



2022-23 Concord High School
Student Handbook

Revised: 8/8/2022

Upon reading the handbook in its entirety and by filling out the Scribbles form, you acknowledge that you have read the entire handbook, including all rules, policies, and compacts and understand the Concord High School expectations for the 2022-2023 school year.

ADMINISTRATORS AND SUPERVISION:

The administrators are available for consultation and assistance. Supervision of students, on school days, is provided between the hours of 7:00 a.m. and 2:15 p.m. only. At the end of the instructional day, all students will exit the building unless they are working with a faculty/staff member or attending a school function.

To ensure that your concern receives the time and attention it deserves, an appointment is recommended. Please contact the following administrator or counselor according to the student's last name.

Students with last names:	Administrator	Counselor
A-B	Dr. Adam Auerbach	Ms. Christy Takach
C-H	Mr. Jeremy Hachen	Ms. Stacey Diaz
I-O	Mrs. Chrissy Rotan	Ms. Breanna Barnett
P-Z	Ms. Janice Witherspoon	Mrs. Lainey Wagoner

ACADEMICS AND SCHOOL COUNSELING

School counselors are available to assist students with academic, personal and career planning. Students receive important information in assemblies, classes, small groups, and individual conferences. Limited therapeutic counseling is also available through individual counseling sessions and support groups. Students may come by the office at any time to make an appointment to see their school counselor. Parents who do not want their student to participate in individual or group counseling may contact his/her school counselor.

Both students and their parents are encouraged to contact school counselors to discuss career and educational opportunities, college admissions, financial aid, curriculum offerings, testing dates, and personal assistance. Each school counselors' goal is to assist each student in reaching his or her highest potential in school and in life.

CABARRUS COUNTY SCHOOLS CALENDAR

For a variety of reasons ranging from inclement weather to new legislative requirements, the school calendar is subject to change. In light of this fact, we encourage you to periodically review the Cabarrus County Schools [calendar](http://www.cabarrus.k12.nc.us) on-line at <http://www.cabarrus.k12.nc.us>. This is the surest way to get the most up-to-date school calendar information. Important school events will be announced daily. Independent Tribune and the CHS website are also excellent sources of school information. Our site address is <https://www.cabarrus.k12.nc.us/Domain/38>, and there is also a link to our website from the Cabarrus County Schools homepage listed above.

STUDENT DAILY SCHEDULE

This is our typical day schedule. Please pay special attention to announcements, newsletter, and social media for any changes.

Regular Bell Schedule		Advisory Schedule	
7:00 AM	Doors Open	7:00 AM	Doors Open
7:12 AM	Warning Bell	7:12 AM	Warning Bell
7:15-8:50 AM	1st Period	7:15-8:44 AM	1st Period
7:15-8:01 AM	11 Skinny	7:15-7:58 AM	11 Skinny
8:04-8:50 AM	12 Skinny	8:01-8:44 AM	12 Skinny
8:50-8:55	Transition	8:44-8:49	Transition
8:55-10:35 AM	2nd Period	8:49-10:18 AM	2nd Period
8:55-9:46 AM	21 Skinny	8:49-9:32 AM	21 Skinny
9:49-10:35 AM	22 Skinny	9:35-10:18 AM	22 Skinny
10:35-10:40 AM	Transition	10:18-10:23 AM	Transition
10:40-12:35 PM	3rd Period	10:23-10:53 AM	Advisory
10:40-11:26 AM	31 Skinny	10:53-10:58 AM	Transition
11:29-12:35 PM	32 Skinny	10:58-12:45 PM	3rd Period
10:35-10:55 AM	A Lunch	10:58-11:39 AM	31 Skinny
11:03-11:23 AM	B Lunch	11:42-12:45 PM	32 Skinny
11:26-11:46 AM	C Lunch	10:53-11:13 AM	A Lunch
11:49-12:09 PM	D Lunch	11:16-11:36 AM	B Lunch
12:15-12:35 PM	E Lunch	11:39-11:59 AM	C Lunch
12:35-12:40 PM	Transition	12:02-12:22 PM	D Lunch
12:40-2:15 PM	4th Period	12:25-12:45 PM	E Lunch
12:40-1:26 PM	41 Skinny	12:45-12:50 PM	Transition
1:29-2:15 PM	42 Skinny	12:50-2:15 PM	4th Period
		12:50-1:31 PM	41 Skinny
		1:34-2:15 PM	42 Skinny

ATTENDANCE POLICY

- 1) Students who have more than thirteen (13) absences in a 90-minute course period (semester or year-long) or twenty six (26) absences in a 45-minute yearlong class may not receive credit for that course. Students missing too many days in their course may receive an FF for the course and will not receive credit for the course regardless of the final grade.

- 2) It is the responsibility of the student to gather and complete all assignments and class work missed during their absence. All class work missed due to absences may be made up within three (3) days of returning to school.
- 3) Any time a student arrives late to class late or leaves class early it will be coded as a tardy. Four (4) tardies (unexcused late arrivals to class or early checkouts) = 1 absence. A student must be present a minimum of ½ the period to be considered in attendance for that class. All students should check in when late and check out when leaving through the Attendance Coordinator in the front office.
- 4) Students missing more than 13 days cannot participate in sports.
- 5) Upon return to school, bring the original note from a parent, doctor, court of law, etc. The note should list the student's name, dates of absences, specific reason for absences and parent/guardian signature. Copies of notes will not be accepted. Present the note to the Attendance Clerk before 7:10 a.m. All notes must be submitted within 3 days of the day they return from the absence. Notes will not be accepted at the end of the semester during the absence appeals process. Notes will be reviewed by administration and attendance codes will be changed according to North Carolina attendance law.

MAKE-UP WORK

Students will be allowed to make up work for all absences, including unexcused absences and suspensions. Except for unusual circumstances, students are expected to complete make-up work for missed classes within three (3) days of returning to school.

LEAVING SCHOOL EARLY

- 1) Make doctor and dental appointments after school hours whenever possible.
- 2) Please notify the office, in writing, regarding pre-arranged absences. In order to protect all students, **all dismissal requests must be in writing from the parent or guardian and verified by a call from the school to the parent/guardian.** CHS will not accept phone calls to dismiss students.
- 3) The cutoff for leaving school early is 1:45. No students will be checked out after 1:45.
- 4) Leaving campus without checking out through the front office can be considered skipping and may result in disciplinary action.

TARDIES & LATE ARRIVALS

Tardy Policy – A tardy is defined as being late to class or leaving class early during the instructional day. The attendance clerk will record all tardies and give students a pass to class. Arriving at school after the start of 1st Period without checking into the front office may be considered skipping or cutting class.

UNEXCUSED TARDY CONSEQUENCES

1. 1st time - warning and parent contact
2. 2nd time - after-school detention (2:15pm-3:00pm)
3. 3rd time - after-school detention
4. 4th time - Thursday School (2:15pm-3:45pm)
5. 5th time - Thursday School
6. 6th time - In School Suspension
7. 7th time - additional further consequences including ISS, OSS

ELECTRONIC DEVICES

- 1) All electronic devices are to be out of sight, and not used during class time, unless expressly permitted by the teacher for an educationally related purpose. Devices may be used before 7:15, during class changes, and at lunch. This includes phones and earbuds/headphones.
- 2) Electronic devices that are used during class time without permission of the teacher will result in a disciplinary consequence.
- 3) Students may not remove batteries, SIM cards, or other items from a cell phone or other electronic device before turning it over to an administrator. Students who insist on doing so may be subject to out-of-school suspension.
- 4) If an administrator has reasonable suspicion to believe a cell phone or other electronic device contains data that is inappropriate or in any way violates school rules, the device will be subject to search by a school administrator.
- 5) During an emergency (lockdown, bomb threat, etc.) students are not to use cell phones unless directed by school staff to do so. Cabarrus County Schools Board policy allows student suspension from school for cell phone use during emergencies. Staff members are authorized to seize any cell phones used on campus or at any school event.
- 6) Anyone who uses an electronic device to create an unauthorized recording, either in audio or video, of any student or staff member, will be subject to disciplinary consequences.
- 7) Anyone who forwards or sends any unauthorized recordings of any student or staff member, either audio or video, and regardless of whether or not they are the originators of said recording, will be subject to disciplinary consequences. Concord High School will not tolerate the use of social media that depicts a staff member by the use of name or image in a derogatory manner that disrupts the educational environment or undermines the teacher / staff member's authority. Violation of this policy will result in disciplinary action up to and including, a 10-day suspension and recommendation to alternative placement.
- 8) Anyone who originates, adds to, or forwards any correspondence, pictures, video etc. through the use of: social networking sites, instant messengers of any kind, texting or any other electronic or social media that is in any way considered to be threatening, violates school rules, or causes a disruption to the learning environment will be subject to disciplinary action. This is true regardless of the hour of the day or whether or not the correspondence was created on or off campus.

INAPPROPRIATE CLASSROOM CELL PHONE USE CONSEQUENCES

1. 1st time - warning and parent contact
2. 2nd time - after-school detention (2:15pm-3:00pm)
3. 3rd time - after-school detention
4. 4th time - Thursday School (2:15pm-3:45pm)
5. 5th time - Thursday School
6. 6th time - In School Suspension
7. 7th time - additional further consequences including ISS, OSS

HARASSMENT

Students are expected to demonstrate respect for teachers, other students, and themselves. The Cabarrus County Board of Education expressly prohibits unlawful discrimination, harassment or bullying, including on the basis of race, color, national origin, sex, sexual orientation, pregnancy, religion, age, physical appearance or disability. Refer to Board policy code: 1710/4021/7230 for a more detailed explanation of this policy or see the CCS handbook at <https://www.cabarrus.k12.nc.us/handbook>.

Any student who believes he or she has been harassed or bullied should:

1) Complete a Bullying/Harassment form at

<https://www.cabarrus.k12.nc.us/cms/module/selectsurvey/TakeSurvey.aspx?SurveyID=265> This form can also be found under “Resources” on the Concord High School website.

If students are concerned about their safety or the safety of others and feel that the situation needs to be addressed immediately, they should contact an administrator.

PERSONAL PROPERTY

We do not deliver messages or items from employers, friends, or other non-essential information/items. Students are called out of class for emergencies only. Restaurant delivery or gift delivery (balloons, flowers, etc.) for students will not be accepted by the front office. Concord High School is not responsible for lost and/or stolen electronic devices. Students are responsible for securing these items. Protect yourself by being cautious with your property. If you feel that you must bring an electronic device to school, here are some suggestions: 1) Identify all your personal articles in a manner that cannot be erased, 2) Do not carry large sums of money or jewelry to school, 3) Do not leave clothes, pocketbooks, etc. lying around on desks, cafeteria tables, the floor, etc. The faculty cannot supervise every student at all times; therefore, it is your responsibility to adequately secure your personal property at all times. CHS staff including the School Resource Officer will not investigate student electronic devices that go missing.

VISITORS

The school policy is to accept only those visitors who have legitimate business at the school. ALL VISITORS MUST REPORT TO THE OFFICE to be welcomed, receive a visitor’s badge, and be directed to the appropriate place. Any unauthorized visitor found on campus will be considered trespassing. Do not bring other high school visitors during times when other schools are dismissed for holidays, etc. Students may neither eat lunch with visitors on campus nor may they receive outside food from visitors or order from restaurants for delivery.

GRAFFITI ROCK

The Graffiti Rock in the student parking lot may be used to display messages that are in good taste (birthday announcements, congratulations, etc.). Messages or signs that are vulgar, offensive, potentially disruptive, or are displayed on any surface other than the rock itself, are prohibited and students will be subject to disciplinary consequences.

DRESS CODE

In conjunction with the Cabarrus County School Board, the CHS administration and staff believe that “the dress and personal appearance of students greatly affect their academic performance and their interaction with other students.” The CHS dress code is implemented to promote the health and safety of all students. All dress code standards are upheld to ensure a positive, professional educational environment. **Modes of dress deemed by the administration as inappropriate, a disruption, a danger to health and safety, or a distraction to the educational process will not be permitted on the CHS campus or at any school event regardless of the location.**

- Clothing must not be excessively tight or see-through.
- Undergarments must not be visible.
- Pants must be worn at the waist and not reveal underwear, clothing, or skin.

- Pants, shorts, and skirts that have holes at the thighs or above are not permitted.
- Leggings may be worn as pants, but must be accompanied by a top that covers far enough down to reach the top of the thighs.
- Shorts may be worn provided that the shorts are not excessively tight or short. Shorts must be long enough to be seen with an untucked shirt.
- Skirts and dresses should not be excessively short or tight.
- Tops and dresses may not be strapless. All tops and dresses must have two straps on the shoulders that are an inch or larger in width.
- Tops must completely cover a student's midsection, back and chest at all times and not be longer than shorts.
- Pajama pants and slippers are not permitted.
- Shoes must be worn always while on campus.
- Bandanas are not permitted to be worn or visible.
- No face coverings other than a recognized health and safety mask. (N95, cloth masks, etc. are permitted.)
- No sunglasses may be worn in the building.
- Articles of clothing and accessories may not depict references to gangs, drugs, tobacco, alcohol, profanity, vulgar/hate statements, illegal actions, or sexual images.

Students who fail to comply with the dress code will receive disciplinary action and remain in the Control Room until a proper change of clothing is provided.

DRESS CODE CONSEQUENCES

1. 1st time - warning and parent contact
2. 2nd time - after-school detention (2:15pm-3:00pm)
3. 3rd time - after-school detention
4. 4th time - Thursday School (2:15pm-3:45pm)
5. 5th time - Thursday School
6. 6th time – In-School Suspension
7. 7th time - additional further consequences including ISS, OSS

HONOR CODE VIOLATIONS

Concord High School strives to create globally competitive students who exemplify the attributes of the learner profile. CHS students exhibit principled scholarship by valuing authentic work and acknowledging the work of others. CHS students show academic integrity by:

- 1) Submitting their own work and ideas
- 2) Giving others credit for their work and ideas
- 3) Contributing appropriately to collaborative projects and performances
- 4) Working independently on internal and external exams
- 5) Maintaining integrity of assessments by not revealing the context of a question or prompt
- 6) Using technological tools appropriately and as permitted by the teacher.

Consequences for failing to adhere to the standards and spirit of this policy will result in disciplinary consequences, the notation of an honor code violation in PowerSchool, and parental contact. This may also result in candidates being denied membership into honor societies.

CHS ACADEMIC HONOR CODE



EXAMPLES OF MALPRACTICE

- Plagiarism** - representation of the ideas or work of another person as your own
Collusion - allowing your work to be copied or submitted by another person
Duplication of work - presentation of same work being submitted by multiple students without teacher permission, or submitting the same assignment for multiple courses
Misconduct during an exam - possession of unauthorized materials, including cell phones, looking at classmates' work
Disclosing/Receiving information - giving or taking information about the content of an exam



HOW TO AVOID PLAGIARISM

- Independent assignments should be completed without collaboration.
- Credit all the sources you use, even if you have paraphrased or summarized.
- Clearly distinguish between your work and the source being used with quotation marks, indentation, etc.
- Use a style of referencing that is appropriate for the subject.

HOW TO MAINTAIN ACADEMIC INTEGRITY



- Only collaborate on an assignment when instructed by the teacher to do so.
- Never duplicate or share assignments when working on an independent activity.
- Remember to give credit on an assignment when the idea came from someone else.

Remember, learning is a process, you're not expected to be an expert the first time.

Violations of the CHS Honor Code will result in disciplinary action up to out of school suspension.

External consequences from IB, College Board, and NCVPS will also result in fees and/or disciplinary action.

Adapted from IB Academic Honesty flyer
<https://www.ibo.org>



SEARCH AND SEIZURE

The administration has the right to search a student, lockers, his/her belongings, or vehicle if it is deemed there is reasonable suspicion that a school rule has been violated. Trained law enforcement K-9 units periodically conduct random searches for controlled substances. Illegal substances and/or stolen property will be confiscated and law enforcement may be contacted. Students in unauthorized areas of campus will be subject to search.

DISCIPLINE POLICIES

The CHS staff work to ensure that individual students experience academic success and learn responsibility for his/her behavior. We firmly believe that parents and students also share this concern with the school. If a student chooses not to follow the guidelines for conduct at Concord High School or any Cabarrus County Schools event that is on or off school property, that student may be subject to the following consequences: control room, after-school detention as assigned by classroom teachers, in-school suspension, out-of-school suspension, referral to the alternative school, and expulsion. Repeated and/or flagrant violations may result in the student being suspended for the remainder of the semester. For more information, refer to the CCS Parent Information and Student Code of Conduct at <https://www.cabarrus.k12.nc.us/handbook>.

AFTER SCHOOL DETENTION (ASD) & THURSDAY SCHOOL (TS)

After school detention and Thursday School (TS) may be assigned by school staff and administration for discipline situations that occur within the school. Students who fail to report to ASD or TS may be referred to administration for further disciplinary actions. ASD runs from 2:15pm - 3:00pm, Mondays through Thursday. Failure to attend ASD will result in the student being assigned to Thursday School. Thursday School runs from 2:15pm - 3:45pm. Any student missing an assigned Thursday School may not have the opportunity to receive this consequence for future infractions.

OUT OF SCHOOL SUSPENSION (OSS)

Considering the offense, out-of-school suspension will be assigned from 1-10 days. Any student suspended may not hold any elected office that year. Students may neither be on any Cabarrus County School property during suspension period, nor may they participate in or be a spectator at any school related activity during this suspension such as an athletic contest, band, or choral concerts, dramatic productions, school dances, school volunteering (ex: Special Olympics) etc. These same rules apply to students suspended from all other high schools. Students who are suspended may make up their academic work. The decision to suspend a student from school for 1-10 days is at the sole discretion of CHS administration. Reasons a student may be assigned out-of-school suspension include but are not limited to the following:

- 1) Bullying and/or cyber bullying through any electronic devices.
- 2) Being a persistent discipline problem.
- 3) Failure to follow the reasonable directions of a school employee.
- 4) Disrespect towards a school employee.
- 5) Refusal of a student to identify himself/herself to a school employee.
- 6) Lying to a school employee.
- 7) Sexual harassment of a student.
- 8) Smoking, possession, and/or use of tobacco products/vapes/paraphernalia on campus.
- 9) Profanity directed at a school employee.
- 10) Threats made to a school employee, or a student.
- 11) Stealing- law enforcement will investigate and charges may be filed.
- 12) Vandalism- the student will be required to pay for damages. Law enforcement will investigate and charges may be filed.
- 13) Misuse of school technology.
- 14) Trespassing on other school campuses during the school day.
- 15) Cheating on school work.
- 16) Failure to attend Thursday School.

- 17) Bringing a weapon to school. Law enforcement will investigate and charges may be filed. This may result in alternative placement.
- 18) Fighting and/or disorderly conduct. Law enforcement will investigate and charges may be filed.
- 19) Gang related activity.
- 20) ANY ASSAULT ON A SCHOOL EMPLOYEE WILL RESULT IN A 10 DAY SUSPENSION AND RECOMMENDATION TO ALTERNATIVE PLACEMENT. LAW ENFORCEMENT WILL INVESTIGATE AND CHARGES WILL BE FILED.
- 21) Students who are under the influence of, use, or are in possession of drugs, alcohol, or vape may be suspended for 10 days and referred to the PASS Program. Any student that is a repeat offender, sells or distributes alcohol, controlled substances, or counterfeit controlled substances on school or at any school function will be suspended for ten days and referred to an alternative program. All offenses will result in the student being removed from any extra-curricular activity for the remainder of the season or school year. Law enforcement will investigate and charges may be filed.

SUSPENSION FROM PARTICIPATION IN EXTRACURRICULAR ACTIVITIES - POLICY

I. General Statement of Policy

Students who participate in the extracurricular activities offered at their schools enjoy a privilege, and many of them are called upon to represent their schools in local, state and national arenas. Accordingly, students may be held to a higher standard of eligibility for participation in extracurricular activities than what is required for participation in the regular instructional program. It is the policy of the Cabarrus County Board of Education that students who commit prohibited acts, as defined in Section II, below, may have suspended their privilege of participation in extracurricular activities offered by their schools. This policy shall govern each student at all times that he or she is enrolled in Cabarrus County Schools. It shall also apply equally to conduct taking place outside of school-related activities, and not on property owned or leased by the Board as to conduct taking place during school-related activities and on property owned or leased by the Board.

II. Prohibited Acts

A student may be suspended pursuant to this Policy for the following:

1. Conduct that constitutes a felony under state or federal law or any crime involving moral turpitude, including the illegal possession, sale, or use of drugs or alcohol.
2. Conduct that constitutes a violation of Board policy and/or school rules.

III. Prom - Students desiring to attend the annual Senior Prom must be under 21 years of age and students must be in good standing in the school (ex: fees, academics, school discipline).

VIDEO SURVEILLANCE

For your safety, video cameras have been installed in numerous areas of the school and in some parking lots on campus. Be advised:

- 1) School administration and law enforcement officials monitor both the cameras and recordings.
- 2) Video recordings are used to investigate violations of school rules and local, State, and Federal laws.
- 3) Video recordings may become part of a student's educational record.

STUDENT DROP-OFF/PICK-UP

Student drop-off and pick-up is in the front of the school (entrance off Miramar Road). **Students may not be dropped off or picked up in the student parking lot or bus lane.** Please note: this is a one-way in and one-way out route. Please make sure to pull all the way forward before stopping to load or unload. School doors will open for students at 7:00am.

STUDENT PARKING REGULATIONS

Driving to school and parking on school property are privileges. All student vehicles parking on school property must be registered with the school office and park in the student parking lot. All student fees must be paid prior to receiving a parking pass. Parking Passes must be purchased on the K-12 Payment Center. A link to the K-12 Payment Center and the Student Parking Pass Application can be found on the Concord High School Website. All student parking is located in the parking lot behind the gym facing Burrage Road. Parking violations can result in detention, Thursday School, suspension and/or the loss of driving privileges for an amount of time deemed appropriate by school administration. All vehicles parked on school property are subject to search by school administration. Speeding and reckless operation of a motor vehicle are prohibited and will result in disciplinary consequences and the loss of driving privileges for an amount of time deemed appropriate by school administration. Students are not permitted to loiter in or go to their cars without permission from a school official. Students that leave campus during the day will not be permitted back into the student lot until after 2:20. A \$25 annual fee is required to register a car for parking on school property. Students that park at school without purchasing a parking pass will be subject to disciplinary consequences. Seniors have the option of selecting and painting a reserved spot of their choosing in the student parking lot for a \$15 fee. Anything painted in the spot must be school appropriate and approved by administration. Designs must be approved before students paint their spaces and failure to replicate the approved design may result in disciplinary action and loss of parking privileges.

PAPERLESS REPORT CARDS AND PROGRESS REPORTS

Students, parents, and guardians may access student grades through the PowerSchool Portal. PowerSchool login information can be requested online through the CHS website. Paper copies of progress reports can be requested by emailing or calling the classroom teacher. Paper copies of report cards may be requested online through the link on the CHS website.

REPORT CARD DATES:			PROGRESS REPORT DATES:							
November 9, 2022 February 8, 2023 April 5, 2023 June 21, 2023			September 28, 2022 December 7, 2022 February 22, 2023 May 3, 2023							
GRADING SCALE:			QUALITY POINTS:							
Grade	Range	Quality Points	<table border="1"><tr><td>Standard</td><td>0.0</td></tr><tr><td>Honors</td><td>0.5</td></tr><tr><td>AP/DP/CCP</td><td>1.0</td></tr></table>		Standard	0.0	Honors	0.5	AP/DP/CCP	1.0
Standard	0.0									
Honors	0.5									
AP/DP/CCP	1.0									
A	90-100	4								
B	80-89	3								
C	70-79	2								
D	60-69	1								
F	50-59	0								

GRADUATION REQUIREMENTS

Graduation requirements vary depending upon the entry year into high school. To receive accurate information on your requirements, visit the Cabarrus County School website, www.cabarrus.k12.nc.us, or meet with your school counselor.

BUS REGULATIONS AND SAFETY

Riding a school bus is a privilege, not a right. Your bus driver is performing a service by providing you with transportation to and from school. You depend on the driver for your safety, so you should follow his/her directions and refrain from any distracting behavior. Your life may depend on it:

1) Stand off the roadway while awaiting the bus. 2) Stay in your assigned seat at all times. 3) Keep arms and head inside the window. 4) Foods and drinks are prohibited. 5) Smoking, using profane language, gambling, threatening other students and horseplay of any kind are not permitted. 6) Buses will load immediately after school. 7) Failure to follow bus rules can result in suspension from the bus and/or school.

CHS PROGRAM CHOICE OPTIONS

Concord High School is an MYP (Middle Years Programme) and DP (Diploma Programme) authorized school. Currently, we offer advanced courses within our International Baccalaureate Program that will prepare CHS students to earn the International Baccalaureate Diploma. In addition, CHS offers a Public Safety Academy that prepares students for careers in Emergency Management, Law Enforcement and Fire Service as well as the Academy of Hospitality and Tourism which prepares students for careers in the industry. For more information on these programs contact Marie Deal, IB-DP Coordinator, Megan Wingfield, IB-MYP Coordinator, or Cheryl Kusper, CTE Coordinator.

PROMOTION STANDARDS AND GRADE-LEVEL CLASSIFICATION

Students are promoted from middle school to high school upon completion of all middle school requirements. Grade level classification is based on the student's ability to earn his/her maximum potential.

1. Sophomore.....A student must earn a minimum of 6 course credits.
2. Junior.....A student must earn a minimum of 13 course credits.
3. Senior.....A student must earn a minimum of 19 course credits.

ONLINE CLASSES and FLEXING

Students may choose to take classes that are not offered at CHS online through North Carolina Virtual Public School and College and Career Promise at RCCC. Students who choose these classes must work independently and be able to self-monitor. All students choosing these classes must sign the NCVPS or CCP contract. Students who take online classes during 1st and 4th periods may flex and complete the work at home if they maintain a C average. Students who do not pass NCVPS or CCP classes may not be enrolled in another online class the next semester.

Seniors who choose to flex in or out of school will need to arrive or leave campus during the flex period. Students must enter and exit through the front office.

TRANSFER STUDENT GRADE-LEVEL CLASSIFICATION

The transfer student's grade classifications at his/her former school and an evaluation of the student's transcript will be used for grade placement and GPA. The GPA of a transfer student will be based on the weighted system used by CHS and will not be calculated until the semester is completed.

CABARRUS COUNTY SCHOOLS DROP/ADD GUIDELINES

Concord High School operates on a dual scheduling system offering both yearlong and semester courses. CHS offers two drop/add periods for schedule changes. The first drop/add period is in the spring after students have registered for courses for the next school year. There is also a drop/add period offered each fall for students who want to make changes to second semester course selections. No schedule change requests are accepted outside of the drop/add periods with the following exceptions:

- 1) Seniors who would like to Flex-In late or Flex-Out early (one per semester)
- 2) One or more periods that have no class listed.
- 3) Failing a prerequisite course for which the student previously registered or failing to make the recommended grade in the prerequisite class.
- 4) Enrolled in a course that was previously passed.

Once the term begins, students may drop a class only with the principal's approval. A grade of Withdraw Failing (WF) will be recorded on the student's transcript and report card, and averaged into the student's grade point average as a failing grade. These guidelines apply to dual credit courses taken at sites and/or locations other than Concord High.

GRADE SUPPRESSION

The Cabarrus County Schools' Board of Education approved retaking a course for credit for passed courses (Policy 3420 – H). Students can retake and suppress courses with a failing grade. When a student retakes a course following this policy, the original grade is suppressed and the new grade will take its place on the transcript.

HIGH SCHOOL EXAM POLICY

Cabarrus County School Policy #3405

The Cabarrus County Board of Education requires that final examinations be given in all classes in grades 9-12. State end-of-course tests shall serve as the final examination in designated courses.

All examinations must be taken at the scheduled time unless the student has permission from the principal to alter the time schedule due to extraordinary circumstances. Each high school principal shall follow the final exam schedule as established by the superintendent or designee. **The course exam counts 25% toward the final course average.**

A first or second semester senior may be exempted from taking the final examination in each class for which there is no state exam and the following conditions are met: the student (a) earns at least a "B" average (80) in a particular course, (b) maintains three or fewer absences for the course, and (c) receives no suspensions (ISS or OSS) during the course.

DRIVER'S LICENSE LEGISLATION GUIDELINES/DROPOUT PREVENTION

Beginning August 1, 1998, state law mandates that in order for a student to maintain his/her driver's permit and/or license he or she must make adequate progress in school. Specifically, this law says that a student must pass 70% of their classes each semester in order to keep a driver's permit or license. Also, students who dropout of school will lose their license or permit for one semester. This law applies to students who are under the age of 18. School administrators will notify the Department of Motor Vehicles each semester about students who have not met the appropriate requirements.

ATHLETICS/ATHLETIC ELIGIBILITY

Concord High School offers students the opportunity to participate in the following competitive sports: football, volleyball, cross-country, soccer, tennis, basketball, wrestling, swimming, baseball, softball, track & field, golf, and cheerleading.

To be eligible for a team a student must:

- 1) Pass a minimum of 70% of their courses during the previous semester at an approved high school. Student mentors and office assistants do not count as course offerings and will not count toward athletic eligibility purposes.
- 2) Meet local promotion requirements (See Graduation Requirements listed above). There are other criteria for attaining athletic eligibility in a North Carolina High School Athletic Association member school. For a complete listing and explanation of each of the criteria, consult www.nchsaa.org.

CAFETERIA SERVICES

Students have two options for breakfast- before school (from 7:00am-7:15am) and a “second chance” breakfast between first and second periods. Both options for breakfast are grab and go breakfast where students pick up their food at a cart in the hall and take it to class to eat. No payments will be accepted at the second chance breakfast stations. Students must add money to accounts before school or during lunch. Students must be in line for the second chance breakfast before the warning bell rings. Students who select items without paying will be disciplined. Students may charge up to \$5.00, but any student with outstanding fees or charges may not be permitted to participate in extracurricular activities including sports, dances, and clubs.

Meal	Price
Breakfast- paid	\$1.55
Breakfast- reduced and free	\$0
Lunch - paid	\$2.95
Lunch- reduced	\$0.40
Lunch-free	\$0
Quick Bites	\$3.55

INSTRUCTIONAL FEES

The Cabarrus County Board of Education charges an instructional and technology fee of \$20 per student. Some elective courses have fees. Students will be informed of elective course fees at the beginning of each semester. All fees must be paid to participate in extracurricular activities including prom and graduation. Fees can be paid online and the link is on the CHS website. All fees must be paid online through the K-12 Payment Center: <https://www.k12paymentcenter.com/>. A link to this portal can be found on the Concord High School website.

STUDENT ACTIVITY FEES

Student activity fees shall be minimal. No student shall be asked to contribute more than \$500 total per school year, through fundraising and/or fee collection, to any single club, organization, band or team. No fee collection or

fundraising will occur during the tryout or selection process of any club, organization, band or team. All fees must be paid to participate in extracurricular activities including prom and graduation.

TEXTBOOKS

Any student who does not have their assigned textbook at the end of the semester will be charged for the missing book. Students will be assessed a fee for any damages to textbooks that may occur. All textbook fees must be paid to participate in extracurricular activities including prom and graduation.

PARENT SCHOOL ORGANIZATIONS

1. PTSO.....This organization works with all areas of CHS.
2. ATHLETICS BOOSTER CLUB.....This organization works with all areas of CHS athletic programs
3. BAND BOOSTER CLUB.....This organization works with all areas of CHS band programs.

CHS welcomes parents who are interested in working as volunteers. Proctors may be needed at the end of each semester to help with testing. Please contact the school office if you would like to volunteer. Your volunteer assistance to these organizations is both requested and appreciated.

NONDISCRIMINATION POLICY

CABARRUS COUNTY SCHOOLS DOES NOT DISCRIMINATE ON THE BASIS OF RACE, SEX, COLOR, RELIGION, NATIONAL ORIGIN, AGE, HANDICAP, OR VETERAN STATUS IN THE PROVISION OF EDUCATIONAL OPPORTUNITIES, AND BENEFITS.

DISCLAIMER

School rules published in this handbook are subject to such changes as may be needed to insure continued compliance with local, state, and federal regulations and are subject to such review and alteration as become necessary for routine operation of the school. ALL SITUATIONS CANNOT BE SINGLED OUT EXPLICITLY IN A HANDBOOK; THEREFORE, THE ADMINISTRATION RESERVES THE RIGHT TO USE DISCRETION TO TREAT STUDENTS IN A FAIR AND EQUITABLE MANNER. We expect students to follow reasonable rules, guidelines, and processes to ensure a safe and orderly environment and not infringe upon the rights of others.