

**R-S Central High School
641 US Highway 221 North
Rutherfordton, NC 28139
(828) 287-3304**

Student Handbook



2016 - 2017

**Administration
Mr. Phil Rogers, Principal
Mr. Reagan Rippy, Assistant Principal
Mrs. Jennifer McBrayer, Assistant Principal**

Table of Contents

<u>VISION STATEMENT</u>	3
<u>ALMA MATER</u>	4
<u>WELCOME FROM THE PRINCIPAL</u>	5
<u>THE PERSONAL RESPONSIBILITY OF R-S CENTRAL HIGH SCHOOL STUDENTS</u>	6
<u>BELL SCHEDULES</u>	7
<u>ARRIVALS/DEPARTURES</u>	9
<u>CHECKING IN/OUT</u>	10
<u>ANNOUNCEMENTS</u>	14
<u>CARE OF BUILDING AND GROUNDS</u>	16
<u>FIELD TRIPS</u>	18
<u>HEALTH SERVICES/MEDICATIONS</u>	19
<u>MEDIA CENTER/LIBRARY</u>	20
<u>ACADEMIC/GRADUATION INFORMATION</u>	21
<u>GPA CALCULATOR</u>	23
<u>NORTH CAROLINA ACADEMIC SCHOLARS PROGRAM</u>	24

VISION STATEMENT

All students will be successful in a global community.

Mission Statement

R-S Central High School is committed to providing all students the opportunity to learn in an environment that fosters excellence, recognizes achievement, and instills the self-discipline to become a productive citizen in a global community.

School Beliefs:

- All students can reach their full potential when provided appropriate opportunities in a safe and supportive environment.
- Students need to be challenged and see relevance in the curriculum.
- All students can become life long-long learners.
- School staff should have high expectations for all students.
- All school staff must commit to the continuous improvement of the school.
- Community involvement and parental support are vital to the success of the school.
- Technology enhances teaching and learning, providing a level playing field for students to compete in a global community.

ALMA MATER

Earnest in her aim to serve the youth
Showing us the right, pointing us to truth.
Central High helps prepare us for life,
Even for the thickest of the strife.
Trained in mind and body here,
Reaching toward a purpose clear.
Let us sing the praises of this high school dear:
We're singing to you, dear old CHS

We love you, Central High School
We love your colors white and blue;
We will cherish all your fine ideals,
An be loyal, strong, and true.

“Esse quam videri”

Be our motto as we strive
To up hold your name,
And to bring great fame
To you, dear old Central High.

WELCOME FROM THE PRINCIPAL

Welcome to R-S Central High School. We are looking forward to having a productive year in 2016-2017. We are extremely proud of our academic endeavors, sports programs, and facilities. This handbook will outline not only expectations and consequences, but opportunities and rewards, as well. Its intent is to inform students and parents about the school's daily operation and how to maximize students' chances to be successful. Take time to read through the handbook and familiarize yourself with our policies, expectations, and traditions. I hope you have a great year on the Hilltop!

Mr. Phil Rogers, Principal

The Student/Parent Handbook of R-S Central High School

The policies and information contained within the pages of the Student Handbook are not all-inclusive. Each school year, the Rutherford County Schools central office publishes the High School Policy Handbook which outlines board policy related to student conduct both on and off campus, in addition to the rules and regulations contained in this handbook. Included in the High School Policy Handbook are the policies, guidelines, and appeals procedures of the school system. Students will have access to a copy of this information at the beginning of the school year. Students and parents should read and familiarize themselves with the information contained in the handbook.

All exceptions or deviations from the proceeding policies will rest solely at the discretion of the principal and assistant principals of R-S Central High School. As situations dictate, changes in policies may be made during the school year.

THE PERSONAL RESPONSIBILITY OF R-S CENTRAL HIGH SCHOOL STUDENTS

As a student at R-S Central High School, you are expected to be aware of and to accept your individual responsibilities in the following areas:

1. The Teaching/Learning Process

You deserve the best instruction that R-S Central is capable of providing. For the efforts of the teachers to be as successful as possible and for you to work and achieve to the best of your ability, you must cooperate with the teachers. Like farming and healing, teaching is a cooperative art because it involves cooperation to help produce results. Teachers help the activity if learning goes in the minds of the students. Learning is a natural process, but unless students work at gaining knowledge and understanding, no genuine learning ever occurs, no matter what teachers try to do to make it occur.

1. Respect for the Rights of Others

Every right you have has attached to it an obligation. Your rights must be balanced against the rights of others and their rights balanced against yours. Also, the purpose of the school and the requirements of the educational process must be weighed in deciding who has a right to do what and what behavior needs to be corrected. That is why our society has laws and why a school has rules. However, if you are one of the students who wants to take full advantages of your rights and opportunities at this school while at the same time respecting the rights of others, we at R-S Central High School will support and help you.

1. Responsibility for Your Own Actions

You will be held responsible for the things YOU do or fail to do. The actions of others are of little importance in determining whether or not you have accepted your responsibility as a student and citizen of R-S Central High School. If you choose to follow bad examples set by a few of the other students, you will be held responsible for your actions and your actions only. The decision will be yours, and so will the consequences. Your first responsibility, then, is to decide how YOU should conduct yourself while you are at school; your second responsibility is to be prepared to accept the consequences of your actions.

BELL SCHEDULES

On a regular school day, the tardy bell rings at 8:00 AM.

Regular Bell Schedule

First Bell	7:50
Tardy Bell	8:00
First Period	8:00 - 9:30
Second Period	9:36 - 11:06
Topper Time	11:12 - 11:33
Third Period	11:39 - 1:39
<i>1st Lunch</i>	<i>11:39 - 12:09</i>
<i>2nd Lunch</i>	<i>12:09 - 12:39</i>
<i>3rd Lunch</i>	<i>12:39 - 1:09</i>
<i>4th Lunch</i>	<i>1:09 - 1:39</i>
Fourth Period	1:45 - 3:15

Topper Time First Bell Schedule

First Bell	7:50
Tardy Bell	8:00
Topper Time	8:00 - 8:21
First Period	8:27 - 9:57
Second Period	10:03 - 11:33
Third Period	11:39 - 1:39
<i>1st Lunch</i>	<i>11:39 - 12:09</i>
<i>2nd Lunch</i>	<i>12:09 - 12:39</i>
<i>3rd Lunch</i>	<i>12:39 - 1:09</i>
<i>4th Lunch</i>	<i>1:09 - 1:39</i>
Fourth Period	1:45 - 3:15

Pep Rally Schedule

First Bell	7:50
Tardy Bell	8:00
First Period	8:00 - 9:30
Second Period	9:36 - 11:06
No Topper Time	
Third Period	11:12 - 1:12
<i>1st Lunch</i>	<i>11:12 - 11:42</i>
<i>2nd Lunch</i>	<i>11:42 - 12:12</i>
<i>3rd Lunch</i>	<i>12:12 - 12:42</i>
<i>4th Lunch</i>	<i>12:42 - 1:12</i>
Fourth Period	1:18 - 2:48
Pep Rally	2:54 - 3:15

Early Dismissal Schedule

First Bell	7:50
Tardy Bell	8:00
First Period	8:00 - 8:55
Second Period	9:01 - 9:56
Third Period	10:02 - 10:57
Fourth Period	11:03 - 12:00
School dismisses at	12:00

1 Hour Delay Schedule

We will not have Topper Time on this short schedule.

8:50	First Bell
9:00-10:20	First Period
10:26-11:46	Second Period
11:52-1:39	Third Period
	11:52-12:19 - First Lunch
	12:19-12:46 - Second Lunch
	12:46-1:13 - Third Lunch
	1:13-1:40 - Fourth Lunch
1:46-3:15	Fourth Period

2 Hour Delay Schedule

We will not have Topper Time on this short schedule.

9:50	First Bell
10:00-10:43	First Period
10:49-11:33	Second Period
11:39-1:39	Third Period
	11:39-12:09 – First Lunch
	12:09-12:39 – Second Lunch
	12:39-1:09 – Third Lunch
	1:09-1:39 - Fourth Lunch
1:45-3:15	Fourth Period

ARRIVALS/DEPARTURES

Students are reminded that once they arrive on school grounds, they must come into the school building. They are NOT allowed to leave class or campus without parent's permission *and* signing out in the front office. Students should try not to arrive before 7:30 AM, and should report to the commons area until the first bell.

Students who have someone picking them up after school should arrange transportation to arrive on campus no earlier than 3:00 PM. Students are to wait for their rides in FRONT of the school lobby. Students who drive to school need to exit their cars and enter the building. At the end of the school day, they need to exit the building and leave campus. Students are expected to leave the school campus at the conclusion of the school day unless they are involved in a school-related activity under the supervision of a staff member. Failure to leave the building may be viewed as non-compliant with school rules. Students are not to congregate in the parking lot before and after school. **Students may not be picked up in student or bus parking lots.**

DRIVING/PARKING

Driving/Parking is a student privilege. Students must register their cars during the opening of school. A tag will be issued which should then be displayed on the rear view mirror. Students are to park in their assigned space. **Assigned spaces are not to be decorated or painted.** Students are expected to enter the school immediately upon parking on campus. Students are not to remain in cars or socialize in the student parking lot. Vehicles driven by students are subject to search if reasonable suspicion exists concerning drugs, weapons, etc. Students will register all of the vehicles that they plan to drive to school with the front office. It is imperative that the office be given a description of any vehicle driven to school, along with license plate information. The registration fee is \$25 for the year. Parking tags correspond to parking spaces, and duplicate parking tags cannot be issued. The speed limit school-wide is no more than 10 mph. Violations of parking and/or attendance policies may result in parking privileges being revoked. Terms of consequences will depend on the severity of violation.

CHECKING IN/OUT

Students are required to obtain an admit slip if they arrive to school any time after the first tardy bell. These admit slips will be given in the main office. Students should sign in on the computer to obtain a slip AND have the slip verified by the front desk receptionist. Students with excused tardies will be sent straight to class, and students with unexcused tardies will be dealt with by the teacher and/or administration to determine appropriate disciplinary action.

If a student leaves at any time during the school day, he/she must check out in the office, and MUST use the computer in the main office. They will be given a slip from the computer. They will need to keep the slip and show it to their teachers upon return. Parents are encouraged not to check students out except for necessary appointments or illness. Parents should provide a letter to the school stating the reason for check-out, time, date, and phone number to verify the check out. Students may not be allowed to check back in unless they provide appropriate documentation in accordance with Rutherford County Schools attendance policy. Students may not leave with another student. A parent or legal guardian must come in to the main office to check out any non-driving student. If another adult is to pick up the student, the check out must be prearranged with the front office by a parent or guardian. This policy is implemented to maintain student safety and protect instructional time.

Students are not allowed to leave campus for lunch. Appropriate disciplinary action will be taken when students fail to comply.

The phones in the main office are for check outs only. Messages of importance left for students by parents will be given to students at the end of the class period. Please do not have friends or employers call the school and leave messages. The school does not have the personnel to deliver personal messages except in cases of emergency. The student should make arrangements concerning work, transportation, errands, etc. before school begins. Any student using the office phone during class time must have a note from the teacher. Do NOT leave class to come to the main office without a note.

TARDIES TO CLASS

Students are expected to be on time to school every day. They are also expected to be in the classroom and seated before the tardy bell rings. All students who are late to school in the morning should report to the main office. If a student has an excused tardy (i.e. doctor's appointment with note), he/she checks in and is sent directly to class with an admit slip. If a student has an unexcused tardy, he/she will receive the appropriate step on the discipline plan. Tardiness to class is an offense addressed by all teachers in accordance with school policy. All tardies to class will result in the student being referred to administration. A

student must be in class at least 45 minutes to be counted present. Tardies over 45 minutes will be counted as absences.

Two tardies may count as an absence and instructional time may be made up with the classroom teacher.

ATTENDANCE POLICY

Attendance is the first expectation of a student. Regular attendance is very important in establishing and maintaining a quality academic record. At R-S Central High School, the term “attendance” means much more than the number of days present or absent. Work missed because of absence from school is very difficult to make up since there is no real substitute for face-to-face interaction between student and teacher.

The number of allowable absences in a six weeks period is 2 per six weeks (6 per semester). Students with over two absences in a six weeks and who do not make up time and work will receive an “FF-55” for that grading period. Exceptional circumstances may be appealed to the Student Services Management Team (SSMT). Unexcused absences are NOT considered for appeal by the SSMT.

STUDENTS SHOULD OBTAIN ADMIT SLIPS FROM 7:30 - 7:55 AM AT INFORMATION CENTRAL IN THE COMMONS AREA THE DAY AFTER THEIR ABSENCE. **Failure to obtain the admit slip prior to 7:55 am will result in a Chill Out referral.** Students should provide written documentation/notes following each and every absence. The note should contain the student’s full name, date of absences, reason for the absence, a signature of the parent, and a phone number where the parent may be reached during school hours. Notes will be kept on file in the office. ADMIT SLIPS SHOULD BE SHOWN TO EVERY TEACHER FOR WHOSE CLASS THE STUDENT WAS ABSENT. Work missed during an absence should be made up in a timely manner. It is the student’s responsibility to obtain the assignment and complete the work.

Parents and students will be notified by automated phone message for each absence. Parents will be notified by mail when a student has accumulated three unexcused absences, six total absences (excused or unexcused), and ten total absences (excused or unexcused). Student must be in attendance 45 minutes of a class period in order to be counted present for the class.

According to the state law of North Carolina, valid reasons for EXCUSED absences are the following:

- *Illness or injury of the student
- *Medical or dental appointment
- *Death in the immediate family
- *Quarantine by order of the Rutherford County Health Department

- *Religious holidays
- *Court summons
- *Immediate demands of the home which the principal deems merit absence
- *Educational opportunity (Approval for such an absence must be granted by administration at least three days prior to the absence.)

ATTENDANCE WAIVER/APPEALS PROCESS

Student whose academic standing is adversely affected (over two days each six weeks) by the regulations of the attendance policy have the right to appeal the decision. The appeal must be submitted to administration in writing (forms are in the office) along with any required documentation at least five days before the end of the six weeks. Waivers of absences are granted only under extremely extenuating circumstances. Unexcused absences are NOT considered for appeal by the SSMT.

Appeals for absences will not be considered if any of the following were a factor in failure to meet the attendance requirement:

- *Out-of-school suspension
- *Student did not make up work missed
- *The student would have otherwise failed the course due to poor grades.
- *Failure to submit a written request.

DRESS CODE

At R-S Central, it is of primary importance to foster an atmosphere that is most conducive to learning. Students need to come to school in safe, non-distracting attire. The dress code applies during the school day and on all field trips. Rutherford County Schools provides a quality instructional program and learning opportunity for every student, and the dress code reflects the dignity and decorum of our programs. The personal appearance of every student is an important component of establishing a safe environment for optimal learning and respect for one another. Students are expected to dress in an appropriate manner while on school property. This is the responsibility of the student and parents. Personal appearance shall be such that it does not disrupt student work or school order, become distracting to other students, or violate health and safety guidelines. Student violations of this policy shall be handled by administration in accordance with the Rutherford County Schools' discipline policy, Sections III and IV.

The following Dress Code standards apply and will be enforced:

- *Pajama pants are **not** permitted.
- *Street shoes or sandals will be worn. Bedroom shoes are **not** permitted.
- *All shirts must meet the top of the lower garment.

- *No bare midriffs will be permitted.
- *No tank tops for male students. No spaghetti-strap tops, halter tops, plunging necklines, or backless tops will be permitted for female students.
- *Clothing or jewelry commonly recognized as being related to a group or gang that causes other students to be intimidated shall not be worn.
- *Shorts, skirts, and dresses may not be shorter than mid-thigh.
- *Spandex shorts or pants are not permitted.
- *No leggings or jeggings will be permitted.
- *Clothing is not to be sheer, mesh, or expose any underclothing.
- *Sagging trousers and baggy clothing are not permitted.
- *Clothing may not drag the ground.
- *No chains or other potentially dangerous accessories may be worn.
- *No headphones or earbuds may be worn in the hallways.
- *Sunglasses are not permitted to be worn in the building.
- *The administration will make final determination whether any particular mode of dress, apparel, grooming, emblems, insignias, badges, visible body piercing, or other symbols are improper, or is an interruption in the educational process.
- *To ensure the safety and health of students, the school is allowed to further restrict manner of dress in specific curriculum areas (shop, labs, etc.).

If a student cannot comply with the standardized dress code based on special conditions or religious beliefs, parents may write a letter explaining the situation to the Superintendent, with a copy to the school principal. Each case will be evaluated on an individual basis.

The school may develop special dress days for special occasions (Spirit Week, Homecoming) at the discretion of the principal.

All clothing should be neat, clean, and demonstrate self-respect. It is the judgment of the staff, faculty, and administration determines if particular clothing is appropriate. When a student does not abide by the aforementioned guidelines, he/she will be referred to Chill Out and remain there until the issue is resolved.

ACADEMIC LOAD

The minimum load in high school shall consist of four classes per day. Exceptions to the above may be made only by the principal. No classes can be dropped after the first five days of the semester.

AFTER SCHOOL DETENTION

Students assigned to after school detention (ASD) may attend all regular classes and then attend ASD, from 3:20 PM to 4:00 PM. Students will be assigned ASD for rule violations.

Failure to attend or being removed from ASD will result in out of school suspension (OSS).

ANNOUNCEMENTS

Announcements will be made at the beginning of 1st period. In addition, the school television station, WRSC, will broadcast news and announcements once during the day and continually throughout the day on school televisions. We will also send announcements to students via e-mail. Any student or staff member who would like an announcement made should complete an announcement form and turn it in at the main office. All announcements require the approval of administration.

ASSEMBLY CONDUCT

Assemblies are held for the education and enjoyment of students and faculty. Give every courtesy to the speaker and to the program. Students will sit by homeroom in grade-level sections of the auditorium. It is the responsibility of each student to maintain high standards of conduct and to respect the numerous visitors that often attend assemblies.

ATHLETICS

To be eligible for athletic participation, a student must do the following:

1. Pass a minimum of three courses during the preceding semester,
2. Be in attendance for at least 85 percent of the preceding semester,
3. Meet the age requirements as specified by the NCHSAA, which states a student may participate in athletic contests during a school year if he/she will not become 19 years of age on or before October 16 of the school year.

Each student must have a complete physical examination before being allowed to participate in athletics, and he/she must be covered by insurance. Upon entrance into high school, a student has eight consecutive semesters of eligibility. In addition, athletes must adhere to R-S Central High School's guidelines for athletics:

*All athletes are required to maintain the highest standard of conduct and behavior on the school campus, in the classroom, at practice, and during athletic contests.

*Athletes are to attend at least one-half day of school on the day of an athletic contest.

*Athletes are to be at every practice. Every practice is important. Even if injured, the athlete can learn from observation.

*An athlete cannot quit one sport to start another sport. If he/she quits, he/she must wait until that season is over before trying out for another sport.

*If an athlete becomes ineligible during a sports season for any reason, he/she becomes ineligible to letter in that sport.

*Any coach who has additional requirements or expectations will explain them to his/her athletes at the start of the season. A coach may require a higher standard, but never a lower one. Additional standards will be approved by the principal and athletic director.

BUSES

Buses are provided for your use. **Riding a school bus is a privilege, not a guarantee.** Students who ride buses are expected to conduct themselves in an orderly manner at all times. Your safety is our first priority. Those students who prove to be a distraction or danger to fellow students or the driver will lose this privilege. Each student will be assigned to a particular bus route. **Any request to ride another bus or exit at another stop MUST BE DONE IN WRITING BY THE PARENT AND APPROVED BY ADMINISTRATION.** Requests made after the start of 4th period on the day of the requested change may not be honored.

School Bus violations:

*Fighting

*Smoking

*Using profanity

*Refusing to obey instructions of school authorities or bus driver

*Delaying the school bus schedule

*Unauthorized leaving of the bus in route

*Failure to observe safety rules

The driver is in charge of the bus and the students.

CAFETERIA

Students are expected to stay in line and order their lunch quickly. Please work with the staff in keeping the area clean. **You are to take your tray and any other items to the return area when you finish your meal, making sure your table is free from trash.**

Students are not allowed to take their cafeteria tray of food to the commons area during lunch. No students are to be in the halls where classes are being held during third period. Students found in these areas, or in the parking lot, gym, or other unauthorized area will be referred to Chill Out. Food is not permitted in the media center.

Students will remain in the cafeteria until dismissed by the school resource officer or administration.

CARE OF BUILDING AND GROUNDS

A school building takes on a character and meaning, and expresses itself to the student body and visitors in relation to the respect it is given by the students in its appearance and daily care. We feel it is a matter of personal and school pride that each and every student make a commitment to do everything possible so that the appearance of our school and grounds express a positive message to everyone who visits our campus. This commitment includes the common sense approach. Trash belongs in a trash can, gum and graffiti have no place on the floor or walls, and the furniture and equipment in our school are for your use but not abuse. Our school has earned the name "The Palace" for a reason, and students should keep it a place worthy of that name.

CLUBS AND ORGANIZATIONS

Students at R-S Central are encouraged to get involved with academics, athletics, and clubs. If you would like more information about a club, contact its sponsor.

COLLEGE DAY

Juniors or seniors wishing to make a prearranged visitation to a college or university may take a college day once per semester. A form is available in the main office and should be completed and signed by teachers and parents in order to receive approval to attend a college day. The completed form should be returned to the main office where the data manager will document this excused absence. College days must be taken before the last three weeks of a semester. Students failing a course may not take a college day.

COUNSELING SERVICE

Counseling services are available to discuss educational plans, career choices, and personal problems. Parents who desire a conference with a teacher or counselor should call the office to schedule a time and place for the conference. School counselors are available to talk to students about personal and academic concerns. Counselors are available for scheduled student conferences. Students may come by the counseling office before school, at class breaks, or at lunch to schedule an appointment.

COURTSHIP/PUBLIC DISPLAY OF AFFECTION (PDA)

Any behavior that reflects badly upon the dignity of the moral character of the students of R-S Central will not be tolerated. Students should use good judgment concerning such matters. PDA may be subject to appropriate disciplinary action.

DEPARTMENT OF MOTOR VEHICLES ACADEMIC POLICY

The North Carolina Driving Eligibility Certification Law requires that the school notify the Department of Motor Vehicles when a student does not make sufficient academic progress, defined as passing 70% of his/her classes each semester. Students enrolled in college or

online classes should be aware that such courses are also factored into the 70% pass rate calculation. Failure to meet the pass rate threshold may constitute the DMV to revoke a student's license, unless a hardship appeal is filed and granted. Hardship request forms can be attained in the main office.

DMV "LOSE CONTROL, LOSE YOUR LICENSE" LAW

The law will suspend a student's permit or license for one year whenever a student is given an expulsion/suspension for more than 10 consecutive days for one of the following reasons:

- *The possession or sale of an alcoholic beverage or an illegal controlled substance on school property
- *The possession or use on school property of a firearm
- *The physical assault on a teacher or other school personnel on school property.

ELECTRONIC DEVICES/CELL PHONES

Personal electronic equipment, such as cell phones, should not be turned on, visible, or handled during the instructional day. In the event of a violation, these items may be confiscated, secured by the school resource officer, and not returned until a parent or guardian comes for a conference. If the student has a phone or device confiscated by school personnel a second time during the school year, the phone or device will not be returned to the student until the end of the school year. Neither school personnel nor the board will be responsible for damage to or loss of confiscated cellular phones.

NO EARBUDS OR HEADPHONES IN THE HALLWAYS.

LAPTOPS

Please see the Rutherford County Schools policy manual regarding the use and care of laptops. Laptop fees and insurance details may be found at that source.

EMERGENCY/FIRE INFORMATION

In each room there is posted an emergency evacuation plan for the area where students are located. Please follow the instructions provided by your teacher in the event of an emergency.

EXTRACURRICULAR ATTENDANCE

When you're IN, you're IN; when you're OUT, you're OUT! In brief, students attending extracurricular activities (ball games, dance, etc.) must leave campus after leaving the event. Once a student leaves a paid extracurricular activity, they must pay to return. Prior arrangements for transportation at the end of the event should be made. Any student who continues to have problems with transportation will have his/her extracurricular privileges revoked. Students will be held to the same expectations for behavior that apply during regular school hours. **Disciplinary infractions (home and/or away) will result in a loss of privileges to attend extracurricular events.**

FIELD TRIPS

Field trips are an important part of the educational program. Students are required to have written permission from parents before going on a school-sponsored trip. Educational school-sponsored trips are not counted as absences. Students will be held to the same expectations for behavior that apply on campus.

FINAL EXAM POLICY

Final exams will be scheduled for the end of every semester. Students are REQUIRED to remain in the room during the entire exam period. Students must take the exam on the day/time scheduled unless alternate circumstances are approved by the principal. ALL FINAL EXAMS COUNT AS A SIGNIFICANT PORTION OF THE FINAL COURSE GRADE. Students who do not take an exam will be assigned a zero for the exam grade in calculating the final average.

FIRE AND SAFETY DRILLS

All teachers will explain to their students at the opening of school which exit to use in case of fire or other hazard. When the alarm sounds, the teacher and students will quickly and SILENTLY move to the designated areas. The students should refrain from talking during the entire drill, and proceed in an orderly manner. Students must not re-enter the building until an all-clear signal is given.

FLORAL/GIFT DELIVERY

The school cannot disrupt instructional time for such deliveries. Such deliveries are discouraged, as the school does not have the personnel to assume the responsibility for ensuring these deliveries are made. We ask that no deliveries be made to the school.

FUNDRAISING

Students are not to sell tickets or items of any kind, other than those associated with school-sponsored organizations. School sponsored fundraisers involving food items must be sold in accordance with federal food regulations.

GRADING SYSTEM

R-S Central High School operates on the 4x4 block scheduling year. The grading period for students consists of three six-weeks grading periods each semester, with two separate semesters in a year.

HALL PASSES

Students are to be in class during the assigned times. If, for some reason, you have an emergency and need to leave class, you must obtain permission and a hall pass from the teacher. DO NOT LEAVE CLASS WITHOUT A HALL PASS. You are to go directly to the area requested and return to the classroom as quickly as possible. Failure to do so will result in a Chill Out referral.

HEALTH SERVICES/MEDICATIONS

Students who become ill or injured should report directly to their teacher. If necessary, the teacher will issue a hall pass for students to report to the main office, and to the school nurse if she is available. Please understand that school personnel can administer only minor first aid and may not give medications unless a parental permission form is on file in the main office. Any medications taken during the school day by a student should be registered in the office and accompanied by a parental permission form. Students may not possess any prescription or non-prescription medication on campus with permission forms from parents AND registration in the main office.

INSURANCE

Supplemental insurance is available to all students. Information will be distributed at the first of the year or may be obtained in the office. The insurance provides excellent coverage but is not all-inclusive. Please review the policy and its coverage carefully if you opt to purchase insurance. The school has no direct involvement with the insurance company. Any problem or request should be directed to the company issuing the policy. All student athletes and JROTC cadets are required to be covered by some form of insurance.

LOCKERS

Lockers are the property of the school and are for student use, not ownership. School officials retain the right to inspect or search student lockers for any reason. Students should keep his/her locker clean and neat, and avoid slamming locker doors/defacing lockers in any way. Valuables should not be left in unsecured lockers. **R-S Central administration and staff are not responsible for any items lost or stolen in the gym or hallway lockers. Students are encouraged to place combination locks on assigned lockers.**

Combinations MUST be filed in the main office, or locks will be cut in the event school staff must open the locker.

LOST AND FOUND

Any personal belonging found on school grounds should be turned in to the main office. Any student missing belongings should check in the office to see if the item has been turned in. The school cannot be responsible for money, books, clothing, etc. left unattended. Students should NEVER bring valuable items or excessive sums of money to school.

MAKE-UP CENTER

For a student who exceeds the two allowed absences per six weeks, the Make-Up Center is available to students to allow them to make up time and work missed to avoid course failure for the six weeks. Arrangements should be made with the teacher BEFORE the student reports to the Make-Up Center. See your classroom teacher to fill out the appropriate form and arrange time in the Make-Up Center.

MEDIA CENTER/LIBRARY

One of the most valuable areas on campus is the media center. The media center provides information on a variety of subjects in a variety of formats. In addition to media center time scheduled by your classroom teachers, you may use the media center before and after school. When students come to the media center from a regular class, a hall pass is required for admission. Book checkouts are for four weeks. Students who have overdue books will be required to return them before being allowed to check out other books. All accounts must be cleared each six weeks. The media center is a place for research and reading, and we encourage you to use it for such. The media center staff is available to assist you.

CANVAS AND SIX WEEK REPORT CARDS

Report cards are issued at the end of every six weeks. If you have a discrepancy on your report card, please speak to the subject-area teacher. Every teacher should maintain grades on Canvas weekly. Parents can check their student's progress on Canvas at any time during the six week period. If a parent does not receive a six-weeks report card or cannot view grades on Canvas, please contact the school.

TEXTBOOKS/LAPTOPS

Books and laptops are tools, and they are expensive and valuable. It is the student's responsibility to see that the book or laptop issued to them is taken care of. Fees due for damaged or lost books or laptops must be paid before grades will be released or credit given for a course. Lost books must be paid for before a replacement book can be issued. Students who owe fees for laptops may be made day users until fees are paid or a payment plan is in place and kept up to date by the student and parent.

TRANSCRIPTS

All requests for transcripts may be made over the phone, via email, via fax, or in person (forms are available in Student Services). Transcript requests should be directed to the main office. Please allow at least 24 hours for processing requests. Student academic information, such as course grade or GPA, is not given over the phone.

VENDING

Vending machines are provided throughout the school for the benefit of the students. Choices in the vending machines reflect the NC State law that beverage vending machines offer non-carbonated, non-sugared beverages, and snack vending machines offer snacks with fewer than 200 calories per package. **NO REFUNDS ARE GIVEN FOR MONEY LOST IN SNACK MACHINES**, so use these machines at your own discretion. Federal law requires that vending machines be turned off until after lunch is served. Therefore, the vending machines will operate from 1:45 until 3:15 only.

VISITORS

Students are NOT to receive visitors during regular school hours, which includes lunchtime. We welcome those who wish to visit our campus. **However, first, an appointment for administrative supervision must be made with the main office.** Anyone not currently enrolled as an R-S Central student coming to campus, including an alumnus, is to report to the office upon arrival to receive a visitor's pass. Parents are advised to call and arrange an appointment before they come to ensure that the person they wish to see is available.

ACADEMIC/GRADUATION INFORMATION

Our course catalog and graduation requirements can be found at:

https://www.careercruising.com/Individual/CP_CourseCalendar.aspx?SID=41325

Additional information on state high school graduation requirements can be found at:

<http://www.ncpublicschools.org/curriculum/graduation/>

GRADE LEVEL PROMOTIONS

The following credits are required to be classified in each grade:

Sophomore 5 credits

Junior 12 credits

Senior 20 credits

Total Needed to Graduate 28 credits

MINIMUM REQUIREMENTS FOR UNDERGRADUATE ADMISSION TO UNC INSTITUTIONS

Six course units in language, including:

*four units in English emphasizing grammar, composition, and literature

*two units of a foreign language

Four course units of mathematics, in one of the following combinations:

North Carolina Math 1, North Carolina Math 2, North Carolina Math 3, and one unit beyond North Carolina Math 3 (students entering 9th grade in 2012-2013 and beyond)

(The fourth unit of math is needed for any applicant to a UNC institution except the North Carolina School of the Arts.) It is recommended that prospective students take a mathematics course unit in the twelfth grade.

** Math courses with North Carolina Math 3 as a prerequisite that meet the new UNC-Minimum Course Requirement:

AP Calculus, AP Statistics, Pre-Calculus, Discrete Mathematics, Advanced Functions and Modeling

Three course units in science, including:

*at least one unit in a life or biological science (for example, biology),

*at least one unit in physical science, (for example, physical science, chemistry, physics), and

*environmental science

*note - students who are university bound are encouraged to take a total of 4 science courses

Social studies, in one of the following combinations:

*World History, Civics and Economics, US History (students entering 9th grade prior to 2012-2013)

*World History, Civics and Economics, American History I, and American History II (students entering 9th grade in 2012-2013 and beyond)

GRADING SCALE

New scale for all students beginning 2015-2016 school year

A 90 - 100

D 60-69

B 80 - 89

F Below 60

C 70 - 79

GPA/WEIGHTED RANK

Under the guidelines of the N.C. State Board of Education, honors and advanced placement course shall be weighted. Students Course weighting follow the guidelines listed below for students who entered as freshman in 2014-2015 or earlier:

Grade	Regular Course	Honors Course	AP Course
A	4	5	6
B	3	4	5
C	2	3	4
D	1	2	3
F	0	0	0

Students Course weighting follow the guidelines listed below for students who entered as freshman in 2015-2016 or beyond:

Grade	Regular Course	Honors Course	AP Course
A	4	4.5	5
B	3	3.5	4
C	2	2.5	3
D	1	1.5	2
F	0	0	0

GPA CALCULATOR

To calculate your semester GPA, use your LAST semester's final course grades. To calculate your cumulative GPA, use EVERY semester's final course grades.

1. Determine points for each semester grade.
2. Add points together.
3. Divide by number of courses averaged.

Example:

Course	Level	Semester Grade	Points
Math II	Regular	B	3
English III	Honors	A	5 (4.5 for freshman)
Biology	Regular	C	2
American History I	Regular	A	4

Total points awarded: 14 (13.5 for freshman)

Divide by 4 (number of courses)

GPA = 3.5 (3.375 for freshman)

Gold and Silver Scholars

Gold and Silver Scholars are honored each semester on a special board in the commons area. Gold Scholars have 4.0 or higher GPA. Silver Scholars have a 3.0 to 3.9 GPA.

HONORS/AP COURSES

Honors courses are intended for highly motivated students who are interested in a more rigorous curriculum. Challenging and high level, honors courses will cover material in greater complexity and at a faster pace than standard courses. Students will be expected to devote additional time and effort, work more independently, and accept greater responsibility for their own learning.

Advanced Placement Courses are college level courses in a variety of subject areas that students may take while in high school. At the end of AP courses, students take the AP examination at the expense of the Rutherford County Board of Education. Many colleges and universities award credit to students who receive a qualifying score on AP exams. These courses are more demanding than high school courses. Students should work with their teachers, guidance counselors, and parents to determine if they are prepared for the rigor of AP coursework. High ACT and SAT scores, demonstrated academic excellence, and a desire to be challenged academically are strong indicators for success in AP courses.

HONOR GRADUATES

Senior Honor Group

3.187 GPA or higher, wears gold tassel at graduation ceremony (subject to change for freshman class of 2019)

Top Ten Senior

Identified as one of the ten seniors with the highest cumulative GPA, graduates first in order, receives gold medallion at graduation (the final classes to graduate with Top Ten honors will be the classes of 2017 and 2018).

Changes for freshman GPA calculation will also alter how we recognize students at graduation. Instead of recognizing the "Top Ten", we will move to a Latin honor system that recognizes students as Cum Laude ("with honor"), Magna Cum Laude ("with great honor"), or Summa Cum Laude ("with highest honor"). The class of 2019 will be the first graduating class to use this Latin honor system.

North Carolina Scholar

Must meet requirements outlined in handbook below, wears gold stole at graduation

NORTH CAROLINA ACADEMIC SCHOLARS PROGRAM

The North Carolina Scholars program recognizes students who complete the State Board of Education's requirements for this rigorous high school program. The State Board of Education revised the program in August of 2002. The students who qualify for this special recognition will be designated by the State Board of Education as North Carolina Academic Scholars, will receive the seal of recognition attached to their diplomas, and may use this special recognition in applying to post-secondary institutions.

Students must have an overall four-year UNWEIGHTED grade point average of 3.5 and meet the following requirements:

4 units - English

4 units - Mathematics

3 units - Science (Physics OR Chemistry, Biology, and an Environmental/Earth Science)

4 units - Social Studies (World History, Civics, American History I, and American History II)

2 units - Language other than English (two credits of the same language)

1 unit - Healthful Living I

1 unit - Career and Technical Education

1 unit - Arts Education (dance, music, theater arts, or visual art)

9 units - Elective credits to include at least two second-level or advanced courses

JUNIOR MARSHAL REQUIREMENTS

Junior Marshals shall consist of those students who rank fifteenth or above at the end of their fifth semester (mid-year of their junior year).