



## **HIBRITEN FIGHT SONG**

By Captain Ralph Ostrom

*Hibriten Panthers, you are number one!  
You've got the spirit, keep 'em on the run.  
Break through that line, and heroes you will be -  
We're behind you, Panthers! Let's fight for victory!*

*Charge onward, Panthers, for red, black, and white;  
Fight team forever, give it all your might!  
Though times may be rough, we won't let victory by -  
We're behind you, Panthers! Let's fight for victory!*

## **ALMA MATER**

By Kathryn Wilson and Jon Craig

*Glory, laud, and honor,  
We fondly bring to thee.  
All hail our Alma Mater  
Thy endless praises be.  
Lift high our banner proudly  
Thy memories to be nigh  
Forever in our hearts  
All hail Hibriten High!*



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## *Website*

Hibriten High School offers electronic services at [www.hibritenhighschool.org](http://www.hibritenhighschool.org). You may view information concerning our administration, faculty and staff, curriculum and departmental information, and student services. Also included are daily announcements, the school calendar, sports schedules, special events, and handbook information.

# DIRECTORY

## Administration

Lewis Wright, Principal

Ed Fasold, Assistant Principal for 9<sup>th</sup> and 11<sup>th</sup> Grade Discipline

Leigh Anne Frye, Assistant Principal, Curriculum and Instruction, Testing

Paul Scherer, Assistant Principal for 10<sup>th</sup> and 12<sup>th</sup> Grade Discipline

## Counseling Center

Jennifer Moore, Counselor / Attendance for Freshman Academy

Ruth Bailey, Counselor / Attendance for 10<sup>th</sup> – 12<sup>th</sup> Grade Students Last Name A - G

Margo Hull, Counselor/ Attendance for 10<sup>th</sup> – 12<sup>th</sup> Grade Students Last Name H – O

Rosalie Simmons, Counselor / Attendance for 10<sup>th</sup> – 12<sup>th</sup> Grade Students Last Name P - Z

James Fuller, Student Concerns Specialist / Attendance for Freshman Academy

Jennifer Crowe, Social Worker

Irene Tuttle, CIS Site Director

Kim Roberts, School Nurse

Dara Barnes, School Psychologist

Crystal Swanson, Career Development Coordinator

## Department Coordinators

Business Department, Lillie Ruth Melton

English, Wendy Beard

Exceptional Children, Pam Holt

FACS, Holly Wright

Fine Arts, Josh Scott

Foreign Language, Janice Smith

Math, Delena Carver

Media, Cindy Barlowe

Physical Education, Steve Hobbs

Science, Amy Bradley

Social Studies, John Howarth

T & I, Marty Gibson

## Secretarial Staff

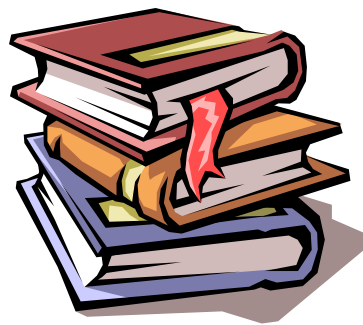
Pansy Scruggs, Finance

Ashley Adkins, NC WISE Data Manager

Felicia Booker, Driver's Education / Counseling Center

Judy Austin, Receptionist

Cynthia Alley, Principal's Secretary



## Other

Athletic Director, Chuck Cannon

Assistant Athletic Director, Derek Reeves

Athletic Booster Club President, Freddie Davis

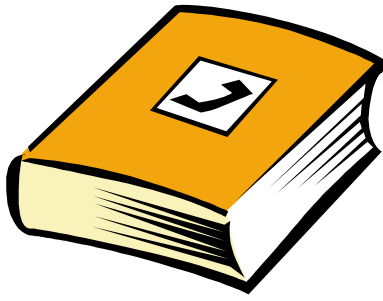
Band Booster Club Co-Presidents, Courtney Swanson and Tracy Carlton

Hibriten PTA President, Marie Lafemina

Volunteer Coordinator, Susan Pipes

School Resource Officer, Eddie Keefer





## **SCHOOL / STUDENT DIRECTORY INFORMATION**

Board Policy #3800

Hibriten High School may release Directory Information about students including name, address, telephone listing, date and place of birth, participation in school activities, height, weight, class rank of athletic team members, dates of attendance, degrees and awards received and school last attended. Such information will be available for release unless the parent or student over age 18 requests that such information be withheld.

Parents or eligible students have the right to object to the release of directory information or challenge the accuracy of the information by informing the school principal in writing. If dissatisfied with the principal's decision, the parent or eligible student may appeal to the Superintendent.

The U.S. Congress requires schools to provide student directory information on all juniors and seniors to military recruiters, unless parents or eligible students (18 years or older) notify the school in writing within the first 20 calendar days of the school year that they do not wish the information to be provided. Student directory information includes the student's name, telephone number and address. If no objection from the parent or eligible student is made, the schools are obligated to release student directory information to military branches. The Board of Education strongly discourages the release of directory information to outside organizations which have requested the information for their own purposes, including private, commercial or religious organizations.

If no objection from parent or eligible student is made, the schools are obligated to release student directory information to military branches. Military recruiters may then contact students and provide them with armed forces recruitment information.

## BELL SCHEDULES

### Regular Schedule

1 <sup>st</sup> period	8:00-9:30
Break	9:30-9:38
2 <sup>nd</sup> period	9:40-11:10
3 <sup>rd</sup> period	11:15-1:10
1 <sup>st</sup> lunch	11:10-11:35
2 <sup>nd</sup> lunch	12:10-12:30
3 <sup>rd</sup> lunch	12:45-1:10
4 <sup>th</sup> period	1:15-2:45

### One Hour Delay Schedule

1 <sup>st</sup> period	9:00-10:15
Break	10:15-10:23
2 <sup>nd</sup> period	10:25-11:40
3 <sup>rd</sup> period	11:45-1:25
1 <sup>st</sup> lunch	11:40-12:05
2 <sup>nd</sup> lunch	12:25-12:45
3 <sup>rd</sup> lunch	1:00-1:25
4 <sup>th</sup> period	1:30-2:45

### Two Hour Delay Schedule

1 <sup>st</sup> period	10:00-11:00
2 <sup>nd</sup> period	11:05-12:05
3 <sup>rd</sup> period	12:10-1:40
1 <sup>st</sup> lunch	12:05-12:30
2 <sup>nd</sup> lunch	12:45-1:05
3 <sup>rd</sup> lunch	1:15-1:40
4 <sup>th</sup> period	1:45-2:45

### Three Hour Delay Schedule

2 <sup>nd</sup> period (no 1 <sup>st</sup> period)	11:00-11:10
3 <sup>rd</sup> period	11:15-1:10
1 <sup>st</sup> lunch	11:10-11:35
2 <sup>nd</sup> lunch	12:10-12:30
3 <sup>rd</sup> lunch	12:45-1:10
4 <sup>th</sup> period	1:15-2:45

### Homeroom Schedule

1 <sup>st</sup> period	8:00-9:20
Break	9:20-9:28
2 <sup>nd</sup> period	9:30-10:50
Homeroom	10:55-11:10
Regular schedule resumes	

### Club Schedule

1 <sup>st</sup> period	8:00-9:10
Break	9:10-9:18
2 <sup>nd</sup> period	9:20-10:30
Homeroom	10:35-10:40
Club Meetings	10:45-11:10
Regular schedule resumes	

## EXAM EXEMPTION POLICY

*Guidelines apply to each class each semester.*

1.     Grade                           Absences  
      A                               no more than 3  
      B                               no more than 2  
      C                               no more than 1  
      D                               none  
      F                               No Exemption
2. Student has not received an “F” for a nine weeks’ grade during that semester / year for the class.
3. Student must attend at least 1 hour of a class period in order to qualify for exemption.
4. Student has not been assigned Out of School Suspension or In School Suspension for the class being exempted.
5. Two unexcused tardies to class will equal one absence for exam exemption purposes.
6. Classes missed due to school sponsored activities approved by the administration will not count against the student’s attendance.
7. Student cannot be exempt from state End-of-Course and VoCATS Tests
8. Student may choose to take final exams in classes without End-of-Course tests, even if he / she is exempt. If the exam grade benefits the student, it will count toward the final grade. If not, the exam score will not affect the student’s grade.

*Students with excessive absences (more than 7) must make at least a “C” on the exam and be passing the course to receive credit.*

## NORTH CAROLINA GRADUATION EXIT STANDARDS

All students must meet certain exit standards in addition to earning 28 credits in order to graduate from high school. There are two types of requirements that are part of the Exit Standards. Students must meet certain testing requirements and students must successfully complete the North Carolina Graduation Project.

### Testing Requirements:

Students must score proficient on five end of course (EOC) tests to meet the testing requirements set forth by the state of North Carolina. To score proficient, students must earn an achievement level III or above on the EOC test.

This requirement applies to the following courses:

English 1, Algebra 1, Biology, Civics and Economics, and US History

Students must also pass the Computer Skills Test.

### North Carolina Graduation Project:

Students must successfully complete all four parts of the Graduation Project to graduate—a research paper, a product, a portfolio, and a presentation.

## **PROMOTION STANDARDS**

Students are classified into grade levels according to the following:

- 9<sup>th</sup> Grade-Successful completion of Grade 8
- 10<sup>th</sup> Grade- 6 credits
- 11<sup>th</sup> Grade- 13 credits
- 12<sup>th</sup> Grade- 20 credits

## **GRADE REPORTS**

Grade reports are issued after the end of each nine weeks through parent / teacher conference days or the homeroom teacher.



## **ACADEMIC RECOGNITION**

### **Honor Roll Requirements**

- To be eligible for the A Honor Roll, students must have all A's for the nine weeks.
- To be eligible for the B Honor Roll, students must have all A's and B's.
- To be eligible for the Principal's List, students may have one C with the remaining grades being A's or B's.

**Academic Reception Requirements** Each spring an Academic Reception is held to honor students who have excelled academically. The qualifications for being invited to attend this honored event are:

- 3.75 (weighted) cumulative GPA for the first 3 nine weeks of the 2009 / 2010 school year
- No D's or F's for any reporting period
- Only one C for the 3 nine weeks
- To earn an academic letter students must have a 4.00 or above (weighted) cumulative GPA and meet the above qualifications.
- Students who have lettered in previous years will receive a medallion for each subsequent year they achieve letter status.

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## ASSISTANCE PROGRAMS



### Section 504 Board Policy #3010

Section 504 of the Rehabilitation Act protects the rights of all persons with special needs. If a student has difficulty with learning or behavior, the 504 school committee meets to determine solutions and develop ways to improve student performance and / or behavior through aids and / or related services within the classroom. If a student has been identified with ADD/ADHD or has a condition which significantly interferes with learning, he / she should contact the guidance office.

### Early Graduation Board Policy # 7551

“Any high school student who completes the number of credits and other exiting standards required by the state and Caldwell County Schools prior to completing eight (8) semesters of high school work may petition the principal to graduate early.”

Students need to complete and submit the appropriate Early Graduation form prior to beginning their senior year.

### Nova Net

Nova Net is a computer based online learning system. The computer program provides individualized learning through technology. This course is offered to students who have been unsuccessful in a course. Nova Net offers a comprehensive curriculum in Mathematics, English, Science, and Social Studies. Students must have approval by counselor or principal before entering the program.

## TEXTBOOKS

- Lost books MUST be paid for before a replacement can be issued.
- Students are responsible for paying for any damages to books which are issued to them.
- If a student withdraws from school, he or she must return the textbooks to the teacher who issued them.
- Report cards / diplomas will be held for students who have not returned or paid for textbooks and other items issued by the school. In order to participate in graduation ceremonies, students must have no outstanding debts owed to the school, including but not limited to books, fees, lunches, uniforms, etc.

## MEDIA CENTER USE

Students use NCWISE numbers to log into computers in the media center and to check out materials. All books circulate to students for two weeks and may be renewed for an additional two weeks. Students with overdue books are not allowed to check out other materials until the overdue items are returned or debts are settled. All senior library debts must be settled prior to graduation.

## LOCKERS

- Locker assignments will be made during lunch periods in the cafeteria lobby during the first two weeks of school.
- Locker number assignments, combination numbers, and duplicate keys will be kept on file in the office.
- Students are advised that lockers are school property and as such they are subject to inspection at any time.
- Students are not to share lockers or locker combinations with other students.
- The cost to clean and / or repair a locker will be paid by the student.
- **All school lockers / gym lockers must have a lock. Lockers must remain locked at all times.**
- In order to avoid disturbing classes, a student who has 1<sup>st</sup> lunch may not go to his / her locker during lunch unless the locker is located on 1<sup>st</sup> level hall. A student who has 2<sup>nd</sup> lunch may not go to his / her locker during lunch unless the locker is located on 3<sup>rd</sup> level. A student who has 3<sup>rd</sup> lunch may not go to his / her locker, unless the locker is located on 2<sup>nd</sup> level.
- In order to avoid mice and insect infestations, food and drinks may not be stored in lockers overnight.
- All lockers not issued to students will be secured as part of the Safe Schools Plan. These lockers are not to be opened for any reason without authorization.

## STUDENT INSURANCE

Insurance for 2009 - 2010 will be through The Young Group. See P. Scruggs for more information.



## JUNIOR-SENIOR PROM



The Junior-Senior Prom will be held on Saturday, April 25, 2010. Prom fees may be paid during a student's Junior year according to the following schedule:

November purchase (through November 25)	\$40.00
February purchase (through February 27)	\$50.00
March/April purchase (through April 9)	\$75.00
<b><i>No fees taken after April 9, 2010</i></b>	

Paying in advance is helpful as it affords you a discount and allows for the ordering of decoration materials, Prom favors, and food well in advance. Higher prices and extra costs are often the result of late orders by the school.

Your Prom fees will cover both your Junior and Senior year's Prom. Students who do not pay their Prom fees during their Junior year must pay their complete dues during their Senior year in order to attend the Prom. Students transferring to Hibriten must also pay their Prom fees according to the above schedule.

Prom guest applications are approved on a case-by-case basis. Guest applications are available starting in February. Guest tickets are \$35.00 in February and go up to \$40.00 in March. No guest applications will be accepted after April 3, 2010.

**There are no refunds available once fees are paid and fees are not transferable to other students.**

## **CAFETERIA INFORMATION**

- Parents / Others are discouraged from bringing food to students.
- Prepayments are accepted in the cafeteria.
- When a student is approved for free or reduced meals, this covers lunch and breakfast.
- Meal prices are as follows:

*Students: Breakfast-\$1.25; Lunch-\$1.95*

*Faculty/Staff: Breakfast-\$1.25; Lunch-al a carte*

*\*Meal prices are subject to change.*

- Students who forget their lunch money may obtain a voucher from cafeteria. The voucher is good for the regular plate lunch line only (\$1.95). A student may not accumulate more than two vouchers before payment is made.
- **Students may not bring food or drinks into the building from the cafeteria or courtyard.**

## **COURTYARD USE**

Use of courtyard during lunch periods is a privilege. Students must not stand on tables and must keep the area clean. Any violations may result in loss of courtyard privileges.

## **HALL PASSES**

If an emergency occurs in which a student is required to be in the hall during instructional time, that student must have a hall pass from the appropriate teacher. It is the student's responsibility to obtain a hall pass from the instructor. **The student must be signed out of the classroom and must be signed in upon return.**

## DESIGNATED STUDENT AREAS

- During breakfast and morning break, all students eating breakfast / snack are to remain in the cafeteria
- The only areas in which students are allowed during their lunch period are the following:

Cafeteria, courtyard, and designated hall:

1<sup>st</sup> Lunch – A level hall

2<sup>nd</sup> Lunch – Cafeteria / Courtyard

3<sup>rd</sup> lunch – B level hall

No opened food or drinks are allowed in halls / rooms. Drinks and food seen in halls and rooms may be confiscated and not returned.

To relieve congestion in the Freshman Academy no student should be on 3<sup>rd</sup> level unless they have a class located there.

## LOITERING

Students are expected to remain in designated areas. Students are not permitted to loiter in the hallways, parking lots, on athletic fields, perimeters of campus, or in cars. Students are expected to be on campus only during the time periods designated within their academic / extracurricular activities schedules. ***The building opens at 7:30. Students are to enter the building immediately upon arrival at school, and exit immediately when school is dismissed. Students not using bus transportation should be picked up by 3:15. Students participating in an extracurricular activity must be supervised by a teacher.***

## VISITORS

Hibriten High School is a closed campus and all visitors must report to the office upon arrival. Under special circumstances, visitor passes may be pre-approved through the Main Office and issued to adults and / or students with adult supervision.

- All visitors must report to the office. Those who choose not to will be arrested for trespassing. N.C.G.S. 14-159.13
- The administration reserves the right to deny visitors permission to be on campus.
- A visitor may only attend classes at teachers' and administrators' discretion.
- A visitor pass is valid for a specified time limit / area and must be displayed by the visitor while on campus.
- Visitors may not attend school during exams or the last two weeks of the school year.
- Visitation for social purposes is not permitted.

***Commercial Deliveries*** - The school will not accept delivery of food, flowers or gifts during the school day.

## **SCHOOL SAFETY INFORMATION**

School safety is a top priority for school administration and teachers. Each school has a Crisis Management Plan that addresses major crises, such as bad weather, armed intruder on campus, chemical spill, etc., and defines the steps that should be taken to ensure the safety of all children. Law enforcement and emergency agencies work closely with school administration to prevent or prepare for these incidents that would threaten the safety of students. As our culture and environment continue to change, crisis response is modified to meet the most current demands in society. Each year, schools are required to conduct at least two lockdown drills in an effort to be prepared for an emergency. For more information, contact the School-Community Relations Office, 728-8407, ext. 120.

### ***Fire Drills***

Fire drill procedures are posted in each classroom. Students are to exit the building in a quiet, orderly manner. Upon leaving the building, students are to remain with their class and proceed to the designated area. Students should return to the building in the same manner and route in which they left. Pulling a fire alarm under false pretenses is a serious offense and will result in suspension from school and legal action.

### ***Tornado Drills***

Tornado drill procedures are posted in each classroom. In the event of a drill or actual severe weather, students should proceed in an orderly manner to the designated area. Personal protection is important. Students are to keep their heads down, knees drawn up with the back of the head covered with hands.

### ***Inclement Weather***

Should inclement weather or emergency situations result in the closing of district schools, or an adjustment to school start or dismissal times, the information will be conveyed to local radio and television stations, and through Alert Now.

### ***School Resource Officer***

As a result of a joint project with the Lenoir Police Department, a School Resource Officer has been assigned to work with the faculty, staff and community members to ensure a safe school environment. The officer is available during the school day to answer questions and to work with students in matters that may require police intervention.

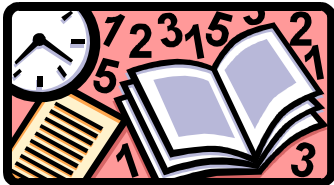
### ***Video Surveillance Cameras***

All students, parents and staff are advised that as a public school facility, students, staff, parents and building visitors do not have a right to expect privacy in connection with their actions and activities while in or about the school facilities. In an effort to increase school security, provide greater safety for students, staff and building visitors, and to reduce vandalism and theft, many areas of the high school campus, both internal and external shall be subject to observation and monitoring by video cameras. The tapes of such observations shall be available for use by the school district and its administrative staff, if necessary to enforce the law and the provisions of school district policy. Any questions should be addressed directly to the building administration.



## ATTENDANCE

Students who attend school regularly and punctually learn more and enjoy a more successful academic experience than those who do not. At Hibriten, consistent attendance and promptness are an expectation. During a semester, if a student misses more than **seven** days, he / she will not receive credit for that course unless a grade of “C” or above is achieved on the final exam along with passing scores from the class. Once enrolled as a full time student at Hibriten, students are expected to attend all classes throughout the semester. This includes all classes taken at the Career Center or Caldwell Community College. Dropping a class due to absences or failures is not an option. Graduation status may be affected if students do not attend their full schedule of classes each semester during their senior year. **Students must attend a class 1 hour to be counted present for that class. In order for a student to be counted present for the day, they must sign in before 11:10. All students signing in after that time will be counted absent for the day.**



### Signing in and out procedures

**In order to keep accurate attendance records, it is extremely important that a student who is reporting late to school sign in through the office to have an absence corrected. Students who fail to follow this procedure may be referred to the office for cutting class. First period classes begin promptly at 8:00. Students who accumulate unexcused tardies to school will be disciplined according to the school tardy policy. Students signing in after first period will be disciplined as a class cut if the absence is unexcused.**

Students are expected to be in attendance from 8:00 until 2:45 every school day. If an emergency occurs in which a student must leave campus before the school day ends, a parent or legal guardian must come to the office to pick up the student, or call to give verbal permission for students who drive to sign out. *Only a parent or guardian may give a student authorization to leave the school.* Students who have planned in advance to sign out early (ex: funerals, doctor’s appointments) may report with a note to the counseling center before school from 7:30 to 7:55 in the designated areas. Parents are asked to schedule medical and dental appointments after school hours except in cases of emergency. **Under all circumstances, students must sign out and in through the office before leaving or returning to campus.**

## Absence Codes

Following an absence, students should report to their counselor before 7:55 AM with a note from their parent / guardian stating the reason for their absence, the date of the absence, grade level, and a telephone number. **Medical appointments will be excused with an official document from the medical facility.** Students will receive a note for admittance to class, which must be signed by each teacher.

The primary responsibility for school attendance rests with students and parents; however, schools must properly record absences and tardies, notify parents when needed, and discourage excessive absences. Students who drive and parents who transport students are expected to be punctual on a daily basis. Upon the eighth absence to any class, official documentation (example, doctor's note) will be required for the absence to be coded as excused.

## Excused Absences

The following are lawful excused absences **if** satisfactory documentation is provided:

- Death in the immediate family
- Court or administrative proceedings
- Quarantine
- Medical or dental appointments
- Religious observances
- Educational opportunity
- Sickness

## Unexcused Absences

Unexcused absences include, but are not limited to: missing the bus; oversleeping; inclement weather; baby-sitting; taking a day or part of a day studying for a test; paying bills; looking for a job; getting a driver's license; alarm clock not working; car trouble.

## Notification of Excessive Absences

The school will notify parents of students under 16 years of age who have excessive absences under the following conditions:

1. After the third unexcused absence, parents / guardians are notified and a conference is requested.
2. After the sixth unexcused absence, parents / guardians are notified by mail that he / she may be prosecuted under the General Compulsory Attendance Law if these absences cannot be justified. A copy of the notice will be directed to the social worker and attendance officer, who will work with the student and family to remedy the problem. If warranted, the attendance officer, social worker, and principal may take legal action.

3. After the 10th unexcused absence, the principal shall review any report or investigation to determine whether the case shall be turned over to the district attorney for possible court action, or to the juvenile intake counselor.
4. An appeal process is available for 8 or more absences through the student's administrator. The appeal must be completed and turned in to the office at least one week prior to the end of the semester for which the appeal is being requested. Attendance Appeals Forms may be obtained from the office.



## **CLASSES OFF CAMPUS (CAREER CENTER, CCC&TI, WCHS, SCHS)**

*Students who are registered for a 1<sup>st</sup> and 2<sup>nd</sup> period class off campus must meet the bus in the bus parking lot before 8:00. (All Career Center students must ride the bus provided, unless permission is given to the Career Center and parent / guardian to do otherwise. Written permission must be on file.) The bus will leave promptly at 8:00.*

Upon returning, the bus will drop off students at the rear of the cafeteria. Students are to remain in the cafeteria lobby until the bell rings. They are not to visit lockers, bathrooms, or classrooms. Lunch period is determined by the 3<sup>rd</sup> period class.

*Students who are registered for a 3<sup>rd</sup> and 4<sup>th</sup> period class off campus will meet the bus at the rear of the cafeteria with access through the vocational driveway. The bus will leave promptly at the beginning of 3<sup>rd</sup> period (11:35) signaled by the bell. Students will eat during first lunch.*

Upon returning, the bus will drop off students in the bus parking lot. Students are to remain in the bus parking lot until the bell signals the end of the school day. Students are not to visit lockers, bathrooms, or classrooms until the school day has ended.

*Students enrolled in Caldwell Community College (dual enrollment or college classes, or classes at WCHS or SCHS) are to exit the building promptly at the specified time to attend these classes. Students who return to Hibriten during the school day for other classes are to remain in the office lobby area until the bell rings for the next period. Students who attend Caldwell Community College during 4<sup>th</sup> period, and are released before the end of the Hibriten school day, should not return to the school before 3:00 pm.*

*Testing* - When required formalized tests are given students will stay on HHS campus to take those tests.

## **DISCIPLINE**

Students in the Caldwell County School System are expected to behave in a manner that will reflect favorably on them and their school during school hours and at any school sponsored activity. It is the shared responsibility of the home and school to develop self-discipline skills within students appropriate to their age. Any behavior that causes deterioration in the safety or the learning environment of the school, or materially infringes on the rights of others will not be tolerated and may subject the students to corrective measures. During suspension, students will have an opportunity to make up missed work. However, they will realize the negative effect of being absent from school when lessons are being taught and practiced.

*The consequences listed for violations are intended to serve as guidelines for the administration. However, the administration has the discretion to suspend students for more or fewer days than listed based on the nature and severity of the offense.*

### **Student Due Process Board Policy #3400**

“The Caldwell County Board of Education and school officials recognize that all students have Constitutional rights, including the property right to an education. Therefore, due process rights for parents and students are guaranteed by the Caldwell County School System. The exercise of discipline in the Caldwell County schools will be characterized by fairness and the maintenance of collaborative and information relationships with parents and the community.”

### **In School Suspension**

Students’ assignments are sent to the In-School Suspension Coordinator for the days assigned. Lunch is scheduled between first and second lunch. ISS operates from 8:00AM until 2:45PM. Tardies to ISS will be reported to the student’s first period teacher for their records. Students who are in ISS for a full day or more may not attend or participate in school activities (home or away) during the time of the discipline assignment. Students who have good behavior in ISS may be contracted to decrease their stay by the ISS supervisor and / or may be offered service projects when all of their work is complete.

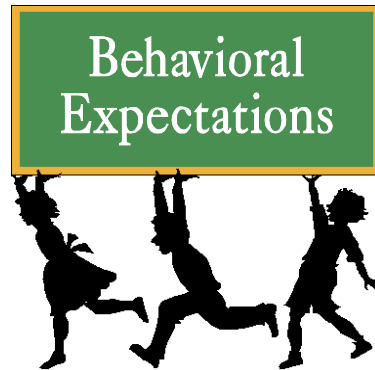
Students may be sent to ISS for a single period by the classroom teacher for a maximum of three times. Each time the student is referred to ISS, parental contact must be made by the teacher. On the third offense, the teacher will contact the parent for a parent / student / teacher conference. On the 4<sup>th</sup> offense, a student will be referred to the office for appropriate administrative action. All referrals to ISS will become part of the student’s discipline record.

### **Out-of-School Suspension**

Students who are suspended (out of school) may not be on Caldwell County School property during the suspension. Students are encouraged to make up work during their suspension. Assignments may be requested by contacting the Receptionist at 758-7376. We recommend that parents call to make sure assignments are ready.

## Discipline and Extracurricular Participation

Many clubs and organizations may also penalize or exclude students who do not meet their behavior standards.



- Be cooperative and respectful to all school staff and to your classmates.
- In order to provide a safe school, students will not be allowed to run, yell, push, or make inappropriate contact with other students.
- Attend all classes and be on time.
- Drugs, alcohol, tobacco products, weapons, or explosives of any kind are strictly prohibited.
- Students are expected to be honest and act with integrity at all times.
- Students may not use profane, obscene or abusive language or gestures.
- Violent behavior will not be tolerated.
- Students may not damage school property.
- Students will dress in a manner so as not to disrupt the educational process.

To ensure a safe learning environment, we operate on a “**zero tolerance**” policy. In School Suspension, Out of School Suspension, and possible expulsion from school may result when students are guilty of the following infractions:

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### **Tardies**

Instructional time at HHS is very important and must be protected. Students must be in class and prepared for the lesson to begin when the bell rings. Class changes will be five minutes. Tardiness to school or class will not be tolerated. Unexcused tardiness to class will be dealt with according to the policy below. In addition, tardy to first period will result in driving privileges being revoked as stated below:

### ***Consequences***

1<sup>st</sup> tardy: warning by teacher

2<sup>nd</sup> tardy: conference with teacher

3<sup>rd</sup> tardy: conference with administrator

4<sup>th</sup> tardy: one day administrative lunch detention

5<sup>th</sup> tardy: Administrative referral to In School Suspension for 1 period for specific class tardy

- 6<sup>th</sup> tardy: Administrative referral to In School Suspension for 1 period for specific class and one day loss driving privileges if applicable
- 7<sup>th</sup> tardy: Administrative referral to In School Suspension for 2 periods for specific class and two days loss of driving privileges if applicable
- 8<sup>th</sup> tardy: Administrative referral to In School Suspension for 3 periods for specific class and three days loss of driving privileges if applicable

*Violations beyond 8 will be dealt with by the administration as repeated acts of defiance and may result in additional days suspension with referral to **Drop Out Prevention Coordinator**.*

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### **Class Cuts**

Students are expected to be in attendance to every class period of the school day. To be excused from a class period, the proper sign out procedures must be followed (see attendance). Failure to sign out properly, or a tardy to school in which 1<sup>st</sup> period is missed will be penalized as a class cut following the procedure below:

#### ***Consequences***

- 1<sup>st</sup> offense: ISS for specific class(es) and up to 5 days loss of driving privileges
- 2<sup>nd</sup> offense: ISS for specific class(es) and up to 10 days loss of driving privileges
- 3<sup>rd</sup> offense: 5 days ISS and loss of driving privileges for 20 days or the remainder of the semester, whichever is greater
- 4<sup>th</sup> offense: Administrative decision

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### **Lunch Cuts/Unauthorized Area**

Due to safety concerns, students are not permitted to leave campus during their lunch break. When students leave campus during the lunch period, the following will occur. Being in an unauthorized area any time during the school day will result in the same consequences as a lunch cut. (Example: Unauthorized visitation of the parking lot or car).

#### ***Consequences***

- 1<sup>st</sup> offense: 2 days Lunch Detention and up to 5 days loss of driving privileges
- 2<sup>nd</sup> offense: 3 days Lunch Detention and up to 10 days loss of driving privileges
- 3<sup>rd</sup> offense: Administrative decision and loss of driving privileges for 20 days or the remainder of the school year, whichever is greater
- 4<sup>th</sup> offense: Administrative decision

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### **STUDENT DRESS Board Policy #3300**

Caldwell County School Board of Education policy concerning dress code is quoted as follows: **“PUPILS ARE EXPECTED TO BE PROPERLY DRESSED COMMENSURATE WITH THE ACTIVITIES BEING CONDUCTED.** Clothing which does not meet the social standards of the community will not be allowed. Coaches of athletics and sponsors of other co-curricular activities are authorized to enforce dress code

pertinent for participation in these activities.” The following rules apply to students at **ALL HIGH SCHOOLS IN CALDWELL COUNTY:**

- The shoulder width of female shirts must completely cover undergarments. Halter tops, tank tops, spaghetti strap tops without shirts underneath, crop tops, midriffs, tops with slit sides, half shirts without a shirt underneath, biker shorts, jeans that are torn or have holes, or tight-fitting garments will not be allowed.
- Male shirts shall have sleeves (no exceptions).
- Net shirts, bare midriffs, backless, low necklines or other revealing attire are not acceptable for either sex.
- The length of dresses, skirts and shorts will extend below the fingertips when arms and hands are fully extended at the sides, **AND**, will be no more than four (4) inches above the knee while standing.
- Pants, shorts, and skirts must be worn at the waist and undergarments must not be exposed.
- Headgear, hats, hoods, and bandanas are not to be worn, brought, or carried in the school building or worn on the yellow school buses. Items worn may be confiscated by the administration.
- No clothing, jewelry or accessories with letters, initials, symbols or wording that is obscene, threatening, dangerous, offensive, inflammatory, distracting, disruptive or detrimental to the instructional process is allowed. This includes attire that displays alcoholic beverages, drugs, and tobacco products or promotes violence, hatred or intolerance.
- Hair colors deemed a distraction by administration are not permitted.
- Shoes are to be worn at all times.
- No chains—deemed inappropriate by administration or by SRO (ex. Wallets with chains or necklaces). No spike bracelets or necklaces.
- No pacifiers, candy necklaces—paraphernalia related to Rave Drugs.
- No holes above the knees unless they are fully patched.
- Gang apparel is not permitted. Gang items are not allowed. (Bandanas, beads, chains, etc.)
- Bedroom shoes, and pajamas / lounge pants are not to be worn.
- Sunglasses are not to be worn in the building.
- Coats or over-sized garments, which can be used to conceal weapons, drugs, or contraband, are not allowed.
- Students are not permitted to take blankets into classrooms.
- Students may wear attire that includes the Confederate Flag, so long as the attire does not contain language, or other content, which is inflammatory, threatening, hateful, obscene, demeaning, or promote racial disharmony. Violation of these provisions will result in strong penalties, including, but not limited to, out-of-school suspension. (*District MEMO: dated March 21, 2004*)

**School officials have the authority and responsibility to determine whether a student’s appearance satisfies the intent of this policy. Anything that disrupts the learning environment will be deemed unacceptable. The administration will ask the student to change or adjust clothing as necessary.**

**CONSEQUENCES – School administrators have established procedures to handle students who are in noncompliance with this policy. Such procedures may include disciplinary action, including suspension from school.**

**Students who are dressed inappropriately will not be allowed to attend class. This will be an unexcused absence.**

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### **Cheating**

It is imperative that students conduct themselves with utmost integrity. Lying, cheating, plagiarism and other dishonest activities will not be tolerated. Scholastic dishonesty includes but is not limited to cheating on a test, plagiarism, or unauthorized collaboration with another person in preparing written work.

### **Consequences**

Cheating will result in a grade of 0 on the assignment regardless of whether the student is caught **giving** or **receiving** information. The teacher will inform parents of the incident and the consequences. The documentation of the incident will be given to administration to be recorded in the student's discipline file. Such records may have an adverse effect on academic honors, athletic standing and certain scholarship opportunities. Subsequent offenses will result in further disciplinary actions including ISS or OSS.

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### **Presenting Forged Notes**

Students shall not present forged excuse notes of any type.

### **Consequences:**

*First Offense:* 2 days ISS

*Second Offense:* 3 days ISS

*Third Offense:* 1 day OSS, also loss of driving privileges when applicable

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### **Inappropriate Use of Computer (Internet)**

Students shall operate computers only with permission and under the supervision of the teacher. Students will be held responsible for any inappropriate materials or actions. All students must sign an Internet Acceptable Use Agreement.

### **Consequences**

Students may be banned from computer use for up to 365 days.

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### **Electronic Equipment**

Cellular phones, radios, pagers, etc., can be disruptive to the educational atmosphere, and are valuables, which may be lost or stolen. Hibriten High School is not responsible for the loss or theft of these items.

Students who have cell phones on school premises must keep them turned OFF and out of sight during the school day (from arrival at school until the dismissal bell). Students may use their cell phones for emergencies with PRIOR permission of an administrator or teacher, and

during their lunch outside of building. **Visible & ringing phones and pagers disrupt the educational process and will be confiscated by teachers or administrators.**

***Consequences***

1<sup>st</sup> offense: Teacher confiscates item / items until end of class period

2<sup>nd</sup> offense: Item / Items turned in to administrator to be picked up by student at end of day

3<sup>rd</sup> offense: Item / Items turned in to administrator to be picked up by parent by 4:30

Repeat offenders will have their electronic devices confiscated for the remainder of the school year.

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**Disrespect to Staff / Disruptive Behavior**

The school's staff is assigned the responsibility of maintaining order and providing an instructional environment that promotes learning. Their ability to perform these tasks shall not be diminished by disrespectful acts, intentional disobedience or verbal and physical assaults. Students shall not engage in conduct that is disruptive of any school activity, function or process, or is dangerous to the health, welfare or safety of themselves or others. The teacher and administrator will jointly address cases of disrespect or refusal to obey reasonable directions.

***Consequences***

*When appropriate, the incident will be reported to law enforcement authorities for their action.* The administrator shall have discretion in cases of disrespect or refusal to obey reasonable directions. However, intentional, severe or habitual acts shall be subject to out-of-school suspension.

Intentional assault/battery may result in a ten-day Out-of-School suspension and possible recommendation for long-term suspension or expulsion. *When appropriate, the incident will be reported to law enforcement authorities for their action.*

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**Profane or Abusive Language**

Students shall not use profane, obscene, or abusive language / gestures. Inviting to fight, communicating a threat or verbally intimidating, extorting, blackmailing or substantially invading the rights of others, etc., shall be considered to be abusive.

***Consequences***

For initial and repeat violations the administrator shall have discretion, which may include ISS or OSS. When appropriate, the incident will be reported to law enforcement authorities for their action.

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**Bullying**

Students have the right to learn in a safe environment and not be intimidated or harassed. School bullying undermines the academic mission of school, jeopardizes the safety of school, and hostile and dangerous acts of harassment and abuse can victimize students. Bullying will not be tolerated at any time. Retaliation in any form against any individual that reports a

valid complaint of bullying or is a corroborating witness will not be tolerated. It is the duty of all teachers, including student teachers, substitute teachers, teacher assistants, and all school staff to maintain good order and discipline, and to report and intervene in all acts of bullying.

***Consequences***

ISS or OSS as determined by Administrator. Repeat violations may result in long-term suspension. When appropriate, the incident will be reported to law enforcement authorities for their action.

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**Inappropriate Interpersonal Behavior**

Public displays of affection as determined by school personnel are not allowed. Examples are kissing, inappropriate touching, inappropriate hugging, sitting in laps, etc.

***Consequences***

Conference with student and parent / guardian. Administrator shall have discretion, which may include ISS or OSS.

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**Sexual Misconduct and Harassment**

Unwelcome conduct of a sexual nature directed by a student toward another student constitutes a violation of Board policy on student conduct and constitutes a basis for discipline, including but not limited to suspension or expulsion depending on the nature, severity, and extent of such conduct. *The incident will be reported to law enforcement authorities for their action.*

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**Gambling**

Students shall not gamble or participate in games of chance involving payoffs of any kind.

***Consequences***

For initial and repeat violations the administration shall have discretion, which may include In School Suspension or Out of School Suspension.

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**Stealing or Damage to Property**

Students shall not steal or damage school property or property of others. School property would include textbooks, buildings, equipment, grounds, furnishings, buses, etc.

***Consequences***

For initial and repeated violations the administrator shall have discretion, which may include environmental services, restitution, ISS, or OSS. *When appropriate the incident will be reported to law enforcement authorities for their action.*

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### **Making a False Report of an Emergency**

Students shall not activate any fire alarm unless authorized to do so by school employees, or unless there are reasonable grounds for the student to believe an actual emergency condition exists. At no time shall a student call in or in any other manner communicate a false report concerning a bomb, other explosive device, or any emergency situation.

#### *Consequences*

Law enforcement officials shall be notified and the student may be subject to suspension or expulsion.

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### **Fireworks or Explosives**

Possession or use on school property or at school events is prohibited.

#### *Consequences*

Possession shall result in the administrator's discretion, which may include ISS or OSS. Exploding or attempting to explode these devices shall result in a 1 to 5 days OSS based on the circumstances. Depending on the severity, long-term suspension and law enforcement involvement may be necessary.

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### **Use of Seclusion & Restraint (Board Policy #3320)**

“It is the policy of the Caldwell County Board Of Education to promote the safety of all students, staff, and visitors in its schools. To further this policy, school personnel may, in compliance with G.S. 115C-391.1 and state and local policies and procedures, employ reasonable restraint and seclusion techniques with students.”

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### **Fighting/Assault**

A student shall not fight with fellow students or others. Students who are guilty of **encouraging, promoting, or instigating fights** are subject to the same consequences as other participants.

#### *Consequences*

All incidents will be reported to law enforcement authorities for their action

1<sup>st</sup> offense: 5 days out-of-school suspension

2<sup>nd</sup> offense: 10 days out-of-school suspension with a recommendation for long-term suspension

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### **Possession/Use of Tobacco or Tobacco Products**

The Caldwell County Board of Education believes the use of tobacco or tobacco products is injurious to health; therefore, students shall not possess or use tobacco products while on school property or during school sponsored events. Possession of a lighter will result in the same consequences. During restroom use, there should be only one student at a time in a stall. Violation of this rule will result in the same consequences.

#### ***Consequences***

- 1<sup>st</sup> offense: 2 days In School Suspension
  - 2<sup>nd</sup> offense: 3 days In School Suspension
  - 3<sup>rd</sup> offense: 1 day Out of School Suspension
  - 4<sup>th</sup> offense: 2 days Out of School Suspension
  - 5<sup>th</sup> offense: Administrative decision
- 

### **Possession of Weapon**

No student shall use, possess, or carry, whether openly or concealed, any gun, rifle, pistol, dynamite cartridge, bomb, grenade, mine, powerful explosive as defined in N.C.G.S. 14-284.1, knife (including pocket), dirk, dagger, slingshot, can switchblade knife, blackjack, metallic knuckles, club, stick, or any other substance, material or instrument which may cause bodily harm or is used against another, while on school property, on buses, or at any school function, wherever held.

#### ***Consequences***

***Any student who brings a weapon onto school property may be suspended for 365 days per N.C.G.S. 115C-391. In all cases, law enforcement authorities and parents shall be notified immediately. Possession of weapons and use of objects as weapons may result in short or long term suspension or expulsion at the discretion of the administrator based on the age of the student, the type of weapon and its use.***

- 1<sup>st</sup> offense: 5 days out-of-school suspension
  - 2<sup>nd</sup> offense: 10 days out-of-school suspension with recommendation for long-term suspension
- 

### **Drug and Alcohol Use Board Policy #3310**

Caldwell County School Board of Education policy prohibits the use of drugs and alcohol on all school properties, vehicles, and at school events / activities. Students shall not possess, use, sell, distribute or be under the influence of prohibited substances which include intoxicating liquors, controlled substances, counterfeit controlled substances, chemical compounds that will induce a condition of intoxication, or drug paraphernalia. In addition, over-the-counter drugs and prescription drugs must be administered according to the medication procedure policy found on page 30 of this handbook.

***Consequences:***

***For possession or attempting to possess; for use or for attempting to use; or for under the influence:***

*First offense* three to ten-day out-of-school suspension and a recommendation to the superintendent that the student be suspended for the remainder of the school year. However, the recommendation may be waived if the student and the student's parent(s) agree to attend and successfully complete an alcohol and / or drug abuse education and / or intervention program at the student's and parent's expense. The student may also be prosecuted under the juvenile or criminal laws of this state.

*Second offense* for a second offense during a student's public school career, a 10 day out-of-school suspension, and a recommendation that the student be expelled. However, the student may apply for re-admission to the regular school program at the beginning of the next semester more than 45 school days after the date of the expulsion under the following conditions:

1. The student enrolled in and successfully completed an alcohol and / or drug abuse intervention program at the student's and parent's expense;
2. The student and his / her parents agree to mandatory drug testing of the student upon re-admission and during each semester with the understanding that in the event of a positive drug or alcohol test the student will be subject to expulsion.

The appropriate law enforcement agency shall be notified of all drug related incidents. The student also may be prosecuted under the juvenile or criminal laws of this state.

***For possession with intent to sell, deliver, or transfer:***

*First offense* ten day out-of-school suspension and recommendation to the superintendent that the student be expelled. Serious consideration shall be given by school and law enforcement officials to initiating a juvenile petition or a criminal prosecution. However, the student may apply for re-admission to the regular school program after one calendar year under the following conditions:

1. The student enrolled in and successfully completed an alcohol and / or drug abuse intervention program at the student's and parent's expense;
2. The student and his / her parents agree to mandatory drug testing of the student upon re-admission and during each semester with the understanding that in the event of a positive drug or alcohol test the student will be subject to expulsion.

*Second offense* ten day out-of-school suspension and a recommendation to the superintendent that the student be expelled. If expelled, the student will not be readmitted.

*Other* In addition to the above disciplinary actions, any student suspended from school for a violation of this policy shall not be allowed to participate in athletics and extra-curricular activities for a minimum of thirty school days. A student may be suspended or expelled from an extra-curricular activity for a longer time period at the discretion of the principal or the principal's designee.



## **BUS BEHAVIOR**

Bus safety is of the utmost importance. Bus riders are expected to take their seats promptly, remain seated throughout the trip and refrain from conduct that would distract the driver or endanger anyone. Student conduct at the bus stop falls under the jurisdiction of the school. All school rules apply on the bus or at the bus stop. **Students are to refrain from: destruction of bus seats, loud behavior, placing part of the body outside the bus window, showing disrespect to driver or monitor, throwing objects on or from the bus, inappropriate physical contact, or horse play. Food and drinks are not allowed on the bus.** Students are not to be in the driver's seat for any reason. Remember that riding a bus is a privilege and that any misconduct may result in loss of that privilege.

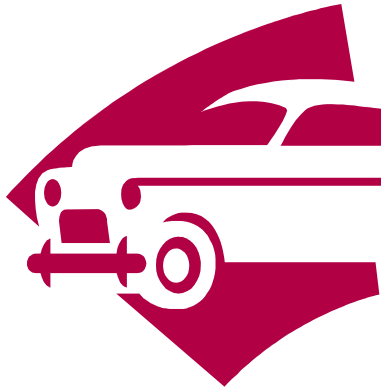
### ***Consequences***

For initial and repeated violations, the administrator shall have discretion, which may include suspension of riding privileges (suspensions range from 1 – 10 days). Bus drivers will issue initial warnings for inappropriate bus behavior.

- 1<sup>st</sup> reported offense: 3 days loss of riding privileges
- 2<sup>nd</sup> reported offense: 5 days loss of riding privileges
- 3<sup>rd</sup> reported offense: 7 days loss of riding privileges
- 4<sup>th</sup> reported offense: 10 days loss of riding privileges and recommendation for permanent bus suspension. Parents / guardians will be notified of students who refuse to cooperate with bus driver, principals, and teachers.

### ***Consequences for Food and Drink***

- 1<sup>st</sup> reported offense: Administrative decision
- 2<sup>nd</sup> reported offense: 1 day loss of riding privileges
- 3<sup>rd</sup> reported offense: Administrative decision



## **AUTOMOBILE IDENTIFICATION AND FEES**

*All students who wish to drive vehicles on school grounds must submit themselves to random drug testing throughout the school year. (See random drug testing policy, page 30)*

All vehicles parked on school grounds must be registered within the first two weeks of school with the School Resource Officer. Parking registration sticker may be transferred between family vehicles provided each vehicle driven is registered with the SRO.

Students must purchase a parking sticker for all vehicles parked on the school campus. The cost of a parking sticker for the 2009-2010 school year is \$30. Checks should be made payable to Hibriten High School. Replacement stickers are available at a cost of \$5.00 each. Failure to purchase and display a valid parking sticker may result in the towing of the vehicle.

Students may drive 2 days per semester without purchasing a parking sticker. However, they must notify the Resource Officer upon arrival to school.

## **AUTOMOBILE PARKING AND USE**

The following rules and regulations apply to ALL vehicles parked on campus:

- Students may not park behind the buses, in the faculty parking area, at the auxiliary gym, at the back of the theater, or at the locker rooms.
- Students may not visit their automobiles during the day.
- The speed limit for all vehicles on campus is 10 m.p.h.
- Hibriten High School is not responsible for any damage or loss of property due to criminal or accidental damage.
- Drivers may not back into parking spaces.
- Students must enter the school building upon arrival to school.
- Students may not loiter in the parking lot. It is expected that all student vehicles leave campus by 3:15 unless the student is involved in extra-curricular activities.

Driving privileges may be revoked for, but not limited to, the following reasons:

- Reckless driving or excessive speed on school grounds
- Transporting students off campus without administrative approval
- Failure to sign out of school before leaving
- Failure to display a current, valid parking sticker
- Failure to comply with the Resource Officer concerning parking requests
- Failure to pass or comply with a random drug test (see drug testing policy, page 27)
- Excessive tardies (6 or more) to 1<sup>st</sup> period

Violations of this policy will result in the loss of driving privileges for the following time lengths. Extreme circumstances may result in immediate and permanent loss of driving privileges.

- 1<sup>st</sup> offense: up to 5 days
- 2<sup>nd</sup> offense: up to 10 days
- 3<sup>rd</sup> offense: 20 days or the remainder of the semester, whichever is greater

All vehicles are subject to search if there are reasonable grounds to believe drugs, alcohol, stolen property or other contraband might be in that vehicle. All drivers are subject to random drug testing throughout the school year.

***Driving/Parking violations may result in citations issued at the discretion of the SRO/Lenoir Police Dept.***



## **LOSE CONTROL, LOSE YOUR LICENSE**

Legislation in effect since July 1, 2000, will suspend a student's permit or license for one year for reasons listed below:

- 1) The possession or sale of an alcoholic beverage or an illegal controlled substance on school property.
- 2) The possession or use on school property of a weapon or firearm that resulted in disciplinary action under G.S. 115C-391 (d1) or that could have resulted in that disciplinary action if the conduct had occurred in a public school.
- 3) The physical assault on a teacher or other school personnel on school property. School property includes the physical premises of the school, school buses or other vehicles under the school's control or contract and that are used to transport students, and school-sponsored or school-related activities that occur on or off the physical premises of the school.

This legislation directs public schools, community colleges, and nonpublic schools to notify the North Carolina Division of Motor Vehicles whenever a student is given an expulsion / suspension for more than 10 consecutive days. The State Automated Driver License System (SADLS) will be used to notify DMV.

Students who are at least 14 years old or who are rising 8<sup>th</sup> graders are subject to this law. Please note that unlike the "Dropout Prevention / Driver's License" law that stops when a student turns 18 years old, the "Lose Control" law does not stop at age 18. It is possible for a student to have his or her license suspended as a 17 ½ year old. If a student is unable to demonstrate exemplary behavior, then he or she will be 18 ½ before being eligible to drive.

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## **RANDOM DRUG TESTING OF STUDENTS**

Participation in extra-curricular athletics / cheerleading or operating/parking a motor vehicle on campus is a privilege, not a right. Students involved in such athletic / cheerleading extracurricular activities represent the school and the school system in interscholastic competition, public performances and various other activities. They are role models for other students. Their use or abstinence in the use of alcohol or illegal drugs is likely to influence the choices of other high school students. In addition, the use or abuse of alcohol and /or illegal drugs by these athletes / cheerleaders is likely to increase student injuries to the user or others with whom he / she is playing. Student drivers are inexperienced and pose a substantial risk to the safety of themselves and others should they operate a motor vehicle on campus or elsewhere while under the influence of alcohol or illegal drugs. The Caldwell County School System has adopted a random alcohol and drug testing policy to deter the use of alcohol and drugs among high school students. Students who wish to participate in athletic / cheerleading extracurricular activities or who operate or park a motor vehicle on campus will be subjected to random drug testing throughout the school year.

Refusal to participate in, tampering with, or positive results from a drug test will result in the student's ineligibility to participate in extra-curricular athletics / cheerleading or the operating / parking of a motor vehicle on campus for 365 calendar days. If it is a first offense, this time may be shortened to 30 school days or the end of that sports season if the student and the student's parent successfully complete an alcohol or drug abuse education / intervention program at the student's and parent's expense.

## **MEDICATION PROCEDURES IN THE CALDWELL COUNTY SCHOOLS**

The Caldwell County Health Department and the Caldwell County School System have established a medication procedure in attempt to provide for the safe administration of medicines that cannot be scheduled outside the school day but are necessary for a student's well being and ability to function in school. A parental / guardian consent form must accompany all prescription / over the counter medicines sent to the school. Forms are available in the office.

1. A trained person will give all medications to you during the school day.
2. If you need medication at school, your parent / guardian must provide written instructions for giving the medication.
3. Prescribed medicines must be in a pharmacy labeled container which includes the student's name, unit dosages to be given, number of dosages to be given, number of dosage units, time medication is to be given and how it is administered.
4. A parental / guardian consent form must be signed, dated and returned to the main office.
5. Prescribed medicines will be previewed by the school nurse.
6. Discontinued medicine will be released to parent / guardian only.
7. A record of all medication administration will be kept on file in the office.

8. When a student needs to take a single dose of over the counter medication (example: Tylenol), a parent / guardian must send written instructions with proper labeling. Parents of students who require frequent use of over the counter medication may leave a supply of medication at the school, to be taken as needed by the student. A parental / guardian consent form must accompany the medication.

**or**

1. A parent / guardian may come to school and administer medication at the appropriate time.
2. An alternate schedule for administering medication outside of school may be discussed with your doctor.

### **Chronic Illnesses**

Students with significant health problems (ie. diabetes, asthma, seizures, life threatening allergies, sickle cell) are requested to contact the school nurse so that emergency care plans can be established.

### **NC Safe Surrender Act Board Policy #3610**

Pursuant to North Carolina law, public school systems are required to notify students in grades nine through twelve that they may lawfully abandon a newborn baby with a responsible person. The NC Safe Surrender Act states that a parent may leave an unharmed infant up to seven (7) days old with the following, which are required to accept it:

- A health care provider who is on duty at a hospital, local health department or nonprofit community health center;
- A law enforcement officer who is on duty or at a police station or sheriff's department;
- A social services worker who is on duty or at a local department of social services; or
- A certified emergency medical services (EMS) worker who is on duty or at a fire or emergency medical services station.

The parent will not have broken any law through this action and can remain anonymous. When a parent relinquishes a baby under this statute, it is assumed there is not intent to return for the child. For more information, go to [www.safesurrender.net](http://www.safesurrender.net) or call 1-800-FOR-BABY.

# HIBRITEN ATHLETICS



## Hibriten High School Team Membership Criteria

Participation on an athletic team is a privilege. Athletes at Hibriten are expected to be role models in the classroom, hallways, athletic fields, and in the community.

- Athletes should not have a history of excessive discipline referrals. Repeated referrals will result in suspension or dismissal from the team.
- Athletes are expected to maintain excellent working relations with teachers, administrators and staff.
- Athletes are expected to attend all classes and meet NCHSAA attendance and academic standards.
- Athletes are expected to participate in off-season team activities if not playing another sport for Hibriten.
- If an athlete quits a team during the season without the coach's permission he/she has quit that team for the remainder of their eligibility at Hibriten, unless extreme extenuating circumstances exist. Players that quit a team may not participate on another team during the same sports season and may not attend off-season workouts for any other sport.
- Athletes with outstanding felony or other serious criminal charges will not be allowed to participate in games or practice. Additionally, behavior that results in charges being filed by law enforcement or that reflects poorly on Hibriten High School will result in suspension or dismissal from the team, unless extreme extenuating circumstances exist.
- Athletes should refrain from the use or possession of drugs or alcohol. Failure to refrain from the use of drugs and alcohol will result in suspension or dismissal from the team. The use of drugs or alcohol that involves charges by law enforcement or suspensions by school officials will be treated as a positive drug test.

## ***Athletic Insurance***

All athletes are covered by a blanket insurance policy. This coverage is a secondary policy. The parent's insurance policy **must be** filed prior to the athletic insurance. Please note the athletic coverage will pay only a percentage of the remaining balance.

**It is recommended** that all athletes purchase the "bronze" economy plan in addition to the blanket coverage. The cost of this policy is \$11.00 (subject to change). With the purchase your child then has a primary coverage, secondary coverage (athletic blanket policy) and your personal insurance.

**The purchase of the above plan does not cover varsity football injuries.**

## ***Athletic Booster Club***

The purpose of this club is to support Hibriten athletics. Some major projects include operating concessions at the athletic events and the \$100 fund-raising dinner in the spring. All parents of athletes are invited to join. Contact Jamie Lewis or Beth Reeves for more information.

## ***Sportsmanship Policy***

- Treat visiting athletes with the respect that is due them as guests and worthy opponents.
- Shake hands with opponents and acknowledge a desire to have an enjoyable and sportsmanlike competition.
- Exercise self control at all times.
- Respect official's judgments and interpretations of the rules. Never argue or make gestures indicating a dislike for a decision.
- Congratulate opponents in a sincere manner following either victory or defeat.
- Accept conscientiously the responsibility and privilege of representing the school and community.



### **Fall Sports**

Cheerleading – JV and Varsity  
Cross Country  
Football – JV and Varsity  
Men's Soccer – JV and Varsity  
Women's Tennis  
Women's Volleyball – JV and Varsity



Erin Smith  
Laura May  
Chuck Cannon  
Jim Blanton  
Raleigh Rogers  
Maggie Sime

## Winter Sports

Men's Basketball – JV and Varsity  
Women's Basketball – JV and Varsity  
Cheerleading – Varsity  
Cheerleading – JV  
Indoor Track  
Swimming  
Wrestling



Roger Burgess  
Monte Simmons  
Erin Smith  
TBA  
Chuck Cannon/Jimmy Fuller  
Chris Washburn  
Josh Woodruff



## Spring Sports

Baseball – JV and Varsity  
Golf  
Women's Soccer  
Women's Softball  
Men's Tennis  
Track and Field

Jerry Henthorne  
Larry Taylor  
Shea Bridges  
Jim Blanton  
TBA  
Chuck Cannon/Jimmy Fuller



*Hibriten athletes are role models for other students; therefore, to be eligible to participate in Hibriten sports, each student must agree to submit him or herself to random drug testing throughout the school year during which they are considered to be an athlete. (See Random Drug Testing Policy, page 30)*

*Students may not participate in athletic activities (including practices) without filing a completed physical exam form or a physician's waiver form with the school Athletic Director. School insurance is required before a student can try out for any sport.*



# CLUBS

## A Clubs

AFS, Anime, Earth Tomorrow, Equestrian, FAME,  
FTA, Gaming Club (A & B), Key, Tri-M, Varsity

## B Clubs

Art, Drama, FBLA, FCA, Gaming Club (A & B),  
Intense Teens, Interact, Multicultural Club,  
Rodeo, SkillsUSA

## Other Times

Student Council: TBA

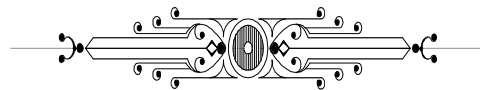
Beta: Before school on the first Thursday of each month

Chess Club: Each Thursday from 3:00 to 5:00

Art and Anime Club: To be announced by sponsor

JCL: TBA

NOTE: Clubs are subject to change due to student interest.



## Club Schedule

(Dates subject to change)

### A Clubs

October 14

December 2

February 3

March 31

### B Clubs

November 4

December 16

March 3

May 5

**The Acting Club (Drama Club)** is the support arm for the two main stage productions of the drama department. Membership is open to the whole student body through dues and meeting attendance. Members are involved in fund-raising, promotion of the shows, and social functions.

*Meeting place: Theatre*

*Sponsor: J. Scott*

**American Field Service (AFS)** The AFS Club is open to any student who wishes to be involved with visiting exchange students and club activities. AFS sponsors many community service projects. The highlight of the year is a group exchange with another high school in the United States. Membership is by application.

*Meeting place: Theatre*

*Sponsor: J. Spicer*

**Anime** The Anime Club promotes appreciation and understanding of Japanese anime/cartoon and animation. Membership is open to the student body.

*Meeting place: Room A15*

*Sponsor: M. Martine*

**Art Club** The purpose of the Art Club is to enhance art learning by being involved in many school and community projects. Any student may join.

*Meeting place: Room A15*

*Sponsor: M. Martine*

**Beta Club** The purpose of the Beta Club is to promote honesty, service, leadership, and meritorious achievement. Sophomores, juniors, and seniors with a GPA of 3.5 may be invited to join. Meetings are the first Wednesday of each month at 7:40 AM.

*Meeting place: Theatre*

*Sponsor: W. Beard*

**Chess Club** The Chess Club provides opportunities for students to learn and play chess. Membership is open to anyone interested.

*Meeting place: Room T3*

*Sponsor: R. Taliana*

**Earth Tomorrow (ET)** Earth Tomorrow is open to all students interested in creating awareness about environmental issues.

*Meeting place: Room A3*

*Sponsor: A. Martin*

**Equestrian Club** The Equestrian Club is for students that are interested in learning more about horses. The club is also involved with the ERL (Equine Rescue League) and helps by volunteering and raising money to support local abused horses.

*Meeting place: Room C18*

*Sponsor: S. Starnes*

**FAME (Future Advancement for Minority Education)** The FAME Club is open to any student concerned about minority relationships and issues. The club provides opportunities for students to visit college and university campuses, as well as area businesses. The club is service oriented.

*Meeting place: Media Center*

*Sponsor: T. Lipford, A. Lipford, Jimmy Fuller*

**Fellowship of Christian Athletes (FCA)** The FCA is open to anyone wishing to be a part of Christian fellowship, to serve the school and community, monthly speakers and activities.

*Meeting place: Gym*

*Sponsors: Jeff Crisp, Vickie Parker*

**Future Business Leaders of America (FBLA)** Any student who is currently enrolled in a business class and who wishes to develop competent leadership skills, strengthening confidence in self work, promote scholarship, and wants to be involved in business projects may join.

*Meeting place: Room C3*

*Sponsors: Business Teachers*

**Future Teachers of America (FTA)** Any student who wishes to learn about the teaching profession as a career may join.

*Meeting place: A10*

*Sponsor: Katie Swartz*

**Gaming Club** Due to its popularity, the Gaming Club meets during A and B Clubs. They also meet each Wednesday afternoon from 3:00 to 4:30. Membership dues are \$5.00.

*Meeting place: C23*

*Sponsor: Richard Arnold*



**Junior Classical League (JCL)** See sponsor for club information

*Meeting Place: TBA*

*Sponsor: Jim Westcot*



**Intense Teens Club** The Intense Teens Club encourages students to be health conscience and make healthy decisions.

*Meeting place: Room B8*

*Sponsor: TBA*



**Interact Club** Community and International service organization sponsored by Lenoir Rotary Club. Membership is by nomination from faculty and Rotary Club.

*Meeting place: Band Room*

*Sponsor: Amy Goble*



**Key Club** Any student interested in involvement with service projects is encouraged to join Key Club which is the largest high school service organization in the world. The club is sponsored locally by the Lenoir Kiwanis Club.

*Meeting place: Room C16*

*Sponsor: C. Wilson*



**Multicultural Club** See sponsor for club information.

*Meeting place: TBA*

*Sponsor: D. Robinson*



**Rodeo Club** The Rodeo Club consists of students that compete in rodeo events or are interested in learning how. Students that are serious competitors can join the NCHSRA and compete against other high school age riders across the state for points to earn scholarships.

*Meeting place: Room C18*

*Sponsor: S. Starnes*



**Skills USA** Students who are enrolled in a Trade and Industrial Vocational class are eligible to participate. Leadership training and club activities provide involvement for vocational students.

*Meeting place: Room D8*

*Sponsors: All Trade and Industrial Vocational teachers*



**Student Council:** The voice of the student body is the Student Council. Working with faculty and administration to improve student life as well as sponsoring many activities are part of the responsibilities. Students are elected to Student Council.

*Meeting place: TBA*

*Sponsors: J. White and B. Barnes*



**Tri M (Modern Music Masters)** Tri-M is an honor society for music students which acts as a service organization for the music departments. Membership is by nomination, testing, and GPA.

*Meeting Place: Band Room*

*Sponsor: Kevin Townsend*



**Varsity Club** Any athlete who has lettered in a varsity sport may join and participate in club activities.

*Meeting place: Gym*

*Sponsor: Derek Reeves*







**All programs, activities and facilities of the Caldwell County School System are available to all on a non-discriminatory basis, without regard to race, color, creed, religion, sex, age, handicap, or national origin. The school system is an equal access Equal Opportunity Employer. Questions pertaining to educational equity, equal opportunity, or equal access should be addressed**

**to the Associate Superintendent of Human Resources.**