

# **Margaret Hearne Elementary School**

## **Parent-Student Handbook**



### **“On the Road to Success”**

**2017-2018**

**Thomas Holland**  
**Principal**

**Sherria Grubbs**  
**Assistant Principal**

**300 NE Gold Street**  
**Wilson, North Carolina 27893-3216**

**Main office: (252)-399-7925**

**Fax: (252)-399-7896**

**Website: [hearneelem.nc.wce.schoolinsites.com](http://hearneelem.nc.wce.schoolinsites.com)**

**Facebook Page:**

**<https://m.facebook.com/HearneElementarySchool/?ref=bookmarks>**

**Twitter: @HearneWCS**

***Be Respectful, Be Responsible, and Be Ready!***

# Margaret Hearne Elementary School



Dear families,

Welcome to Hearne Elementary School, home of the Hornets, for the 2017-18 school year. Our team is ready to begin this new year with our students and families and are excited about all the learning and growth that will be taking place throughout the school year.

The theme for our school year is ***“On the Road to Success,”*** signifying the journey our students will travel on as we strive for higher levels of academic growth and success this year. For our students to find their way on this journey, they will need the full support of the entire team, especially their family, to keep them on the right path and to push them to do their absolute best.

The road to success begins with setting high expectations for all of our students, both academically and socially. It is imperative that our students come to school each day with a growth mindset, understanding that they must stay focused and engaged in class, and stay connected to their instructional focus for the day. I encourage all of our parents and guardians to take an active role in conversating with your child each day regarding what they have learned. Ask them about their lesson “essential questions,” which every classroom will use to set the primary instructional focus for the day. They should readily be able to tell you what they were, and their responses will help you know whether or not they are following the road map to a successful year.

Our students will hear me say quite often, “I want you be better today than you were yesterday, and better tomorrow than you were today!” This quote is all about being the best person you can be. It obviously means to improve academically each day, but it also means that you need to grow as a person each day. At Hearne, each of our students will learn about our positive behavior program known as PBIS. This program is designed to reward students and classrooms who consistently follow our motto of being Respectful, being Responsible, and being Ready. A healthy learning environment begins with everyone following this motto, and ensuring that we create a school that is driven by these central values, known collectively as the 3R’s

This agenda is an important communication and reference tool for parents, students, and teachers. Please use the inserted calendar to communicate with your child’s teacher about your student’s progress or any questions or concerns you may have. You can also feel free to contact the school to set up a conference with your child’s teacher regarding their academic and social progress. Other information in the agenda can help you familiarize yourself with school rules and regulations and you are encouraged to read it completely. If you have any questions regarding any of the information you read, please feel free to contact the school. ***Let’s have a Hearntastic 2017-2018 School Year!***

Educationally,

Thomas Holland  
Principal





# 2017-2018

## Student Calendar

August	
28	First Day of School
September	
4	Holiday
27	Teacher Workday
October	
30	Teacher Workday
November	
6	Report Cards
10	Holiday
22	Teacher Workday
23-24	Fall Break
December	
20	Early Release
21-29	Winter Break
January	
1	Holiday
15	Holiday
19	Teacher Workday
22	Teacher Workday
29	Report Cards
March	
8	Early Release
23	Teacher Workday
28	Report Cards
30	Holiday
April	
2-6	Spring Break
May	
28	Holiday
June	
6	Last Day of School
9	Graduation
14	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
17	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	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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	19	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	30	31			

FEBRUARY						
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		

MARCH						
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						

APRIL						
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					

MAY						
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						

JUNE						
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

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

# Wilson County Schools

[www.wilsonschoolsnc.net](http://www.wilsonschoolsnc.net)

## Vision

Hearne Elementary School will prepare each of our learners to climb to the highest peak of success in a safe, nurturing, and challenging learning environment. Hearne learners will become productive, responsible, and globally competitive citizens by being actively exposed to a curriculum that is delivered with up-to-date technology and innovative collaboration. Working with all advocates: faculty, parents, community, and learners; we will ensure that each learner is prepared for the 21<sup>st</sup> century.

## Mission

Our mission is to improve academic achievement for all students and to ensure that all students graduate from high school prepared for college, careers, and life.

## Core Beliefs

- We believe all of our students are to be valued and appreciated for who they are.
- We believe our students are entitled to and will receive a quality education.
- We believe the learning and behavioral expectations must remain both high and attainable.
- We believe it matters not where students live or what their experiences are...they shall be taught and will rise to high expectations.
- We believe all people can learn best in a caring, inviting, respectful, and disciplined environment that ensures success.
- We believe in teaching the whole child while working with families to achieve optimal success in the classroom and in the life.
- We believe that Hearne Elementary is the place where children can freely grow, develop, and become socially mature.
- We believe our students will **Move Forward** as high-performers ready to receive an education at the middle school level if they will give **100% Every Day and remain focused on their academic goals!**

## Expectations for Hearne Parents

- We expect parents to be involved in their child's school life.
- We expect parents to ensure children are reading something every day.
- We expect parents to request parent-teacher conferences to discuss student progress.
- We expect parents to communicate concerns openly and honestly with teachers and/or the administration.
- We expect parents to provide an opportunity for teachers and/or administration to resolve their issues or concerns in a timely manner.
- We expect parents to be a positive influence at school by modeling safe and orderly behavior.
- We expect parents to adhere to Board Policies as well as school rules and procedures.
- We expect parents to attend PTO meetings and have a voice in how we serve our children.
- We expect parents to help us as we help them.
- We expect parents to be an advocate for Hearne Elementary and for all our students.

## **DAILY SCHEDULE**

**Office Hours: 7:30 a.m.—3:45 p.m.**

**Teacher Hours: 7:20 a.m.--3:20 p.m.**

**Student Day: 7:50 a.m. --3:00 p.m.**

**Breakfast is served from 7:30 AM – 7:50 AM.**

Classes begin at 7:50 a.m. with the tardy bell ringing at 7:55 a.m. We ask that parents and guardians get students to school on time. Students arriving after 7:55 a.m. should report to the office before going to class. **Students arriving after 7:55 a.m. will need to be signed in by their parents in the main office.** Students will have their tardy recorded and be given a tardy pass to report to their class.

Parents who choose to take their child to the classroom in the mornings must go to the office to receive a visitor's pass and should exit the building before the tardy bell rings at 7:55 unless they are working with the teacher as a requested volunteer. It is very important that teachers are able to begin with instruction at the sound of the bell.

### **Leaving school:**

For your child's protection, when picking up a student during the school day, parents/guardians need to report to the office to sign students out. The office will then call the classroom (or send someone) for the student. Parents should not go to the classroom first. **Only individuals listed as parents, guardians, or emergency contacts will be allowed to sign students out without written notification from a parent. Students will not be called from class ahead of time in order to wait in the office until your arrival. Students will remain in class until the parent comes in to sign them out.**

### **School Operating Hours**

Students and parents should be aware that official school hours are from **7:30 AM -3:15 PM** unless otherwise notified. Students will be supervised during these hours. All other times, the school campus will need to be secured and parents will need to assume responsibility for their children.

### **Student Information**

At the beginning of the school year, parents are requested to complete several information sheets and cards. **It is essential that parents inform the office of any changes so that we always have a way to contact a parent or emergency back-up person.**

### **Attendance**

Students are encouraged to attend school and be on time each day. Attendance in school is essential to educational achievement and school success. While there are times when students must be absent from school due to physical inability to attend, it must be understood that parents/guardians have the responsibility for ensuring that students

attend and remain at school daily. Parents should note that breaking the compulsory attendance law can result in the retention of your child.

- A perfect attendance certificate will be given on the last day of school. In order to receive a certificate, **a student must attend all day, every day of the school year.** The student will be allowed two sign outs for appointments only.
- After a student's 3<sup>rd</sup> absence, parents will be notified by phone by the teacher.
- After a student's 6<sup>th</sup> absence, parents will be notified by letter.
- After a student's 10<sup>th</sup> absence, the attendance committee will be notified.
- If a student is signed out **before** 11:15, he/she will be marked absent.
- If a student is signed out **after** 11:15, he/she will be marked tardy.
- If a parent/guardian signs a student out and he/she returns the same day, the student must have been at school for a minimum of 3 hours or he/she will be considered absent.
- Students who need to be signed out early from school for an afternoon appointment must be signed out before 2:30pm. We will not call classrooms for students to leave between the hours of 2:30-3:00pm as our teachers are preparing for dismissal and this disrupts the flow of procedures and creates disruptions in getting students to the appropriate buses and car rider pick up locations.

## **COMPULSORY ATTENDANCE LAW**

According to the Compulsory Attendance Law 115C-378, children between the ages of seven and sixteen years shall attend school continuously while school is in session. It is the responsibility of the parent, guardian, or other person in charge or control of a child to make sure he/she is in attendance regularly because it is unlawful for a child to be absent from school without a valid reason. In order to comply with G.S. 115C-558, students will be required to bring a note from their parent/guardian on the first day back after being absent. The parent or guardian should notify the school of the reason for each known absence. The law also states that even if a child is below the age of seven and starts school, he/she is required to attend regularly or he/she may be referred to the attendance counselor.

## **Student Illness**

Children should be kept home when the following symptoms are present: fever, diarrhea, nausea, vomiting, red and watery eyes with drainage, severe headache or undiagnosed rash. Children should remain at home until symptom-free for 24 hours.

Parents will be contacted when students are too ill to remain in the classroom. The only services that we are able to provide are: bandages, taking of temperatures, soap and water, and the rescue squad (for emergency situations).

*Students who are ill or "near-to-ill" should not be sent to school with the instructions, "Call if you feel worse later today."*

## **Health Emergency Information/Medication**

Parents should supply the school with information pertinent to emergencies with their child. This would include unusual health problems, physician or third-party contact information and current phone numbers. Medication administered at school will require a signed medication form which will be kept in a confidential folder. These forms are available in the main office. Prescription medication must be in the original container with

the student's name on the label. For safety of students and staff, please do not send medication to school with your child.

### **Breakfast - "Breakfast in the Classroom"**

The Breakfast in the Classroom initiative takes the traditional school breakfast approach and improves it with one key ingredient: the classroom. **Breakfast is available to all students - free of charge - and will be served in the classroom from 7:30 - 7:50 a.m. each morning.** Students who arrive after 7:55 a.m. will not receive breakfast. Due to the "Breakfast in the Classroom" program, parents will not have the opportunity to eat breakfast with their child.

### **Conferencing**

We WELCOME your support and input. **In order to have a parent conference an appointment must be made.** Please feel free to contact your child's teacher by phone, e-mail, or note if you would like to schedule a conference. You may also e-mail through the teacher's contact page on our school web page. All teachers and staff may be available during the day at their specified planning times and after school. Please note that appointments assure the avoidance of scheduling conflicts and allow us to accommodate you. With an appointment, your conference can be focused and directed by having appropriate paperwork, student work samples, or other items deemed necessary to have a successful parent-teacher discussion. School-wide parent-teacher conference dates will be scheduled throughout the school year. Those dates will be announced on our website, Facebook, and the weekly phone announcements.

### **Messages for Teachers**

**By phone:** Teachers will not be called to the phone during the day unless it is their planning time. Messages will be taken or teacher voicemail will be provided. Teachers will make every effort to return calls or messages within a 24 hour time frame.

**By e-mail:** Teachers may share their e-mail address with parents. It is important to realize that e-mails may not be read right away because of classroom obligations. Teachers will make every effort to respond to e-mails within 24 hours.

**By written note:** Written notes in student agendas help keep communication clear and avoids confusion. We encourage parents to utilize their child's agenda to communicate with their teachers.

### **Enrollment – Child Custody or Order of Restraint**

If you and your spouse are separated or divorced, and you have been granted custody of your child, please advise the school administration and provide a copy of the custody order. If either parent has a restraining order preventing one parent from coming in contact with the child, we must have a signed copy of that order on file. Without these copies on file, the school shall not withhold a child from either parent.

## Food

Store bought food items are permitted as homemade items are not permitted and cannot be brought into the school to be distributed to students. Please be sure that you have received prior approval before bringing any foods into the classroom for our students.

## Field Trips

Field trips are an integral part of the learning process and are a reinforcement of the academic program aligned to the North Carolina Standard Course of Study. Each grade level is encouraged to take field trips.

Students will not be excluded from a field trip based solely on behavior or ability to pay. However, students who are currently suspended from school will not be allowed to participate. If tickets have been purchased prior to a student suspension, the tickets will NOT be made available to the parent or student.

Each student must turn in a signed permission slip prior to participating in a field trip. All monies paid toward a field trip are non-refundable. In most cases, the money may be applied to other fees or activities. However, in cases in which tickets are purchased in advanced, the money may not be applied to other areas.

## Tardies and Checking Students Out Early

Students who arrive **after 7:55 AM** will be tardy to school. If tardy, parents **must accompany their child into the building to sign in using the computer in the main office**. Students will be given a tardy slip for entry into the classroom. Excessive unexcused tardies will be reported to the Student Intervention Specialist, Karen Stephenson for further action.

Students may leave before school ends, but it is strongly **DISCOURAGED**. An authorized parent or adult must sign for the release of a student during the school day. A teacher cannot release a child without consent and a child will not be released without the written authorization of a parent or legal guardian. The office personnel will call your child to the office to be dismissed to eliminate interruptions of instructional time. When a student is picked up early, it is considered a tardy and will affect participation in Renaissance celebrations.

Students will not be called to the office for **early dismissal after 2:30 pm** without prior written consent. After this time, parents will need to wait until regular dismissal.

## Transportation

Students will not be allowed to change their means of transportation unless the school receives written permission. A note should include: date, student's name, change (car rider, walker), address of destination, and parent's signature and contact number. Phone messages for transportation changes will only be accepted in instances where school staff can safely ensure the identification of the caller and the parent/guardian must come into the

school to verify their identify prior to the student being released. No Transportation will be accepted after 2:00pm.

### **Car Riders and Walkers**

**Car riders** are to be dropped off and picked up in the front of the school on Gold Street. Parents are asked to remain in their vehicles in either of the two car lanes. It is not permissible for parents to walk up to the building or the car line and retrieve children. This presents an undue danger to students and staff as we need to be able to match children to parents and their vehicles. Safety is a concern when considering adults walking up and taking children. Dismissal for car riders is 3:00 pm.

**Walkers** will enter the building in the front of the school and will be dismissed at the front of the school near the fence at the driveway exit. They will be dismissed at 3:00 pm along with bus and van riders. Walkers will be allowed to clear the building and campus prior to car line pickup beginning to ensure the safety of our student walkers.

### **Buses and Daycare Vans**

Bus riders and daycare van riders will be dropped off and picked up in the back of the building on Woodard Street. If you are new to Hearne Elementary and need for your child to ride the bus, you are to complete a bus assignment form in the main office. Once you have completed this form, it will be faxed to the Bus Garage for approval. Turnaround time for approval is 1 day. Please include your phone number on the form as you will be contacted once the form has been approved.

Bus transportation is provided for all students who live more than 1 ½ miles from school and for those students who must cross railroad tracks in order to get to school. Parents will be requested to inform the school about how their child will be transported to and from school. Students may only ride the bus to which they are assigned. Permission to ride a bus other than the one to which the student is assigned may be obtained by completing and submitting a Requesting for Special Transportation form. Turnaround time is a minimum of 1 day. These forms may be requested in the main office.

### **Bike Riders**

Bikes should be parked in the bicycle rack located in the front of the building. All bikes should have a lock to prevent theft. Please label your bike with identifying markings. If your bike is missing, report all information to the office. Please follow all bicycle helmet safety laws.

### **Visitors**

Parents and visitors are welcomed at Hearne Elementary School and are encouraged to come and observe the many educational activities. In order to provide for a safe and secure environment for our students and staff, our visitation guidelines as required by our Safe School Plan are as follows:

- All parents and visitors should enter the building through the main office area to sign in and obtain a visitor's pass before entering halls and any classrooms. Parents signing in between the hours of 7:55-3:00 will have to be "buzzed" into the building by our office staff. This requires that you show your ID and explain to the office staff member

your reason for the visit. You will then be “buzzed” in to report to the main office for your pass.

- Display your visitor’s pass at all times.
- Interactions with students other than your own children are not permitted unless under the direct request and supervision of school staff.
- Limit your visit to the area indicated when you obtain your visitor’s pass.
- If you are observing a class, please sit in the area designated by the classroom teacher. Do not engage the teacher in conversation during your classroom visit unless you have prearranged volunteer service or a conference with the teacher.
- Visits that will extend beyond 15 minutes should be approved in advance by the teacher or administration.
- Visiting hours conclude at 2:15 p.m. each day. From 2:15 p.m. – 3:00 p.m., parents are requested to wait for students in the designated pick-up zone(s) so that classes may prepare to go home and easily exit the building.

By following these simple rules, we can help reduce class interruptions and monitor access to our school campus.

### **Volunteers - Board Policy 5422 Standards for School Volunteers**

We strongly encourage parents and members of the community to come in and volunteer. Anyone wishing to volunteer may pick up a volunteer packet from the front office. In order to maintain the safety and security of our students, no one will be allowed to volunteer unless they have completed the Volunteer Registration packet and been approved by administration. All volunteers are required to adhere to the staff dress and appearance policy which will be included in the packet.

### **Inclement Weather/Emergency Situations**

At certain times during extremely inclement weather, it is necessary to suspend the operations of schools. This is usually done only at times when accumulation of snow or ice are on the roads, which makes it dangerous to safely transport our students. If a decision is made to close school, please tune in to a local T.V. or radio station. Please do not call the Central Office or schools since unnecessary phone calls serve only to tie up telephone lines and slow down the process of getting news to proper authorities who can then notify the public. We also send out calls using our mass notification system, **ConnectEd**. These messages are sent directly to your telephone. *Therefore, it is very important to keep us supplied with a correct telephone number at all times.*

### **Telephone**

The office telephone is a business phone and is not to be used by students, except in case of an emergency. Students are not allowed to use the phone to make personal arrangements (such as requesting permission to go to another student’s home after school). Arrangements for transportation must be made prior to students coming to school.

# Wilson County Elementary School Proficiency Expectations Grades K-3

## **Kindergarten**

Mathematics

80%

Reading Level

D

## **First Grade**

Reading Level

J

Mathematics

80%

## **Second Grade**

Reading Level

N

Mathematics

80%

## **Third Grade**

<b>Grade</b>	<b>EOG Math</b>	<b>EOG Reading</b>	<b>Reading Level</b>	<b>Teacher Grades</b>
3	III	III	Q/R	60 or above in Reading and Math

**\*Students are expected to meet minimum proficiency standards on North Carolina End-of Grade (EOG) Test in Reading and Math as well as earn satisfactory grades on report card.**

# **Wilson County Elementary School Proficiency Expectations**

## **Grades 4-5**

### **Fourth Grade**

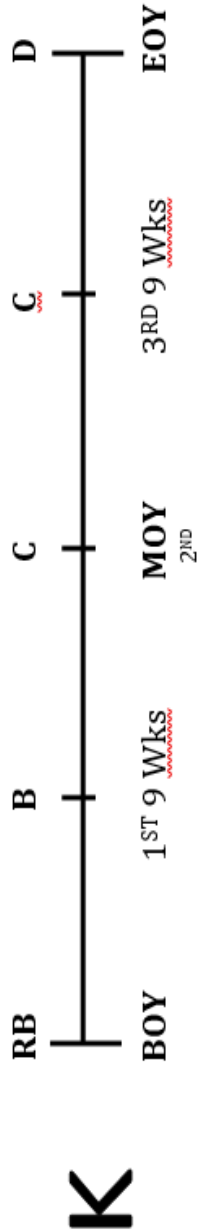
<b>Grade</b>	<b>EOG Math</b>	<b>EOG Reading</b>	<b>Teacher Grades</b>	<b>Attendance</b>
4	III	III	60 or above in Reading and Math	85%

### **Fifth Grade**

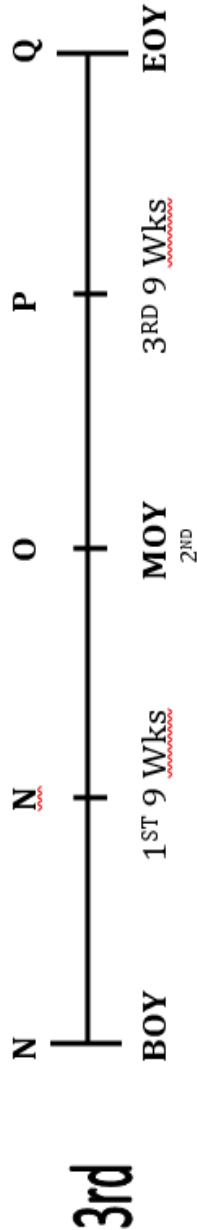
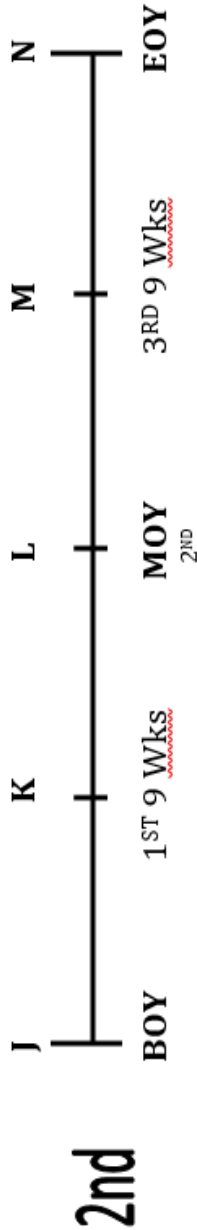
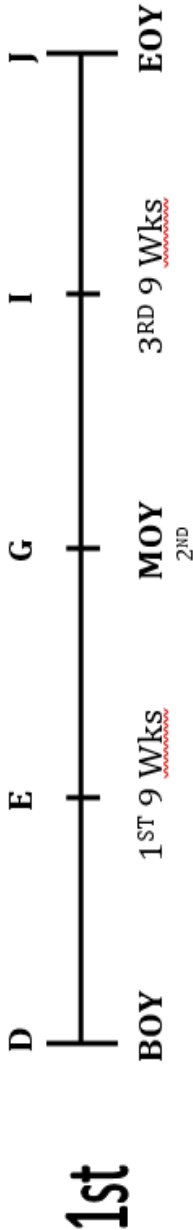
<b>Grade</b>	<b>EOG Math</b>	<b>EOG Reading</b>	<b>EOG Science</b>	<b>Teacher Grades</b>	<b>Attendance</b>
5	III	III	III	60 or above in Reading, Math, and Science	85%

**\*Fifth grade students are also expected to meet the minimum proficiency standards as measured by EOG Test in Science.**

Wilson County Schools Read 3-D Grading Continuum



|



**Legend**

**BOY**- Beginning- of- Year

**MOY**- Middle- of-Year

**EOY**- End-of-Year

**RB**- Reading Behaviors

**PC**- Print Concepts

\*Letters represent instructional reading level





**2017-2018**

**Elementary School**

**Progress Reports & Report Card Schedule**

**1<sup>st</sup> Nine Weeks**

**Progress Reports — September 26, 2017**

Ends: October 27, 2017

Workday: October 30, 2017

Report Cards Go Home: November 6, 2017

**2<sup>nd</sup> Nine Weeks**

**Progress Reports — December 5, 2017**

Ends: January 18, 2018

Work Day: January 22, 2018

Report Cards Go Home: January 29, 2018

**3<sup>rd</sup> Nine Weeks**

**Progress Reports — February 22, 2018**

Ends: March 22, 2018

Work Day: March 23, 2018

Report Cards Go Home: March 28, 2018

**4<sup>th</sup> Nine Weeks**

**Progress Reports — May 1, 2018**

Ends: June 6, 2018

Work Day: June 7, 2018

Report Cards Go Home: June 14, 2018

## **RENAISSANCE CRITERIA FOR ELEMENTARY SCHOOLS**

### **Attendance**

- No more than 6 absences and/or tardies combined (Early checkouts are considered tardies)

### **Behavior**

- No behavior referrals (office or bus)
- No negative comments on the report card
- All M's and S's in conduct

### **Academics**

#### **K-2**

- 80% Mastery in Reading and Math standards
- No U's on the report
- All M's and S's for Science/ S.S and Special classes

#### **3-5**

- All A's and B's on 3-5 report card
- All M's and S's for Special classes

### **School Award**

- Students that have shown significant growth in one or more areas in behavior, academics and attendance.

\*Students must meet all 3 requirements to attend renaissance.

\*Each school should have 3 renaissance celebrations per year.

## **SCHOOL BUS REGULATIONS**

Providing safe bus transportation for students is one of the priorities at Hearne Elementary School. It is very important for students to understand that they are responsible for following the rules that will help make their ride on the bus safe and enjoyable. Each student will be given a set of simple rules to follow while riding the bus and waiting at the bus stop. **Students who fail to follow the rules run the risk of losing the privilege of riding a bus to and from school.**

### **School Bus Rules**

1. Stay seated while the bus is moving.
2. Sit in your assigned seat.
3. No eating or drinking.
4. Talk quietly only to those around you.
5. No toys, radios, etc. allowed on the bus.
6. No profanity of any kind.

7. No fighting.
8. Keep all body parts to yourself.
9. Be respectful and obey the bus driver at all times.

### **Consequences for Bus Referrals**

#### **IF YOU BREAK RULES 1, 2, 3, OR 4:**

- 1<sup>st</sup> referral –Warning in writing by administrator,
- 2<sup>nd</sup> referral –1 day bus suspension,
- 3<sup>rd</sup> referral –3 day bus suspension,
- 4<sup>th</sup> referral –5 day bus suspension,
- 5<sup>th</sup> referral – 7 day bus suspension,
- 6<sup>th</sup> referral – 10 day bus suspension,
- 7<sup>th</sup> referral – Off the bus for the remainder of the school year

#### **IF YOU BREAK RULE 5:**

The toy, radio, etc. will be taken, and a parent will need to pick it up from the office.

#### **IF YOU BREAK RULES 6, 7, 8, OR 9:**

1<sup>st</sup> Time – Bus Suspension

**-Major offenses such as fighting or extreme disruptions could result in an out of school suspension for students. This type of action puts the entire bus at risk and will not be tolerated.**

#### **Parents, please REMEMBER:**

1. Please have your child at the bus stop on time and visible to the bus driver. Buses are not allowed to wait for students not at the stop.
2. Students will ride only the bus to which they have been assigned. Transportation assignment will be from the student's house to school and from school back to the student's house. Requests for alternate pick-up and drop off points will depend on the bus space and must be approved by the principal before the student is allowed to ride. Bus drivers will not be allowed to pick up students that are not on their bus passenger list. Changes to bus assignment can take several days to complete, so please notify the school well in advance of any potential changes or questions you may have.
3. When a student breaks the rules, a Bus Conduct Report will be completed and given to the assistant principal. The white copy will be given to the student to take home to parents.

If unsafe behavior occurs before the bus leaves school, the student will be provided with two options: (1) Correct the behavior and continue home (behavior documented) or (2) be removed from the bus and stay at school with staff supervision until a parent or guardian can pick the student up.

\* If unsafe behavior occurs after the bus leaves the school, the driver will call the school. The bus coordinator will then meet the bus and assess the situation. If necessary, the bus coordinator will remove the student/s from the bus and return the student/s to the front office to remain under staff supervision until a parent or guardian can pick the student up.

\* If either of the above instances occurs, the consequences for bus referrals plan will be in effect.

**Any person who shall unlawfully and willfully stop, impede, delay, or detain any public school bus or activity bus being operated for public school purposes shall be guilty of a Class 1 misdemeanor. G.S. 14-132.2**

**Concerns about bus procedures should be directed to the Assistant Principal.**

## **Positive Behavior Intervention Support (PBIS)**

Margaret Hearne Elementary implements the Positive Behavior Interventions and Supports (PBIS) behavior Management System at our school. PBIS is a system that takes a proactive approach to establishing behavioral support and social culture that is needed in a school to help students achieve academic success. As a PBIS school we promote positive behavior by modeling and demonstrating what positive behavior looks like. Class Dojo is used to enforce positive behavior. Students earn positive points throughout the day for demonstrating positive behavior. Positive behavior is celebrated each quarter throughout the school year!

Margaret Hearne uses the motto, "Be Respectful, Be Responsible, and Be Ready," to signify and teach the key values that are a part of our PBIS program. In the page that follows you will see a PBIS matrix that provides a brief overview of expectations throughout our building. These are the expectations that will be consistently taught and modeled for our students.

### **Margaret Hearne Elementary School Student Oath:**

**Students:** Today I am going to be a Hearntastic student!

**Teacher:** How?

**Students:** I will respect everyone!

**Teacher:** And?

**Students:** I will be prepared and ready to learn!

**Teacher:** Why?

**Students:** Because I believe in me!



## HEARNE PBIS MATRIX

We put the STING in <i>Distinguished</i> by being:							
	Classroom	Hallway	Bathroom	Playground	Cafeteria	Dismissal	Assemblies
<b>Respectful</b>	-Follow classroom expectations  -Be respectful of others' learning	-Use appropriate volume level (assigned by teacher)  -Wait for others to pass  -Walking on right side  -Second block	-Respect the privacy of others  -Use the restroom quickly and quietly	-Follow adult instructions  -Use kinds words and actions  -Play fairly	-Keep hands, feet, and food to ourselves  -Talk to those beside you or across from you at a Level 1 (yellow cup)	-Keep hands and feet to ourselves  -Listen to the adult(s)  -Follow directions	-Use appropriate volume level  -Use walking feet  -Listen to adult(s)  -Keep hands and feet to ourselves
	-Use appropriate volume level (assigned by teacher)  -Take care of classroom materials	-Stopping at appropriate places  -Walking at the appropriate pace	-Clean up after yourself  -Always wash your hands with soap and water  -1 paper towel -1 pump of soap	-Pick up your personal belongings  -Use playground equipment appropriately and safely  -Remain in designated areas	-Get all you need before being seated  -Wait to be told to get water if needed  -Clean up your area (napkins, food, milk cartons)  -Follow red and yellow cup voice levels	-Follow hallway expectations  -Use appropriate volume level (level 0)  -Report any concerns to adults	-Follow all directions  -Be a good audience  -Stay seated  -Use Walking Feet
<b>Responsible</b>							
<b>Ready</b>	-Be prepared  -Be a positive learner	-Hallway hands  -Facing forward	-Wait your turn  -Use bathroom manners	-Enter building on appropriate volume level.  -Be ready and follow instructions	-Have trays ready to throw away  -Line up one behind the other  -Use appropriate volume level (assigned by teacher)	-Listen to the adult(s) in charge  -Pay attention and ready to move	-Listen carefully  -Follow directions



## ELEMENTARY CAFETERIAS

### School Meals *The First Step to Learning*



School Nutrition Services is renewing our commitment to making sure that all of our students are fully prepared for academic success. **For the 2017-2018 school year, all elementary students (Pre-K thru 5<sup>th</sup> grade) will continue to receive breakfast and lunch meals at “no cost”!**

#### ???????????????????? FAQ ??????????????????????

##### **Why are the elementary students receiving meals at “no cost”?**

All elementary schools are eligible for meals at “no cost” under the Community Eligibility Provision which is part of the USDA Healthy Hungry-Free Kids Act of 2010.

##### **What is the Community Eligibility Provision (CEP) ?**

The Community Eligibility Provision (CEP) provides an alternative approach for offering school meals to local educational agencies (LEAs) and schools in low income areas, instead of collecting individual applications for free and reduced price meals.

##### **Do I still need to complete a meal application form ?**

Parents or guardians of only elementary students, Darden and Daniels students in their household will *not* have to complete a meal application.

##### **I have child(ren) in elementary but also in middle and high schools. Do I still need to complete a meal application form?**

Yes. If an elementary student has a sibling (s) at any of the middle or high school (s) other than Darden or Daniels, the parent or guardian *will* have to complete a meal application and include all individuals living in the household, including the elementary student(s). Please know that once a meal application is processed and approved, your elementary child will continue to receive meals “at no cost” while your middle or high school teenager (s) *may* qualify for meals at the free, reduced or denied status.

##### **What must my child select in order to receive the reimbursable lunch at “no cost”?**

Your child must select a *minimum* 3 out of 5 food groups offered on the service line with 1/2 cup vegetable or fruit required as one of those choices.

##### **Will extra items still be offered for purchase in the cafeteria?**

Absolutely ! At lunch, we will offer a variety of snack choices~ freshly baked cookies, ice cream, and chips. These items are not part of a reimbursable meal, so students will have to purchase these items. All of our snack items must meet the new USDA snack guidelines

##### **How can I prepay for extra item purchases for my child ?**

Take advantage of *K12 Payment Center* School Nutrition’s new online payment system. You may access and learn more about *K12 Payment Center* from our webpage at the district website. Applying funds to an account eliminates the need for remembering and carrying money on a daily basis. We will continue to accept cash or checks in the cafeteria but remember to write your child’s name and lunch number on the check. We encourage prepayments to be made prior to or after the breakfast meal. We will accept prepayments at lunch, however, with so many to feed in such a short time frame, prepayment data entry leads to less time for students to eat, socialize and return to class.



## ELEMENTARY CAFETERIAS

### School Meals *The First Step to Learning*



### Other Great News !



#### ???????????????????? FAQ ??????????????????????

##### **What is Breakfast in the Classroom (BIC)?**

Each morning, School Nutrition staff will prepare food and transport to all classrooms. To ensure optimum temperature and freshness, the food items will be transported in insulated cooler bags. After the school doors open, all elementary students will report to their classroom where breakfast will be available and offered at “no cost” to each student.

##### **What must my child select in order to receive the reimbursable breakfast at “no cost”?**

Your child must select a *minimum* 3 out of 4 food items offered with 1/2 cup fruit required as one of the choices.

##### **Will my child be able to purchase one item or extra items ?**

With the BIC, only reimbursable breakfast will be offered at this time.

##### **What if my child does not want to eat breakfast ?**

The program is offered to all elementary students but it is the student’s choice whether or not to participate.

##### **Will BIC take away from instructional time ?**

No. BIC takes place in no more than 15 minutes prior to 1st tardy bell.

**We thank you for your support and appreciate your patronage of the School Nutrition program.  
If I can be of any assistance, please feel free to contact me at 399-7845.**

**Cindy Bailey, Director, School Nutrition Services  
“Feeding the Future”**

### School Nutrition Mission Statement

**To courteously serve well prepared, nutritious meals to enhance  
the health of the student body.**

WCS operates non-profit food service programs in 24 schools under USDA guidelines. We employ over 100 full and part-time personnel. The ONLY sources of program funding come from USDA reimbursement for student meal participation, USDA commodity foods received (about 20% of foods used), and revenue from supplemental sales.

USDA is an equal opportunity provider and employer.



**Wilson County Schools**  
**Behavior Plan**

<b>Teacher Directed</b>		<b>SUGGESTED INTERVENTIONS</b>
<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 <i>Serious or repeated violations may be treated as Level II, III, or IV infractions</i>	<b>Options/Responses</b> In-class disciplinary action Verbal Correction Teacher-student conference Detention (lunch/period) Parent shadowing Parent contact Behavior contract	<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
<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 <i>Serious or repeated violations may be treated as Level II, III, or IV infractions</i>	<b>Administrative</b> <b>Options/Responses</b> Detention (lunch/period) Exclusion (extracurricular) Parental contact Mediation Behavior contract In-school suspension Restitution After school detention Saturday school Administrative conference (teacher/student/parent/administrator) Out-of-school suspension	<b>District Support:</b> Student assistance team Student intervention specialist School counselor School psychologist Behavioral specialist Social worker SRO
<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 <i>Serious or repeated violations may be treated as Level II, III, or IV infractions</i>	<b>Administrative</b> <b>Options/Responses</b> In-school suspension After school suspension Out-of-school suspension Report to law enforcement	<b>Parent Support:</b> Parent contact Parent contract Parent shadowing Parent academy Parent training resources Referral community
<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 <i>Serious or repeated violations may be treated as Level II, III, or IV infractions</i>	<b>Administrative</b> <b>Options/Responses</b> Out-of-school suspension Recommendation for "long term" Suspension Report to law enforcement	<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

## Policy Code: 5530 Academic Expectations For Students

The Board of Education is dedicated to high standards and high achievement for all students. The academic expectations for students establish the Wilson County Schools' expectations for students in specific grade levels. The purpose of these expectations is to improve teaching and learning, to enable all students to achieve grade-level competencies and to engage parents in school improvement through shared accountability.

The ultimate responsibility for promotion/retention decisions is assigned to school principals by [G.S. 115C-288](#), except as provided in [G.S. 115C-83.7](#). Such decisions shall be made in accordance with federal, state and local regulations and the expectations provided below.

### 5530.1 Attendance Expectations

Regular and consistent student attendance is critical for success at all grade levels:

Grades	Attendance Expectations
1-5	85 percent of days enrolled
6-8	90 percent of days enrolled
9-12	90 percent of days in each class

5530.2 Academic Expectations for Students - Kindergarten, First and Second Grade  
Students are expected to meet the standards of the end-of-the-year K-2 Reading and Mathematics Assessments and receive favorable teacher grades.

Grade	K-2 Reading Assessment	Math Proficiency	Teacher Grades	Attendance
K	Level D	80 percent	Satisfactory	NA
1	Level J	80 percent	Satisfactory	85 percent
2	Level N	80 percent	Satisfactory	85 percent

Students who are retained in the K-2 grade span shall be assessed through the Student Intervention Team to determine if specific instructional strategies are needed or whether an evaluation for exceptional children services should be conducted.

### 5530.3 Academic Expectations for Students – Third Grade

Students are expected to meet minimum proficiency standards on the North Carolina End-of-Grade (EOG) Tests in Reading and Math as well as earn satisfactory grades on student report cards. As required by [G.S. 115C-83.7\(a\)](#), third grade students who do not pass the North Carolina End-of-Grade English Language Arts/Reading test or retest

with an achievement of level 3 or higher shall be retained in the third grade, unless the student qualifies for a good cause exemption under section [5530.4](#).

<b>Grade</b>	<b>EOG Math</b>	<b>EOG Reading</b>	<b>EOG Science</b>	<b>Teacher Grades</b>	<b>Attendance</b>
3	Level III	Level III/Level Q		60 or Above in Reading and Math (Level Q)	85 percent

#### 5530.4 Good Cause Exemptions from Mandatory Retention – Third Grade

Students may be exempt from mandatory retention in the third grade for good cause pursuant to [G.S. 115C-83.7\(b\)](#), but shall continue to be eligible to participate in reading camps and receive instructional supports, services, and reading interventions appropriate for their age and reading level.

Good cause exemptions from mandatory retention in third grade shall be limited to the following:

1. Limited English Proficient students with less than 2 school years of instruction in English as a Second Language.
2. Students with disabilities, whose individualized education program indicates (i) the use of the NCEXTEND1 alternate assessment, (ii) at least a two school year delay in educational performance, or (iii) receipt of intensive reading interventions for at least two school years.
3. Students who demonstrate reading proficiency appropriate for third grade students on an alternative assessment approved by the State Board of Education.
4. Students who demonstrate reading proficiency appropriate for a third grade student, through a student reading portfolio satisfying State Board of Education requirements.
5. Students who have (i) received reading intervention, and (ii) previously been retained more than once in kindergarten, first, second or third grades.

The Superintendent shall determine whether a student may be exempt from mandatory retention on the basis of a good cause exemption. The following steps shall be taken in making the determination:

1. The teacher of a student eligible for a good cause exemption shall submit to the principal documentation of the relevant exemption and evidence that promotion of the student is appropriate based on the student's academic record. Such evidence shall be limited to the student's personal education plan, individual education program, if applicable, alternative assessment, or student reading portfolio.

2. The principal shall review the documentation and make an initial determination whether the student shall be promoted. If the principal determines that the student shall be promoted, the principal shall make a written recommendation of promotion to the Superintendent.

3. The Superintendent shall make a final determination of whether the student may be promoted. The Superintendent's acceptance or rejection of the principal's recommendation shall be in writing.

#### 5530.5 Notification to Parents of Students Regarding Mandatory Retention in Third Grade for Students Retained in the Third Grade for Failure to Demonstrate Reading Proficiency

1. Parents or guardians shall be notified in writing, and in a timely manner, that the student shall be retained, if the student is not demonstrating reading proficiency by the end of the third grade unless he or she is exempt from mandatory retention for good cause. Parents or guardians shall receive this notice when a kindergarten, first, second or third grade student (i) is demonstrating difficulty with reading development; (ii) is not reading at grade level; or (iii) has a personal education plan under [G.S. 115C-105.41](#).

2. Parents or guardians of any student who is to be retained in third grade for failure to demonstrate reading proficiency shall be notified in writing of the reason the student is not eligible for a good cause exemption. The written notification shall also include a description of proposed reading interventions that will be provided to the student to remediate identified areas of deficiency.

3. Parents or guardians of retained students shall receive at least monthly written reports on student progress toward reading proficiency.

4. Teachers and principals shall provide opportunities, including, but not limited to, information sessions, to discuss these notifications with parents and guardians.

#### 5530.6 Special Intervention and Mid-Year Promotion Opportunity for Students Retained in the Third Grade for Failure to Demonstrate Reading Proficiency

1. Parents or guardians of students not demonstrating reading proficiency will be encouraged to enroll their student in a reading camp provided by the Wilson County Schools. Parent or guardians of a student not demonstrating reading proficiency shall make the final decision regarding a student's reading camp attendance. Before retaining students, the school system shall provide at least one opportunity for students not participating in a reading camp to demonstrate reading proficiency appropriate for third grade students on an alternative assessment or through a student reading portfolio process approved by the State Board of Education.

2. Students retained in third grade shall be provided with a teacher selected based on demonstrated student outcomes in reading proficiency and shall be placed in

an accelerated reading class or a transitional third and fourth grade class combination, as appropriate. Classroom instruction shall include at least 90 minutes of daily, uninterrupted, evidence-based reading instruction, not to include independent reading time, and other appropriate instructional supports and services and reading interventions.

3. Parents or guardians of students who have been retained twice under the provisions of [G.S. 115C-83.7\(a\)](#) shall be offered supplemental tutoring for the retained student in evidence based reading services outside the instructional day.

4. Students in third grade who by November 1 demonstrate reading proficiency through administration of the alternative assessment of reading comprehension or student reading portfolio review may be promoted mid-year in accordance with guidelines established by the State Board of Education.

#### 5530.7 Academic Expectations for Students – Fourth and Fifth Grades

Students are expected to meet minimum proficiency standards on the North Carolina End-of-Grade (EOG) Tests in Reading and Math as well as earn satisfactory grades on student report cards. Fifth grade students are also expected to meet the minimum proficiency standard as measured by the EOG Test in Science.

Grade	EOG Math	EOG Reading	EOG Science	Teacher Grades	Attendance
4	Level III	Level III		60 or Above in Reading and Math	85 percent
5	Level III	Level III	Level III	60 or Above in Reading, Math and Science	85 percent

#### Policy Code: 5510 Homework

The Board of Education believes that homework is an important part of the educational program. Homework assignments should be purposeful continuations or extensions of the instructional program and appropriate to the students' developmental levels. Homework should help students become responsible, self-directed learners, improve their academic achievement and provide reinforcement opportunities.

Because students complete assignments at varying paces, it is difficult to determine the actual length of time a student will need to complete a homework assignment. For this reason, the expectation of the Board is that teachers use sound judgment in determining the amount of homework assigned each night. The table below provides

general guidelines for the amount of time a student should spend on homework nightly. The Board further recognizes that the level of rigor of some high school courses may periodically require additional time for homework over those listed. These courses might include, but are not limited to, Advanced Placement, International Baccalaureate, and other college level courses.

### **Grade Span Suggested Maximum Length of Nightly Homework**

Grades K - 230 Minutes

Grades 3-5 45 Minutes

Grades 6-8 60 Minutes

Grades 9-12 60 - 120 Minutes

Teachers should make every effort to give clear directions for homework assignments. They should also make sure that assignments are based on skills that have been taught previously in the classroom. Students should be able to use the particular skills, and should be familiar with the assignment that they are to complete using the skills. Students should be given an opportunity to ask questions about the assignment before going to another activity.

Teachers should minimize the use of homework assignments or projects which will involve the expenditures of funds by a student.

Homework shall never be used as a method of punishment.

Legal Reference: [G.S. 115C-36](#), [-47](#), [-276](#), [-288](#), [-307](#).

Adopted: August 4, 1995

Revised: May 15, 2017

### **Policy Code: 5520 Grading System**

The Board of Education requires that all parents be informed at regular intervals of the progress of their children in order to promote a process of continuous evaluation of student performance; to inform the student, his parents, and counselor of the student's progress; and to provide a basis for bringing about improvement in student performance, where such change seems necessary.

5520.1 Meaningful evaluation shall include consideration of all activity that has occurred during the particular evaluation period. Such activities may include homework, projects, reports, class participation, and tests, which shall include unit tests. Teachers shall keep accurate records of all graded assignments in order to substantiate a grade given in a course. Class attendance shall also be kept and reported to parents. The

relative value attached to any activity shall be determined by the importance of the activity toward achieving the course objectives.

5520.2 When determining the final grade for a grading period, teachers shall weight assignments and assessments as indicated in the tables below.

<b>Type of Assignment / Assessment</b>	<b>Grades K- 8</b>	<b>Grades 9- 12</b>
Tests / Projects	50%	60%
Quizzes / Classwork	45%	35%
Homework	5%	5%

Teachers shall ensure that there are an adequate number of assignments / assessments in each category during a grading period such that no single assignment or assessment has a disproportionate effect on a student's final grade for the grading period.

5520.3 The Board realizes the obstacles a student faces when trying to recover from an extremely low grading period average. For this reason, in grades K-8, no student shall receive a final grade for a grading period that is below 50%. In grades 9-12, no student shall receive a final grade for the first 9-week period of the semester that is below 40%. There is no lowest grade limit on the grade issued for the second 9-week period of a semester.

5520.4 In addition to regular progress report cards and other school contacts with the home, interim reports are to be issued during the regular grading periods to alert parents when students are not doing satisfactory work.

5520.5 Parental conferences are a valuable method of reporting to parents. Conferences regarding a student's progress in a particular class shall include the teacher of that class.

5520.6 The Superintendent may consider and propose for Board approval alternative or non-traditional methods of assessing student progress.

Legal Reference: [G.S. 115C-47](#), [-81](#)

Adopted: August 4, 1995

Revised: May 15, 2017

### **Policy Code: 6401 Student Dress and Appearance**

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.

Legal References: [G.S. 115C-36](#), [-47](#), [-288](#), [-307](#), [-392](#)

Adopted: April 15, 2002

Revised: June 8, 2009

Revised: November 21, 2011

Revised: June 17, 2013

## **Policy Code: 6403 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. 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.

**6403.1** No student shall use, display, transmit, or have in the "on" position on school property any wireless communication device, including but not limited to, cellular telephones, paging devices, two-way radios, or any similar device until after the conclusion of the instructional day. Exclusions to this policy include devices such as handheld computers issued by the school.

**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, 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 student 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 student will be assigned disciplinary consequences pursuant to Policy [6400](#), *Student Conduct and Discipline*.
- D. Fourth and subsequent offenses: The wireless communication device will be confiscated and held until the end of the school year. The student will be assigned disciplinary consequences pursuant to Policy [6400](#), *Student Conduct and Discipline*.

Legal References: [G.S. 115C-391](#) and [G.S. 115C-36](#)