



E.E. SMITH  
HIGH SCHOOL

**E. E. SMITH  
HIGH SCHOOL  
2022-2023  
STUDENT HANDBOOK**

*95 Years of Excellence, Because Excellence Is Standard!*

# EZEKIEL EZRA SMITH HIGH SCHOOL PARENT/STUDENT HANDBOOK 2022-2023



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***"Preparing Global Graduates with  
CLASS!"***

***Cumberland County Schools do not discriminate against any person based on race, color, national origin, sex, religion, disability, or age in its activities and programs, including employment policies and practices. Your suggestions for improvements are always welcomed.***

*This book is compiled by a committee consisting of students, teachers and administrators. The student handbook is designed to acquaint you with the policies, activities, organizations and philosophies of this school approved by the school administration. The Cumberland County Schools do not discriminate against any person on the basis of race, color, national origin, sex, religion, disability, or age in its activities and programs, including employment policies and practices. Your suggestions for improvements are always welcomed.*

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## Principal's Message

Dear Golden Bull Family,

It is a privilege and an honor to serve E. E. Smith High School and the E. E. Smith community as your principal. I consider it a blessing to have the opportunity to lead a school with such a long-standing history in academics, athletics and the fine arts. As a former student-athlete, it is humbling to be able to work with such a talented and dedicated faculty and staff, a tremendous student body. And with a supportive network of parents and community members, this will only help push E. E. Smith High School towards new heights.

The teachers, staff and administration at E. E. Smith High School are committed to providing high quality education, along with relevant extracurricular opportunities, that will meet the needs and interests of all the students here on campus. Each educator is student-centered and has been challenged to engage students and provide optimal learning environments. As your principal, I will challenge each and every student to take full advantage of all that is offered here so they can make their high school life successful, enjoyable, and most importantly, meaningful. I truly believe that every student on this campus has the ability and the potential to accomplish great things!

I look forward to the challenges of tomorrow and I am excited about the future of E. E. Smith High School. Together we will continue to find new ways, through creativity, innovation and forward thinking, to achieve academic greatness and further instill and inspire Golden Bull Pride, its traditions and lasting memories. As we begin the school year, we expect that each of you will be instrumental in helping E. E. Smith School continue its tradition of academic, athletic and artistic excellence.

Welcome back and always remember....EXCELLENCE IS THE STANDARD. GO GOLDEN BULLS!

Sincerely,

Larry Parker Jr.

Principal

## HISTORY OF E. E. SMITH HIGH SCHOOL



Our school was founded in 1927 and given its name in 1932 at a special meeting held by the Fayetteville Graded School Trustees. In recognition of the splendid services rendered by Dr. **Ezekiel Ezra Smith**, an educator, and statesman, the trustees unanimously voted to name the school for him. After that, this school was officially designated E. E. Smith High School, trusting that its standards would always be worthy of its namesake.

In September of 1929, the school moved from Orange Street to the building on Campbell Avenue, known as Edward Evans Elementary School. With seven teachers and an enrollment of 42 boys and 162 girls, it stayed on Campbell Avenue until June 1931. E. E. Smith High School moved back to Orange Street in September of 1931 and stayed until January 1940. On January 3, 1940, the school family moved into a new modern building on Washington Drive and stayed until June 1954. On September 6, 1954, Smith moved to its present twenty-eight-acre location on Seabrook Road.

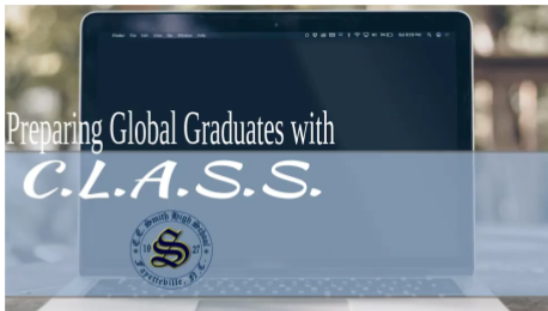
While the earliest teaching staff consisted of seven teachers, the present staff includes over 100 faculty and staff members. To date, the school has had the following principals: W. C. Donnell, Benjamin Lay, A. J. Blackburn, E. E. Miller, W. T. Brown, J. R. Griffin Jr., Willie Wright (Interim), Lonnie J. McAllister, N. Rene' Corders, Clinton Robinson Jr., Melody Chalmers, and now Donell Underdue Jr. **We expect that you too will be committed to this tradition of success.**

***"HOME OF THE GOLDEN BULLS"***



# E. E. Smith High Vision and Mission

## VISION



**Preparing Global Graduates with CLASS!**

## MISSION



Foster an Equitable Culture that Breeds High Expectations and High Standards for ALL Stakeholders

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## E. E. Smith High Graduate Profile

### “Preparing Global Graduates with CLASS”



- C** ...College and Career Ready
- L** ...Leadership
- A** ...Attitude
- S** ...Strategic Thinker
- S** ...Stewards of Learning

### **MOTTO**

**Born of Need \* Destined to Serve \* Striving to Excel**

### **SCHOOL COLORS**

**Navy Blue and Old Gold**

### **SCHOOL MASCOT**

**Golden Bull**

## **SCHOOL SONG**

Smith High we love thy name  
Be thou our guide  
With deep affection and recollection  
Our Alma Mater thou  
Under thy sheltering arms  
We'll stand always  
And sing the praises of our Smith High School

Rah Rah Rah with hearty cheer  
Hip, Hip, Hip, we'll have no fear

Smith High we love thy name  
Be thou our guide  
With deep affection and recollection  
Our Alma Mater thou  
Under thy sheltering arms  
We'll stand always  
And sing the praises of our Smith High School





**Administrative Team**

Principal..... Larry Parker  
Assistant Principal, 12<sup>TH</sup> Grade..... Kenneth Williams  
Assistant Principal, 11<sup>TH</sup> Grade..... Anita Crowley  
Assistant Principal, 10th Grade (9th - 12th Military Academy).....Darrell Purcell  
Assistant Principal, 9th Grade.....Jessica Black

**Counselors**

12<sup>TH</sup> Grade/10th Grade (S - Z) .....Rotisha Hall  
11<sup>TH</sup> Grade/10th Grade (J - R).....Mlchelle Taylor  
10th Grade .....TBA  
9<sup>TH</sup> Grade/10th Grade (A - I) .....Eunique Powell

**Clerical Support Personnel**

Principal’s Administrative Assistant.....Tiffany Quick  
Attendance/Discipline Clerk..... Africa Moore  
Bookkeeper.....Stacy McAllister  
Data Manager.....Nadine Robinson  
Registrar/Transcript Clerk.....Rhonda Kirkland

**Support Personnel**

Academy of Math & Science Director .....Melody Simpson  
AIG Consultant Coordinator.....Chris Lucas  
Cafeteria Manager.....Tammy West  
CTE Facilitator.....Talita Williams  
Exceptional Children Case Manager.....Jennifer Weaver  
Fire Science Academy Director.....Patti Strahan  
Head Custodian.....Terry Ross  
Media Coordinator.....Kristy Sartain  
Media Clerk.....Tracy Purcell  
Military Family Life Counselor.....Alfred Gray  
Nurse.....Nicole Richardson  
Parent Facilitator..... Tamika Thompson  
Safe School Coordinator.....Bryan Tillman  
School Social Worker.....Wendeline McLain  
School Social Worker.....Anthony Persina  
Technology Integration Coach.....Jennifer Milton

## 2022 – 2023 CUMBERLAND COUNTY SCHOOLS TRADITIONAL 10-MONTH CALENDAR

DATES	DAYS	EXPLANATION	TEACHER PLANNING DAYS	REQUIRED ANNUAL LEAVE DAYS	HOLIDAYS
August 15 & 22 - 26	Monday Monday – Friday,	Workdays	6		
August 16, 17, 18, 19	Tuesday - Friday	Required Workdays	4		
August 29	Monday	First Day for Student			
September 5	Monday	Student/All Staff Holiday			1
October 14	Friday	End of Grading Period			
October 17	Monday	Student Holiday/Workday	1		
October 18	Tuesday	Student Holiday/Required Workday	1		
November 8	Tuesday	Student Holiday/Workday	1		
November 11	Friday	Student/All Staff Holiday			1
November 23	Wednesday	Student Holiday/Workday	1		
November 24 - 25	Thursday - Friday	Student/All Staff Holidays			2
December 20	Tuesday	Student Two Hour Early Release/End of Grading Period			
December 21 – December 30	Wednesday - Friday	Winter Holidays (Student/Teacher) Required Annual Leave		5	3
January 2	Monday	Student/All Staff Holiday			1
January 3 - 4	Tuesday - Wednesday	Student Holidays/Workdays	2		
January 16	Monday	Student/All Staff Holiday			1
February 20	Monday	Student Holiday/Workday	1		
February 21	Tuesday	Student Holiday/Required Workday	1		
March 10	Friday	End of Grading Period			
March 13	Monday	Student Holiday/Workday	1		
April 7	Friday	Student/All Staff Holiday			1
April 10 - 14	Monday – Friday	Student Holidays/10 Month Required Annual Leave/11 & 12 Month Optional Annual Leave		5	
May 26	Friday	Last Day for Student/Student Two Hour Early Release/End of Grading Period			
May 29	Monday	All Staff Holiday			1
May 30 – June 2	Tuesday - Friday	Required Workdays	4		
June 5 - 9	Monday – Friday,	Workdays	5		
<b>Totals</b>			<b>28</b>	<b>10</b>	<b>11</b>

**Schedule of Required Teacher Workdays:**

August 16, August 17, August 18, August 19, October 18, February 21, May 30, May 31, June 1, June 2

**Additional Teacher Workdays:**

August 15, August 22, August 23, August 24, August 25, August 26, October 17, November 8, November 23, January 3, January 4, February 20, March 13, June 5, June 6, June 7, June 8, June 9

**Make-Up Days if Needed:**

November 23, January 4, February 20

**HIGH SCHOOLS 9-12****4x4 Block Schedule***Alger B Wilkins, Cape Fear, Cumberland Academy 6-12 Virtual, Douglas Byrd,**E.E. Smith, Gray's Creek, Jack Britt, Massey Hill Classical, Pine Forest,**Ramsey Street, Seventy-First, South View, Terry Sanford, and Westover***FIRST SEMESTER**

<b>First Day for Students</b>	<b>Monday, August 29, 2022</b>
Progress Reports Go Home/Grades available in Parent Portal	Friday, September 09, 2022
<b>End of 1st Grading Period</b>	<b>Wednesday, September 21, 2022</b>
Report Cards Go Home/Grades available in Parent Portal	Wednesday, September 28, 2022
Progress Reports Go Home/Grades available in Parent Portal	Tuesday, October 04, 2022
<b>End of 2nd Grading Period</b>	<b>Friday, October 14, 2022</b>
Report Cards Go Home/Grades available in Parent Portal	Friday, October 21, 2022
Progress Reports Go Home/Grades available in Parent Portal	Tuesday, November 01, 2022
<b>End of 3rd Grading Period</b>	<b>Thursday, November 17, 2022</b>
Report Cards Go Home/Grades available in Parent Portal	Tuesday, November 29, 2022
Progress Reports Go Home/Grades available in Parent Portal	Tuesday, December 06, 2022
<b>End of 4th Grading Period</b>	<b>Tuesday, December 20, 2022</b>
Report Cards Go Home/Grades available in Parent Portal	Wednesday, January 11, 2023

**SECOND SEMESTER**

Progress Reports Go Home/Grades available in Parent Portal	Friday, January 20, 2023
<b>End of 1st Grading Period</b>	<b>Monday, February 06, 2023</b>
Report Cards Go Home/Grades available in Parent Portal	Wednesday, February 15, 2023
Progress Reports Go Home/Grades available in Parent Portal	Thursday, February 23, 2023
<b>End of 2nd Grading Period</b>	<b>Friday, March 10, 2023</b>
Report Cards Go Home/Grades available in Parent Portal	Friday, March 17, 2023
Progress Reports Go Home/Grades available in Parent Portal	Wednesday, March 29, 2023
<b>End of 3rd Grading Period</b>	<b>Monday, April 24, 2023</b>
Report Cards Go Home/Grades available in Parent Portal	Monday, May 01, 2023
Progress Reports Go Home/Grades available in Parent Portal	Wednesday, May 10, 2023
<b>End of 4th Grading Period/Last Day for Students</b>	<b>Friday, May 26, 2023</b>
<b>Final High School Report Cards Mailed Home/Grades available in Parent Portal</b>	<b>Tuesday, June 06, 2023</b>

**[CCS Home Base Parent Portal](#)**

Parents of CCS' students have 24/7 access to set up a parent portal account in the Home Base Parent Portal powered by PowerSchool at <https://cumberland.powerschool.com/public/home.html>. Schools can provide parent portal access code letters to parents/guardians. Parents can link their students to their accounts so they only have one login to access students at multiple schools. Parents have access to assignment information, grades, attendance and bus information. This valuable tool provides parents a "real-time" view of their student's progress. If you have specific questions about the Home Base Parent Portal, please contact your child's school directly.

## ***E. E. Smith Regular Daily Schedule***

<b>DAILY SCHEDULE</b>	
<b>Time</b>	<b>Period</b>
<b>8:30-10:05</b>	<b>1st Period</b>
<b>10:10-11:45</b>	<b>2nd Period</b>
<b>11:50-2:00</b>	<b>3rd Period</b> <b>1st Lunch - 12:00 - 12:30</b> <b>2nd Lunch - 12:45 - 1:15</b> <b>3rd Lunch - 1:30 - 2:00</b>
<b>2:05-3:40</b>	<b>4th Period</b>

### **DAILY BELL SCHEDULE**

- 8:00 a.m. - First Bell
- 8:23 a.m. - Report to first-period class
- 8:29 a.m. - First period minute warning bell
- 8:30 a.m. - First period tardy bell
- 10:05 a.m. - Report to second-period class
- 10:10 a.m. - Second-period tardy bell
- 11:45 a.m. - Report to third period class
- 11:50 a.m. - Third period tardy bell
- 2:00 p.m. - Report to fourth period class
- 3:40 p.m. - School dismissal bell
- 3:50 p.m. - Tutorial tardy bell (Tuesdays & Thursdays only)
- 4:30 p.m. - Tutorial dismissal bell (Tuesdays & Thursdays only)

## ***E. E. Smith High School Alternate Schedules***

<b>Early Release Schedule</b>		<b>2 Hour Delay Schedule</b>	
Time	Period	Time	Period
8:30-9:30	1 <sup>st</sup> Period	10:30-11:35	1 <sup>st</sup> Period
9:35-10:35	2 <sup>nd</sup> Period	11:40-1:30	<u>3<sup>rd</sup> Period</u>
10:40-11:40	4 <sup>th</sup> Period		1st Lunch 11:45-12:15
11:45-1:40	<u>3<sup>rd</sup> Period</u>		2nd Lunch 12:20-12:50
	1st Lunch -11:50 - 12:20	3rd Lunch 12:55-1:25	
	2nd Lunch 12:30-1:00	1:30-2:35	2nd Period
3rd Lunch 1:10-1:40		2:40-3:40	4 <sup>th</sup> Period

## GENERAL INFORMATION

### **STUDENT ARRIVAL**

Once students are en route to school, whether they are walking to the bus stop, on the bus, and/or arriving at school, they become the responsibility of the school.

- ❖ Students may enter the building at 8:00 a.m. and report immediately to the cafeteria for breakfast or the main gymnasium. (Serving time: 8:00 - 8:23 a.m.) or to their first period class.
- ❖ **Students may only enter the building through the bus loop entrance.**
- ❖ Only school issued Chromebooks and cell phones are allowed on campus.
- ❖ Students are not allowed to congregate under any circumstances. Movement should be continuous in the hallways, in the courtyard, in the breezeways, etc.
- ❖ When students enter their classrooms, warm-up / sponge activities will be posted.
- ❖ Students are allowed to bring clear water bottles, and can fill their water bottles using the school's water fountains. However, **students may not drink directly from the water fountain speaker as water fountains are only allowed for water bottle refills.**
- ❖ Outside food and beverages cannot be brought into the school, i.e. delivery or parent drop off.
- ❖ Once students enter their classroom, they will not be allowed to exit the classroom until the end of class unless there is an emergency or they are called to report elsewhere.

### **Wearing of Masks**

- We will follow the CCS district policy and guidelines on wearing masks.

### **Car Riders and Walkers**

- Car riders and walkers will enter the building using the entrance/exit doors located at the bus loop.

### **Student Parking**

- All student drivers will park in the North parking lot near tennis courts and B-Hall. **There is a \$20.00 fee for student parking.** Students must complete a Parking Permit application during the first week of school and submit to Mr. B. Tillman, School Safety Coordinator. Mr. Tillman will provide the application to student drivers.

## **Policy Code: 5035 Traffic and Parking Controls**

The board establishes the following requirements to aid in the safe flow and control of traffic on the grounds of the school system.

### **A. Speed Limits on School Property**

A speed limit of ten (10) miles per hour is established on all school premises. Speed bumps for school driveways and parking areas may be installed where deemed necessary.

### **B. Site Restrictions**

1. The board prohibits the operation of unlicensed motorized vehicles on school property including on drives, parking lots or playgrounds.
2. Licensed motorized vehicles may be operated on school property only on drives, in parking lots or in other areas designated by school officials.
3. No motor vehicle, whether licensed or unlicensed, shall be operated, driven, or ridden on any tennis court, basketball court, athletic field, lawn woodland or any other area of school property or premises that is not designated or authorized for vehicular traffic.

### **C. Unauthorized Motor Vehicles Prohibited**

1. Unauthorized motor vehicles are prohibited on school grounds. A motor vehicle shall be deemed unauthorized if it is on school grounds without permission of the board or a teacher, principal, employee or agent of the board.
2. Vehicles present on school grounds at any time the school building is closed, including on holidays and weekend days, shall be deemed unauthorized. This shall not include vehicles present due to the operator's attendance at an approved school activity or athletic event.

### **D. Parking Lots**

1. Parking lots shall only be used by school system personnel, students and visitors while on school system property or conducting school system business.
2. Cars and other vehicles may park only in clearly marked, designated parking areas.
3. Parking lots may not be used for storage or repair of vehicles or for any other unauthorized purpose.

### **E. Consequences for Violation**

1. The principal has the authority to suspend or terminate an individual's parking privileges for failure to comply with this policy or its regulations and procedures.
2. Any vehicle parked on school property in violation of this policy is subject to towing. The owner of the car or vehicle shall bear all costs and expenses related to the towing and storage of the vehicle.

- Cross References: Parking Areas for Students (policy 6325)

## **Policy Code: 6325 Parking Areas for Students**

Principals may assign individual student parking spaces or designate parking areas for students. Whenever individual spaces are designated or assigned, first priority will be given to individuals with physical disabilities. Students who need transportation in order to participate in school-related internships or off-site learning opportunities will have priority for parking spaces over other students. Pursuant to G.S. 115C-46, principals may provide for the registration of vehicles and remove cars parked in violation of school rules.

Parking on school grounds is a privilege, not a right. Parking privileges may be revoked as a consequence for violating parking rules or for violating student behavior policies, school standards or school rules as provided in policy 4302, School Plan for Management of Student Behavior. Student cars parked on school property may be searched in accordance with policy 4342, Student Searches.

### **Bus Riders**

- Bus riders will enter the building through the media center entrance doors.
- Students will be dismissed from the buses by designated staff on duty.

### **CAFETERIA**

- Students must remain in a single file line while maintaining 3 - ft distance.
- Students may not jump ahead in a food line.
- Students must remove all paper, trays, dishes, and silverware from the table when they have finished eating.
- Students should have good table manners and act respectfully.
- There is no saving of seats for any reason.
- Coats, purses, and books should not be left unattended at the tables.
- Horseplay is not allowed.
- No food from outside vendors is permitted in the cafeteria.
- Parents/Guardians wishing to eat lunch with their child can do so during their child's assigned lunch period on any school day. They must receive prior approval from an administrator. Parents may purchase a school lunch or bring a prepared lunch from home; they may not bring restaurant food/drink on campus. Parents/Guardians must sign in with the main office and may sit with ONLY their students.
- Students must remain in the lunchroom during their assigned lunch period. They are not allowed to enter classrooms, hallways, or go to their locker.

### **Morning Announcements**

- Daily announcements will be shared over the intercom beginning at 8:30 am starting with the Pledge of Allegiance and School Alma Mater song.
- Students are requested to stand. However, students not wanting to stand may remain seated. During the entirety of the announcements, students are to remain silent.

### **LATE ARRIVAL STUDENTS**

- Students arriving at school after the first period tardy bell (8:30 a.m.) are to use the carpool loop entrance up to 8:45 a.m.



- Students arriving after 8:45 a.m. must be accompanied by a parent/guardian and the first three tardies will be excused per semester.
- If a student is not accompanied by a parent/guardian, the parent/guardian will be contacted by the office staff and the tardy will be marked as unexcused.
- Three unexcused tardies will be subject to disciplinary action.
- Students who arrive at school after 9:00 a.m. must be accompanied by a parent/guardian and check-in at the carpool loop entrance. If not accompanied, the student will not be allowed to report to class until the parent/guardian has been notified and/or reached.

### **CHECK-INS/TARDY POLICY**

1. Tardy sweeps begin the third week of each semester. During tardy sweeps, teachers close their classroom doors immediately after the tardy bell rings.
2. Late students are to report to the media center atrium to receive an entrance slip to class.
3. Students checking-in after 8:30 am or later will be coded as unexcused unless documentation of a lawful excuse is submitted.
4. A student may present valid documentation of a professional appointment (example: doctor, dentist, lawyer, or court note). The attendance clerk will record the tardy.
5. Disciplinary action will result after three (3) unexcused absences/check-ins per semester.

### DISCIPLINARY CONSEQUENCES

The consequence of tardies EVERY period:

- 1st - Warning
- 2nd - Warning
- 3rd - Warning (Parent Notified)
- 4th - Parent/Guardian Notified
- 5th - 1 day or class period of Restorative Justice and mandatory parent/guardian meeting
- 6th - 2 days or 2 class periods of Restorative Justice
- 7th - 1 full day of RJC
- 8th - 2 full days of RJC
- 9th - 3 full days of RJC
- 10th - Student placed on attendance contract with parent signature

### **Checking Out of Students**

- Parents/guardians must report to the main office to complete the check out process of students.
- Students who find it necessary to leave during the school day must be checked out by a parent/guardian.
- An email or phone call is not permitted to check a student out.
- Under no circumstances will a student be allowed to meet someone in the parking lot or be allowed to leave the school premises without their parents/guardians accompanying them or granting permission.

## **Student Transitioning Between Classes**

- Students will have 5 - minutes to transition between classes.
- Under no circumstances are students allowed to congregate in the hallway or report to non-assigned classrooms. Students must continually walk in a single file line while maintaining social distancing (3 - 6 - ft).
- Restroom monitors will be located at each restroom to restrict more than 4 students entering at a time.
- Students should not cut through the media center to get to class.

## **Assigned Seating and Sanitizing of Desks**

- Students must have assigned seats for each class. Teachers will create a seating chart that can be shared in the event of contact tracing.
- Student desks will need to be sanitized after each class period.

## **Hallway Transitions**

For Reporting to Called Locations other than class changes:

- Students must have a hall pass whenever they are in the hallway during class time. Students must follow the directional signs based on the hallway (i.e. one way, two way etc).
- Students are not allowed to gather in the courtyard or any other area on campus. Movement should be continuous.

## **HALL PASSES**

Each student is required to have a school-issued hall pass with an authentic teacher signature when leaving class. The pass must have a time written on it by the teacher. Students are not allowed to write or issue passes. When a student leaves class for any reason, the expectation is that the student reports to the specific location designated on the pass. Students are expected to be in class at all times. Students should not be out of class without a valid pass from his or her teacher.

Students are expected to return to class within a reasonable time from the time the pass was issued to the student. If a student does not return within a reasonable time or goes anywhere other than the specified designated location, the student will be charged with disruptive behavior and will receive disciplinary consequences.

- Example: If a student is assigned a pass to go to the main office and the student is found in the gymnasium, the student would not be in the specified designated location and would face disciplinary consequences.
- Example: If a student is assigned a pass to go to the restroom and returns to class an hour after the pass is written, the student will be written up for not returning within a reasonable time and will face disciplinary consequences.

Students are not permitted to loiter on school property after school hours, before school, or on non-school days. Students are not to be on campus before 8:00 a.m. and after 3:45 p.m. unless involved in extracurricular activities under the direct supervision of a teacher.

## **STUDENT DISMISSAL**

- During dismissal, all staff are expected to stand at their classroom doors to help direct student traffic. All students must immediately evacuate the building upon dismissal.
- Designated staff/personnel who have after school duty will report to their designated duty site no later than 3:35 p.m.
- Student athletes remaining after school for practice and/or games will report to a designated location (see below). Students have to have their mask on at all times during dismissal.
- Bus riders have to keep their masks on until they arrive home. If they refuse to wear their mask, they will be removed from the bus.

## **ACADEMIC ASSISTANCE**

After school tutoring/enrichment will be available to students to supplement daily instruction on Tuesday and Thursday of each week from 3:50 pm to 4:30 pm to assist and support students academically.

## **ATHLETIC ELIGIBILITY/LETTER**

In order to participate in athletics, a student must meet all of the requirements as listed in the North Carolina Athletic Association Handbook and maintain a 2.0 GPA. To receive a varsity letter, the student athlete must be a member of a varsity program at E. E. Smith from the beginning to the end of the season, maintain a 2.5 GPA, meet attendance requirements, and cannot have any in-school or out-of-school suspensions.

## **Standard for Athletics and Co-Curricular Activities**

The Cumberland County school system has established standards for participation in interscholastic athletics and co-curricular activities that are reflected in Board policy. The purpose of this regulation is to put in place mechanisms for the implementation of those standards. The standard is a weighted 2.0 (average grade of 70) for the previous semester with the exception of a first semester sixth grader.

### **A. GRADE POINT AVERAGE (GPA) AND ELIGIBILITY TO PARTICIPATE IN ATHLETICS AND CO-CURRICULAR ACTIVITIES**

1. Prior to participation in athletics or co-curricular activities in grades 7-12, it is the responsibility of the school to assure that every student participating meets the academic standard required. For student activities covered under NCHSAA and DPI, students must meet both the course load requirement and the weighted GPA as required by CCS.

2. Eligibility of students in programs for Exceptional Children will be in accordance with local, state and federal guidelines.

### **B. CREDIT RECOVERY**

1. Courses taken as part of the Credit Recovery Program under the guidelines of CCS, may be used to recover credit affecting eligibility for this procedure. A student who is not academically eligible at the beginning of the semester is not eligible at any time during the semester. (***Exception:*** A student who receives an incomplete in a subject which causes them not to meet minimum scholastic requirements is ineligible until the course is satisfactorily made up and their eligibility is restored at that point.)

2. A student who is academically eligible at the beginning of the semester remains eligible academically throughout the semester. The student must meet the minimum requirement for course load and attendance. Participation in athletics and co-curricular activities is a privilege and not a right and therefore, the administration can remove a student from participation based on violation of the Code of Conduct.

All schools are encouraged to develop a monitoring program that will, on a quarterly basis, determine the progress of a student toward eligibility. Students that are not making progress should be put on a supportive plan to help keep them eligible.

### **LOCKS / LOCKERS**

Lockers are supplied by the school and are assigned to students by the Safe School Coordinator. Only combination locks purchased from the school may be utilized. To be issued a lock, students must purchase a school lock at a cost of **\$5.00**. Returning students may utilize locks previously purchased from the school. The school is not responsible for items lost from lockers. Students are subject to pay for lockers that they damage. A locked locker is the **ONLY** secure place a student has to keep personal items. **NEVER** leave your belongings unattended. Administration reserves the right to remove a lock from a locker. Cost of removal will be at the expense of the student. Lockers are supplied by the school and are assigned to students through Mr. Tillman, Safe Schools Coordinator. This lock may be used for the full time at E. E. Smith High School. Lost locks must be replaced with school locks. Students who have problems with their locks and/or lockers should:

1. Check with Mr. Tillman, Safe Schools Coordinator and make sure they have the correct combination.
2. If the lock still fails to open, contact Mr. Tillman. All students are responsible for the operation of their locks and any items found within their lockers. Only combination locks purchased from the school may be utilized. **ITEMS FOUND IN UNLOCKED LOCKERS MAY BE CONFISCATED**. No students may share a locker with another student. Unlocked lockers will be secured and cleared periodically by custodial personnel. It is the student's responsibility to ensure that the locker is locked securely. The school will not be responsible for items lost from lockers. Students should never give out the combination to their lock to anyone and must realize that this is the only secure place for valuables while on campus. Administration reserves the right to enter any locker on campus.

### **TRANSPARENT/MESH BOOKBAGS**

Only transparent or mesh book bags are allowed. Immediately upon entering the school, any non-mesh book bag, athletic bag or auxiliary team bag, musical instrument (including items such as drumsticks) or similar item, must be placed in a locker. EES book bags may be purchased for **\$10.00**.

## **STUDENT ATTENDANCE**

Attendance in school and participation in class are an integral part of academic achievement and the teaching-learning process. Regular attendance develops patterns of behavior essential to professional and personal success in life. Regular attendance by every student is mandatory. The State of North Carolina requires that every child in the State between the ages of 7 (or younger if enrolled) and 16 attend school. Parents or legal guardians have the responsibility for ensuring that students attend and remain at school daily. State law also prohibits any person from encouraging, enticing or counseling a child to be unlawfully absent from school.

### **A. ATTENDANCE RECORDS**

School officials shall keep an accurate record of attendance, including accurate attendance records in each class. A student must be present at least one-half of the instructional day to be recorded as in attendance for that day. Attendance records will be used to enforce the Compulsory Attendance Law of North Carolina.

### **B. EXCUSED ABSENCES**

The superintendent, principal or the superintendent or principal's designee is authorized to excuse a student temporarily from attendance due to sickness or other unavoidable cause. When a student must miss school, a written excuse signed by a parent or guardian must be presented to the student's teacher on the day the student returns after an absence. The student is also required to provide other satisfactory evidence of the excuse upon request by the teacher, principal or principal's designee. **An absence may be excused for the following reasons:**

1. personal illness or injury that makes the student physically unable to attend school;
2. isolation ordered by the local health officer or the State Board of Health;
3. death in the immediate family, including, but not limited to, grandparents, parents, brothers and sisters;
4. medical or dental appointment;
5. participation as a party to an action or under subpoena as a witness in a court proceeding or administrative tribunal;
6. a minimum of two days each academic year for observance of an event required or suggested by the religion of the student or the student's parent(s) with written approval from the principal. The superintendent or designee may approve additional absences, provided they do not interfere with the education of the student. The student shall have the opportunity to make up any tests or other work missed due to the excused absence for a religious observance;
7. participation in a valid educational opportunity, such as travel or service as a legislative or Governor's page, with prior approval from

- the principal or designee and in accordance with any requirements established by the principal or superintendent; or
8. absence due to pregnancy and related conditions or parenting, when medically necessary.

In addition, a student whose parent or legal guardian (a) is an active duty member of the uniformed services as defined by policy 4050, Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting will be granted up to five additional excused absences upon approval by the superintendent or designee to visit with his or her parent or legal guardian.

Absences due to extended illnesses generally require a statement from a physician. In the case of excused absences, short-term out-of-school suspensions, and absences under G.S. 130A-440 (for failure to submit a school health assessment form within 30 days of entering school) the student will be permitted to make up his or her work in accordance with section D of this policy. (See also policies 4110, Immunization and Health Requirements for School Admission, and 4351, Short-Term Suspension.) The student is responsible for finding out what assignments are due and arranging a time with the teacher to make up assignments missed during class time.

#### C. SCHOOL-RELATED ACTIVITIES

All classroom activities are important and difficult, if not impossible, to replace if missed. Principals shall ensure that classes missed by students due to school-related activities are kept to an absolute minimum. The superintendent is responsible for designating which school-related activities are permissible and consistent with State Board policy. Specifically, the following school-related activities with prior approval from the principal or designee will not be counted as absences from either class or school:

1. field trips sponsored by the school;
2. job-shadowing and other work-based learning opportunities, as described in G.S. 115C-47(34a);
3. school-initiated and -scheduled activities, such as student conventions and music festivals;
4. athletic events that require early dismissal from school;
5. Career and Technical Education student organization activities approved in advance by the principal; and
6. in-school suspensions.

Assignments missed for these reasons are eligible for makeup by the student in accordance with section D of this policy. The student is responsible for finding out what assignments are due and arranging a time with the teacher to make up assignments missed during class time.

#### D. OPPORTUNITIES TO MAKE UP ASSIGNMENTS

Makeup of missed assignments by a high school student on a 4 x 4 schedule must be completed within three school days of the student's return to school. If the teacher is unable to give a student the original assignment as makeup work, then the teacher shall provide an alternative but comparable assignment to be completed by the student. A teacher may allow for an extension of makeup assignment deadlines in the case of valid, extenuating circumstances.

#### E. EXCESSIVE ABSENCES

Class attendance and participation are critical elements of the educational process and may be taken into account in assessing academic achievement. Students are expected to be at school on time and to be present at the scheduled starting time for each class. Students who are excessively tardy to school or class may be subject to suspension for up to two days for such offense. The Superintendent will develop guidelines for implementation. The principal shall notify parents and take all other steps required by G.S. 115C-378 for excessive absences. Students may be subject to suspension for up to two days for truancy.

Students in grades 9-12 must be in attendance a minimum of 90% of class time in a course, or its equivalent as determined by the principal, to receive credit for the course. Students with excused absences due to documented chronic health problems will be exempted from this policy. In addition, for students experiencing homelessness (see board policy 4125, Homeless Students), school officials must consider issues related to the student's homelessness, such as a change of caregivers or nighttime residence, before taking disciplinary action or imposing other barriers to school attendance based on excessive absences or tardies. Excessive absences may impact eligibility for participation in interscholastic athletics. See policy 3620, Extracurricular Activities and Student Organizations.

#### **RETURNING TO SCHOOL FROM AN ABSENCE**

An original note will be brought by the student from a parent or legal guardian on the day he/she returns from his/her absence. It is a student's responsibility to submit a note to the main office within **three days**.

#### **MAKE-UP WORK**

The responsibility for requesting make-up work rests with the student. Completed make-up work must be completed within three (3) class days of the student's return to school in order to receive credit for class time missed.

#### **CLASS SCHEDULES**

All students are required to register for eight (8) subjects per year. Students are to follow the schedule of classes assigned to them. Schedule change requests will be available the week prior to school and on a case-by-case basis. Schedules will only be changed to meet graduation requirements.



## **FINAL EXAMS**

Each subject teacher shall administer a final exam during the exam schedule. Exams will count for 20% of the total grade. Underclassmen may not be exempt from exams. Prospective graduates cannot be exempt from required state exams. Seniors who maintain an "A" average in a course may be exempt from final exams.

## **GRADING SCALE**

NUMERICAL GRADE	EQUIVALENT LETTER GRADE
90-100	"A"
80-89	"B"
70-79	"C"
60-69	"D"
Below 59	"F"

"A" Honor roll criteria – Grades 90-100 / "B" Honor roll criteria – Grades 80-89

## **GRADUATION MARSHALS SELECTION**

Students in the Junior class will be selected as graduation marshals based upon GPA ranking. However, anyone in the Junior class who has been suspended—either in or out of school during their Junior year—is ineligible for this honor. Graduation marshals will be announced at the end of the seventh grading period of that school year. Lead marshals will be those ranked first and second in the Junior class at the time the marshals are announced.

## **HONOR GRADUATE**

To be recognized as an Honor Graduate, a student must have at least a 3.5 weighted grade point average.

## **LATIN SYSTEM**

To be recognized with a Latin System honor at graduation you must have the following; Summa Cum Laude 4.25-above GPA, Magna Cum Laude 4.0-4.2499 GPA, and Cum Laude 3.75-3.99 GPA.

## **NATIONAL HONOR SOCIETY**

The National Honor Society is one of the most prestigious organizations to which a high school student may belong. The Myrtle Lennon Chapter at E. E. Smith High School was chartered in 1955. Scholarship, service, leadership and character are at the foundation of this organization. Membership requirements are in accordance with the national organization and include the following:

- Students must have at least a 3.5 weighted grade point average
- Students must have spent at least one semester at E. E. Smith High School.
- Students must not have been suspended.
- Students must show evidence of leadership and service in school & community.
- A faculty council selects members based on these criteria. All Golden Bulls who are striving to excel should aspire to be a member of National Honor Society

### **NORTH CAROLINA ACADEMIC SCHOLARS**

Students who complete the requirements for an academically-challenging high school program will be named North Carolina Academic Scholars. Eligible students must have an overall four-year grade point average of 3.5 or its equivalent and all requirements for a high school diploma.

### **OUTSTANDING SENIORS**

Outstanding seniors will be selected by faculty vote.

### **VALEDICTORIAN/SALUTATORIAN/THIRD HONOR GRADUATE**

To be considered for these distinctions, a student must have taken courses that are comparable to the courses of a college preparatory program. All courses completed outside of E. E. Smith High School are to be reviewed and approved by the administration.

The valedictorian is the senior that has the highest grade average in the class at the end of the fourth quarter of his/her senior year. The salutatorian is the senior that has the second highest grade average in the class at the end of the fourth quarter of his/her senior year and the third honor graduate is the senior that has the third highest grade point average in the class at the end of the fourth quarter. A final report will be run at the end of the school year.

### **COMMENCEMENT**

It is the responsibility and duty of all prospective graduates to maintain satisfactory grades and meet all requirements for graduation. These requirements include clearing all debts with the school. These debts include fees, fines, uniforms, and textbooks. Teachers will inform seniors of their indebtedness prior to the first graduation rehearsal. Each senior must have all debts cleared prior to the first graduation rehearsal. Participation in graduation activities is not compulsory. Any senior who does not comply with the Graduation Expectations may not be allowed to participate.

## Standard Course of Study

<b>ENGLISH</b>	<b>MATHEMATICS</b>	<b>SCIENCE</b>	<b>SOCIAL STUDIES</b>	<b>WORLD LANGUAGE</b>
<b>4 Credits</b> Eng. I Eng. II Eng. III Eng. IV	<b>4 Credits</b> Math 1 Math 2 Math 3 Fourth Math	<b>3 Credits</b> Earth Science Biology Physical Science OR Chemistry Physics	<b>4 Credits</b> World History American History I American History II Civics	Not required for High School graduation. Two credit minimum For admission to university in UNC system.

## GRADUATION REQUIREMENTS

To graduate from the Cumberland County School System, a student must successfully complete the required courses. All students who are eligible for graduation will be scheduled for a conference with their counselor to evaluate their course history. At that time, their remaining course requirements for graduation will be validated.

All eligible graduates are invited to participate in the graduation ceremony offered by their school. The graduate who chooses to participate must meet the required graduation dress code as outlined below. While there are many items (stoles, cords, medallions, tassels, pins, etc.) that may be worn during any graduation ceremony, only those items listed below may be worn for Cumberland County Schools graduations.

### 1. Regalia

All graduates should wear full regalia for their school including but not limited to gown, cap and tassel. Caps may not be decorated.

### 2. Academic Cords

Cords represent differences through the many colors and do not detract from the attire or the dignity of the ceremony and may be worn at Cumberland County School graduations.

- Cords recognized in the program will be academic/service in nature.
- Cords must be based on clearly defined academic/service criteria.
- Individual schools will determine the academic/service criteria for members of school clubs/organizations to earn the cord.
- The district recommends that academy graduates wear cords but the school's principal may decide to allow academy stoles.
- District departments will provide program cords to schools for graduating seniors who meet the criteria of the program as approved by the Superintendent/designee.
- School clubs/organizations with political and social affiliations are not approved for graduation ceremonies.
- Academic Cords must have prior administration approval in order to be used in graduation.

### 3. Academic Stoles

Stoles and/or medallions may be worn at Cumberland County School graduations by the Valedictorian and Salutatorian, Third Honor Grad, SGA (principal will determine if all SGA or officers only), NHS members,

School-Based Academies. If a school wishes to award stoles or medallions for special celebrations/observances to be worn during a Cumberland County School graduation ceremony, they must be approved in advance by the superintendent or designee and school administration by November 30, 2019.

**4. Non-Academic Stoles and Cords**

Other stoles and cords may be worn at the school’s Senior Awards Ceremony with the principal's approval.

**5. Pins**

Pins awarded at the school level may be worn at Cumberland County School graduations.

**6. Graduation Attire**

Appropriate attire for graduation practices and the ceremony will be established at the school level. All requirements must be written in graduation correspondence shared with students and parents/guardians.

***E. E. Smith Graduation Attire Requirement***

<b><u>Option 1</u></b>	<b><u>Option 2</u></b>
<ul style="list-style-type: none"> <li>● Black slacks</li> <li>● Black shoes &amp; black socks</li> <li>● White dress shirt</li> <li>● Black necktie or bowtie</li> <li>● Black belt</li> <li>● No jewelry for males</li> <li>● Women may wear earrings only</li> </ul>	<ul style="list-style-type: none"> <li>● Black dress shoes (no sandals, flip flops or slides)</li> <li>● Black dress or skirt suit</li> <li>● Dress or suit must not be shorter than 4 inches above the knee or reveal cleavage</li> <li>● Dress or suit must have sleeves that cover the shoulder</li> <li>● Jewelry: stud earrings only, no visible body piercings</li> </ul>

**EXIT DOCUMENTS**

Graduation from a Cumberland County high school shall follow satisfactory completion of all state and local course requirements. The Board has adopted the following as applicable to graduation or high school completion:

1. Diploma: Awarded at graduation: this indicates satisfactory completion of all state and local course requirements and achievements. Only those students who graduate according to this stated definition are eligible to receive a diploma. Students meeting all requirements for the North Carolina Scholars Program will receive from the State Board of Education an appropriate seal of recognition to be affixed to their diploma.
2. Certificate: Special needs students who do not meet the requirements for a high school diploma will receive a graduation certificate and shall be allowed to participate in graduation exercises if they successfully complete 28 course units in the general subject area and complete all IEP requirements.
3. Transcript: This document provides evidence of data outlined below: All courses completed and grades earned. A record of school attendance during grades 9-12. Participation in special programs or any other information as determined by the Cumberland County Board of Education. A transcript must be issued to all

students receiving either the diploma or certificate. The transcript may be issued to the student(s) by any procedure as determined by the local school within a reasonable period of time.

### **MEDIA CENTER**

All students must have their ID card and a hall pass to use the media center. An Internet Use Form must be completed for students to access the internet. The loan period for all books is two weeks. Students will need their ID to check out a book. Reference books may be used in the center or circulated for overnight and weekend use. All lost materials must be paid for at the replacement cost of the item. Fees must be paid to repair any damages caused by materials that are carelessly or intentionally damaged.

### **PROMOTION**

- To be promoted to the 10<sup>th</sup> grade the student must have earned 6 credits to include English I.
- To be promoted to the 11<sup>th</sup> grade a student must have earned 13 credits to include English I & II.
- To be promoted to the 12<sup>th</sup> grade a student must have earned 20 credits to include English I, II, & III.

*\*A Student needs a total of 28 credits to include English I, II, III, and IV to graduate.*

### **STUDENT COUNSELING CENTER**

The Counseling Center is available for students who need to meet with a counselor. Counselors are available daily in the cafeteria during lunch. Students may make appointments to meet with their counselor by emailing their counselor.

### **TRANSPORTATION**

Students are only permitted to ride the school bus that has been assigned to them by Cumberland County Schools without prior approval from an administrator. Riding the bus is a privilege, not a right. Safety of our students is our number one priority. Ensure that you are both visible and vigilant as it pertains to safety at the bus stop and on the bus. Please ensure that you are present at your bus stop prior to the stated arrival time of your bus. Bus drivers are not responsible for students who are not present at the bus stop at the time of pick-up. All Cumberland County School rules outlined in the Student Code of Conduct apply to school transportation.

### **TRANSCRIPTS**

Students who need transcripts for college or other purposes will make a request to the Student Counseling Center. Transcripts are free for currently enrolled students. Graduates and those not currently enrolled; must pay a \$3.00 processing fee.

### **VISITATION POLICY**

All visitors must report to the main office and obtain a visitor's permit prior to any visitation on campus. Visitors must have a valid photo ID and present it to the main office staff when entering the building. Under no circumstances are students to bring visitors to school with them. Classroom visitation is not permitted during the instructional day. Visitors are also not permitted to drop off food to students during the school day.

## **WITHDRAWALS / TRANSFERS:**

When students withdraw, parents or guardians must come in before the student's last day and sign a release form. On the student's last day, the student needs to see the registrar before going to any classes to obtain his/her withdrawal form. All financial obligations must be taken care of at that time. Parents must inform the school of the relocation area for sending additional records.

## **STUDENT DISCIPLINE POLICY**

### **DISCIPLINE**

Each student will receive a Student Code of Conduct Book as issued by the Cumberland County Board of Education. The E. E. Smith High School Student Discipline Policy will correlate directly with the Cumberland County Student Code of Conduct as adopted by our Board of Education. Students and parents are asked to familiarize themselves with the pamphlet that was issued to each student on the first day of school.

If a student is suspended from school or assigned to the Redirection Justice Center(RJC), they are not eligible to participate in any extra-curricular activity sponsored by the school, including athletics, until the following day.

### **DRESS CODE VIOLATION**

The dress code violation includes wearing, decorating or adorning clothing that is inappropriate to the learning process. Clothing that reveals undergarments, chest, breasts, navel, buttocks, or any private body part will be considered inappropriate for the school setting. Any article that displays, suggests, promotes, or reveals a lewd, vulgar, unsafe, violent or sexual message through language, images and/or symbols is prohibited.

### **DRESS CODE**

Any clothing that is disruptive, provocative or obscene or endangers the health or safety of other students is not permitted. The administration reserves the right to restrict the wearing of any items that may be disruptive to the normal school day. Student dress code concerns will be addressed by the appropriate gender administrator (Female administrator will address female students only; male administrator will address male students only).

1. Shorts, skirts, dresses, splits, or rips/ holes in clothing shall not be shorter than four inches above the knee.
2. Leggings, jeggings, and yoga pants shall be covered with a top that is no shorter than four inches above the knee.
3. Pants shall be secured at the waist.
4. Tank tops (thin straps or tanks alone), low cut, see-through, crop-top shirts, muscle shirts, off the shoulder shirts, or shirts that expose cleavage are not allowed. Athletic jerseys shall be worn with a t-shirt underneath. From the neck to four inches above the knee shall be covered.
5. Head covering is not allowed on campus during the school day.
6. Sunglasses are not to be worn in the building.
7. Pajamas, pajama pants, and bedroom shoes are not allowed at school.
8. Bandanas, scarves, hats, (head coverings) are not allowed.
9. Solid colored headbands shall be limited to a maximum of three inches.

10. Inappropriate or profane signs, emblems, or language on clothing (including but not limited to: alcohol advertisements, pictures of weapons or drugs, sayings that have sexual connotations, phrases or pictures that are insensitive to groups of students) are not allowed.

### **USE OF PERSONAL TECHNOLOGY ON SCHOOL SYSTEM PROPERTY**

Each principal may establish rules for his or her school site as to whether and how personal technology devices (including, but not limited to smart phones, tablets, laptops, etc.) may be used on campus. The school system assumes no responsibility for personal technology devices brought to school.

### **CELL PHONES**

Carrying a cell phone/telecommunications device in the school building is a privilege, not a right. Students who comply with the cell phone/telecommunications device policy shall be allowed to bring a cell phone/telecommunications device into the building so long as it is not handled and it does not emit a noise (including vibration). Students at E. E. Smith High School are permitted to use cell phones before school in the cafeteria/gymnasium and during lunch. During this time, students are permitted to check text messages, view calendars or other items on their phone only during permitted times which have been previously stated. These are the only times during the school day in which students will be allowed to wear earbuds/headphones. Earbuds and headphones are to be immediately removed upon entering the school building.

At NO time should students talk on their cell phone during school. **When changing classes, students are not permitted to use their cell phones. Also, they are prohibited from using earbuds/headphones due to safety.**

Students who are either unwilling or unable to comply with the policy, shall have the privilege of carrying a phone within the school building revoked. **Neither E. E. Smith High School, nor Cumberland County Schools are responsible for any fees associated with any phone or device that is lost or stolen due to violations of school policy.**

Cell are prohibited in the classroom.

If a staff member directs a student to surrender a cell phone/telecommunications device, the student will be expected to do so immediately (without deleting anything, without setting security codes) and without complaint. ALL components, including the battery and SIM card are to be surrendered as well. Failure to surrender a cell phone immediately is an act of defiance and will result in an automatic short term suspension. A student refusing to give any school official a cell phone or closed book bag will automatically be suspended from school. Students are responsible for keeping up with their own personal devices. They are strongly encouraged to keep devices at home or in a locked locker.

Once a student has been notified by an administrator that he/she has lost the privilege of possessing a phone/telecommunications device on school property during a specified period of time, any phone/telecommunications device that student is found to be in possession of during instructional time shall be deemed as insubordination which will lead to escalated disciplinary actions.

If a student feels the staff member requesting to confiscate the phone is due to a misunderstanding, the student must still surrender the phone immediately as directed.



The student will be able to discuss the matter with an administrator at a later time, but the student is expected to fully cooperate with the staff member requesting the phone.

**Students are prohibited from recording any school activities and/or events without consent from an administrator or teacher.** In addition, any unauthorized recording of students and staff to include the posting on social media will result in disciplinary action according to CCS Board policy.

### **ELECTRONIC DEVICES**

Electronic devices, earbuds, headphones should not be activated or used while in class and the hallway during the instructional day (8:30-3:40) or as otherwise directed by school rules or school personnel. However, students may use these devices during lunch. School employees may immediately confiscate any wireless communication devices that are on or used in violation of this policy. Confiscated wireless communication devices will be returned only to the student's parent or guardian between 3:40 and 4:40 pm. **THE SCHOOL IS NOT RESPONSIBLE FOR THE THEFT, LOSS OR DAMAGE OF A CELLULAR PHONE OR OTHER PERSONAL WIRELESS COMMUNICATION DEVICE. BOARD POLICY CODE: 4318**

### **CONFISCATED ITEMS**

Once a student enters the building, items that interfere with the learning environment of E. E. Smith High School will be confiscated. These items include, but are not limited to, electronics (including cell phones, smart watches, iPods), laser pens, etc. For smart watches or other similar devices, students must disable the sync mode, including bluetooth, during the school day. Any other device used for any purpose other than a timepiece will be confiscated.

Only a parent/guardian can pick up a confiscated item. This may be done only between the hours of 3:40-4:00 each school day. The school is NOT responsible for confiscated items. Cell phones/electronic devices and other confiscated items may be picked up Monday through Friday ONLY between the hours of 3:40 and 4:00 pm. Any student refusing to give up the cell phone, electronic device or other prohibited item to school personnel will be automatically suspended.

- First Offense - 1 Day of Out-of-School Suspension
- Second Offense - 2 Days of Out-of School Suspension
- Third Offense - 3 Days of Out-of-School Suspension

### **PUBLIC DISPLAYS OF AFFECTION**

Students are not permitted to kiss, hug, hold hands, or touch in any inappropriate manner. Students in violation of this policy will be charged with disruptive behavior.

### **SEARCH AND SEIZURE ON SCHOOL PROPERTY**

Desks, lockers and other equipment which belongs to the school or school district, and even though assigned to particular students for use, may be entered and searched by school officials whenever said school officials have reasonable suspicion that some item, substance or other material is contained therein which is illegal, harmful to the safety of the student or the student body as a whole, or significantly disruptive or dangerous to the overall discipline of the school. **STUDENT'S PERSON:** The Board of Education authorizes teachers and administrative personnel who have reasonable suspicion that a student or students are in possession of weapons, illegal drugs, or other items harmful

to the student or students or to the welfare of the student body, to search the person of said student(s) under the following conditions:

1. Any such action shall not be taken unless there is a reasonable suspicion which can be substantiated if necessary.
2. Any search of a student shall be done privately by an administrator and witness of the same sex as the student to be searched. The witness must be present throughout the entire search.
3. Reasonable belief on the part of a teacher or an administrator may be based upon information from such sources as faculty members, reliable students, a law enforcement officer, visual evidence, reports from reliable parents, or any of these factors.
4. The content of this policy shall be in written form and placed in a prominent location in each student handbook. It shall also be disseminated verbally to students at the start of each scholastic year. The Board of Education shall consider such notification as adequately satisfying and procedural requirement.

### **FINANCIAL OBLIGATIONS**

No refunds will be given for any field trips, prom, yearbook, etc. unless the school canceled the event and/or item. If fees are paid using a third party, the third party convenience fee will not be refunded, only the event fee will be refunded. While students have outstanding debts to the school, they will not be allowed to participate in any activities during, before, or after school except for regular classroom instructional activities.

### **FOOD**

All food items will be consumed in the cafeteria during breakfast and lunch hours. The consumption of food or drink items will not be permitted in the classroom, hall, gym or restrooms. Food items are not to be sold by students during school hours. No prepared restaurant food may be brought on campus during school hours.

### **SCHOOL IMPROVEMENT TEAM**

The School Improvement Team is the official governing body of the school. It is responsible for the development of the School Improvement Plan, changes in major school policies and procedures, and the overall efforts toward continuous improvement regarding curriculum and instruction and the culture of the school. Its members shall consist of certified and classified employees, parents, community members, and representatives of the student body. The SIT will meet on the 4<sup>th</sup> Wednesday of each month from 4:00 - 5:00 p.m. All meetings are open to the public.

## **STUDENT FEES**

**ONLY CASH OR MONEY ORDERS WILL BE ACCEPTED AS PAYMENT FOR ANY INDEBTEDNESS TO THE SCHOOL.**

The chart below is maximum dues for each club, activity, athletics, and/ or organization. The chart is for your information only. All Fees for students must be approved by the administration.

Cabinet 08062022



### Fees and Dues High Schools

<b>FEE/DUE NAME</b>	<b>DESCRIPTION</b>	<b>Amount (Not to exceed)</b>
Beta Club	Local and National fees plus induction	\$30.00
Chorus	T-shirt, special attire if needed	\$150.00
Color Guard	Fees and dues associated with participation in Color Guard performances and competitions	\$350.00
Dance Team	Fees associated with participation in Dance plus additional fees for performances and competitions	\$400.00
DECA	Membership dues, t-shirt, local/state/national membership (additional fees for competitions)	\$25.00
FBLA	Membership dues, t-shirt, local/state/national membership (additional fees for competitions)	\$20.00
FCCLA	Membership dues, t-shirt, local/state/national membership (additional fees for competitions)	\$30.00
FFA	Membership dues, t-shirt, local/state/national membership (additional fees for competitions)	\$20.00
Forensics (or Speech & Debate)	Dues, t-shirt, competition fees (additional fees for competitions)	\$40.00
Freshman Dues	ID badge, t-shirt, lanyard, flash drive, spirit item	\$30.00
Freshman Dues (CPHS)	T-shirt, yearbook, prom, PE uniform Package without Prom	\$150.00 \$100.00
Honor Society Clubs	Induction ceremony, materials, pin, cord	\$35.00
HOSA	Membership dues (local/state/national), t-shirt (additional fees for competitions)	\$20.00
ID Badge	Student identification badge	\$5.00
ID Badge Replacement	Replacement for student identification badge	\$5.00
Integrated System Technology Academy (ISTA)	Fees and dues associated with participation and performances (additional fees for competitions)	\$30.00
International Thespian Society (CFHS)	This is a one time induction fee	\$50.00
Junior Dues	ID badge, lanyard, t-shirt, flash drive, spirit item	\$45.00
Junior Dues (CPHS)	T-shirt, yearbook, prom Package without prom	\$130.00 \$80.00

Junior Marshals	Rental of tuxedos, dresses, etc.	\$60.00
Key Club	Local, state, national dues, t-shirt	\$30.00
Legato	Fees and dues associated with participation and performances	\$100.00
Marching Band	Fees and dues associated with participation in the marching band plus additional fees for competitions (additional fees for competitions but not travel)	\$500.00
Mentoring Club	T-shirt and activities	\$30.00
Military Ball (CFHS)	The Military Ball is voluntary and cost is driven by the number of participants to cover the Fort Bragg Conference Center room, formal dinner, King/Queen Crowns and cost of the DJ	\$35.00
National Honor Society	School and national dues plus induction ceremony with pin	\$25.00
National Honor Society Cord or Stole	Cord or Stole for graduating seniors	\$10.00
National Technical Honor Society (NTHS)	Membership dues, portfolio, membership card and certificate, diploma seal, label pin, and window decal	\$30.00
Navy ROTC	Covers a Cape Fear nametag for uniforms and leadership awards to recognize exceptional cadet.	\$20.00
Parking	Parking fees with sticker or decal for 1 year	\$15.00
Prom	Determined annually per venue	\$50.00
Prom Guest	Guest fee is additional	\$85.00
ROTC		\$80.00
School Choice/Academy/Program		\$50.00
School Clubs	Arabic Club, Art Club, Chess Club, Drama Club, Environmental Club, International Club, Math Club, Mock Trial Team, SAVE, Science Club, Spanish Club, Theatre Club, etc. (Not inclusive of all school clubs) (additional fees for competitions)	\$150.00
School Dance	Admission	\$25.00
Science Olympiad	Registration fees for competitions, supplies (additional fees for competitions)	\$20.00
Science Olympiad (PFHS)	Uniform, fees, supplies & materials	\$35.00
Step Team	Fees and dues associated with participation and performances	\$70.00
Senior Dues	ID badge, lanyard, t-shirt, flash drive, spirit item, senior activities, senior gift, senior programs and receptions	\$150.00
Senior Dues (CPHS)	T-shirt, yearbook, senior week, graduation tickets \$ program	\$90.00
SGA	Membership, shirt (additional fees for activities)	\$150.00

Skills USA	Membership dues, registration fees, t-shirt (additional fees for competitions)	\$25.00
Sophomore Dues	ID badge, lanyard, t-shirt, flash drive, spirit item	\$30.00
Sophomore Dues (CPHS)	T-shirt, yearbook, prom Package without Prom	\$130.00
Technology Student Association (TSA)	Membership dues, shirt, local/state/national membership	\$80.00
Transcript	Student transcript	\$55.00
Winter Guard	Fees and Dues associated with participation in Winter Guard (additional fees for competitions )	1 <sup>st</sup> 5 are Free \$5.00 thereafter
Winter Percussion	Fees and dues associated with participation in Winter Percussion (additional fees for competitions)	\$400.00
Winter Winds	Fees and dues associated with participation in Winter Winds (additional fees for competitions)	\$400.00
Yearbook	Determined by vendor, pre-orders, and number of pages	\$400.00

## **Title I Policies**

### **PARENT & FAMILY ENGAGEMENT POLICY**

E. E. Smith High School recognizes that a child's education is a responsibility shared by the school and family for the duration of your child's enrollment at our school.

Our school provides ample opportunities for parents/families to attend and participate in school activities and functions. Throughout the school year, we will provide a variety of educational and informational opportunities for families; Principal Roundtable, Curriculum Nights, FAFSA Night, Open House, Graduation Meetings, Grade Level Meetings, Parent-Teacher Conferences, PTA Meetings, Progress Reports, and IEP Meetings to discuss and review this document or learn the curriculum of your children. These programs are specifically designed to enhance family engagement and reflect the specific needs of our students and their families.

Title I is a federal grant that provides supplemental funding to select schools for resources to meet educational goals, such as:

- Smaller class size
- Additional teachers and paraprofessionals
- Training for school staff on how to engage parents and families
- Extra time for instruction (before and/or after school programs)
- Parent and Family Engagement activities and variety of supplemental materials and equipment.

Title I schools:

- Hold an annual Title I public meeting: This meeting will be held in September/October to inform parents about their rights under Title I and to provide them with information that will allow them to be fully active in their child's education.
- Include parents on the School Improvement Team (SIT) that are reflective of the socioeconomic and racial diversity of the school. Our SIT will meet the first Wednesday of each month at 4:00 p.m. to develop and implement school improvement strategies and monitor the school improvement plan.
- Ensure parents receive information in a timely manner. Information includes, but is not limited to the following:
  - o school and district report cards,
  - o student assessment results and interpretation of such results,
  - o description of curriculum, state content standards and how student progress is measured,
  - o opportunities for parent and family meetings to share in educational decision making,
  - o qualifications of teachers,
  - o timely responses to parents and family suggestions, and
  - o inclusion of parents and families input on the school improvement plan and the district strategic plan.
- Our school will convene regular meetings at flexible times for parents and families throughout the school year for the purpose of planning, reviewing, sharing information, and organizing school improvement efforts.
- Develop a Learning Compact that outlines how parents and families, entire school staff, and students will share the responsibility for improved student achievement will be sent home for parent review.

- Provide opportunities to meet regularly with school personnel to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.

### **PARENTS RIGHT TO KNOW STATEMENT**

In accordance with ESEA Section 1111(h)(6) PARENTS RIGHT-TO-KNOW, WS/FCS is notifying every family of a student in a Title I school that you have the right and may request information regarding the professional qualifications of your child's classroom teachers and/or teacher assistants.

This information regarding the professional qualifications of your child's classroom teachers and teacher assistants includes, at a minimum, the following:

1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by teacher assistants and, if so, their qualifications.

If you would like to request the qualifications of your child's teacher and/or teacher assistant please contact the CCS Title I Office at 910-678-2637.

In addition, your child's school will notify you at any time your child has been taught for 4 or more consecutive weeks by a teacher not meeting state professional qualifications.

### **DECLARACION DEL DERECHO A SABER DE LOS PADRES**

De acuerdo con la Sección 1111 (h) (6) de ESEA, DERECHO A SABER DE LOS PADRES, WS / FCS está notificando a cada familia de un estudiante en una escuela de Título I que usted tiene el derecho y puede solicitar información sobre las calificaciones profesionales de su hijo. maestros de aula y / o asistentes de maestros.

Esta información con respecto a las calificaciones profesionales de los maestros y asistentes de maestros de su hijo incluye, como mínimo, lo siguiente:

1. Si el maestro ha cumplido con los criterios estatales de calificación y licencia para los niveles de grado y las materias en las que el maestro brinda instrucción.
2. Si el maestro está enseñando bajo un estado de emergencia u otro estado provisional a través del cual se ha renunciado a los criterios estatales de calificación o licencia.
3. El título de licenciatura del maestro y cualquier otra certificación de posgrado o título que posea el maestro, y el campo de disciplina de la certificación o título.
4. Si el niño recibe servicios de asistentes de maestros y, de ser así, sus calificaciones.

Si desea solicitar las calificaciones del maestro de su hijo y / o asistente de maestro, comuníquese con la Oficina de Título I de CCS al 910-678-2637.

Además, la escuela de su hijo le notificará en cualquier momento en que un maestro que no cumpla con las calificaciones profesionales estatales le haya enseñado a su hijo durante 4 o más semanas consecutivas.

The Parent Right to Know Statement must be provided to all parents. It must be copied/pasted/disseminated through newsletters, handbooks, websites, planners, bulletin boards, etc.

I attest all parents have been provided the statement above. The Parent Right to Know statement has been disseminated in the following manner:

Student Handbook, Posted on Student Information Boards in Hallways, Cafeteria, and Classrooms as well the school webpage for the SY 22 - 23