

WELCOME BACK TO A
NEW AND EXCITING
YEAR!



GO TIGERS!

Student

WELCOME

On behalf of the faculty and staff, we are pleased to welcome you to Hallsboro Middle School for a exciting and invigorating new school year! It is because of your loyalty and commitment that Hallsboro middle School has a rich tradition of excellence in academics and athletics. With the continued hard work, self-discipline and individual responsibility of the student body, Hallsboro Middle will continue to grow mature and dependable adults ready to succeed in the ever changing global society.

The administration and the faculty want students to be happy and successful at school. Experience has shown that the happiest students are those who enter wholeheartedly in the total school program, who work conscientiously to master the scholastic work, participate in activities, cooperate in projects, and take pride in their daily performance.

The happy student is a friendly student who helps others feel at home. This student is considerate and respects the rights of others and the authority of his/her teachers. He/She cheerfully carries there load and is slow to complain. The happy student criticizes only when he/she sees a way to make improvement.

Your school will be what you make it. It will give back to you what you put into it and more. It will try to meet your needs and help you solve the problems that you will face in future years. Through this book, you can acquaint yourself with your school, find out what it offers and expects of you, and establish a successful course for yourself.

SCHOOL SYMBOLS

COLORS: BLUE AND GOLD
MASCOT: TIGER

PHILOSOPHY

The philosophy of Hallsboro Middle School is that every student should be ensured opportunities for growth in every area of his/her life. These opportunities must commensurate with his/her abilities, interests, and needs in a democracy. The school further believes that its obligation to society is met by a humanistic approach to education with emphasis on developing increased awareness of and appreciation for mankind, his achievements, and his environment. This is accomplished by exhibiting and encouraging positive attitudes toward all people and by recognizing local heritage as a part of the heritage of man.

SCHOOL HISTORY

The history of the schools in the Hallsboro date back to the 1730's. The first school of record was located in the Baldwin Plantation in Welches Creek during the nineteenth century when Hallsboro first began to flourish.

From the 1850's to the turn of the century, a number of private and public schools had begun to accommodate the growing population of the Hallsboro area. In the 1900's many schools existed in Hallsboro such as Hobbs, Tedder, Sasser Crossing, Artesia, Red Bug, Creek Branch, Bolton, Joyner, Waccamaw Indian School and Carver Moore School.

The current school at Hallsboro was built in various stages as the need for larger facilities dictated. The West Building was constructed in 1927. At this time Hallsboro consisted of grades 1 - 11. The Band Building was originally the Agriculture Building which was built in 1932. In 1936, the East Building was built to serve as the high school section. The East Building was built by the Works Progress Administration which was a government agency established during the Depression to employ workers to construct public buildings. The present cafeteria was built in 1956 to replace a smaller one which was located at the northern end of the old gymnasium. The Clemons Library

- *2. Mathematics
 - 3. Science
 - 4. Social Studies
 - 5. Healthful Living (health and physical education through grade nine)
- Grades 4-8: Performance on the N.C. End of Grade Reading & Mathematics
- a. Special interventions will be implemented during an academic probation year for students who fall below the state proficiency standard.
 - b. Students on academic probation who achieve no growth after the interventions shall be retained.
 - c. Growth equals one developmental scale score point higher than the previous score. For example, a fourth grade reading score of 141 must increase to 142 or better.

COURSE GRADING CRITERIA

93-100	A
85-92	B
77-84	C
70-76	D
69-OR BELOW	F

“T” indicates an incomplete which must be completed within the following six week period.

GUIDANCE

The Guidance Department is located in room E-108 in the East building and has information concerning schedules, parental appointments, and standardize tests. The counselor is always available for personal counseling.

LOCKERS

A limited number of lockers have been purchased and are located in the East Building and Rabon Building for students 6-8 grades. Students who wish to rent a locker should check with guidance. THE ADMINISTRATION OF THE SCHOOL MAY CHECK LOCKERS PERIODICALLY.

TELEPHONE

THE USE OF THE OFFICE PHONE WILL BE BY EMERGENCY ONLY. WE CAN NOT CALL STUDENTS OUT OF CLASS FOR PHONE CALLS UNLESS IT IS AN EMERGENCY.

CLEMMONS LIBRARY

The mission of Clemmons Library, Hallsboro Middle School, is to promote reading and research among students and staff, and to support the curriculum.

Using the Library and its materials is a privilege. That privilege may be removed if users are disrespectful or disorderly.

Whenever possible the Clemmons Library will follow the standard Library practices also used by the public library system.. The following procedures will guide students and staff.

- a. Library Hours

Compulsory Attendance Law and may be prosecuted if the absence cannot be justified under the established attendance policies of the State and local Board of Education. Once the parents are notified, the school attendance counselor shall work with the child and his family to analyze the causes of the absences and determine steps, including adjustment of the school program or obtaining supplemental services, to eliminate the problem. The attendance counselor may request that a law-enforcement officer accompany him if he believes that a home visit is necessary.

After ten (10) accumulated absences in a school year the principal shall review any report or investigation prepared under G.S. 115c-381 and shall confer with the student and his parent, guardian/custodian if possible to determine whether the parent, guardian/custodian has received notification pursuant to this section and made a good faith effort to comply with the law. If the principal determines that a parent/custodian has, he may file a complaint with the juvenile intake counselor under G.S. 7A-561 that the child is habitually absent from school without valid excuse. Evidence that shows that the parent, guardian/custodian were notified and that the child has accumulated ten (10) absences which cannot be justified under the established attendance policies of the local board shall establish a prima facie case that the child's parent, guardian/custodian is responsible for the absences.

LAWFUL ABSENCES

Following an absence, the student must bring a signed statement from his/her parent/guardian which gives the date of the absence and the reason for the absence. The student must bring this statement to school on the day of his/her return from the absence. The principal/designee will determine the absence as lawful or unlawful and code it accordingly. **NO NOTE RESULTS IN AN UNLAWFUL ABSENCE, HOWEVER, IF THE NOTE IS PRESENTED ON THE SECOND DAY, THE ABSENCE WILL BE CODED.**

A lawful absence will allow the student to make up the work that was missed while he/she was away. To determine what assignments must be made up. **STUDENTS IN GRADES 5-8 WHO HAVE LAWFUL ABSENCES ARE RESPONSIBLE FOR CONTRACTING THEIR TEACHERS THE DAY THEY RETURN TO SCHOOL.** The student shall be entitled to five (5) school days to make up all work missed. This would include time for testing as arranged by the student - at the convenience of the teacher. Any work missed by the student while absent and not turned in will result in no credit for that assignment. Lawful absences include the following:

1. Illness or injury (a statement from a physician may be required at the discretion of the principal.)
2. Quarantine
3. Death in the immediate family.
4. Medical or dental appointments (Documentation from physician required)
5. Court or administrative proceedings. (Documentation required)
6. Religious observances.
7. Educational opportunity (prior approval and documentation by the principal is mandatory).

UNLAWFUL ABSENCES

Any absence that is not defined or determined lawful by the principal/designee is unlawful. The only types of work missed during an unlawful absence which may be made up are six (6) weeks test and semester exams. The time and place for the make-up work shall be determined by the principal and teacher. If a student fails to be present for the make-up test(s), then he/she shall receive no credit for the test.

BEHAVIOR OF STUDENTS IN IN-SCHOOL SUSPENSION

1. Each student is responsible for bringing books, pencils, paper and other materials needed for each day's work. he/she will not be allowed to leave to get them.
 2. The only materials brought into the In-School Suspension room will be school materials. Any outside books, magazines or newspapers must be approved by the in-school suspension director. Non-school materials will be confiscated.
 3. Students should work only on assignments from their subject teachers.
 4. In-School instructor will provide written notice to the principal when a student misbehaves in in-school suspension. Additional days of In-School Suspension may be given to this particular student or Out of School Suspension
 5. All assignment forms and work must be sent to the in-school suspension instructor by 8:45 a.m. each day.
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AFTER 2:45 STUDENTS WILL NOT BE ALLOWED TO BE CHECKED OUT. PARENTS WILL NEED TO WAIT IN THE OFFICE UNTIL THE BELL RINGS.

HALLSBORO MIDDLE SCHOOL
BELL SCHEDULE

07:45 – 08:05 BREAKFAST (In Classroom)

08:05 – 08:15 HOMEROOM

08:15 – 09:00 1ST PERIOD

09:05 – 10:00 2ND PERIOD

10:05 – 11:00 3RD PERIOD

11:05 – 12:25 4TH PERIOD

12:30 – 01:10 5TH PERIOD

01:15 – 02:05 6TH PERIOD

01:55 – 02:05 7TH & 8TH BREAK

02:10 – 02:20 6TH BREAK

02:10 – 03:00 7TH PERIOD

**COLUMBUS COUNTY SCHOOLS CALENDAR
FOR TEN MONTH EMPLOYEES
2011-2012**

Revised
July 14, 2011

Date	Explanation	Holidays	Annual Leave Vacation	Additional Days of Employment
Aug. 18-19	ADDITIONAL DAYS OF EMPLOYMENT (NO STUDENTS)			2
Aug. 22	ADDITIONAL DAY OF EMPLOYMENT (NO STUDENTS)			1
Aug. 23-24	MANDATORY TEACHER WORKDAYS (NO STUDENTS)			2
Aug. 25	First Day of School			
Sept. 5	Holiday-Labor Day (NO STUDENTS/STAFF)	1		
Sept. 22	First School Month Ends			
Sept. 28	MANDATORY PROFESSIONAL DEVELOPMENT DAY (NO STUDENTS)			1
Oct. 7	First Six Weeks Ends			
Oct. 12	Early Release (Student Dismissal at 1:00 pm)			
Oct. 21	Second School Month Ends			
Oct. 26	MANDATORY PROFESSIONAL DEVELOPMENT DAY (NO STUDENTS)			1
Oct. 31	First Nine Weeks Ends			
Nov. 3	Early Release (Student Dismissal at 1:00 pm)			
Nov. 11	Holiday-Veteran's Day (NO STUDENTS/STAFF)	1		
Nov. 22	Third School Month /Second Six Weeks Ends			
Nov. 23	ADDITIONAL DAY OF EMPLOYMENT (NO STUDENTS)/(Weather- Release Dismissal at 1:00 pm)			1
Nov. 24-25	Holiday-Thanksgiving (NO STUDENTS/STAFF)	2		
Dec. 21-23	Annual Leave Day (NO STUDENTS/STAFF)		3	
Dec. 26-27	Holiday-Christmas (NO STUDENTS/STAFF)	2		
Dec. 28-30	Annual Leave Day (NO STUDENTS/STAFF)		3	
Jan. 2	Holiday-New Year's Day (NO STUDENTS/STAFF)	1		
Jan. 5	Fourth School Month Ends			
Jan. 10-13	High School Exam Days (Dismissal at 1 pm for High School Students Only)			
Jan. 16	Holiday-Martin Luther King Jr.'s Birthday (NO STUDENTS/STAFF)	1		
Jan. 19-20	High School EOC Retest			
Jan. 20	Second Nine Weeks/Third Six Weeks Ends			
Jan. 23	ADDITIONAL DAY OF EMPLOYMENT (NO STUDENTS)			1
Feb. 6	Distribution of Non-School Materials-High Schools Only			
Feb. 6	Fifth School Month Ends			
Feb. 22	MANDATORY PROFESSIONAL DEVELOPMENT DAY (NO STUDENTS)			1
Mar. 6	Sixth School Month /Fourth Six Weeks Ends			
Mar. 21	MANDATORY PROFESSIONAL DEVELOPMENT DAY (NO STUDENTS)			1
Mar. 27	Third Nine Weeks Ends			
Mar. 28	Early Release (Student Dismissal at 1:00 pm)			
Apr. 4	Seventh School Month Ends			
Apr. 6	Early Release (Student/Staff Dismissal at 1:00 pm)			
Apr. 9	Holiday-Easter (NO STUDENTS/STAFF)	1		
Apr. 10-13	Annual Leave Day (NO STUDENTS/STAFF)		4	
Apr. 25	MANDATORY PROFESSIONAL DEVELOPMENT DAY (NO STUDENTS)			1
Apr. 26	Fifth Six Weeks Ends			
May 10	Eighth School Month Ends			
May 28	Holiday-Memorial Day (NO STUDENTS/STAFF)	1		
May 31	High School Exam Day (Dismissal at 1 pm for High School Students Only)			
June 1, 4-5	High School Exam Days (Dismissal at 1 pm for High School Students Only)			
June 8, 12	High School EOC Retest			
June 8	Ninth School Month / Sixth Six Weeks/ Fourth Nine Weeks Ends/Last Day of School/1 pm dismissal			
June 11	GRADUATION DAY/MANDATORY TEACHER WORKDAY (NO STUDENTS)			1
June 12-13	ADDITIONAL DAYS OF EMPLOYMENT (NO STUDENTS)			2
		10	10	15

*Refer to reverse for definitions

Mandatory Days -- August 23, 24 June 11

Draft
Testing Calendar for
2011-2012
OPTION 3

Grades 3-8

<i>Begin</i>	<i>End</i>	<i>Test Name</i>	<i>Grade/Group/Special Note</i>
Within 30 days of enrollment		<i>WIDA Access Placement Test (W-APT)</i>	Set by Home Language Survey
02/01/12	03/19/12	<i>ACCESS for ELLs (English Language Proficiency Test)</i>	All students identified as LEP
TBD	TBD	N.C. Writing Assessment ¹	Grades 4 & 7
			of NCEExtend 2 for reading comprehension
			for EOG Testing
04/16/12	06/01/12	NCEXTEND1 Online Assessment: EOG reading (grs. 3-8), math (grs. 3-8), science (grs. 5 & 8)	Grades 3-8
05/11/12	05/22/12	NCEXTEND2 for EOG	Grades 3-8
05/21/12	05/21/12	EOG Student Background & Survey	Grades 3-8
05/22/12	05/22/12	EOG Reading	Grades 3-8
05/23/12	05/23/12	EOG Math Calculator Active	Grades 3-8
05/24/12	05/24/12	EOG Math Calculator Inactive	Grades 3-7 (Grade 8 Math is only one day)
05/25/12	05/29/12	EOG Intense Remediation	Grades 3-8
05/30/12	05/30/12	Retest EOG Reading	Grades 3-8
05/31/12	05/31/12	Retest Math Calculator Active	Grades 3-8
06/01/12	06/01/12	Retest Math Calculator Inactive	Grades 3-8
06/04/12	06/04/12	EOG Science	Grades 5&8
06/05/12	06/06/12	EOG Science Remediation	Grades 5&8
06/07/12	06/07/12	EOG Science Retest 1	Grades 5&8

Special Notes:

¹ Grades 4 and 7 will have ongoing writing assessments that are to be scored locally. Details should be available in September.

High School

<i>Begin</i>	<i>End</i>	<i>Test Name</i>	<i>Grade/Group/Special Note</i>
01/10/12	01/13/12	N.C. End-of-Course Tests; VoCATS	Grades 9-12
01/17/12	01/18/12	EOC Intense Remediation	Students scoring below Achievement Level III
01/19/12	01/20/12	N.C. End-of-Course Retest 1 Alg I, AIG II, Eng I, Bio, Civics & Econ, US History, Physical Science, Geometry	Students scoring below Achievement Level III
02/01/12	03/19/12	<i>ACCESS for ELLs (English Language Proficiency Test)</i>	All students identified as LEP
03/13/12	03/13/12	N.C. Writing Assessment Gr. 10	Grade 10
03/05/12	03/16/12	NCEXTEND1 for N.C. Writing Assessment Grade 10	Grade 10
May 2012		Advanced Placement Examinations	Students in AP courses
05/31/12	06/05/12	N.C. End-of-Course Tests; VoCATS	Grades 9-12
06/06/12	06/07/12	EOC Intense Remediation	Students scoring below Achievement Level III
06/08/12	06/12/12	N.C. End-of-Course Retest 1 Alg I, AIG II, Eng I, Bio, Civics & Econ, US History, Physical Science	Students scoring below Achievement Level III

Special Notes:

¹ Grades 4 and 7 will have ongoing writing assessments that are to be scored locally. Details should be available in September.

EFFECTIVE 2011-2012 SCHOOL YEAR

UNIFORM DESCRIPTION

1. Shirts:

Colors: White and the two other colors designated for the particular school by the School Uniform Committee

- Shirts must have buttons only.
- Shirts must be collared (turtlenecks are permitted).
- Shirts must be of a solid color.
- Shirts must have sleeves – they may be long-sleeved, short-sleeved or $\frac{3}{4}$ sleeved.
- Shirts must be free of labels, graphics or insignias of any kind except for the school insignia.
- Shirts must be worn tucked in.
- Midriffs and undergarments cannot be visible and visible cleavage should be minimized. However, students may wear plain white or school color T-shirts under shirts which may be visible at the neckline of the collar.
- Form-fitting spandex material, nylon, denim and see-through or mesh tops are prohibited.

2. Pants/Capris:

Colors: Solid Khaki or Solid Navy Blue or Solid Black

- Pants must have no more than 4 pockets (no cargo pants).
- No over-sized, under-sized or tight-fitting pants.
- Pants must be worn above the hips at all times (no sagging).
- Pants cannot have frays and must be hemmed and not dragging the floor.
- Undergarments cannot be visible.
- Form-fitting spandex material, nylon, denim, blue jeans and sweat pants are prohibited.
- Pants must be free of labels, graphics or insignias of any kind.
- Pants cannot be rolled up to simulate capri pants.
- Pants cannot have a slit that exceeds four inches from the bottom of the pant leg.
- Capri pants cannot have a slit that goes above the knee.

STUDENT RULES AND REGULATIONS Grades K-8

It is necessary for all students to abide by the rules and regulations established. The purpose of these rules and regulations is to promote an atmosphere conducive to learning and proper behavior. The following rules and regulations are adopted as county procedures for dealing with discipline situations in the K-8 grades of Columbus County Schools.

Every student is expected to follow all instructions and directions given by teachers, the administration, or other school employees. This includes the school policies presented in this handbook and those conveyed orally by the teachers, substitute teachers, student teachers, school employees or administration. More importantly, students are expected to discipline themselves and assume full responsibility for their participation in the total school program. Infractions of written or verbal policies will be handled according to the established procedure to be found in the student handbook. Each student must remember that he is a student and is expected to conduct himself accordingly.

The following rules and regulations are recommended punishments. The principals have the discretion to interpret and implement the following policies. Schools without ISS will modify the consequences as needed. Repeated offenses may result in recommendation for Alternative Academy.

COUNTY POLICY

Procedures for Implementing the Code of Conduct

K-8 and under 16

1. Most cases will be handled by the local administration, using their best judgment.
2. If suspension is involved, parents are to be called immediately.
3. For a student under 16, the principal can suspend the child and file with juvenile services a referral for juvenile petition if the offense is of such nature to warrant more than suspension.

16 and Over

1. After a disturbance, investigate and call parents if necessary.
2. If the principal deems it necessary, then call the sheriff's department.
3. If the sheriff's department is called, they will do a brief investigation and, where appropriate, issue a citation to the parties involved. (These citations serve purpose as a warrant. The student will have to appear in court.)
4. The principal may suspend the student, if warranted.

First Offense: 3 days ISS/OSS
Second Offense: 5 days ISS/OSS
Third Offense: 10 days ISS/OSS, Recommendation for Alternative Academy.

C. UNAUTHORIZED AREA

Being in the auditorium, gym, classroom, restroom, hall, parking lot, bus courtyard, main lobby, front entrances, or any designated area without permission.

First Offense: 3 days ISS/OSS
Second Offense: 5 days ISS/OSS
Third Offense: 10 days ISS/OSS, Recommendation for Alternative Academy.

D. BOMB THREAT

First Offense: Recommendation for expulsion. Call law enforcement. File juvenile petition. Recommendation for Alternative Academy.

E. CHEATING

Cheating includes having a copy of a test about to be given, using notes during a test, or other evidence of cheating. Club constitutions, charters, etc. may call for additional penalties.

First Offense: 3 days ISS/OSS, plus a zero will be recorded for the given test/parent contact
Second Offense: 5 days ISS/OSS, plus a zero will be recorded for the given test, parent conference
Third Offense: 10 days ISS/OSS, plus a zero will be recorded for the given test.

F. COMMON AREAS

In order to protect property, maintain an orderly relationship among students, establish a clean eating environment, and make everyone's lunch break a pleasant and enjoyable time, we ask your cooperation with the following rules:

1. Do not sit on tables or on the back of chairs. Do not "beat" on the tables or stand or walk on them.
2. Put all trays, trash, and food scraps in their proper places once you have eaten.
3. Cooperate with the cafeteria staff and follow instructions given by teachers and administrators
4. Do not break line
5. Use only appropriate language, no profanity or vulgarity

the Drug Free Schools and Communities Act of 1986 within their regular classroom content areas, and use all available resources to enhance the “no drug” message within all classrooms as appropriate.

2. Possession, use, and/or sale of drugs including a alcohol
 - a. No student shall possess, use, transmit, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or other drug defined as a controlled substance pursuant to Chapter 90 of the North Carolina General Statutes, or any alcoholic beverage or other intoxicating liquor, as defined in Chapter 18A of the North Carolina General Statutes, or possess, use or transmit drug paraphernalia, as defined in Chapter 90 of the North Carolina General Statutes, or inhale or ingest any chemicals or products with the intention of bringing about a state of exhilaration or euphoria while in any school building, on any school premises, on any school bus, or off the school grounds at any school activity, function, or event before, during or after school hours, or during any period of time when he/she is subject to the authority of school personnel, unless such possession, use or transmission is authorized by law and school regulations.
 - (1) The word “possession: shall mean having the power or intent to control a prohibited substance and shall include, but is not necessarily limited to, the possession of a prohibited substance in a student’s automobile, locker, book bag, desk, or on a student’s person at school or any school-related activity.
 - (2) The word “use” shall mean the consumption, injection, inhalation, or absorption of a prohibited substance into a student’s body by any means at any time when the prohibited substance would influence a student’s behavior to any degree at school or a school-related activity.
 - (3) The word “sale” shall mean the exchange of a prohibited substance for money or other consideration.
 - b. Over the counter medication/prescribed drugs/counterfeit controlled substance
 - (1) No student shall distribute to any student an over the counter medication in their possession. Any student caught distributing over-the-counter medication to another student shall mean a 3 day out-of-school suspension. At the principal’s discretion, this may be adjusted to a 5 day period in ISS.
 - (2) Use of a drug authorized by a valid medical prescription from a registered physician shall not be considered a violation of this rule when the drug is taken by the person for whom the drug is prescribed. All medications at school should be in pharmacy labeled and dispensed containers with the name of physician, date, name of medication, time and directions for administration, and student’s name.
 - c. Definition – prohibited substances include:

- (1) The principal or his/her designee shall notify as soon as possible the parent and/or guardian of a student who has violated or is believed to have violated the above policy.
- (2) Following this notification, a scheduled conference will be held with all involved persons.

b. Notification and involvement of law enforcement officials

- (1) The principal or his/her designee shall inform the appropriate law enforcement agency when the controlled substance is possessed, used, sold or distributed at school or at any school related activity.
- (2) Any controlled substance confiscated by school officials shall be turned over to the police or sheriff for identification, if necessary, and for disposal. A signed receipt should be requested from the law enforcement officer. The report of the law enforcement agency attesting to the nature of any confiscated substance shall be admissible as prime factual evidence of the identity of the substance at any student disciplinary hearing.
- (3) School officials shall assist the law enforcement officials with prosecution of any person who has possessed, used, distributed, sold or who is believed to have sold any controlled substance at school or a school-related activity.

4. Policy violations during the last ten (10) days of school

Students whose violations meet the criteria for long-term suspensions, during the last ten (10) days of school shall be suspended for the remainder of the year and allowed to take their exams after the end of the normal 180 days of instruction but before the teachers leave for summer vacation. The student and his or her parent/guardian must complete a substance abuse evaluation offered by the Columbus County Mental Health Center before his/her grades are finalized and transcripts and/or diplomas made available. In addition, a senior whose violation meets the above criteria during the last ten (10) school days or at any school related function after the end of the normal school year shall not participate in any remaining school related activities, including graduation ceremonies.

5. Authority of school officials to search

- a. Lockers and Desks: School officials have the authority to search a student's locker and desk at any time. Students should have no expectation of privacy with respect to lockers and desks and shall be made aware of the condition. If a search is made of a locker or desk, it shall be made in the presence of the school administration and with a written record of the results of the search.
- b. Personal possessions of students may be searched under reasonable suspicion of possession of a controlled substance. There shall be no frisk or strip searches. All searches shall be made in the presence of another staff member and not in the presence of the class. A written record of the results of the search shall be made.

of methamphetamine. It will include tips for recognizing methamphetamine use and procedures to follow if one should come in contact with methamphetamine. Steps to take if children have been exposed will also be included.

b. Training

Every employee of the Columbus County School system will be trained annually to review procedures when exposed to methamphetamine. It will also include current information relating to use and detection of methamphetamine. Specific training will be provided for first responders as well as those whose jobs may take them to residents where methamphetamine may be detected. Training will also be included if children have been exposed.

c. Response Plan

A strategic plan developed by a committee of Columbus County School employees will contain specific protocol when dealing with children or school employees who have been exposed to methamphetamine.

d. Protocol

(1) Assessment of Scene by School Personnel - Not on School Property

Procedures will be as follows:

- Recognize location as methamphetamine site
- Vacate immediately
- Do not remove any items from location
- Find a safe location and call school administrator
- School administrator will call 911 for law enforcement
- Alert law enforcement if children are involved
- School administrator will contact school superintendent
- Follow law enforcement protocol
- After situation has been assessed by law enforcement and children have been assessed—responders should consult with their medical provider for an individual evaluation

(2) Assessment of Scene by School Employee - On School Property

Procedures are as follows:

- Recognize location as methamphetamine site
- Vacate immediately
- Do not remove any items from location
- Contact school administrator immediately
- School administrator will contact school resource officer
- School resource officer will call 911 for additional law enforcement
- Alert law enforcement if children are involved

Second Offense: 5 days ISS/OSS
Third Offense: 10 days OSS, Recommendation for Alternative Academy.

O. FALSE FIRE ALARM

First Offense: 10 days OSS, Call law enforcement.
Expulsion recommended

P. FELONIES

Any student who has been charged with a felony and is waiting the disposition of the case by the court, will be automatically suspended. If the suspension exceeds ten days, the student may apply for admission to Alternative Academy. Students are suspended from the public school until the case has been settled.

Q. ASSAULT

Pushing or shoving.

First offense: 3 days ISS/OSS
Second offense: 5 days ISS/OSS
Third offense: 10 days, Recommendation for Alternative Academy

R. FIGHTING

First Offense: 5 days ISS/OSS
Second Offense: 10 days OSS
Third Offense: Expulsion recommended or Alternative Academy

In the event a fight breaks out, students are advised to move away from the area of the disturbance, tend to their own business, and not get in the way of administrators or teachers who are trying to deal with the situation. Standing around, standing on tables, standing in aisles so as to hinder school officials, refusing to leave the scene when asked to do so are violations of the no fighting policy. If it can be determined by clear and convincing evidence who instigated a fight, that person may be punished to a greater degree than others involved in the fight. The amount of punishment will be at the principal's discretion. This does not absolve any parties in the fight from their role. All parties involved in a fight will be disciplined.

S. INITIATING A FIGHT

Boosting a fight, carrying news, causing dissension; any student who encourages, aids, or abets any conduct which may result or does result in physical violence against any person. Law Enforcement may be called. If it can be determined by clear and convincing evidence who instigated a fight, that person may be punished to a greater degree than others involved in the fight. The amount of punishment will be at the principal's discretion. This does not absolve any parties in the fight from their role. All parties involved in a fight will be disciplined.

First Offense: 3 days ISS/OSS
Second Offense: 5 days ISS/OSS
Third Offense: 10 days OSS, Recommendation for Alternative Academy.

AA: LITTERING

First Offense: 1 day/Clean up litter by student
Second Offense: 2 days ISS/OSS
Third Offense: 3 days OSS

BB. MODE OF DRESS

1. General - Grade K - 8

Clothing or jewelry accessories must be age-appropriate, not disruptive to the teaching-learning process, and cannot be provocative, suggestive symbols, revealing, indecent, vulgar, or obscene.

- a. For sanitary and safety reasons and in accordance with State Health regulations, all children are required to wear appropriate shoes to school.
- b. Dress for special school sponsored activities that occur outside the regular school day may be determined and regulated at the discretion of the principal.
- c. Sunglasses and hats are not to be worn inside.
- d. There shall be no jewelry or any other article affixed to a student's nose, tongue, lips, cheek, eyebrow, or any other visible part of the body, with the exception of the ears. Articles on the ears must not promote alcoholic beverages, tobacco, or the use of controlled substances, depict violence, or be of a sexual or disruptive nature.
- e. All tattoos must be covered.
- f. No article shall be worn in the eyes other than medically prescribed corrective lenses.
- g. Kerchiefs, bandanas, sweatbands, and rags are not allowed.
- h. All shirts and blouses below must be appropriately tucked in.
- i. All pants that are made with belt loops must be worn with an appropriate length belt.
- j. All belt buckles must not exceed the width of the belt worn.

2. Grades K-2

Third Offense: 10 days OSS, Recommendation for Alternative Academy.

EE. RADIOS, IPODS, MP-3 PLAYERS, WALKMANS, CELL PHONES, PAGERS/BEEPERS, AND OTHER ELECTRONIC DEVICES

The use of personal cell phones is prohibited on the school campus or bus. Should a student fail to follow this expectation, one warning will be issued. Additional violations will result in the student's phone being taken. Phones will be returned at the end of the school year. The school is not responsible for the loss of any electronic devices.

Unauthorized electronic devices not allowed during the instructional day include but are not limited to: calculators with a typewriter-style (QWERTY) keyboard, calculators that include a computer algebra system (CAS) and are capable of doing symbolic algebra, cell phones (including cell phones with calculators), handheld microcomputers, pen-input devices (such as personal digital assistants, tablets, or pen scanners), digital cameras (or devices that have cameras) or laptop/notebook computers.

Any such items will be confiscated and may be returned to parent, at the discretion of the principal.

First Offense: 3 days ISS/OSS
Second Offense: 5 days ISS/OSS
Third Offense: 10 days ISS/OSS

FF. REFUSAL TO ATTEND ISS

Recommend Alternative Academy or recommendation for expulsion

First Offense: 5 days OSS
Second Offense: 10 days OSS, Recommendation for Alternative Academy

GG. REFUSAL TO IDENTIFY SELF

First Offense: 3 days ISS/OSS
Second Offense: 5 days ISS/OSS
Third Offense: 10 days OSS, Recommendation for Alternative Academy.

HH. USE OF TOBACCO PRODUCTS

Use or possession of tobacco and non-tobacco products or paraphernalia is prohibited.

First Offense: 3 days ISS/OSS
Second Offense: 5 days ISS/OSS
Third Offense: 10 days OSS, Recommendation for Alternative Academy

NN. THREATS TO STUDENTS /BULLYING

First Offense: 3 day ISS/OSS
Second Offense: 5 days ISS/OSS
Third Offense: 10 days OSS, Recommendation for Alternative Academy. Expulsion recommendation.

Based on the nature/severity of the threat, law enforcement officer may be contacted, citation issued, and/or the student recommended to Alternative Academy.

OO. VANDALISM

Destruction of school property is a violation of Public Law, as well as school regulations.

First Offense: 3 days ISS/OSS, plus restitution
Second Offense: 5 days OSS, plus restitution
Third Offense: 10 days OSS, plus restitution

PP. WEAPONS

Any student who possesses a firearm will require that the local school board suspend for 365 days. The local superintendent can modify the suspension on a case-by-case basis. The local board of education can provide an alternative school setting for any student removed under this act.

Any student who possesses a weapon, (including toy guns, water guns, and bullets, etc. or anything disruptive to the educational process) or object which through its usage becomes a weapon, and/or attempts to inflict serious injury upon another student may automatically result in a warrant sought against the student. Punishment, depending upon the type of weapon, may result in ISS, OSS, or expulsion.

QQ. SCHOOL BUSES

School buses are operated for the safe transportation of students traveling to and from school and school activities. Riding the bus is a privilege which may be revoked when the general conduct of the student is detrimental to the safety and comfort of others on the bus.

GENERAL

1. Each student is required to ride his/her assigned bus and get on and off at his/her designated stop.
2. A student may be allowed to ride a bus other than the assigned bus and/or get off at a stop other than the designated stop if the student has written permission from the parent, approved by the school principal.
3. Students are under the authority of the School Board while riding the bus and while waiting at the bus stop.

LEAVING THE BUS

1. Students are to remain seated until the bus has come to a full stop. They must leave the bus in an orderly manner with students in the front seats leaving first.
2. Students should go directly home.

CONSEQUENCES OF MISBEHAVIOR ON THE BUS

First Offense: A warning or bus suspension or ISS/OSS may be assigned.
Repeated Offenses: All the above and possible revocation of bus riding privileges for the remainder of the year.

RR. SUSPENSION OF STUDENTS

If students persistently misbehave they may be suspended from school, and their return may be contingent upon their parent or guardian having a conference with their principal. Prior to their suspension, the principal shall give students notification of charges against them, and if students deny them, they will be given explanation of the evidence against them and an opportunity to present their side. However in case students are presenting a clear and present danger of disruption, the principal or designee shall have the option of suspending immediately. In this case, the necessary notice and hearing will follow as soon as practical.

Students and their parent or guardian have the right to appeal to the Superintendent regarding a suspension.

Short Term Suspension: suspension from school for a period not exceeding ten (10) days.

Long term Suspension: suspension from school for a period in excess of ten (10) days and approved by the Superintendent.

Expulsion: a means by which the Board of Education may permanently bar a student from school. Three (3) criteria are established for each such action:

1. Must be at least 14 years of age.
2. Has been convicted of a felony
3. Constitutes a clear threat to the safety and health of other students or employees.

Procedures before Suspension

Before a student is suspended, the principal or designee must talk to the student in person, and the conversation must include the following:

Appeals

The parent shall have the right to appeal to the Superintendent if they feel that the suspension is unreasonable.

After receiving the decision from the Superintendent, the parent may appeal to the School Board at its next regularly scheduled meeting.

Student Dress Code, Policy 4316

The board believes that the dress and personal appearance of students greatly affect their academic performance and their interaction with other students. The board requests that parents outfit their children in clothing that will be conducive to learning. Generally, dress and grooming standards as determined by the student and his or her parents will be deemed acceptable. However, the board requires that appearance and clothing comply with the following board standards.

1. For sanitary and safety reasons and in accordance with State health regulations, all students are required to wear appropriate shoes to school.
2. Dress for special school sponsored activities that occur outside the regular school day may be determined and regulated at the discretion of the principal.
3. Sunglasses and hats may not be worn inside. Headdress, including kerchiefs, bandanas, sweatbands and rags, are prohibited.
4. No article shall be worn in the eyes other than medically prescribed corrective lenses.
5. There shall be no jewelry or any other article affixed to piercings in a student's nose, tongue, lips, cheek, eyebrow or any other visible part of the body, with the exception of the ears. Articles on the ears must not promote illegal drug, alcohol or tobacco use or be provocative, obscene or substantially disruptive.
6. Visible tattooing which promotes illegal drug, alcohol or tobacco use or is provocative, obscene or substantially disruptive is not allowed.
7. Clothing which promotes illegal drug, alcohol or tobacco use or is provocative, obscene or substantially disruptive is prohibited.
8. Clothing that is torn, cut, sliced or shredded is prohibited.
9. Garments for the lower body section must be attractive and neat and must fall to at least four inches above the kneecap when the student is standing erect. These garments include dresses, skirts, shorts and any other appropriate apparel. These garments, including uniforms, must fit snugly around the waist.

PROHIBITION AGAINST DISCRIMINATION, HARASSMENT AND BULLYING

Policy Code: 1710/4021/7230

The board acknowledges the dignity and worth of all students and employees and strives to create a safe, orderly, caring and inviting school environment to facilitate student learning and achievement. The board will not tolerate any form of unlawful discrimination, harassment or bullying in any of its educational or employment activities.

A. PROHIBITED BEHAVIORS AND CONSEQUENCES

1. Discrimination, Harassment and Bullying

Students, school system employees, volunteers and visitors are expected to behave in a civil and respectful manner. The board expressly prohibits unlawful discrimination, harassment and bullying.

Students are expected to comply with the behavior standards established by board policy and the student code of conduct. Employees are expected to comply with board policy and school system regulations. Volunteers and visitors on school property also are expected to comply with board policy and established school rules and procedures.

Any violation of this policy is serious, and school officials shall promptly take appropriate action. Students will be disciplined in accordance with the school's student behavior management plan (see policy 4302, School Plan for Management of Student Behavior). Based on the nature and severity of the offense and the circumstances surrounding the incident, the student will be subject to appropriate consequences and remedial actions ranging from positive behavioral interventions up to, and including, expulsion.

Employees who violate this policy will be subject to disciplinary action, up to, and including, dismissal. Volunteers and visitors who violate this policy will be directed to leave school property and/or reported to law enforcement, as appropriate, in accordance with policy 5020, Visitors to the Schools.

When considering if a response beyond the individual level is appropriate, school administrators should consider the nature and severity of the misconduct to determine whether a classroom, school-wide or school system-wide response is necessary. Such classroom, school-wide or school system-wide responses may include staff training, harassment and bullying prevention programs and other measures deemed appropriate by the superintendent to address the behavior.

2. Retaliation

electronic or verbal communications, or any physical act or any threatening communication that:

- (1) places a student or school employee in actual and reasonable fear of harm to his or her person or damage to his or her property; or
- (2) creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities or benefits.

"Hostile environment" means that the victim subjectively views the conduct as harassment or bullying and that the conduct is objectively severe or pervasive enough that a reasonable person would agree that it is harassment or bullying. A hostile environment may be created through pervasive or persistent misbehavior or a single incident, if sufficiently severe.

Harassment and bullying include, but are not limited to, behavior described above that is reasonably perceived as being motivated by any actual or perceived differentiating characteristic or motivated by an individual's association with a person who has or is perceived to have a differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, socioeconomic status, academic status, gender identity, physical appearance, sexual orientation, or mental, physical, developmental or sensory disability. Examples of behavior that may constitute bullying or harassment include, but are not limited to, verbal taunts, name-calling and put-downs, epithets, derogatory comments or slurs, lewd propositions, exclusion from peer groups, extortion of money or possessions, implied or stated threats, assault, impeding or blocking movement, offensive touching or any physical interference with normal work or movement, and visual insults, such as derogatory posters or cartoons. Legitimate age-appropriate pedagogical techniques are not considered harassment or bullying.

It is possible for harassment, including sexual or gender-based harassment, to occur in various situations. For example, harassment may occur between fellow students or co-workers, between supervisors and subordinates, between employees and students, or between non-employees, including visitors, and employees or students. Harassment may occur between members of the opposite sex or the same sex.

- b. Sexual harassment is one type of harassment. Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- (1) submission to the conduct is made, either explicitly or implicitly, a term or condition of an individual's employment, academic progress or completion of a school-related activity;

Information about this policy and the related complaint procedure must be included in the training plan.

As funds are available, the board will provide additional training for students, employees and volunteers who have significant contact with students regarding the board's efforts to address discrimination, harassment and bullying and will create programs to address these issues. The training or programs should (1) provide examples of behavior that constitutes discrimination, harassment or bullying; (2) teach employees to identify groups that may be the target of discrimination, harassment or bullying; and (3) train school employees to be alert to locations where such behavior may occur, including locations within school buildings, at school bus stops, and on cell phones and the Internet.

F. Notice

The superintendent is responsible for providing effective notice to students, parents and employees of the procedures for reporting and investigating complaints of discrimination, harassment and bullying. This policy must be posted on the school system website, and copies of the policy must be readily available in the principal's office, the media center at each school and the superintendent's office. Notice of this policy must appear in all student and employee handbooks and in any school system publication that sets forth the comprehensive rules, procedures and standards of conduct for students and employees.

G. COORDINATORS

The superintendent or designee shall publish the names, office addresses and phone numbers of the "Title IX coordinator" (for sex discrimination) and the "Section 504" and "ADA coordinator(s)" (for discrimination on the basis of disability) in a manner intended to ensure that students, employees, applicants, parents and other individuals who participate in the school system's programs are aware of the coordinators. The coordinators shall coordinate the school system's efforts to comply with and carry out its Title IX, Section 504 and ADA responsibilities, which include investigating any complaints communicated to school officials alleging noncompliance with Title IX, Section 504 or the ADA or alleging actions which would be prohibited by those laws.

H. RECORDS AND REPORTING

The superintendent or designee shall maintain confidential records of complaints or reports of discrimination, harassment or bullying. The records must identify the names of all individuals accused of such offenses and the resolution of such complaints or reports. The superintendent also shall maintain records of training conducted and corrective action or other steps taken by the school system to provide an environment free of discrimination, harassment and bullying.

The superintendent shall report to the State Board of Education all verified cases of discrimination, harassment or bullying. The report must be made through the Discipline Data Collection Report or through other means required by the State Board.

I. EVALUATION

TO: PARENTS OF STUDENTS
EMPLOYEES OF THE COLUMBUS COUNTY SCHOOL SYSTEM

As required by Federal Regulations you are notified by this letter that an Asbestos Management Plan for your school, or workplace, has been developed. It is on file in the Administration office at the school location and is available for the public review. A copy is also on file at the office of the Superintendent and also the Plant Operations Department Office.

Alan Faulk
Superintendent

Annual Notification of Pest Management Program for School Year 2011-2012

Dear Parent, Guardian, of Staff Member:

This notice is being distributed to comply with the North Carolina School Children's Health Act. Columbus County Schools has adopted and Integrated Pest Management (IPM) Policy to comply with this law. IPM is a holistic, preventive approach to managing pests that minimizes pesticide use in our schools and on school grounds. IPM is explained further in the school's Pest Management Policy, a copy of which is included with this notice.

The IPM Coordinator for our school district is:

Billy Hobbs
Director of Plant Operations
(910) 642-0161
Bhobbs@columbus.k12.nc.us
5487 Silverspoon Road
Whiteville, NC 28472

Your on-site contact for questions about the IPM program is:

Name: Adam Thompson
Title: Principal
Phone Number: 910-646-4192
Email address: athompson@columbus.k12.nc.us
Office address: 89 School Rd. Hallsboro NC 28442

The IPM Coordinator and your on-site contact maintain the pesticide product label and the Material Safety Data Sheet (MSDS) of each pesticide product that may be used on school property. The label and MSDS are available for review upon request by a parent, guardian, staff member, or student attending the school. Also, the IPM Coordinator is available to help answer any questions you might have about the school system's pest management program and pesticide use decisions.

Notification of Pesticide Use: Our school system may find it necessary to use pesticides to control pests at your school or other school system sites. North Carolina state law gives you the right to be notified annually of our school system's pesticide application schedule, and 72 hours in advance of pesticide applications made outside that schedule, but the latter only if your request notification ahead of time using the enclosed form.

Exemptions: Certain relatively low-risk pesticides are exempted from these notification requirements, including antimicrobial cleansers, disinfectants, self-contained baits and crack-and-crevice treatments, and any pesticide products classified by the US Environmental Protection Agency (EPA) as belonging to the US EPA's Toxicity Class

Request for Notification before Non-Exempt Pesticide Applications

Dear IPM Coordinator, Columbus County Schools,

I am writing to request notification in advance of non-exempt pesticide applications at my child's school, and/or at the school or other site where I am employed by the school district, as per my legal right under the NC School Children's Health Act.

I understand that I can request 72 hour advanced notification for pesticide applications that are not already listed on the school district's annual schedule, if it has one. If there is an annual schedule of pesticide applications for my school site, it has been sent to me, and I can view it at any time by [contacting IPM coordinator or visiting website].

I also understand that notification requirements apply to all non-exempt pesticide applications at the relevant school or other non-school site (office building, garage, workshop, etc.), both indoor and outdoor pesticide applications, and including applications planned for summer recess, holidays, weekends, or after school.

Pesticide products exempt from notification requirements include: antimicrobial cleansers, disinfectants, self-contained baits and crack-and-crevice treatments, and any pesticide products classified by the United State Environmental Protection Agency (EPA) as belonging to the US EPA Toxicity Class IV, "relatively nontoxic."

In addition, I understand that should a pest control emergency require a pesticide application for which there is not adequate time to notify me 72 hours in advance, I will receive a notice of emergency pesticide use less than 72 hours, or as soon as possible after, the emergency pesticide application.

I am requesting notification of pesticide use in the following schools or other sites:

- 1) Name of Student or Employee: _____
School or other site, homeroom or office number: _____
- 2) Name of Student or Employee: _____
School or other site, homeroom or office number: _____
- 3) Name of Student or Employee: _____
School or other site, homeroom or office number: _____
- 4) Name of Student or Employee: _____
School or other site, homeroom or office number: _____
- 5) Name of Student or Employee: _____
School or other site, homeroom or office number: _____

I would like my primary notification method to be (please check one):

☐ Mail.

Mailing address: _____
