



**NEW BERN HIGH SCHOOL
STUDENT HANDBOOK
2019-2020**

NEW BERN HIGH SCHOOL

Home of the Bears

Welcome

Greetings Students and Parents:

Welcome to New Bern High School! We trust that you are as excited as we are to get this school year started. Our goal as always is to assist students in achieving academic success. At New Bern High School this means that when students leave our school system, they are prepared for college, for the workplace and for personal success.

You, as students have selected New Bern High School as the place for you to earn your diploma and with this selection there also comes a commitment to do all that is necessary to achieve that success.

As parents, your role is a very important one. We are here to assist you in any way that we can. This handbook, along with our website, will provide you with the answers to most questions that may come up during the year and to acquaint you with our expectations for students.

To new parents and students, we extend a warm "Welcome to our community," and to our returning parents and students, "Welcome Back."

Jerry Simmons, Principal

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Introduction

New Bern High School VISION STATEMENT

Every student at New Bern High School will have the opportunity to reach his/her full potential.

New Bern High School MISSION STATEMENT

New Bern High School will equip students with the knowledge, skills and attitudes necessary to become productive citizens and effective agents of change.

BELIEFS

Student learning is the chief priority of the school.

Students learn in different ways.

All students and teachers are capable of learning and being successful.

A safe and physically comfortable environment promotes student learning.

The staff responsibilities are to teach, mentor, guide and keep students safe both mentally and physically at NBHS.

The student responsibilities are to be at school on time, make an effort to pass, follow school rules and be a good citizen at NBHS.

NBHS Administrative Team

Jerry Simmons, Principal
Robert "Walt" Hall, Assistant Principal
Brandolyn Holton, Assistant Principal
Sharon Richardson, Assistant Principal
Sarah Willhite, Assistant Principal

Principal

Principal Simmons's office is located at the main front entrance.

Assistant Principals

Assistant Principals' offices are located throughout the campus and are assigned students by the first letter of the student's last name:

Asst. Principal	Location	Student's Last Name
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Mrs. Holton	111	A-C
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(Mrs. Holton's office is located in the front office next to the data manager.)

Mrs. Richardson	352	D-J
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(Mrs. Richardson's office is located downstairs Business/Art hallway, from the commons go through wooden doors -first office on right.)

Mr. Hall	133	K-P
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(Mr. Hall's office is located upstairs from main office through wooden doors -first door on left.)

Mrs. Willhite	515	Q-Z
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(Mrs. Willhite's office is located upstairs short hallway between Social Studies and Science halls.)

Having the Assistant Principals in various locations around the building makes them more accessible to students and teachers. Students who wish to meet with a specific Assistant Principal should report to their office to arrange an appointment.

New Bern High School
Alma Mater

Hail to thee Ol' New Bern High School
And your colors true.

We'll forevermore be loyal,
For we're proud of you.

You're the brightest star of all,
Clear your radiance shines;
New Bern High School how we love thee
All our praise be thine.

New Bern High School Attendance Policy

Attendance is required of every student every day. Regular and consistent attendance for all students in grades 9-12 along with a minimum academic grade of 60 are required in order to receive credit for a course. For New Bern High School students, the word absence is defined as "the failure to be in attendance for a minimum of 90% per class period."

Attendance/Absence Procedure and 10 Day Rule -The Craven County Board of Education attendance policy states that students who are **absent more than ten days and has no lawful excuses turned in may lose credit for the class**. The strict enforcement of this policy will be a continued focus for all three high schools in Craven County.

Excuses will no longer be collected at the end of each semester	10 Absences
Students MUST bring excuses for every absence to the main office within 5 (five) days after they return to school.	
Excuse should include student's name, date(s) of absence, and the reason for the absence.	
Parent notes may be accepted upon verification.	
All excuses are to be deposited in the main office reception area in a box marked with the student's grade.	

Examples of LAWFUL Absences – Illness or medical emergency, religious observance, family emergencies, pre-arranged medical/dental appointments, counseling appointments, school-related field trips, college visits, required court proceedings, suspension, and family vacation.

Reminder: Students who are absent more than 10 days may lose credit for the course. However, in order to assure that credit is awarded for courses in which a student exceeds 10 absences, the student must appeal to SSMT for a waiver and must have submitted legitimate excuses for every absence.

Daily, Two-Hour Delay and Staff Development Schedules

M, T, Th, F Daily Schedule		Wednesday Daily Schedule	
1st Period	7:30 – 9:00	1st Period	7:30 – 8:55
Breakfast	9:00 - 9:15	Breakfast	8:55 - 9:10
2nd Period	9:15 – 10:50	Homeroom	9:10 - 9:25
3rd Period	10:55 – 12:55	2nd Period	9:30 – 11:00
A Lunch	10:55 – 11:21	3rd Period	11:05 – 1:00
B Lunch	11:26 – 11:52	A Lunch	11:05 – 11:30
C Lunch	11:57 – 12:23	B Lunch	11:35 – 12:00
D Lunch	12:28 – 12:55	C Lunch	12:05 – 12:30
4th Period	1:00 – 2:30	D Lunch	12:35 – 1:00
		4th Period	1:05 – 2:30

2 Hour Delay M, T, Th, F Daily Schedule		2 Hour Delay Wednesday Daily Schedule	
1st Period	9:30 - 10:30	1st Period	9:30 - 10:20
2nd Period	10:35 - 11:40	Homeroom	10:25 - 10:35
3rd Period	11:45 - 1:25	2nd Period	10:40 - 11:35
A Lunch	11:45 - 12:07	3rd Period	11:40 - 1:35
B Lunch	12:12 - 12:33	A Lunch	11:40 - 12:05
C Lunch	12:38 - 12:59	B Lunch	12:10 - 12:35
D Lunch	1:04 - 1:25	C Lunch	12:40 - 1:05
4th Period	1:30 - 2:30	D Lunch	1:10 - 1:35
* No breakfast offered on delayed schedule*		4th Period	1:40 - 2:30

Staff Development (½ Day) Bell Schedule		Homeroom 1st schedule	
Breakfast	7:00 - 7:23	Homeroom	7:30 - 7:45
1st Period	7:30 – 8:15	Breakfast	7:45 - 8:00
2nd Period	8:20 – 9:08	1st Period	8:00 - 9:25
3rd Period	9:13 – 9:58	2nd Period	9:30 - 11:00
4th Period	10:03 – 11:30	3rd Period	11:05 - 1:00
A Lunch	10:03 – 10:21	A Lunch	11:05 - 11:30
B Lunch	10:26 – 10:44	B Lunch	11:35 - 12:00

C Lunch	10:49 – 11:07	C Lunch	12:05 - 12:30
D Lunch	11:12 – 11:30	D Lunch	12:35 - 1:00
		4 th Period	1:05 - 2:30

High School Office

Office Hours

7:00 am to 3:30 pm Monday through Friday

Ania LeRoy, Principal’s Secretary/Payroll

Ruth Simpson, Bookkeeper/Purchasing

Wendy Banks, Receptionist

Mary (Bernie) Pearsall, Data Manager

Hours of Operation

School begins at 7:30am and ends at 2:30pm. Students should not arrive before 7:00 am, as adult supervision is not available before that time. Students should arrange transportation when staying after school. Supervision of students waiting for a ride after school will end at 3:00 pm.

School Resource Officers – Officer Ramos and Officer Sterling

It is the philosophy and belief of the administration at New Bern High School that the responsibility for dealing with student discipline violations rests with us. Thus, we will make every effort to handle such problems in-house, according to the policies and procedures established by the Board of Education. However, when violations of state laws or municipal ordinances occur, or when students or parents refuse to work within the established policies of the Board of Education, or where security of person or property appears to be in jeopardy, we will not hesitate to call the police and initiate arrest and prosecution proceedings. New Bern High School will have two school resource officers on duty.

Change of Address and Change of Demographic Information

Parents should come to the school anytime that their demographic information changes and provide the data manager or counseling secretary with the new information. Examples of information include: address, home phone numbers, parent’s work numbers etc. It is important that all student information is kept up to date so parents can be contacted in case of need or emergency. Guidance Counselors also need this information for student records. Proof of address change is required to change information on student records. North Carolina law requires that proof of residence be a current utility bill or lease agreement.

Telephones

Students may use school telephones only for emergencies. Students must have a pass from a teacher to the front office. Students may not use their cell phones.

Visitors

All visitors must check in at the school office. Upon check in, visitors will be issued a visitor's badge that they must wear at all times while on campus, and can only go to the area or classroom that was approved by the office. Visitors may not freely wander the halls and may not report directly to an assistant principal's office, the guidance office, a classroom, the band room, JROTC room, or the field house.

Website address

[NBHS website](#)

Communication with Teachers

New Bern High School has established effective communication systems for parents and teachers. Parents are encouraged to initiate contact with teachers if they have any questions or comments. Listed below are several effective ways to contact a teacher:

The most effective way to contact teachers is through E-mail

Teacher E-mail addresses are found on our school website listed on the NBHS website under "Faculty". E-mail addresses for teachers use the following structure:

firstname.lastname@cravenk12.org

OR

Call the school (514-6400) and ask to leave a message for a teacher. Your call will be transferred to the teacher's mailbox while they are teaching, in a meeting, or otherwise unavailable.

Call the Counseling Office Secretary (514-6070) to schedule an appointment with your child's teachers. The secretary or a counselor will schedule an appointment for you with the requested teachers.

Student Services

Curriculum

All students at New Bern High School will be instructed according to the North Carolina Standard Course of Study. For a complete explanation of graduation requirements, career pathways, course descriptions and more, see the Craven County Schools High School Curriculum Bulletin.

Grades

All grades on report cards will be numerical. Any grade below a 60 will be considered a failing grade.

Grading Scale: A = 90-100 B = 80-89 C = 70-79 D = 60-69 F = 59 and below

Principal's List/Honor Roll

Principal's List: All grades 90 and above, Satisfactory conduct grades in all subjects

Honor Roll: All grades 80 or above, Satisfactory conduct grades in all subjects

Progress Reports

New Bern High School evaluates each student's academic progress using interim progress reports. Grades are numerical with a 60 being the lowest passing grade. Students and parents should utilize PowerSchool student and/or parent portals to periodically check grades and attendance; no progress reports will be printed unless requested.

Report Cards

Report cards will be distributed to students to be taken home every nine weeks. The school year is divided into two eighteen-week semesters. The semester grades are final grades, which are recorded on the high school transcript.

First Nine Weeks.....	November 6, 2019
Second Nine Weeks.....	January 28, 2020
Third Nine Weeks.....	April 7, 2020
Fourth Nine Weeks and Final.....	Underclassmen final report cards are not printed unless requested; however, final grades will be available for viewing on PowerSchool no later than June 15, 2020 . Seniors will receive them at graduation practice.

Academic Honesty Procedure

Please click on the following link for information regarding our [Academic Honesty Procedures](#).

National Honor Society

The purpose of the National Honor Society is to create enthusiasm for scholarship, to stimulate a

desire to render service, to promote leadership, and to develop character in the students of New Bern High School.

Membership in the National Honor Society is not offered on the basis of scholarship alone. Students who demonstrate outstanding performance in all four criteria of scholarship, leadership, service, and character will be granted membership.

All juniors and seniors who are not members and who currently have a cumulative weighted grade point average of at least 4.0 must attend the NHS informational meeting. These forms are used to obtain information directly from the student regarding leadership and service activities and to elaborate on the student's perspectives concerning the honor society and its values. Membership is determined by and students must show evidence of participation in all of the following:

- 1) School extracurricular activities (clubs, sports, etc.)
- 2) Community service (such as Soup Kitchen, Habitat for Humanity, Relay for Life, etc.)
- 3) Leadership (School clubs, Scouts, Church, job-related) and
- 4) Award, recognition, and work experience. No section of the application should be left blank, and no late applications will be accepted.

Although only juniors and seniors are eligible for NHS, students who wish to become members should begin the process of meeting requirements as early as the freshman year. The selection process begins with activities, awards, etc. that begin with the freshman year.

Applications will be mailed in early September.

Student ID Cards

Photo IDs may be used for certain events, i.e. entrance to games and media use.

Counselors

The counselors at New Bern High School are available to discuss academic concerns, personal and social issues and career planning. They can assist students with information regarding future plans, i.e. college admissions, financial aid, military and career information. Students who want to visit a counselor should fill out a request form available from any teacher or the counseling office. Students and parents are encouraged to visit the NBHS Student/Parent Resources page on the NBHS website for links to resources and to read the Counseling Department Newsletter and scholarship lists which are both updated weekly.

The following counselors have been assigned to students by last name.

A-C, ESL, & OCS	Dale McCallister
D-J & Evening School	Jason Wentz
K-P	Amanda Hurst
Q-Z	Heidi Griffee-Ricks

Other Student Services:

Homeroom

Students will meet in homeroom each Wednesday. As students are promoted, they will remain with the same homeroom group and teacher each year while at NBH. This approach allows us to provide an advisor/advisee relationship that should complement the services provided through our counseling department.

Student Records

The school maintains a cumulative education record on each of its students. This record contains important information such as personal data, a health record, standardized test results, and subject area grades. Under the federal Family Educational Rights and Privacy Act, the following is considered directory information and can be made available if the parent, guardian, or eligible student does not object; your child's name, address, telephone listing, date and place of birth, dates of school attendance and the most recent previous school attended. *Any Parent/Guardian or eighteen-year-old student who does not want their directory information released must have a letter on file in the Principal's office. Your child's education record is confidential and available only to you and to school officials or other agencies with legitimate educational interests. *The Family Educational Rights and Privacy Act explain your rights regarding your child's school record.

If you have a change of address or phone number please contact the Data Manager or Counseling Office Secretary. Proof of address (i.e., utility bills, lease agreements) must be provided in order to change our computer records.

Fees

Graduation Fee: Graduating seniors' fee of \$25 will be collected with cap and gown fees by Jostens. The fee is to cover the costs associated with graduation preparation and commencement setup.

Textbook Fees: When a student is issued a textbook, the student becomes financially responsible for that book. If books are lost (even if left in their classroom) or damaged, the student must pay for the book or pay a damage fee to the counseling office.

Lab Fees: AP Science Courses require a \$10 lab fee to cover the price of consumables used during labs.

Technology Fee: The county has made it mandatory to charge a \$20 fee for the use of school technology. This fee is used for the upkeep and replacement of equipment. This is an annual fee so students will have to pay it at the beginning of each school year.

Transcripts

Current students may request a transcript from the Counseling Office Secretary. Students must show a picture ID and the charge is \$1 per copy. Previous students must complete an Academic Transcript Request Form (available in the counseling office New Bern High School website), show a picture ID and the charge is \$2 per copy. Student records cannot be released by telephone request.

Students who do not pay their fees may **NOT**:

- be permitted to attend prom
- be allowed to walk at graduation
- participate in junior varsity or varsity athletic teams
- purchase a parking pass
- have their end of the year report card mailed to them

Transferring or Withdrawing Students

Parents who wish to withdraw their student should notify the school prior to leaving so that proper paperwork and procedures can be completed. Parents should contact the Power Schools Data Manager to start the process.

Health -Nurse

Accidents

If a student is injured during the school day, the closest faculty/staff member should be notified. The faculty/staff member will immediately notify an administrator and the nurse. An incident report should be filled out by the nurse or the teacher who witnessed the accident. All incident reports should be filed in the nurse's office. If medical attention is required, the student's parents will be notified.

Medication

All medication must be registered with the school nurse. Students are not to have medication in their possession unless they have consulted with the nurse and filled out the required forms. Students who do not comply with this policy may be subjected to discipline referrals and/or law enforcement referral.

Safe Surrender Law

The State has mandated that schools inform students in grades 9-12 regarding the lawful abandonment of infants. According to this law, an infant up to 7 days old can be surrendered to a responsible adult and the baby will be placed in a loving home. There are no legal ramifications for this act.

Sickness

If a student should become sick at school, they must go to the nurse's office. The nurse will call the parent if checkout is needed. Check-out due to illness may only be done through the school nurse who will contact the parents.

Student Insurance

Parents who wish to obtain student accident insurance coverage for their child may do so by visiting www.k12specialmarkets.com. In order to apply and enroll on-line a credit card will be required; however a paper application can be downloaded from the New Bern High School website www.cravenk12.org/NBHS

Suicide Prevention Hotline - Are you or someone you love at risk of suicide? Get the facts and take appropriate action. With Help Comes Hope.



Student Services Management Team (SSMT)

The Student Services Management Team is comprised of faculty members directed by an assistant principal. The purpose of the SSMT is to meet with students and/or parents to develop actions plans that address academic performance issues, poor attendance, and repeated discipline problems. SSMT meets daily during first period.

Student Responsibilities, Expectations, Disciplines

Expectations

Follow all county, school, and classroom rules and procedures.

Be on time and be prepared.

Think before you speak or act.

Respect yourself, respect others, and respect property.

Cell Phones and Other Electronic Devices

Cell Phones and Electronic Devices: It is acceptable for students to access their cell phones in commons and hallways before and/or after school and during class changes (to include lunch transitions); however, no disruptive cell phone/personal device use (i.e. no headphones/earbuds in the hallways, no music, no stopping in the hallways to text, etc.).

Once in the classroom, student usage is directed by the teacher. Any use beyond what is described here as permissible MAY result in the following consequences:

1st offense: referral to administration as warning and/or documentation of offense

2nd offense/additional offenses: will be treated as insubordination for not following an adult directive

****Administration reserves the right to handle situations on an individual basis****

Electronic Devices -are items such as cameras, Apple watches, video cameras, PDA's, Palm pilots, video games, recorders of any kind, any kind of wireless communication device, two-way radios, media players etc.

New Bern High School is not responsible for the loss of any cell phones or any other electronic devices brought to school by students.

Dress Code

Wear your pants at your waist.

DO NOT wear revealing clothing - Cover up.

Leggings must be worn under a skirt or pair of shorts.

Don't wear:

- Obscene, drug or gang clothing
- Headgear: hats, do-rags, hoods, and sunglasses
- Chains attached to your clothing
- Piercings, other than in your ears, are not permitted per Craven County School's policy
- Sleepwear or slippers

Students are responsible for using sound judgment in dress, grooming, and personal hygiene so that health and safety problems are not created and the educational process is not materially or substantially disrupted. The principal/designee has the authority to regulate student dress especially if the dress is disruptive, obscene, offensive, unsafe, or otherwise inappropriate. Example: Appropriate footwear is required at all times for safety reasons.

Therefore the following is included:

1. Leggings must be worn under a skirt or pair of shorts.
2. The shoulder width of shirts or blouses must completely cover undergarments.
3. No spaghetti strap tops or dresses, tube tops, exposed sports bras, inappropriate athletic clothing, or tank tops allowed.
4. Net shirts, bare midriffs, see-through or sheer blouses, spandex or tight fitting clothes, and dresses or other revealing attire (i.e. exposing cleavage) are not acceptable.
5. Short dresses, miniskirts, or short shorts will not be allowed.
6. Dresses, skirts and shorts must be a minimum of fingertip length. This rule applies even if tights or leggings are worn under the shirt or dress.
7. Pants and shorts must be worn at the waistline. No undergarments shall be revealed.
8. Long shirts and baggy, sagging pants are not allowed.
9. Headgear, hats, do-rags, and sunglasses are not to be worn in the building except for medical and/or safety reasons.
10. Clothing, jewelry or buttons with letters, initials, symbols or wording that is obscene, alcohol or drug related, offensive, inflammatory, or detrimental to the instructional process or otherwise inappropriate are not allowed.
11. No clothing that displays or promotes drug, alcohol, sex, or violent behavior is permitted.
12. No gang related clothing, accessories, or symbols as identified by local law enforcement agencies will be allowed.

13. There shall be no jewelry affixed to a student's nose, tongue, lip, chin, cheek, or eyebrow. Covering any facial piercing with a band-aid is unacceptable and can be considered insubordination.
14. No bedroom slippers or sleepwear are to be worn unless permitted by the school principal.
15. Footwear deemed as inappropriate by the principal shall not be worn.
16. Chains are not to be worn on clothing, attached to wallets, belts, etc. Only light jewelry chains will be permitted.

When students are sent to an administrator for a dress code violation, there will be no warning. If the administrator determines there is a violation of the dress code, then the student will receive a consequence.

If students do not have the necessary clothing to comply with the dress code they will be allowed to use the telephone to call home for proper clothing. Students who can get the necessary clothing to comply with the dress code will be assigned the appropriate consequence and may return to class. Students who cannot get clothing to comply with the dress code will be assigned the appropriate consequence and will spend the remainder of the day in Chill Out room.

Additional referrals may result in OSS depending on the nature of the offense and the student's discipline record.

Students who refuse to comply with the dress code (i.e. refusal to remove a tongue ring) will be suspended out of school until they comply.

Hall Passes

Teachers will be given white passes which will be used by students needing to see an Administrator, Counselor, or Media Center. Teachers will be given a pink pass to be used to see the nurse.

Teachers will also be given colored passes which will designate which boy or girl bathroom they will use. The bathrooms will display a color code sign. Students must sign out the time they leave with their teacher and sign back in the time they return.

All passes must be either clipped to the collar or front neckline of the outside shirt or clipped at the front waistline. All passes must be visible at all times. Students are not to be in the hall without a pass.

	Downstairs – Hall Pass Plan			
Red (cafeteria bathrooms)	Orange (locker rooms)	Gold (English Hall)	Black (Business, Media Center)	Gray (Vocation and ROTC)
257	251 (escorted only)	302	381	701
258	209	303	382	702
259	210	304	383	703
	150	305	384	704
		306	385	706
		307	354	707
		308	355	708
		309	356	709
		310	357	710
		311	358	Trl 801

			359	Trl 802
			361	Trl 803
			362	
			363	
			Trl. 804	
			Trl. 805	
			Media Center	

Upstairs – Hall Pass Plan				
Blue		Green		Yellow
401	506	452	458	526
402	614	453	459	527
403	615	454	460	528
404	616	455	461	601
405	617	456	462	602
406	618	457	463	603
407	619	511	521	604
408	620	513	522	605
502	621	607	523	606
503	622	608	524	
504	623	609	525	
505		610	612	
		611		

Classification of Infractions

LEVEL 1	LEVEL 2	LEVEL 3
Dress Code	* Insubordination/Failure to Comply with a Lawful Directive	* Bomb Threat
Peer Relations	Profanity	* Use of a Weapon
Integrity--Cheating	Use or Possession of Tobacco Products	* Explosives
Skipping	* Hazing/Intimidation/Threats	* Arson
Conduct on School Bus	Disruptive or Obscene Literature and Illustrations	* Possession or Use of a Firearm
Failure to Report to Assigned Detention	* Theft	* Distribution of Drugs or Alcohol
Gambling	* Damage to Property	* Use or Possession of Drugs or Alcohol
* Verbal Abuse/Disrespect	* Fighting	* Assault on Another Student
* Disruption (including protests or boycotts)	* Possession of Weapons other than a Firearm	* Assault on School Employee
* Trespassing	* Fireworks or Ammunition	
	* Fire Alarms	
* Law enforcement personnel will be notified on offenses as necessary or required.		
NOTE: Multiple fights may result in a recommendation for long-term suspension (remainder of the school year).		
NOTE: Extreme violations of school policy may result in out-of-school suspension, bypassing other disciplinary actions, as deemed necessary by the principal or designee.		

Levels of Consequences

LEVEL 1	LEVEL 2	LEVEL 3	CONSEQUENCE
1st Offense			Parent Contact/ Administrative Conference
2nd Offense			1 day Lunch Detention (LD)
3rd Offense			2 days Lunch Detention (LD)
4th Offense	1st Offense		3 days Lunch Detention (LD)
5th Offense	2nd Offense		3 days Out-of-School Suspension (OSS) - <i>Mediation Session</i>
6th Offense	3rd Offense		5-10 days Out-of-School Suspension (OSS) - <i>3 Days OSS</i>
7th Offense	4th Offense		5-10 days Out-of-School Suspension (OSS)
8th Offense	5th Offense	1st Offense	5-10 days Out-of-School Suspension (OSS)
9th Offense	6th Offense	2nd Offense	10 days Out-of-School Suspension (OSS) and recommendation for suspension for remainder of school year

Movement in the Hallways

Students are expected to be moving during class changes and after school, not standing. Students who congregate in the hallways during school contribute to problems with the flow of students in the hallways of New Bern High School. Students who are moving are less likely to be tardy as well. Students should not be standing in the hallway; they should move with purpose to the restroom, the classroom, or other approved destinations.

Internet Access Policy

The Internet is available on all media center computers and laptops that are available for classroom use. All students and their parents must read and sign the "Craven County Schools Internet User Agreement for Middle and High School Students" at the beginning of each school year. A current signed copy of the "Craven County Schools Parental Agreement Form" must be on file in the Media Center before a student can access the Internet on any school computer at New Bern High School. In addition, Craven County Schools Board of Education policy requires each student sign in at the computer each time before using the computer or accessing the Internet.

Bring Your Own Device (BYOD) enables students to bring a personal device (laptop, tablet, SmartPhone) to school and use our wireless network. Prior to using a personal device, the student must return the paperwork listed above. Students using personal devices **MUST** use the school network while at school. Disciplinary actions for unauthorized access, copyright infringement or plagiarism, inappropriate language or content, abuse or attempt to disrupt the computer or network at New Bern High School will result in the following:

1st Offense Contact Parent

Subsequent Offenses Consequence (LD or OSS) and possible loss of technology privileges

New Bern High School reserves the right to impose other disciplinary actions in accordance to the Craven County Internet Use Agreement for Students.

Other Disciplinary Infractions

The Craven County School System discusses discipline policies in detail in the Student Policies and Regulations handbook. (See the Discipline Policies section of the Craven County Policies and Regulations handbook). This New Bern High School Student Handbook will be used in conjunction

with the Craven County Handbook. Each student will have access to both booklets and it is important that both parents and students become familiar with the policies.

Certain behaviors will not be permitted at New Bern High School. The violation of school or county rules will have specific consequences. This section of the New Bern High School Student Handbook will discuss behaviors and consequences. The policies described here are not all-inclusive and are not intended to cover all situations.

The school's jurisdiction begins when the student leaves home in the morning and continues until the student arrives home in the evening. School and county discipline policies also apply at all school-sponsored activities including athletic events, concerts, field trips, etc. It is the intention of the school administration to provide a safe and orderly environment that is conducive to the educational process. Students, who choose to disobey school and county policies, disrupt class, or break the law will be assigned consequences at the discretion of the school administration.

When students are assigned LD or OSS, an attempt will be made to contact parents to explain the offenses and consequences. If parents are unavailable, a message will be left on available answering services.

LD is an abbreviation for Lunch Detention;
OSS is an abbreviation for Out-of-School Suspension.

Teachers who are having discipline problems with a student may eventually refer the student to the school administration after following their classroom management plan. The following is a table of violations and consequences that may be applied to a student who is referred to the office. It must be reiterated that this list is not all-inclusive and that there is no way for the school administration to anticipate every behavior that may be encountered during a school day. Consequences for inappropriate behavior in the cla

Affection

Students are expected to conduct themselves in an appropriate manner when interacting with other students of the same or opposite gender. New Bern High School has a strict hands-off policy and students are not allowed to publicly display affection.

Referrals for public displays of affection may result in LD or OSS depending on the nature of the offense and the student's discipline record.

Bullying/Discrimination/Harassment

New Bern High School will not tolerate any form of unlawful discrimination, harassment or bullying. Threat offenses and consequences are explained in more detail in the Craven County School System Student Policies and Regulations Handbook Section 1000.

Referrals may result in OSS, possible long-term suspension and/or possible referral to law enforcement, depending on the nature of the offense and the student's discipline record.

Cheating/Plagiarism

Please see NBHS's Academic Honesty Procedure on page 13.

Drugs and Alcohol

Alcoholic beverages and illegal drugs are prohibited on campus. Referrals for drug possession, selling drugs, alcohol use, alcohol possession, or any other drug related offense may result in a 10 OSS and possibility of the following: long term suspension, expulsion. There will be immediate notification of law enforcement.

Further explanation of drug related offenses and consequences can be found in the Craven County School System Student Policies and Regulations Handbook.

Failure to Give Name

If students fail to give his/her name or give a false name when asked by a staff member or substitute teacher they will be sent to an administrator with a discipline referral. All referrals will result in OSS.

Fighting: Assault, Affray, Self Defense

Students who instigate others to fight (including recording the altercation) will be punished for participating in the fight. Students who engage in a fight may be charged with fighting or affray and suspended out of school for up to 10 days. Fighting will result in criminal prosecution and students will be ineligible to attend prom. Any student who engages in a 2nd fight during the school year will be recommended to the Superintendent for long-term suspension.

Assault – is defined as when a person intentionally causes harm to another person by hitting, kicking, pushing or in other ways as defined by State law and school policy.

Affray – is defined as a violent episode that occurs when two or more people willingly participate in a fight. Regardless of who initiates the violence, a fight becomes an affray when more than one participant aggressively engages in hitting, kicking, pushing or in other ways as defined by State law and school policy.

Self Defense – is defined as when a victim who is attacked moves away in order to stop an attack. Reasonable force may be used to escape an attack, including pushing or hitting if the victim is cornered. Once the victim is free from the attack they should not move toward the attacker in an aggressive manner but rather seek assistance from a teacher, administrator, SRO, etc. If the victim retaliates by hitting, kicking, pushing, or grabbing while moving aggressively toward the attacker, then the episode will be considered an affray.

Gangs/Gang Activities *Strictly Prohibited*

Gang related activities, gestures, handshakes, paraphernalia, graffiti, and clothing are strictly prohibited at New Bern High School. Anyone participating in gang activities or behaviors is subject to disciplinary action, including but not limited to, out of school suspension, long-term suspension, expulsion. Law enforcement will be notified of such activity.

Insubordination/Disrespect

Students are expected to comply with reasonable teacher requests. If a student refuses to do what a teacher asks, the insubordination will initially be dealt with according to the teacher's classroom management plan.

Prohibited Items

Items prohibited at school include: comic books, hats, head covers, headbands, bandannas, laser pointers, pets, animals, chains, studded jewelry with pointed studs, any item that could possibly be used as a weapon etc., and any other item that is not necessary for educational purposes or processes.

Prohibited items will be confiscated and returned to a parent, unless it is gang related or illegal. Multiple offenses or refusal to give an item to an administrator will be considered insubordination and will result in suspension. The level of suspension will depend on the nature of the offense and the student's discipline record.

Posting student pictures

New Bern High School follows the Craven County Acceptable Use policy and all policies outlined in the Federal Education Rights Privacy Act (FERPA)

Safety Drills

New Bern High School conducts several safety drills (fire drills, tornado drills and lockdown drills). Each drill is intended to strengthen our procedures and ensure our school is as safe as possible. Any disruptions during a safety drill will result in out-of-school suspension.

Skateboards/Roller Skates/Roller Blades

Skateboards, Roller Skates or Roller Blades are never allowed on campus. This rule applies twenty-four hours a day, 365 days a year. Skateboards etc. are not acceptable forms of transportation to school and may not be carried on campus or stored anywhere on campus. These items will be confiscated on sight.

Students who are identified skateboarding on campus after hours will be arrested for trespassing and possibly for damaging school property.

Skipping Class

Any student who is not in class and does not have parental consent (illness, doctor's appointment, etc.) to be out of class is considered to be skipping. Non-adherence to the check-in/check-out policy will result in a skipping violation.

Referrals will result in LD or OSS and possible referral to law enforcement, depending on the nature of the offense and the student's discipline record. Skipping classes may cause students to be exited from remedial programs and may cause a loss of academic credit for the semester.

Students, who leave campus in their cars without permission, may be assigned OSS and/or lose their

parking privileges.

Smoking

Possession or use of tobacco products (cigarettes, chewing tobacco etc.) or tobacco paraphernalia (lighters, matches, etc.) is prohibited. Craven County Schools are to be free of tobacco and possession or use of tobacco is prohibited at all times.

The first offense of possession of tobacco products/paraphernalia will result in confiscation and a \$50.00 fine and possible out of school suspension.

Additional offenses of possession of tobacco products/paraphernalia will result in confiscation and a \$100.00 fine plus possible OSS.

Students who do not pay may have their parking passes revoked and may not be allowed to participate in extracurricular activities until they pay the fine.

Vandalism or Theft

Vandalism or theft of public or personal property will not be tolerated. Referrals may result in LD or OSS, and possible referral to law enforcement, depending on the offense and the student's discipline record.

To help avoid having your property stolen, take the following preventive measures:

Write your name on your belongings.

Lock up your belongings, especially in the locker rooms.

Do not give your locker combinations to anyone.

Make sure that all of your belongings are stored properly when you leave.

Weapons

Weapons are defined in the Craven County Schools Student Policies and Regulations handbook.

Possession of a weapon may result in up to ten days OSS, possible long term OSS, 365 days OSS, or expulsion, as well as a referral to the law enforcement.

Operations and Procedures

Requesting HQ status for a teacher

Please click on the link below if you would like to request the Highly Qualified (HQ) status information for your child's teacher.

[Process to request HQ status of teacher](#)

Cafeteria Services

It is the expectation of the administration that students keep the cafeteria clean. The administration reserves the right to shorten lunch periods in order to comply with county health and sanitation guidelines.

Breakfast Cost: Full Price (\$1.15) Reduced Price (\$.30)

Lunch Cost: Full Price (\$2.25) Reduced Price (\$.40)

Food purchased in the cafeteria at breakfast or lunch must be consumed in the cafeteria during breakfast and lunch.

Students are not to take food or drinks to classrooms from lunch periods.

Students must be served breakfast at 9:00 am on M, T, Th, and F and at 8:55 am on W. Students should purchase breakfast if desired and then return to class prior to the late bell for 2nd period and/or Homeroom.

During lunch, students may be in the cafeteria or Bear Plaza.

Students who break in line may be assigned Lunch Detention.

Food and beverage are to be consumed only in the cafeteria and may not be taken out of the cafeteria to be eaten in a teacher's classroom or any other part of the building.

A teacher wishing to see a student during lunch, will write a pass and the student should present it to an administrator or teacher on lunch duty.

Only students who have checked out with parental consent through the check-out office will be permitted to leave school on foot or in an automobile.

Students who leave campus during lunch and have not properly checked out of school will be disciplined for skipping.

Check-In Procedures

Students who are late to school must check in at the designated check-in location. Failing to check

in can result in a skipping referral.

- Teachers will document all tardies along with attendance.
- Tardies will be cumulative for each class. The registration of tardies will start over at the beginning of each semester.

The following consequences will be assigned to students who are tardy:

First & Second Tardy Teacher warning

Third - Seventh Tardy..... Lunch detention

Eight PLUS Tardies..... OSS as it becomes a skipping/insubordination issue

Check-Out Procedures

In order to leave campus during the school day a student must check out at the front office. The following check-out procedures must be followed:

The person checking out a student must come by the front office and fill out the check-out sheet before leaving with the student.

Persons checking out a student will be asked to show ID.

No checkouts allowed after 2pm (or 30 minutes before dismissal).

Parents wishing to check out their child who drives to school must provide a written request - there will be no over the phone check outs. The student must come to the check-out location and sign the check-out sheet prior to leaving school.

Only persons listed in the PowerSchool database (i.e. custodial parents/guardians, ...) are allowed to check-out a student.

Parents may designate another person to check their child out (other than those listed in the database) ONLY if the parent does so in advance by using one of the following: bring written permission for the checkout in person or fax to 252-514-6412. Once the permission is received, it will be verified with the parent or guardian before a student is allowed to check-out.

Students who leave without following check out procedures and signing the check-out sheet will be disciplined for skipping on the first offense. There will be no warning given!

Media Center Hours and Use

Hours of Operation: 7:00 a.m. – 3:00 p.m. on Monday through Friday

Students are required to have media passes every period, including lunch. No passes are required before or after school or between classes. Passes are to be issued by the subject teacher only. Students should report back to class at the end of the period or whenever they are finished with their media work. Each student must have his/her own pass unless he/she comes with the entire class.

Signed Acceptable Use Policy and Student ID are required for internet use. Students must have student IDs to use computers and to check out books.

All materials that are taken from the Media Center should be checked out at the circulation desk. General collection books circulate for two weeks.

Reference and reserve books should be used in the Media Center throughout the day, and some may be checked out overnight after school. These books are due before first period begins the next morning.

Taking materials from the Media Center that have not been properly checked out will be considered stealing.

No food or drink is allowed in the Media Center at any time.

Internet access is available for classroom assignments under the teacher's direct supervision.

Parental permission is required for Internet Access.

Cost for printing is 10 cents per page.

Online Catalog and Resources

The NBHS media center online catalog may be used to search all library books and videos and is accessible from any school computer. Materials may be searched by title, author, subject, keyword, series, or call number. Access the online catalog from the desktop icon on the media center computers as well as from any school computer. We also have access to NC WiseOwl and Newsbank online resources which are available from both school and home. Links to these and additional online resources are available on the NBHS Media Center web page. Ask media center staff for home access information.

Sports/Athletics

Students who wish to try out for an athletic team at New Bern High School must meet the following requirements:

Academic: In order for a student to be academically eligible to participate in a sport the student:

- must have been promoted from the middle school to the ninth grade
- must have passed at least three courses the preceding semester
- must have passed at least six courses the preceding year
- must have been promoted at the end of the Spring semester

Student must not owe any fees to the school for books, fines, uniforms, etc.

The student must have a current physical form on file with his/her coach.

The student must subscribe to the school insurance plan or have a properly prepared waiver on file.

The student must meet individual sport requirements as designed by individual coaches.

The student must comply with the Craven County Athletic Code of Conduct and the NBHS Athletic Code of Conduct.

The following sports are available at New Bern High School:

Boys		Girls	
Football	Golf	Soccer	Track
Basketball	Track	Basketball	Volleyball
Baseball	Soccer	Softball	Cross Country
Lacrosse	Cross Country	Tennis	Swimming
Tennis	Swimming	Cheerleading	Golf
Wrestling		Lacrosse	

Transportation and Parking Services

School Buses and Disciplines

All Craven County and New Bern High School policies are in effect from the time the student arrives at the bus stop until the time the student returns home from the bus in the afternoon. Students are not allowed to leave campus once they have been dropped off by the bus until the school day ends or such time they are checked out via the check in/check out office. Students who leave campus are subject to disciplinary action.

Behavior Guidelines

Riding the school bus is a privilege. Students are expected to behave in a safe and orderly manner,

as well as, follow all school and bus rules. Students are expected to follow the direction of the school bus driver. Bus referrals will result in up to ten days bus suspension, year-long bus suspension, ISS or OSS and possible referral to law enforcement, depending on the nature of the offense and the student's discipline record. Failure to meet this expectation will result in short-term and/or long-term suspension of bus riding privileges.

Bus Rules and Expectations

Respect the bus driver and other riders
Remain in assigned seat while the bus is in motion
No eating or drinking is allowed on the bus
Do not throw objects of any kind
Do not yell out the windows
Keep all objects and body parts inside the bus

Category I Offenses and Consequences:

Insubordination/Violating school rules

Dress Code Violation Profanity

Out of assigned seat/standing

Horseplay Hanging out of window

Eating or drinking on bus

Throwing trash on floor

Leaving trash in seat

1st offense – 5 days off of the school bus

2nd offense – 10 days off of the school bus

3rd offense – suspension of bus riding privileges for the remainder of the school year

Category II Offenses and Consequences

Fighting/Assault/Bullying/Harassment/Communicating Threats/Possession of Tobacco/tobacco products/drugs/alcohol and/or related items

Vandalizing bus

Exiting from the back of the bus without permission

Throwing objects off of the bus

Possession of a weapon

1st offense – long term suspension of bus riding privileges (up to the remainder of the school year) II.

Changes in Transportation

Students are assigned to a specific bus and a specific stop. If an issue arises and a parent wishes to request a change to their child's bus stop and/or bus, a Bus Stop Appeal form (available in the front office) must be submitted to the Assistant Principal in charge of buses. No long-term changes will be

made until approval has been granted by the Craven County Schools Transportation Department. All short-term changes including but not limited to riding a different bus, going home with friends, etc. require approval by the Assistant Principal in charge of buses which must be arranged by a parent at least one week in advance. If a student moves, then a Student Transportation Information Form must be completed and submitted to the Assistant Principal in charge of buses before a change in the student's bus route can occur.

Student Parking

Student parking is available on a first-come, first-serve basis. All students who park on campus are required to park in the appropriate section of the designated student parking lot and display their valid NBHS parking pass. The cost for the pass is \$60. Once a pass is purchased it allows the purchaser (or child of parent who purchased pass) to park in the student parking lot during the current school year; refunds will not be given for any reason including but not limited to: early graduation, revocation of parking privileges, student transfer, etc. Passes are non-transferable and are valid only for the student or child of the parent who purchased the pass.

Parking passes will be sold by Mrs. Willhite and/or Mr. Pitts during the 2019-2020 school year During the first two weeks of school on Mondays, Wednesdays and Fridays during lunch in the Cafeteria.

~ Students and parents are required to sign a Student Parking Agreement form that includes a list of rules and expectations that govern student parking.

~ Students who owe money to the school for smoking fines, lost/damaged textbooks, or any other reason will not be allowed to purchase a parking pass until those obligations are met. Rules:

1. Students are not allowed in the parking lot during the school day without permission from an administrator.
2. Students are allowed to park only in the appropriate section of the designated student parking lot.
3. The vehicle owner's pass must be valid and displayed at all times while the vehicle is parked in the student parking lot.
4. Students who leave campus during the school day without permission will have their parking privileges suspended for two weeks on the first offense and revoked for the remainder of the school year on the second offense. This is in addition to any consequence for skipping class.
5. Students who park their vehicles in the student parking lot without a valid parking permit displayed will be handled as follows:
 - 1st offense—green sticker placed on vehicle and \$5 fine issued
 - 2nd offense—red sticker placed on vehicle and additional \$5 fine
 - 3rd offense—vehicle will be towed at vehicle owner's expense and all parking privileges will be revoked for the remainder of the school year

Subsequent offenses—will be treated as insubordination in addition to the vehicle being towed at vehicle owner's expense

Students who park in an unauthorized area (i.e. anywhere except the student parking lot) with or

without a parking pass will be handled as follows:

1st offense—red sticker (\$5 fine if no parking pass has been purchased)

2nd offense—vehicle will be towed at vehicle owner's expense and all parking privileges will be revoked for the remainder of the school year

Subsequent offenses—will be treated as insubordination in addition to the vehicle being towed at vehicle owner's expense.

- The campus wide speed limit is 15 MPH. Student parking lot speed is 10 MPH. Students driving recklessly or operating their vehicle in an unsafe manner will have their parking privileges revoked immediately without refund.

Student Drop Off and Pick Up

Parents are required to drop students off at the gym entrance, located on the side, prior to school. Students should not be dropped off at the front entrance in the mornings between 7:15 – 7:45 a.m. (or picked up between 2:15 – 3:15 p.m.) Instead, students should be dropped off and picked up by the gym entrance. Students may not enter any part of the school building, except the cafeteria before 7:00 a.m. When the first bell rings students should move into the building and should proceed directly to class. Students are not allowed to loiter in parking lots, on athletic fields, or in hallways at any time before school or after school.

IMPORTANT NOTE: Academic Drive is closed off during the hours of 7:00 AM – 7:30 AM and 2:15 PM – 2:45 PM.

GENERAL INFORMATION AND PROCEDURES

After School Procedures

All student drivers and walkers should leave campus immediately after school (beginning at 2:35 on regular school days). Students are not to loiter anywhere on campus after school without specific teacher supervision and permission. They may not be in the halls, loitering in a classroom, in a parking lot, at an athletic field, on the grounds, or on one of the terraces. Students who are caught in one of the places mentioned above will be considered out of bounds and will be disciplined accordingly.

Teachers and coaches are responsible for their students between 2:40 and the beginning of practice/rehearsal/meetings/success lab.

Students should arrange transportation if they are involved in after school events.

Students remaining on campus must be in one of the following locations:

With their coach/director/faculty sponsor of an after school organization

Outside of gym lobby if they are waiting for a ride, or Bear Plaza if they are second load bus students.

Students are not to wait for rides at the front of the school, congregate in the hallways, in the parking lot or on the grounds after school. They should be moving, not standing unless they are waiting for a ride at the side entrance of school or waiting for a bus.

If students do not fall in one of the above categories, then they must leave campus. All students are

to be out of the building by 3:05 pm each day.

Chill Out

The purpose of *Chill Out* at New Bern High School is to prevent and correct discipline problems. Students may be placed in *Chill Out* as a consequence of disruptive behavior, insubordination, or other areas of non-compliance with the New Bern High School Student Code of Conduct. During an assignment to *Chill Out*, students will complete mandatory work in a structured environment until teacher assignments are received.

Teachers provide assignments which are completed by the student in *Chill Out*. It is mandatory that students follow all rules when they are assigned to *Chill Out*. Students must sign the *NBHS Chill Out Student Contract* when they are assigned to *Chill Out*, which states that they understand the rules. Failure to comply with the rules set in the *Chill Out* Student Contract will result in further disciplinary action.

The goal of *Chill Out* is to serve as a deterrent for disruptive behavior, resulting in a decrease in incidents which may lead to out of school suspension.

Community College Waivers

Students who choose to drop out of high school must wait six months before being admitted to a community college. The administration at New Bern High School is not inclined to waive this policy.

Credit Recovery—Remediation

The purpose of Credit Recovery at New Bern High School is to provide remediation for students who have failed courses.

If a student does not get a level 3, 4 or 5 on an EOC course, they must retake the course. They are not eligible for Credit Recovery for the course.

Students may only take one period of Credit Recovery during the school day. During that class period, two credit recovery courses can be taken concurrently.

An after-school credit recovery period may be established for students who wish to recover additional credits. Students who agree to take Credit Recovery after school will be given the option of taking one or two courses.

Students can be assigned to Credit Recovery only within the first ten days of the semester.

The counselors will review all Credit Recovery referrals and determine placement.

Students taking credit recovery during the school day must attend class for the entire semester, even if they have completed the course and all teacher assignments.

If the student successfully completes the Credit Recovery course with a passing grade, credit for the course will be awarded. The Credit Recovery grade and the failing grade from a previous semester will be listed on the transcript.

Students who skip Credit Recovery classes or who exceed the county attendance policy may be exited from the program and may not receive credit.

The principal retains the right to revise or make exceptions to Credit Recovery procedures.

Credit Recovery classes are also available at Night School.

Extra-curricular Activities

Students are encouraged to participate in one or more of the extracurricular clubs and organizations at New Bern High School. These clubs and organizations meet before, after, or during school. They can be found on the school website.

Field Trips

Various classes or organizations may take educational field trips during the school year. Information on the purpose, the cost, and the schedules of the trip will be shared with parents prior to departure. Parental permission slips will be required for all students who leave campus during the school day for a field trip.

Inclement Weather

Parents and students will be able to find information about school closings on local radio and television stations the county website and the High School website. Parents can also call 252-514-6300 for a recorded message when school is delayed or closed due to weather. It is the parent's responsibility to make arrangements in advance to provide transportation for students who usually walk to and from school. Opportunities to use school phones on inclement weather days will be extremely limited.

Lockers

Students are not permitted to share lockers. Lockers are the property of Craven County Schools and may be inspected by the school administration at any time without notice to the student.

Loss of Credit and Driver's License Guidelines

Students who fail classes or lose credit because of excessive attendance problems will be reported to the North Carolina Department of Motor Vehicles and may lose their driving privileges.

Students will not be able to apply for a North Carolina driving permit or license if a student did not meet adequate academic progress. Also, the revocation by the NCDMV of a student's driving permit or license will result if a student is unable to maintain adequate academic progress (this includes not enrolled (drop out) or must pass 3 out of 4 classes on a block schedule). Lose Control: Lose License According to G.S. 20-11, there are several ways a student can have their license revoked: Expulsion Assignment to an alternative educational setting for more than 10 consecutive days The possession or sale of an alcoholic beverage or an illegal controlled substance on school property that results in disciplinary action. The bringing, possession, or use on school property of a weapon or firearm that resulted in disciplinary action under G.S. 115C-391(d1) (gun, rifle, pistol, other firearm of any kind, dynamite cartridge, bomb, grenade, mine or powerful explosive. This does not apply to fireworks, BB gun, stun gun, air rifle or air pistol) or that could have resulted in that disciplinary action if the conduct had occurred in a public school The physical assault on a teacher or other school personnel on school property.

Lost and found

Lost and found articles should be turned in to Chill Out. Announcements of lost and found articles cannot be made over the P. A. system.

Parents At Work For Students

Parent volunteers are always welcomed and needed at New Bern High School. The following groups have an established parent volunteer group and are always looking for new volunteers:

Marching Band
NJROTC
New Bern High Athletics

Additionally, all active student clubs and organizations at New Bern High welcome parent participation. For a list of active clubs and club advisors, please visit the New Bern High School website at www.cravenk12.org/NBHS.

PROM

- Will be at the Riverfront Convention Center (New Bern)
- ONLY NBHS Juniors and Seniors are permitted to purchase tickets.
- All student fines and fees must be paid before students may purchase tickets and attend the prom.
- Each NBHS student may bring one guest that is either: a current NBHS student, a current student in another high school, or a graduate of NBHS who is less than 21 years of age at the time of the prom.
- Any guest, not currently enrolled at NBHS must fill out a "Prom Guest Character Form" and return it to the principal, forms will be available at the tickets sales tables.
- To change the name of a guest on the prom list, a written request must be submitted to the Principal.
- No tickets will be sold after the published deadline NO EXCEPTIONS.
- Students with discipline issues stated below are not allowed to attend the prom.

** Any student suspended for a disciplinary infraction involving drugs, drug paraphernalia, alcohol, weapons, affray, fighting, assault or disorderly conduct will NOT be able to attend the Prom.

** Any student who has been suspended for a total of ten days, for any infractions during the current school year will NOT be able to attend the Prom.

** The NBHS administration reserves the right to deny permission to attend the prom for any student and/or guest based on discipline and Guest Character forms.

** Students with questions about eligibility to attend the prom should submit their inquiry in writing to an Assistant Principal or the Principal before purchasing tickets, dresses, tuxedos or investing any other monies in prom.

Senior Breakfast

Senior breakfast for the Class of 2020 will be held in the spring. Date, location and information for ticket sale announcements will be provided.

Driver's Ed

Driver's Education Class Eligibility Criteria

The JDS Carolinas Driving School provides our students with 30 hours of classroom instruction followed up by 6 hours (per student) of Behind The Wheel (BTW) instruction. The process for determining when a student drives is based on their date of birth with the oldest driving first. Driving times are decided by the different instructors. Normally, during school days, driving will be scheduled from 2:30pm-9:00pm and there will be limited openings to drive before school (6:00am-7:30am) and on Saturdays.

To be eligible to take Driver's Education classes at New Bern High, students must meet the following requirements:

- Passed 3 out of 4 classes at the end of the last school semester
- Be at least 14 ½ years old on the day the class begins
- Not been suspended for more than 5 days during the current semester
- Pre-register and pay the applicable fee (currently \$45) on the 1st day of class.

Notice to Employees and Students

Students have an equal opportunity to an education and can participate in activities without regard to race, color, national origin, gender, disability, parental or marital status, age or religion.

Title IX Coordinator and Americans with Disabilities Act (employees)

Wendy A. Miller, Assistant Superintendent for Human Resource

Services

3600 Trent Road

New Bern, NC 28562

(252) 514-6374

Director of Facility Support Services

Danny Skinner, Facilities Issues

1822 Hazel Avenue

New Bern, NC 28560

(252) 514-6380

504 Coordinator

Sandy Carlaccini, Director of Federal Programs

3600 Trent Road

New Bern, NC 28562

(252) 514-6374

Title IX Coordinator Director of Federal Programs

Debbie Hodges, Director of Student Services

3600 Trent Road

New Bern, NC 28562
(252) 514-6341

The Craven County Board of Education believes that its employees and students should lead healthy, wholesome, and productive lives; lives that are free from illegal drugs and other substances. The Craven County Board of Education further believes that the use of illegal drugs and other substances have a detrimental effect on one's physical, emotional social and intellectual well-being. Therefore, the Craven County Board of Education prohibits, on all its properties, the unlawful possession, use, distribution, or manufacture of a controlled substance by any person employed by or enrolled in this school system.

Violations of any of Craven County Board of Education's drug policies by its employees or students will result in punitive action.

This belief statement is issued by the Craven County Board of Education to comply with Subpart C Section 86.200 and 86.201 of the Drug-Free Schools and Communities Act of 1986.

Referenced Policies:

710.1813 Drug-Free Workplace Environment

913.02 Drugs and Alcohol

4 Student Discipline: Code of Conduct-Section MS