

The Plume

2016 – 2017



**ebhs.burke.k12.nc.us/home
3695 East Burke Boulevard
Connelly Springs, North Carolina 28612
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**EAST BURKE HIGH SCHOOL
Student/Parent Handbook**

EMPOWERING 21ST CENTURY HEARTS AND MINDS

The Mission of East Burke High School is to prepare the hearts and minds of today and tomorrow's leaders for the 21st century. Within each student we strive to cultivate a sense of community, inspire growth, instill passion, and empower the will to achieve his/her purpose in life.

As a school we believe that:

- Our school's main priority is student learning
- All students can learn and should be given the opportunity to do so in a safe and conducive environment
- Teachers, staff, administrators, parents, students, and community members all share in the responsibility for providing a supportive learning environment within our school
- Each student is treated as a valued individual with unique intellectual, physical, social, and emotional needs
- Students learn in different ways and should be provided with a variety of instructional approaches, materials, assessments, and rewards for their achievements
- Teachers should implement a curriculum that meets the individual needs of all students and maintains high expectations for achievement
- An effective curriculum is integrated across subject boundaries and is applicable to adult life
- The total school program should be constantly improved and updated in order to enable students to become confident, self-directed, lifelong learners

STUDENT NAME: _____

HOMEROOM TEACHER NAME: _____

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East Burke High School Faculty and Staff

Administrative Staff

Shane Mace - Principal

Jim Childers - Assistant Principal
Lisa Fortenberry - Assistant Principal

Business Dept. – Lisa McCall, Co-Chair

Ed Hallyburton

Career Tech. Ed. - Tommy Blanton (Carpentry)

Bruce Abernethy (Masonry)

Samuel Thao (Graphics)

Jessakka Schermerhorn (Agriculture)

Counseling – Amanda Peck, Chair

Connie Thompson
Sam Wall

English Dept. - Donna Duncan, Chair

Crystal Morgan

Nicole Atkins

Heather Conwell

Hampton Boggs

Brandon Fender
Charlanda Clay
Tracy Greene

Exceptional Children's Dept. –Andrea Saine, Chair

Jessica Erskine

Ben Johnson

Odell Williams

Amber Queen
Kelly O'Toole

Family Consumer Science Dept. –

Joni Moore

RosaLynn Padgett

Kristi Ward

Fine Arts Dept. – Tina Lowman, (Music) Chair

Jon Berry (Music)

Brenda Castle (Art)

Health Sciences Dept. – Jennifer Fulbright, Chair

Carla Keaton

World Languages Dept. – Alana Parks, Chair

Gilbert Guittard
Drew Laningham

JROTC – SFC Allan Shade, Chair

COL Arthur Scott

Math Dept. – Amy Martin, Chair

Victoria Christian

Melanie Whaley

Emily Wright

Chue Siong

Lindsey Stamey
Tiffany Fowler
Dylan Rector

Physical Education Dept - Crystal Bartlett, Chair

Mark Buffamoyer

Chip Watts

Jacob Creson
Jerome Ramsey

Science Dept. – Jamie Bostain, Chair

Breanna McGuire
Kelly Ruff

Heather Ramsey
Kailey Robinson

Social Studies Dept. – Brian Bowman, Chair

David Andersen
Lee Crawford

A. J. Schwankert
Andrew Guier
Taylor Harris

Support Staff:

Jennifer Abernethy - ESL
Emily Church – Instructional Coach
Jackie Welch – Media Specialist
T. R. Robinson - CDC
Mandy Morrison – Nurse
Julie Patton – Talent Search Counselor

Matikia Robinson – Student Assistance Counselor
Martha Martinat –Speech Therapist
Diane Jones – Family Connections
Colton Makoweic - Psychologist
Michael Brittain – Information Systems Engineer

Secretarial Staff

Robin Cotter – Bookkeeper
Danielle Hood – Records

Carey McDivitt - Receptionist
Teresa McDowell – Registrar/Data Manager

Custodial Staff –Wanda Helton – (1st Shift)

Vacant
David Houston (2nd Shift)
Dennis Buchanan (1st Shift)

Joyce Nash (1st)
Kathy Grady (2nd Shift-Part time)
Thomas Rutherford (2nd Shift)
Lisa Gross (2nd Shift)

Resource Officer - Officer Billy Carswell

Bus Drivers

Lanell Berry
JJ Hurst
AJ Schwankert
Mark Buffamoyer

Aaron Causby
Patty Cinto
Laura Manka
Lisa McCall

Teacher Assistants

Leta Brittain – One on One
Susan Wright – ISS/Copies
Angie Hoffman - Credit Recovery/Distance Learning
Advisor

Lori Orders – Exceptional Children
Aaron Causby – Exceptional Children

BURKE COUNTY PUBLIC SCHOOLS BOARD POLICIES

All current Burke County Public School Board Policies may
be found at www.burke.k12.nc.us/bcpspolicymanual/.

PARENTAL RIGHTS OF NOTIFICATION

BCPS Board Policy #1310/4002

A parent or guardian has the right of access to their child’s record. If you would like view your child’s record please contact your child’s assigned guidance counselor to fill out the appropriate form. The school may without the consent of parents or students release data that is regarded as directory information (i.e. name and address of parents or guardian, birth date, academic record, level of achievement, and attendance data) to:

- Other school officials, including teachers, within the system who have a valid legitimate educational interest.
- The state superintendent and his/her officers or subordinates so long as the intended use of the data is consistent with the superintendent's statutory powers and responsibilities.
- Officials of other school systems in which the student intends to enroll.

CURRICULUM

You will have more variety, flexibility, and electives at East Burke than you have been used to in previous years. There are many course offerings during each term of the school year; therefore, the need to plan and choose carefully is obvious. Teachers and counselors will help you in every way possible. A curriculum committee will constantly evaluate and revise courses. Much effort goes into the scheduling and registration process to see that course conflicts are held to a minimum.

All students will have a definite plan for completing the high school program. Students will register under the Future Ready, College Tech Prep, College/University Prep, or Occupational Prep course of Study. A student must meet graduation requirements related to the course of study he/she has chosen.

COLLEGE AND CAREER READY

Graduating College and Career Ready

It's not unusual for students to change their minds about a major decision that will affect the rest of their lives. Some students know early what they want to do after high school. Others may not make that decision until much later. That's why the courses students take in high school matter. High school is their best chance to prepare for whatever they decide to do as adults. The College and Career Ready Core was developed to provide students with a strong academic foundation so they will have as many options as possible after graduation from high school. By taking a balanced schedule of academic courses and electives, students will be ready for work and/or college.

What does it take to graduate from high school?

Required to graduate from BCPS

From kindergarten on, students are getting ready for high school graduation:

- **Meet course/credit requirements based on the year entered high school as a Freshman**
- **Successfully complete the Burke County Public Schools' Graduation Project**
- **Successful completion of CPR instruction; (pass 8th or 9th grade Health and PE)**
- **Complete the three essential end-of-course tests: NC Math I, Biology, and English II**
- **Meet any local graduation requirements. (Communication Skills, 1 Fine Arts, 1 CTE)**

Occupational Course of Study:

For some students with disabilities, the Occupational Course of Study will remain an option. These students will have the Occupational Course of Study identified in their Individualized Education Plans (IEP). For more details on this course of study, go to: www.ncpublicschools.org/gradrequirements or see a school guidance counselor.

** The Graduate Certificate is available for students with disabilities having an IEP

North Carolina Course and Credit Graduation Requirements

College and Career Ready Core Course Requirements for a High School Diploma

- **English: 4 credits**
- **Mathematics: 4 credits**
NC Math I, II, III **and** a fourth math course aligned with the student's post high school plans.
- **Science: 3 credits**
A physical science course, Biology, Earth/Environmental Science
- **Social Studies: 4 credits**
World History, American History I, American History II,
American History: The Founding Principles, Civics, and Economics
- **World Languages:**
Not required for graduation but required for admission to the UNC system (2 levels)
- **Health and Physical Education: 1 credit**
- **Career & Technical Education: 1 credit (BCPS)**
- **Fine Art: 1 credit (BCPS)**
- **Communication Skills: 1 credit (BCPS)**
- **Elective or Other Requirements: 9 credits**
- **Successful completion of CPR instruction (pass 8th or 9th grade Health and PE)**

28 TOTAL CREDITS REQUIRED FOR GRADUATION

Mathematics Graduation Requirements for Students

Effective for freshmen entering high school in 2012-2013 and BEYOND (Policy GCS-N-004 from <http://sbepolicy.dpi.state.nc.us/>)

Four mathematics credits are required for graduation. A student's post-secondary school plans should help determine the student's mathematics sequence.

Math I (2103) + Math II (2201) + Math III (2301) + a 4th mathematics course taken from one of the three tables (UNC System institutions, Community College or Technical School, or Students Exempted by Principal)

= All four mathematics credits for graduation.

Four math credits do not have to include a fourth level math, but it is highly recommended that all students be given access to the highest levels of math.

See the BC Schools High Schools Course Offerings on the East Burke High School webpage at www.ebhs/bcps.k12.nc.us/home.

GENERAL INFORMATION

Advanced Placement Courses

Students may also earn **Advanced Placement** (AP) credits that enable them to begin college work while still in high school. Advanced Placement courses prepare students to take the Advanced Placement examinations in these subjects. Successful completion of the AP examination provides college credit. These courses are taught at a college level and use college textbooks. AP courses can give students a head start on college as well as excellent preparation for the SAT, ACT, and college coursework. **Students enrolled in an advanced placement course will be required to take the AP exam. The NC Department of Public Instruction will pay exam fees for all students enrolled in AP classes.**

Attendance Policy- Burke County High Schools

I. Attendance is an essential element in the learning process. The primary responsibility of school attendance rests with students and parents. Because students daily receive 90 minutes of instruction in each class, good attendance is crucial. Based on these considerations, students missing more than five (5) days per semester will not receive credit for the course and **Failing Due to Attendance** (FF) will be recorded for the grade. Principals, teachers and staff will make reasonable efforts to provide appropriate opportunities for students to make up course work.

Students with extenuating circumstances may file an appeal with the school attendance appeals committee prior to the completion of the course if the student has a passing grade for the course. **Failing Due to Attendance** (FF) will be recorded if the student does not meet both stipulations. Under certain circumstances, students could be required to make up time for their absences. The required time to be made up and the procedures to follow will be determined by the school attendance appeals committee. If a student is awarded credit for a course by the school attendance appeals committee, the student's grade will be what was assigned by the student's teacher. If an appeal is denied or no appeal is made, the **Failing Due to Attendance** will result in a (FF).

II. Exemption from Exams

Students are **not** exempt from End-of-Course, NC final, and VOCAT exams. A student may be exempt from a teacher made exam if

1. The student has an "A" average in the course and has no more than three (3) absences.
2. The student has a "B" average in the course and has no more than two (2) absences.
3. The student has a "C" average in the course and has no more than one (1) absence.

Any student has the option to take any exam from which he/she is exempt. **[Days of In-School suspension, out of school suspension with BATS (Burke Alternative to Suspension) do count the student as present; however, the student is not eligible for exam exemption.]**

Students in 11th or 12th grade are allowed one College Day visit per school year, which is exam exempt.

Make Up Work For Absences

1. Students are responsible for all class work, including tests, missed during lawful absences.
2. Work will be made up on the students own time and at the convenience of the subject teacher.
3. It is the responsibility of the student to contact the subject teachers and make arrangements to make up any missing work within five days of returning to school.

Attendance Requirements-Relating To Registration

To meet attendance requirements of the Burke County Board of Education for graduation from high school, students must register for eight (8) courses per year: four (4) courses per semester. Students can earn a maximum of 12 credits per year with principal approval.

Students must earn two credits each semester to meet **residency requirements**. A student must be enrolled in high school courses for eight semesters (4 years). The principal may waive up to one semester of residency for

a student if the student has completed 28 credits and meets all local and state requirements. This recommendation must be sent to the superintendent. Upon the superintendent's recommendation and School Board approval, a student may waive up to one year of residency if a student has completed 28 credits and meets all local and state requirements.

Burke Middle College

Burke Middle College (BMC) is a two-year educational program operated by Burke County Public Schools and Western Piedmont Community College (WPCC). Through this program, students complete their 11th and 12th grade years of high school on the campus of WPCC while also working toward an associate degree. All college courses completed during their enrollment in BMC are completely tuition-free. Students may complete their entire community college degree, by the time they graduate from high school thereby giving them a two-year head start on achieving their goals.

The Application Process

Students are invited to discuss the middle college program with staff at Burke Middle College. Parents and students determine if Burke Middle College is the appropriate academic setting. Students have to submit an application (co-signed by the parents) and two recommendations. Students must pass the reading and writing portion of the college placement test. Then students and parents meet with the principal and review team for an interview. Applications may be obtained on the Burke Middle College website or from the high school counselor. Applications are submitted during the student's 10th grade year.

[Prerequisites are Biology and Math II]

Career and College Promise/College Course Credits

Career and College Promise offers North Carolina high school students a clear path to success in college or in a career. This tuition-waived program is available to all students who maintain a 3.0 GPA and meet program eligibility requirements. Through a partnership of the Department of Public Instruction, the N.C. Community College System, the University of North Carolina system and many independent colleges and universities, North Carolina is helping eligible high school students to begin earning college credit at a community college campus. The three pathways include:

1. College Transfer Pathways (CTP) which requires the completion of at least 30 semester hours of transfer courses including English and mathematics.
2. Career and Technical Education Pathways (CTE) which leads to a certificate or diploma aligned with a high school career cluster.
3. Cooperative Innovative High School Programs (CIHSP) are located on college campuses (unless a waiver was provided) and provide opportunities for students to complete an associate degree program or earn up to two years of college credit within five years. An example includes Middle College High Schools.

College credits will be computed in the high school grade point average and class rank and will be displayed on the high school transcript. Many of the community college courses provide honors weight (those that articulate to the university level). All other community college courses receive no weight. (All college courses must be pre-approved by the principal/designee.) Students must be registered for at least two high school courses while taking classes at colleges. All college courses count one high school credit.

To maintain eligibility in the Career & College Promise program, students must maintain a 2.0 GPA in college coursework and continue progress toward high school graduation.

Please review additional information on the Career & College Promise program at Burke County Public Schools' website at www.burke.k12.nc.us or at Western Piedmont Community College's website at www.wpcc.edu/ccp. Courses for the 2016-17 school year are listed on pages 62-82.

Credit by Demonstrated Mastery

Credit by Demonstrated Mastery is the process by which LEAs shall, based upon a body-of-evidence, award a student credit in a particular course without requiring the student to complete classroom instruction for a certain amount of seat time. Students interested in challenging a course for credit should see the school counselor for information.

Credit Recovery

Credit Recovery is an effort to enable students to meet graduation requirements and remain on track in order to graduate with their respective class. Students who have completed the time required in a class, but have not met the competency level of the class in order to receive credit, will be able to gain credit through demonstrated competency.

Guidelines:

1. If the class has an end-of-course test (EOC), the student may take the EOC test even if the student takes an online class.
2. Student attendance will be reviewed by the principal to determine if a student is eligible for credit recovery courses.
3. Credit recovery class grades will be issued as Pass or Fail (P/F).

Courses available for Credit Recovery:

- English I, II, III
- Foundations of Math I and II
- Civics and Economics
- English IV (literature only)
- Math I Math II, and Math III
- World History
- Earth Science
- American History I and II
- Physical Science
- Personal Finance
- Biology
- Health
- Chemistry

Diploma Endorsements

Students will have the opportunity to earn an endorsement to their diplomas identifying a particular area of focused study including (1) Career Endorsement (must be a CTE completer with an industry credential), (2) College Endorsement (must have a 2.6 GPA and a 4th math which meets UNC system and community college requirements), (3) North Carolina Academic Scholars Endorsement (must have 3.5 GPA and meet the NC Academic Scholars requirements), (4) Global Languages Endorsement (must have a 2.5 GPA for the 4 required ELA courses, complete a four-course sequence of study in the same world language earning an overall GPA of 2.5 or above in those courses, and meet the Global Languages requirements). No endorsement is required to receive a diploma, and a student may earn more than one endorsement.

Driver License Requirements

A student must have a Driving Eligibility Certificate in order to receive a North Carolina driver's permit or license. This certificate will be issued upon completion of the Driver's Education Course and with evidence of a student's **adequate academic progress**. The Division of Motor Vehicles (DMV) will not issue a driver's permit or license without a Driving Eligibility Certificate. Driving eligibility and driver's license are a function of the NC Division of

Motor Vehicles and not Burke County Public Schools. Questions should be directed to the Driver's Education Coordinator, Dennis Leonard (828) 502-9279.

ADEQUATE ACADEMIC PROGRESS means that students must pass 3 out of 4 courses each semester. ADEQUATE ACADEMIC PROGRESS is evaluated at the end of each semester. Students who do not meet this criterion or who drop out of school will be reported to the DMV and will have their permits or licenses revoked.

Failing Grades

The freshman class of 2015-2016 and subsequent classes may repeat a failed class (F) and replace that failing grade (F) if the class is passed. Failing grades may be removed from a student's transcript or excluded from computing a student's grade-point average by repeating and passing the courses failed. All attempts made to pass courses will appear on the student's transcript. Students have the option of making up failed courses during the school year or by attending summer school.

Grading Scale, Quality Points, and Class Rank

The grading scale for all schools in North Carolina will be:

- A = 90 -100**
- B = 80 - 89**
- C = 70 - 79**
- D = 60 - 69**
- F = 0 - 59**

Course grades are reported in two ways: unweighted (based on equal points for every class) and weighted (based on an extra point for selected rigorous courses). **According to policy, weighted grades are used in determining class rank and subsequently Junior Marshal and Honor Graduate status.**

To encourage students to take challenging courses that prepare them for college, technical schools, and the demands of the work place, the Burke County Public Schools provide weighted courses. Weighted courses include Pre-Advanced Placement/Honors and Community College/Advanced Placement (AP) courses. Students and parents should understand that considerable work and study are required, high grades are more difficult to achieve, and the expectations and level of the course work cannot be modified for students lacking skills or preparation.

The following scales apply to courses **for the junior and senior classes during the 2016-2017 school year:**

Letter Grade	(Unweighted) Standard Courses	(Weighted) AP and IB Courses	(Weighted) Honors and College Courses*
A	4	6	5
B	3	5	4
C	2	4	3
D	1	3	2
F	0	0	0

* Includes dual enrollment and NC Community College transfer courses per the Comprehensive Articulation Agreement

The following scales apply to courses **for the freshman and sophomore classes during the 2016-2017 school year:**

Letter Grade	(Unweighted) Standard Courses	(Weighted) AP, IB, and College Courses*	(Weighted) Honors Courses
A	4	5	4.5
B	3	4	3.5
C	2	3	2.5
D	1	2	1.5
F	0	0	0

- Includes dual enrollment and NC Community College transfer courses per the Comprehensive Articulation Agreement

Graduation Project – Burke County Schools

The Burke County Public Schools' Graduation Project consists of four major components:

1. Research paper
2. Product
3. Portfolio
4. Oral presentation

The purpose of the Graduation Project is to give students an opportunity to exhibit the skills they have acquired during their school years and to provide an avenue for students to pursue interests outside the classroom. Successful completion of the Graduation Project is a Burke County requirement for passing Eng IV and for graduation.

ive Articulation Agreement

Incompletes:

Incomplete grades must be made up within three weeks of the end of each semester. Incomplete grades not made up by that time will become "F's". **Following an absence from school, it is the student's responsibility to contact the teacher within three days concerning make-up work.**

Online Courses – Burke Virtual Network

Each semester and during the summer, BCPS students have the opportunity to take additional courses from online vendors in our Online Learning program. Students need to speak with their counselor and guardians before considering an online course. There is no cost to students during the school year for online courses. Burke County Public Schools accepts online coursework from the following online vendors who are part of the Burke Virtual Network.

- Apex Learning
- BCPS Burke Canvas
- North Carolina School of Science and Math (NCSSM)
- North Carolina Virtual Public School (NCVPS)
- Western Piedmont Community College (WPCC)

A submitted application and approval is required for all online learning courses.

For more information and forms, please visit: <http://tinyurl.com/burkevirtualnetwork>

All online course grades will be listed on the student's transcript. All courses will earn weight as designated by

Burke County Public Schools.

Vendor	H. S. Credit	Rank/GPA
APEX—Semester AP & Regular Courses	1 Credit (Semester)	Yes/Yes
Burke Canvas	1 Credit (Semester)	Yes/Yes
NCSSM—Semester Courses	1 Credit (Semester)	Yes/Yes
NCVPS—Semester AP & Regular Courses	1 Credit (Semester)	Yes/Yes
NCVPS—Year long AP & Regular Courses	1 Credit (Per year)	Yes/Yes
WPCC	1 Credit (Semester)	Yes/Yes

Due to budgetary constraints schools may request that parents purchase any required textbooks that are not available online or readily available in their building.

APEX Learning

[<C:\Users\smace\HS Registration Meeting January 20 2016\www.apexlearning.com>]

Burke County Public Schools offers the following advanced placement courses through APEX Learning. These courses are AP Macroeconomics, AP Microeconomics. Authorized by the College Board, Apex Learning Advanced Placement courses meet higher-education expectations of college-level courses and prepare students to demonstrate achievement through success on the AP exams. Courses target highly motivated students who are reading at grade level or above and who have a track record of success in high school coursework. Each semester course offers approximately 120-150 hours of direct instruction and integrated formative, summative, and diagnostic assessment.

Burke Canvas

[<http://www.burke.k12.nc.us> Departments, Online Learning]

Burke Canvas course offerings are taught by Burke County personnel. Please be aware of the following factors concerning these courses: 1) enrollment is limited and 2) no more than two online courses may be taken per semester. You must meet with your counselor regarding necessary paperwork and scheduling for online course registration.

Courses are:

- ACT Prep - regular and honors
- Communication Skills - regular and honors
- Mythology 101 - regular and honors
- Personal Finance - regular and honors

North Carolina School of Science and Mathematics (NCSSM)

[<http://www.ncssm.edu>]

NCSSM Online is a unique, tuition-free two-year program for rising juniors, of online learning blended with a host of real-time connections and onsite NCSSM residential activities. NCSSM Online offers a host of rigorous online honors or college level courses parallel to those offered in the NCSSM residential academic program. The NCSSM Online program is available to the same highly qualified applicants who apply to the NCSSM residential school program. It is designed to expand the NCSSM academic experience beyond the boundaries of the Durham campus to more North Carolina high school students in a virtual environment.

Note: Enrollment in NCSSM Online courses requires the student to apply and meet all acceptance criteria for NCSSM. While students remain enrolled in their public schools, counselors should not enroll them in online courses for credit at the public school until after they have been accepted into the NCSSM Online Program. To apply, visit: <http://www.ncssm.edu/apply>

North Carolina Virtual Public School (NCVPS)

NCVPS offers online courses in many subject areas. Please be aware of the following factors concerning these

courses: 1) Enrollment is limited. 2) No more than two online courses may be taken per semester. 3) NCVPS grades will be computed in grade point average (GPA) and class rank. **You must meet with your counselor and a principal in order to determine if this option is appropriate. A submitted application and approval are required.**

Western Piedmont Community College (WPCC)

[\[http://www.wpcc.edu/\]](http://www.wpcc.edu/)

Additional course opportunities for juniors and seniors exist through the Career & College Promise Program (<http://www.wpcc.edu/ccp/>) at Western Piedmont Community College. High school juniors and seniors have an opportunity to take tuition-waived courses at WPCC while being dually enrolled in their high school. Please visit their site for information and details.

Schedule Changes

Students register for two semesters each year. Once a semester begins, schedule changes must be made **within the first 10 days** of the semester and are permitted only for the following reasons:

1. Computer error (misplaced in a course)
2. Course failure
3. Graduation requirement for senior
4. Need to balance academic load

STEAM Academy

The STEAM Academy is a collaborative effort between Burke County Public Schools (BCPS), North Carolina School for the Deaf (NCSD), North Carolina School of Science and Mathematics (NCSSM), and Western Piedmont Community College (WPCC). The goal of the STEAM Academy is to provide opportunities for students to participate in academically challenging coursework using technology to solve real-world problems. The STEAM Academy is located in H-Building on the campus of WPCC.

SCHOOL COUNSELING GRADES 9-12

Counselors are available to assist students as they deal with problems relating to school, family, friends, teachers, careers, college or other areas of concern. Students may express their concerns in a safe, confidential and non-judgmental environment.

If you have any questions or concerns, please see your counselor. They are here to help you examine your interests, aptitudes, job preferences and can help develop a program of study to prepare you for college and careers. Information about high school graduation, school credits and registration, college admissions or financial aid for college is available in the guidance office.

Counselor Assignments

Amanda Peck – Students with last names beginning with A – G
Connie Thompson – Students with last names beginning with H – P
Sam Wall – Students with last names beginning with Q – Z

East Burke High School also has a talent search counselor available through Western Piedmont Community College to assist students.

PROCEDURES FOR SEEING YOUR COUNSELOR OR OTHER SUPPORT PERSONNEL

1. Prior arrangements and approval must be made with your teacher when missing class time for counseling sessions. **“Drop-in” visits by students with a counselor will not be accepted as an excuse for tardies to or absences from class.**

2. Counselors can initiate student contact.
3. If the situation is such that a student needs to see a counselor immediately, the teacher will call the counselor.
4. Parents are encouraged to communicate with the school counselor.
5. Conflict Resolution should be utilized when needed. Administrators, teachers and students may fill out referrals.

COLLEGE/EDUCATIONAL LITERATURE

College handbooks and brochures are available in the guidance reception area. The guidance department also has information about many different colleges. Their college reference books give information about two and four year colleges and the degrees they offer.

Student Transcripts

Transcripts – first four are free. Each additional transcript is \$10.00. (This does not include transcripts needed for scholarship applications)

GRADUATION REQUIREMENTS

The senior high schools in Burke County offer a curriculum that provides (1) a strong foundation for college (2) job skills for a career immediately following high school and, even more important, (3) an educational background to build better citizens and better human beings. Graduation requirements are listed for each class. Graduation requirements for transfer students are based on the possible credits they may earn while enrolled in Burke County high schools.

NOTE: Subject requirements for graduation are not necessarily requirements for college entrance. Most colleges require a foreign language for entrance and/or have special requirements in mathematics and science.

Remember:

1. Students should select courses carefully with career and/or college requirements in mind. Students planning for college should check college catalogues for specific entrance requirements and plan high school courses of studies accordingly.
2. All credits toward graduation must be earned in grades 9, 10, 11 and 12
3. To receive a Standard Diploma, a student must meet both state and local graduation requirements.
4. Two levels of a foreign language are required for admittance into all 4-year universities.
5. Admission requirements to the sixteen University of North Carolina branches vary from college to college. The campuses are unique in their program offerings, admission requirements, student body, campus life and historical background. All require high school graduation or a high school equivalency certificate, a transcript showing all courses taken and grades received, Scholastic Aptitude Test (SAT) scores, or American College Testing (ACT) scores and a non-refundable application fee.

Academic Excellence Requirements

The Academic Excellence Ceremony will honor students for their academic successes last year. The following requirements must have been met to be included in the ceremony.

1. The student must have an un-weighted GPA of 3.5 or higher with no grade lower than a B. (4) A's and (4) B's are equal to a 3.5 GPA.

2. The student must have been in residence at East Burke High or one of the other Burke County high schools for the two previous semesters and have received 8 credits.

North Carolina Academic Scholar

The State Board of Education has determined that students with an overall four-year un-weighted GPA of 3.5 and have met the requirements for NC Academics Scholar Program can be identified as North Carolina Scholars. For more information on this program, see your counselor.

PRESIDENTIAL SCHOLARS

Seniors with a 3.5 GPA on the 4.0 scale and an ACT score of 28+ or SAT of either 620+ Critical Reading or 630+ in Math will be recognized as Presidential Scholars at Senior Awards night and at Graduation. For more information on this program, see your counselor.

REQUIREMENTS FOR ADMISSION TO THE UNIVERSITY OF NORTH CAROLINA SYSTEMS

Each university is different so see your counselor for the specific requirements for the university for which you are interested.

HONOR GRADUATES/JUNIOR MARSHALS

Ten students in the junior class with the highest grade point average on the weighted grade scale will be selected as Junior Marshals. Selection will be determined at the end of the third nine weeks. **Students with a G.P.A. of 4.0 or higher on the weighted grade scale will be selected as Honor Graduates. Selection will be determined at the end of the third nine weeks. Students whose grade point average drops below a 4.0 during the fourth nine weeks may lose their honor graduate status.**

GRADUATION SPEAKERS

Five seniors will have speaking roles during the commencement ceremony. The Senior Class President will announce the class gift as well as direct classmates in the turning of the tassel. A keynote speaker will be drawn from the top five who will be determined at the end of the first nine weeks in the spring semester. If the first individual declines the opportunity, then another name will be drawn. On the last day of the spring semester when exam exemption status is determined, the top two students of the class will be calculated. These two seniors will write and deliver the welcome address and prayer as well as lead the recitation of the Pledge of Allegiance. If one of the top two seniors is the keynote speaker, then the third ranked student will assist with the welcome and prayer.

Also, the Music Department will aid in the selection of a musically inclined senior to introduce choral selections, sing and direct during the graduation program. This individual will be chosen from the top fifteen in the class at the end of the third nine weeks.

TESTING

- A. COLLEGE ADMISSIONS TESTS: Most four (4) year colleges require an admission test. The two most commonly requested are the SAT and the ACT.
- B. **SAT I & II (Scholastic Aptitude Test)/ ACT (American College Testing) will be given at various school sites during the school year. The ACT is given at East Burke High School during the fall and spring. Most colleges/universities accept both the SAT & ACT for college admission.**

- C. PSAT (Preliminary Scholastic Aptitude Test) is administered in October.
- D. PreACT (Preliminary American College Test) is administered to all Sophomores in October.
- E. **Registration material is available from our guidance department for both the SAT and the ACT.**
- F. Individual and group tests are special tests given for students who are not exactly sure what they want to do after graduation. These tests measure the students' interests, abilities, etc. The taking of these tests must be initiated by the students. Examples include aptitude tests and the ASVAB (Armed Services Vocational Aptitude Battery) which is given by the armed services but has a great deal of career information. For more information, see your guidance counselor.

STATE REQUIRED END OF COURSE TEST

The following courses require an End of Course test:

- A. NC Math 1
- B. Biology
- C. English II

STATE REQUIRED NC FINAL EXAMS

Earth/Environmental Science	English IV (ELA IV)
Physics	Pre-calculus
Chemistry	Discrete Math
Physical Science	NC Math II
English I (ELA I)	NC Math III
English III (ELA III)	World History
Civics & Economics	American 1 and 2

Occupational Course of Study (OCS)

English I, III, IV (ELA I, III, IV) Introductory Math Applied Science

EXAM POLICY

1. To earn credit, a student must complete an assessment consisting of an End-of-Course Test administered according to guidelines of North Carolina Annual Testing Program, a Vocational Competency Test (VOCATS), North Carolina Final Exam (NCFE), or in courses with no mandated test, a teacher-prepared, cumulative final examination. Final assessments will count 20% of the final grade in the course.
2. **A student who fails to take an exam in a regular exam period has an INCOMPLETE grade for the course.** Students have 3 school days from the regularly scheduled exam period in which to contact the teacher and make arrangements for making up the exam.
3. **If a student does not make arrangements within 3 days or fails to take the final exam at the appointed make-up time, he will fail the class.**
4. **Students may not take exams earlier than the scheduled exam period.**
5. **An exam schedule will be made available to students at the earliest possible date.**
6. **If present on the day of your exam even though you are exempt from that exam, you will be required to take the test.**

For all AP courses, the AP test will count as completing the final exam for that course.

TELEPHONE USE

Students and teachers will not be pulled from academic/instructional classes to accept phone calls.

ANNOUNCEMENTS AND INFORMATION

Students are responsible for information given during “News and Views” and student announcements at 9:35am-9:40am. If a student is unable to hear this information on a particular day, he or she can obtain this information through a faculty member or another student. Afternoon announcements are made over the intercom at 2:45pm. A TV is set up in the cafeteria that will scroll the announcements all day for students to view.

CAFETERIA AND LUNCHROOM

Students may eat in the schools cafeteria or bring their lunch from home. They are not permitted to leave campus for lunch and are expected to eat only in the designated areas. Food should not be taken to the classrooms or other parts of the building.

When finished with their meal, students are expected to place all trash in the proper receptacle. Failure to follow this guideline will result in disciplinary action. Additionally, students are expected to leave a clean table as other students will eat after them. All students will remain in the cafeteria, commons and lobby areas during lunch. Students should employ courtesy in lunch lines. Breaking line is considered an offense against your fellow students. Running to the cafeteria is not permitted.

LENDING GUIDELINES FOR SCHOOL MEALS

East Burke High School will lend voucher/money for school lunches under the following conditions:

1. All money borrowed is expected to be paid back and is considered debt.
2. Students may borrow a 3 meal total, not to exceed \$7.
3. Students who need to incur indebtedness exceeding the value of 3 meals will be referred to the front office to contact parents and receive a voucher.
4. **Students with \$15 or more of debt will have their driving privileges suspended until debt is paid in full.**

EAST BURKE CAFETERIA BREAKFAST

Breakfast will be served from 7:30 A.M. until 7:50 A.M.

EXTRA-CURRICULAR ACTIVITIES

Extra-curricular activities are an important part of the total school program. East Burke provides a variety of activities and programs from which students may benefit. Some Cavalier activities include:

1. Clubs
2. Athletics
3. Dances
4. Field Trips
5. Junior-Senior Prom
6. Student Council Activities

County and School rules apply to all school clubs, squads, and activities on or off campus.

FACILITIES/BUILDING AND GROUNDS

East Burke High School is used by you and admired by people from our community and others. The pride that you have in your school can be shown by your care for the campus facilities and equipment. Care of our building and grounds is clearly the duty and responsibility of students as well as all school personnel. Close cooperation and constant attention is required by all. Pride is the key to continued beautification of our school environment. Defacing and damage to school property is not only a violation of school rules but also a violation of Public Law of North Carolina. Any student who willfully damages school property will be dealt with accordingly.

HEALTH SERVICE

Parents will be contacted if an injury occurs during the school day. Responsibility becomes that of the parent after contact is made. **In all cases of injury, a report will be filed with the principal by the teacher in charge of the injured student. Students who become ill during the school day will be sent to see the School Nurse. Students will not be sent home unless a parent/guardian gives authorization.**

In case of a blood exchange among students there will be an incident report filed. All Bloodborne Pathogens guidelines will be followed and parents/guardians will be notified.

Provisions For Administering Injections For Students Who May Have Severe Allergic Reactions To Bee Stings And Other Allergens :

When a student has a severe reaction to bee stings and/or other allergens that requires immediate injection of medication, the following preparations should be made to serve the student:

1. If the parents wish for school personnel to administer injections in emergency cases, parents must request a note from their physician.
2. Identified personnel at the school will be taught to administer injections. (Older students will be taught to administer their own injections.)

LOST AND FOUND

All articles found in or near the school will be turned in at the switchboard. Articles unclaimed at the end of each semester will be given to a local charity.

RESPONSIBILITIES OF SCHOOL BUS PASSENGERS

1. **Taking a seat.** When a passenger enters the school bus, he should take a seat quickly and remain seated. He should refrain from moving around in the bus when it is in motion.
2. **Keeping Limbs inside.** A passenger must keep his head, arms, and feet inside the bus at all times.
3. **Throwing Objects, Shouting, and Waving.** Objects should never be thrown in the bus or out the windows. A passenger should not shout and wave to pedestrians or occupants of other vehicles from the bus windows.
4. **Keeping the Aisle Clear.** Passengers should never pile books, musical instruments, lunch boxes, or other objects in the bus aisle. If personal belongings are carried, they should be kept on the lap or put under the seat. Arms and legs must be kept out of the aisle when possible.
5. **Indecent Language, Tobacco Use.** Passengers must never use profane and indecent language, tobacco, or alcoholic beverages while riding a bus.
6. **Playing.** Playing or scuffling on the school bus is not allowed.
7. **Care of the Bus.** A passenger must never mar or deface the bus in any way.
8. **Emergency Door.** Passengers must never tamper with the emergency door or any part of the bus. An open emergency door is very dangerous while the bus is in motion.
9. **Extension of School Day. Time spent on a bus is an extension of the school day; therefore, students fall under all school rules while on a bus.**
10. Students must have a **note signed by an administrator** to ride a bus other than their regular bus.
11. **Riding Bus. RIDING A SCHOOL BUS IS A PRIVILEGE, NOT A RIGHT.**

DISCIPLINARY ACTION FOR BUS VIOLATIONS:

- 1st Offense..... Warning
- 2nd Offense.....5 Day Bus Riding Suspension.
- 3rd Offense.....10 Day Bus Riding Suspension.
- 4th Offense..... Bus Riding Suspension For The Remainder Of The School Year

ATHLETICS

East Burke High School is a member of the North Carolina High School Athletic Association and the South Mountain Athletic (SMAC) Conference. School-sponsored teams include:

Boys

Baseball (Varsity & JV)
Basketball Varsity & JV)
Cross-country
Football (Varsity & JV)
Golf
Soccer (Varsity & JV)
Swimming
Tennis
Track
Wrestling (Varsity & JV)

Girls

Basketball (Varsity & JV)
Cross-country
Soccer (Varsity & JV)
Softball (Varsity & JV)
Swimming
Tennis
Track
Volleyball (Varsity & JV)
Golf

If you are interested in participating on an athletic team and you meet academic requirements, you should see the coach in that respective sport for further information.

ATHLETIC PARTICIPATION RULES

1. A student must meet NCHSAA requirements to be eligible. (age, academics, attendance). **Students cannot miss more than 85% (approximately thirteen days) of school, excused or unexcused, per semester to be eligible to participate in sports. In addition, students must pass 3 or 4 courses each semester.**
2. Any student who is eligible by state requirements is eligible to try out for any EBHS athletic team.
3. Each head coach will establish criteria for selection of team.
4. Any EBHS student who possesses or consumes alcohol, drugs or illegal substances will be subject to the consequences set forth by the Burke County Public Schools Student code of Conduct. The school principal, athletic director, and head coach will determine continued eligibility of the athlete.
5. All other suspensions or loss of eligibility of athletes shall be determined by the individual coach's rules and regulations which shall be on file in the athletic director's office.
6. Students with debt are ineligible to participate in games until all debt is paid. However, they are allowed to continue to practice but they may not be on the bench or travel.
7. **Conduct:** The conduct of all athletes participating in a school related activity, in or out of season, will be the responsibility of the Principal, Athletic Director, and Coaching Staff.
8. **Profanity or Threatening Language:** The use of profanity or threatening language by the student athlete will not be tolerated. Students who persist in using profane or threatening language may be suspended or dismissed from their team or teams.
9. **Stealing:** Any athlete found guilty of stealing while participating during official team activities (i.e. practices, games, etc.) will be dismissed from further participation for that sports season.
10. **Tobacco:** Tobacco products are not to be used by athletes in the Burke County Public Schools during an athletic event or during any practice for said event. Any athlete found guilty of using or possessing tobacco during a school function or any school related activity will be subject to the consequences set forth by the Burke County Public Schools Student code of Conduct.
11. **DEBT:** Students with debt will not be allowed to participate in games until all debt is paid.

HOMECOMING COURT AND ESCORT SELECTION

The purpose of the Homecoming Queen is to represent the student body of East Burke High School by exemplifying the spirit and highest standards of the school.

Senior Selection Process

The Homecoming Court shall be chosen from the senior class by the senior class. Seniors will be given a list of all senior girls from which to nominate. Each senior may nominate 6 girls. The 12 girls who have the most nomination votes and who meet the guidelines listed below will comprise the Homecoming Court.

The Homecoming Queen shall be chosen from the 12 nominees by a school-wide election. She will be crowned during the half-time ceremony at the homecoming football game.

Homecoming Escorts

Homecoming escorts shall be males from the senior class and meet the same guidelines as the 12 nominees chosen for the court. Due to game conflicts, varsity football players participating in the Homecoming game are not eligible to be escorts.

Academic Requirements

- Nominees must have a minimum 2.0 GPA, un-weighted.
- Nominees can have no course failures or credit losses due to the attendance policy.

Homecoming Queen Eligibility Requirements

- Must have passed at least 20 credit hours, thus obtaining senior class status.
- Must be enrolled at East Burke High School.
- Must have no out-of-school suspension (OSS) violations during the current school year.
- Must have had no more than three (3) full days of in-school suspension (ISS) during the current school year.
- Must have no felony or misdemeanor criminal convictions.
- Must be present the day of Homecoming.

Responsibilities

The Homecoming Queen will be expected to represent East Burke High School in various school and community functions such as Christmas parades, school pageant events and other functions as assigned by the Homecoming advisor.

*****The EBHS School Administration shall have final approval of the Homecoming Court and have the right to remove any candidate which would not exemplify the highest standards of the school.*****

PROM KING AND QUEEN

Prom King and Queen: Juniors and Seniors will vote at the prom for king and queen. To be eligible, students must attend prom.

Prom Eligibility

Juniors and seniors are eligible to attend and may purchase a guest ticket. Guests may be any high school student or any person 20 years old or younger with an approved guest form. Guests who are freshmen or sophomores at East Burke HS or who do not attend East Burke HS must be preapproved by administration prior to purchasing a ticket. Guest application forms must be completed prior to ticket purchase.

Disciplinary/behavior requirements within the current school year:

OSS: Students with any days of OSS may not attend the prom.

ISS: Students with more than three days of ISS may not attend the prom.

**Freshmen or sophomores with any OSS or more than three days of ISS may not attend the prom as a guest.*

**Students who are ineligible to attend the prom may submit an appeal to the administration. Appeals are accepted from January through April prior to the prom. Students will be notified of the appeal decision within one week of the appeal's submission.*

Only Juniors and Seniors may purchase prom tickets.

TARDY POLICY

Students are expected to be in class and ready to begin when the tardy bell rings. Roll will be taken at the beginning of each class and any student arriving late to any scheduled class throughout the day will be counted tardy. Our goal is for students to be in class and learning as much as possible. Prior to an office referral, a teacher will discuss with an administrator the total amount of time missed due to being late since this is recorded in PowerSchool to determine whether or not an office referral is required.

Per class Tardy Guidelines

1st Tardy - Warning from the classroom teacher

2nd Tardy - Teacher notifies parents of consequences of additional tardies

3rd Tardy - Detention with Teacher (time TBD by Teacher)

4th Tardy – Detention with Teacher (time TBD by Teacher)

5th Tardy- Administrative Referral – 1 day of “Period” ISS for the period where the tardiness occurred.

6th and Subsequent Tardies - Administrative Referral – Required parent conference at school. 2 days of “Period” ISS.

7th Tardy - Loss of parking privileges for 10 days if the student drives to school and they are late for their first class of the day.

STUDENT DETENTIONS

Teachers or other school personnel desiring to keep a student after school should notify students 24 hours in advance of the time to be detained. Upon the 24 hour notification students should make arrangements for transportation home after the detention is served. **Students will be cited for non-compliance if they fail to serve assigned detention.**

CHECK-IN PROCEDURE

Students arriving at school between 8:00 am and 8:15am, report to their first period teacher who will mark them as tardy. **After 8:15 am students should report to the attendance office to sign in and receive a pass to class. A written approval** (doctor's or dentist's note) is required to receive an excused tardy. **Failure to sign-in will result in disciplinary action.**

CHECKOUT PROCEDURE

All student checkouts must be arranged before 9:00a.m., except for emergencies and sickness. **Students must be in attendance 2 periods to be counted present for the day; this does not give you credit for the 2 periods you miss.** Should the parents deem it absolutely necessary for a pupil to be absent from school, the following procedure should be used:

1. HAVE PARENTS CALL THE SCHOOL BY 9:00 A.M. ON MORNING OF CHECKOUT.

Reason for checkouts must meet the same standards as reasons for school absences as set by the State Department of Public Instruction. You cannot receive an excused checkout to go look for a job, to go to the bank, to work on a car, etc. It is the legal responsibility of the school to honor only valid excuses for checkouts.

2. A STUDENT MUST HAVE A PROPER CHECKOUT SLIP FROM THE OFFICE BEFORE LEAVING. WHEN RETURNING TO SCHOOL, THE STUDENT MUST CHECK-IN AT THE ATTENDANCE OFFICE.

4. A student should try to check out of school only between classes if possible.

6. **Students are to call parents from the attendance office to check out.**

EMERGENCY CHECKOUT

In the event of an emergency, which requires the student to leave school during the school day, the student should follow these procedures:

1. Report to the office, explain emergency situation.

2. The office will contact parent by phone to obtain permission to excuse student.

3. **No student will be allowed to checkout without proper approval from the administration.**

The checkout procedure must be followed in order to comply with school board policy and legal responsibilities.

These steps are not intended as a mistrust of students but rather as a safety precaution and communication line to parents. For example, it would be unwise for a student to check out sick, leave school, need medical attention, and no one be aware of the situation. **Failure to comply with checkout procedures will be dealt with as a discipline problem.**

CONDUCT AND DISCIPLINE Burke County BOE Policy #4300-R

High school students should be mature enough to understand the importance of rules and regulations and why they are needed. The basic rule that we must all follow is the rule of good citizenship: honesty, respect for self and others, practicing the principles of good sportsmanship and conduct, conducting oneself in a manner befitting the dignity of a human and the dignity of the school.

Some serious violations of school rules that result in immediate suspension ranging from 1 day to suspension for the remainder of the term are:

(1) Possession, use, or sale of any alcoholic beverage or narcotic without the authorization of a medical prescription; (2) Stealing; (3) Possession or use of fireworks; (4) Possession or use of weapons (including knives); (5) Fighting; (6) Tampering with fire-alarm systems; (7) Insubordination (refusing to give your name to a school official, refusing to accompany school official to the office, refusing to follow established procedures of the classroom, school, county); (8) Vandalism; defacing or destruction of school property.

Students are subject to disciplinary action for gathering and encouraging fighting or physical violence.

Other violations that may result in in-school suspension, and out-of-school suspension are listed here also. (1) Excessive tardies (2) Class cuts (3) Class disturbances (4) Failure to return lunch trays (5) Profanity (6)

Forged notes (7) Leaving school without permission (8) Gambling (9) Parking and driving violations (10) Bus discipline problems (11) Breaking lunch line (12) Cutting assembly or misbehaving at assembly (13) Dress code violations and (14) Soft drinks or drink containers in buildings.

CONSEQUENCES FOR VIOLATIONS

1. Minor Violations

Minor violations of the Code of Student Conduct may result in disciplinary measures or responses up to and including short-term suspension. Further information regarding the procedures for short-term suspensions is provided in policy 4351, Short-Term Suspension. Other disciplinary measures or responses may include, but are not limited to, the following:

- a. Parental involvement, such as conferences;
- b. Isolation or time-out for short periods of time;
- c. Behavior Contracts
- d. Instruction in conflict resolution and anger management;
- e. Peer mediation;
- f. Individual or small group sessions with the school counselor;
- g. Academic intervention;
- h. In-school suspension;
- i. Detention before and/or after school or on Saturday;
- j. Community service;
- k. Exclusion from graduation ceremonies;
- l. Exclusion from extracurricular activities;
- m. Suspension from bus privileges; and
- n. Placement in an alternative school.

2. Serious Violations

Serious violations of the Code of Student Conduct may result in any of the consequences that may be imposed for minor violations. In addition, serious violations that threaten to substantially disrupt the educational environment may result in long-term suspension, and serious violations that threaten the safety of students, school employees or school visitors may result in long-term suspension or expulsion. Certain violations involving firearms or explosive devices may result in a 365-day suspension. Further information regarding the standards and procedures for long-term suspensions, 365-day suspensions and expulsions is provided in policies 4351, Short-Term Suspension, and 4353, Long-Term Suspension, 365-Day Suspension, Expulsion. (See also policy 4333, Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety, for information regarding 365-day suspensions for certain violations involving firearms or explosive devices.)

Articles not allowed at school: Articles that interfere in any way with school procedures, disrupt instructing or become hazards to the safety of others are not allowed.

Cell Phone/Mobile Device Policy BC BOE Policy #4318

Cell phones will be allowed before school, during class change and at lunch. When entering the classroom they must be off and placed in a container provided by the teacher. Phones may not be used during class unless the teacher is using it as an educational device.

A student's device may be searched by a school administrator if the school official has reason to believe the search will provide evidence the student is or has violated the law, school board policy, the student code of conduct or a school rule. Searches will be carried out in a manner consistent with school board policy.

Violation of this policy will have the following consequences:

1st offense—Teacher takes the phone and returns at the end of class.

2nd offense—Teacher takes the phone, turns into office and student may pick up the phone at the end of the day.

3rd offense—Teacher takes the phone, turns into office, and parent must pick up phone

4th offense—ISS for insubordination and parent must pick up phone

5th offense and beyond—Additional ISS, revocation of phone usage during school

**Failure to give over a device to teacher when requested will result in an office referral for insubordination.

STUDENT DRESS POLICY

BC BOE Policy #4316

Students are expected to dress in a manner that does not cause a disruption in school. Students who are dressed inappropriately will be required to change the clothing in question. Disciplinary action will follow Rule 4 and 5 in the student code of conduct.

- halter tops
- tank tops and shirts altered to resemble tank tops (Unacceptable Tank Top: T-shirt with narrow straps and large arm holes)
- bare midriff tops
- bare-back tops
- shorts, skirts, and dresses should not be shorter than mid-thigh
- slashed or cut-up clothing
- sagging pants
- underwear worn as outerwear
- clothing with alcohol, tobacco, or controlled substance advertisement or reference
- clothing displaying vulgar writing or symbols, sexual reference, or racial comments
- exposed undergarments
- see-through clothing
- biker tights worn as outerwear
- no headgear, hats, hoods or bandanas to be worn inside a school building unless prior approval by the school administration for special occasions (EBHS allows small baseball style hats only to be worn inside building)
- various modes of dress that would fall under the “disruptive behavior” category
- dark glasses worn within a building
- lack of appropriate foot covering
- chains or jewelry that hang from wallets, studded collars and bracelets which may be used as a weapon, cause injury, or hinder movement
- any other disruptive clothing or attire

SEARCHES POLICY

BC BOE Policy #4342

Teachers and administrators are charged with the responsibility of maintaining order at school and providing an equal opportunity for education to all students. In exercising this responsibility administrators on occasion may have to search an area or a person. The student has the right to be free from an unreasonable search of his or her person. However, **school officials have the right to search a student’s person or possessions if they have reasonable suspicion.**

In addition, East Burke High School will also conduct random searches of vehicles, lockers, buses, and classrooms.

HALL PASSES

Teachers are not to allow students to leave classes except for emergencies or administrative approval. Students must be given a hall pass signed and dated; time given and destination indicated by the teacher before leaving class. Presence in the hall without the hall pass, will be considered cutting class. Students are required to sign out on a teachers’ sign out sheet before leaving any class.

VISITORS POLICY

East Burke High School operates with a closed campus policy. All visitors must use the front entrance of the school and report to the receptionist's desk. Infants and children **SHOULD NOT** be brought to school during school hours. **All parents and visitors are to sign in at the receptionist's desk in the office and be issued a visitor's badge.**

FIRE DRILLS

Fire drills are held each month according to State Law. Instructions for exiting the building will be given by each teacher. All students should be thoroughly familiar with the exit instructions for each area. Emergency fire exits are posted in each classroom. The regular fire siren will be used when conducting a fire drill. Students should exit the building quickly and quietly. **Students are to report to designated area for roll call by teacher.**

STUDENT DRIVING AND VEHICLE PARKING

Driving a vehicle is a privilege that carries with it much responsibility. Students who drive to East Burke must at all times accept and carry out those responsibilities. Once a student arrives at school, the student may not leave campus without parental permission. Safety and compliance with driving regulations are the main concern of the administration. **Failure to comply with standards of parking and driving will jeopardize the privilege of driving to school. Repeated offenses can result in loss of eligibility to purchase future parking stickers. All vehicles must be registered.** Registration forms are available at the front desk. Students must have a parking sticker to park on campus. Tags will be sold for student parking for **\$50.00**. Registration forms must be presented with the parent's or guardian's signature. Upon completing the registration form, students and parents agree to the following:

- 1. To operate the vehicles safely and in a courteous manner at all times.**
- 2. To park the vehicle in a marked place designated for students immediately upon arrival at school and leave car immediately after parking. Students are not to park in Teacher's Parking Lot.**
- 3. Students are not to go to the car anytime during the day (this includes the lunch period or between class).** Any student in the parking lot during lunch without a note from the office should expect disciplinary action. Once the car is parked in the morning, it is to remain in the lot for the entire day. If a student has to leave school by vehicle, he or she must first obtain permission in the main office and follow the correct sign-out procedure which includes receipt of a check-out form.
- 4. To operate only a vehicle that has been safety inspected according to the North Carolina law.**
- 5. To drive with extreme caution during the time other students are walking, riding bicycles, or riding motorized two-wheeled vehicles to and from school.**
- 6. To display the auto registration tag issued by the school in the designated location on the vehicle.**
- 7. Traffic violations, reckless driving of any type, overloading of vehicles or violation of the aforementioned points could result in suspension of a student's privilege to drive to school.**
- 8. Students are not permitted to haul passengers in the bed of trucks.**
- 9. Students may not purchase parking tag if they have outstanding debts owed to East Burke High School.**
- 10. Sophomores, juniors and seniors may purchase a parking tag and drive to school.**
- 11. Students will lose driving privileges for 9 weeks following a 10 day suspension.**

EBHS PARKING FEES SCHEDULE

Junior and Senior Lot:

- \$50 per year
- \$30 per semester
- \$5 - Replacement Tag fee

PARKING TICKETS

Parking tickets will be issued for violation of parking and registration regulations. A fine will be charged for the following:

1. Failure to register vehicle (\$5.00)
2. Failure to display tag permanently (\$5.00)
3. False registration of vehicle (\$5.00, and/or suspended driving privileges/Administrative Decision)
4. Parking in a restricted area (\$5.00)
5. Parking in a no-parking zone or loading zone (\$5.00)
6. Blocking other vehicles (\$5.00)
7. Parking in the wrong parking lot (\$5.00, and/or suspended driving privileges)
8. No parking on left-hand side or driver's side of curb (\$5.00)
9. Misuse of tag (\$5.00 & suspended driving privileges/administrative decision.

Writing and Collection of Ticket Fines

Anyone found parking incorrectly, taking more than one space, no display of sticker, etc, will be fined. Other possible fines can be levied. The student has five days to pay the ticket. Any ticket not paid within fine days will cause the student to be turned in to the administration for disciplinary action. Any tickets written without a parking permit number will have the vehicle information referred to a SRO who will investigate ownership of vehicle. Disciplinary action will be taken.

TEMPORARY PARKING

Temporary parking permits will be issued by the administration before the beginning of school day. A student who has a parking tag can obtain a temporary permit if for some reason he/she must drive a different car. The student must advise how long they will need the temporary tag and must provide their parking tag number.

DRIVER'S LICENSE GUIDELINES

The Dropout Prevention/Driver's License legislation reflects a coordinated statewide effort to motivate and encourage students to complete high school. **The revocation of a student's driving permit or license will result if a student is unable to maintain adequate academic progress (pass minimum of $\frac{3}{4}$ classes per semester) or drops out of school.** The legislation is directed to all North Carolina students under the age of 18 who are eligible for a driving permit or license.

A student will need to have a Driving Eligibility Certificate in order to receive a North Carolina driver's permit or license. The Division of Motor Vehicles **will not** issue a driver's permit or license without a Driving Eligibility Certificate. The certificate may be obtained from principal.

MEDIA CENTER POLICIES

1. Resources from the general collection may be checked out for a two week period and renewed.
2. Students must pay for lost materials.
3. Any student who wishes to come to media center during the school day, including lunch, **MUST** bring a pass, signed by a teacher, stating his/her name and purpose for being in the media center. If a student is in the media center, he/she is expected to be using media resources.
4. The media staff requests that only one student at a time be seated at a computer.
5. Teachers must call the media center before sending students.

COMPUTER AND COMPUTER RESOURCE USE POLICY #3220 & 3225

Computers and computer resources are for educational use. All students must sign and have on file in their cumulative folder a Burke County Public Schools Acceptable Use Policy. Signed policies for returning students are still in effect. New enrollments must be sure to obtain, sign, and turn in an Acceptable Use Policy to the Media Center. Students must be familiar with and follow the Burke County Public Schools Acceptable Use Policy. Students will be assigned a user name and a password. Students must use their own user name and password to log on the network. Passwords are to be kept private. Do not share your password.

Unacceptable use of computer resources may result in, but not limited to, of computers and computer resources. Examples of unacceptable uses are:

1. Accessing inappropriate websites. (i.e. accessing pornographic sites).
2. Using computers and computer resources for **non-educational activities**. (i.e. non-educational chat rooms, email, printing, digital imaging).
3. Logging in as anyone other than yourself.
4. Participating in **non-educational activities**, activities that are not teacher assigned.

Consequences:

Inappropriate or unethical use or failure to adhere to the guidelines may include but are not limited to limitation or cancellation of user privileges, possible disciplinary action and/or appropriate legal action.

INTERNSHIPS

Students in Internship need to be aware of the following:

1. **Report to work promptly.**
2. **Once you leave campus you may not return.**
3. **Students too sick to attend school are too sick to work.**

Student Government Association

Executive Officers

Student Body President - Hunter Robinson
Student Body Vice President - Maria Mull
Student Body Secretary - Mary Carroll

Student Body Treasurer - Brianne Lockee
Parliamentarian - Isabell Mull
Historian - Aaron Leonhardt

Senior Class Officers

President - Kirsten Clontz
Vice President - Hunter Barrett
Secretary -

Treasurer - Shawn Dillingham
Legislative Council - Yadira Ramirez

Junior Class Officers

President - Hannah Canipe
Vice President - Lindsey Cales
Secretary - Kaliegh Brittain
Treasurer - Emily Vestal

Legislative Council: Kelli Childer
Pressley Kiser
Lance Sigmon
Maddie Smith

Sophomore Class Officers

President - Trey Blackwood
Vice President - Bryson Hedrick
Secretary - Samuel Miller
Treasurer - Jenny Clark

Legislative Council - Abby Blazer
Lakota Grindstaff
Clayton Huffman
Brittany Pineda

Freshmen Class Officers

President - Easton Crouch
Vice President - Hunter Bostain
Secretary - Ariann Lopez
Treasurer - Garrett Moore

Legislative Council - Emily Bush
Madison Cline
Josie Hise
Summer Kindley

*SGA Constitution is on file in the Principal's office

CLUBS AND ACTIVITIES

East Burke will charter clubs relating to the school curriculum. Students are invited to join clubs that interest him or her. Club meetings may be held before/after school hours. Club rush day will be held in September. Each club will set up a booth in the cafeteria during lunch. Students may sign up to join clubs at this time.

Clubs and Organizations at East Burke include:

Anchor Club
Chess Club
Dance Club
Drama Club
FCA/Fellowship of Christian Athletes
FCCLA/Family, Career and Community Leaders of America
Future Farmers of America/FFA
French Club
Friends of Rachel
Health Occupation Students of America/HOSA
Hunter Safety Club
Interact Club
International Club
Junior Reserve Officer Training Corp/JROTC
Key Club
Miss East Burke
National Honor Society/NHS
News & Views Team
Peers In Education
Ping Pong Club
Quiz Bowl
Robotics
Schools for Better
Science Olympiad
Spanish Honor Society
Spelling Bee Team
Spirit Club
Student Government Association/SGA
Tri-M Music Honor Society
Ultimate Frisbee
Yearbook

SCHOOL SONGS:

Alma Mater

All hail to thee, proud East Burke High,
Wave on your blue against the sky.
Rise to show, brave Cavaliers,
Our friendships lasting through the years.
Onward, upward, ever new,
And finding ways both good and true,
Bind our hearts in loving ties,
Rememb'ring always East Burke High.

Spirit Song

Give a cheer, give a cheer for the East Burke Cavaliers,
Raise the Spirit of ol' East Burke High.
You're the best, Blue and White,
Play the game with all your might
And our glory will reach the sky.
So it's Fight, Fight, Fight till we win this game tonight.
March into battle shouting, GO WILD BUNCH!
When the game is done and victory is won
Raise the spirit of ol' East Burke High.

Fight Song

We're gonna go, fight, raise the spirit
For the East Burke Cavaliers!
We're gonna shout, cheer--can't your hear it?
Keep on fighting, Cavaliers!
Blue and White, you are the best
On that we all agree.
We're the mighty Cavaliers; we'll have victory
We're gonna win for East Burke High;
Come on and let's go, Cavaliers!

BELL SCHEDULES:

REGULAR DAILY BELL SCHEDULE

7:30	Building open
7:50	First Bell
8:00	Tardy Bell
8:00-9:30	1 st Period
9:35-11:10	2 nd Period/News & Views
11:15-1:15	3 rd Period/Lunch begins
(5 minutes between class change)	
“A” LUNCH:	
11:15- 11:40	Lunch
11:45- 1:15	(31) Class
“B” LUNCH:	
11:15-11:45	(32) Class
11:45- 12:10	Lunch
12:15- 1:15	(35) Class
“C” LUNCH:	
11:15- 12:15	(36) Class
12:15- 12:40	Lunch
12:45- 1:15	
“D” LUNCH:	
11:15- 12:50	(34) Class
12:50- 1:15	Lunch
1:20– 2:50	4 th Period
2:50	Dismissal
3:00	Clear main buildings

ClimbTime Bell Schedule:

7:30	Bell to enter the building
7:55	Bell to report to class
8:00-9:20	1st Period
9:25-9:55	ClimbTime
10:00-11:20	2nd Period
11:25-1:20	3rd Period
“A” Lunch	
11:25-11:50	Lunch
11:55-1:20	Class
“B” Lunch	
11:25-11:55	Class
11:55-12:20	Lunch
12:25-1:20	Class
“C” Lunch	
11:25-12:25	Class
12:25-12:50	Lunch
12:55-1:20	Class
“D” Lunch	
11:25-12:55	Class
12:55-1:20	Lunch
1:25-2:50	4th Period

DAILY BELL SCHEDULE WITH HOMEROOM “A”(45 min. AM)

7:50	1st Bell
8:00	Report to Homeroom
8:00:8:45	Homeroom
8:50– 10:00	1 st Period
10:05-11:10	2 nd Period

Regular Schedule**DAILY BELL SCHEDULE WITH HOMEROOM “B” (30 MIN AM)**

7:50	1st Bell
8:00	Report to Homeroom
8:00-8:30	Homeroom
8:35– 9:55	1 st Period
10:00-11:10	2 nd Period

Regular Schedule**DAILY BELL SCHEDULE WITH HOMEROOM “C” (20 MIN AM)**

7:50	1st Bell
8:00	Report to Homeroom
8:00– 8:20	Homeroom
8:25– 9:45	1 st Period
9:52 –11:10	2 nd Period

Regular Schedule**DAILY BELL SCHEDULE WITH ASSEMBLY “D” (45 MIN PM)****Regular Schedule**

1:20 – 2:00	4 th Period
2:05 – 2:50	Assembly

DAILY BELL SCHEDULE WITH ASSEMBLY “E” (30 MIN PM)**Regular Schedule**

1:25 – 2:15	4 th Period
2:20-2:50	Assembly

DAILY BELL SCHEDULE WITH ASSEMBLY “F” (15 MIN PM)**Regular Schedule**

1:25 – 2:30	4 th Period
2:35 – 2:50	Assembly

*5 minutes between classes and 5 minutes between lunches.

BELL SCHEDULE (TWO HOUR DELAY)

10:00	1st Bell
10:05 – 11:00	1 st Period
11:05 - 12:00	2 nd Period
12:05 – 2:00	3 rd Period/Lunch
12:05 - 12:30	A Lunch
12:35 - 1:00	B Lunch
1:05 - 1:30	C Lunch
1:35- 2:00	D Lunch
2:05 - 2:50	4 th Period
2:50	Dismissal

BELL SCHEDULE (THREE HOUR DELAY)

10:55	1ST Bell
11:00 - 11:40	1 st Period
11:45 - 12:25	2 nd Period
12:30 - 1:40	3 rd Period
12:30 - 12:45	A Lunch
12:50 - 1:05	B Lunch
1:10 - 1:25	C Lunch
1:25 - 1:40	D Lunch
1:45 - 2:50	4 th Period
2:50	Dismissal

HALF – DAY SCHEDULE

8:00	School Starts/1 st Period (8:00-8:40)
8:10	Check in to be counted present
8:20	Check out after to be counted present
8:45	Starts 2 nd Period (8:45 – 9:30)
9:00	Check in to be counted present
9:10	Check out after to be counted present
9:35	Starts 3 rd Period (9:35 – 10:15)
9:45	Check in to be counted present
9:55	Check out after to be counted present
10:20	Starts 4 th Period (10:20 – 11:00)
10:30	Check in to be counted present
10:40	Check out after to be counted present
11:00 – 11:15	LUNCH