

William R. Davie Middle S.T.E.M. Academy

**2024-2025**



# **“Viking City”**

## **Student & Parent Handbook**

**Mr. Anthony Tracey, Principal**  
**Mrs. Joann Pearson, Assistant Principal**  
**Alexandria Stencil, School Counselor**

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**“Nurturing Curiosity.....Igniting Potential”**

**William R. Davie Middle S.T.E.M Academy**

## **PRINCIPAL'S MESSAGE**

**Dear Parents and Students,**

**As I embark on my second year as the principal of William R. Davie Middle STEM Academy, I am filled with excitement and optimism for the journey ahead. Our collective mission continues to focus on creating a safe and inclusive environment where diversity is not just acknowledged but celebrated and respected.**

**At the core of our school's values is a commitment to fostering a positive culture built on kindness, empathy, and mutual respect. These are the pillars that will guide our interactions and shape the atmosphere in which we learn and grow together.**

**Academically, we will strive for excellence by offering a rigorous curriculum designed to challenge students, igniting their curiosity, and cultivate a lifelong love for learning. Our educators are empowered to employ innovative teaching strategies, integrating technology and real-world applications to enhance engagement and prepare students for the demands of the 21st century.**

**Equally important is our commitment to students' social and emotional well-being. We are dedicated to supporting the development of character, resilience, and interpersonal skills. Our goal is to create a supportive environment where all students feel valued, heard, and understood. We will collaborate closely with counselors, support staff, and community partners to provide the necessary resources and guidance for students' holistic growth.**

**Transparency and accountability will remain at the forefront of our administrative practices. My door is always open, and I welcome feedback, ideas, and concerns from all members of our school community. Together, we will continuously evaluate our progress, celebrate our achievements, and address any challenges that arise, always with your best interests in mind.**

**I look forward to another year of growth, learning, and success at William R. Davie Middle STEM Academy.**

**Yours in education,**

**Anthony Tracey, MSA., M.Ed.  
Principal, W. R. Davie Middle STEM Academy**

## OBJECTIVES

William R. Davie Middle S.T.E.M Academy School Faculty and Staff seek to promote growth through the following objectives:

- To create a pleasant and comfortable environment conducive to learning in which positive reinforcement of achievements is of major importance.
- To help each child develop a positive self-concept and encourage independence and self-discipline
- To determine the individual differences among children and provide for these differences.
- To provide health programs which encourage children to form good health habits.
- To promote problem solving by higher order thinking skills providing situations which require the application and reasoning through written and oral communication.
- To provide each child with the opportunity to become computer literate.
- To instill in the child a desire to learn and to develop an inquiring mind.
- To establish a spirit of cooperation and unity of purpose among the school, home, and community in order to serve the child's total needs.
- To continue, as teachers, the pursuits of our education to better serve the needs of the school, community, and ourselves.

## **William R. Davie Middle S.T.E.M Academy School Beliefs**

1. We believe all students can learn; therefore, the primary focus of all decisions impacting the work of the school should be the students' learning needs.
2. We believe that a cooperative partnership among the student, family, school, and community is essential for student academic growth and development; enhancing ownership, commitment, action, and a sense of value and pride.
3. We believe that the responsibility for student achievement is equally shared between the student, parent, teacher, administration, and community.
4. We believe instructional strategies should incorporate a variety of learning activities that accommodate different learning styles, be data driven, and reflect the intentional use of high yield strategies.
5. We believe all students can learn by providing them with the opportunity to be actively engaged in a relevant, rigorous, standards-based curriculum that recognizes and respects each child's unique physical, social, emotional, and intellectual needs.
6. We believe a student's self-esteem is enhanced by positive relationships and mutual respect between students and staff.
7. We believe a clean, safe and physically comfortable environment promotes student learning.
8. We believe a culturally relevant education that promotes critical thinking and problem solving is necessary in order to equip students with the skills they need to become productive members of society.
9. We believe the commitment to continuous reflection and improvement is imperative for our school to enable students to become confident, self-directed, lifelong learners providing the knowledge and skills necessary to meet the global challenges and opportunities of the 21st Century.

## **STATEMENT OF PHILOSOPHY**

William R. Davie Middle S.T.E.M Academy encompasses grades 6-8. Our mission is to create a family-oriented atmosphere among the students and staff. From the family-oriented atmosphere arises the care and dedication for each student's social, emotional and academic well-being. We believe that each student at William R. Davie Middle S.T.E.M Academy has unique intellectual, physical, emotional, and social needs that we target to meet daily.

The school and community share the continuous process of education that will prepare each student for a purposeful and productive place in our changing democratic society. Because the professional personnel are accountable to the student, the parent, and the community, teachers possess specialized skills and knowledge in the areas they teach and are dedicated lifelong learners by continuing to study to improve their teaching techniques.

Along with the support of the community, teachers and staff must encourage students to conduct themselves in the same courteous, honest, and responsible manner toward fellow students and teachers that they are expected to extend toward society in general. In our positive environment, students are able to mature in self-understanding, responsibility, and decision-making skills needed to develop a positive self-image and to set realistic goals.

# 2024-2025 Halifax County Schools Calendar

Start of School Year/ Return from Break	Holiday; schools closed	Mandatory Teacher Workday (MW) non-student day	PLC Day; early Release for students	Early Release Day Early Release for Students & Staff
End of School Year	Annual Leave (AL) schools closed	Optional Teacher Workday (OW); non-student day	Staff Professional Development (PD); non-student day	PR - Progress Reports GP- Grading Period Ends

## Halifax County Schools 2024-2025 School Calendar Elementary & Middle Schools

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\*Open House for **6th graders** and **new students** will be August 20th, 4-6PM.

\*Open House for **7th and 8th Graders** will be on August 21st 3-6PM.

\*All Students are required to have clear book bags.

Halifax County Schools

# Strive For Five!

1. READY

2. RESPECT

3. RESILIENT

4. TRIUMPHANT

5. PROFICIENT





# 2024-2025 Daily Schedules



6TH	GRADE	7TH	GRADE	8TH	GRADE
7:30-8:00	Homeroom & Breakfast	7:30-8:00	Homeroom & Breakfast	7:30-8:00	Homeroom & Breakfast
8:00-9:05	1st Block	8:00-9:05	1st Block	8:00-9:05	1st Block
9:08-10:13	2nd Block	9:08-10:13	2nd Block	9:08-10:13	2nd Block
10:16-11:21	3rd Block	10:16-11:21	3rd Block	10:16-11:21	3rd Block
11:24-12:29	4th Block	11:24-12:29	4th Block	11:24-12:29	4th Block
12:32-1: 37	5th Block <i>Remediation</i>	12:32-1: 37	5th Block <i>Remediation</i>	12:32-1: 37	5th Block <i>Remediation</i>
<b>12:34-1:03</b>	<b>6th Grade Lunch</b>	<b>1:08-1:35</b>	<b>7th Grade Lunch</b>	<b>1:11-1:37</b>	<b>8th Grade Lunch</b>
1:40-2:45	6th Block	1:40-2:45	6th Block	1:40-2:45	6th Block
2:48-3:30	7th Block & Davie I.P. Time	2:48-3:30	7th Block & Davie I.P. Time	2:48-3:30	7th Block & Davie I.P. Time

## **7th Block–Davie I.P. Time: 2:48-3:30** (52 mins)

### **Satisfying Curiosity, Igniting Potential**

M–Club/Societies–return to 1st Block

T–S.E.L.--return to 2nd Block

W–Educational Game Day–return to 3rd Block

TH–Math Madness/D.E.A.R. Time–return to 4th Block

F–Fun Friday–return to 6th Block

### **Food Delivery Policy**

Due to Federal child nutrition regulations, food delivery services and parent restaurant food drop-off are prohibited.



## 2024-2025 Early Release Schedule



6TH	GRADE	7TH	GRADE	8TH	GRADE
7:30-8:00	Homeroom & Breakfast	7:30-8:00	Homeroom & Breakfast	7:30-8:00	Homeroom & Breakfast
8:00-8:20	1st Block	8:00-8:20	1st Block	8:00-8:20	1st Block
8:23-8:53	2nd Block	8:23-8:53	2nd Block	8:23-8:53	2nd Block
8:56-9:16	3rd Block	8:56-9:16	3rd Block	8:56-9:16	3rd Block
9:19-10:39	4th Block	9:19-10:39	4th Block	9:19-10:39	4th Block
10:42-11:02	6th Block	10:42-11:02	6th Block	10:42-11:02	6th Block
11:05-12:00	5th Block <i>Remediation</i>	11:05-12:00	5th Block <i>Remediation</i>	11:05-12:00	5th Block <i>Remediation</i>
11:07-11:34	<b>6th Grade Lunch</b>	12:34-12:00	<b>7th Grade Lunch</b>	12:37-12:00	<b>8th Grade Lunch</b>

**\*There will not be Davie I.P. Time on Early Release Days**



## 2024-2025 2 Hour Delay Schedule



6TH	GRADE	7TH	GRADE	8TH	GRADE
9:30-10:00	Homeroom & Breakfast	9:30-10:00	Homeroom & Breakfast	9:30-10:00	Homeroom & Breakfast
10:00-10:50	1st Block	10:00-10:50	1st Block	10:00-10:50	1st Block
10:53-11:43	2nd Block	10:53-11:43	2nd Block	10:53-11:43	2nd Block
11:46-12:36	3rd Block	11:46-12:36	3rd Block	11:46-12:36	3rd Block
12:39-1:44	5th Block <i>Remediation</i>	12:39-1:44	5th Block <i>Remediation</i>	12:33-1:44	5th Block <i>Remediation</i>
<b>12:41-1:08</b>	<b>6th Grade Lunch</b>	<b>1:14-1:42</b>	<b>7th Grade Lunch</b>	<b>1:18-1:44</b>	<b>8th Grade Lunch</b>
1:47-2: 37	4th Block	1:47-2: 37	4th Block	1:47-2: 37	4th Block
2:40-3:30	6th Block	2:40-3:30	6th Block	2:40-3:30	6th Block

**\*There will not be Davie I.P. Time on 2- Hour Delay Days**



## 2024-2025 1 Hour Delay Schedule



6TH	GRADE	7TH	GRADE	8TH	GRADE
8:30-9:00	Homeroom & Breakfast	8:30-9:00	Homeroom & Breakfast	8:30-9:00	Homeroom & Breakfast
9:00-9:57	1st Block	9:00-9:57	1st Block	9:00-9:57	1st Block
10:00-10:57	2nd Block	10:00-10:57	2nd Block	10:00-10:57	2nd Block
11:00-11:57	3rd Block	11:00-11:57	3rd Block	11:00-11:57	3rd Block
12:00-12:57	4th Block	12:00-12:57	4th Block	12:00-12:57	4th Block
1:00-2:00	5th Block <i>Remediation</i>	1:00-1:57	5th Block <i>Remediation</i>	1:00-1:57	5th Block <i>Remediation</i>
<b>1:02-1:29</b>	<b>6th Grade Lunch</b>	<b>1:31-1:58</b>	<b>7th Grade Lunch</b>	<b>1:34-2:00</b>	<b>8th Grade Lunch</b>
2:05-3:30	6th Block	2:05-3:30	6th Block	2:05-3:30	6th Block

**\*There will not be Davie I.P. Time on 1- Hour Delay Days**

## **ACADEMIC INFORMATION**

### **Parent Conferences**

Conferences with teachers and parents are encouraged but should be scheduled before or after school. Your cooperation is appreciated.

### **Course Offerings**

#### **Core Subjects**

- Grade Level English/Language Arts
- Grade Level Mathematics
- Grade Level Science
- Grade Level Social Studies

#### **Exploratory Courses**

- Band/General Music
- Health/Physical Education
- S.T.E.M. (Science, Technology, Engineering and Mathematics)
- C.T.E. (Career and Technical Education)
- Spanish

### **Change of Schedule**

Student schedules will be changed only when the student's welfare can be improved by such action. The student must have the approval of the principal before a change is made.

### **Report Cards/Progress Reports**

Report cards will be issued four (4) times a year. Progress reports will be issued at the end of the third week of each grading period. All students will receive a progress report that must be signed by the parent and returned to the teacher. We value your input in your student's progress. Please schedule conferences with your child's teacher(s) as early in the school year as possible to help with corrections

### **Special Education Classes**

Resource and inclusion classes are provided for students who qualify. If you have any questions concerning this area, please make an appointment with administration or the *exceptional teacher coordinator*.

### **Honor Roll**

The honor roll will be used to encourage students' academic performance. The Principal's List will include all students with a 4.0 grade point average (all A's). High honors will include all students with a 3.5 to a 3.9 grade point average with no grades less than "C". Honors will include all students with a 3.0 to a 3.4 grade point average. The honor roll will be generated from PowerSchool.

## Grading System

At grades 6<sup>th</sup> – 8<sup>th</sup>, students' performance in all courses, including exploratory courses will be reported as follows:

A	Excellent Performance	90-100
B	Good Performance	80-89
C	Satisfactory Performance	70-79
D	Weak Performance	60-69
F	Unsatisfactory Performance	59 and below

Homework	10%
Classwork	35%
Quizzes	10%
Projects	20%
Tests	25%

Evaluation of performance shall include consideration of all activity that has occurred during an evaluation period including homework, classroom activities, projects, tests and quizzes. Students will be given a grade of zero for any missed work and it will remain in Powerschool until the assignment is made up. At the end of a grading period, a student whose final grade is lower than a 50, will be changed to a 50 to allow opportunity to improve the next grading period.

## Homework Expectations

We believe that homework assignments should be an extension of the instructional program and appropriate for the students' developmental level. Homework should help students become responsible, self-directed learners, improve their academic achievement and provide reinforcement opportunities.

The following procedures are in place to govern homework at William R. Davie Middle S.T.E.M. Academy:

- Homework may be assigned each day including weekends.
- All homework assignments will be clear and relevant to the current goals and objectives covered in class.
- A minimum of 1 hour to a maximum of 2 hours is allotted for the completion of all homework assignments.
- ***Students are required to complete all homework assignments.***

## **Promotion Criteria**

In grades 6-8 local promotion requirements are based on successful course completion of English/Language Arts, Mathematics and either Science or Social studies. In addition, students must pass at least fifty percent (50%) of the remaining courses taken. In grades 6-8 the teacher and principal shall document that the student is on grade level and is receiving a final grade of A, B, or C or a grade comparable to his or her ability as documented by the End-of-Grade test.

## **Attendance Requirements For Promotion**

To be eligible for promotion and to receive credit for a course, students in grades 6-8 must be present at least 80 days in a semester course and at least 160 days in a yearlong course.

Absences for the following reasons are EXEMPT from the 160 day rule:

- a. Religious holidays and observances adhered to by the student or the parent, provided that the number of absences does not interfere with the education of the student.
- b. Quarantine ordered by the local health department or State Board of Health.
- c. Illness or injury confirmed by a doctor's statement.
- d. Court or administrative proceedings where the student is a party to the action or is under subpoena as a witness.
- e. Death in the immediate family or in the student's household (up to five days).

If any of the above reasons apply, we strongly encourage communication with your student's teacher or principal as soon as possible to appropriately code the absence.

## **SCHOOL COUNSELOR**

Public school guidance is an integral part of the total educational experience. We cannot separate the academic growth from the social-emotional growth of the child. The school counselor, *Alexandria Stencil*, focuses on the total growth potential of each child and helps personalize and humanize the educational process for all students. This can be accomplished by functioning as a team member with students, school personnel, and parents in an effort to help students recognize opportunities, responsibilities, and choices which education and life provide.

# **REGULATIONS AND PROCEDURES**

## **Campus Visitation**

The safety of students shall be ensured through close supervision in the building and on school grounds. ALL visitors shall enter the school through the main front entrance of the building. Upon entering, ALL visitors will walk through the standing metal detector. Visitors should then report to the main office and check in at the front desk to receive a Visitor's Pass. The Visitor's Pass should be worn or displayed during your stay. Only visitors with legitimate school business, such as Central Services staff, DPI staff, or approved vendors, and parents with confirmed appointments will be allowed to remain in the building. ALL visitors are expected to adhere to the current CDC Covid-19 prevention strategies for the 2024-2025 school year.

## **Attendance Policy (STUDENTS)**

North Carolina General Statute 115C-378 (Compulsory Attendance Law) states the following:

Every parent, guardian or other person in this State having charge or control of a child...shall cause such child to attend school continuously for a period equal to the time which the public school to which the child is assigned shall be in session. The parent, guardian, or custodian of a child shall notify the school of the reason for each known absence of the child, in accordance with local school policy.

The principal, superintendent, or teacher who is in charge of such school shall have the right to excuse a child temporarily from attendance on account of sickness or other unavoidable cause which does not constitute unlawful absence as defined by the State Board of Education.

The principal or his designee shall notify the parent, guardian, or custodian of his child's excessive absences after the child has accumulated three unexcused absences in a school year. After not more than six unexcused absences, the principal shall notify the parent, guardian, or custodian by mail that he may be in violation of the Compulsory Attendance Law and may be prosecuted if the absence cannot be justified under the established attendance policies of the State and local Board of Education. Once the parents are notified, the school attendance counselor shall work with the child and his family to analyze the causes of the absences and determine steps, including adjustment of the school program or obtaining supplemental services, to eliminate the problem. The attendance counselor may request that a law-enforcement officer accompany him if he believes that a home visit is necessary.

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

## 1. **Lawful absences**

Following an absence, the student must bring a signed statement from his/her parent or guardian which gives the date of the absence and the reason for the absence. The student must bring this statement to school on the day of his/her return from the absence. The principal/designee will determine if the absence is lawful or unlawful and code it accordingly. No note results in an unlawful absence; however, if the note is brought on the second day, the absence will be coded.

A lawful absence will allow the student to make up the work that was missed while he/she was away. To determine what assignments must be made up, students in grades 7-12 who have lawful absences are responsible for contacting their teachers the day they return to school. Teachers in grades K-6 are responsible for informing students of make-up assignments. The student shall be entitled to five school days to make up all missed work. This would include time for testing as arranged by the student at the convenience of the teacher. Any work missed by the student while absent and not turned in will result in no credit for that assignment. Lawful absences include the following:

- a. Illness or injury (A statement from a physician may be required at the discretion of the principal.)
- b. Quarantine (Documentation from physician required).
- c. Death in the immediate family
- d. Medical or dental appointments (Documentation from physician required).
- e. Court or administrative proceedings (Documentation from court required).
- f. Religious observances
- g. Educational opportunity (Prior approval and documentation by the principal is mandatory).

## 2. **Unlawful absences**

Any absence that is not defined or determined lawful by the principal/designee is unlawful. A student may make up any work or evaluations within five days following any absence, whether excused or not. Work missed during an extended absence will be addressed individually. The time and place for the make-up work shall be determined by the principal and teacher. If a student fails to be present for the make-up test(s), then he/she shall receive no credit for the test.

## 3. **Excessive absences (both lawful and unlawful)**

- a. A student in grades K-8 must be in attendance a minimum of one hundred sixty (160) days.
- b. A student in grades 9-12 must be in attendance a minimum of eighty (80) class contacts to receive credit.
- c. Course credit will be withheld if more than the stipulated number of ten (10) days is missed. School-related absences are not included. All other absences will count against the maximum number permitted.
- d. Students who wish to appeal for special consideration due to extenuating circumstances can follow the regular grievance procedure policy established by the Halifax County Schools.
- e. All parents and students should be informed of this policy and parents of students with attendance problems should be warned at appropriate time

## **Face-to-Face Instruction**

At this time, all students are expected to attend school for face-to-face learning. There is no remote learning option.

## **Withdrawal from School**

Students who plan to transfer to another school must do so through the Guidance Office. He or she should go to the Guidance Office three to five days before he/she leaves and inform the counselor. The Counselor will tell the student the proper steps to take to transfer. Students must take care of all obligations before leaving.

## **Textbooks/Library Books**

Textbooks for each subject and library books are loaned to students with the understanding that they will be taken care of properly. It is the responsibility of every student to prevent damage or the loss of the books. There will be a charge for the books that are lost or show evidence of excessive damage.

**Late Arrival/Early Pick-** The school day for all students begins at 7:40 a.m. and ends at 3:30 p.m. It is important that all students arrive at school on time and stay the entire day, unless there is an emergency. In order for us to meet the educational needs of our students, they must be in class. However, if it becomes necessary to bring students to school late or pick them up early, please adhere to the following:

If a student arrives late, the parent or the responsible adult must sign the student into school so that he/she can receive an official admit slip to class. All students leaving early must be signed out by the parent, or pick-up person on file (ID will be required). If someone other than the people on file will be coming to pick up the student, the parent must send a signed note giving the identity of the individual coming. Only documented phone numbers **on file** may be contacted. Therefore, it is **EXTREMELY** important to make sure student info is **up-to-date** in Powerschool.

- Any student who signs in late after 11:30 a.m. will be counted absent for that day and any student who is signed out before 11:30 a.m. will also be counted absent for that day.
- Early pick-up ends at **2:45p.m.**
- If a student needs to be switched from a bus rider to a car rider, a note must be submitted by **11:00 a.m.** for verification, or the driver must come inside to show I.D.

## **Class Tardies**

Students are expected to be on time to all classes. This means in their assigned desk and ready to begin the day's assignments. Students signed in late (unexcused by a parent in the mornings) will also be subject to the same tardy policy. Teachers at WRDMSA will follow the following tardy procedures:

- **1st tardy:** Student will be given a verbal warning and the teacher will document
- **2nd tardy:** Student will receive another verbal warning and the teacher will make/attempt parent contact and document it and student will be assigned a silent lunch.
- **3rd tardy:** Student will receive ISS assignment and parent contact will again be made/attempted—**on 3rd ISS assignment for tardies, the student will receive 1 OSS.**

### **Hall Passes**

Students are not permitted in the halls during class time without a hall pass from their teacher. It is the student's responsibility to get a pass from the teacher before leaving class. Students are not to enter or be in any unapproved area of the building.

### **Staff Areas/Vending Machine Area**

Students are not to use the staff Lounge, Staff bathrooms, or vending machines for any reason.

### **Bathroom Policy**

Students are not permitted to use the bathroom during the first and last 10 minutes of class or during class changes. Bathroom Breaks will be permitted one-at-a-time by the classroom teacher. If a student has any medical bathroom conditions, please make sure to submit documentation to the school nurse. Two or more students from the same class are not allowed to use the bathroom at the same time.

### **Chromebook Policy**

Chromebooks are intended for use at school each day. In addition to teacher expectations for Chromebook use, school messages, announcements, calendars and schedules may be accessed using the Chromebook. Students may use the chromebooks as a Day User only in each class. These may NOT be taken home. If the student wishes to have their own that they use daily and can take home, these must be signed out with a \$20 user fee. Students are expected to be responsible to bring their Chromebook to all classes, unless specifically advised not to do so by their teacher. The school issued device is the property of Halifax County Schools. The Chromebook device is an educational tool that is not intended for gaming or social networking. **If the Chromebook is damaged, it must be paid for in order to replace it.** The Chromebook and charger must be returned in good working condition at the end of the school year.

This year, **NO PERSONAL DEVICES** may be used...they will be confiscated at morning check in.

### **Use of Office Telephone**

The school telephone is a business telephone and is not to be used by students except in emergencies. Students are not allowed to use the telephone to make personal arrangements (*such as requesting permission to go to another student's home after school, stay over for a game, etc.*). Exceptions will be made when there is an unexpected change in the school schedule. In addition, because instructional time is a priority, students will not be pulled out of class to take telephone calls.

## **DRESS CODE**

### **Policy Code: 4316 Student Dress Code and Uniforms**

The board believes a safe and disciplined learning environment is the first requirement of a good school. The dress and personal appearance of students greatly affect their academic performance and their interaction with other students, the board prohibits any appearance or clothing that does the following: violates the school system's dress code developed by the superintendent and adopted in accordance with this policy and publicized by each school;

- is substantially disruptive;
- is provocative or obscene; or
- endangers the health or safety of the student or others.

#### **A. Student Dress Code**

The board requests that parents outfit their children in clothing that is conducive to learning and displays good judgment as it relates to age, developmental stages, and body type. Student school attire should be neat, clean, properly fitted and suitable for the learning environment. The following is acceptable under the dress code policy:

#### **1. Bottoms, Jumpers, Dresses, Pants, Capris, Walking Shorts, Skorts, and Skirts**

- a. Bottoms should not show excessive skin. Distressed jeans are allowable **below the knee.**
- b. Bottoms should be sized appropriately, including waist and length, with undergarments **NOT** exposed.
- c. Dresses, jumpers, shorts, skorts and skirts must be of modest length. The length of these items may not be above the *student's fingertips when the student's arms are relaxed at his/her side.*
- d. If belts are worn, they must not be oversized and must be buckled
- e. Leggings, jeggings, and bicycle shorts are **NOT** allowed.

#### **2. Shirts and Tops**

- a. Undergarments should not be visible at any time. Students may wear t-shirts or camisoles that are solid in color underneath his/ her top.
- b. Shirts and tops should have an appropriate neckline and obvious shoulder line.
- c. Clothing displaying obscene language and/or promoting illegal activity is not allowed.
- d. See Halifax County Schools Board Policy 4326, Gang-related Activity Section A, for restrictions on clothing related to gangs.

#### **3. Shoes**

- a. Footwear should **fit securely on the feet** and must be worn at all times.
- b. Shoes should be appropriate for school activities such as P.E. classes, recess, ROTC, science labs, etc.
- c. **No** bedroom slippers or slip-on shoes allowed including slides, Crocs, and Bubble Slides, unless they have a strap and then that **MUST** be secured to your heels.

#### 4. **Outerwear**

- a. Hoodies and hooded jackets may not have the hood covering the head while in the school building. Violation of this may result in not being allowed to wear hoodies to school.
- b. Hats, toboggans, head scarves, sunglasses, etc. must **not** be worn in the school building.
- c. Bandanas, skull caps, sweatbands, etc. should **not** be worn to school.

#### B. **Exceptions to Dress Code Policy**

##### 1. **Religious or Medical Waivers**

- a. Reasonable consideration will be made for those students who, because of sincerely held religious beliefs or medical reasons, request a waiver of a particular requirement for dress or appearance.
- b. Written waiver requests must be submitted on an annual basis. In considering a waiver request, the principal or designee may request additional documentation from medical officials and/or religious leaders.

##### 2. **Special Activity Accommodation**

- a. The principal shall make reasonable accommodations for students involved in special duties, activities, or projects approved by the school. Such special duties, activities, and projects include, but are not be limited to, athletics, P.E. classes, and other activities that require non-conforming dress on a school campus during the school day.
- b. Students who are taking classes that require a special dress code (such as JROTC or career and technical education internships) may wear that clothing to other classes.

#### C. **Enforcement**

Each principal and/or designee shall ensure that this policy is enforced in a manner that is consistent with other Halifax County schools and applied consistently within their assigned school building.

#### D. **Compliance Measures**

1. Each school should strive to achieve full compliance through use of incentives and positive reinforcement measures, and should resort to disciplinary action only when positive measures fail to ensure compliance. In addition, schools shall communicate with parents so that expectations, rationale and benefits are fully understood by the student and his/her family.
2. Prior to initiating any disciplinary action against a student not complying with the policy, parent contact must be held with a school administrator or counselor to solicit parental cooperation and support.
3. Disciplinary action is to be initiated only after the student has been out of compliance for two (2) school days and all other measures to secure support and cooperation as mentioned above have not succeeded. A "progressive discipline" approach is to be employed by the school support staff so as to encourage full and consistent compliance with the least amount of disciplinary action.

4. Disciplinary consequences for a student who fails to comply after being offered this opportunity shall be consistent with Section D of policy [4300](#), Student Behavior Policies. The superintendent or designee shall list in the Code of Student Conduct the specific range of consequences that may be imposed on a student for violation of the dress code.

#### E. **Disciplinary Consequences**

Upon arrival at school out of dress code, students will be sent to ISS. There, they will be allowed the opportunity to call home for a change of clothes. A student out of dress code will remain in ISS until a change of clothes is brought. Once a student has received proper dress, they will then be allowed to go to classes as normal. The situation will be documented. On the second offense, the student will remain in ISS the entire day. On the third offense, the student will stay in ISS the entire day and will receive 1 day of OSS. OSS will increase after the third offense.

Legal References: [G.S. 115C-47, -390.2](#)

Cross References: Student Behavior Policies (policy [4300](#)), School Plan for Management of Student Behavior (policy [4302](#)), Disruptive Behavior (policy [4315](#)), Gang-Related Activity (policy [4328](#))

- 1st offense -Parent phone call & ISS Until clothes are brought
- 2nd offense -Parent phone call & ISS the whole day
- 3rd offense-ISS the whole day & the student may not return without a parent conference
- 4th offense - 1 Day OSS

### **STUDENT CELL PHONE POLICY**

[\(Policy Code: 4318 Use of Wireless Communication Devices\)](#)

The board recognizes that cellular phones and other wireless communication devices have become an important tool through which parents communicate with their children. Therefore, students are permitted to possess such devices on school property for bus routes and after school activities, so long as the devices are not activated, used, displayed or visible during the instructional day or as otherwise directed by school rules or school personnel. If students do bring cell phones to W.R. Davie, they are subject to the following policy guidelines: Cell phones will be collected upon entering in the mornings and kept stored in a safe area throughout the day. All cell phones will be returned to students at the end of each day. Please note that under board policies [4300](#), [4315](#), & [4342](#), student cell phones may be confiscated and searched for violations.

Any student attempting to sneak in a cell phone, refusing to turn in their cell phone, or caught with a cell phone during the instructional day, will face the following consequences:

- 1st offense -Warning and Parent phone call
- 2nd & 3rd offenses -Parent phone call & ISS the whole day
- 4th offense - 1 Day OSS

## **SAFETY**

### **Appropriate and Legal Searches Protocol**

#### **Purpose:**

The purpose of this protocol is to ensure the safety and security of all students, staff, and visitors within the school premises.

#### **Scope:**

This protocol applies to all students entering the school premises with bags or carrying items that need to be inspected.

#### **Bag Inspection Procedure:**

- a. Upon arrival at the school entrance, students are required to present their bags for inspection to the assigned school personnel (Teacher, Resource Officer (SRO) or designated administrators).
- b. If the bag is clear or see-through and the contents are easily visible, the bag is not emptied. However, if the contents cannot be easily seen, the bag will be emptied for inspection. Non-clear or non-see-through bags are subject to complete content removal during inspection.

#### **Content Removal:**

- a. During bag inspection, all contents including but not limited to textbooks, stationery, electronics, and personal belongings will be removed. Clothing pockets are to be emptied, and any items placed on the inspection table.

#### **Metal Detector Procedure:**

- a. After the bag /clothing contents are emptied and placed on the inspection table, the student will proceed to walk through the scanner machine.
- b. If the metal detector emits a beep, the student will be subjected to further inspection by the SRO or an administrator. Students are not required to remove or raise any of their clothing during this process.

#### **Additional Protocol:**

- a. Students are required to cooperate fully with the inspection process.
- b. Any refusal or resistance to the inspection may result in disciplinary action as per the school's student code of conduct.
- c. Any items deemed unsafe, prohibited, or in violation of school policies will be confiscated and dealt with accordingly.
- d. All inspections will be conducted in a respectful and non-invasive manner, maintaining the privacy and dignity of the student.
- e. The school administration will provide notice to students and parents/guardians regarding the bag inspection protocol, including its purpose, procedures, and consequences for non-compliance.

#### **Review and Updates:**

This protocol will be reviewed periodically to ensure its effectiveness and relevance. Any necessary updates or modifications will be made accordingly in consultation with relevant stakeholders.

#### **Implementation:**

These protocol will implemented by administration at the beginning of the 2024-2025 school year and will be communicated to all students, staff, and parents/guardians through appropriate channels.

## **Fire Drills and Evacuation Procedures**

The purpose of fire drills is to prepare students and staff to safely deal with any emergency that might require a rapid mass exit. The signal for a fire drill is the **fire alarm**. During fire drills and other emergencies, the following rules should guide your actions:

1. Follow all directions given by the teacher or staff member.
2. Consider all drills to be “real” and treat them seriously.
3. Leave the building through the nearest exit indicated on the classroom evacuation chart.
4. Walk rapidly in a single file. Do not run.
5. Talking is not permitted.
6. Once outside, line up in a single file in the area designated by the teacher.
7. After the fire drill, walk back to your classroom in a single file as directed by the teacher.

## **Lockdown Drills**

These will be practiced during the school-year. Parents will be informed prior.

**Smile, You’re on Camera!** To help ensure student safety, William R. Davie Middle S.T.E.M. Academy is monitored by security cameras throughout the common areas of the campus 24 hours a day. In addition to camera monitoring, all staff members will have student supervision duty. We also employ a full-time school resource officer who is available to assist throughout the building.

## **Selling Items on Campus**

No student will be allowed to sell any items on campus for personal gain. Any solicitation on campus must follow the guidelines of the district policy. Any student found in violation of this policy will have their items confiscated and their parents will be notified. Policy will be followed for further violations.

## **HEALTH AND SAFETY**

In case of an accident, first aid is given by authorized personnel or the school nurse. In all cases of serious accidents or illnesses, every effort is made to contact the parents. The school follows the parents' directions on the *emergency card* if unable to reach them when a child needs more than first aid.

### **Medication Administration**

No medication will be administered by school personnel without a "Medication Authorization Form" properly completed and signed by the parent and the child's physician. A new form must be completed annually and when there is a change in the time or dosage of the medication. Medication must be sent to the school in a pharmacy labeled container. Medication must be removed from the school premises at the end of the school year and/or when they are discontinued.

Medication Authorization forms may be picked up from the school nurse and the front office receptionist/office manager.

### **Immunization Requirements**

State law requires all students to be immunized against certain diseases. Students without the required immunizations will not be allowed to remain in school.

### **Communicable Disease**

When a student is suspected of having certain communicable diseases, it is the responsibility of the parent to take the student to the local health department or the family physician for verification and/or treatment before returning to school. *A note for release back to school* from the doctor should accompany the student. These communicable diseases include chicken pox, measles, strep throat, pink eye, ringworm, etc.

### **COVID- 19 Policy**

**ALL** students are expected to adhere to the current CDC Covid-19 prevention strategies for the 2024-2025 school year. Currently, this requires quarantine (may not attend school) for 5 days after 1st symptoms occur, and then must wear a face mask for the following 5 days (may return to school).

### **Chronic Disorders**

It is the *responsibility of the parent to notify* the school if a student has asthma, diabetes, severe allergies, seizures or other disabilities, conditions or hospitalizations.

## **DRUGS, ALCOHOL, AND TOBACCO**

No form of drugs, alcoholic beverages, or controlled substances as defined in the General Statutes are allowed to be in the possession of a student during the school day, on school property, or off the school property if involved in a regular school activity. If any of these items are found in a student's possession during these times, it shall result in the student being subject to **10 days suspension or expulsion**. *This includes coming to school under the influence.*

Any student selling or in any way dispersing alcoholic beverages, narcotic drugs, controlled substances, or misrepresentations of these on the school premises or at any school related function is subject to suspension and/or expulsion. Students will be held on the campus and turned over to the **proper authorities**.

### **Halifax County Schools-Tobacco Policy**

William R. Davie Middle S.T.E.M. Academy is a **100% Tobacco Free School**. *No student, staff member or visitor* is permitted to use any tobacco product or Vape at any time on school property, including non school hours (6239.1).

Consequences for students violating this policy are as follows:

- |                         |  |
|-------------------------|--|
| 1 <sup>st</sup> Offense | Parent/Guardian notification/conference with school counselor. Tobacco education will be required. This will also result in a <b>5-10 day suspension</b> .                               |
| 2 <sup>nd</sup> Offense | Parent/Guardian notification/conference with school counselor. Tobacco education with emphasis on cessation will be required. This will also result in a <b>10 day suspension</b> .      |
| 3 <sup>rd</sup> Offense | Parent/Guardian notification and student will not be allowed to return without a conference with the school principal or designee. This will also result in a <b>10 day suspension</b> . |
| 4 <sup>th</sup> Offense | Meet with principal or designee and <b>student will be referred to long-term suspension/Diversion Plan</b> .   |

## **INCLEMENT WEATHER AND SCHOOL CLOSING INFORMATION**

The Superintendent will determine when schools are to be closed because of severe weather conditions. School closings and delays will be announced on School Messenger and on the following television and radio stations:

### **Television Stations**

*WRAL-TV Raleigh*

WITN-TV Washington

WTVD-TV Raleigh/Durham

WNCT-TV Greenville

### **Radio Stations**

WSMY-Weldon

WYAL-Scotland Neck

WCBT-Roanoke Rapids

WVSP-Warrenton

WRSV-Rocky Mount

**Because School Messenger will be our first means of communicating school closings, please make sure that we have a current phone number at all times. If you need to add or change a phone number during the year, please communicate the change to your child's teachers or our school's data manager.**

### **Make-Up Days**

The Superintendent will determine when days are to be made up, and parents will be notified of the changes in the calendar at the appropriate time.

## **SPORTS PROGRAM**

All students at W.R.D.M.S.A. are eligible to try out and play sports. However, this right can be revoked due to grades, behavior (ISS & OSS), school rules violations, etc. All student athletes and parents are responsible for obtaining, reading, and understanding all sports requirements and protocols. These requirements and protocols can be obtained from the school's Athletic Director, Mr. Keshawn Haskins.

## **STUDENT PARTICIPATION**

While on an OSS status, a student may NOT attend any extracurricular activities.

## **TESTING PROGRAM**

William R. Davie Middle S.T.E.M Academy School follows the district, state, and federal testing programs. *End-of Grade (EOG)* tests are mandated by the state of North Carolina in grades 3-8. Students are required to score at least a Level III proficiency in reading, math and 8th grade science in order to be promoted to the next grade. Please see the Parent's Right to Know Letter on the next page that was sent out in Early August.



# William R. Davie Middle S.T.E.M. Academy

4391 Hwy 158, Roanoke Rapids, North Carolina 27870  
Telephone: (252) 519-0300 Fax: (252) 583-1474



Anthony Tracey, Principal - Joann Pearson, Assistant Principal - Alexandria Stencil, School Counselor

## “Nurturing Curiosity.....Igniting Potential”

August 8, 2024

Dear Parent or Guardian,

This letter is intended to inform you that your student will take districtwide and state-mandated tests this school year as reflected on the attached test calendar, which is also posted online at <https://www.halifax.k12.nc.us/>.

Per [16 N.C. Admin Code 06D .0307](#)–Test Administration in Public Schools, “(g) LEAs shall, at the beginning of each school year, provide information to students and parents or guardians advising them of the district wide and State-mandated tests that students will be required to take during that school year. In addition, LEAs shall advise students and parents or guardians of the dates the tests will be administered and how the results from the tests will be used. Also, information provided to parents shall include whether the State Board of Education or the local board of education requires the test(s). (h) LEAs shall report scores resulting from the administration of State-mandated tests from the Annual Testing Program to students and parents or guardians no later than 30 days after the test is administered and along with available score interpretation information within 30 days from receipt of the scores and interpretive documentation from the NCDPI.”

[N.C. Admin. Code 06G .0315](#) requires all public school students in membership (i.e., enrolled in a school) in grades 3 through 8 and high school courses requiring an end-of-course assessment, to participate in the Annual Testing Program. North Carolina does not allow any student to opt out of required state testing. The only exceptions granted are for a limited number of students who meet certain eligibility requirements or have extenuating circumstances primarily related to a significant medical emergency or condition and are unable to participate in a specific test administration.

[N.C. Admin Code 06D .0309](#) requires schools to use end-of-course tests as “at minimum of twenty percent of the student’s final grade for each respective course.” As such, a student’s grade for these courses and overall grade-point-average calculation may be negatively impacted by not taking the required end-of-course state tests. Schools have the flexibility to use end-of-grade test scores as necessary.

Please feel free to contact me at 252-519-0300 ext 2019, if you have any questions.

Sincerely,

Joann Pearson, Assistant Principal and School Testing Coordinator

Copy of the Test calendar is on the county website, or available upon request from the receptionist.

## SCHOOL BUSES

***Riding a school bus is a privilege.*** All school bus passengers are required to abide by transportation laws, rules, and regulations at all times. Failure to do so will result in suspension from the school bus. Students will not be permitted to ride another bus unless special arrangements are made with the school office. For questions concerning buses, contact the transportation department at (252) 583-2381.

### **Riding Another Bus**

If a student wishes to ride another bus for a special reason (such as to go home with a friend), ***the student MUST bring a signed note from his/her parent indicating permission. Only the telephone number on file will be contacted for verification.*** Therefore, it is IMPORTANT to make sure student info. is up-to-date in Powerschool. Only the Bus Supervisor (Mrs. Joann Pearson, or her designee (Ms. Crystal Burgess) will sign the note granting permission to allow the student on the bus. The student **MUST** bring the note to the office in the morning by **11:00 a.m.** If approved, they will receive a bus pass. *If a bus is filled to capacity, the request will be denied. If note is not received by the 11:00 deadline, the request may be declined. PHONE CALL REQUESTS WILL NOT BE GRANTED!!*

### **Bus Regulations**

The use of the school bus transportation is a privilege that a student maintains by demonstrating self discipline that contributes to the safe operation of a bus. When a student's behavior is such that it interferes with good discipline and order on the bus, the student may be denied this privilege (School Board Policy 6250).

Riding a bus can be a safe and enjoyable experience. This can only be accomplished through cooperation and safe practices. Listed below are expectations for bus transportation:

1. Students must obey the bus driver.
2. Students are to be on time for the bus in the morning.
3. Students are to look both ways before crossing the road to board the bus or exit the bus.
4. Students are to always cross in front of the bus and never behind the bus.
5. Students are to occupy assigned seats. Movement to another seat is only by permission of the driver. Students refusing to sit in assigned seats will lose riding privileges.
6. All parts of the body are to remain inside the bus when being transported.
7. Students are to get on and off the bus only at their designated stops.
8. Students are to converse in normal tones. Loud and obscene or profane language will result in a loss of riding privileges.
9. Windows and doors should be regulated only with permission of the driver.
10. Students are not to litter by throwing paper, other objects or eating on the bus.
11. Students are reminded that violation (while on the bus) of school rules of fighting, use of tobacco, alcohol, drugs or possession of a weapon carry the same penalty as stipulated in the school conduct code.
12. Defacing or damaging a school bus will result in loss of riding privileges from the bus and restitution of damages.



## **William R. Davie Middle S.T.E.M. Academy School Student Behavioral Expectations**

As a responsible and respectful student at William R. Davie Middle S.T.E.M. Academy, students are expected to uphold the following behavioral expectations to create a positive and conducive learning environment for everyone on campus:

- **Respect for Teachers, Students, and All Adults:**  
Students should treat all teachers, students, and adults on campus with respect, kindness, and courtesy. They should actively listen to them, follow their instructions, and maintain a positive attitude in all interactions.
- **Punctuality and Attendance:**  
Students should arrive at school and all classes on time. Punctuality is essential for a successful learning experience. If unable to attend school or a class due to illness or other valid reasons, students should inform teachers and parents/guardians and follow the school attendance procedures.
- **Completion and Submission of School Work/Assignments:**  
Students should take academic responsibilities seriously and strive to complete all assignments, projects, and homework on time. Students should put forth their best effort and seek help when needed.
- **Appropriate Behavior on Campus:**  
Students should conduct themselves appropriately on campus, adhering to all school rules and guidelines. This includes refraining from disruptive behavior, using appropriate language, and demonstrating good sportsmanship.
- **Non-violence and Conflict Resolution:**  
Violence, bullying, or engaging in physical altercations is unacceptable. Instead, students are expected to work towards resolving conflicts peacefully and report any incidents of bullying or violence to a teacher or school staff.
- **Prohibition of Drugs, Smoking, and Substance Abuse:**  
Students not use or possess drugs, alcohol, tobacco, or any other illegal substances on campus or during school-related activities.
- **Respecting School Property:**  
Students are expected to respect school property, including classrooms, furniture, equipment, and any other facilities. Students should not engage in vandalism or theft of school property or personal belongings.
- **Technology Usage:**  
Students should use technology responsibly, adhering to the school policies regarding electronic devices. Technology should be used for educational purposes during school hours unless permitted by teachers or school staff.
- **Dress Code:**  
Students should follow the school dress code guidelines to maintain a neat, respectful, and appropriate appearance on campus.
- **Reporting Concerns:**  
If students witness any behavior that violates school expectations or feel unsafe, they should report it immediately to a teacher, counselor, or another school staff member.

**Behavioral assistance services are available free of charge through the school's contracted Day Treatment Program. These are trained professionals that can work with your child during the school day. A signed consent form is required to be on file.**

Students and Parents are expected to sign and return the behavioral contract on the next page.



# William R. Davie Middle S.T.E.M. Academy

4391 Hwy 158, Roanoke Rapids, North Carolina 27870

Telephone: (252) 519-0300

Fax: (252) 583-1474

Anthony Tracey, Principal

Joann Pearson, Assistant Principal

, School Counselor

## PARENT/GUARDIAN AND STUDENT

I sign below stating that I pledge as a student to adhere to the listed behavioral expectations **on campus or any other school-related activity**, including the bus, and that as a parent, I understand the expectations of my child.

### BEHAVIORAL EXPECTATIONS FOR STUDENT:

1. I will follow all school rules and behavior expectations including the Dress Code Policy.
2. I will comply with all directives of teachers, substitutes, administration, counselor, and SRO- at the time directed. In addition, I will be respectful to ALL adults in the building.
3. I will refrain from using vulgar and offensive language and from cussing in general.
4. I will refrain from bullying anyone on campus and I will not send any texts or social media posts threatening another student.
5. I will not seek out to fight another student and I will not fight.
6. I will not use or possess drugs, alcohol, tobacco, vapes, or any other illegal substances.
7. I will use technology responsibly, adhere to all electronic policies, and obey the cell phone policy
8. I will ask to speak to Ms. Jones, School Counselor, if I am feeling frustrated or angry.
9. I will attend all classes and be on time for all classes.
10. I will not be argumentative or disruptive in my classes.
11. I will respect all school property and that of my peers. I will not vandalize or steal anything.
12. I will complete and submit all required schoolwork.

### CONSEQUENCES IF EXPECTATIONS ARE NOT MET:

1. I will be sent to ISS and my parent(s) will be contacted. 2. After three ISS assignments, I will receive Out-of-school suspension for up to 10 days. 3. If OSS suspensions are repeated, paperwork WILL be submitted for Diversion Plan, Long-Term Suspension or Empowerment Zone attendance.

**\*\*By signing this contract all parties agree to the stipulations in the document, and acknowledge that this contract was explained in detail, and will follow accordingly.**

\_\_\_\_\_  
(Signature of Student )

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Signature of Principal)

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Signed Name of Parent/Guardian) Date

\_\_\_\_\_  
(Signature of Counselor)

\_\_\_\_\_  
Date

## **In-School Suspension (ISS)**

As part of our ongoing commitment to maintaining a safe and conducive learning environment and cutting down on out-of-school suspensions, we are excited to continue our ISS program for the 2024-2025 school year at W.R. Davie M.S.A.

We will be implementing an In-School Suspension (ISS) program for students who exhibit certain behavioral challenges during school hours. This program is designed to promote positive behavior, reinforce accountability, and encourage responsible decision-making among our student body. Students may be placed in ISS if they are found engaging in any of the following behaviors:

1. Being late for classes on three or more occasions.
2. Using/Possessing cell phones during instructional time without authorization.
3. Disrupting classes or engaging in disruptive behavior within the school premises.
4. Using profanity or displaying disrespectful behavior towards teachers and staff.
5. Cutting/skipping class
6. Dress Code Violations
5. List not exhausted.
6. Failure to complete schoolwork.

\*While in ISS, any student that does not comply with ISS procedures and protocols, and/or refuses to do their work and behave, will automatically be defaulted to OSS.

Parents will be notified of the student's placement in ISS and of the infraction. Please note that students who are assigned ISS on three separate occasions will automatically be subjected to off-campus suspension. Our ultimate goal is to help students understand the consequences of their actions and encourage a change in behavior that supports a conducive learning environment for all. However, it is essential to mention that certain offenses will not result in placement in the ISS program, but rather OSS. These offenses include but are not limited to:

1. Engaging in physical altercations or fighting.
2. Possession of weapons or any dangerous objects.
3. Possession or use of vapes, drugs, or any other illegal substances.
4. Making threats against the school or any member of the school community.
5. Involvement in gang-related activities.
6. List not exhausted

For such serious offenses, the school will follow our existing disciplinary procedures, which may include more severe consequences in line with our commitment to maintaining a safe and secure learning environment. We believe that this ISS program will foster a sense of responsibility and encourage positive behavior among our students. As always, we value the partnership between our school, parents, and students in shaping a positive and supportive school community. Should you have any questions or concerns about this new initiative, please do not hesitate to reach out to the school administration. We look forward to working together to create a nurturing and respectful environment for all.

## **Disciplinary Protocol**

3 ISS assignments = OSS

3 OSS assignments = Recommendation for long-term suspension/Diversion Plan

**To: All Davie Parents and Students**

**From: Anthony Tracey, Principal  
W.R. Davie Middle S.T.E.M. Academy**

**Subject: Acknowledgement of Handbook Review**

This signed memo indicates that you have received the student handbook for W. R. Davie Middle S.T.E.M. Academy containing the school and district rules and regulations. It is designed to assist you in understanding your duties and responsibilities as a student member of W.R. Davie Middle S.T.E.M. Academy and of the Halifax County Schools district.

Although certain sections of the handbook will be reviewed at class meetings, you are expected to read the entire handbook thoroughly on your own and become familiar with its contents. Please be advised that there may be additions and/or revisions to this handbook as the year progresses.

When you have completed your review of the student handbook, please sign and return this sheet to your Homeroom Teacher.

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I acknowledge that I have received and reviewed the student handbook for W. R. Davie Middle S.T.E.M. Academy and that it is my responsibility to become thoroughly familiar with its contents.

Student Signature: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Homeroom Teacher: \_\_\_\_\_