

# 2012-2013 Student TimeTracker

*This TimeTracker Belongs to:*

*Homeroom:* \_\_\_\_\_

Block	Time	1 <sup>st</sup> Semester Classes	2 <sup>nd</sup> Semester Classes
	<b>7:45 – 8:05</b>	<i>Breakfast</i>	8:05 <i>First Bell</i>
			8:09 <i>One-Minute Bell</i>
<b>1<sup>st</sup></b>	<b>8:10 — 9:41</b>		
<b>9:41 — 9:48</b> <i>Class Change</i>			
<b>2<sup>nd</sup></b>	<b>9:48 — 11:24</b> <i>(5 extra minutes for Morning Announcements/ Pledge)</i>		
<b>11:24 — 11:31</b> <i>Class Change</i>			
<b>3<sup>rd</sup> &amp; Lunch</b>	<b>11:31 — 1:32</b>		
	1 <sup>st</sup> Lunch 11:36–12:01		
	2 <sup>nd</sup> Lunch 12:06–12:31		
	3 <sup>rd</sup> Lunch 12:36–1:01		
	4 <sup>th</sup> Lunch 1:06–1:32		
<b>1:32 — 1:39</b> <i>Class Change</i>			
<b>4<sup>th</sup></b>	<b>1:39 — 3:15</b> <i>(5 extra minutes for Afternoon Announcements)</i>		

*\*\*This handbook contains Western Alamance High School's rules and regulations. Each student will receive one copy and is responsible for its entire contents. Failure to read this booklet is an unacceptable reason for not following the rules. If you have any questions, please discuss them with your principal, teacher, parent, or counselor.*

# Alamance-Burlington Schools Calendar

August 20 – 24 .....	Teacher Workdays
<b>August 27 .....</b>	<b>FIRST DAY FOR STUDENTS</b>
September 3 .....	Labor Day Holiday
September 19 .....	Early Release Day
October 24 .....	Early Release Day
October 29 .....	Teacher Workday
<b>November 2 .....</b>	<b>Report Cards</b>
November 12 .....	Veterans' Day Holiday
November 21 – 23 .....	Thanksgiving Break
<b>December 21 – January 1 .....</b>	<b>WINTER BREAK</b>
January 18 .....	Early Release Day
January 21 .....	Martin Luther King, Jr. Holiday
January 22 – 23 .....	Teacher Workdays
<b>January 25 .....</b>	<b>Report Cards</b>
February 18 .....	Teacher Workday
<b>March 29 – April 5 .....</b>	<b>SPRING BREAK</b>
<b>April 11 .....</b>	<b>Report Cards</b>
April 17 .....	Early Release Day
May 27 .....	Memorial Day Holiday
<b>June 7 .....</b>	<b>LAST DAY FOR STUDENTS</b>
June 10–14 .....	Teacher Workdays
June 19 .....	“Mail by” Date for High School Report Cards

**Inclement Weather Days will be used in numbered order to make-up for school days missed due to inclement weather.**

Day 1 ... November 21

Day 4 ... January 26

Day 2 ... December 21

Day 5 ... April 5

Day 3 ... January 5

Day 6 ... April 4

***\*\*\*Student days missed due to inclement weather will be rescheduled on Teacher Workdays or Saturdays.\*\*\****

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***“Leading by Example”  
Warriors Expect RESPECT!***



# Student Support Services

Ms. Carrie Brandon carrie_brandon@abss.k12.nc.us	Guidance Counselor for A–G	438-4633
Mr. Wayne Stevens wayne_stevens@abss.k12.nc.us	Guidance Counselor for H–O	438-4632
Ms. Aja Thomas aja_thomas@abss.k12.nc.us	Guidance Counselor for P–Z	438-4634
Ms. Stephanie Mitchener <i>Her role is to help with job readiness skills and job placement.</i>	Career Development Coordinator	438-4625
Mae Haith	Dropout Prevention Counselor	438-4640
Shannon Irving	School Social Worker	438-4639
Gaile Bowlin	School Nurse	438-4638
Craig Henderson	ESL	538-6020

## ***Schedule Changes:***

Schedule changes may occur during the first 10 days of the semester through our guidance department if a compelling reason exists. This may include a hole in a schedule, lack of proper prerequisite, course out of sequence, course failure or a unique situation outside of a family's control.

## ***Transcripts:***

A graduating senior is entitled to have **three transcripts sent without cost** to post high school educational institutions of his or her choice through our guidance department. **Any additional requests for transcripts shall be made online through our website. There is a \$3.00 convenience fee per order, a \$3.00 shipping fee per address requested and a \$5.00 document processing fee per document requested.**

## ***Student Medication:***

Students requiring the use or possible use of medication (prescription or nonprescription) during the school day must have the Authorization of Medication for a Student at School form filled out and on file before any medication can be administered. The Authorization of Medication for a Student at School Form can be found using the school's website under Parents Tab under Medical Information.

All prescription medication must be sent to the main office in a container labeled by the pharmacist and must include the prescribing doctor's name and telephone number. Medication and paraphernalia shall be kept and administered under the supervision of the main office staff. The unauthorized possession and use by students of non-prescription drugs or medication during the school day may result in disciplinary action against the students.

# Attendance and Tardy Policy...

In the event of an absence, it shall be the responsibility of the student to bring to school documentation giving the reason for the absence. Proper documentation may include: a doctor's note, court note, signed parent note, etc. Documentation must include student's first and last name and specific dates of absence to ensure proper recording. This note should be given to the attendance clerk located in the Commons between 7:30 and 8:00 am. **If a student forgets to bring a note, the code is considered unexcused. Notes must be presented within 2 school days following the absence.**

## **From Alamance-Burlington School Board Policies ... 4400.4 Excessive Absences**

In compliance with the compulsory attendance law (G.S. 115C-378), attendance letters are generated upon three (3), six (6), and ten (10) cumulative unexcused absences in a year.

# Attendance and Tardy Policy...

The Superintendent shall establish consistent procedure at each grade level for referring students who receive attendance letters to the Student Services Team (SST). The SST will attempt to conduct student/parent conferences after six and ten cumulative unexcused absences, and will develop intervention plans designed to improve student attendance.

At the high school level, a student with more than ten unexcused absences in a certain course during a semester shall not receive credit for the course regardless of the grade obtained. The SST team will review the circumstances of the excessive absences and may award course credit if appropriate.

## From Alamance-Burlington School Board Policies ... 4400.2 Excused Absences

A child may be temporarily excused from attendance at school on account of sickness or other unavoidable cause which does not constitute unlawful absence as defined by the State Board of Education. The authority to excuse a student for a lawful absence shall rest with the principal or designee. The principal shall exercise his/her authority to excuse absences in a reasonable manner, keeping the best interest of the student in mind. Any absence not approved by the principal or his/her designee is an unexcused absence.

Permissible reasons for excusing an absence include:

1. **Illness or Injury** which prevents the child from being physically able to attend school.
2. **Quarantine, defined** as isolation of the child as ordered by the Alamance County Health Department or by the State Board of Health.
3. **Death in the Immediate Family** – The immediate family generally includes grandparents, parents, brothers and sisters.
4. **Medical, Dental, or Other Health Care Provider Appointments** when accompanied by a written excuse with the health care provider's signature or stamp. Whenever possible, such appointments should be scheduled during non-school hours.
5. **Court or Administrative Proceedings** at which the attendance of the child is required. Verification of required court attendance must be submitted to the appropriate school official.
6. **Religious Observances**, if the tenets of a religion to which a child or his parents adhere require or suggest the observance of a religious event. The parent/guardian or custodian must seek **PRIOR APPROVAL** of the principal for such absences, and the approval should be granted unless the religious observance or the cumulative effect of the religious observances is of such duration as to interfere with the education of the child.
7. **Educational Opportunity**, such as travel with a valid educational component. **PRIOR APPROVAL** from the principal or designee must be obtained.
8. **Local School Board Policy:** The principal or designee may excuse temporary or occasional absences for other reasons in accordance with local school board policies, provided that the student has been in attendance for at least one-half of a school day during the current school year.
9. **Absence Related to Deployment Activities:** Additional excused absences may be granted for a student whose parent or legal guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or immediately returned from deployment to a combat zone or combat support posting for the purpose of visiting said parent or legal guardian.

All absences not classified as excused (1-9 above) are deemed unexcused.

## *Early Dismissal:*

Should a student become ill while at school, the parent will be called to take the student home or to secure permission for the student to drive home.

# Attendance and Tardy Policy...

## *Tardies to School and Class*

**Definition of tardy:** If a student is not in the class when the bell rings, he or she is tardy. If a student is more than five minutes late after the tardy bell rings (without an authorized note from a staff member) this will be considered skipping.

Students who are late to school should report to the Main Office and sign in on the computer then proceed directly to class. Students may turn in any documentation if absent the previous day.

### **Tardies will be handled in the following manner:**

**1<sup>st</sup> – 2<sup>nd</sup> tardies** will be Teacher Interventions.

**3<sup>rd</sup> – 4<sup>th</sup> tardies** will be a parent contact by the teacher along with teacher established consequences such as detention after school with teacher and/or lunch detention.

**\*Note: Students may NOT go to after school related activities including sports practice until after the 30 minute detention is served.**

**5<sup>th</sup> tardy and beyond:** Administrative referral by teacher for additional consequences.

**\*\*Excessive tardies may result in revocation of parking privileges!**

# Academics... Academics...

*Parental involvement is the key to the success of any school. Many opportunities are available throughout the year ... see the school website for information (www.abss.k12.nc.us/wah)!*

### ***Parental Responsibilities:***

Parents are an integral aspect that helps make Western Alamance a success. Parents are encouraged to become active in Our Western Community by participating in activities such as Boosters, PTSO and Volunteering on campus. "Face to Face" is another event early in each semester that offers an opportunity for parents to meet with individual teachers in an intimate setting.

### ***Grading Scale:***

**A 93—100**

**B 85 — 92**

**C 77 — 84**

**D 70 — 76**

**F Below 69**

- **A report card is issued each nine weeks.**
- **An interim progress report is sent home every three weeks throughout the school year.**
- **An incomplete (Inc) is given to students whose work is unfinished because of illness or some other unavoidable absence.**

**The conversion of grades to quality points is standardized with letter grades without pluses and minuses: A = 4.0; B = 3.0; C = 2.0; D = 1.0; F = 0.0**

### ***Student Grades:***

Students and/or their parents/legal guardians can access grades throughout the year over the Internet by logging in to the WAHS website and grades online. Instructions on this process are available on the school's website. Only students who are enrolled at Western Alamance High and their legal parent and/or guardian will be granted permission to log in to the school's website.

# Academics... Academics...

## *Integrity/Cheating:*

**If a teacher or staff member has evidence of cheating or plagiarism, the student may be subject to receiving a “0” for that work and may be referred to the administration for disciplinary action.**

The administration strongly believes in Character Education and the importance that integrity plays in society today. If a group of students is found cheating, all of the persons will receive the above punishment. Cheating is defined as **“giving or receiving” assistance** on academic work (homework papers, reports, term papers, tests, etc.) against the wishes and directions of the teacher. Plagiarism is defined as “stealing and passing off as one’s own ideas, words, or writings of another.” Cheating may be determined through actual observation by the teacher, reporting by other students, or overwhelming circumstantial evidence.

## *Promotion Requirements:*

**Sophomore ... 6 units**

**Junior ... 12 units**

**Senior ... 20 units**

## *Examination Policy Guidelines:*

1. Any student enrolled in a course with an EOC or a VOCAT must take the exam during the regularly scheduled time. Any student who does not sit for the End of Course exam will not receive credit for the course and also will not be eligible for summer school.
2. Students taking exams will remain in class during the entire exam period. The exam time is approximately three hours.
3. All exams will be taken at the scheduled time except for hardship cases that must be presented to the principal for approval.
4. Exam grades will count as 1/4 or 25% of the final semester grade.
5. Exam exemptions may be earned and used only by SENIORS. Seniors who are eligible to graduate may be exempt from final exams in classes where they have maintained an A average for the first and second nine weeks. **Seniors may not be exempt from state EOC or VOCATS exams.**

**EXAM Make-up: Students who are absent will need to make-up the exam as dictated by the make-up work absence policy.**

## *Retesting, Remediation, and Review Process:*

Consistent with the current retesting opportunities for end-of-grade assessments at grades 3, 5, and 8, students will be given an opportunity to retest if they do not pass the end-of-course test on the first administration in any of the tested courses. Following is the sequence that will be followed if a student is not successful in passing the end-of-course test:

- The student takes the regularly scheduled end-of-course assessment. If a student scores Level I or Level II on the test, he/she is eligible for a retest; the teacher gathers and organizes the student’s documentation of performance in the course over the entire semester.
- The student receives focused intervention or remediation in the subject area.
- The second administration of the test, or retest, is administered. If the student does not pass the retest, documentation (e.g. a portfolio) of the student’s performance in the EOC course is updated and prepared for review. A student is eligible for a review/appeal if the student receives a passing grade for the course, but has not passed the regular EOC test administration or retest.

# Academics... Academics...

- The student's documentation (e.g. portfolio) is reviewed by an external review committee to determine if the exit standard for that course has been met. The external review committee shall consist of teachers and administration. An exceptional children's (EC) specialist must be present if the student has exceptional needs. A limited English proficient (LEP) teacher must be present if the student is identified as LEP. The review committee has the option of recommending that the student retake the course, be provided additional remediation, or based on the documentation, has met the requirements for the exit standard associated with the course. Parents may attend the review and speak on behalf of their student.
- The principal reviews the recommendation by the committee and makes the final decision regarding the student meeting the exit standard for the course.

## ***Graduation Requirements:***

Beginning with the 2009–2010 ninth grade class, all students will be expected to meet the requirements outlined under the Future Ready Core Course of Study. The primary differences between this course of study and previous courses of study are:

1. An additional mathematics course for those students who previously did not pursue the College/University Prep Course of Study
2. A recommended 4 elective credits in a concentrated area, and
3. An increase from 20 to 21 for the total number of credits required for graduation by the state (**ABSS requires 24 credits for graduation**)
4. Completion of the Graduation Project as a local requirement.

Under the 6 total elective units required for graduation, 4 elective credits (a 4 course concentration) could be taken from one of the following areas of focus: Career and Technical Education, ROTC, Arts Education or any other subject area.

*For a copy of the Future Ready Core Graduation Requirements, please contact the Guidance department (336-438-4631) to receive a copy of the High School Planning Guide.*

## ***Early Graduation Requirements:***

The Alamance-Burlington Board of Education believes that most students benefit from four years of study at the high school level, while recognizing that some highly talented and motivated students may wish to graduate in less time in order to pursue early entry into college programs.

Students and their parents/guardians shall be made aware of the potential to complete the high school courses required for college entry in a three-year period. Interested students and their parents/guardians should consult with their appropriate high school counselor in order to thoughtfully explore this opportunity and to develop early graduation plans where appropriate. All such plans shall be subject to approval by the Superintendent. The request should be made at least ninety days prior to the beginning of the student's last semester of enrollment. The diploma will be presented at the next regularly scheduled graduation exercise.

## ***Early Release:***

Seniors who qualify may register in the spring of their junior year for early release. Early release may be granted for fourth block only each semester. Students must present evidence of transportation available to leave campus daily as a condition of early release and must leave campus at the end of 3<sup>rd</sup> block daily. **NO EXCEPTIONS.** Western High School does not recommend early release for college bound students. Early release is a privilege NOT a right and can be revoked temporarily or permanently for disciplinary reasons.

## ***Honor Roll:***

In grades 9 – 12, Honor Roll will be determined at the end of each nine weeks. Those students making all A's will be designated as "A" Honor Roll. Those students making all A's and/or B's (in any combination) shall be designated as "A/B" Honor Roll. Unweighted grades on the report card shall be used to make the determinations.

# Academics... Academics...

## ***Junior Marshal Program:***

Students having outstanding academic performance in grades nine, ten, and eleven will be recognized as junior marshals to serve as guides for graduation activities. The top **ten** students from the junior class will serve as marshals with the highest ranked Junior serving as Chief Marshal. They will be selected on the basis of quality point and class rank at the mid-term of the spring semester of the eleventh grade.

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

The National Honor Society recognizes those students who have excelled in scholarship, leadership, character and service. Membership is based on the following:

- A. Student must have a minimum unweighted G.P.A. of 3.50.
- B. Student must qualify in the areas of character, leadership, and service with a 3.3 on the faculty rating scale.

## ***Gold Cords:***

Graduating Seniors with an overall cumulative grade point average of 3.63 (unweighted). No other colored cords will be allowed at commencement exercises.

## ***Senior Class Rank Determination:***

Class rank shall be composite of grades earned in high school in grades 9-12. Grades transferred from schools where class rank is determined by a different system shall be converted to the ABSS ranking system. Grades earned in system-sponsored summer school, other principal approved courses offered outside of ABSS and principal-approved dual enrollment in programs offered at institutions of higher education (IHEs), shall be included in the calculation of class rank. Students enrolled in on-line classes through NC Virtual Public School and Elon credit bank will not have 3<sup>rd</sup> 9week grades calculated to present for GPA consideration. **Students who graduate early will not be considered for the honor of Valedictorian, Salutatorian or top ten.**

The student earning the highest cumulative weighted grade point average in the graduating class each year shall be named as Valedictorian. The student earning the second highest shall be named as Salutatorian. The determination shall be made at the end of the senior year. In case of identical weighted grade point averages, the principal shall name co-valedictorians or co-salutatorians. If co-valedictorians occur, no salutatorian will be declared. If co-salutatorians exist, there will be one valedictorian and co-salutatorians.

Class rank shall be determined using a weighted quality point average. Quality points for each course shall be equated on the basis of 4, 3, 2, 1, 0 (A, B, C, D, E). One additional point shall be added for Honors courses. Two additional quality points will be added for Advanced Placement courses. College/university and community college courses approved by the university system for honors college transfer shall receive honors credit; courses not designated as Honors shall receive standard credit.

# Additional Information...

## ***Accidents:***

Students must report any accident that they have at school immediately (before they leave school) to their teacher or sponsor who will fill out an Accident Report Form. If students get hurt when there is no teacher present, they must tell the Lead Secretary (Mrs. Murray) who will fill out the form. Staff members should report all accidents to Mrs. Murray.

## ***Books:***

Books, supplementary materials, etc., are the property of the State of North Carolina and are provided free of charge for student use. Students will be charged a damage/replacement fee for books under their care, which are not properly maintained and/or are stolen.

# Discipline... Discipline...

*The following summarizes the discipline policies of Western Alamance High School. For a more complete and official description, refer to the **STUDENT CODE OF CONDUCT HANDBOOK** of the Alamance Burlington School System, distributed to all students at the beginning of each school year.*

## ***Student Responsibility:***

Western High School believes that high school students should take responsibility for their schoolwork and their conduct and behavior. The various programs at Western (Student Assistance Team, Child Family Team, Peer Tutoring, School Counselors and a Social Worker, School Nurse, School Resource Officer, etc.) are all designed to assist the student in every way possible. The staff at Western firmly believes in respecting the dignity of all students and in presenting instruction in a professional manner.

## ***Teacher Authority:***

Each staff member at Western Alamance High School has the **authority and the obligation** to approach any student who violates a school rule or regulation (or is reasonably suspected of engaging in a violation). Students must cooperate with the teacher or staff member by supplying his/her name and truthfully and respectfully complying with the directives or questions.

## ***Sexual Harassment:***

The Alamance Burlington School Board of Education prohibits and will not tolerate acts of sexual harassment against its students. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature between a school employee and a student, or between students. Any student who believes he/she has been sexually harassed should report such behavior immediately to any school official. Appropriate disciplinary action up to and including long-term suspension will result. Any student who retaliates against an employee or another student because he/she has filed a complaint may be subject to a similar penalty.

## ***Search and Seizure:***

To maintain order and discipline, to protect the safety and welfare of students/school personnel, the principal or his designee, may search a student, their locker, their automobile, when reasonable suspicion exists; and may seize any illegal, unauthorized, or contraband materials discovered in the search. A student's failure to permit searches and seizures as provided in this policy shall be considered grounds for disciplinary action.

## ***Trained Canines on School Property:***

Principals of all Alamance-Burlington School System High Schools may allow any Alamance County Law Enforcement Agency to use drug dogs on school property to assist in the detection and presence of illegal drugs.

The principal or his/her designee may request a law enforcement agency to use a drug dog whenever he/she feels there is reasonable suspicion to conduct a search on school property. The principal may honor the request of the Sheriff or Chief of Police to use drug dogs if the principal feels their request is based on reasonable suspicion. The principal may allow drug dogs to be used anywhere on the school campus, including unoccupied classrooms, athletic facilities, and vehicles. Searches of lockers or other common areas shall be conducted during times of minimal student contact.

# Discipline... Discipline...

## ***Dress Code:***

In assuring a quality learning environment and with regard to good manners, self-respect & respect for others, students are expected to **wear school appropriate clothing**. Students are expected to wear school appropriate attire not only on, but at all school sponsored events and field trips, unless uniforms or other attire is specified by a staff member or coach. **“School Appropriate” attire—Applies to all “layers” of clothing, must be in place immediately upon stepping onto school grounds, and is defined as follows:**

**Shirts / Blouses** must not reveal cleavage or undergarments. No more than three buttons, at the neck, on any shirt, may be unbuttoned. Shirts must not be altered by cutting, tearing, writing on, or have holes. Tank tops, oversized shirts, sleeveless tees, spaghetti straps, low cut shirts that reveal cleavage, and shirts that reveal the midriff are not permitted.

**Pants** must be worn with the waistband at or above the waist. Underwear must not be visible. Pants must not be torn, have writings or symbols or have holes. Oversized pants, jumpsuits, pajamas, “dorm pants”, and “loung pants” are not permitted.

**Shorts / Skirts** must be at or near the knee in length. Shorts and skirts must not be altered by cutting, tearing, writing on, or have holes. Skirts must not have slits. Short shorts and mini-skirts are not permitted.

**Shoes**, sandals, or other appropriate footwear must be worn at all times. Shoe closures and laces must be secured or tied. Bedroom slippers are not permitted.

**Coats / Jackets** with hoods must have the hood removed upon entering any building.

**Hats, Doo-rags, Sunglasses, Scarves, Bandanas** are not permitted during the instructional day.

**Accessories**, including jewelry, must not be distracting to learning. Accessories that can be considered weapons: chains, metal studs, spikes, oversized jewelry and heavy belt buckles are not permitted.

**Clothing and accessories with words or images that depict drug/alcohol/tobacco use or promotion of gang affiliation, violence, sexual innuendo, racism, or racial/sexual degradation is not permitted.**

## ***CONSEQUENCES :***

**Minor Violations** (those that can be fixed easily and quickly: removal of accessories, pants pulled up, etc.)

The student will be asked to make the appropriate change/alteration.

**Major Violations** (those that cannot be fixed easily and quickly, requiring a change of clothing or shoes)

The parent/guardian will be called and the student will be kept in ISS to complete all work until parent/guardian can bring appropriate attire.

Students who change clothes during the school day to deliberately defy the Dress Code will be subject to disciplinary action.

**Student learning can only be successful when they are actively participating in the classroom setting. In order to keep students in the classroom, other discipline procedures are being implemented for minor offenses. Teachers have been encouraged to develop interventions that compliment their individual teaching styles, which includes student conferences, parent contact and parent conferences before administrative intervention is required.**

**Once all teacher interventions have been exhausted, administrative interventions such as the following will be implemented:**

- Student meets with Early Intervention Team**
- Administrator meets with student and/or parents**
- Morning and/or Afternoon Detention**
- In-School-Suspension**
- Suspension/Expulsion**

***If morning or afternoon detention is assigned, students will be responsible for transportation.***

# Extracurricular Activities...

Extracurricular activities help shape students into well rounded adults. Participating in any extracurricular activity is a privilege and each student will be held to a higher standard. Per Alamance Burlington School System Board of Education Policy, students and parents will be required to sign and adhere to the ABSS High School Extracurricular Code of Conduct. Failure to sign the contract will result in loss of participation privileges.

To improve the health and safety of students and prevent and deter illegal drug use by students, the Alamance-Burlington Board of Education has approved a policy for random drug testing of high school students who participate in extracurricular activities and for students whose parent/guardian wish for their child to voluntarily participate in testing. Consent forms may be obtained by contacting the extracurricular sponsor or coach, the guidance office, or the school's administrative office.

All high school students who plan to participate in an extracurricular activity or who currently participate in an extracurricular activity, including school-sponsored and student-initiated clubs; or any student whose parent voluntarily enrolls his/her child in the random drug testing program must sign the drug testing consent form before they can participate in the extracurricular activity.

**Please refer to Policy 4290 of the Alamance-Burlington Schools Student Code of Conduct for specifics regarding the Random Drug Testing Policy. Consent forms may be obtained by contacting the extracurricular sponsor or coach, the guidance office, or the school's administrative office.**

**No noise makers will be allowed in the gym at athletic events!**

## *Athletic Eligibility:*

The North Carolina High School Athletic Association eligibility requirements for athletes are determined at the end of each semester. Therefore, the Spring Semester 2012 determines the eligibility of the Fall Semester of 2012. The rule is as follows:

- **Be in attendance 85% of the semester. (Absent no more than 13 days)**
- **Successfully complete 3 out of 4 classes for the semester and meet local promotion requirements.**
- **Must have a completed concussion awareness form by student athlete and parent.**
- **Have a complete current physical examination by a medical doctor.**

**Athletic Director: Carter Gerlach**

**Assistant Athletic Director: Mitch Carter**

### *Fall Sports:*

### *Winter Sports:*

JV Cheerleading	Ms. Hines	JV Cheerleading	Ms. Hines
Varsity Cheerleading	Ms. Kernodle	Varsity Cheerleading	Ms. Kernodle
Cross Country	Coach Stiegel	JV Men's Basketball	Coach Myers
Football	Coach Snuffer	Varsity Men's Basketball	Coach Stevens
Women's Golf	Coach Cobb	JV Women's Basketball	TBA
JV Men's Soccer	Coach Jones	Varsity Women's Basketball	Coach Quinn
Varsity Men's Soccer	Coach Pardini	Swimming	Coach Slott
Women's Tennis	Coach Dowler	Wrestling	Coach Giannotti
JV Volleyball	TBA		
Volleyball	Coach Lambert		

### *Spring Sports:*

JV Baseball	Coach Carter	Varsity Baseball	Coach Huff
Men's Golf	Coach Cobb	JV Women's Soccer	Coach Wells
Varsity Women's Soccer	Coach Jones	JV Softball	Coach Witzel
Varsity Softball	Coach Deaton	Men's Tennis	Coach Dowler
Men's Track	TBA	Lacrosse	TBA
Women's Track	Coach Haith		

# Extracurricular Activities...

## Clubs:

Auto Technology	Mr. Stone	FCCLA	Ms. Carter	NJROTC	Master Chief Butler
Carpentry	Mr. Billings	FFA	Mr. Tolson	Robotics Club	TBA
JV Cheer	Ms. Hines	High Impact	Ms. Gibbs and	SADD	Ms. Heidi Danieley
Varsity Cheer	Ms. Kernodle		Ms. Ingle	Science Club	Mr. Vernon
Dance Team	Ms. Rogers	History Club	Mr. Byers	Spanish Club	Ms. Carmon
DECA Club	Ms. Sparks	HOSA	Ms. Deaton	Student Council...	
Drama Club	Ms. Rea	Junior Civitan	Ms. Mattera		Ms. Carmon and Ms. Sparks
DREAM Team	Ms. Williams	Key Club	Ms. Wells	WACapella	Mr. Lucier
EXCEL Club	Ms. Mills	Latin Club	Mr. Lockner	Young American Society	Ms. Gibbs
FBLA	Ms. Marsha Ward	National Honor Society...			
FCA	Mr. Snuffer		Ms. Mills and Ms. Mattera		

# Transportation...

## School Bus:

The Alamance Burlington Schools' transportation office works hard to assure that a safe and efficient transportation service is provided. It is important that students: 1) ride only bus that they are assigned, 2) refrain from loud talking, eating, drinking, or moving about the bus while it is in motion, and 3) understand they may not ride home with another student without prior approval from both sets of parents and the bus administration. Permission will not be given in bus lot. Failure to obey rules while on the bus and/or in the school bus parking lot may lead to bus suspension or further disciplinary action. If there are questions or concerns about riding a bus, contact the school at (336) 538-6020.

## Student Automobiles:

All student automobiles parked on the school grounds must be registered with the school and must display the current parking decal. Students must park in marked spaces only. Student parking is limited to designated student parking areas. Parking is NOT allowed on the street. Parking spaces will be sold in priority order: Seniors, Juniors, Sophomores, etc.

- **Student must currently hold a NC Drivers License to apply for parking privileges.**
- **Application for parking is available on the WAHS website.**
- **Students must show their Drivers License, Registration and Proof of Insurance when picking up parking permit in the front office.**
- **Vehicles parked improperly and/or without issued parking decals will be subject to towing at the owner's expense.**
- **No loitering in the parking lot or visitation to the parking area without permission. Permission must be gained FROM AN ADMINISTRATOR TO GO TO CARS DURING THE SCHOOL DAY.**
- **Vehicle speed limit in parking lots is 10 MPH.**
- **No student may sit or ride in the back of a truck while on school property.**
- **Parking Decals are NON-Transferable.**

**Students are permitted to park on school premises as a matter of privilege, not of right. THE SCHOOL IS NOT RESPONSIBLE FOR THE AUTOMOBILE OR ITS CONTENTS.**

# Transportation...

The school system retains authority to conduct routine patrols of student parking lots and visual inspections of the exteriors and interiors of student automobiles on school property.

The administration may search the interiors of student automobiles whenever a school official has reasonable suspicion to believe illegal or unauthorized materials are contained inside the automobiles, unlike law enforcement that must have probable cause.

Patrols of student parking lots by school system employees may be conducted without notice, without student consent, and without a search warrant.

## *The following may result in the student's loss of parking privileges:*

1. Violation of school rules including (but not limited to) excessive tardies.
2. Failure to follow established procedures for parking a vehicle on campus.
3. Violation of speed limit.
4. Failure to operate vehicle in a safe manner.
5. Loitering in or around cars.
6. Playing radio loudly on or around the campus.
7. Going to a vehicle during school hours without permission from an administrator.
8. Failure to maintain proper seating and/or vehicle capacity limits.
9. Throwing litter from vehicles on or around campus.
10. Causing disruptions by blowing horn or yelling.
11. Failing to provide access to interior of car upon request by school official.

## *The Dropout Prevention/Driver's License Legislation:*

Effective August 1, 1998, students under the age of 18 are required to present a **DRIVING ELIGIBILITY CERTIFICATE** to the Department of Motor Vehicles in order to receive a North Carolina driver's permit or license. This certificate is issued by the school and can only be obtained if adequate academic progress is demonstrated. A student must pass three out of the four courses taken each semester in order to retain his driver's license. The Department of Motor Vehicles will be notified of all students who fail more than one course each semester. The DMV will then take the students' licenses. Students can only retrieve their driver's licenses after successful completion of the next semester. Summer school does count toward achieving the minimum requirement. Also, a student who drops out of school will lose his/her driver's permit or license.

# Additional Information...

## *Fire Drills:*

State regulations require fire drills throughout the school year to prevent accidents that could result in injury. Adherence to rules is vital for safety. An exit plan is posted in each room. When the alarm is sounded, students need to move swiftly and quietly to the designated exit.

## *Fees:*

There are no required instructional fees for high school students. The high school does charge for optional benefits. They are as follows:

- Class rings
- Yearbook
- Senior Fee
- State Championship Rings
- Parking \$50.00 (\$25.00 per semester paid) The entire amount is due at the beginning of the year for all students with a valid NC driver's license. Replacement decals/stickers will be issued at \$3.00 each.
- Activity Tickets
- Student Pictures
- Cap and Gown
- Club Dues
- Graduation Invitations
- Rental fee for graduation ceremony
- Class Dues
- NJROTC Initial Outfitting Fee, T-shirt, cap,

# Additional Information...

## ***Hall Pass:***

Students are required to wear a lanyard when leaving the classroom for any reason. This hall pass is a means to protect instructional time while helping to maintain the safety and well being of the campus environment.

## ***Lockers:***

Lockers are assigned to students at the beginning of each semester for the purpose of temporarily storing books, coats, school supplies, etc. The locker should not be a “dumping area.” The school is not responsible for items missing from lockers. Lockers and the contents are subject to search if there are reasonable grounds to believe that drugs, alcohol, stolen property, or other contraband may be there.

Lockers are the property of the Alamance-Burlington School System and are provided for the convenience of students. They are not to be shared, abused or defaced in any way. A student is responsible for his/her assigned locker and will be liable for damages done to that locker. We recommend that students purchase and use locks on their individual lockers at all times.

## ***Lunch/Cafeteria:***

Lunch will be scheduled during four different time slots within the regular third period class. All students are encouraged to participate in the school lunch program. Each student is **required** to clean up after himself/herself and place all trash in a trash can. The school cafeteria will be open at 7:45 am until 8:05 am for those students who wish to purchase food or drink before school begins.

Students are required to remain in the cafeteria or outside walkways. The commons area is off limits during lunch. No students should be in the academic buildings, walkways on back of buildings or parking lots during lunch.

**Students are not allowed to have fast food on campus.** Students who leave for appointments are not permitted to bring fast food back on campus when they return. We have a closed lunch period and students are not allowed to leave campus for lunch, nor have fast food delivered to them.

The meal prices for breakfast and lunch are listed below:

Paid Middle/High Breakfast	\$1.50	Paid Middle/High Lunch	\$2.20
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**\*Note: Reduced Breakfast and Lunch prices will not change — Breakfast \$0 and Lunch \$.40**

**NO FOOD OR DRINK IS PERMITTED IN HALLWAYS OR CLASSROOMS AT ANY TIME.**

**Bottled Water, not WATER BOTTLES, will be allowed.**

## ***Lost and Found:***

Articles found in the building and on the campus are to be turned in to the front office. “Found” articles will be kept in the office for thirty days. Students have the responsibility of “keeping up” with personal items. (Please do not tempt others by leaving coats, pocketbooks, wallets, etc., where someone else might pick them up.) Always label your belongings so we may return them to you when found.

## ***School Day:***

Our school day is from 8:10 am to 3:15 pm. Students may be dropped off at 7:45 am. Prior to 7:45, students must be with a staff member or in the Media Center. For safety/security reasons, anyone on campus after 3:40 pm must be under the supervision of a staff member. Car riders must be picked up by 3:40. All students on campus, unsupervised after 3:40 must report to the Media Center. Our Media Center will be open from 7:00 am to 4:00 pm to allow computer access, tutoring and homework help to our students. After 3:40 pm, students may be picked up in the front circle otherwise students are to be picked up at the end of E building.

## ***Telephones:***

Office telephones are for official school business and not for general use. **Students will not be released from class to make personal calls.** Students should make prior arrangements regarding work schedules, rides, etc., to eliminate the need to use the telephone during the school day. **Parents should refrain from calling or texting their child at school to deliver messages.** Students will not be allowed to come to the phone unless an emergency exists and the call is authorized by an administrator.

## ***Visitors:***

All visitors must report to the main office upon arrival. All visitors will be given a visitor’s pass in the main office. We have a closed lunch, which means that students may not have visitors or have fast food delivered to them during lunch.