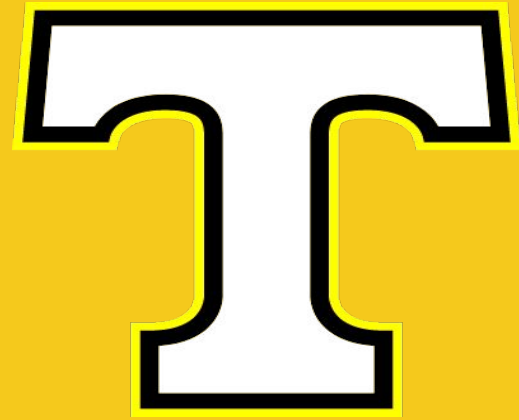
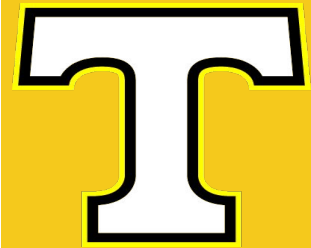


WELCOME TO THE HILL!

**Home of the
Mountaineers**

**Tuscola High School
2023-2024**





Student Handbook 2023-2024

Administrative Team

Principal - Casey Conard

Email - cconard@haywood.k12.nc.us

Assistant Principal - Amanda Wells

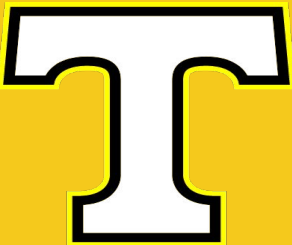
Email - amwells@haywood.k12.nc.us

Assistant Principal - Chad Carver

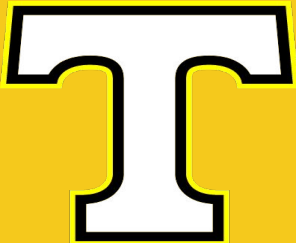
Email - ccarver@haywood.k12.nc.us

Lead Teacher - Ashley Pace

Email - apace@haywood.k12.nc.us



Counselors



Kari Russell (last names A-G)

Email: krussell@haywood.k12.nc.us

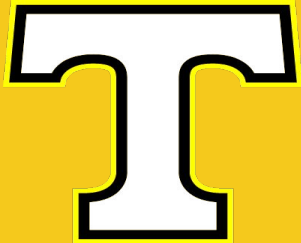
Maggie Melville (last names H-O)

Email: mmelville@haywood.k12.nc.us

Julia Plott (last names P-Z)

Email: jplott@haywood.k12.nc.us

SCHOOL SCHEDULE



1st 8:00-9:35

2nd 9:40-11:10

3rd/Lunch 11:15-1:25

*CEFJ Lunch 11:15-11:45

*ABD Lunch 12:00-12:30

4th 1:30-3:00

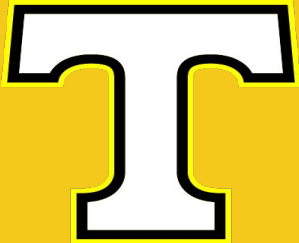
ATTENDANCE & TARDIES

ATTENDANCE PROCEDURES

Attendance will be taken by class period.

A phone call by our *Blackboard Connect5* will contact parents if the student is absent. There are three types of absences: Excused (lawful), Unexcused (unlawful) and Out-of-School Suspension. ***The parent or guardian must submit evidence such as a written statement explaining the reason for the absence within 10 days of the absence. Failure to submit the statement or lack of a valid reason will result in an unexcused absence. The principal may require a doctor's statement to support the written statement.***

Haywood County Schools' policy #4400 specifies that a student with more than six (6) absences in a block course during a semester will not receive credit for that class. In order to be counted present for a class, the student must meet the attendance requirements established by the school.



ATTENDANCE & TARDIES

Any student absent **more** than six (6) days, excused or unexcused, in any class in a semester will need to follow the protocol below to ensure they do not fail due to attendance.

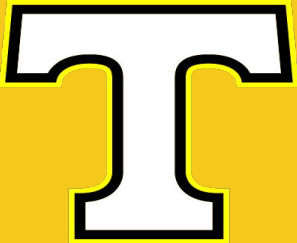
- Students with greater than 6 absences, but less than 10 absences will need to complete make-up time for absences 7, 8 and 9 during the attendance make-up blocks provided by the school.
- Students with 10 or more absences must make up time for absences 7, 8 and 9, and complete an appeal form to be considered by the attendance appeal committee.

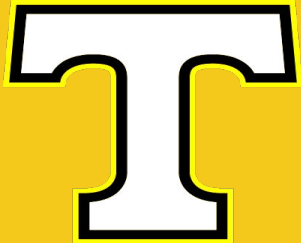
Ex. 1 - Student has 8 total absences in all 4 courses.

- *This student will need to make up a total of 8 blocks of time, but will not need to appeal.*

Ex. 2 - Student has 8 absences in 1st block. 11 absences in 2nd block. 6 absences in 3rd block and 6 absences in 4th block.

- *This student would need to make up 2 blocks of time for 1st. 3 blocks of time for 2nd and fill out an appeal form for their 2nd block course. The student will not need to make up time for 3rd or 4th block because they were not over 6 absences.*





ATTENDANCE & TARDIES

Make-up sessions will be offered by the school. Make-up time for these absences shall match the missed time hour-for-hour. The principal/designee may set a new guideline if extenuating circumstances can be proven.

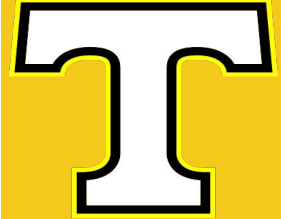
Any out-of-school suspension absence for a period of 10 days or less will not count against course credit. The suspended student shall be provided an opportunity to take textbooks home, to request to make-up daily classroom work, and to take any quarterly, semester or grading period exams missed during the suspension period.

ATTENDANCE & TARDIES

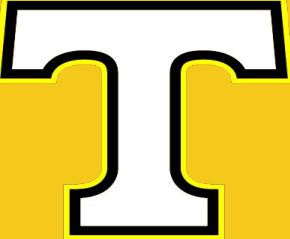
TARDY POLICY

Being punctual is a habit worth developing. Students should arrive at school and report to each and every class on time. Students arriving late cause a disruption, which takes away from other students as well as their own education. When a student is late to school, he/she is to report to the online lab (B1) to sign in and receive an admit slip. Once a student exceeds six(6) tardies the following procedure is followed:

1. Tardy Seven (7) Lunch Detention
2. Tardy Eight (8) Lunch Detention
3. Tardy Nine (9) Lunch Detention
4. Tardy Ten (10) Lunch Detention
5. Tardy Eleven (11) 30min. Work Detail
6. Tardy Twelve (12) 30min. Work Detail
7. Tardy Thirteen (13) 1 hr. Work Detail
8. Tardy Fourteen (14) 1 hr. Work Detail
9. Tardy 15 and up (15) 1 Day ISS each.



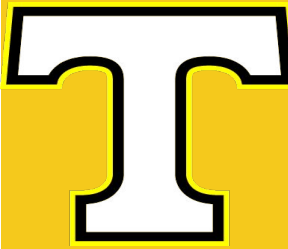
ATTENDANCE & TARDIES



MISSED ASSIGNMENTS: A student is expected to make-up work for all absences. Students shall have two (2) school days per absence to complete missed assignments. A maximum of ten (10) days will be allowed for students to complete all missed work. Long-term assignments are exempt from the make-up consideration and are due as assigned. Students who are absent from school can request their work from their teacher(s) via email or through Google Classroom

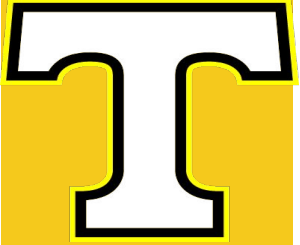
SCHOOL RELATED ABSENCES: Field trips and approved school functions will NOT be counted as an absence. All schoolwork missed due to an absence must be made up within two (2) days following the school related absence per school guidelines.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



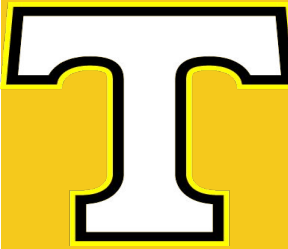
School Board policy is available on Haywood County School's website (www.haywood.k12.nc.us). Policy 4300 is a document that is related to the conduct of students in the Haywood County Public Schools and is determined to be necessary for the safe and effective operation of the schools. Regulation(s) addressing the Student Grievance Procedure are outlined in policy 4310. Parents and students are encouraged to read through this policy to understand expectations.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



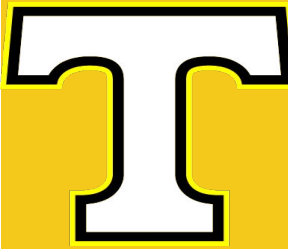
CLOSED CAMPUS: Tuscola is a closed campus, which means that students are not permitted to leave campus in order to get lunch. With this in mind, visitors (ie. friends and/or delivery services) are not allowed to bring food to campus for students (for example: fast food, pizza, etc.).

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



STUDENTS' RESPONSIBILITIES: Each student is expected to follow the rules and regulations of the Board of Education, the school administration, and the staff. Students and staff are expected to be courteous, polite, and contribute to a positive school climate.

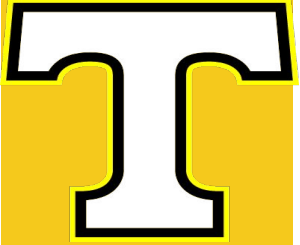
CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



Checkout Procedures: The procedure for early dismissal from school is as follows:

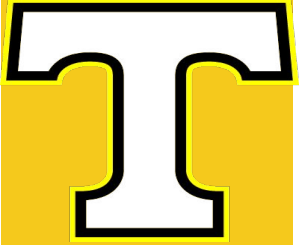
1. Students may only check-out with parent permission.
2. Students must secure a dismissal slip from the office before leaving campus.
3. The student is responsible for showing the dismissal slip to security before leaving campus.
4. Students may only use the telephone in the office for checkouts due to illness or emergencies.
5. After six checkouts students could be subject to disciplinary action, and/or parent may need to be present for future checkouts.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



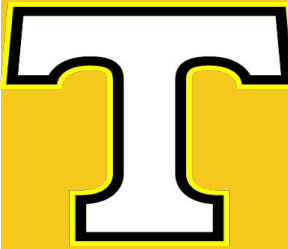
ELECTRONIC DEVICES: Tuscola High School and the Haywood County Board recognize that cellular phones and other wireless communication devices have become an important tool through which parents communicate with their children (Policy #4318). Therefore, students are permitted to possess such devices on school property. Although cell phones are allowed, students must adhere to classroom expectations regarding cell phone use in class.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



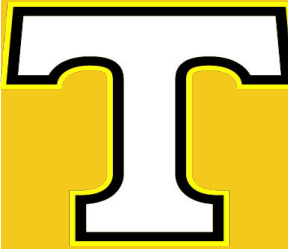
CONDUCT DURING EXTRACURRICULAR ACTIVITIES: Students are expected to obey all rules and regulations governing student conduct. Students who fail to abide by school rules and regulations may forfeit the privilege of attending school events and be assigned appropriate school discipline. Students are responsible for the care of school property. Your school belongs to you. Those who willfully destroy property will be required to pay for the damages incurred, and disciplinary action will be taken.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



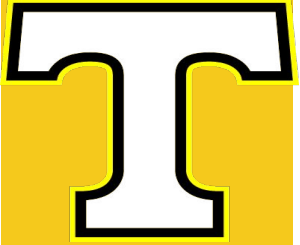
DISCRIMINATION, HARASSMENT AND BULLYING: The Haywood County school system is committed to non-discrimination in all educational and employment activities. Discrimination means any act (including cyber bullying) that unreasonably and unfavorably differentiates treatment of others based on their membership in a socially distinct group or category such as race, ethnicity, sex, religion, age, or disability. Discrimination may be intentional or unintentional. Tuscola has a ZERO TOLERANCE policy for any form of harassment or bullying.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



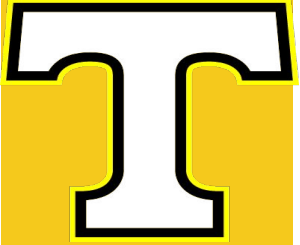
SEARCH AND SEIZURE: Tuscola High School reserves the right to search the locker, automobile, and/or person of any student, if reasonable suspicion exists and guidelines under Board Policy 4342 are followed. Any illegal materials or materials not permitted according to Tuscola regulations or board policy will be seized and disciplinary action taken when appropriate. Where noted by board or school policy, proper authorities will be notified. Random searches of lockers and automobiles may be conducted when deemed appropriate by the principal or his/her designee.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



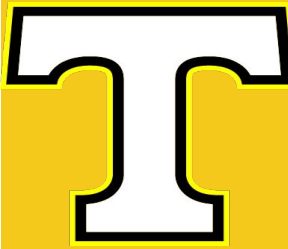
THEFT OF MONEY, ELECTRONIC DEVICES, ETC: Students are responsible at all times for their personal effects. Every effort should be made by students during the school day to protect their belongings from theft. School personnel cannot be held responsible, and will turn investigations over to law enforcement.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



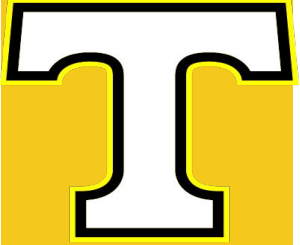
THREATS: A threat is communication (written, verbal, or otherwise) that implies bodily harm to self or others or to destruction of property. Every threat will be handled immediately by school administration for the safety of all students/staff. Both law enforcement and the central office will be notified if necessary.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES

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TOBACCO/NICOTINE PRODUCTS: School Board Policy 4320 prohibits the possession or use of any form (including imitations or substitutes) of tobacco. This includes electronic cigarettes and vapes. Students shall be subject to the following consequences for use of tobacco. Refer to the Student Code of Conduct.

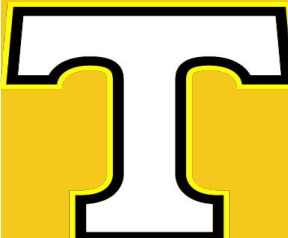
CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



GRADUATION:

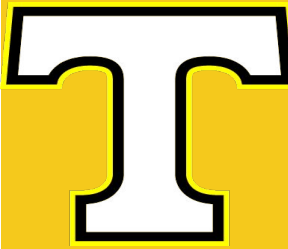
Only those students who qualify to receive their diplomas on the day of the ceremony and attend the scheduled pre-graduation rehearsal will be permitted to participate. Depending upon student behavior prior to and/or during the graduation ceremony, the administration may deny a student the privilege of participating in the ceremony.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



HIGH SCHOOL ATHLETICS: The Tuscola High School Athletic program is an integrated part of the high school's total curriculum. The department is committed to providing all student-athletes an equal opportunity to learn and be successful in an environment that promotes academic and athletic excellence. Athletes are responsible for reading, understanding, and abiding by the Athletic Department Code of Conduct. Athletes must also meet the eligibility requirements set forth by the North Carolina High School Athletic Association.

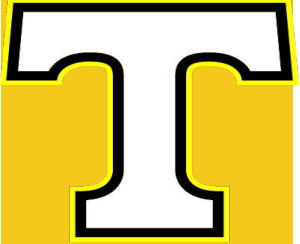
CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES

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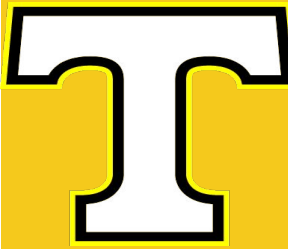
MEDICATION: All medicines, including over-the-counter medications such as aspirin, Tylenol, vitamins, cough drops, eye drops, etc., **MUST** be kept in the main office. Official permission forms may be obtained from the office & must be signed by a Doctor authorizing the use of any medicine for any student. Medications must be sent to school in their original containers. Possession of any medicine by a student may result in suspension from school.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES

NONDISCRIMINATION STATEMENT: The Haywood County Board of Education is committed to nondiscrimination in relation to race, sex, marital status, handicapping condition or citizenship status. This policy pertains to all actions concerning staff, students, employment applicants, educational programs and services, and individuals with whom the Board does business. If an individual feels that he/she has been discriminated against, contact Dr. Bill Nolte, Superintendent, Haywood County Schools, 1230 North Main Street, Waynesville, NC 28786.

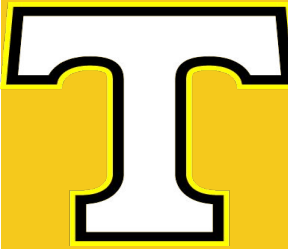


CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



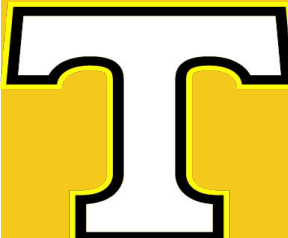
PLAGIARISM: Plagiarism is regarded as a very serious offense. Many institutions of higher education expel students found guilty of plagiarism. In our effort to prepare all Tuscola High School students for the future, English teachers will be educating students about plagiarism so that students will know how to avoid plagiarism in all subject areas. Teachers may use plagiarism detection websites or conduct an internet search to ensure students are following proper protocol.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES



POSSESSION/UNDER THE INFLUENCE: No student shall possess, use, transmit or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance, or any alcoholic beverage, malt beverage or fortified wine or other intoxicating liquor. Neither shall a student possess, use or transmit drug paraphernalia or counterfeit drugs. No student shall inhale or ingest any chemicals or products with the intention of bringing about a state of exhilaration or euphoria or of otherwise altering the student's mood or behavior. By law, these are reportable offenses and may result in school suspension, loss of school privileges, and further criminal investigation.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES

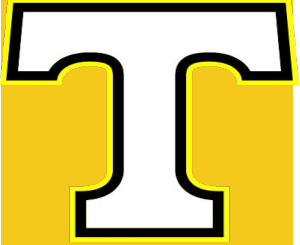


RANDOM STUDENT DRUG TESTING: The purpose of Haywood County Board Policy 4326 is to help students, not to be punitive in nature. Students who desire to participate in voluntary competitive school activities or privileges must agree to participate in the random student drug testing. Those activities include interscholastic athletics, other voluntary competitive extracurricular activities and campus parking privileges. Participation in the program is mandatory for students who elect to participate in the above voluntary activities in which participation is a privilege, not a right. Parents with children who do not participate in the above activities may elect to involve their child in the program. School Board Policy 4325 prohibits the possession, use, transmission and being under the influence of drugs and alcohol while at school or at an off-campus school activity and is addressed in the Code of Conduct.

CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES

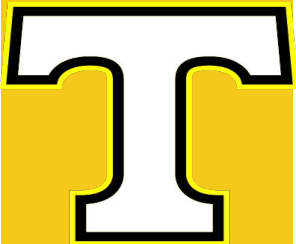
STUDENT APPEARANCE/DRESS CODE:

The goal of this policy is to promote safe attire for students through simple, non-discriminatory guidelines and to comply with School Board Policy 4316. Tuscola High School hopes to assist in preparing students for college and career. The following guidelines are expected for **all** students in **all** learning environments.



Dress that is appropriate for school is the responsibility of parents/guardians and students. We encourage families to discuss appropriate dress for various situations and environments that their child will encounter outside the home, and assist their child in making conscientious choices when considering appropriate dress.

- Students **must** wear a shirt/top with fabric that covers the front, back and sides.
- Students **must** wear pants/jeans or the equivalent: a skirt, sweatpants, leggings, a dress, or shorts.
 - These items **must** cover the entire buttocks.
 - These items **must not** have holes or rips which expose undergarments or private body parts.
- Students **must** wear footwear.
- School dress/accessories should not pose a threat to the health or safety of the student, classmate, or staff.
- Clothing and accessories must be suitable for all classroom and scheduled school day activities. Some courses or activities may require additional safety or specialized attire (i.e. uniforms, professional dress, shop safety gear, etc.).
- Clothing must cover private parts and undergarments while sitting and /or moving throughout daily school activities.
- Clothing must include opaque fabric (not sheer/see-through), covering the front, sides, back, and midriff area.
- Accessories including chains, padlocks, stud/spikes, etc. are not permitted.
- Students should be recognizable at all times. Eyes, face, and ears should be visible at all times. Hoods and sunglasses (unless medically necessary) should not be worn indoors; costume masks are not permitted. Medical masks are optional to prevent the spread of disease.
- Clothing and accessories must be free from words/logos/designs depicting or promoting/advocating violence, criminal activity, tobacco, alcohol or drug use, pornography, nudity, sexual acts, gang identifiers, hate speech, or anything that is disruptive to the learning environment.



CITIZENSHIP AND DISCIPLINE RESPONSIBILITIES

Prom Attendance Requirements

Students will not be allowed to attend prom if:

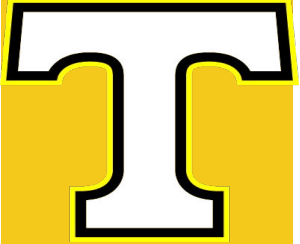
The student is charged with assault.

Possession of alcohol, drugs, or drug paraphernalia on campus.

Use of alcohol or drugs on campus.

Other severe disciplinary action as determined by the principal.

Admission to the prom is at the discretion of the principal.



Financial Obligations and Instructional Fee's

FINANCIAL OBLIGATIONS TO SCHOOL: Meeting financial obligations is an important part of being a responsible citizen. This includes but is not limited to class fees, uniforms, and any extra-curricular activity fees. **Students are required to take care of all financial obligations to the school or be *denied* extra-curricular and other student privileges (such as parking pass, prom, and field trips).**

*Your check is welcome at all Haywood County Schools. Haywood County Schools recognizes that occasionally a parent may inadvertently overdraw a checking account and a check may be returned by your bank. In order to recover these funds in a private and professional manner, Haywood County Schools has contracted with Nexcheck, LLC, for collection of returned checks.

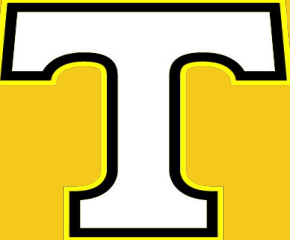
Each person writing a check to a school or the School District should write the check on a commercially printed check with your name, address, and one phone number. Counter or starter checks will not be accepted. When a person writes a check to a school or the School District, he or she agrees that, if the check is returned, it may be represented electronically on the same account, and that the fee established by law, now \$50, may be debited from the same account.

If the check and fee are not collected electronically, then Nexcheck will contact the check writer by mail and by telephone to make payment arrangements. All payments need to be made directly to Nexcheck, P.O. Box 19688, Birmingham, AL 35219. For a convenience fee, payments of both check and fee may be made electronically at www.nexcheck.com or over the phone (800-639-2435) using a credit card, debit card or electronic check.

Financial Obligations and Instructional Fee's

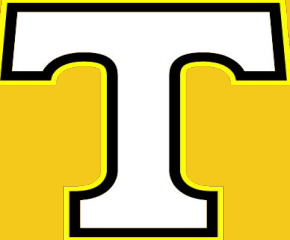
FFA		\$15	Annual	Funding State and National FFA dues
Marching Band		\$175	Annual	Pay for music, marching drill, color guard instructor and work, percussion instructor.
HOSA		\$25	Annual	
Leo Club		\$8 (new members); \$3 (returning)	Annual	Covers concession costs until profit made, pays for service activities (supplies, t-shirts, expenses for programs/activities, etc)
Concert Band		\$10	Per Semester	Method book, music.
All chorus		\$7.50	Fall semester	Show shirt
Auditioned Chorus		\$10.00	Year long	Dress Rental fee
Auditioned Chorus		\$5.00	Year long	Tie Rental fee
National Honor Society		\$10.00	Annual	Seniors may choose to purchase honor cords and tassel for graduation but it is not a requirement
Chorus Honors		\$7.00	Once	For Honors cords
NJROTC		\$15	Annual	Polo Shirts
Art		\$10	Semester	Supplies

TRANSPORTATION



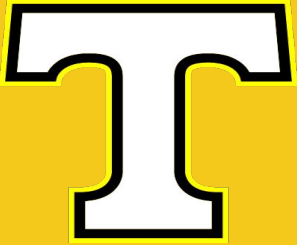
SCHOOL BUSES: Students are encouraged to use school transportation. School buses are operated for the safe transportation of students traveling to and from school. Riding the bus is a privilege extended to Tuscola High School students. Students are under the authority of the school officials while riding the bus and while waiting at the bus stop. While riding a bus, students will observe all conduct rules and give the bus driver the same respect due any member of the school's staff.

TRANSPORTATION



STUDENT VEHICLE AND PARKING REGULATIONS: Operation of a motor vehicle to and from Tuscola is a privilege extended to our students. The administration reserves the right to designate parking areas and control the movement of traffic on campus. The administration also reserves the right of vehicular search. All vehicles are to be operated in a safe and prudent manner and in accordance with North Carolina State law and the rules and regulations set forth by Tuscola's administration and the Haywood County Board of Education. Students who choose to drive their vehicle to school are required to purchase a parking permit for \$30.00.

TRANSPORTATION

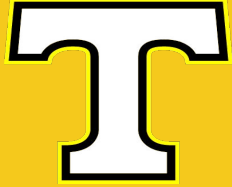


DRIVING PERMIT/DRIVING LICENSE: Students under the age of 18 must have a Driving Eligibility Certificate in order to receive a North Carolina Driver's permit or license. Once a student has completed the driving portion of driver's education, he/she must make-up time for missed classes. The recorded time must be presented to a specific teacher for the student to receive a Driver's Education Certificate. A student must take the Driver's Education Certificate to the office to ask for a Driver's Eligibility Certificate. To receive this certificate, the student must be enrolled in school and have adequate academic progress, which will be evaluated at the end of each semester. Academic progress is defined as passing 5 of 7 classes. Students who fail to make academic progress or who drop out of school will be reported to the Division of Motor Vehicles and have their permit/license revoked.

- **SENATE BILL 769:** A student's driving permit or license shall be revoked if the student is suspended out of school and/or assigned to an alternative educational setting for more than ten days as a result of one of the following:
 1. The possession or sale of an alcoholic beverage or an illegal substance on school property
 2. The possession or use on school property of a weapon or firearm that resulted in disciplinary action or that could have resulted in disciplinary action if the conduct had occurred in a public school

*A written consent form must be signed by the student's parent/guardian, which allows the school to notify the Department of Motor Vehicles if the student does not meet all the requirements of the two laws. Parents who do not give written consent will not be issued a Driving Eligibility Certificate for their child.

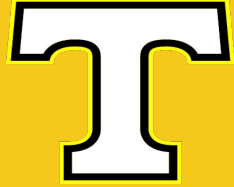
Academic and/or School Counselor Services



School Counselor services are available for every student. These services include assistance with educational planning, interpretation of test scores, occupational information, career information, study habits, help with home, school and/or social concerns, or any questions you would like to discuss with a counselor. If you want to visit a counselor, contact the secretary in the Counseling Center to arrange for an appointment. Schedule changes should be requested in the Counseling Center and will require administrative approval.

- SCHEDULE CHANGE REQUESTS WILL ONLY BE ACCEPTED DURING THE SPECIFIED DROP/ADD PERIOD.

Academic and/or School Counselor Services

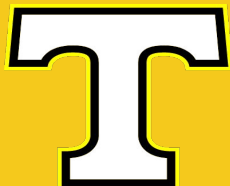


❏ Promotion and High School Graduation Requirements

Credit for high school courses include attendance requirements and the following:

- To enter tenth grade, a student must have earned a minimum of six (6) units of credit, two of which must have been earned in core academic areas and one of these must be English.
- To enter eleventh grade, a student must have earned a minimum of twelve (12) units of credit with two of these credits being in English.
- To enter twelfth grade, a student must have earned a minimum of twenty (20) units of credit. Two of these credits must be in English and it must be possible for all other graduation requirements to be met during the upcoming year.

Academic and/or School Counselor Services



❑ Regular Course, Honors Course, and AP Course

From the time students enter kindergarten, they are preparing for high school graduation. To make sure students stay on track for a high school diploma, please remember that every high school student must meet state course and credit requirements in addition to any local requirements. To view the state course and credit requirements view the table below. Our school counselors are available to answer any questions you may have about what is needed to reach the goal of high school graduation.

❑ Local Exams/State End-of-Course Testing

Exams will count 20% of the term grade and will be administered during the last 5 days of the term. No student is exempt from final exams.

		Regular Course	Honors Course	AP Course	HCC Course
Grade	Grade	Grade Points	Grade Points	Grade Points	Grade Points
90-100	A	4	4.5	5	5
80-89	B	3	3.5	4	4
70-79	C	2	2.5	3	3
60-69	D	1	1.5	2	2
0-59	F	0	0	0	0

CONTENT AREA	FUTURE-READY CORE	FUTURE-READY OCCUPATIONAL
English	4 Credits I, II, III, IV A designated combination of 4 courses	4 Credits OCS English I*, II*, III, IV
Mathematics	4 Credits Math I, II, III 4 th Math Course to be aligned with the student's post high school	3 Credits OCS Introduction to Math OCS Algebra I* OCS Financial Management
Science	3 Credits A physical science course, Biology, Environmental Science	2 Credits OCS Applied Science OCS Biology*
Social Studies	4 Credits Civics and Economics World History American History I, Founding Principles and American History II or AP US History**, additional Social Studies course**	2 Credits OCS Social Studies I (Government/American History) OCS Social Studies II (Self-Advocacy/Problem Solving)

World Languages	Not required for high school graduation. A two-credit minimum is required for admission to a university in the UNC system.	Not Required
Health and Physical Education	1 Credit Health/Physical Education	1 Credit Health/Physical Education
Electives or Other Requirements	6 Credits Required 2 Elective credits of any combination from either: <ul style="list-style-type: none"> - Career and Technical Education (CTE) - Arts Education - World Languages 4 Elective credits strongly recommend (four course concentration) from one of the following: <ul style="list-style-type: none"> - Career and Technical Education (CTE)*** - JROTC - Arts Education (e.g. dance, music, theatre arts, visual arts) - Any other subject area (e.g. social studies, science, mathematics, English) 	6 Credits Required Occupational Programs: OCS Preparation I, II, III, IV*** Elective credits/completion of IEP objectives/Career Portfolio required

Career/Technical		4 Credits Career/Technical Education electives
Arts Education (Dance, Music, Theatre Arts, Visual Arts)		Recommended: At least one credit in an arts discipline and/or requirement by local decision.
Total	22 Credits plus any local requirements	22 Credits plus any local requirements

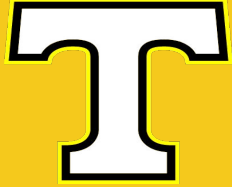
* OCS courses aligned with Future Ready Core courses in English I, English II, Algebra/Integrated Math I, and Biology (New Common Core State Standards and new NC Essential Standards implemented in the 2012-13 school year)

** A student who takes AP US History instead of taking US History I and US History II must also take an additional social studies course in order to meet the four credits requirement.

*** Examples of electives include JROTC and other courses that are of interest to the student.

**** For additional information on CTE courses that meet requirements for selected Courses of Study, refer **to the CTE Clusters** chart located at <http://www.ncpublicschools.org/docs/cte/standards/careerclusters2012.pdf>

***** Completion of 300 hours of school-based training, 240 hours of community-based training, and 360 hours of paid employment.



Tuscola High School Discipline Grid