



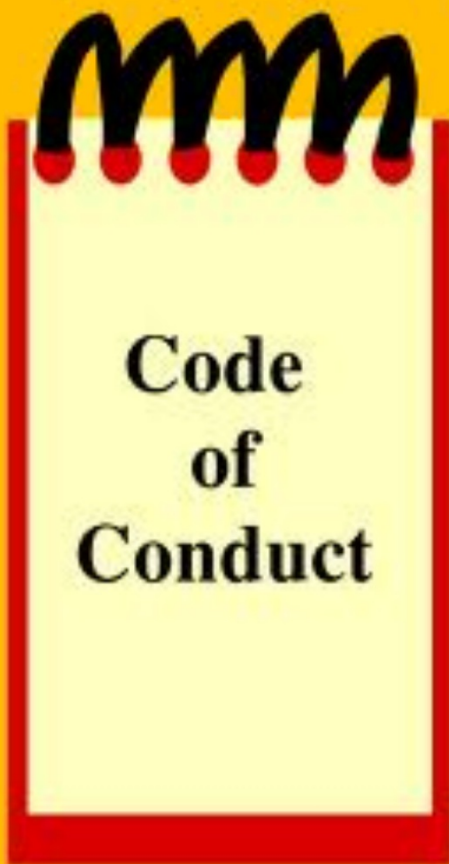
**BACK TO
SCHOOL**

ARE YOU READY?



My Webpage

<http://schotten.weebly.com>



Overview

Tier 0 - 2 Rules

Tier 0 - 2

Consequences

Section IV – Infractions (Related Character Trait)

Violations of CMS rules may also support violations of state and federal laws for which students can be charged.

**Rules 1, 2, 3, 4 and 5 are Tier I infractions
(except where violations of Rule 1 may result in a Rule 7 violation).**

- Rule 1** **ATTENDANCE (Citizenship/Responsibility):** A student must attend every class every day unless there is a lawful reason for the absence. Students who are tardy, cut school or class or have excessive unexcused absences (more than 10) are in violation of this rule. In addition to any administrative response, students with excessive absences may be required to comply with the district's recovery procedures. Repeated violations of this rule may also result in Tier II consequences, with the condition that any out-of-school suspension imposed for conduct related solely to violation of this rule is limited to two days per violation. (Students who engage in insubordinate behavior towards an authorized staff member attempting to enforce this rule may also be in violation of Rule 7 and may be punished accordingly, without the two-day limitation on out-of-school suspensions.)
- Rule 2** **FOOD/BEVERAGES (Responsibility/Honesty):** A student will eat and drink only in authorized areas of the school.
- Rule 3** **MEDICATION (Responsibility/Honesty):** All medication will be provided to the school nurse and properly stored. Without proper medical authorization, students shall not transport prescription or non-prescription medication to or from school or have medication in their possession at any time without meeting conditions prescribed by the Board of Education.

Students will be tardy at when the tardy bell begins ringing. **THIS INCLUDES 1ST BLOCK!**

- 1st Tardy=warning
- 2nd Tardy=**parent contact made by teacher**
- 3rd Tardy=referral.

All buildings except the Freshman Academy will be receiving the tardy policy information from Ms. Williams.

Rule 4 **STUDENT DRESS (Respect/Responsibility):** A student will maintain personal attire and grooming standards that promote safety, health, and acceptable standards of social conduct, and are not disruptive to the educational environment. This will include student clothing that materially and substantially disrupts classes or other school activities, including but not limited to gang articles of clothing. Please see the dress code at your school.

Rule 5 **PERSONAL PROPERTY (Responsibility):** A student is permitted to bring or possess only objects that have an educational purpose and will not distract from teaching or learning. Students are permitted to sell items on campus only as part of an approved school activity. (All other items will be confiscated and returned to the parent at a mutually agreed upon time, not to exceed one calendar week.) The following are among the list of prohibited items:

- A. Personal Technology Devices:** A personal technology device (PTD) is a portable Internet-accessing device that is not the property of the district that can be used to transmit communications by voice, written characters, words or images, share information, record sounds, process words, and/or capture images, such as a laptop computer, tablet, smartphone, cellphone, personal digital assistant or E-Reader. A student may possess and use a PTD on school property, at after-school activities and at school-related functions, provided that during school hours and on a school bus, the PTD remains off and put away. With the approval of the superintendent, a principal may permit students to possess and use PTDs during the school day for educational purposes. "Educational purposes" include student education, research and career development. Possession of a PTD by a student is a privilege, which may be revoked for violations of the *Code of Student Conduct*. Violations may result in the confiscation of the PTD (to be returned only to a parent) and/or other disciplinary actions. The district is not responsible for theft, loss, or damage to PTDs or other electronic devices brought onto CMS property. Students permitted to use PTDs during the school day must follow all rules set forth in Policy IJNDB, Regulation IJNDB-R, and sign the Student Internet Use Agreement.
- B. Toys, games (electronic and other), electronic smoking devices, pagers and other electronic equipment:** Possession of these or any similar devices without permission of the administration is prohibited. Possession of a toy gun that is a reasonable facsimile of an actual weapon is a violation of Rule 29, *Weapons and Dangerous Objects*.

Electronics (Rule 5 in Code of Conduct) - Violations may result in the confiscation of the PTD (to be returned only to a parent) and/or other disciplinary actions. **The district is not responsible for theft, loss, or damage to PTDs or other electronic devices brought onto CMS property.** Students permitted to use PTDs during the school day must follow all rules set forth in Policy IJNDB, Regulation IJNDB-R, and sign the Student Internet Use Agreement.

- Rule 6 MISREPRESENTATION (Honesty):** A student will be honest and submit his/her own work.
- A. Altering Report Cards or Notes:** Tampering with report cards, official passes, notes or other school documents in any manner, including changing grades or forging names to excuses, is prohibited.
 - B. False Information:** Making false statements, written or oral, to anyone in authority is prohibited.
 - C. Cheating:** Violating rules of honesty and Honor Codes, including but not limited to plagiarism or copying another student's test or assignment, is prohibited. The superintendent has the discretion to punish violations of this rule as Tier III if the student's actions have a serious detrimental effect on other students or staff.
- Rule 7 INSUBORDINATION (Responsibility/Respect):** A student will obey the lawful direction of any authorized staff member while in school, participating in a school activity or on school property. All students are expected to behave in a respectful manner. This includes, but is not limited to, complying with the direction or instruction of a staff member, not walking away from a staff member while being spoken to, speaking to staff in an appropriate manner and completing all assigned work.
- Rule 8 BULLYING/CYBERBULLYING, PROFANITY, OBSCENITY AND/OR DEROGATORY LANGUAGE (Respect/Caring):** Bullying and/or harassing behavior are strictly prohibited in CMS. It is the policy of the Board of Education to maintain learning environments that are free from harassment or bullying (Policy JICK, adopted 3/11/2008). Students are expected to use appropriate language and conduct at school and school functions and possess only appropriate materials. This rule applies to cursing, possessing, sending, or receiving written materials or electronic text and/or images that convey an offensive, racial, derogatory, bullying or obscene message to another person. This includes but is not limited to references to race, color, ancestry, national origin, gender, gender identity or expression, sexual orientation, religion, and/or physical or sensory disability, physical appearance or making offensive statements or gestures.

In addition, as with other disciplinary violations, any manner of bullying that occurs off campus may violate the *Code of Student Conduct* if it has a direct and immediate impact to the orderly and efficient operation of the school or the safety of individuals in the school environment.

Students who feel bullied, harassed or intimidated at school by an adult or another student or who witness such conduct may use the Intimidation, Bullying and/or Threats form located in the Forms Section at the back of this book to report the incident. Once completed, the form should be given to a school administrator. Retaliation for making a report is strictly prohibited. Students and parents may also use other means, such as email or other reliable methods, to make such a report.

- Rule 9** **GENERALLY DISRUPTIVE BEHAVIOR (Responsibility/Respect/Citizenship):** A student will maintain appropriate behavior so as to refrain from disrupting class, school or bus activity and be prepared for instruction at all times. A student shall not talk out in class or move from his/her assigned seat/area without permission, throw objects (except as directed by staff for an instructional purpose), horseplay, harass, tease or make rude noises. Repeated violations of this rule may be punished as a Tier III infraction.
- Repeated Violations:** Repeated incidents of generally disruptive behavior will result in the student's participation in the School Intervention Team process. A Rule 9 review must come from the school-level Intervention Team, following appropriate documented interventions.
- Rule 10** **TRESPASSING (Citizenship):** A student will not enter school property or a school facility without proper authority. This rule includes entering any school during a period of suspension or expulsion.

Rules 5, 6, 7, 8, 9 and 10 are Tier I or Tier II infractions (except where repeated violations of Rule 9 may result in a Tier III infraction).

Section III – Disciplinary Responses

Tier I - Designed to provide programs and/or school options for students who are at risk for behavioral issues and may be disenfranchised from school or commit minor infractions on an infrequent basis. Program options will be implemented in the student's current school and include services such as support related to anger management or conflict resolution. School assignment options will include a student's enrollment in one of the district's current alternative schools such as the Performance Learning Center or Hawthorne High School. Although the final decision on where the student will attend school will be made by the superintendent, principals, area administrators, zone superintendents and parents will collaborate on the decision to enroll a student in one of the alternative programs.

Potential Administrative Responses *(This list contains options that may be used by the administration in addressing student conduct. This is not intended to be an exhaustive list.)*

- Parent contact
- Conference (any combination of parent/student/school officials/counselors and teacher)
- Counseling
- Verbal warning
- Peer mediation
- Social restriction
- Return of property or restitution for damages
- After-school detention or Saturday school
- Behavior contract
- Referral to intervention/alternative program
- In-school suspension
- Warning of referral to Tier II (referral to Tier II will be made for repeated violations)
- Confiscation of unauthorized items

Tier II - Designed to provide interventions for students who may commit infractions of the *Code of Student Conduct* such as being chronically disruptive or participating in a first fight that does not result in injury or significant disruption to the educational environment (the number of fights is cumulative from grades 6 - 12).

Potential Administrative Responses *(This list contains options that may be used by the administration in addressing student conduct. This is not intended to be an exhaustive list.)*

- Appropriate response from Tier I
- Suspension from bus (for bus-related offenses)
- Alternative classroom assignment
- Temporary or permanent removal from participation in extracurricular/co-curricular programs or activities
- Out-of-school suspension for one to 10 days (parent contact must be attempted and written notice is required)
- Warning of referral to Tier III (referral to Tier III will be made for repeated violations)

Charlotte-Mecklenburg Schools

2012–2013

Student Rights, Responsibilities and Character Development Handbook

CODE OF STUDENT CONDUCT

Student and Parent Acknowledgement and Pledge

The *Code of Student Conduct* has been developed to help your child receive quality instruction in an orderly educational environment. The school needs your cooperation in this effort. Therefore, please (1) review and discuss the *Code of Student Conduct* with your child and (2) sign and return this sheet to your child's school. Should you have any questions when reviewing the *Code of Student Conduct*, please contact your child's school principal. You may access an electronic copy of the handbook on the CMS website: www.cms.k12.nc.us. You may also access a paper copy at your child's school or at any Charlotte Mecklenburg library branch.

NOTE: FAILURE TO RETURN THIS ACKNOWLEDGEMENT AND PLEDGE WILL NOT RELIEVE A STUDENT OR THE PARENT/GUARDIAN FROM BEING RESPONSIBLE FOR KNOWING OR COMPLYING WITH THE RULES CONTAINED WITHIN THE CODE OF STUDENT CONDUCT.

**Must be signed &
brought back tomorrow**

In case of a fire drill...



LOCKDOWN

Class in Session (no lunches in progress)

- **Students and Staff**—All students are to remain in class. Students in the hall should report immediately to the nearest teacher's classroom. Teachers, lock your classroom door. No one is to leave the classroom until an "all clear" announcement is made by an administrator. Should a fire alarm sound, the principal or her designee will give further notice on the Intercom before evacuating.

Class Change in Progress

- **Students and Staff**—All students and teachers report immediately to the nearest teacher's classroom. No one is to leave the classroom until an "all clear" announcement is made by an administrator. Should a fire alarm sound, the principal or her designee will give further notice on the Intercom before evacuating.

During Lunch

- **Students and Staff**—All students are to report immediately to the nearest teacher's classroom. Teachers, lock your classroom doors. No one is allowed to leave his or her classroom or designated area until an administrator makes an "all clear" announcement. Students and staff in the cafeteria should remain in the main dining area. Doors should be appropriately secured. Students in the cafeteria annex should move to the main dining area. Students in the courtyard should report to the media center or the closest available classroom. Should a fire alarm sound, the principal or her designee will give further notice on the Intercom before evacuating.

PE Classes on the Athletic Fields

- **Students and Staff**—Report immediately to the nearest teacher's classroom or the gymnasium. No one is to leave his or her classroom or designated area until an administrator makes an "all clear" announcement. Should a fire alarm sound, the principal or her designee will give further notice on the Intercom before evacuating.

RESTRICTED MOVEMENT

- In the event of a disturbance or unrest that requires all students to remain in their current classroom, students will be placed on restricted movement. **Classroom instruction should continue and staff members are free to move in the building in a normal fashion.**
- An announcement will be made informing students they are on restricted movement. During this time, students are **NOT** allowed to leave the classroom, **NO STUDENT MOVEMENT.**



Tornado Procedures

- When the signal is given, direct the students to the nearest interior hallway outside their classroom or other designated area. Be prepared to “duck and cover” under desks if the immediate command is given over the Intercom.
- Students are to remain in the “duck and cover” position until told by the principal or designee announces that it is safe to return to regular activities.
- Review the “duck and cover” procedures with their classes.

Duck and Cover Procedures

Sit on the floor

Face a solid wall

Draw your knees up under you

Lean upper body forward over your knees

Cover the back of your head with your hands





Bell Schedules

Bell Schedule

August 26-September 9, 2013

Bell Schedule August 26-September 9, 2013			Monday August 26, 2013 (A) 7:15-8:15 Homeroom 8:21-9:16 1 st Period 9:22-10:19 2 nd Period 10:25-12:42 3 rd Period 12:48- 2:15 4 th Period	Tuesday August 27, 2013 (B) 7:15-7:45 Homeroom <i>(12th grade assembly)</i> 7:51-9:02 1 st Period 9:08-10:19 2 nd Period 10:25-12:42 3 rd Period 12:48- 2:15 4 th Period
Wednesday August 28, 2013 (A) 7:15-7:45 Homeroom <i>(11th grade assembly)</i> 7:51-9:02 1 st Period 9:08-10:19 2 nd Period 10:25-12:42 3 rd Period 12:48- 2:15 4 th Period	Thursday August 29, 2012 (B) 7:15-7:45 Homeroom <i>(10th grade assembly)</i> 7:51-9:02 1 st Period 9:08-10:19 2 nd Period 10:25-12:42 3 rd Period 12:48- 2:15 4 th Period	Friday August 30, 2012 (A) 7:15-7:45 Homeroom <i>(9th grade assembly)</i> 7:51-9:02 1 st Period 9:08-10:19 2 nd Period 10:25-12:42 3 rd Period 12:48- 2:15 4 th Period	Monday September 2, 2012 Labor Day Holiday	Tuesday September 3, 2012 (B) 7:15-7:30 Homeroom 7:36-8:57 1 st Period 9:03-10:24 2 nd Period 10:30-12:44 3 rd Period 12:50- 2:15 4 th Period
Wednesday September 4, 2012 (A) 7:15-7:30 Homeroom 7:36-8:57 1 st Period 9:03-10:24 2 nd Period 10:30-12:44 3 rd Period 12:50- 2:15 4 th Period	Thursday September 5, 2012 (B) 7:15-7:30 Homeroom 7:36-8:57 1 st Period 9:03-10:24 2 nd Period 10:30-12:44 3 rd Period 12:50- 2:15 4 th Period	Friday September 8, 2012 (A) 7:15-7:30 Homeroom 7:36-8:57 1 st Period 9:03-10:24 2 nd Period 10:30-12:44 3 rd Period 12:50- 2:15 4 th Period	Monday September 9, 2012 (B) 7:15-7:30 Homeroom 7:36-8:57 1 st Period 9:03-10:24 2 nd Period 10:30-12:44 3 rd Period 12:50- 2:15 4 th Period	Tuesday September 10, 2012 (A) <i>Regular Schedule</i> 7:15-8:44 1 st Period 8:50-10:19 2 nd Period 10:25-12:42 3 rd Period 12:48- 2:15 4 th Period

An announcement will be made each day to escort students to the auditorium for grade level assemblies. Homeroom times may be adjusted.



**WEST MECKLENBURG
HIGH SCHOOL
2013-2014 BELL SCHEDULE**

**MORNING BELL 7:05
WARNING BELL 7:13
TARDY BELL 7:15**



REGULAR SCHEDULE		HOMEROOM SCHEDULE (Regular)		LUNCH SCHEDULE	
1 st Period	7:15 – 8:44	Homeroom	7:15 – 7:30	A	200, 300, 500, & 600 Buildings
2 nd Period	8:50 – 10:19	1 st Period	7:36 – 8:57	B	Rooms 100-113 & 133-138
3 rd Period	10:25 – 12:42	2 nd Period	9:03 – 10:24	<i>All students must exit down the corridor closest to room 110</i>	
A Lunch	10:31 – 10:54	3 rd Period	10:30 – 12:44	C	800 Building
B Lunch	10:58 – 11:22	A Lunch	10:34 – 10:58	D	Rooms 114-130 & 400 Building
C Lunch	11:25 – 11:48	B Lunch	11:01 – 11:25	<i>114-121 must exit the corridor closest to Student Services. 123-132 must exit the door leading to the 200 breezeway.</i>	
D Lunch	11:52 – 12:15	C Lunch	11:28 – 11:52	E	900, Mobiles & Gym
E Lunch	12:18 – 12:42	D Lunch	11:55 – 12:17		
4 th Period	12:48 – 2:15	E Lunch	12:19 – 12:44		
		4 th Period	12:50 – 2:15		