Other factors considered for induction are service to the school and community, character, attendance, and disciplinary records. New members are inducted each academic school year.

North Carolina Academic Scholars Endorsement

Students who complete the requirements for a well-balanced, challenging high school program will be named North Carolina Scholars and receive recognition. Students must have a cumulative unweighted GPA of 3.5, in addition to the following course requirements:

English	English I, II, III, and IV	4 credits
Mathematics	NC Math 1, NC Math 2, NC Math 3 (or their equivalents), and a higher level math course with NC Math 3 as a prerequisite	4 credits
Science	Earth/Environmental Science, Biology, and either Chemistry or Physics	3 credits
Social Studies	Students entering 9 th Grade in 2012-13 or later shall complete four course credits of social studies. (World History; a founding principles course; at least one American History course (<i>depending on year entering 9th Grade</i>); and Economics and Personal Finance (<i>entering 9th Grade 2020-21 or after</i>))	4 credits
Second Language	Two course credits of a world language (other than English)	2 credits
Healthful Living	Health and Physical Education	1 credit
Electives	The student shall complete four elective credits in any <u>one</u> subject area, such as: Career and Technical Education (CTE), JROTC, Arts Education, World Languages, or in another content area	4 credits
High Level Courses	At least three higher-level courses during junior and/or senior years which carry quality points such as: Advanced Placement; International Baccalaureate or Dual Enrollment courses; Advanced CTE and CTE credentialing courses; Honors level courses; or Project Lead the Way courses	3 credits

Promotion Standards

- ◆ Promotion to 10th Grade: student must have earned 6 credits
 - ◆ Promotion to 11th Grade: student must have earned 13 credits
 - ◆ Promotion to 12th Grade: student must have earned 20 credits
- Note - Promotion to 12th grade (entering 9th grade between 2017-2020): student must have earned 18 credits*

ACADEMICALLY GIFTED PROGRAM

Students identified at the secondary level are served in grades 9 and 10 through honors level courses and in grades 10, 11, and 12 through Advanced Placement courses. Emphasis is given to the four core curriculum areas: communication skills, social studies, math, and science. Identified students, along with other students, are offered these courses taught by certified teachers. Curriculum is expanded and augmented by student-oriented seminars, guest speakers, and field trips. The focus of the secondary program is on academic excellence, intellectual growth, and student achievement. For more information, contact Amy Williams at 919-580-3669.

ADVANCED PLACEMENT

If you plan to continue your education at a four-year college or university and would like to earn college credits while still in high school, Advanced Placement courses are generally available in Science, Math, Social Studies, and English. Advanced Placement courses in other areas may be available through the North Carolina Virtual Public School (NCVPS). Each course covers material that is the equivalent of a complete college course. The student who enrolls in an Advanced Placement course must take the AP Exam for that course as specified in the course description to receive AP course credit weight (5.0).

To receive college credit: A student who earns a score of 3 or better on an AP Exam is considered qualified to receive credit for the equivalent course at one of the participating UNC system universities. Other colleges or universities may require a score of 4 or 5 in order to receive credit. Students should obtain the college's AP policy. Up to six semester hours of college credit may be granted depending upon the requirements of the selected college or university. Technically, a student may take the Advanced Placement Exam without enrolling in the Advanced Placement course; however, this course of action is not recommended.

CAREER & TECHNICAL EDUCATION

The mission of the WCPS Career and Technical Education programs is to empower students for effective participation in a global economy as world-class workers and citizens. WCPS offers a comprehensive Career and Technical Education program for students in middle and high schools. Courses are offered in Agricultural Education; Business, Finance, and Marketing Education; Career Development Education; Computer Science and Information Technology Education; Family and Consumer Sciences Education; Health Science Education; and Trade, Technology, Engineering, and Industrial Education. **Note:** All programs may not be offered at each middle and high school.

WCPS offers *Freedom from Discrimination* in its Career and Technical Education Program.

CHEATING

Cheating, including the actual giving or receiving of any unauthorized assistance or the actual giving or receiving of an unfair advantage on any form of academic work, is in violation of the standards of integrity and civility and is specifically prohibited. Any student known to have cheated will receive a discipline consequence aligned with a Level II offense (see Policy 4300 and Policy 4310).

CHILDREN WITH DISABILITIES

The WCPS Exceptional Children's Department is committed to proactively providing specialized instruction and staff support that ensures quality programs in the Least Restrictive Environment (LRE) that will lead students with disabilities to optimal success in school and in life. Information regarding policies governing services for children with disabilities is shared with every parent of a child receiving services within the Exceptional Children's program. Additionally, issuance of the *North Carolina Notice of Procedural Safeguard* will occur prior to Individualized Education Plan (IEP) meetings and included with the notice/invitation to an IEP conference/meeting.

Please contact the Exceptional Children's Department at 300 Dixie Trail, Building O, Goldsboro, NC 27530 or call 919-705-6027 for more information.

Child Find

In accordance with Section 1502 of the Individuals with Disabilities Education Act, Wayne County Public Schools conducts an annual child find to identify children with disabilities, ages 3 to 21, residing in the school district, including children who may attend private schools or religious schools or who are home schooled, who are in need of special education and related services. Please contact the Exceptional Children's Department at 300 Dixie Trail, Building O, Goldsboro, NC 27530 or call 919-705-6027 for more information.

Life Skills Program

The high schools in Wayne County offer an environment to students in the Life Skills Program which allows them to participate in a functional curriculum with the following characteristics: community-referenced, integrated, longitudinal, and community-based. Schools use a number of curricula to meet the needs of our students, including life centered career education, transition education, functional curriculum, and the basic computer curriculum.

Occupational Course of Study

The Occupational Course of Study (OCS) is one of the courses of study a student with disabilities may complete to graduate with a High School diploma in North Carolina. The Occupational Course of Study will be an appropriate alternative for selected students with disabilities for whom the Future Ready Core (FRC) is inappropriate. Students will learn functional academic skills that will prepare them to live independently, maintain employment, and be active participants in the community. The decision to place a student on an OCS graduation plan is made by the IEP Team (teacher(s), parents, administration, and district representative).

CLUBS AND ORGANIZATIONS

Wayne County Public Schools recognizes the importance of activities above and beyond what is taught in the classroom. Participating in a club or organization opens the door to building new friendships, enhancing each student's academic life, and exploring career opportunities. As an active member, a student learns important teamwork, leadership and management skills when participating in a variety of programs and service projects. Schools across Wayne County offer a multitude of extracurricular offerings, and students are encouraged to participate in clubs and organizations that cover a wide variety of interests. Per Board Policy, parental permission is required to be a member of a club or organization. **Note:** Many clubs, organizations and honor societies have academic criteria that must be met in order to participate.

COLLEGE APPLICATIONS & FAFSA

College applications are generally accessed online on college/university websites, CFNC, and Common App. Financial Aid information can be accessed on <https://www.cfnc.org/pay-for-college/>. As well, your school counselors can provide information regarding college applications and FAFSA completion. NC Countdown to College focuses on all things college and lasts throughout the month of October. Of special note is College Application Week, when many colleges across the state will waive application fees. Visit <https://www.cfnc.org/apply-to-college/>. Letters of recommendation are frequently required for scholarships as well as applications. Give complete information to your reference well in advance (two weeks) of any deadlines. This should include deadlines, a list of activities, and specific information on the scholarship program. Seniors should begin this process early in their senior year. School Counselors are available to offer assistance. **BEGIN THIS PROCESS EARLY.**

DUAL ENROLLMENT/CAREER & COLLEGE PROMISE

Career & College Promise (CCP) is North Carolina's tuition-free dual enrollment program, which allows eligible NC high school students to enroll in college classes at North Carolina community colleges and universities through their high school. Students who successfully complete college courses earn college credit they can take with them after graduation. In some cases, students can also earn dual credit - meeting high school graduation requirements with college courses. Eligibility criteria and enrollment information can be found online in the "2022-23 High School Registration Planning Guide" at www.waynecountyschools.org under Parent Resources.

ENGLISH AS A SECOND LANGUAGE

Wayne County Public Schools is rich with culture and diversity. Our diverse population is made up of students from around the world with 36 different languages represented. To help address the unique needs of our English Learners (EL) in our English as a Second Language (ESL) classes, our schools work to provide students with the necessary resources and supports to help them learn and grow academically. For more information, contact Youlonda Wynn at youlondawynn@wcps.org or call 919-705-6171.

EXAMINATIONS & COURSE CREDIT

Final examinations will be given in all courses each semester. The principal must give permission for a change in exam administration dates at least two weeks prior to the regularly scheduled exam administration if the student is seeking to reschedule the exam due to circumstances beyond the control of the parents of the student. Students missing the rescheduled exam(s) will receive an exam grade of zero; no further make-ups will be scheduled. Students missing exams for unexcused reasons without prior approval of the principal will receive a zero, and no provisions will be made for make-ups.

Course Credit

In order to receive credit for courses, a student must achieve a passing grade (60 or greater) as the final course average. Final exams in courses with EOCs and teacher-made exams will count as 20% of the final grade. The end-of-semester Career and Technical Education State Assessments will also count as 20% of the final grade. Any student taking an Advanced Placement course must take the AP Exam in order to receive AP course credit (5.0 quality point scale). The AP Exam is not the final exam for an Advanced Placement Course.

Credit by Demonstrated Mastery

Credit by Demonstrated Mastery (CDM) is the process by which a student may be awarded credit in a particular course without completing classroom instruction for a certain amount of seat time. The CDM process will consist of a student scoring mastery on a specific exam and completing a required artifact that shows mastery of the course content. A student must begin the CDM process the semester before the next course in the sequence is to be

delivered. If a student does not meet the requirements of CDM, they must register and take the course that was challenged. Students and families must speak with the school CDM team or its representative to begin the application process.

HOMELESS SCHOOL-AGE CHILDREN

Services for students who are homeless can be provided through Wayne County Public Schools. Please contact the McKinney-Vento Liaison for Homeless Education Services: Dionna Smith-Johnson, 919-731-5916 ext 3004; School Street Early Learning Center, 415 S. Virginia Street, Goldsboro, NC 27530-4797.

HOMEWORK

Homework is an integral part of the total school program. It reinforces and extends what a student has learned in class and develops a sense of self-discipline, personal responsibility, and independent thinking. In order to give a student an opportunity to develop various kinds of skills, teachers will give many types of homework assignments. Research clearly indicates that appropriate amounts and higher standards of homework have substantial, positive effects on students' learning. It further suggests that homework provides a mechanism whereby parents, students, and teachers can work cooperatively as partners in education. Homework, as stated in this policy, is work that the teacher assigns to a student to complete outside of the regular class session. The following is a list of some purposes homework can effectively serve:

- A. Reinforcement and/or extension of previous learning
- B. Completion of familiar, unfinished work
- C. Development of responsible, independent study habits through learning to use and manage time
- D. Utilization of out-of-school resources for learning; giving students opportunities to explore, create, and broaden his/her interests
- E. Involvement of parents with students' school experience through related home activities which keep parents informed of the school program
- F. Enrichment and development of student initiative through accommodation of student abilities and learning differences
- G. It is suggested that 60-90 minutes of homework is age appropriate for students in grades 9 – 12.

**Note: Homework should not be used as punishment for students.*

MAKE-UP WORK

Students are responsible for all work missed when absent from school. Immediately upon returning to school a student must make arrangements with each of their teachers to make up all missed assignments and tests. The teacher will determine when work is to be made up. The student is responsible for finding out what assignments are due and completing them within the specified time period. If there are extenuating circumstances, the makeup time may be extended by the administration.

- Students are expected to do their work alone unless directed otherwise by the teacher.
- A student who is absent due to out-of-school suspension or other disciplinary action may make up daily work missed during the absences. He/she may also take any tests or exams missed while under suspension upon returning to school.
- Makeup work may be specific material missed by the student, or it may be of a reinforcement or enrichment nature.
- No academic penalty shall be given a student for absences. A student may not be given a failing grade or "zeros" for days missed -- only on assignments that are missed and have not been "made- up."
- If a student is expected to be confined to his home and/or a hospital for an extended period of time due to injury, illness or other disability, the child's parent/guardian should be referred to a school social worker or school counselor as soon as possible to inquire about eligibility for possible services of a "homebound" teacher.

MEDIA CENTER

The media center is a valuable resource available to students. The purpose of the media center is for reading, study and research. Media personnel will assist students in checking out materials, selecting appropriately challenging text, or using media equipment. The Media Center houses a collection of many types of materials, books, magazines, computers, etc. Students may check out materials from the Media Center for classroom work, home study, or for pleasure. Generally, materials may be checked out for a two-week period. There are no

overdue fines charged; however, students pay for all lost or damaged materials. Students owing money to the Media Center may not check out materials until the money is paid.

MIGRANT SCHOOL-AGE CHILDREN

Services for students who are migrant can be provided through Wayne County Public Schools. Please contact the Migrant Program for more information: Ali Battalla and Maryluz Gonzalez, 919-252-9289.

MILITARY CHILD EDUCATION & SUPPORT

WCPS has more than 2,100 military connected students attending schools across the district. Please contact the WCPS District Military Liaison, Heather Winstead, with questions or for more information about military student support: 919-738-0070 or heatherwebster@wcps.org.

Support for military students and families includes, but is not limited to:

- **District Military Liaison** – supports and advocates for military-connected students and families. <https://www.waynecountyschools.org/military.aspx>
- **Deployment Support** – available by request. School counselors can help provide support for your child over the course of a deployment. Schools may offer deployment support groups or sessions. Remember that schools rely on families to inform them about an upcoming deployment. Please contact your child's school counselor to discuss deployment support.
- **Student 2 Student and Junior Student 2 Student program** – is a student led organization that welcomes incoming students to their school and helps departing students prepare for their next school. S2S eases transitions and creates a positive environment at WCPS middle and high schools with the highest military population.
- **Anchored4Life** – is a transition and resiliency program that makes a significant difference in military and civilian children's lives by offering positive support, encouragement, and life skills as they face many unique challenges. Students are trained and lead the program, focused on character development, transition support, new student tours, and service projects at WCPS elementary schools with the highest military population.
- **School-Based Military Family Life Counselor** – counselor who works specifically with military children at WCPS schools with the highest military population.
- **Interstate Compact** – law specifically addressing the needs of transitioning military students, including such issues as enrollment, eligibility, placement and graduation.

**Note: The Department of Defense, in collaboration with the National Center for Interstate Compacts and the Council of State Governments, developed an Interstate Compact that addresses the educational transition issues of children of military families. Currently, all 50 States and the District of Columbia participate in the interstate compact and provide a uniform policy platform for resolving the challenges experienced by military children. It is estimated that the average military family moves three times more often than the average nonmilitary family. These frequent moves can cause children to miss out on extracurricular activities and to face challenges in meeting graduation requirements. The Interstate Compact ensures that the children of military families are afforded the same opportunities for educational success as other children and are not penalized or delayed in achieving their educational goals. For more information, visit www.mic3.net.*

SCHEDULE CHANGES

Much time and planning is involved in student course selection and the creation of a master schedule that provides students with the best schedules possible to fit the course offerings at each school. Therefore, schedule changes will be limited following the completion of course registration. Courses may be added or dropped during the first three (3) days of each semester provided there is a valid reason and the course change is approved by parents, school counselor, and principal.

TECHNOLOGY RESOURCES ACCEPTABLE USE

All students must have a student acceptable use of technology resources agreement on file before using any technology resources, i.e. Internet. Failure to abide by the agreement as outlined in policy code 3225 may result in suspension of resources.

TEXTBOOKS

Textbooks are school property provided by the state of North Carolina for your use. It is the responsibility of each student to keep his/her books in good condition. Books must be returned at the end of the year or when a student transfers. When books are returned, they will be examined for damage. All school books that are assigned to students are solely the student's responsibility until they are returned. Students will be required to pay for lost or damaged books. College textbooks purchased by WCPS are also considered the property of the school district, and must be returned by the student after use in a college course.

Athletics, Attendance, Enrollment & Student Records

ATHLETICS

Students are encouraged to be involved in athletics, which develops teamwork, decision and leadership skills. Educational studies have shown that students who are involved in athletics maintain higher grades and better attendance, and graduate at a higher rate than students who do not participate. Athletics is an integral part of the school program, and schools offer their students the opportunity to participate in a wide variety of teams. Schools require academic and behavior standards in order to participate in athletics. In high schools, athletics are required to meet rules of eligibility set by the North Carolina High School Athletics Association, Inc. Parents and students should educate themselves on these criteria. Information is provided by the school's athletic director.

Athletic Eligibility

To be eligible to participate in athletics, the athlete must meet rules of eligibility set by The North Carolina High School Athletic Association, Inc. including, but not limited to the following:

- Be a properly enrolled student at the time of participation.
- Be enrolled no later than the 15th day of the present semester.
- Be in regular attendance.
- Have been in attendance for at least 85% of the previous semester at an approved school.
- Not exceeded eight consecutive semesters of attendance or have participated more than four seasons in any sport since first entering 9th grade.
- Must be under 19 years of age as of August 31, 2022.
- Live with parents or legal guardian. (Reference the NC High School Athletic Association handbook for further clarification.)
- Live in the school attendance district.
- Have received a medical examination by a duly licensed physician, nurse practitioner, or physician's assistant within the previous 365 days.
- Have passed three (3) out of four (4) courses the previous semester.
- Having been promoted from 8th grade to 9th grade for the 2022 Spring Semester determines eligibility for athletics the first semester of the 9th grade.

Other eligibility restrictions may apply. Please contact your school's principal or athletic director for clarification as special situations or circumstances arise.

Cheerleading

Cheerleading is recognized by the North Carolina High School Athletics Association, Inc. as an activity and is recognized as a team sport by Wayne County Public Schools. All students that try-out for cheerleading are to receive Board Policy 3546, which governs cheerleader safety and selection.

Insurance

All students participating in any sport for the current school year must be covered by insurance paid for by the Wayne County Board of Education. Any questions regarding athletic insurance should be directed to the school's athletic director. Parents are urged to purchase school insurance if they do not have a primary policy.

NCAA Initial-Eligibility Clearinghouse

The purpose of the NCAA Initial-Eligibility Clearinghouse is to determine the athletic eligibility of present high school seniors who wish to enroll as college freshman for the next school year at NCAA Division I and II institutions. The

Clearinghouse determines freshman athletics eligibility using three components: core courses (specific academic courses), core course GPA, and SAT or ACT score. You must register and be certified by the NCAA Initial-Eligibility Clearinghouse if you intend to participate in college athletics. **YOU SHOULD REGISTER WITH THE CLEARINGHOUSE AT THE BEGINNING OF YOUR SENIOR YEAR.** NCAA Clearinghouse registration materials are available at www.ncaaclearinghouse.net.

ATTENDANCE POLICY

Good attendance is extremely important! Students should be in school and on time each day. Should students be absent from school, parents are required to send a note of explanation when the student returns. If the student will be absent three or more days, a phone call to the school and/or teacher is requested. With reasonable explanations, our teachers will work closely with students and parents to make-up missed lessons and work.

When students are attending school face-to-face, North Carolina law requires a student be present one-half of the school day in order to be counted present. A student must arrive at school no later than three and one-half hours after the school opening time in order to be counted present for the day. In addition, if a student leaves prior to three and one-half hours before the school dismissal time, the student is counted absent for the day. High school opening and dismissal times are listed on the inside back cover of this handbook. Students who miss classes to attend a school-sponsored activity will not be counted absent.

To find the most current Covid exclusion guidance, please visit www.waynecountyschools.org and click on “2022-23 Updates & Resources”. In the event a WCPS student tests positive for COVID-19, the school needs to be notified in order for the student’s absence to be correctly coded.

WCPS Policy No. 4400: Attendance (K-12) and AR 4400: Attendance Administrative Procedures (K-12) Absences

There is no substitute for the uninterrupted personal contact between teachers and students, where learning experiences are carefully planned by the teachers. Even though students may make up class work missed because of absences, they may never be able to replace the educational, cultural, and social contacts they would have experienced through virtual or face-to-face instruction and engagement in the lesson. Students with regular and consistent attendance generally achieve higher levels of learning than those with poor attendance.

Whenever a child is absent from a face to face class or a remote (virtual) class, a written excuse, signed by the parent, must be provided to the teacher. All absences require a note signed by the parent that states the reason for the absence. Excused absences are limited to those criteria established by Board Policy. The following constitute lawful reasons for absences:

- Illness or injury
- Quarantine
- Death in the immediate family
- Medical or dental appointments
- Court or administrative proceedings
- Religious observances
- Educational opportunity
- Absence due to deployment activities

If a student is expected to be confined to his home and/or hospital for an extended period of time due to injury, illness, or other disability, the child’s parent/guardian should confer with a school social worker and/or school counselor as soon as possible.

Unlawful and Unexcused Absences

A grade 9-12 student is expected to attend school for the designated number of student days on the school calendar unless absent for the reasons noted in the previous section. Unlawful and unexcused absences are absences defined by the NC Compulsory Attendance law, and regulations adopted by the State Board of Education, as “a child’s willful absence from school without the knowledge of the parent, or a child’s absence from school without cause and knowledge of the parent.” The term “unlawful absence” applies only to children between the ages of 7 and 16 who are subject to the Compulsory Attendance Law. Any student who accumulates and exceeds 6 unlawful or unexcused absences for any course during a semester is in jeopardy of receiving a failing grade and receiving no credit for the course. Suspension or exclusion of students for misconduct may NOT be used for compulsory attendance violation actions.

Tardies

Each school has designated a time at the beginning of each instructional block to note the attendance of their students. Students who arrive to class later than that time of day are marked as being “tardy”. Arriving late for class and/or leaving early prevents the maximum amount of instruction to take place, not only for that particular student, but also for other students in the class.

Perfect Attendance

In an effort to recognize perfect attendance, a certificate is typically awarded to any student who has been “legally” present for all student days during an academic year. In accordance with State Board of Education policy, “a child shall be present at least one-half day of the school day in order to be recorded present for that day. A child shall be recorded present for any day that he is present at a place other than the school with the approval of the principal for the purpose of attending a school activity which has been officially authorized under the policies of the Board of Education of the school administrative unit. This may include field trips, athletic contests, music festivals, student conventions, and similar activities.”

Sign-In/Sign-Out Procedures

Each school has a specific procedure to follow when a student should arrive after the instructional day begins, or it is necessary to leave before school is dismissed for the day. The procedure for your school is to be followed closely to ensure the student avoids being counted as absent.

Early Dismissals

Once a student arrives on campus, he/she becomes the responsibility of the school; therefore, he/she will not be allowed to leave without permission from the office. Early dismissals will be granted to students with authorized permission only. Each school has a procedure for when and how early dismissals are permitted. It is the responsibility of each student to closely follow these procedures.

ENROLLMENT & STUDENT RECORDS

Entrance Requirements

All new students who wish to enroll in school are to inquire at the main office. The student **MUST** be accompanied by a parent or guardian. Records of prior attendance, grades and shot records are required. The following items should be supplied before the registration process begins:

1. A report card, which lists all courses from the previous school year
2. Withdrawal forms from previous school (after school year begins)
3. Address and phone number of previous school
4. A copy of the immunization record
5. Birth certificate
6. Proof of guardianship (legal/court document)
7. Proof of residence—2 items are required.
8. Safe Schools document signed and notarized

For more information about the enrollment process, go to www.waynecountyschools.org and click on “Enrolling Students/Reassignment” under the “Parent Resources” tab.

Transfers/Withdrawals

Students who withdraw will need a parent/guardian to come to the school to fill out withdrawal forms. All books and fees must be paid before withdrawing from school. Students who transfer to one school from another school within Wayne County Public Schools must provide withdrawal forms from the previous school before enrolling. Before transferring from the student’s assigned attendance area school to a school within Wayne County Public Schools which is *not* in the student’s assigned attendance area, the student must have written permission/approval from the Wayne County Public Schools district office.

Students planning to withdraw should notify their counselor of their intentions two or three days in advance. All fees should be paid, and all books including library books should be returned. Records will not be forwarded unless fees are paid and books are returned. On the day of withdrawal, the student should report to their school counselor before 1st period and get a withdrawal form and instructions for completion of the form. Lockers should be cleaned out and all books returned to teachers. Parents must make contact with the school for withdrawal to take place.

Family Education Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA), is a Federal law that protects the privacy of student educational records. The rights of eligible students (18 years or older) and parents as required by FERPA are governed by Wayne County Board of Education Policy 4700 "Student Records". Wayne County Public Schools guidelines for implementation of FERPA can be found by clicking on the FERPA link under the "Student Resources" and "Parent Resources" tabs on the district website: www.waynecountyschools.org. If you do not have Internet access, a copy can be requested by calling Ken Derksen at 919-705-6125.

Student Records

Parents who have a child under the age of 18 who is enrolled in a WCPS school can also request student records using the online Student Records Request Center, located at www.waynecountyschools.org under the "Student Resources" and "Parent Resources" tabs. For more information, contact 919-705-6090.

Transcripts

Transcript requests should be made two weeks prior to your deadlines. Typically, colleges will request transcripts electronically, and require electronic uploading from the counseling office. If a paper transcript is needed, a transcript given to the student will be stamped with the school seal to make it official. Some schools will request a copy of your mid-term grades. More information about how to share transcripts and mid-term grades with colleges may be obtained from the school counseling office.

Code of Student Conduct

Code of Student Conduct

Policy Code: 4300

All students shall comply with the Code of Student Conduct of the Wayne County Public School System, state and federal laws, school board policies, and local school rules governing student behavior and conduct. This code applies to any student who is on school property, who is in attendance at school or at any school-sponsored activity, or whose conduct at any time, place, or cyberspace, on or off campus, 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.

A. STUDENT EXPECTATION

Students are expected to be familiar with all rules of behavior in the Code of Student Conduct. Students are to assist in promoting a safe and orderly school environment and are encouraged to report to school authorities any serious violation of the Code of Student Conduct.

B. RANGE OF INTERVENTIONS, SUPPORT, AND DISCIPLINARY ACTIONS

Violation of Board policies, the Code of Student Conduct, regulations issued by the individual school, or North Carolina General Statutes may result in some level of disciplinary action. Teachers and principals are encouraged to utilize a variety of behavioral interventions and disciplinary consequences to accomplish a positive change in student behavior. When a student violates the Code of Conduct and a behavioral intervention or in-school discipline consequence is imposed, the school will attempt to notify the parent. For out of school suspensions the administration will provide notice to parents as required in Board Policy.

Most behavioral interventions and disciplinary consequences can occur with the student remaining in school. Examples of in-school interventions include but are not limited to: behavior contract, peer mediation, in-school suspension, conflict resolution, detention, restitution, loss of privileges, and school or community service. If the principal deems it appropriate to require a student to stay after school for detention for a disciplinary reason, the principal may authorize such detention provided the parent or guardian has received at least one day's notice and has agreed to assume responsibility for transportation home.

When, after considering potential mitigating and aggravating, factors, the school principal determines a student's behavior warrants an out-of-school suspension, the principal may impose a short-term suspension (10 days or less) or, for more serious violations of the Code of Conduct, may recommend a long-term suspension (greater than 10 days), a 365-day suspension or expulsion, to the extent permitted by law and this policy. The

Superintendent must approve any suspensions of greater than 10 days. The Board of Education must approve any expulsion from school based on a recommendation of both the principal and the Superintendent. Under state law, if a student in grades K-12 brings a firearm on to school property, the student shall be subject to a 365-day suspension from school.

Policies may be modified on a case-by-case basis to conform to the "Policies Governing Services for Student with Disabilities".

The Student Code of Conduct rules are leveled, indicating the severity of violation and type of consequence as follows:

Level I - Level I rule violations should generally result in in-school interventions in lieu of out of school suspensions. In cases where a student refuses to participate in the in-school interventions or engages in persistent violations of a Level One rule, or where there are other aggravating circumstances the principal may impose a short-term suspension that shall not exceed three school days (two school days for truancy or tardiness). A Level One rule violation shall not result in a long-term suspension; however, principals may increase the short-term suspension up to ten day school days based upon a consideration of the student's intent, disciplinary and academic history, the potential benefits to the student of alternatives to suspension, and other aggravating factors regarding the severity of the violation and/or safety concerns which may warrant up to a ten-day suspension.

Level II - Level II rule violations involve more serious misconduct that may warrant a short-term suspension that shall not generally exceed five school days. Principals may increase the short-term suspension up to ten school days and/or may recommend a long-term suspension based upon a consideration of the student's intent, disciplinary and academic history, the potential benefits to the student of alternatives to suspension, and other aggravating factors regarding the severity of the violation and/or safety concerns which may warrant the recommendation of long-term suspension.

Level III - Level III rule violations are more severe in nature and support long-term suspension. The principal may recommend a short-term suspension (10 days or less) based on mitigating factors.

Level IV - Level IV rule violations compromise the safety and welfare of students and *staff* and require a suspension under NC General Statutes.

Level V - Level V allows for expulsion of a student, as provided by state statute, for a violation of the Code of Conduct, if the student is fourteen (14) years of age or older and the student's behavior indicates that his/her continued presence in school constitutes a clear threat to the safety of other students or employees and the Board determines there is no appropriate alternative education program. Additionally, any student who is a registered sex *offender* under [Article 27A of Chapter 14 of the North Carolina General Statutes](#) may be expelled.

C. RULES OF CONDUCT

Level I Behavior Violations

- Consequences for violations include in-school interventions, restorative interventions, or short-term suspension.
- Repeated or severe incidents of Level 1 violations may be considered Level 2 violations or higher.
- Administrators have the responsibility to consider each incident individually and may assign different consequences consistent with Board policy. Aggravating or mitigating factors may affect the assignment of consequences.

I-1 Noncompliance - Students shall comply with all directions of school personnel or volunteers who are authorized to give such directions.

I-2 Disrespect - Students shall exhibit appropriate respect towards school personnel and volunteers.

I-3 School/Class Attendance - Being tardy to class, skipping class/school, leaving campus without permission, or being in an unauthorized area is prohibited. *Out of school suspension should be used as a last resort as a consequence for violation of this rule and shall not exceed two days.*

I-4 Inappropriate Language - Cursing or use of vulgar, profane, or obscene language is prohibited.

I-5 Inappropriate Dress - Students are expected to adhere to standards of dress and appearance that are compatible with an *effective* learning environment. All students must follow Policy 4305, Standard Dress Code. In addition, students attending schools that have adopted a higher standard dress code as permitted under Policy 4305 will be expected to follow the standards adopted by the school the student attends. All students will refrain from wearing or displaying any clothing or items prohibited by Policy 4328, Gang-Related Activity. If a student's dress or appearance is such that it constitutes a threat to the health or safety of others, distracts the attention of other students or staff from their work, or otherwise violates the applicable dress code, the principal or principal's designee may require the student to change his or her dress or appearance. Before receiving disciplinary consequences, a student who is not in compliance with this policy will be given a reasonable period of time to make adjustments so that he or she will be in compliance.

I-6 Electronic Devices - No student shall use, display, transmit or have in the "on" position on school property any wireless communication device or personal entertainment device, except as permitted and in compliance with Policy 4318, Use of Wireless Communication Devices. Consequences for violation shall include those set forth in the Policy 4318.

I-7 Trespassing - No student shall be on the campus of any school except the one to which the student is assigned without the knowledge and consent of the officials of that school.

Students who remain at school after the close of the school day or come onto school ground when school is not in session without permission, unless attending a school sponsored or permitted event, will be considered trespassers. If the student does not leave when instructed to do so, he/she may be prosecuted. A student under suspension from school is trespassing if he/she appears on the property of any school or at any school sponsored activity during the suspension period without the express permission of the principal.

I-8 Tobacco - No student shall possess or use any tobacco product as set forth in Policy 4320, Tobacco Products-Students.

I-9 Gambling - Students shall not participate in any unauthorized games of chance in which money or items of value may be won or lost.

I-10 Misconduct on School Vehicle - School transportation service is a privilege, not a right. Students at all times while riding a school bus or other school vehicle shall observe the directives of the school bus driver. The following conduct or violation of any other rule of the Code of Student Conduct while on the school bus or other school vehicle is specifically prohibited:

1. Delaying the bus schedule,
2. Getting off at an unauthorized stop,
3. Failing to observe established safety rules and regulations, and
4. Willfully trespassing upon a school bus.

Level II Behavior Violations

- Consequences for violations may range from restorative interventions to short-term suspension that generally should not exceed five school days.
- Repeated or severe incidents of Level 2 violations may be considered Level 3 violations or higher.

- Administrators have the responsibility of considering each incident individually and may assign different consequences consistent with Board policy. Aggravating or mitigating factors may affect the assignment of consequences.

II-1 Integrity – All students must comply with Policy 4310, Integrity and Civility and Policy 3225, Technology Responsible Use. Any student who engages in or attempts to engage in cheating, plagiarism, falsification, violation of software copyright laws, or violation of computer access shall be subject to disciplinary action.

II-2 Inappropriate Literature, Illustrations and Images - The possession of literature, illustrations, or other writings or images which significantly disrupt the educational process, or which are obscene, is prohibited.

II-3 Violation of Computer Access- No student shall engage in conduct prohibited by Policy 3225, Technology Responsible Use.

II-4 Class/Activity Disturbance - Any physical or verbal disturbance which occurs within the school environment and which interrupts or interferes with teaching or the orderly conduct of class/school activities is prohibited.

II-5 School Disturbance - No student shall, by use of passive resistance, noise, threat, fear, intimidation, coercion, force, violence, or any other form of conduct, cause the disruption of any lawful function, mission, or process of the school.

II-6 School Transportation Disturbance - Any physical or verbal disturbance which occurs on a school transportation vehicle and which interrupts or interferes with the safe and orderly operation of the vehicle is prohibited.

II-7 Disruptive Protest - No student on school property or on property adjacent thereto shall engage in any protest, march, picket, sit-in, boycott, walkout, or other activity which has as its purpose the disruption of any lawful function, mission, or process of the school, or in fact creates such a disruption.

II-8 False Fire Alarm - No student shall set off, attempt to set off, or aid and abet anyone in giving a false fire alarm. No student shall interfere with or damage any part of a fire alarm, fire detection, smoke detection, fire extinguishing system, or emergency escape system.

II-9 Fire Setting/Incendiary Material - The possession of any incendiary material (including but not limited to matches, lighters, or lighter fluid) or the use of any material reasonably likely to result in a fire on school property is prohibited.

II-10 Property Damage - No student shall intentionally damage or attempt to damage or deface school property, or personal property (See, Policy 4330, Theft, Trespass and Damage to Property).

II-11 Theft - No student shall steal, attempt to steal, or knowingly be in possession of stolen property (See, Policy 4330, Theft, Trespass and Damage to Property).

II-12 Extortion - No student shall attempt to extort money, personal property, or personal services.

II-13 Indecent Exposure/Sexual Behavior - No student shall engage in behavior which is indecent, overly affectionate, or of a sexual nature.

II-14 Harassment/Bullying - No student shall engage in conduct prohibited by Policies 1710, Prohibition Against Discrimination, Harassment and Bullying and 4331, Assaults, Threats and Harassment.

II-15 Sexual Harassment - No student shall engage in conduct prohibited by Policy 1710, Prohibition Against Discrimination, Harassment and Bullying.

II-16 Threat/False Threat - No student shall make any threat through written or verbal language, sign, or conduct which conveys a serious expression of intent to cause harm or violence as provided in Policy 4333, Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety.

II-17 Physical Aggression/Fighting - Physical aggression or fighting toward students and other people is prohibited. A student who is attacked may use reasonable force in self-defense, but only to the extent necessary to get free from the attack and notify proper school authorities. A student who exceeds reasonable force may be disciplined even though someone else provoked the fight.

No student shall engage in fighting or physical aggression towards others, including but not limited to:

- a. Choking, hitting, slapping, shoving, scratching, spitting, biting, blocking the passage of, or throwing objects at another person in an aggressive, confrontational or dangerous manner.
- b. Taking any action or making comments or writing messages that might reasonably be expected to result in a fight or physical aggression.

II-18 Failure to Report Firearm - Any student who has knowledge that another student possesses or intends to bring a firearm on any school campus or to any school activity shall report this information to school or law enforcement authorities immediately. Failure to do so is a Level II violation.

II-19 Hazing – No students shall engage in hazing, or bet any other student in the commission of this offense. As provide by [N.C. Gen. Stat. § 14-35](#), hazing is defined as follows: “to subject another student to physical injury as part of an initiation, or as a prerequisite to membership, into any organized school group, including any society, athletic team, fraternity or sorority, or other similar group.

II-20 Search and Seizure - A student's refusal to permit searches and seizures as provided in Policy 4342, Student Searches, is prohibited.

II-21 Aiding and Abetting - No student shall aid or abet another student in violating any rule in the Code of Student Conduct or any other school policy, rule, regulation, statute or law.

Level III Behavior Violations

- Consequences for violations short-term suspension, assignment to an alternative learning program, and long term suspension.
- Administrators have the responsibility of considering each incident individually and may assign different consequences consistent with Board policy. Aggravating or mitigating factors may affect the assignment of consequences.

III-1 Narcotics, Alcoholic Beverages, Controlled Substances, Chemicals, and Drug Paraphernalia – No student shall possess, use, sell, deliver, manufacture, or be under the influence of any substance prohibited by Policy 4325, Drugs and Alcohol.

III-2 Gang and Gang-Related Activity - The Wayne County Board of Education believes that gangs and gang-related activities pose a serious safety threat to students and staff members of the Wayne County Public School System and can significantly disrupt the educational environment. Students are prohibited from participating in any gang or gang-related activity as set forth in Policy 4328, Gang-Related Activity.

When a student's first infraction involves only the wearing of gang-related attire, the student shall receive a warning and be allowed to immediately change or remove the attire as an alternative to disciplinary action.

III-3 Weapons/Dangerous Instruments/Substances – Pursuant to Policy 4333, Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety, no student shall possess, handle, use or transmit, whether concealed or open, any weapon or any other instrument or substance that reasonably looks like a weapon or could be used as a weapon. 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. Weapons include, but are not limited to, those instruments defined in Policy 4333, Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety. For weapons that are “firearms” or “destructive device,” Level IV applies.

III-4 Assault on a Student – No student shall cause or attempt to cause serious physical injury to another student. For the purposes of this policy "serious physical injury" shall refer to any significant or aggravated bodily injury, including but not limited to broken bone(s), loss or chipping of teeth, loss or impairment of vision, loss of consciousness, internal injuries, scarring or other disfigurement, significant bleeding, lacerations resulting in sutures, significant bruising, severe or prolonged pain, any injury requiring hospitalization for any period of time, and/or any injury resulting in medical treatment beyond simple first aid procedures (See, Policy 4331, Assaults, Threats and Harassment).

III-5 Assault on School Personnel or Other Adult - No student shall cause or attempt to cause physical injury to any school employee or other adult (See, Policy 4331, Assaults, Threats and Harassment).

Note: If a teacher is assaulted or injured by a student and as a result the student is reassigned to alternative education services, long-term suspended, or expelled, the student shall not be returned to that teacher's classroom unless the teacher consents.

III-6 Assault Involving Weapon/Dangerous Instrument/Substances - No student shall assault **another** using a weapon, dangerous instrument, or dangerous substances (See, Policy 4333, Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety).

Note: For violations involving “firearms” or “destructive devices,” Level IV applies.

III-7 Bomb Threat –Students must comply with Policy 4333, Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety.

III-8 Bomb Threat: Aiding/Abetting - Students must comply with Policy 4333, Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety.

III-9 Acts of Terror - Students are prohibited from making a terrorist threat or perpetrating a terrorist hoax and may not knowingly or willfully cause, encourage or aid another student to make a terrorist threat or perpetuate a hoax as set forth in Policy 4333, Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety.

Level IV Behavior Violations

- Mandatory 365-day suspension in accordance with the N.C. General Statutes

IV-1 Firearm/Destructive Device K-12 - Any student in grades K-12 shall be suspended for 365 calendar days for bringing a firearm or destructive device as provided by Policy 4333, Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety.

Level V Behavior Violations

- Consequence for Level 5 violation is expulsion (applies only to students age 14 or older).
- A student may be expelled if it is determined that his/her continued presence in school constitutes a clear threat to the safety of other students or employees and the Board determines that there is no appropriate alternative education program.
- Any student who is a registered sex offender under [N.C. Gen. Stat. § 14-208.18](#) may be expelled.

A student fourteen (14) years of age or older may be expelled for a violation of this Code of Conduct if the Board determines the student's behavior indicates that the student's continued presence in the school constitutes a clear threat to the safety of other students or employees, and that there is no appropriate alternative educational program. Additionally, any student who is a registered sex offender under [Article 27A of the North Carolina General Statutes](#) may be expelled.

Legal References: [Article 27A of Chapter 14 of the N.C. Gen. Stat.](#); [N.C. Gen. Stat. 115C-390.1](#), [-390.2](#)

Adopted: August 1, 2011; Revised: December 16, 2019; Revised: October 5, 2020

Related Policies

Policies listed below relate to the Code of Student Conduct or to a safe and orderly environment and should be reviewed by students and/or parents. These policies are available online at www.waynecountyschools.org and can be found by clicking on the Board Policies link under the “Student Resources” and “Parent Resources” tabs. If parents and/or students do not have access to policies online, they may contact the school and request a printed copy of any Wayne County Public Schools policy.

Policy 1710		Prohibition Against Discrimination, Harassment, and Bullying
Policy 1720		Discrimination, Harassment and Bullying Complaint Procedure
Policy 3225		Technology Responsible Use
Policy 3470		Alternative Learning Programs/Schools
Policy 4010		Student and Parent Grievance Procedure
Policy 4115		Behavior Standards for Transfer Students
Policy 4301		Suspension and Expulsion
Policy 4302		Short-term Suspension
Policy 4303		Student Behavior Policies
Policy 4304		Authority of School Personnel
Policy 4305		Student Dress Code and Appearance
Policy 4307		Disciplinary Action for Exceptional Children/Students with Disabilities
Policy 4310		Integrity and Civility
Policy 4315		Disruptive Behavior
Policy 4318	AR 3220	Use of Wireless Communication Devices
Policy 4320		Tobacco Products – Students
Policy 4325		Drugs and Alcohol
Policy 4328		Gang-Related Activity
Policy 4330		Theft, Trespass and Damage to Property
Policy 4331		Assaults, Threats and Harassment
Policy 4333	AR 4333	Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety
Policy 4335		Criminal Behavior
Policy 4340		School-Level Investigations
Policy 4341		Parental Involvement in Student Behavior Issues
Policy 4343		Search and Seizure
Policy 4345		Student Discipline Records
Policy 4352		Removal of Student During the Day
Policy 4362		Requests for Readmission of Students Suspended for 365 Days or Expelled
Policy 4370		Student Discipline Hearing Procedures
Policy 4400	AR 4400	Attendance
Policy 1725		Title IX Sexual Harassment—Prohibited Conduct and Reporting
Policy 1726		Title IX Sexual harassment Grievance Process

Health, Wellness & School Safety

ACADEMIC AND PERSONAL FREEDOM

Freedom from Discrimination

Wayne County Public Schools does not discriminate on the basis of race, color, disability, national origin, gender, or age in its programs and activities. The superintendent has appointed the following individuals to coordinate the school system’s efforts to comply with and carry out its responsibilities under federal non-discrimination laws. These responsibilities include investigating any complaints communicated to school officials alleging noncompliance with Title VI or Title IX of the Civil Rights, Section 504 of the Rehabilitation Act, the Americans

with Disabilities Act (ADA), the Age Discrimination Act and/or the Boy Scouts Act, or alleging actions which would be prohibited by those laws.

1. Title IX Coordinator

Name: Dr. Tim E. Harrell
Office Address: WCPS Central Office
Phone Number: 919-705-6192

2. Section 504 Coordinator

Name: Sherry Montague
Office Address: 300 Dixie Trail, Building O
Phone Number: 919-580-3666

3. ADA

Name: Sonja Emerson
Office Address: EC Department
Phone Number: 919-705-2713

4. Age Discrimination Coordinator

Name: Dr. Yvette Smith Mason
Office Address: WCPS Central Office
Phone Number: 919-705-6116

5. Coordinator for Other Non-Discrimination Laws

Name: Dr. Yvette Smith Mason
Office Address: WCPS Central Office
Phone Number: 919-705-6116

Equal Access

Wayne County Public Schools will provide equal access to the Boy Scouts and other designated youth groups as required by law. The Board will not tolerate any form of unlawful discrimination, harassment or bullying in any of its educational or employment activities or programs.

Student and Parent Grievances

While the district encourages informal resolutions to student and parent grievances, it recognizes that students and parents may want a more formal process for certain types of complaints or to follow if an informal process is not found to be satisfactory. Board of Education Policy 1720/1725/4010 outlines the grievance process to address situations in which a student or parent believes that a violation, misapplication, or misinterpretation of school board policy or of state or federal law or regulation has occurred. The exception is of the appeals related to disciplinary actions under the Code of Student Conduct and other situations for which a specific appeal process has been identified by policy.

As the first step in the grievance process, students or parents should discuss the grievance with the most immediate and appropriate school official within ten (10) calendar days of the occurrence giving rise to the grievance.

Freedom of Speech

Students have a right to express their thoughts and opinions at reasonable times and places. This right is guaranteed by the Constitution of the United States. The school is an appropriate place for debate, discussion, and the expression of ideas. However, certain kinds of speech, whether spoken, written or symbolic, may be prohibited at schools. Understanding the meaning of the First Amendment's protection of free speech is an important responsibility, which students must accept, in their learning process. The following types of speech are not generally protected by the Constitution and are prohibited at schools or at school-related activities:

Profanity: words, which are clearly considered profane by contemporary community standards of behavior;
Obscenity: words which describe sexual conduct and which, read as a whole, appeal to a prurient interest in sex, portray sex in a manner offensive to contemporary community standards and do not have serious literary, artistic, political, or scientific value;
Fighting or Abusive Words: words which are spoken solely to harass or injure other people, such as threats of violence, defamation of character or defamation of a person's race, religion or ethnic origin; and

Disruption: speech, be it verbal, written, or symbolic, which materially and substantially disrupts classroom work, school activities or school functions, such as demonstrations, “sit-ins”, “boycotts”, “walkouts”, or simply talking in class when told not to do so by the teacher.

Freedom of the Press

The right of students to express their thoughts and opinions in school-sponsored or non-school-sponsored publications are also generally protected by the Constitution. There are certain limitations on this right, however, which students are responsible to learn in the process of their education. In order to prevent the disruption of classroom instruction, the principal may restrict the distribution of any publication at school to reasonable times and places. In addition, principals may prohibit the distribution at school and school-related activities of a publication if they consider the publication:

- to be obscene
- to contain “fighting or abusive” words
- to be libelous
- to be materially and substantially disruptive of schoolwork, activities or functions.

If a principal prohibits the distribution of a student publication, the student shall be informed that he or she may file a grievance to the Board of Education. The distribution of material without prior approval may result in an out of school suspension for person(s) distributing the material.

AFTER HOURS SCHOOL EMERGENCY CONTACT INFORMATION

Each school posts their After Hours Emergency Contact Information on their school’s voicemail system for parents who need to immediate assistance from a school official after hours or on the weekend.

ASBESTOS MANAGEMENT PLAN

Pursuant to the Asbestos Hazard Emergency Response Act (AHERA), the Asbestos-Containing Materials in Schools rule requires local education agencies to inspect their school buildings for asbestos-containing building material, prepare asbestos management plans and perform asbestos response actions to prevent or reduce asbestos hazards. If you have any questions regarding inspections, response actions, and post-response action activities, including periodic re-inspection and surveillance activities that are planned or in progress as well as the availability of the AHERA Management Plan for Wayne County Public Schools, you may contact Dr. Tim Harrell at 919-731-5900.

ASTHMA/MEDICAL STATEMENT

Students requiring emergency medication and regularly administered medications, including asthma inhalers and emergency injections, will have access to their medicines at school, while on field trips and while participating in other school-sponsored activities. These students must also have a physician authorization in writing.

BOMB THREATS

Students are prohibited from making, aiding, and/or abetting in making a bomb threat or perpetrating a bomb hoax against school district property by making a false report that a device designed to cause damage or destruction by explosion, blasting or burning is located on school property. No student may knowingly or willfully cause, encourage or aid another student to make a bomb threat or perpetrate a bomb hoax and must notify a teacher or the principal of this information immediately.

Consequences of Bomb Threat

In accordance with Policy 4300 – *Code of Student Conduct*, any student who makes a bomb threat or knowingly, willingly causes, encourages or aids another student toward making a bomb threat or perpetrating a bomb hoax will be suspended for ten days and recommended for long term suspension to the superintendent.

Possession of a Bomb/Destructive Device

Possession of any explosive, incendiary, or poison gas 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, or device similar to any of the devices listed is strictly prohibited by law on a public school campus.

Consequences of Possession of a Bomb/Destructive Device

As required by law, the principal shall suspend for ten days and recommend to the superintendent a 365-day suspension for any student who: (a) is found to be in possession of a bomb or destructive device of any kind, or

(b) conceals, places or displays device on school property or at a school-related or school-sponsored activity with the intent to cause others to believe the device is a bomb or destructive device. Upon the superintendent's recommendation, the school board may modify the mandated 365-day suspension as is dictated by law. A student who violates this section will be referred to the criminal justice and/or juvenile justice system.

BOOK BAGS AND GYM BAGS

If schools have assigned lockers to students, book bags and gym bags are to be placed in the student's locker upon arrival to school and remain in the student's locker until the end of the school day. Each school has specific procedures on the use of book bags and gym bags and the procedures should be closely followed. In the event that lockers are not assigned, students should follow the directions of school administration regarding storage of book bags and/or gym bags during the school day.

BULLYING (SCHOOL BOARD POLICY 1710)

Bullying may be physical, verbal, social-relational, and/or harassment of any kind. It can happen in front of the victim or away from the victim, such as gossip. Another type of bullying that occurs is cyberbullying where social networks or any form of technology, including cell phones are used to bully/taunt students. Each school needs the support of parents as well as students to stop bullying from occurring. Talk with your child at home every day and ask them about their day at school. It often takes time and patience to catch a bully because most of the bullying or taunting occurs when no adult is present. Encourage your child that if he or she is a victim or even an onlooker of bullying, it must be reported. If problems have occurred at school in regards to bullying, please let your child know that it is okay to tell someone. The teacher needs to be informed and the team of teachers will investigate first. If problems persist, the administration and school counselor will get involved. We will try our best to stop the bullying. Most bullying can be stopped by avoiding or not letting the bully know that he or she is 'winning', so to speak. We encourage students to first ignore but if the problem persists, the school must know. Once a student has been talked to by his or her teachers, warned by the administration and parents called, the next offense of bullying or harassment will result in Out of School Suspension. Bullying occurs when there is a constant pattern of behavior, not a one or two time occurrence.

Bullying Reporting App [Safe2SpeakUp app]

Students and parents who want to report bullying can do so by downloading the Safe2SpeakUp app. Through the Safe2SpeakUp app, students can send anonymous tips about school safety concerns like bullying, fighting or even weapons from their smartphone or tablet. These anonymous tips give school administrative teams the information they need to take action. To download the Safe2SpeakUp app, go to www.waynecountyschools.org and click on the "Student Resources" or "Parent Resources" tabs.

BUS TRANSPORTATION

Bus transportation is a privilege and not a right in North Carolina. All students are expected to conduct themselves on buses so as not to jeopardize the safety of other students. Persons not adhering to proper bus conduct will be subject to disciplinary action and to possibly being barred from riding a school bus. Parents are not allowed to board buses. Students are not allowed to ride buses they are not assigned to in accordance with Wayne County Public School policy. The following are transportation guidelines:

- Be ready for the bus each morning. If the driver stops the bus and does not see any movement of students, the driver is not required to wait.
- Students should know that while being transported, they are under the direct supervision of the bus driver. Refusal to obey requests of the driver may also result in being denied transportation or disciplinary action.
- Pupils are to be assigned seats shortly after school begins. You should sit only in the seat to which you are assigned.
- Students are not to go between, behind, in front, or enter parked buses anytime during the school hours.

The school administration has the ability to suspend bus transportation as a disciplinary action. Every school follows specific procedures for loading and unloading of students, delivering students to bus stops and communicating with parents about delays or bus changes. It is the responsibility of the parent and the student to familiarize themselves with those procedures.

CAFETERIA PAYMENT POLICY

Community Eligibility Provision (CEP) Meal Program Applies to almost all schools (WEMCHS does not qualify). For the 2022-2023 school year, CEP high schools have been recognized as a qualified recipient and awarded participation in the Community Eligibility Provision meal program which will ensure that each student receives breakfast and lunch at NO COST. Applications for free or reduced lunch meals will not be distributed this year (with the exception of WEMCHS). All students who wish to eat in the cafeteria will receive their meals at no cost and will not have to complete and submit a meal application. Students may not charge a la carte items, such as snacks. Adults and visitors may not charge meals or a la carte items.

CHANGING CLASSES (ACCEPTABLE HALL BEHAVIOR)

Students should remember to keep to the right side of halls in order for traffic to move smoothly. Students are also asked not to stop in the middle of hallways for conversations with classmates and friends during class change periods. Students are not to block doorways. Your cooperation will curb congestion and prove beneficial to all involved. Students are expected to be in their classrooms on time.

CLEARING CAMPUS AFTER EVENTS

There is some concern about students remaining on campus following athletic contests and/or night activities. Fifteen minutes following the conclusion of an event, the security personnel will be instructed to "sweep" the areas outside of the gymnasium, football stadium, cafeteria, auditorium, etc. Everyone will be asked to leave the premises immediately. Adequate transportation arrangements should be made prior to reporting to this campus for an after school activity. If you are unsure of the length of a particular event or program, simply ask before reporting to the school campus so that you may arrange for transportation promptly at the end of the event. Students lingering after events may be banned from attending further events.

COUNSELING & SUPPORTIVE SERVICES

School counseling programs are provided by the school district with the ultimate aim of improving student performance by implementing strategies and activities that support and maximize student learning; helping students to grow in their personal and social development; and providing a foundation for acquiring the skills that enable students to make a successful transition from school to the world of work. Counseling may be provided on an individual basis or in small or large groups. School counselors may refer students who have extensive needs or needs that go beyond the purpose of the counseling program to community resources.

Students may seek counseling or be referred by staff or parents. Any staff member who is aware that a student is contemplating suicide or is otherwise suffering from an emotional or psychological crisis must immediately notify the counseling program in accordance with any rules established by the superintendent or principal. Any counselor or other staff member who knows or has cause to suspect child abuse, neglect, dependency or death as a result of maltreatment must report the information as provided in policy 4240, Child Abuse – Reports and Investigations and as required by law.

Counseling programs are most effective when voluntarily entered into by a student. School officials and teachers may recommend a counseling program to help a student meet standards of conduct and academic performance established by the board and school system. However, students will not be required to attend individual or small group counseling sessions to address identified significant personal issues unless agreement has been reached with the parent and student in a behavior contract, an intervention plan or, for special education students, an individualized education plan. (See Student Behavior Policies (4300 series), policy 3420, Student Promotion and Accountability, and policy 3520, Special Education Programs/Rights of Students with Disabilities.

Information obtained in a session with a counselor may be privileged and protected from disclosure as provided by law. A counselor cannot be required to testify concerning privileged information unless, as provided by G.S. 8-53.4, the student waives the privilege or the court compels testimony as necessary to the proper administration of justice. The school counselor privilege does not, however, exempt the counselor from reporting child abuse as required by G.S. 7B-301. Any notation made by a counselor for his or her own use is a confidential document and is neither a public record nor a part of the student's record. Such confidential documents do not have to be shared with parents or others except as required by law. Any document prepared by a counselor that is shared or intended to be shared with other staff is considered an educational record of the student and is available to the parent or eligible student in accordance with policy 4700, Student Records.

DIABETES STATEMENT

North Carolina Senate Bill 911 requires guidelines for the development and implementation of individual health care plans for students with diabetes in North Carolina schools. Additional information on Senate Bill 911 is available at: www.nchealthyschools.org. Forms may be requested for diabetes health plans in our school office.

DISCIPLINE / STUDENT BEHAVIOR

Each student has been provided access to the Wayne County Public Schools Policy 4300, "Code of Student Conduct" printed in this handbook. Additionally, this policy will be reviewed with students at the beginning of the school year and a signature of receipt by students and parents will be required. All policies relative to discipline and a safe and orderly school environment are available on the Wayne County Public Schools district website. If a student or parent cannot access policies online, they may request a printed copy of any policy from the school.

DRESS CODE

Wayne County Board of Education Policy #4305: *Student Dress Code and Appearance*

A. Standard Dress Code

The Wayne County Public Schools Board of Education respects a student's right to choose his or her style of dress or appearance. However, the Board of Education will require that students adhere to standards of dress that are compatible with the requirement of a good school environment. All students are expected to be groomed and dressed appropriately for school and school activities. In the opinion of the principal or his/her designee, if a student's dress or appearance is such that it (1) disrupts the learning environment, (2) constitutes a threat to health or safety, (3) is construed as provocative or obscene, or (4) is lacking in cleanliness, the principal or the principal's designee may require the student and student's parent or guardian to take appropriate action to remedy the situation. Before receiving disciplinary consequences, a student who is not in compliance with this policy will be given a reasonable period of time to make adjustments so that he or she will be compliance.

The principal shall have the authority to implement the school dress code and appearance policy in a manner that is age appropriate, and reasonable consideration will be made for those students who, because of a sincerely held religious belief or medical reason, request a waiver of a particular guideline for dress or appearance. The waiver request must be in writing from the parent or guardian and must be approved by the principal or his/her designee. Reasonable accommodations shall be made by the principal to accommodate students involved in special duties, activities, or projects approved by the school. This would include but not be limited to: athletics, vocational classes and projects, P.E. classes, special events, or other activities that would allow for non-conforming dress on a school campus or during a school sponsored event.

Disciplinary action will be taken for any violation of the dress code in accordance with Policy 4300 Code of Student Conduct). Students who do not comply with the school dress code and appearance policy may be excluded from participating in certain school programs, including graduation ceremonies. (*Fowler vs. Williamson*, 39 N.C. App. 715, 251 S.E.2d 889 [1979].) Copies of the Student Dress Code and Appearance Policy will be made available to students and parents annually.

Specific guidelines listed below will apply to all students:

1. Shorts, Skirts, dresses, or other clothing must be finger-tip length or reaching the mid-thigh, including when leggings or tights are worn. Clothing must not have holes exposing skin above finger-tip length or mid-thigh.
2. Shirts, tops, and dresses must cover the top of the shoulder with at least a two-inch width strap, and fit closely under the armpits (Principal discretion may be used taking into consideration the age of the student).
3. Shirts and tops should be long enough to cover the midriff when sitting or standing; and shirts, tops and dresses must be buttoned high enough to cover the chest and the back of the body cannot be exposed.
4. No sagging pants allowed and pants cannot be worn with the waistband below the hipbone.

5. Underwear, or the body typically covered by underwear, cannot be visible at any time, including under sheer, see-through, or mesh fabric.
6. Any form of attire which is indicative of gang affiliation is prohibited, including bandanas.
7. No (hats, caps, hoods, curlers) can be worn inside school buildings.
8. Clothing will not be allowed that promotes alcoholic beverages, tobacco use, smoking, vaping, the use of controlled substances, depicts violence, is of a sexual nature, or is of a disruptive nature.
9. Shoes must be worn at all times and in accordance with special requirements such as P.E. classes, ROTC, science labs, etc. Shoes that have laces must be laced and tied.

Legal References: [G.S. 115C-288](#); [115C-307](#); [115C-390.2](#).

Adopted: June 4, 2001 Revised: March 26, 2007; Revised: December 5, 2011; Revised: July 10, 2017; Revised: July 23, 2018; Revised: December 16, 2019; Revised: November 1, 2021

DRIVER'S ELIGIBILITY

Students must have a Driving Eligibility Certificate in order to receive a North Carolina driver's permit or license. The Division of Motor Vehicles will not issue a driver's permit or license without a Driving Eligibility Certificate. A student must pass 3 out of 4 courses the previous semester to be eligible to receive a Driving Eligibility Certificate. A student must continue to pass 3 out of 4 courses each semester in order to retain the permit or license. Academic performance will be evaluated at the end of each semester. The revocation of a student's driving permit or license will result if a student does not maintain adequate academic progress (pass 3 of 4 courses) or drops out of school. Senate Bill 57 calls for the loss of driving privileges for students under the age of 18 who are given a 10 day or longer suspension and/or an assignment to an alternative educational setting.

"Lose Control, Lose Your License"

The NC General Assembly directs public schools, community colleges, and nonpublic schools to notify the North Carolina Division of Motor Vehicles whenever a student is given an expulsion/suspension for more than 10 consecutive days or an assignment to an alternative educational setting for more than 10 consecutive days for one of the following reasons:

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

For more information about Driver's Eligibility, visit <https://www.dpi.nc.gov/districts-schools/district-operations/driver-education/driver-eligibility-faq>.

DRUG AND ALCOHOL POLICIES

Drugs and Alcohol – Policy 4325 and Drug and Alcohol-Free Learning Environment and Workplace – Policy 7240: Please be advised that under these policies, there are certain requirements and opportunities for a student to receive treatment and rehabilitation from any problems as identified in the drug and alcohol abuse policies. Please feel free to ask the principal for these policies that will explain all details of required treatment and rehabilitation for your son or daughter. *Wayne County Public Schools is not responsible for any expenses related to these policies. It is the student/family's responsibility for any and all costs.*

HEALTHY ACTIVE CHILDREN PROGRESS REPORT/SCHOOL MENTAL HEALTH POLICY REPORT

In compliance with WCPS Policy 4112, SHLT Policy 000, and SHLT Policy 003, WCPS reports to DPI annually regarding the system's compliance with the laws and policies related to student wellness, the implementation of

these policies, and progress towards meeting health and wellness goals. This report can be found on the health and wellness section of the WCPS website, <https://www.waynecountyschools.org/HealthWellnessServices.aspx>.

IMMUNIZATIONS & HEALTH ASSESSMENTS

The Board of Education requires all students to meet the eligibility requirements for school admission established by the State and the Board, including immunization and health assessments. The current required vaccination schedule is available from the NC Immunization Branch online at <https://immunization.dph.ncdhhs.gov/schools/k-12.htm>. A booster dose of Meningococcal Conjugate Vaccine (MenACWY) to protect against meningococcal disease is required for all students entering the 12th grade or by 17 years of age, whichever comes first. As well, students enrolling in NC public schools for the first time must have a NC Health Assessment Transmittal Form completed by a medical provider prior to the student's first day of attendance.

Principals are required to refuse admittance to any child whose parent or guardian does not present a medical certification of proper immunizations and/or the NC Health Assessment Transmittal Form within the allotted time.

LOCKERS

For schools that provide student lockers: Policy 4343 states that all lockers are the property of the Wayne County Board of Education. They are subject to period general inspections at any time without notice, without student consent, and without a search warrant. The student is expected to assume full responsibility for the locker that is assigned to him/her. Additionally, each school that provides student lockers has specific procedures pertaining to locker assignments, locker fees, and the locks placed on each locker. Students are strongly advised not to keep money or valuables in their assigned locker.

PARKING OF STUDENT VEHICLES

The parking of motor vehicles on campus by students is a privilege. The privilege is limited to those students who:

1. register their vehicles at the school they attend and present a valid driver's license and registration card for the vehicle;
2. pay the parking registration fee approved by the Board - a student registering after the first semester will be assessed a prorated registration fee;
3. display the student parking decal or permit on their vehicle in a manner designated by the school principal;
4. obey the rules and regulations prescribed by this policy; and
5. are duly enrolled as a high school student.

The privilege of parking a vehicle on a school campus may be denied or suspended as a consequence for violating any of the rules and regulations prescribed here, the rules for student conduct set forth in School Board Policy 4300, "Discipline: Responsibility for School Personnel and Students for School and Bus Conduct," or state and local laws.

Parking Fees & Violations

The 2022-23 Board approved Parking Registration fee is \$20.00. Parking regulations will be strictly enforced. Violations of the above rules and regulations may result in issuance of a citation, suspension of parking privileges, suspension from school, and/or the towing of the vehicle at the owner's expense in accordance with G.S. 115C-46(d). A school may also impose a \$5 - \$10 fine for parking violations.

Search of Student Vehicles

To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search student automobiles under the circumstances outlined below and may seize illegal, unauthorized or contraband materials discovered in the search. As used in this procedure the term "unauthorized" means any item dangerous to the health or safety of students or school personnel, or disruptive of any lawful function, mission or process of the school, or any item described as unauthorized in school rules available beforehand to the student. A student's failure to permit searches and seizures as provided in this procedure may be considered grounds for disciplinary action. Students are permitted to park on school premises as a matter of privilege, not of right. The school retains authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school administrator has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. (Board of Education Policy #4343: Search and Seizure)

PESTICIDE USE

Schools schedule pesticide use only when students are not on campus and on an “as needed” basis. Dates of pesticide use are kept in an IPM book, which is available to parents at their child’s school upon request to review. Parents can request notification of school pesticide use. Notice of pesticide use will be made at least 72 hours in advance, to the extent possible.

PRESCRIPTION MEDICATION

An *Authorization For Medication To Be Given During School Hours* form from the doctor must be on file in the principal’s office. A prescription container bearing the name of the student, the prescription number, the pharmacy telephone number, doctor’s name, date, administering instructions and other pertinent data is needed. This should be on a prescription label secured to the container, and the only medicine placed therein would be that which was brought by the parent with the administering request. A statement must be on file in the principal’s office by the parent to the effect that the local school and the Wayne County Board of Education will not be liable. The child is to report to the school office or other designated location at the proper time for administering of the medicine. Students requiring emergency medication and regularly administered medications, including asthma inhalers and emergency injections, will have access to their medicines while on field trips and while participating in other school-sponsored activities. These students must also have authorization in writing.

SAFE AND ORDERLY SCHOOL ENVIRONMENT

An orderly environment is essential for teachers to instruct and for students to achieve. Students are encouraged to participate in school efforts to create a safe, orderly, and inviting environment. Principals and teachers have full authority, as provided by law, to establish and enforce standards and rules as necessary to create orderly schools and classrooms.

Crisis Plan

Each school has developed a plan of action to handle a crisis or emergency situation should one arise.

Drills

Drill practice sessions are required for possible fires, tornados, and lock-down. Drill procedures and evacuation routes are posted in each room.

Bullying (School Board Policy 1710)

See statement/information on page 25 of the Student Handbook.

Search and Seizure

School officials have the right to search students, student lockers, and/or student book bags in accordance with North Carolina General Statutes and under the conditions outlined in WCPS Board Policy No. 4343.

Tobacco Products

All Wayne County Public School facilities and properties are smoke free. If a student is caught with or in possession of tobacco products, devices, or paraphernalia, disciplinary action will occur in accordance with Board Policy 4300 Code of Student Conduct.

Weapons

Students are forbidden from bearing or possessing a weapon or objects that appear to be imitations of a weapon on a school bus, on school grounds, or at any school function away from school. Parents and law enforcement officials will also be notified. Violation of this policy will result in immediate suspension with a recommendation to the superintendent for long-term suspension or disciplinary reassignment. Alternative school placement or expulsion could occur.

SCHOOL CLOSINGS AND/OR DELAYS DUE TO EMERGENCIES AND/OR INCLEMENT WEATHER

With inclement weather, there is a possibility that schools will be closed or delayed due to bad weather conditions. A decision to close or delay opening of schools will only be done after the Superintendent has completed a thorough investigation of the weather conditions in our area. Announcements will be made on local radio and area commercial TV stations as well as the school district’s education channel (Time Warner Cable channel 18), the school district website (www.waynecountyschools.org), WCPS Social Media channels (@WayneCountyPS on Twitter & Facebook), the WCPS Mobile APP, and via the district’s instant messaging system. If weather conditions look threatening, parents should be sure to listen for announcements during the evening and during early morning hours. If there is an early dismissal due to weather and/or emergency conditions, bus runs and student pick-up will begin at the announced dismissal time.

USE OF SECLUSION & RESTRAINT

Principals, teachers, substitute teachers, voluntary teachers, teacher assistants, and student teachers may use reasonable force in the exercise of lawful authority to restrain or correct students and to maintain order; provided, however, that the use of corporal punishment is not permitted.

The Superintendent is authorized and directed to promulgate such administrative regulations and procedures as may be appropriate for the implementation of this policy and as may be appropriate for compliance with relevant federal and state laws.

Any employee, as provided herein, shall enjoy the full faith and support, including legal representation, of the Board of Education in the proper application of this policy, except for any action not in compliance with this policy and any and all administrative regulations and procedures pursuant thereto. Nothing herein contained shall be construed to repeal, abrogate, amend or otherwise change any other duly adopted policy or administrative procedure of Wayne County Public Schools.

NCGS 115C-391.1 defines the permissible use of restraint and seclusion in the public schools. Nothing in it modifies the rights of school personnel to use reasonable force as permitted under NCGS 115C-390.3 or modifies the rules and procedures governing student discipline under Article 27 of NCGS 115C.

Physical Restraint

Physical restraint of students by school personnel shall be considered a reasonable use of force when used in the following circumstances:

- As reasonably needed to obtain possession of a weapon or other dangerous object on a person or within the control of a person
- As reasonably needed to maintain order or prevent or break up a fight
- As reasonably needed for self-defense
- As reasonably needed to ensure the safety of any student, school employee, volunteer, or other person present; to teach a skill; to calm or comfort a student; or to prevent self-injurious behavior
- As reasonably needed to escort a student safely from one area to another
- If used as provided for in a student's IEP or Section 504 Plan or Behavior Intervention Plan
- As reasonably needed to prevent imminent destruction to school property or another person's property

NOTE: Except in the above circumstances, physical restraint of students is prohibited. Physical restraint shall not be considered a reasonable use of force when used solely as a disciplinary consequence.

Mechanical Restraint

Mechanical restraint of students by school personnel is permissible only in the following circumstances:

- When properly used as an assistive technology device included in the student's IEP or Section 504 Plan or Behavior Intervention Plan or as otherwise prescribed for the student by a medical or related service provider
- When using seat belts or other safety restraints to secure students during transportation
- As reasonably needed to obtain possession of a weapon or other dangerous object on a person or within the control of a person
- As reasonably needed for self-defense
- As reasonably needed to ensure the safety of any student, school employee, volunteer, or other person present

NOTE: Except as set forth above, mechanical restraint including the tying, taping, or strapping down of a student is prohibited and shall not be considered a reasonable use of force.

Seclusion

Seclusion of students by school personnel may be used in the following circumstances:

- As reasonably needed to respond to a person in control of a weapon or other dangerous object
- As reasonably needed to maintain order or prevent or break-up a fight
- As reasonably needed for self defense
- As reasonably needed when a student's behavior poses a threat of imminent physical harm to self or others or imminent substantial destruction of school property or another person's property
- When used as specified in the student's IEP, Section 504 Plan or Behavior Intervention Plan AND

- The student is monitored while in seclusion by an adult in close proximity who is able to see and hear the student at all times
- The student is released from seclusion upon cessation of the behaviors that led to the seclusion or as otherwise specified in the student's IEP or Section 504 Plan
- The space to which the student is confined has been approved for such use by the local education agency
- The space is appropriately lighted
- The space is appropriately ventilated and heated or cooled
- The space is free of objects that unreasonably expose the student or others to harm

NOTE: Except in the above circumstances, the use of seclusion is prohibited. Seclusion shall not be considered a reasonable use of force when used solely as a disciplinary consequence.

Isolation

Isolation is permitted as a behavior management technique provided that:

- The space used for isolation is appropriately lighted, ventilated, and heated or cooled.
- The duration of the isolation is reasonable in light of the purpose of the isolation.
- The student is reasonably monitored while in isolation.
- The isolation space is free of objects that unreasonably expose the student or others to harm.

Time Out

Nothing in the above guidelines is intended to prohibit or regulate the use of timeout as a behavior management technique in which a student is separated from other students for a limited period of time in a monitored setting.

Aversive Procedures

Aversive procedures are prohibited. They are defined as a systematic physical or sensory intervention for modifying the behavior of a student with a disability which causes or may reasonably be expected to cause significant physical harm, serious, foreseeable psychological impairment, or obvious repulsion on the part of observers who cannot reconcile extreme procedures with acceptable standard practice.

Notice and Reporting

Notice of these requirements will be provided annually to parents in the School Handbook and to employees in the Employee Handbook.

School personnel shall promptly notify the principal or principal's designee of (1) any use of aversive procedures, (2) any prohibited use of mechanical restraint, (3) any use of physical restraint resulting in observable physical injury to a student, and (4) any prohibited use of seclusion that exceeds ten minutes or the amount of time specified on a student's Behavior Intervention Plan.

A principal or principal's designee with personal knowledge or actual notice of one of the above events shall promptly notify the student's parent or guardian and provide the name of a school employee with whom the parent or guardian can discuss the incident. The school shall provide the parent or guardian with a written report within a reasonable time, but in no event later than 30 days after the incident.

Non-Retaliation

No local board of education or employee of a local board of education shall discharge, threaten, or otherwise retaliate against another employee regarding that employee's compensation, terms, conditions, location, or privileges of employment because the employee made a report alleging a prohibited use of physical restraint, mechanical restraint, aversive procedure or seclusion unless the employee knew or should have known that the report was false.

No Cause of Action

According to NCGS 115C-391.1(k), nothing in the permissible use of seclusion and restraint law shall be construed to (1) create a private cause of action against any local board of education, its agents or employees, or against any institutions of teacher education or their agents or employees, or (2) to create a criminal offense.

VISITORS AND PARENTS

WCPS welcomes parents to our campuses. There are marked visitor parking spaces in front of the main building for parents and visitor parking. During school hours, please check in at the main office upon arrival.

WIRELESS COMMUNICATION DEVICES

WCPS recognizes that cellular phones and other wireless communication devices have become an important tool through which parents communicate with their children. Therefore, in accordance with Policy 4318, students are permitted to possess such devices on school property so long as the devices are not activated, used, displayed or visible during the instructional day or as otherwise directed by school rules or school personnel. Administrators may authorize individual students to use wireless communication devices if deemed necessary. Teachers and administrators may authorize individual students to use the devices for instructional purposes in association with AR 3220 (Bring Your Own Device Initiative) provided that they supervise the students during such use.

Note: The use of wireless communication devices is restricted at any time for bus riders traveling to and from school. Wireless communication devices include, but are not limited to, cellular phones, electronic devices with internet capability, paging devices, two-way radios and similar devices.

Consequences for unauthorized use

School employees may confiscate any wireless communication devices that is visibly turned on, used, displayed or visible in violation of Policy 4318. In the absence of compelling and unusual circumstances, confiscated wireless communication devices may be returned to the student's parent or guardian, or to the student after a documented parent conference or contact. It is the student's responsibility to ensure that his/her cell phone or other wireless communication device is turned off completely and kept out of sight unless use has been authorized by appropriate school staff as described in the guidelines in Section A of this policy.

Violations of this policy will result in consequences consistent with Board Policy 4300, Code of Student Conduct.

Family Engagement

AUTOMATED NOTIFICATION SYSTEM

All parents will automatically receive important announcements on their home phone from Wayne County Public Schools via the InstantConnect notification system. In addition to announcements about school closures and delays, parents will receive attendance calls when their child is absent. Parents can manage their own phone, email, and text message preferences within the PowerSchool Parent Portal [See below section for more information]. Parents are also encouraged to provide their child's school the most up-to-date contact information to receive notifications.

ELECTRONIC FLYER DISTRIBUTIONS

WCPS distributes flyers and other non-school materials electronically through the PeachJar system. Flyers will be able to be accessed via email and through the district website. Parents are encouraged to provide the school the most up-to-date contact information for their child in order to receive flyers and other important information electronically.

POWERSCHOOL PARENT PORTAL

Home Base is the statewide student information system, a web application that can be utilized by parents to stay informed of their child's educational progress. Through the portal, a parent can check on their child's assignments, grades, attendance reports and other pertinent information from any internet-connected computer, 24 hours a day, 7 days a week. Parents can also update their child's contact information. In order to access the PowerSchool Parent Portal, parents must first contact the data manager at their child's school to receive their username and password. Afterwards, parents can sign in to the PowerSchool Parent Portal under the "Parent Resources" tab on the district website.

MOBILE, APP, SOCIAL MEDIA & WEBSITE

Wayne County Public Schools routinely communicates with parents and other stakeholders through electronic communication tools, such as those listed in the inside cover of this handbook. Individual schools and classrooms may use additional tools to communicate with parents, and will communicate that information when applicable.

PUBLICATION & RECOGNITION OF STUDENT WORK

A variety of school and district-level programs, such as honor rolls, honor societies, and citizenship and leadership awards may be implemented to recognize outstanding student achievement. WCPS may publish a variety of student work on school district webpages, in school district publications and communications, on school district social media pages, and in educational displays. Student work and student projects include but are not limited to: stories; blog posts; photographs of student projects, work, or artwork; podcasts; and science or research projects. Prior to publication of student work, parents and/or legal guardians must provide written consent to have their child's individual image, achievements, or student work exhibited/recognized online by their school or the district should complete AR 3440 Consent To Publish Student Work Form and turn it in to their child's school.

SCHOOL VOLUNTEERS

A School Volunteer is any person who offers to perform a service or carry out an activity during the school day or during extended-day, school-related programs without pay or other material compensation. School volunteers make valuable contributions to the learning process and the educational goals of the school district.

Becoming a school volunteer

WCPS parents and family members interested in becoming a school volunteer must complete an online application and adhere to a background check. For more information, and to access the online application form, go to the district website, www.waycountyschools.org and click on the "Community Resources" tab.

Classifications of school volunteers:

General Volunteer — Assist with general office duties; assist with bulletin boards; make general copies; office greeter, answer office phones; assist with school events; chaperone school dances, serve as exam proctor; etc.

Classroom Volunteer — Assist students; assist with small projects in the classrooms; help teacher prepare materials for class; tutoring; review homework assignments; etc.

Field Trip Volunteer — Assist with school-sponsored field trips as a chaperone.

Leave for parent engagement in schools

In accordance with *North Carolina General Statute 95-28.3 Leave for parent involvement in schools*, employers shall grant four hours per year leave to any employee who is a parent, guardian, or person standing in loco parentis of a school-aged child so that the employee may attend or otherwise be involved at that child's school. However, any leave under this section is subject to the following conditions:

1. The leave shall be at a mutually agreed upon time between the employer and the employee.
2. The employer may require an employee to provide the employer with a written request for the leave at least 48 hours before the time desired for the leave.
3. The employer may require that the employee furnish written verification from the child's school that the employee attended or was otherwise involved at that school during the time of the leave.

Disclaimer

Any item in this handbook that conflicts with Board of Education policy shall be superseded by board policy. All Wayne County Board of Education policies are available online at www.waycountyschools.org and can be found by clicking on the Board Policies link under "Student Resources" and "Parent Resources" tabs.

School Directory

WCPS Administrative Offices

2001 E. Royall Ave, Goldsboro, NC 27534
Phone: 919-731-5900

Office Hours:
8:00 AM - 5:00 PM

Charles B. Aycock High (9-12)

5460 U.S. 117, Pikeville, NC 27863
Phone: 919-242-3400

Opening / Dismissing Time:
8:00 AM / 3:00 PM

Principal:
Michael Morgel

Eastern Wayne High (9-12)

1135 New Hope Rd, Goldsboro, NC 27534
Phone: 919-751-7120

Opening / Dismissing Time:
7:50 AM / 3:15 PM

Principal:
John Waters

Edgewood Community Developmental School

1601 Peachtree St, Goldsboro, NC 27530
Phone: 919-731-5970

Opening / Dismissing Time:
8:20 AM / 2:20 PM

Principal:
Kevin Smith, Sr.

Goldsboro High (9-12)

901 E. Beech St, Goldsboro, NC 27530
Phone: 919-731-5930

Opening / Dismissing Time:
9:05 AM / 3:50 PM

Principal:
Ryan Nelson

Rosewood High (9-12)

900 Rosewood Rd, Goldsboro, NC 27530
Phone: 919-705-6050

Opening / Dismissing Time:
7:30 AM / 2:45 PM

Principal:
Kenneth Angel

Southern Wayne High (9-12)

124 Walter Fulcher Rd, Dudley, NC 28333
Phone: 919-705-6060

Opening / Dismissing Time:
8:00 AM / 3:00 PM

Principal:
Karen Rogers T.

Spring Creek High (9-12)

4340 Indian Springs Rd, Seven Springs, NC 28578
Phone: 919-751-7160

Opening / Dismissing Time:
7:30 AM / 2:45 PM

Principal:
Wendy Waters

Wayne Early/Middle College High (9-13)

Wayne Community College Campus
3000 Wayne Memorial Dr., Goldsboro, NC 27534
Phone: 919-739-7070

Opening / Dismissing Time:
10:50 AM / 4:50 PM

Principal:
Freda Allen

Wayne Middle/High Academy (ALT-ED)

801 N. Lionel St, Goldsboro, NC 27530
Phone: 919-580-3609

Opening / Dismissing Time:
8:10 AM / 2:25 PM

Principal//Director of Alternative Learning:
Dr. Theresa Cox

Wayne School of Engineering (6-13)

700 N. Herman St, Goldsboro, NC 27530
Phone: 919-734-0070

Opening / Dismissing Time:
10:30 AM / 4:30 PM

Principal:
Dr. Gary Hales

Wayne School of Technical Arts (6, 9-10)

1520 Goodson Street, Bldg 3660, Goldsboro, NC 27531
Phone: 919-751-7221

Opening / Dismissing Time:
10:10 AM / 4:40 PM

Principal:
Joshua Mallory

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