

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

2022-2023



## **“Viking City”**

### **Student & Parent Handbook**

**Mr. Brian Biles, Principal**

**Mrs. Joann Pearson, Assistant Principal**

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*"Resilient Today...Triumphant Tomorrow"*

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

**4391 HIGHWAY 158**

**ROANOKE RAPIDS, NC 27870**

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MR. BRIAN BILES  
PRINCIPAL

Students and Parents,

It is our pleasure to welcome you to the 2022-2023 school year at William R. Davie Middle S.T.E.M Academy. The staff at William R. Davie Middle S.T.E.M Academy is coming back from the summer energized and deeply committed to making a positive difference in the lives of our students. This will be accomplished by setting high academic expectations for all students at William R. Davie Middle S.T.E.M Academy and by providing support systems to assure that they are met. By focusing on a positive school culture, setting high standards for teacher and student performance, and increasing our community involvement, it is our goal at William R. Davie Middle S.T.E.M Academy that all students are on track to be college and career ready as they move to high school.

Faculty and staff at William R. Davie Middle S.T.E.M Academy embrace the challenges and opportunities that the 2022-2023 school year will present. We look forward to the opportunity to have the staff, students and parents come together to make William R. Davie Middle S.T.E.M Academy an enjoyable and unique place to learn.

We look forward to working with students and parents as we strive towards a successful 2022-2023 school year. With the continued support and collaboration with the William R. Davie Middle S.T.E.M Academy community, we will continue to meet the needs of our students and grow on a daily basis.

Sincerely,

*Brian Biles, Principal*

## **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.

# Halifax County Schools Calendar 2022-2023

Start of the School Year	Holiday; schools closed	Mandatory Teacher Workday; non-student day	PLC Day; Early Release for students	Aug 18 Start Date for Early College & CCP Students Oct 21 Harvest Days - Student Day Nov 8 Election Day
End of the School Year	Annual Leave; schools closed	Optional Teacher Workday; non-student day	Staff Professional Development; non-student day	Early Release Day; Early Release for students & Staff

July 2022						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Inclement Weather Days will be converted into remote learning days.

August 2022						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	PD	PD	PD	OW	20
21	MW	MW	MW	MW	MW	27
28	29	30	31			

September 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	PLC	17
18	19	20	21	22	23	24
25	PR	27	28	29	ER	

October 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	PLC	15
16	17	18	19	20	GP	22
23	24	25	26	27	ER	29
30	31					

November 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	PR	19
20	21	PLC	OW	24	25	26
27	28	29	30			

December 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	GP	23	24
25	26	27	AL	AL	AL	31

January 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	AL	AL	OW	OW	7
8	MW	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	PLC	4
5	6	7	8	9	PR	11
12	13	14	15	16	ER	18
19	OW	21	22	23	24	25
26	27	28				

March 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	PLC	11
12	13	14	15	GP	17	18
19	PD	21	22	23	24	25
26	27	28	29	30	ER	

April 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	PLC	7	8
9	AL	AL	AL	AL	AL	15
16	17	18	19	20	21	22
23	24	25	26	27	PR	29
30						

May 2023						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	PLC	6
7	8	9	10	11	12	13
14	15	16	17	18	ER	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
Su	Mo	Tu	We	Th	Fr	Sa
				1	GP	3
4	MW	MW	MW	MW	OW	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

PR=Progress Report  
GP=Grading Period Ends

\*Open House will be held on August 24, 2022 1-6 P.M.



# 2022-2023 Daily Schedules



<u>6th Grade Schedule</u>		<u>7th Grade Schedule</u>		<u>8th Grade Schedule</u>	
7:40 - 9:20	Home Room & Viking Time	7:40 - 9:20	Home Room & Viking Time	7:40 - 9:20	Home Room & Viking Time
9:25-10:45	2nd Block	9:25-10:45	2nd Block	9:25-10:45	2nd Block
10:50-12:10	3rd Block	10:50-12:10	3rd Block	10:50-12:10	3rd Block
12:15-2:05	4th Block	12:15-2:05	4th Block	12:15-2:05	4th Block
2:10-3:30	5th Block	2:10-3:30	5th Block	2:10-3:30	5th Block

### **Lunch Break**

Lunch is scheduled daily from 12:20-2:00pm.

### **Parent Conferences**

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

### **Food Delivery Policy**

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

### **Snack/Outside Food or Drink Policy**

Due to Federal child nutrition regulations, outside snacks (chips, drinks, etc.) are not allowed in classrooms AT ANY TIME!!

# ACADEMIC INFORMATION

## 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)
- Dance/Drama

### **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.

### **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.***



## **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

## **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

Evaluation of performance shall include consideration of all activity that has occurred during an evaluation period including homework, classroom activities, projects, tests and quizzes. Homework 15%, Classwork 35%, Quizzes 10%, Projects 15%, Tests 25%

## **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.

## **Promotion Criteria**

1. 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.

## **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. 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 parents of students in attendance, PTA or community volunteers, approved vendors or others 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 2022-2023 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
- c. Death in the immediate family
- d. Medical or dental appointments (Documentation from physician required).
- e. Court or administrative proceedings
- 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.

**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. If someone other than the parent will be coming to pick up the student, the parent must send a signed note giving the identity of the individual coming and a phone number where the parent can be reached.
- \* Early pick-up ends at 2:45p.m. There will also be **NO** transportation changes made or approved after this time.

### **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.

### **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.

## **DRESS CODE (UPDATED June 28, 2018)**

### **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 and jeggings 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
- d. CROCS can be *worn with the straps on the heels* at all times.

#### 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, a conference with the parent 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.

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)

Replaces: 6241 (adopted August 7, 2006)

Adopted: April 2, 2012

Revised: [This date should be the date the board votes to adopt the revised policy.]

### **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.

### **Use of 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.



## **Student Cell Phone Policy**

It is recommended for students to leave cell phones at home. If students do bring cell phones, they are subject to the following policy guidelines. Cell phones will be collected upon entering the building and kept stored in a safe and locked area throughout the school day. All cell phones will be returned to students at the end of the day.

## **Student Cell Phone Policy** ([Policy Code: 4318 Use of Wireless Communication Devices](#))

Any student refusing to turn in their cell phone will face the following consequences:

- 1st offense - call parent, and parent has to get phone
- 2nd offense - call parent, a parent has to get phone, and the phone stays home
- 3rd offense - OSS due to noncompliance

## **Staff Workroom/Vending Machine Area**

Students are not to use the staff workroom or vending machines for any reason.

## **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 must 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 will allow students access to G Suite for Education, educational web-based tools, as well as many other useful websites. The Chromebook device is an educational tool that is not intended for gaming or social networking. The Chromebook and charger must be returned in good working condition at the end of the school year.

## **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.

## **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 scheduled by hall and teacher.

### **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.

### **Appropriate and Legal Searches**

The principal or specifically authorized designee may conduct searches of students, desks and lockers under certain circumstances.

- A. A pat down search of a student's person or a search of a student's personal effects may be conducted when there is "reasonable suspicion" that the student is in possession of any illegal, unauthorized or contraband item.
- B. A principal may conduct or authorize the conduct of periodic, general inspection of all lockers and desks and may also conduct inspection of specific lockers and desks without notice and without student consent.

### **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.

### **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.

### **COVID- 19 Policy**

**ALL** students are expected to adhere to the current CDC Covid-19 prevention strategies for the 2022-2023 school year.

## **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.

## **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.

## **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.

## **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.

## **Inclement Weather/School Closing Announcements**

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.

### **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 and a telephone number at which the parent can be reached for verification.*** Only the Administration 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 and pick the note up before boarding the bus in the afternoon. *If a bus is filled to capacity, the request will be denied*

## **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.

## **Violations of Bus Regulations**

Bus drivers shall report to the principal or designee any misconduct on the bus or any violation of the driver's instructions.

Penalties for bus offenses are as follows:

<b>1<sup>st</sup> Offense</b>	Conference with student, bus driver and assistant principal or designee with warning letter to parent
<b>2<sup>nd</sup> Offense</b>	Exclusion from the bus for three days
<b>3<sup>rd</sup> Offense</b>	Exclusion from the bus for five days
<b>4<sup>th</sup> Offense</b>	Exclusion from the bus for ten days

## **Penalty for more serious or repeated bus offenses is as follows:**

***Recommendation of Long Term Suspension from the Bus:*** should the principal deem it necessary to exclude a student from the bus longer than ten days, the principal shall suspend the student from the bus for ten days and make a recommendation for long term suspension. This form shall indicate the recommended total number of days for suspension from the bus. The parent and the Superintendent should be notified of the recommended long term suspension. A copy of the Student Grievance procedure also should be sent to the parent.

**The principal reserves the right to deny riding privileges to any student for up to 10 days regardless of the number of offenses.**

### **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, ***Ms. Delmeshia Jones***, 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.

### **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*.

### **DRUGS AND ALCOHOL**

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 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/Alternative to suspension will be required. Students will be assigned a mentor and required to do research related to tobacco use. Failure to comply will result in a <b>1 day suspension</b> . |
| 2 <sup>nd</sup> Offense | Parent/Guardian notification/conference with school counselor. Tobacco education/Alternative to suspension with emphasis on cessation will be required. Failure to comply will result in a <b>2 day suspension</b> .   |
| 3 <sup>rd</sup> Offense | Meet with the principal or designee. Students and parents shall be referred to a cessation program after school. Failure to comply will result in a <b>3 day suspension</b> .  |
| 4 <sup>th</sup> Offense | Meet with principal or designee. <b>Student will be ineligible to participate in extracurricular activities.</b>   |