

# WELCOME TO BEDDINGFIELD HIGH SCHOOL

*“Achievement for all through the pursuit of excellence”*



## ***BEDDINGFIELD ALMA MATER***

*Beddingfield how we revere thee;  
How we lift your praises high;  
You are our dear Alma Mater;  
Your name we will dignify;*

*Blue and gold your colors lovely;  
Pride and honor you instill;  
Sons and daughters now and always;  
Hail to thee dear Beddingfield.*

**4510 Old Stantonsburg Road  
Wilson, North Carolina 27893  
252 399-7880**

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# School Calendar



# 2014-2015 School Calendar

August	
25	First Day of School
September	
1	Holiday
17	Early Release
October	
16	Early Release
24	Teacher Workday
31	Report Cards
November	
11	Holiday
26, 27, 28	Fall Break
December	
19	Early Release
22, 23, 24, 25, 26, 29, 30, 31	Winter Break
January	
1, 2	Winter Break
19	Holiday
22, 23	Teacher Workdays
30	Report Cards
February	
11	Early Release
March	
11	Early Release
30	Teacher Workday
April	
3, 6, 7, 8, 9, 10	Spring Break
14	Report Cards
May	
13	Early Release
25	Holiday
June	
10	Last Day of School/Early Release
13	Graduation
18	Report Cards

AUGUST						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	E	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	E	17
18	19	20	21	22	23	24
25	26	27	28	29	30	RC

NOVEMBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	E	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	RC
30	31					

FEBRUARY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	E	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	E	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	RC	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	E	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	E	11	12	G
14	15	16	17	RC	19	20
21	22	23	24	25	26	27
28	29	30				

LEGEND	
#	No school
E	Early Release
G	Graduation
RC	Report Cards

**Wilson County Schools**  
www.wilsonschoolsnc.net

## Letter from the Principal



*E. J. Beddingfield High School*  
4510 Old Stantonsburg Road  
Wilson, North Carolina 27893  
(252) 399-7880 Fax (252) 399 7850

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August 25, 2014

Dear Students and Parents,

It is with pleasure that we welcome you as a member of the Beddingfield High School community, and we look forward to working in partnership with all of you in the upcoming school year. We know it is essential that educators, parents, and students work together to create a learning environment that is safe, stimulating, and productive for everyone. Toward that end, it is my hope that you will embrace all that Beddingfield High School has to offer both in and out of the classroom in making it a successful and memorable school year.

The information contained in this student/parent handbook is offered as a guide to assist us in maintaining an atmosphere conducive to learning and respect. We encourage students and parents to read and discuss the information together at the start of the school year in order to follow the guidelines to the best of your ability. We also ask that you refer back to it as necessary as the school year unfolds. I welcome your interests in all aspects of our educational program so please do not hesitate to call the school at any time if you have questions and/or concerns. Here's to a challenging and rewarding school year.

Sincerely,

F. T. Franks, Jr.  
Principal

# TELEPHONE DIRECTORY

## NEED HELP?

PHONE (252) 399-7880

FAX (252) 399-7850



### Administration

Mr. F.T. Franks, Principal  
Miss Aiyanna Williams, Assistant Principal  
Mr. Daniel Barnes, Assistant Principal  
Mr. Justin Bruyer, Administrative Intern

### Extension #

3001  
3002  
3003  
3012

### Office Staff

Mrs. Laura McNair, Secretary  
Mrs. Daisy Renfrow, Bookkeeper  
Mrs. Lisa Fowler, Data Manager  
Mrs. Brenda Webb, Front Desk  
Mrs. Debbie Pittman, Attendance

### Extension #

3069  
3008  
3009  
3006  
3010

### Counselors

Mr. Merrill Davis  
Ms. Bettena Adams-Artis  
Mrs. Jeannie Lyndon  
Ms. Jasmine Lee

### Extension #

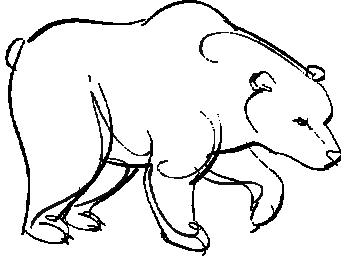
3013  
3014  
3015  
3083

### Other

Athletic Department/Training Room  
Child Care  
Credit Recovery (APEX)  
Driver's Education  
Enrollment  
JROTC  
Cafeteria Manager  
Media Center  
Music Department

### Extension #

3066  
3091  
3003  
3089  
3002  
3049/3054  
3020  
3022  
3043/3087



# **BRUIN NATION**

**ACADEMICS**

**ACADEMIC AWARDS**

**EXPECTATIONS**

**GENERAL INFORMATION**

**SERVICE & ACTIVITIES**

**TRANSPORTATION**

**EMERGENCY INFORMATION**

**PARENTAL CONCERNS &  
STUDENT EXPECTATIONS**



# ACADEMICS

## **SCHEDULE MODIFICATIONS**

Schedule changes are only allowed if one or more of the following scenarios apply:

1. A class is needed for graduation or promotion
2. A class requires a prerequisite that has not been taken
3. A class was previously passed

There are no teacher preference changes for any class. In many cases a parent/guardian will be required to meet with the designated guidance counselor to discuss the need for the class change. A teacher recommendation may be required as well.

## **COURSE SYLLABUS**

From each subject teacher, a student receives a course syllabus outlining the material to be covered, the criteria for grading, the policy on homework, and any other relevant subject requirements.

## **PERFORMANCE EVALUATION**

The student's evaluation is based upon testing, classroom assignments, and participation. Parents are encouraged to study the report card carefully and to schedule conferences with teachers to discuss their student's progress. The grading system used on report cards for the concentrated curriculum is as follows:

A = 93—100

B = 85—92

C = 77—84

D = 70—76

F = below 70

## **PROMOTIONS**

In the high school program, the number of units completed is determined by the pupil's progress. The following units from the Concentrated Curriculum are required:

<b>Promotion To</b>	<b>Units Required</b>
Grade 10	6 + English I
Grade 11	13 + English II
Grade 12	20 + English III
Graduation	28 + English IV

In addition to a minimum unit requirement, there are local requirements and standards for promotion and for individual course credit as approved by the State Board of Education. These shall apply when applicable.

Promotions and graduation requirement of student who transfer into the Wilson County School System are determined on an individual basis by the Superintendent or his designee. The requirements are determined by the units already earned at the time of enrollment and the number of opportunities the student has to earn credits toward the expected year of graduation.

Starting with the 2012-13 academic school year all student who graduate must meet the NC Future-Ready Core graduation requirements. This includes six elective credits, with four in an area of concentration plus four math credits. (See the Graduation Requirements section at the back of the Student Handbook.)

### **REPORT CARD PICK-UPS**

Report Card Pick-ups are done once a semester.

October 30, 2014

Commons Area from 3:00 P.M. until 6:00 P.M.

April 14, 2015

Commons Area from 3:00 P.M. until 6:00 P.M.

### **GRADE POINT AVERAGE (GPA)**

The State of North Carolina now requires all public high schools to utilize standardized transcripts and to calculate the grade point standardized transcripts and to calculate the grade point average and class rank by a standard method. All courses are assigned the same quality point value except those courses designed as honors and advanced placement (AP). Each honors course will receive one additional quality point and each advanced placement course will receive two additional quality points. Grades are weighted as follows:

<b>Grade</b>	<b>Regular Courses</b>	<b>Honors</b>	<b>AP/IB</b>
A	4	5	6
B	3	4	5
C	2	3	4
D	1	2	3
F	0	0	0

## **CALCULATING GPA**

Grade Point Averages (GPA) are often utilized to ascertain eligibility for college or university entrance, class rank, or standing on the honor roll or Principal's list. To calculate a GPA, set up three columns. In the first column, put the course title. In the second column, list the letter grade. In the third column, record the points for that grade according to the Quality Points chart above. Add up the points in the third column and divide by the number of subjects listed. The final number is the GPA. For example:

<b>Subject</b>	<b>Grade</b>	<b>Points</b>
Algebra I	B	3
English I Honors	A	5
Spanish	A	4
Physical Science	C	2
<i>Total</i>	4	14

$$\text{GPA} = 14/4 = 3.500$$

## **END OF COURSE TESTS**

End-of-course tests are administered at the end of a given semester to students who are enrolled in certain courses. These courses are **Algebra I, English II, and Biology**. These are State tests and scored according to State standards at the following achievement levels:

<b>Level</b>	<b>Meets On-Grade Level Proficiency?</b>	<b>Meets College- and Career-Readiness Standard?</b>
<u>Level 5</u> Superior Command	YES	YES
<u>Level 4</u> Solid Command	YES	YES
<u>Level 3</u> Sufficient Command	YES	NO
<u>Level 2</u> Partial Command	NO	NO
<u>Level 1</u> Limited Command	NO	NO

In order for a student to receive credit for one of these courses, he or she must meet three requirements during the same semester:

1. Teacher standards must be met
2. Attendance standard
3. Level 3, 4, or 5 on the EOC test in that subject area

## NC FINAL EXAMS

Students are also required to take North Carolina Final Exams at the end of selected courses. The exam score is calculated as 20% of the student's final grade.

## ZAP

The ZAP program has shown to be an effective way to allow our students the opportunity to receive extra time and assistance with their missing assignments. When a teacher deems it necessary to assign a student to ZAP, the following should happen:

- Students will report **directly** to ZAP at the beginning of their respective lunch period.
  - Students with 1<sup>st</sup> lunch will report to ZAP at the end of 2<sup>nd</sup> period (10:55 bell). Students are considered tardy at 11:00.
  - Students with 2<sup>nd</sup> lunch will report to ZAP at the end of their 3<sup>rd</sup> period (12:25 bell). Students are considered tardy at 12:30.
  - Students may not come to ZAP late.
- Students must remain in ZAP for 15 minutes. After 15 minutes, those students will report to lunch.
- Students who leave early are not given credit for attending ZAP.

Math ZAP will be held in room 109 with Mrs. Winstead.

Reading/Science/Social Studies ZAP will be held in room 201 with Mrs. Organ. (1<sup>st</sup> semester only, 2<sup>nd</sup> semester is TBA)

Once a student attends ZAP, Mrs. Winstead and Mrs. Organ will share the list of attendees so that teachers may cross-check and report any no-shows to Mr. Barnes.

- If a student has been assigned to ZAP and does not report, they will be assigned 1 day of ASD.

## **ACADEMIC HONESTY POLICY**

In an increasingly technological age, schools must establish an atmosphere of mutual trust and accountability. Teachers should instruct and model the expectations for academic honesty and integrity.

We expect students to know and practice integrity in all academic pursuits. Listed below are examples of academic dishonesty, malpractice.

### **Malpractice:**

1. ***Plagiarism***—submitting the work of others in part or in whole as one’s own without giving credit to the author.
2. ***Cheating***—using any unauthorized source of information during an assessment: test, project, homework, presentations, etc. Examples Include, but are not limited to
  - a. Talking during an assessment
  - b. Giving answers/information about what’s on an assessment to those in the next testing session
  - c. Allowing others to copy answers/information on assessments
  - d. Copying another’s work on assessments
  - e. Using electronic devices to give/receive information during or about assessments
3. ***Stealing***—tampering, theft, or distribution of testing or instructional materials

### **Consequences:**

Academic dishonesty may result in a “zero” on the assessment and the student’s parents are notified. Additionally, a student may receive discipline referral to the administration for the appropriate level of infraction.

I have read the Academic Honesty Policy and understand the consequences if the policy is violated during the semester.

Student Signature: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# ACADEMIC AWARDS

## **CLASS RANK**

Class rank is determined by comparing one student's academic performance with the performance of all other students at the same grade level. Parents should help students review the academic course levels and carefully select the course most appropriate for the student.

## **SCHOLASTIC RECOGNITION**

Scholarship is recognized at the close of each grading period through the following accolades and the Renaissance Program.

### ***Principal's List***

Comprised of students who receive all A's each 9 weeks.

### ***Honor Roll***

The honor roll is calculated based upon GPA's as follows:

A Honor Roll—minimum of 4.0 GPA

B Honor Roll—minimum of 3.5 GPA

### ***Bruin-on-a-Roll***

This honor is based on teacher recommendation of students who have exemplified improvement or achievement in various areas of campus life.

### ***National Honor Society***

Membership in the National Honor Society is an honor bestowed upon students in the eleventh and twelfth grades who have accumulated a grade point average of at least 3.5. In addition to outstanding scholarship, potential candidates must demonstrate qualities of service, leadership, community service and character. All of these qualities are of equal importance in obtaining membership. Students do not apply but are selected by a faculty council.

### ***Awards***

Awards ceremonies are held at the end of the school year to honor scholastic excellence, other student awards and senior scholarships and awards.



### ***Scholarships***

Recognition for seniors receiving scholarships is handled as follows:

1. A representative from the scholarship/award being given must be present for the senior to receive recognition by walking across the stage.
2. For those scholarships/awards where there is no representative from the organization present during the ceremony, the Principal or his/her designee may announce these at the end of the ceremony.
3. Seniors are required to inform the counseling staff of any awards or scholarships they receive.

### ***Valedictorian and Salutatorian***

The selection of the valedictorian and salutatorian is conducted in accordance with Wilson County School's policy.

### ***Marshals***

Being named a Marshall is an honor bestowed on only a small percentage of the junior class. Marshals are recognized and have formal duties at Awards Ceremony and Graduation. The requirements are as follows:

1. The top ranked juniors with a minimum GPA of 3.5 at the end of the fifth six weeks are selected.
2. If there is more than one student with the same GPA at the number twelve position, all students tied for twelfth are included.



# EXPECTATIONS

## ATTENDANCE

Attendance in school is central to educational achievement and school success. Attendance and participation in class form an integral part of the teaching-learning process and thereby may be part of the grade earned. In addition, regular attendance in school develops patterns of behavior essential to success later in life, both personally and professionally. While there are times when students must be absent from school due to physical inability to attend, it must be understood that parents or legal guardians have the responsibility for ensuring that students attend and remain in school daily.

All classroom activities are important and difficult if not impossible to replace if missed. Only the following school-related activities shall not be counted as absences from either class or school.

- a) Field trips sponsored by the school.
- b) School-initiated and scheduled activities
- c) Athletic events requiring early dismissal from school.
- d) Serving as a legislative or governor's page.
- e) In-school suspension

It is the intention of the Board of Education that classes missed for such reasons be kept to an absolute minimum through close scrutiny and monitoring by the Principal. All students who will be absent from class due to their participation in a school sponsored activity (including athletics) must turn in any assigned work either prior to leaving school on the day it is due or a day early, unless excused by their subject teacher. Students may receive a zero for any work not turned in on time. Assignments missed for these reasons shall be completed by students, and are due on the day the student returns to class, unless granted additional time by the classroom teacher.

- Any student absent from class for any reason must make up the work missed or receive a zero. Students must contact the teacher within five (5) days to start making up work missed while absent.
- Students in Grades 9-12 must be present in class for a minimum of 90% of all school days for a semester course. Students in Grades 9-12 must be present in class for a minimum of 90% of all school days for a year-long course.

If the minimum attendance requirement is not satisfied, the student will not receive credit for the course, and no numerical grade shall be recorded for the course or applied toward the student's grade point average.



- Students in grades 9-12 may make up a maximum of five(5) absences per semester course, and a maximum of ten (10) absences per yearlong course. Absences may be made up during non-instructional time on an hour for hour basis. Make-up time must begin no later than five (5) days after returning to the school following the absences, and must be completed within the grading period in which the absence occurred unless an exception is approved by the Principal.

*\*According to Wilson County Board Policy, a student must be present seventy-five (75) minutes in a high school class for attendance credit.*

State school law requires that every person having charge or control of a child between the ages of seven (7) and sixteen (16) shall cause the child to attend school continuously for a period of time equal to the time the public school, in which the child is assigned, shall be in session. The Principal or Superintendent shall have the authority to excuse a child temporarily from attendance because of sickness or other unavoidable cause, which does not constitute an unlawful absence. Only the following may be classified as Lawful absences as defined in Wilson County Board Policy 6101.0:

1. Illness or injury
2. Quarantine
3. Death in the immediate family
4. Medical or dental appointments
5. Court or administrative proceedings
6. Religious Observance
7. Educational Opportunity

The following does not constitute lawful absences or tardies:

1. Car trouble
2. Oversleeping
3. Work (outside of school)

If students must be out of school due to church-related activities, scouts, and other community activities, the adult leader of the activity will contact the Principal five (5) days in advance and provide information on the activity including the time of departure and any other pertinent information. The school will then complete the appropriate early dismissal form.

Students who are absent ten (10) consecutive days will be withdrawn from school and must re-enroll before being re-admitted to classes. The school and/or school social worker will contact students falling into this category, who are under sixteen (16).

## **LEARNING LAB PROCEDURES**

The after-school Learning Lab is an option that allows students to make up class time missed. Learning Lab will be offered on the last 5 Saturdays of each semester.

A student may make up any time missed from school by attending the Learning Lab, regardless of whether the absence was excused, unexcused, or resulted from out-of-school suspension. The student is responsible for reporting promptly to the supervisors at the designated time and for having academic work to do during the session. Anyone who misses part of a session or reports late will not receive credit.

Absences may not be made up during an exam period. Absences may not be made up after the semester is ended. Absences incurred during the first semester must be made up before the end of the first semester unless approved by the Principal.

Any student who has more than eight (8) absences (excused or unexcused) must attend Learning Lab in order to receive credit for the course. Notes for excused absences will not be considered until Learning Lab requirements have been met.

## **CLASSROOM BEHAVIOR**

Students will...

- be in the appropriate area of the room before the tardy bell rings.
- come to class prepared with all necessary supplies and assignments.
- show respect, regard, and consideration for themselves and others.
- refrain from disrupting the learning environment.
- actively participate in the lesson.
- refrain from hitting, inappropriately touching, or throwing items.
- refrain from using profanity, vulgarity, or teasing.
- not cheat on any assignments.
- follow all directions.

## **LEAVING CAMPUS/CHECKING OUT**

After boarding the bus or arriving on campus, a student is considered the responsibility of the school system and is not allowed to leave without checking out in the school office.

Checking out is only allowed for the following:

\*illness, \*family emergency, or \*doctor's appointment.

Students are urged to stay in school all day. Doctor or other appointments should be scheduled outside of school hours or on school holidays whenever possible. If a child needs to be dismissed early, he or she must bring a note to the Attendance Counselor before the school day begins. This note needs to include the reason for

requesting early release, the parent's signature, and a phone number where that parent can be reached for verification. Students should bring a doctor's note when returning to school.

Before leaving school, students must sign out with the main office. Only parents or legal guardians may pick up students. Students, those who drive as well as those being picked up, must show a checkout slip to the parking attendant in order to be allowed to leave campus. Failure to follow school procedures for signing out of school will result in disciplinary action and possible suspension.

### **HALL PASSES**

No student shall be in the hall during regular class time without a hall pass issued by the teacher in charge of the student during that time. This policy includes trips to the restroom, library, and/or office, as well as, to any place other than the room to which the student has been assigned. Passage shall be by the shortest and quickest route possible without stopovers at other points or bothering other classes in session. Only the standard, office-approved hall pass will be acceptable. Hall passes shall be issued only as needed and must be turned in at the point of destination or returned to the teacher who originated the note.

### **CAFETERIA**

The participation and cooperation of all students will help in determining the type of service offered to students. Students are expected to cooperate with cafeteria workers by helping to keep the cafeteria as clean and pleasant as possible. The lunchroom manager and staff want to serve you and they solicit your support for improving the cafeteria program.

1. Students should report directly to the cafeteria, courtyard, or commons area during the lunch period. Students must have a hall pass to be in the halls during lunch, and students are not allowed outside the designated lunch area with the permission of an administrator. Students will not be allowed to remain unsupervised in classrooms.
2. All trays and eating utensils should be removed from the table and placed in appropriate receptacles.
3. Commercial foods should not be brought into the cafeteria.
4. Students may purchase lunches by the day or by the week directly from the cafeteria.
5. No food is to be removed from the cafeteria unless approved by administration.
6. The throwing of food, napkins, utensils, etc. is prohibited.
7. Students who are not in the cafeteria, commons area, or the courtyard five (5) minutes after the bell rings will be considered out of place.

8. Students are not to leave the designated areas during lunch without the permission of an administrator.
9. Any food and drinks brought to school must be kept in a locker or book bag until lunch. Glass containers are not allowed for safety reasons.
10. Drinks or food are not allowed in the classrooms or hallways.
11. You will be asked to dispose of any drinks or food seen in any of the non-permitted locations. Failure to comply with this directive will result in disciplinary action for insubordination.
12. Neither Beddingfield, nor any other Wilson County School, has open lunch. Students are expected to remain on campus for lunch.

<p style="text-align: center;"><b>Lunch Prices for <u>2014-2015</u></b></p> <p><b>Paid Breakfast \$1.25 Per Week—\$6.25</b></p> <p><b>Reduced Breakfast—.30 Per Week—\$1.50</b></p> <p><b>Paid Lunch \$2.50 (6—12) Per Week—\$12.50</b></p> <p><b>Reduced Lunch—.40 Per Week \$2.00</b></p>
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## **BEDDINGFIELD CAFETERIA**

The mission of the Child Nutrition staff is to courteously serve well prepared, nutritious meals to enhance the health of the student body.

*Cynthia Farr, Cafeteria Manager*, and her staff take pride in preparing quality meals for students to give them energy to meet the demands of a busy school day. Have your teenager join *Mrs. Farr* and her staff in the morning. Studies have shown that students who eat a balanced breakfast perform better on tests and have fewer behavioral problems which are sometimes linked with hunger. At lunch, we offer a choice of entrees served with bread, a variety of fruits and vegetables, and flavored milks that are available low-fat and skim. If you have questions or concerns about your teenager's meals at school, please contact *Mrs. Farr*.

# **GENERAL INFORMATION**

## **SCHOOL CAMPUS**

Students should not arrive on Beddingfield campus before 7:00 a.m. unless there is a special project or reason to be on campus. When students arrive on campus, they are expected to immediately leave their vehicles and report to the building. Students who ride the bus or who are transported to school by their parents are not to be in the student parking lot before school. They should report to the building and prepare to go to class.

The school day is concluded at 2:30 p.m. for students. Unless students have a special reason or project on which they are working, they are expected to clear campus as soon as possible. Students will not be allowed to wait for extended periods of time for transportation. All students have access to the school buses and are welcome to make use of this service. All students, unless supervised in an activity, should be off campus by 3:00 p.m.

## **SCHOOL CAMPUS AFTER HOURS**

Students are to leave the school campus immediately after school is dismissed. They should stay off campus unless they are to participate in school-sponsored events.

## **VANDALISM/PROPERTY DAMAGE**

Beddingfield High School is your school. Students are expected to have respect for school property and to take good care of books, desks, and other furniture and equipment. Students who destroy or vandalize school or personal property will be required to pay for losses or damages. If students willfully destroy school property, suspension may be necessary. If you accidentally damage something, report it to a teacher or the office immediately.

## **STUDENT RELATIONSHIPS**

Students should not engage in overly familiar actions, such as embracing (hugging), kissing, holding hands, or other activities that involve body contact.

## **DRIVER'S EDUCATION**

Driver's Education classes are held throughout the year. Class work must be taken before "behind the wheel" training begins. In order to be eligible and to keep a driver's permit, a student must be fifteen (15) years of age or older, be enrolled in school, have passed at least three (3) out of four (4) classes the previous semester and must not be suspended for enumerated student conduct.

## **CHANGE OF ADDRESS/PHONE #**

Students who move or whose address is otherwise changed *must* notify the office of the change for modification of records. Telephone numbers *must* be updated as often as they change also.

## **WITHDRAWAL OF STUDENTS**

The school should be notified at least two days in advance of a student's impending withdrawal. The student will receive a withdrawal form and instructions from the office. All textbooks, library books, lunch payments, and fines must be cleared before the student secures a transfer record to another school. Transcripts will not be mailed and information will not be given to employers (in future years) until you have checked out properly. The procedure for withdrawal is as follows:

1. Consult a school counselor and secure a withdrawal form.
2. Have each teacher sign the withdrawal sheet and turn in all books.
3. Return all library books to the media center and pay any overdue fees. The librarian must sign the withdrawal form.
4. Be sure that all financial obligations to the school are satisfied.
5. Turn in the parking decal to the parking lot attendant who will sign the form.
6. Have your legal guardian or parent sign the approval of withdrawal.
7. Leave the withdrawal form with the school counselor.

## **LOCKERS**

Your locker should be used to store your books, paper, etc. You must purchase a lock from Beddingfield to use on your locker. The lock is considered your personal property and should be taken home at the end of the school year. If the lock is not retrieved at the end of the school year, it becomes property of the school. Students will be expected to pay for damages to their lockers. Additionally, we will have periodic locker clean outs. Lockers are subject to inspection at any time. You must use only your locker as you are responsible for everything in it. No sharing of lockers is allowed.

## **MONEY AND OTHER VALUABLES**

Students are not to bring large amounts of money, expensive jewelry, cameras, electronic equipment, etc. to school. Students are responsible for personal items left in book bags, lockers, desks, library carrels, PE lockers, commons area, and the cafeteria. Beddingfield High School will not be responsible for lost or stolen items.

## **LOST AND FOUND**

Articles that have been found should be taken to the office. Lost articles can be claimed by proper identification. It is a good idea to clearly mark items with the owner's name so they can be returned without delay.

## **SCHOOL PARTIES**

All school parties must be held outside of school time. No parties will be allowed during the school day.

# SERVICES & ACTIVITIES

## COUNSELING SERVICES

The Counseling Department of Beddingfield High School exists to help students, parents, and teachers. It is important that students become aware of services available so that they can take advantage of all the services offered by the Counseling Department. Counselors are available to assist and advise each student about personal problems, academic problems, course selection, college choices, scholarships, and career choices. So that the student body can be better served, each student at Beddingfield High School will have the opportunity for a one-one-session with a counselor at least once per semester. The Counseling Office is open from 7:00 a.m. until 3:30 p.m. Appointments will not be scheduled that interfere with class time. If you wish to schedule an appointment with your counselor, stop by the Counseling center before or after school or during lunch. Although each student is initially assigned a counselor, feel free to seek help, support, and guidance from any counselor available.

## COLLEGE VISITS

College visits must be cleared and prearranged through the Counseling Department and must be approved by the Principal. Seniors will be allowed two excused absence per school year to attend college sponsored programs. A letter from a parent or guardian must be presented prior to the visit and a letter from the institution should be presented upon return.

## CLASS OFFICERS

Class officers are elected to provide leadership to the class throughout the school year. Students are encouraged to participate in these elections and to select the student best qualified for the office. The following officers for each class will be elected:

**President, Vice President, Secretary, Treasurer, and Reporter**

Class officers must possess at 2.8 or better grade point average.

## LIBRARY MEDIA CENTER

The Media Center contains research and recreational materials, including books, paperbacks, magazines, as well as visual, electronic, and audio equipment. There are usually 10 desktop computers in the main area for individuals to use and one computer lab for teachers to reserve for their classes. The School Library Media Coordinator is available to work with students doing research and class assignments or to provide assistance for special interests and/or leisure reading.

Students may come in without hall passes before and after school. Students must present hall passes and student IDs in order to be admitted to the Media Center during



the four periods of the school day, including lunch breaks. At lunch, students must pick up a pass in the office to be admitted to the hallway to reach the library media center. Students are expected to conduct themselves as good citizens when in the Library Media Center and to follow all school rules. The overdue fines are as follows:

Regular collection	\$.05 per book
Overnight loans	\$.25 per book
Periodicals	\$.10 per book
Long Term Overdue	\$1.00 per year to cover the costs of sending out overdue notices for fines owed for more than 1 school year

The maximum fine is \$5.00 per item per school year. Overdue fines are calculated by counting only school days between the date the item was due and the date it was returned. Lost items must be paid for at replacement costs plus the overdue fine. If an item is found during the current school year, a refund is given less the accumulated fine.

A student must be in good standing (owe no fines) with the LMC to receive their student ID at the beginning of the year. Replacement IDs cost \$2.00 Students must also be in good standing to receive a Chromebook each year that they are distributed.

### **CLUBS AND SPECIAL INTEREST**

Student activities are the other half of the educational experience. Students should become involved in the total educational experience. Employers and post-secondary programs believe, as do we in Bruin Country, activities are essential to a well-rounded individual. Here are some of the activities that are available:

Student Government Association (SGA)	Bruinettes
Future Farmers of America (FFA)	Spanish
American Field Service (AFS)	Chorus
Future Business Leaders of America (FBLA)	Band
Jr. Reserve Officers' Training Corps (JROTC)	Athletics
National Honor Society (NHS)	Yearbook
National Technical Honor Society (NTHS)	And Many More to Come...
Fellowship of Christian Athletes (FCA)	

## **ATHLETICS**

According to the North Carolina High School Athletic Association (NCHSAA), for a student to be eligible for athletic participation, he or she must have passed a minimum of three courses during the preceding semester, passed the English he or she was enrolled in for the year, have the correct number of credits to be promoted, and been in attendance for at least 85% of the preceding semester.

The following athletic programs are currently offered at Beddingfield:

	<b>BOYS</b>		<b>GIRLS</b>		
Fall	Football(V&JV)	Soccer	Volleyball		Cheerleading(V&JV)
	Cross Country		Golf	Tennis	Cross Country
Winter	Basketball(V&JV)	Wrestling	Basketball (V&JV)		Cheerleading(V&JV)
	Swimming		Swimming		
Spring	Baseball (V&JV)	Tennis	Softball		Soccer
	Track	Golf	Track		

# TRANSPORTATION

## **BUS TRANSPORTATION**

School bus transportation is a privilege that may be withdrawn for inappropriate behavior. A student is to ride the bus to which he or she is assigned. Any emergency request to ride a bus or a different bus must be requested in writing by the parent or guardian and submitted to the office. Students will be allowed to get off of buses only at school, home, or locations that are in route as requested in writing by the parents.

According to State law, the school bus driver is authorized by the Principal to supervise the students who ride the bus to and from school. As a result, the bus driver is in complete charge of the bus and its occupants at all times. Students riding the bus must comply with the request of the driver.

## **BUS DISCIPLINE**

Students with bus violations will face the following disciplinary action:

1 <sup>st</sup> Offense	Warning
2 <sup>nd</sup> Offense	3 day bus suspension
3 <sup>rd</sup> Offense	5-10 day bus suspension
4 <sup>th</sup> Offense	Bus suspension for remainder of school year

***\*Fighting on school bus will result in an automatic suspension from school.***

***\*\*Administration reserves the right to further disciplinary action for more serious offenses.***

## **CAR TRANSPORTATION**

The State of North Carolina provides transportation for all students attending Beddingfield High School. It is a privilege for students to drive their cars on campus, therefore, these students must adhere to the following regulations or be restricted from driving.

1. Each student planning to park a car on school grounds must register the car with the parking attendant and pay a fee of \$50 per school year to receive a decal from Mrs. Renfrow in the front office. Students who purchase a pass for first or second semester only must pay \$30.
2. If a student pays for a permit for the year and withdraws from school at or before the end of the first semester, a \$25 refund will be given.
3. Students may not sell, sub-lease, or give their assigned parking decal/space to other students. Transferring a decal from one vehicle to another owned by

- the same individual (family) is permissible. Any special circumstance should be handled by school administration.
4. No student parking is allowed in the school bus parking lot, faculty lots, visitor spaces, grass or other undesignated areas.
  5. The safe operation of motor vehicles is required. **Vehicles must not travel in excess of 5 miles per hour on campus.** All traffic laws apply. Seat belts are required for driver and ALL passengers. No squealing of tires, reckless driving, racing motors, improper use of brakes, loud music, hanging out windows, driving on grass or blowing horns for non-safety reasons is permitted, as this will result in loss of driving privileges.
  6. There will be no loitering in parking lots in the morning or afternoon. All students must leave the parking lots immediately upon parking the vehicle. Loitering is defined as taking any more time than is necessary to park the car, pick up books, lock the car, and walk through the parking lot. If it is not obvious to an observer that a student is in the process of going immediately into the building, it will be considered “loitering” and will be subject to disciplinary action. Since this a judgment matter on the part of the school official on duty, students should not leave room for doubt.
  7. If a parking decal is lost, the student’s driving privilege will be revoked until he or she secures another decal for a fee of \$10.00.
  8. Once a student enters campus he or she is not allowed to leave without following the procedure for checking out of school. All students should park and then immediately enter the building. Students are urged to lock their cars before leaving them.
  9. Once a student enters the building, he or she may not return to the parking lot during the school day.
  10. Students may not use their vehicles to illegally take themselves or other students off campus. Violations will result in disciplinary action.
  11. As a condition of being allowed to park on school grounds, the student and the student’s parent(s) or guardian(s) hereby must agree to allow school officials to search any vehicle at any time. This includes the trunk and glove compartment areas of the vehicle whether or not it is the vehicle to which the parking permit specifically applies. The school official will search the vehicle if he or she has reasonable suspicion to believe that the student has drugs, weapon(s), alcohol or any prohibited substance as defined in the Alcohol and Drug Policy of the Wilson County Board of Education.
  12. Students who drive to school must comply with the directives of the parking lot attendant, administrators, or other staff members.

## **PARKING VIOLATIONS**

Parking lot infractions will result in loss of parking privileges for 3-10 days. Severe or chronic violations may result in more serious penalty.

According to North Carolina State Law, any motor vehicle parked in a parking lot on school grounds in violation of the rules and regulations adopted may be removed from the grounds to a place of storage and the registered owner of such vehicle shall become liable for removal and storage charges.

## **ACADEMIC PRIVILEGE AND DRIVING**

The State of North Carolina has placed requirements on high school students to motivate them to achieve academically. This motivation is in the form of State law, which requires that every high school student must pass at least three units in the previous semester in order to retain their license to drive in the State of North Carolina.

Student grades are reported each semester to the State of North Carolina. If a student loses his or her license, they are NOT eligible to get their license back until they have demonstrated adequate academic progress at their school. This will consist of passing 3 of 4 courses in their present semester and 3 of 4 courses the next semester. Loss of license for academic reasons will mean at least 2 semesters without driving privileges.

# **EMERGENCY INFORMATION**

## **FIRE DRILLS**

In case of a fire emergency, the signal to evacuate the building will be an on-off sounding of the emergency alarm. There will be an evacuation plan posted in each classroom. Each teacher will instruct you regarding specific procedures. During fire drills, each student will remain with the teacher. Failure to do so will result in disciplinary action being taken. When the bell sounds to re-enter the building, students should move quickly and quietly back to their classrooms.

## **TORNADO DRILLS**

In case of a tornado emergency, notification will be made by the school public address system. Everyone will go to his/her assigned area in the corridor or along the inside wall. There will be a tornado plan posted in each classroom. When students are asked to assume the “tornado position,” they are to do the following:

1. Sit on the floor facing the wall.
2. Remain quiet until “all clear” is sounded.
3. Then move quickly and quietly back to the classroom.

## **ILLNESS / INJURY AT SCHOOL**

If a student is injured or becomes ill at school, he or she is to report to his or her teacher and secure a pass to come to the main office. If necessary, the office staff will try to contact his or her parent. All students who are injured or become ill must check out through the main office before leaving school. Telephone information is essential. An accident/injury form must be completed at the time of the injury. If injury happens in the classroom, the classroom teacher must contact the parent immediately.

## **IMMUNIZATION CERTIFICATE**

North Carolina law requires all students enrolled in a North Carolina school to have an immunization record on file. This form can be secured from the Wilson County Health Department or from the child’s personal physician. A new student may be enrolled temporarily for 30 days. A certificate must be presented by the 30<sup>th</sup> day of school or the student will be withdrawn from school as required by North Carolina law.

## **MEDICATION**

Students needing doctor prescribed medication while at school must have a statement of permission signed by the parent or guardian. A labeled bottle with the student’s name and dosage is required and should be left in the front office.

## **SCHOOL INSURANCE**

Parents have the opportunity to purchase school accident insurance for their children. School-time and twenty-four hour coverage will be available. An information sheet explaining the program is available in the office.

# **PARENTAL CONCERNS and STUDENT EXPECTATIONS**

## **INVOLVEMENT**

In order for BHS to be effective it is necessary for parents to cooperate and become involved. Parents must be familiar with the building policies and procedures. Parents are encouraged to become active in parent-teacher conferences, PTO, booster clubs, and curricular and co-curricular activities.

## **INTERNATIONAL BACCALAUREATE DIPLOMA PROGRAMME**

The International Baccalaureate (IB) Diploma Programme, which began in 2001-2002 school year, is a rigorous pre-university course of studies, leading to examinations that meet the needs of highly motivated secondary school students between the ages of 16 and 19 years. Designed as a comprehensive two-year curriculum that allows its graduates to fulfill requirements of various national education systems, the diploma model is based on the pattern of no single country but incorporates the best elements of several.

## **CONFERENCES**

Parents are welcomed and encouraged to come to school to talk with your teachers. Appointments must be made to coincide with the teacher's schedule. Conferences may be scheduled through the guidance department at 399-7880.

Parents are to schedule conferences in advance at times convenient for both teachers and themselves. Conferences will be scheduled at such times that they do not interrupt or interfere with a teacher's classes.

## **VISITORS**

All visitors to the Beddingfield High School campus must check in at the office and obtain a visitor's pass, which they are to wear throughout their visit. Visitors will not be permitted to loiter on school campus or in school buildings. Unauthorized visitors on campus or in the building will be considered trespassing and may be arrested. Students are not permitted to have visitors during the school day.

## **BEHAVIOR**

It is essential that students get along with people and conform to established rules and regulations. In order to establish this desirable educational climate, it is necessary to have an atmosphere that is safe, orderly, and disciplined. The purpose of discipline is to maintain an environment that is conducive to learning for all students.



## **PERIOD DETENTION**

Period Detention may be used by teachers to remove students from class for minor disciplinary infractions (excessive talking, sleeping, etc.) for that period only. When a student accumulates multiple period detentions, he/she will receive an office referral and be seen by an administrator. Students sent to period detention must report. Failure to report will constitute a failure to follow a lawful directive and appropriate action will be taken and could result in an Out-of-School suspension.

## **AFTER SCHOOL DETENTION**

After School Detention (ASD) will be held daily (except early release days), from 2:40—4:10. Students assigned to ASD must report on time and remain until dismissed to receive credit. Failure to report to assigned ASD will result in further, harsher disciplinary consequences.

## Student Conduct and Discipline (Code 6400)

For a school to meet the needs of its students, there must be an environment conducive to serious study and respect for oneself, other people, and property. The purpose of this code is to provide in a single document those policies relating to the conduct of students in the Wilson County Public Schools judged to be necessary for the safe and effective operation of the schools.

To implement this policy, definitions, procedures, regulations and a Code of Student Conduct are established in policies 6400 through 6602 of the Board Policy Manual. A copy of these policies and the procedures shall be published and made available at the beginning of each school year to each student and his/her parent/guardian.

All students shall comply with all rules and regulations governing behavior and conduct. This Code of Student Conduct shall apply to:

- (1) Any student in any school building or on any school premises before, during or after school hours;
- (2) Any student on any bus or other vehicle on which the student is being transported as part of any school activity as well as at any bus stop;
- (3) Any student during any school function, activity or event;
- (4) Any student at any time when he is subject to the authority of school personnel; or
- (5) Any student whose conduct 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.

Students shall be informed by local school rules or local school authorities of any infractions not listed in this Code of Conduct that may result in short-term or long-term suspension or expulsion. During the period that a student is suspended, he or she is prohibited from entering the grounds of any Wilson County Public School and from attending any school-related functions without express permission of his school principal. During any expulsion, the expelled student is not considered a student of the Wilson County Public Schools.

When a school official learns or reasonably believes that any student has violated any Board or school policy, rule or regulation that may also be a criminal violation of the laws of the United States or the State of North Carolina, he shall determine whether it is necessary or appropriate to report such violation to the proper law enforcement agency pursuant to Board Policy 6602. In such cases, school officials shall cooperate fully with the law enforcement agency; however, internal disciplinary proceedings shall proceed independently from any criminal investigation and prosecution.

***Students and Parents should be aware of the complete policy, which can be found on the WCS webpage ([www.wilsonschoolsnc.net](http://www.wilsonschoolsnc.net)), under the Board of Education.***

# Wilson Co. Schools' Behavior Plan (Disciplinary Consequences)



## Wilson County Schools Behavior Plan

<b>Teacher Directed</b>	<b>SUGGESTED INTERVENTIONS</b>
<p><b>Level I:</b> <b>Misconduct</b> Classroom misconduct Lack of integrity Disruption Inappropriate peer relations Internet/computer misuse Unexcused tardies Unauthorized of electronic devices</p> <p style="text-align: center;"><i>Serious or repeated violations may be treated as Level II, III, or IV infractions</i></p>	<p><b>School Support:</b> CHAMPs and PBIS Strategies School Intervention Plan Preparing All Students for Success (PALS) Personal Education Plan (PEP) Behavior Plan/Contract Functional Behavior Assessment Behavioral Intervention Buddy teams Mentor Partner with high school organization Peer buddy Peer mediation Self-reflection plan Support groups Visual cues Modified schedule Modified student day Wrap Around Support</p> <p><b>District Support:</b> Student assistance team Student intervention specialist School counselor School psychologist Behavioral specialist Social worker SRO</p> <p><b>Parent Support:</b> Parent contact Parent contract Parent shadowing Parent academy Parent training resources Referral community</p> <p><b>Community Support:</b> Linking/Referring Agencies OIC Juvenile Justice Department of Social Services Teen Court Behavioral health agencies Civic organizations Faith-based organizations Mentors Social Workers SROs Support Groups</p>
<p style="text-align: center;"><b>Administrative</b></p> <p><b>Level II:</b> <b>Misconduct</b> Hazing Major disruptions Verbal abuse/disrespect Protests/boycotts Inappropriate dress code Fighting Lack of integrity Gambling Inappropriate peer relations Bus misconduct Theft Insubordination Trespassing Disruptive or obscene literature/illustrations Damage to property Skipping class/school Use of tobacco products</p> <p style="text-align: center;"><i>Serious or repeated violations may be treated as Level II, III, or IV infractions</i></p>	
<p style="text-align: center;"><b>Administrative</b></p> <p><b>Level III:</b> <b>Misconduct</b> Harassment/intimidation/bullying Insubordination Threats Assault on another student Assault on a school employee Possession of weapon other than firearm Possession of drugs or alcohol Fireworks/ammunition Fire alarms</p> <p style="text-align: center;"><i>Serious or repeated violations may be treated as Level II, III, or IV infractions</i></p>	
<p style="text-align: center;"><b>Administrative</b></p> <p><b>Level IV:</b> <b>Misconduct</b> Possession or use of firearm Destructive device Arson Assault on another student Assault on a school employee Bomb threat Use of weapons Distribution of drugs/alcohol</p> <p style="text-align: center;"><i>Serious or repeated violations may be treated as Level II, III, or IV infractions</i></p>	

## **STUDENT DRESS AND APPEARANCE (6401)**

The Wilson County Board of Education respects a student's right to choose his or her style of dress or appearance. However, students are expected to adhere to standards of cleanliness and dress that are compatible with the requirement of a good school environment. If a student's dress or lack of cleanliness is such that it constitutes a threat to health or safety, the principal or principal's designee may require the student and student's parent or guardian to take appropriate action to remedy the situation. In addition, if a student's dress or appearance is so unusual, inappropriate or lacking in cleanliness that it clearly disrupts class or learning activities, the student may be required to change his or her dress or appearance. Student violations of this policy shall be handled by the principal or principal's designee. Violation of this policy shall be a Level One violation of Policy 6400 and the penalty shall be the same as any other Level One violation.

## **STUDENT DRESS, APPEARANCE**

Principals will maintain guidelines to assist students in determining appropriate dress and appearance for school, copies of which will be made available to parents and students. Items listed below shall be included in all school guidelines and shall apply to all students. Reasonable accommodations will be made by the school principal or principal's designee for those students who, because of a sincerely held religious belief, cultural heritage or medical reason, request a waiver of a particular guideline for dress or appearance. The superintendent shall establish appropriate procedures and regulations for requests and disposition of waiver requests. Accommodations shall be made by the principal to accommodate students involved in special duties, vocational classes and projects, special events or other activities that would allow for nonconforming dress on a school campus.

- Clothing and appearance must be age appropriate, not disruptive to the teaching- learning process and cannot be provocative, indecent, vulgar or obscene.
- Hats, sweatbands, bandannas or sunglasses will not be worn inside the school buildings.
- Shorts must be of adequate length to reach the ends of one's fingertips when the student is standing and the arms are by one's sides.
- Skirts and dresses must be no higher than three (3) inches above the top of the knee.
- Clothing will not be allowed which promotes alcoholic beverages, tobacco or the use of controlled substances, depicts violence, profanity, vulgarity or obscenity, is of a sexual nature or is of a disruptive nature.
- Shirts and blouses must cover the waist and midriff and go past the waistline. Tank tops or spaghetti strap tops may not be worn as an outer garment.

- Footwear is required. Bedroom shoes are not allowed. Students in laboratory or shop environments must wear closed-toe shoes. Students in physical education classes must wear athletic shoes. Shoes that have laces must be laced and tied.
- Clothing is not to be sheer or mesh and cannot have excessive holes.
- Undergarments are not to be visible.
- Clothing must be worn appropriately (nothing inside-out or backwards, no rolled-up pant legs or unfastened bibbed overalls, no sagging pants, belts must be buckled and worn at the waistline, etc.).
- Clothing will not be allowed that is intentionally shredded or torn.
- Tight clothing such as knit or spandex bicycle/biker pants or overly tight pants is not allowed.
- Students shall not wear clothing articles with the intent to convey membership or affiliation in a gang.
- At Beddingfield, students are not permitted to wear pajamas or any type of bedroom clothing.

### **HATS AND HEAD COVERINGS**

Hats, headbands, bandanas and head coverings should not be brought to school. If taken by an administrator, disciplinary action will be taken.

### **WEAPONS**

It is a violation of the Board Policy for any person (including students) to carry onto the school premises, school-provided transportation, or facilities while being used by the school, any device that is considered a weapon according to federal and state laws. However, law enforcement officers are exempted from this policy.

### **WIRELESS COMMUNICATION**

The Board of Education recognizes that the possession of wireless communication devices is a matter of convenience and safety for students and parents, but the use of these devices can also be a disruption of the instructional process. [*Students are allowed to use their personal devices during non-instructional time (class changes, lunch, before and after school) while at Beddingfield High School.*] Through this policy, the Board of Education provides students the privilege of possession of wireless communication devices on school property, subject to the following provisions.

- 6403.2 The device must be in the off position and stored out of sight during the instructional day. Students should keep the device secured in their vehicle, locker or book bag or other location approved by the principal. The school will not be responsible for wireless communication devices that are lost or stolen.

6403.3 The consequences for possessing a wireless communication device in violation of this policy will be:

- A. First offense: A warning will be issued to the student. The wireless communication device will be confiscated by school personnel and returned to the student at the end of the day.
- B. Second offense: The wireless communication device will be confiscated and held until a parent conference is conducted. The students will be assigned disciplinary consequences pursuant to Policy 6400, *Student Conduct and Discipline*.
- C. Third offense: The wireless communication device will be confiscated and held until the end of the school year. The students will be assigned disciplinary consequences pursuant to Policy 6400, *Student Conduct and Discipline*.
- D. Fourth and subsequent offenses: The students will be assigned disciplinary consequences pursuant to Policy 6400, *Student Conduct and Discipline*.

Legal Reference(s): G.S. 115C-391 and G.S. 115C-36

Adopted December 11, 2006

Revised: July 27, 2009

**Failure to turn over the electronic equipment when requested by school personnel will be considered insubordination and will result in further disciplinary measures being taken which may include an Out-of-School Suspension.**

## **TOBACCO PRODUCTS**

In accordance with Board Policy 5418, student use or possession of tobacco products is not permitted at any time while on a school campus. Additionally, students are not permitted to have in their possession any smoking paraphernalia (lighters, matches, cigarette papers, etc.). Violation of the smoking policy will result in disciplinary action. Electronic cigarettes/vaporizers are considered tobacco products and are not permitted.



## **BULLYING/CYBERBULLYING PREVENTION POLICY**

Bullying is a major distraction from learning and both the target and the perpetrator suffer significant negative consequences when engaged in this type of anti-social behavior. The grades of the victim can suffer. Fear can lead to chronic absenteeism, truancy, or even dropping out of school. Bystanders feel both guilty and helpless for not standing up to the bully. Bullying of any type has no place in a school setting. Wilson County Schools and Beddingfield High School will endeavor to maintain a learning environment free from bullying. To this end, the following policy for the identification and reporting of bullying for the overall goal of the protection of students and their ability to learn in a safe environment is set forth

### **Definitions of Bullying**

**Bullying - The severe or repeated use by one or more perpetrators of a written, verbal, or electronic expression or a physical act or gesture, or any combination thereof, directed at a victim that has the effect of:**

- a. Causing physical or emotional harm to the victim or damage to the victim's property;
- b. Placing the victim in reasonable fear of harm to him/her or of damage to his/her property;
- c. Creating a hostile environment at school for the victim;
- d. Infringing on the rights of the victim at school;
- e. Materially and substantially disrupting the education process or the orderly operation of a school.
- f. In some circumstances, bullying may be established based on a single incident, due to its severity, despite the fact that the conduct is not repetitive. "Severe" means the incident was significantly offensive based objectively from the perspective of a "reasonable person". Bullying shall include cyber-bullying.

### **Examples of Bullying**

**Include but are not limited to:**

- Cyber bullying
- Cyber stalking
- Destruction of School or Personal Property
- Intimidating
- Physical Violence
- Public Humiliation
- Spreading rumors falsehoods
- Sexual, Religious, Disability, or Racial Harassment
- Social Exclusion
- Stalking
- Theft
- Threatening
- Unwanted Teasing

**Cyber bullying** - bullying through the use of technology or any electronic means or communication, which shall include, but not limited to, any transfer of signs, signals, writings, images, sounds, data, or intelligence of any nature transmitted in whole or in

part by a wire, radio, electromagnetic, photo-electronic or photo- optical system, including but not limited to, electronic mail, internet communications, instant messages or facsimile communications

- shall also include (i) the creation of a web page or blog in which the creator assumes the identity of another person (ii) or the knowing impersonation of another person as the author of posted content or messages, if the creation or impersonation creates any of the conditions listed in clauses (a) to (e), inclusive, of the definition of bullying.
- shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions listed in clauses (a) to (e), inclusive, of the definition of bullying.

**Hostile Environment** - A situation in which bullying causes the school environment to be permeated with intimidation, ridicule, or insult that is sufficiently severe or pervasive to alter the conditions of the student's education.

**School Grounds** - Property on which a school building or facility is located; or property that is owned, leased or used by the Springfield Public Schools for any school sponsored activities, functions, programs, instruction or training.

**Victim** - The student who has been bullied or retaliated against.

### **Expectations**

- Bullying is prohibited by the Wilson County Schools system. In addition, retaliation against a person for reporting bullying or who has cooperated in an investigation of a complaint under this policy is prohibited and will not be tolerated by Wilson County Schools.
- Bullying is prohibited on school grounds, property immediately adjacent to school grounds, at school sponsored or school-related activities, functions or programs whether on or off school grounds, at bus stops, on school buses or other vehicles owned, leased or used by Wilson County Schools, or through the use of technology or an electronic device owned, leased or used by Wilson County Schools.
- Bullying is also prohibited at a location, activity, function or program that is not school related if the bullying creates a hostile environment at school for the victim, infringes on the rights of the victim at school or materially and substantially disrupts the education process or the orderly operation of a school.



- Bullying is also prohibited through the use of technology or an electronic device that is not owned, leased or used by the district, if the bullying creates a hostile environment at school for the victim, infringes on the rights of the victim at school or materially and substantially disrupts the education process or the orderly operation of a school.
- Retaliation against a person who reports bullying, who provides information during an investigation of bullying, or who is a witness to or has reliable information about bullying is prohibited. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment in connection with filing a complaint or assisting with an investigation under this policy.

***Any violation(s) or infraction(s) of Beddingfield High School's Bullying Prevention Policy is subject to disciplinary action in accordance with the Wilson County School System's Code of Conduct.***

# BELL SCHEDULES 2014-2015

## Regular Schedule

	07:20
1st period begins	07:30
1st period ends	08:55
Intervention period* begins	09:00
Intervention period ends	09:25
2nd period begins	09:30
2nd period ends/1st lunch begins	10:55
3rd period begins for CTE, Sci, PE	11:00
1st lunch ends → Students move to 3rd period	11:30
3rd period begins for Math, ELA, SS	11:35
2nd lunch begins	12:25
3rd period/2nd lunch ends	01:00
4th period begins	01:05
Dismissal	02:30

### \*Intervention Period -

Students not going to alternate intervention will follow this schedule:

Monday - 1st period  
 Tuesday - 2nd period  
 Wednesday - 3rd period  
 Thursday - 4th period  
 Friday - Will rotate between pds/homeroom

## Early Release Schedule

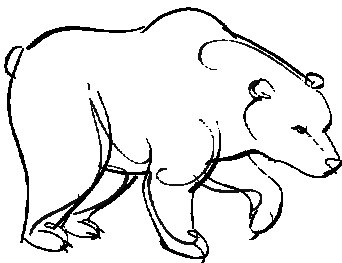
	07:20
1st period begins	07:30
1st period ends	08:30
2nd period begins	08:35
2nd period ends	09:35
4th period begins	09:40
4th period ends	10:45
3rd period/1st lunch begins	10:50
1st lunch ends → 3rd period	11:20
3rd period begins for 1st lunch students	11:25
2nd lunch begins	11:55
2nd lunch ends	12:25
Dismissal	12:30



## 2-hr Delay Schedule

	09:20
1st period begins	09:30
1st period ends	10:30
2nd period begins	10:35
2nd period ends	11:35
3rd period/1st lunch begins	11:40
1st lunch ends → 3rd period	12:10
3rd period begins for 1st lunch students	12:15
2nd lunch begins	12:45
3rd period/2nd lunch ends	01:20
4th period begins	01:25
Dismissal	02:30

*Tardiness often robs us opportunity,  
 and the dispatch of our forces.  
 Niccolò Machiavelli*



# **BRUIN NATION**

## **GRADUATION REQUIREMENTS**

# North Carolina Courses of Study

*This text is excerpted from the Wilson County School's  
Comprehensive Curriculum Guide.*

## **Block Semester Schedule 4/4**

Wilson County's high schools utilize block scheduling which is composed of two 90-day(s) semesters, fall and spring. Each semester, students attend four classes daily. Each class is ninety minutes long. The four by four block schedule permits each student to complete eight courses per school year and earn the appropriate unit credit per course.

## **Planning for Your Future**

Each student must select and complete a Course of Study in order to graduate from high school. Planning and monitoring individual student progress is a significant key to success. Courses should be selected to meet the requirements as outlined in each course of study with the appropriate pre-requisites and advanced levels. The selected Course of Study should support future career and educational plans.

## **Graduation Requirements**

- Students entering high school as a freshman during or after the 2009-2010 school year must meet the **Future Ready Core** graduation requirements, plus any additional local requirements.
- An Occupational Course of Study is available for selected students. Eligibility is determined by the student's Individualized Education Plan (IEP).
- Students should complete a six-year plan to guide course selections in grades 9-12.
- Units for graduation from Wilson County Schools are counted from the ninth grade forward.
- Selected courses taken in eighth grade meet the course requirement for graduation. Students are still required to meet the minimum 28 units for graduation during their high school experience.
- Information on the International Baccalaureate Programme is available from the high school IB coordinator.
- Information on the North Carolina Academic Scholars Program is available from the Guidance Office.
- Student credential and certification opportunities are available in selected program areas.

### **Future Ready-Core Requirements (Freshmen Entering 2009 – 2011)**

Beginning with the freshman class of 2009-2010, North Carolina students must meet Future-Ready Core graduation requirements. These requirements will help to make certain that our high school students graduate from high school, globally competitive for work and postsecondary education and prepared for life in the 21st century.

- 4 units of English: English I, II, III, IV
- 4 units of Mathematics: Algebra I, Geometry, Algebra II and a higher-level math course with Algebra II as the prerequisite OR Math I, II, and III and a higher-level math course with Math III as a prerequisite.
- 3 units of Science: a physical science course, Biology and Earth Environmental Science
- 3 units of Social Studies: World History, Civics and Economics, U.S. History
- 1 unit of Health and Physical Education
- 13 units in electives of the remaining electives units. At least 2 of these electives must be of the same foreign language for admission to a university in the UNC system
- 28 total units out of a possible 32 are required for graduation
- Students must meet the state high school testing standard
- Students must have a minimum GPA of 1.0 to graduate.

### **Future Ready-Core Requirements (Freshmen Entering 2012 and Later)**

Beginning with the freshman class of 2012 - 2013, North Carolina students must meet revised Future-Ready Core graduation requirements. These requirements will help to make certain that our high school students graduate from high school, globally competitive for work and postsecondary education and prepared for life in the 21st century.

- 4 units of English: English I, II, III, IV
- 4 units of Mathematics: Algebra I, Geometry, Algebra II and a higher-level math course with Algebra II as the prerequisite OR Math I, II, and III and a higher-level math course with Math III as a prerequisite.
- 3 units of Science: a physical science course, Biology and Earth Environmental Science
- 4 units of Social Studies: World History, Civics and Economics, American History I and II (or AP US History and an additional Social Studies course.)
- 1 unit of Health and Physical Education
- 12 units in electives of the remaining electives units. At least 2 of these electives must be of the same foreign language for admission to a university in the UNC system
- Students must successfully complete CPR training.
- 28 total units out of a possible 32 are required for graduation
- Students must meet the state high school testing standard
- Students must have a minimum GPA of 1.0 to graduate.

## **Minimum Admissions Requirements for Entrance to University of North Carolina Campuses**

The University of North Carolina has introduced a set of minimum admissions requirements effective in Fall 2013. Note that the GPA and SAT/ACT scores are minimum scores.

All applicants for first-time admission as freshmen must meet minimum high school GPA and SAT scores. The minimum combined SAT score (on mathematics and critical reading) for admission is 800 (or a composite ACT of 17.) The above SAT (ACT) minimum score is effective for students entering in Fall 2013 and beyond.

The minimum high school GPA for first-time freshmen beginning in Fall 2013 is 2.5.



## Graduation Requirements from NC DPI

### High School Graduation Requirements

From the time students enter kindergarten, they are preparing for high school graduation.

To make sure students stay on track for a high school diploma, please remember that every high school student must meet state course and credit requirements in addition to any local requirements. To view the state course and credit requirements, look below for the section that matches when a student entered ninth grade for the first time.

School counselors are available to answer any questions you may have about what is needed to reach the goal of high school graduation.

For Ninth Graders Entering in  
2012-13 and Later  
Two Courses of Study Leading to One Diploma

CONTENT AREA	FUTURE-READY CORE Course of Study Requirements	FUTURE-READY OCCUPATIONAL Course of Study Requirements
English	4 Credits I, II, III, IV or a designated combination of 4 courses	4 Credits OCS English I*, II*, III, IV
Mathematics	4 Credits (Algebra I, Geometry, Algebra II) OR (Integrated Math I, II, III) 4th Math Course to be aligned with the student's post high school plans <i>A student, in rare instances, may be able to take an alternative math course sequence as outlined under State Board of Education policy. Please see your school counselor for more details.</i>	3 Credits OCS Introduction to Mathematics OCS Algebra I* OCS Financial Management
Science	3 Credits A physical science course, Biology, Environmental Science	2 Credits OCS Applied Science OCS Biology*
Social Studies	4 Credits Civics and Economics, World History, American History I: Founding Principles and American History II OR AP US History**, additional social studies course**	2 Credits OCS Social Studies I (Government/US History) OCS Social Studies II (Self-Advocacy/ Problem Solving)
World Languages	Not required for high school graduation. A two-credit minimum is required for admission to a university in the UNC system.	Not required
Health and Physical Education	1 Credit Health/Physical Education	1 Credit Health/Physical Education

See Footnotes on page 2

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## Graduation Requirements from NC DPI

Continued From Previous Page		
CONTENT AREA	FUTURE-READY CORE Course of Study Requirements	FUTURE-READY OCCUPATIONAL Course of Study Requirements
Electives or other requirements <sup>***</sup>	6 Credits required 2 elective credits of any combination from either: – Career and Technical Education (CTE) – Arts Education – World Languages 4 elective credits strongly recommended (four course concentration) from one of the following: – Career and Technical Education (CTE) <sup>****</sup> – JROTC – Arts Education (e.g. dance, music, theater arts, visual arts) – Any other subject area (e.g. social studies, science, mathematics, English)	6 Credits Occupational Preparation: OCS Preparation I, II, III, IV <sup>*****</sup> Elective credits/ completion of IEP objectives/Career Portfolio required
Career/Technical		4 Credits Career/Technical Education electives
Arts Education (Dance, Music, Theatre Arts, Visual Arts)		Recommended: at least one credit in an arts discipline and/or requirement by local decision
<b>Total</b>	<b>22 Credits plus any local requirements</b>	<b>22 Credits plus any local requirements</b>

<sup>\*</sup> OCS courses aligned with Future Ready Core courses in English I, English II, Algebra II/Integrated Math I, and Biology (New Common Core State Standards and new NC Essential Standards implemented in the 2012-13 school year).

<sup>\*\*</sup> A student who takes AP US History instead of taking US History I and US History II must also take an additional social studies course in order to meet the four credits requirement.

<sup>\*\*\*</sup> Examples of electives include JROTC and other courses that are of interest to the student.

<sup>\*\*\*\*</sup> For additional information on CTE courses that meet requirements for selected Courses of Study, refer to the CTE Clusters chart located at: <http://www.ncpublicschools.org/docs/cte/standards/careerclusters2012.pdf>.

<sup>\*\*\*\*\*</sup> Completion of 300 hours of school-based training, 240 hours of community-based training, and 300 hours of paid employment.



## Graduation Requirements from NC DPI

<p style="text-align: center;">For Ninth Graders Entering in 2009 – 2011-12 Two Courses of Study Leading to One Diploma</p>		
CONTENT AREA	FUTURE-READY CORE Course of Study Requirements	FUTURE-READY OCCUPATIONAL Course of Study Requirements
English	<p><b>4 Credits</b> I, II, III, IV</p> <p><i>Effective with the 10<sup>th</sup> Grade class of 2011-12 English I, II, III, IV or a designated combination of 4 courses</i></p>	<p><b>4 Credits</b> OCS English I*, II*, III, IV</p>
Mathematics	<p><b>4 Credits</b> (Algebra I, Geometry, Algebra II) OR (Integrated Math I, II, III)</p> <p>4th Math Course to be aligned with the student's post high school plans</p> <p><i>A student, in rare instances, may be able to take an alternative math course sequence as outlined under State Board of Education policy. Please see your school counselor for more details.</i></p>	<p><b>3 Credits</b> OCS Introduction to Mathematics OCS Algebra I* OCS Financial Management</p>
Science	<p><b>3 Credits</b> A physical science course, Biology, Environmental Science</p>	<p><b>2 Credits</b> OCS Applied Science OCS Biology*</p>
Social Studies	<p><b>3 Credits</b> Civics and Economics, US History, World History</p>	<p><b>2 Credits</b> OCS Social Studies I (Government/US History) OCS Social Studies II (Self-Advocacy/ Problem Solving)</p>
World Languages	<p>Not required for high school graduation. A two-credit minimum is required for admission to a university in the UNC system.</p>	<p>Not required</p>
Health and Physical Education	<p><b>1 Credit</b> Health/Physical Education</p>	<p><b>1 Credit</b> Health/Physical Education</p>

## Graduation Requirements from NC DPI

Continued From Previous Page		
CONTENT AREA	FUTURE-READY CORE Course of Study Requirements	FUTURE-READY OCCUPATIONAL Course of Study Requirements
Electives or other requirements**	<p>6 Credits required</p> <p>2 elective credits of any combination from either:</p> <ul style="list-style-type: none"> <li>- Career and Technical Education (CTE)</li> <li>- Arts Education</li> <li>- World Languages</li> </ul> <p>4 elective credits strongly recommended (four course concentration) from one of the following:</p> <ul style="list-style-type: none"> <li>- Career and Technical Education (CTE)***</li> <li>- JROTC</li> <li>- Arts Education (e.g. dance, music, theater arts, visual arts)</li> <li>- Any other subject area (e.g. social studies, science, mathematics, English)</li> </ul>	<p>6 Credits</p> <p>Occupational Preparation: OCS Preparation I, II, III, IV****</p> <p>Elective credits/ completion of IEP objectives/Career Portfolio required</p>
Career/Technical		<p>4 Credits</p> <p>Career/Technical Education electives</p>
Arts Education (Dance, Music, Theatre Arts, Visual Arts)		<p>Recommended:</p> <p>at least one credit in an arts discipline and/or requirement by local decision</p>
Total	21 Credits plus any local requirements	22 Credits plus any local requirements

\* OCS courses aligned with Future Ready Core courses in English I, English II, Algebra I/Integrated Math I, and Biology.

\*\* Examples of electives include JROTC and other courses that are of interest to the student.

\*\*\* For additional information on CTE courses that meet requirements for selected Courses of Study, refer to the CTE Clusters chart located at: <http://www.ncpublicschools.org/docs/cte/publications/careerclusters.pdf>.

\*\*\*\* Completion of 300 hours of school-based training, 240 hours of community-based training, and 360 hours of paid employment.

# School Map

