



MITCHELL HIGH SCHOOL

Dear Students and Parents:

On behalf of the administration, faculty, and staff, we would like to welcome you back to Mitchell High School for the 2008-2009 school year. This year we will celebrate the 30th anniversary of Mitchell High School and are looking forward to all the possibilities that it will bring.

As we begin the new school year, I encourage every student to *be involved* in one of the many activities that Mitchell High School has to offer. Each year Mitchell High School has organizations and athletic teams that are recognized at the state and national levels; we want you to become a part of the Mitchell High School tradition.

Our goal is to provide a safe and focused environment conducive to a quality education. Therefore, each student must be familiar with the policies and procedures in the student handbook.

Best Wishes,
Mark Woody

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____



PLEASE NOTE: The front cover is sensitive to extreme heat. Do not leave in direct sunlight!

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Mitchell High School
416 Ledger School Rd., Bakersville, NC 28705
(828) 766-3400
www.mcsnc.org/mitchellhigh

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MITCHELL HIGH SCHOOL FACULTY

PRINCIPAL: Mark Woody

ASST. PRINCIPAL: Stacie Burleson

COUNSELORS: Muffy Dayton, Matt Hollifield

9th Grade Advisors

Duncan, Wanda	Math
Drum, Tim	Band/Chorus
Farmer, Misty	Math
Foxx, Jennifer	Biology
Hampton, Haley	Agriculture
Hefner-Scott, Terri	Exceptional Students
Johnson, Casey	English
McClellan, Stephanie	Consumer Science
Mimken, Tim	Health & PE
Staff	English

12th Grade Advisors

Barnett, Russell	Math
Deyton, Tracy	Librarian
Hodshon, Kim	Business
Holtzclaw, Angie	English/Drama
Hollifield, Mark	Math
Lance-Brown, Robin	Spanish
McKinney, Mitchell	Health & PE
Murphy, Jennifer	Social Studies
Phillips, Rhonda	Science
Williams, Daron	Math

10th Grade Advisors

Calloway, Jamie	Science
Davis, Paulette	English
Kozlinsky, Misty	English
Laws, Randy	Social Studies
Perez, Meredith	Spanish
Pitman, Linda	Health Occupations
Pressley, Ben	Auto Mechanics
Punch, Emory	Technical Math
Westall, Marisa	Art
Staff	Science
Staff	Social Studies

Other

Duncan, Ed	Social Studies/Athletic Director
Garland, Gaye	Exceptional Students
McKinney, Dan	Freshmen Social Studies
Robinson, Teresa	Health Occupations
Snyder, Charlie	Science
Wilson, Dave	Exceptional Students
Young, Amber	Health & PE

11th Grade Advisors

Cook, Melora	English
Fox, Michael	Math
Holley, Greg	Carpentry
Hopson, Dan	Principles of Tech.
Hurd, Matt	Social Studies
McGraw, Misty	English
Murphy, Denise	Business
Pitman, Pam	Business
Warren, Mitchell	Drafting
Staff	Consumer Science

TELEPHONE DIRECTORY

The offices listed below have voice mail and can be dialed directly from the main menu.

<u>Office</u>	<u>Extension</u>
Athletic Department	#3431
Attendance	#3405
Finance Office	#3404
Guidance for grades 9&11	#3411
Guidance for grades 10&12	#3410
Library/Drivers Education	#3408
Receptionist	#3400
Resource Officer	#3414
Student Records	#3407

Students not involved in an after school activity must leave campus or be picked up by 3:15 in the afternoon or attend an after school learning lab. Otherwise, students will be subject to disciplinary action.

VISITORS: All visitors to Mitchell High must report to the office and get a visitors pass. Students are not allowed to visit with unauthorized visitors. Unauthorized visitors will be asked to leave campus immediately or be escorted from campus by school officials or law enforcement personnel.

SCHOOL CALENDAR

2008-2009

First Semester

August 4, 5, 6	Teacher Workdays
August 7	1 st Day of School
September 1	Labor Day Holiday
October 9	End 1 st 9 Weeks
October 10	Half Day
October 16	P/T Conference (1-6 pm)
October 17, 20	Teacher Workdays
November 4	Teacher Workday
November 11	Veteran's Day Holiday
November 26	Half Day
November 27, 28	Thanksgiving Holiday
December 19	Half Day
	End 2 nd 9 Weeks/End 1 st Semester
December 22-31	Christmas Holiday
January 1	New Years Holiday
January 2	Teacher Workday

Second Semester

January 5	Students return to School
March 12	P/T Conference
April 10	Half Day
April 13-17	Spring Break
May 19	Last Day for Students
(Subject to change for days missed for bad weather)	
May 20	Required Teacher Workday

MITCHELL HIGH SCHOOL TIME SCHEDULE

REGULAR BLOCK SCHEDULE

First Bell	7:55 – 8:00
Block 1	8:00 – 9:30
Break	9:30 – 9:40
Block 2	9:40 – 11:10
Tardy Bell	11:15
1 st Lunch	11:10 – 11:45
1 st Lunch (5 minute bell)	11:40
Block 3 – (1 st lunch)	11:50 – 1:20
Block 3 – (3 rd lunch)	12:45 – 1:20
End 3 rd Block/3 rd lunch	1:15 – 1:25
Block 4	1:20 – 2:55

ACADEMY SCHEDULE

First Bell	7:55 – 8:00
First Period	8:00 – 8:50
Second Period	8:55 – 9:45
Break	9:45 – 9:55
Third Period	9:55 – 10:45
Fourth Period	10:50 – 11:40
Lunch	11:45 – 12:15
Fifth Period	12:20 – 1:10
Sixth Period	1:15 – 2:05
Leadership Seminar	2:10 – 2:55

TWO HOUR DELAY - BLOCK

First Bell	9:55 – 10:00
Block 1	10:00 – 11:00
Block 2	11:05 – 12:05
1 st Lunch	12:10 – 12:40
Block 3 – (1 st lunch)	12:45 – 1:45
Block 3 – (3 rd lunch)	12:10 – 1:10
End 3 rd Block/3 rd lunch	1:15 – 1:45
Block 4	1:50 – 2:55

TWO HOUR DELAY - FRESHMAN

First Bell	9:55 – 10:00
First Period	10:00 – 10:35
Second Period	10:40 – 11:15
Third Period	11:20 – 11:55
Fourth Period	12:00 – 12:40
Lunch	12:45 – 1:10
Fifth Period	1:15 – 1:50
Sixth Period	1:55 – 2:30
Leadership Seminar	2:35 – 2:55

SCHEDULE DESCRIPTIONS

4 PERIOD DAY OR BLOCK SCHEDULE

The daily schedule is a 4 period or 4 block daily schedule. The school day is built around four 90-minute instructional periods. The academic year is organized into two 90-day semesters. Students may earn 4 units of credit in the first semester and 4 units of credit in the second semester. Therefore, students may earn 8 units of credit per year. All students must be registered for a minimum of 4 credits each semester.

FRESHMEN – YEAR LONG SCHEDULING

The academic year for Mitchell Academy is organized into six 50 minute periods and one 45 minute seminar class. Students will earn one unit of credit for each course including the seminar class. A total of seven units of credit can be earned by the end of the academic school year.

PROMOTION STANDARDS AND GRADE CLASSIFICATION

Students will be promoted from middle school to senior high school upon completion of all middle school requirements and upon recommendation of the school principal. In accordance with graduation requirements, grade level classification is based on a student's maximum potential* to earn credit along with the following criteria:

To be classified as a sophomore, a student must have passed the number of units equal to his/her maximum potential less 2 units. One unit must be English I.

To be classified as a junior, a student must have passed the number of units equal to his/her maximum potential less 3 units. One unit must be English II.

To be classified as a senior, a student must have passed the number of units equal to his/her maximum potential less 3 units. One unit must be English III.

*Maximum potential is defined as an individual student's opportunity to have earned high

school credit. For example, a freshman enrolled at Mitchell High for a full academic year has the maximum potential to earn 7 credits per year. To be classified as a sophomore, that student must pass 5 credits, one of which must be English I.

HONOR ROLL RECOGNITION

At the end of each term, the Principal's List and the A and B Honor Rolls will be compiled. To be eligible for the Principal's List, students must have an average of 96 with no grade lower than a 93. To be eligible for the A Honor Roll, students must have an average of 93 or above with no grade lower than a 90. To be eligible for the B Honor Roll, students must have an average of 88 or above with no grade lower than an 85. To be eligible for the honor roll, the student must have at least three number grades each semester. Any student with an incomplete or conditional will not be eligible to be on the Honor Roll.

MARSHALS

MHS juniors who have maintained a GPA of 4.00 or above, as indicated by the GPA calculation system, for five consecutive semesters, may be designated as marshals for graduation, provided they meet the other criterion.

Marshals must have been in attendance at MHS for at least their entire junior year. In addition, these students must have completed 8 of the requirements of the N.C. Scholar's Program by the end of the fall semester of their junior year. Finally, they must also be registered in appropriate courses leading toward completion of the N.C. Scholar's Curriculum.

HOME SCHOOL STUDENTS

Effective the 2002-2003 school year, newly-enrolled students will no longer be allowed to be dually-enrolled in a home school and at Mitchell High School. All students at Mitchell High will be enrolled for 4 courses each semester.

HONOR STUDENT GRADUATES

Mitchell High School's Honor Students will be those students who have maintained a grade point average of 92 or above for 7 terms* of schoolwork. These students must have been in attendance at Mitchell High School for at least their senior year.

HIGHEST HONOR

Graduates will be selected as follows:

- A. Must have been designated an Honor Student at the end of Term 1 in their senior year.
- B. Must have a 4.0 or higher grade point average after all courses at Mitchell High (end of senior year) have been completed.

Recognition for both Honors & Highest Honors will include the following:

1. All Honor graduates will be designated in Graduation Programs.
2. Honor chords will be worn by all Honors and Highest Honor candidates.
3. Appropriate publicity to all media will include special recognition of Highest Honors.
4. Students graduating early will be able to graduate with Honors or Highest Honor upon meeting the following:
 - a. If, after all completed work at MHS, they have the appropriate average as above.
 - b. If all terms of their early graduation contract have been met (e.g. enrolled and attending college, etc.)

*End of 1st or 2nd term of senior year. (2nd term designees may not have designation shown in program due to printing deadlines).

December Graduates: These students will be able to participate in prom, senior awards night, and graduation ceremony.

TRANSCRIPTS

Individual student awards will not be put on transcripts. Before student transcripts can be released, students must sign a release form in the student services office including SAT Score reporting. Graduates will be provided an official transcript upon graduation. Additional transcripts can be obtained for a fee of \$5.00 each.

ACADEMIC INFORMATION: GRADING SYSTEM

All Mitchell High School courses receive 1 (one) final grade with appropriate credits at the end of each semester. No partial credit will be given. Two nine-week grades in each term will be averaged with a final test for a final grade. The final test will normally be 25% of the grade.

93 – 100	A
85 – 92	B
77 – 84	C
70 – 76	D
69 -	F

5th YEAR SENIORS

Fifth year seniors who need less than four (4) courses to graduate must register for a minimum of two (2) courses and will leave campus at the end of their schedule. Fifth year seniors, who successfully complete graduation requirements at the end of the first semester, will be given their diploma at that time.

ATTENDANCE POLICY

Good attendance is essential at school if a student is to do well. If a student is not in class, he/she cannot receive the full benefit of the education offered. With our “4x4 Block Schedule” a yearlong course is completed in one semester, therefore for every day a student misses, he/she has missed two days of course work. Students will not be counted present for any class unless they are in attendance for a minimum of sixty minutes. It should be the aim of every student to be present in class every day. In the Freshmen Academy, students will not be counted present for any class unless they are in attendance for a minimum of thirty-five minutes. School related activities do not apply, but every effort should be made to be in class and on time as much as possible.

Students, who leave early or arrive late for school, missing thirty minutes or less, will be counted tardy. (Exceptions-school related trips)

- A. School officials will keep an accurate record of attendance in each class. Attendance records will be used to enforce the Compulsory Attendance Law of North Carolina.
- B. When a student must miss school, a written excuse signed by a parent or guardian must be presented to the Attendance Office on the day returning after an absence for that absence to be excused. An absence may be excused for the following reasons:
 1. Personal illness or injury.
 2. Isolation ordered by the State Board of Health.
 3. Death in the immediate family.
 4. Emergency medical or dental appointment or such an appointment which has been approved in advance by the principal.
 5. Participation under subpoena as a witness in a court proceeding.
 6. Observance of an event required by or suggested by the religion of the student or the student’s parents with prior approval by the principal.
 7. Participation in a valid educational opportunity, such as travel with prior approval by the principal.

LIMIT OF ABSENCES

Students will be allowed six absences during a semester. Suspensions shall not be included in the six day rule. In the case of personal illness or injury, proper documentation would consist of physician’s statement of office visit and attendance limitations because of sickness or injury. For a valid educational opportunity, a description of the educational benefits must be provided to the principal or his designee prior to the travel. This must be provided by the parent (Mitchell County Policy Code Number 4400). Students who have over six absences must make up the excused absences in order to reduce their total to six (unexcused absences may NOT be made up). Absences may be made up by attending after school learning labs. Students must be in the labs by 3:05PM to receive credit for attendance.

Attention Parents: Students will be given an attendance profile each week on Tuesday during advisor meetings; therefore, it is part of their responsibility to check their profile for the number of absences they have in each class. Students who are over on absences two weeks prior to the end of the semester may appeal their absences to the attendance committee. This process will allow students to request extended time to make up their absences or a waiver of their absences.

If a student is absent due to sickness for three consecutive days, an excuse from a physician will be required.

The attendance committee will determine extenuating circumstances, with final approval by the principal or his designee. Example: Prolonged illness/Hospitalization. In a situation where a student may be absent for four weeks or longer, homebound services may be provided with proper documentation from a licensed physician.

Parents will be notified daily when their child is absent, from one or more of their classes, by the Phone Notification System.

POLICY FOR MAKING UP WORK

Students will be required to make up time for days missed. In the case of unexcused absences and out of school suspensions, the student will not be allowed to make up his/her work. Zeros are given for assignments during this time. For excused absences, the student is responsible for finding out what assignments are due and completing them within the specified time period.

1. When a student has been absent 1-2 consecutive days, he/she will be allowed 2 days to make up work.
2. When a student has been absent 3-5 consecutive days, he/she will be allowed 5 days to make up work.
3. All work not completed by the designated date assigned by the teacher will result in a zero for the missing assignments. It is the responsibility of the student to contact teachers regarding make up assignments.

SCHOOL RELATED ACTIVITIES

The following school related activities will not be counted as absences from either class or school: fieldtrips sponsored by the school, scheduled activities, and athletic events requiring early dismissal from school. The student must complete assignments missed during these activities. Assignments made prior to the activities must be turned in on time.

PERFECT ATTENDANCE

For students to be classified as having perfect attendance, students on the block schedule must be in attendance at least two full blocks. Students in the academy must be in attendance at least 4 full periods. Furthermore, students must have no disciplinary action related to attendance.

TARDY POLICY

It is the responsibility of students to report to class on time. If a student is more than 5 minutes late for a class, they will receive disciplinary action for skipping. If a student is late to school or class, he/she must report to the Attendance Office to receive a pass to class. Excessive tardies will result in the following actions:

Tardies	Consequence
1	Verbal warning by the teacher and attendance office
2	Verbal warning and a parent notification
3 - 5	Parent notification and lunch detention
6 - 8	Parent meeting and after school detention
> 8	Out of school suspension

CHECKING OUT EARLY

It is important that students remain at school for the entire school day. Students checking out early will be counted absent from the classes missed due to checking out. Parents are strongly encouraged to only allow students to check out in the event of doctor/dental appointments and emergencies. If possible, dental/doctor appointments should be scheduled for after school hours. When a student must check out, he/she must bring a note from parent/guardian with a telephone number for verification to the attendance officer, before school (7:30 AM – 7:55 AM) or during morning break (9:30 AM – 9:40 AM). **Notes will not be accepted after this time. Students will not be allowed to check out or leave campus for lunch.**

SCHOOL-WIDE DISCIPLINE PLAN

INTRODUCTORY STATEMENT

Mitchell High School will operate on the premise that every student has the right to learn, and every teacher has the right to teach. In order to provide a safe environment conducive to learning, the following rules will be enforced on campus and at school-related activities. Rules are applicable to all students regardless of grade level or age.

When a student is referred to the office for a rule violation:

1. A Student/Administrator conference will be held to discuss the referral.
2. If a violation has taken place, discipline will be administered in accordance with the school policy.
3. Parents/guardians of offenders will be contacted by an administrator to inform them of their child's inappropriate behavior and the potential consequences.

DISCIPLINE LEVEL SYSTEM

Failure to follow school rules will result in consequences as outlined in the following level system.

After-school detention will be held daily from 3:00-4:00PM on Monday through Thursday. Detention must be completed when assigned. Delays in completion of more than 2 days may result in additional detention or suspension. Participation in extracurricular activities will be suspended until detention has been completed.

NOTE: ANY INAPPROPRIATE ACT COMMITTED BY A STUDENT THAT IS NOT SPECIFICALLY MENTIONED IN THE DISCIPLINE POLICY WILL BE HANDLED INDIVIDUALLY BY THE ADMINISTRATION.

LEVEL I STUDENT/TEACHER

The following offenses will be handled in accordance with the teacher's individual discipline plan, which will be on file in the office and given to each student. Any student who fails to cooperate with the teacher will be guilty of insubordination and will be referred to Level II (Administration) for discipline:

1. Out of class without permission
2. Food in classroom
3. Inappropriate display of affection
4. Disruptive behavior
5. Failure to arrive on time and prepared for class
6. Failure to complete assignments on time
7. Use of profanity or unacceptable language
8. Cheating
9. Violation of any classroom rule

LEVEL II STUDENT/ADMINISTRATOR

The following offenses will be referred to administration. Discipline on this level may include but is not limited to: parent/guardian contact, detention, community service, confiscation of prohibited items, suspension, and expulsion or corporal punishment.

1. Insubordination
2. Food outside the lunchroom
3. Inappropriate display of affection
4. Violation of dress code
5. Leaving campus without permission
6. Inappropriate conduct during assembly programs
7. Students in parking area without an escort from the office

These actions may include legal consequences as outlined in Level III depending upon the seriousness of the offense.

**LEVEL III
STUDENT/ADMINISTRATOR/LAW
ENFORCEMENT**

Level III offenses may be referred to law enforcement officials. The school also reserves the right to discipline offenders. These offenses include but are not limited to the following:

1. Use or possession of alcohol or banned substances
2. Fighting
3. Communicating threats
4. Taking a minor off campus without permission
5. Theft
6. Destruction of property
7. Driving in an unsafe manner
8. Any minor violation of local, state or federal law not covered by Level IV

**LEVEL IV
LAW ENFORCEMENT REFERRAL**

In accordance with NC Laws, G.S. 115C-288, the following criminal violations must be referred to the appropriate law enforcement agency. Charges may then be made against the violator regardless of the age of that person. The school administration has no option but to report these crimes for possible criminal prosecution.

1. Assault resulting in serious personal injury
2. Sexual assault
3. Sexual offense
4. Rape
5. Kidnapping
6. Indecent liberties with a minor
7. Assault involving the use of a weapon
8. Possession of a weapon in violation of the law
9. Possession of a firearm in violation of the law
10. Possession of a controlled substance in violation of the law
11. Assault on school officials, employees, and volunteers
12. Homicide, including murder, manslaughter, and death by vehicle
13. Robbery

Any threat made by a student or by any other person against the school or any person at the school will be taken seriously. If it is determined that a threat has been made, this will be reported to law enforcement immediately for possible criminal charges.

TOBACCO POLICY



FIRST OFFENSE:

- A. Parent/Guardian Notification
- B. Three days of after-school detention
- C. Completion of Tobacco Cessation Class consisting of a four day after school program

Failure to comply with all of the above consequences of tobacco violation will result in 2 days of out of school suspension

SECOND OFFENSE:

- A. Parent/Guardian Notification
- B. Two days of suspension
- C. Completion of Tobacco Cessation Class (if not completed at the time of the first offense)
- D. Loss of driving privileges for 2 weeks

If student is a freshman or sophomore, there will be a 2 week delay in their ability to obtain driving privileges

THIRD OFFENSE:

- A. Parent/Guardian Notification
- B. Three days of suspension
- C. Loss of driving privileges for the remainder of the semester

If student is a freshmen or sophomore, there will be a semester delay in their ability to obtain driving privileges

Failure to comply with all of the above consequences of tobacco violation will result in out of school suspension

FOURTH OFFENSE:

- A. Parent/Guardian Notification
- B. Out of school suspension to be determined by administration
- C. Loss of driving privilege for balance of the year.

Teachers are not to allow students who have a history of tobacco use to be out of class at anytime.

SCHOOL SAFETY

Due to recent events, the schools of this nation no longer have the option to consider any threat too bizarre to be taken seriously. **Any student who hears another make a threat about harming someone at the school is encouraged to report this immediately to an adult. Each of these reports will be kept in strictest confidence and investigated fully at that time.** It is the responsibility of every person to ensure that Mitchell High School is a safe and orderly place where learning is the greatest priority.

BUS CONDUCT

All rules of conduct at Mitchell High School apply to passengers on Mitchell High School buses. Riding a school bus is a privilege not a right.

LUNCHROOM CONDUCT

Students are expected to be courteous and considerate of others in the cafeteria. Students are to leave tables clean, throw all trash into trash cans and put trays away. Students are not permitted to break in line. Once in line, they cannot leave and then return to their place; they must move to the back of the line. Throwing food will not be tolerated. It is considered a disruption of school and defacing property and will result in disciplinary action.

BACKPACKS

Backpacks and carry bags may be carried to and from school. **Classroom teachers may require backpacks to be stored in students' lockers.** Backpacks and carry bags are subject to being searched at anytime if justification exists or if found outside a locker during the school day.

CHEATING AND/OR PLAGIARISM

Cheating in any way is considered a serious violation of the testing code of ethics. Students that cheat or plagiarize material will be held accountable. The administration at Mitchell High requires the teaching staff to enforce the Mitchell High School Academic Integrity Policy. The policy will be distributed to students.

DRESS CODE: INAPPROPRIATE DRESS INCLUDES (BUT IS NOT LIMITED TO):

- Clothing with language or images that is vulgar, obscene, or discriminatory
- Clothing that promotes illegal or violent conduct
- Clothing that depicts or displays the use of any controlled substance (tobacco, alcohol, or drugs) or paraphernalia
- Clothing that contains threats or gang symbols
- Clothing that exposes underwear or underwear worn as outerwear
- Tube tops, strapless tops, or spaghetti strap tops/dresses
- Clothing that is see-through or that exposes the midriff or chest
- Caps/hats, scarves, stocking caps, etc. may not be worn indoors at anytime
- Wallet chains and pocket chains

Students may wear shorts or skirts of an appropriate length. When students stand with their hands extended by their side, shorts or skirts must reach *well below* their fingertips.

Pants, shorts, and skirts must be worn appropriately at the waist. Pants should not drag on floor surface. Shoes must be worn at all times. Sleeveless tops may be worn provided the fabric at the shoulder is the width of the student's palm. Students not in compliance with this dress code will be asked to cover noncompliant clothing, change clothes, or wait for parents to bring a change of clothing or go home. A repeat of this infraction will result in disciplinary action.

GRADUATION DRESS CODE

To participate in the graduation ceremony, students must follow the dress code. Females may wear the following: dress slacks/skirt and blouse; Sunday dress; black, white, or brown shoes; dress sandals with heels and heel straps. Males may wear the following: dress slacks, white collared shirt, dark necktie, and black or brown dress shoes. *NO ONE* may wear athletic shoes, sandals, boots, or cowboy boots. **Failure to meet dress code will result in not participating in graduation.** Graduation gowns must be worn with collars, cap and tassels at the graduation ceremony.

PERSONAL COMMUNICATION DEVICES ON SCHOOL PROPERTY

Students may not use a personal communication device (PCD) including, but not limited to cell phones, MP3 players, iPods, etc., during regular school hours in any class except under specific limitations and circumstances. Students may possess and use a PCD before or after school hours. Students may possess and use a PCD while participating in extra-curricular activities with the coach or sponsor's permission, especially to keep parents informed about times to pick up students at school.

It will be the responsibility of the students to safeguard and store PCDs during school hours. Lockers or personal vehicles are preferred. **The school is not responsible for the safekeeping or security of PCDs.** Students will possess and use such devices at their own risk. Improper use of PCDs will result in loss of privilege or disciplinary measures or both. The first offense will result in confiscation of PCD until the end of the day. The second time a PCD is confiscated, a parent/guardian must pick up the item at the end of the school day. Further offences will result in a disciplinary referral.

DRIVING AND PARKING

DROPOUT PREVENTION/DRIVER'S LICENSE LEGISLATION:

North Carolina has legislation that reflects a coordinated statewide effort to motivate and

encourage students to complete high school. The revocation of a student's driver's permit or license will result if a student is unable to maintain adequate academic progress or if they drop out of school (See G.S. 20-11). MHS students must pass 3 out of 4 classes each semester. Students in the academy must be passing 5 out of 7 classes at any given time.

LOSE CONTROL, LOSE YOUR LICENSE LEGISLATION:

A student driver's permit or license will also be revoked for one year if that student is given an expulsion/suspension of more than 10 consecutive days or an assignment to an alternative educational setting for more than 10 consecutive days for one of the following reasons:

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 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. (See G.S. 20-11)

WHO IS AFFECTED BY THIS LEGISLATION?

The legislation is directed to all North Carolina students under the age of 18 who are eligible for a driving permit or license on the dropout prevention portion of the legislation. The law applies to all students up to the age of 18 on the Lose Control, Lose Your License portion of the legislation.

WHO IS NOT AFFECTED BY THIS LEGISLATION?

Students who have attained a high school diploma, a G.E.D., or an adult high school diploma as issued by a community college are not affected by this legislation.

DRIVING ELIGIBILITY CERTIFICATE:

A student must have a Driving Eligibility Certificate in order to receive a North Carolina driver's permit or license.

WHAT HAPPENS IF THE PARENT DOES NOT GIVE CONSENT?

A Driving Eligibility Certificate will not be issued if the parent does not give consent.

HOW DO I OBTAIN A DRIVER'S ELIGIBILITY CERTIFICATE?

A Driver's Eligibility Certificate may be obtained by calling the school and requesting that one be prepared. It is suggested that a request be made at some time prior to the actual need for the certificate. This will give school personnel the opportunity to gather all the information required and to get required signatures.

HOW CAN A STUDENT'S DRIVING PRIVILEGES BE RESTORED IF LOST DUE TO CRIMINAL BEHAVIOR?

The school principal or the principal's designee shall issue a Driving Eligibility Certificate to the student under one of the following three conditions:

1. The enumerated student conduct occurred before the student reached the age of 15, and the student is now at least 16 years old.
2. The enumerated student conduct occurred after the student reached the age of 15, and it is at least one year after the date of the ineligibility.
3. The student needs the certificate to drive to and from school, a drug or alcohol treatment counseling program, as appropriate, or a mental health treatment program, and no other transportation is available.

HOW CAN A STUDENT'S DRIVING PRIVILEGE BE RESTORED IF LOST DUE TO POOR ACADEMIC PERFORMANCE?

The student must pass 3 of 4 academic classes the next semester. Students in the academy must have passed 5 out of 7 classes at the end of the year.

PARKING ON CAMPUS:

Parking on school campus in North Carolina is a privilege. Certain restrictions may be adopted by the local school board and enforced by the school. (G.S. 115C-46)

1. All vehicles, which are parked on campus, must be registered with the school.
2. Sophomores or freshman are not allowed to drive or park on campus regardless of age.
3. Parking permits may not be issued to students who have outstanding student debts.
4. Students not parking in assigned spaces will be ticketed. The third ticket of this nature results in a loss of driving privileges.
5. Students who decide to park at any location other than the school campus do so at their own risk.
6. Students may lose their parking privilege for violations of the school code of conduct.
7. Students are to leave their vehicles upon arrival at school.
8. Students' vehicles found to be on campus without a valid parking permit, or who have had their permit suspended or revoked, may have their vehicles towed at their own expense.
9. The school is not responsible for any damage done to any vehicle located on the school campus.

PROCEDURES FOR OBTAINING PARKING PERMITS:

1. A parking contract must be completed by the student and a parent or guardian.
2. The student must purchase a parking permit. The fee is \$30.00.
3. The student must display the permit either above the inspection sticker of the vehicle or on the rear view window facing out. **(Failure to do so may result in a citation for failure to display the parking decal.)**
4. Replacement decals or additional decals may be obtained in the office by listing any alternative vehicles, which may be driven.
5. If a parking citation should be issued, the fine is \$15.00 per incident. The fine should be paid promptly to avoid the loss of all driving privileges.

FURTHER INFORMATION ON PARKING AT MHS:

At Mitchell High School driving is a privilege. This privilege may be suspended for serious behavior as determined by the administration. (Examples of serious misbehavior include leaving campus without permission, repeated tardiness for classes, substance abuse, etc.) All vehicles shall be subject to being searched if suspicion exists that the vehicle may contain weapons or other controlled items or substances. Random and routine searches of vehicles parked on campus may be conducted throughout the school year. Students cannot allow passengers to ride in any area other than the designated passenger compartment i.e. truck beds, hoods, fenders, roofs, trunks, bumpers, trailers while the vehicle is on campus. An offence that causes a vehicle to be towed can result in loss of your driving privilege to MHS.

STUDENT SAFETY

- The circle will be closed to traffic during lunch and during certain special events.
- The Vocational Department and the student parking lot are not drop off or pick up points for students.
- The use of skateboards is not allowed on campus.

SAFETY AND HEALTH

Tornado drills and fire drills will occur at various times during the school year to assure safety of students in case of such emergencies. All accidents, no matter how small, need to be reported to the office. If a student becomes ill at school, he or she should report to the main office. Students may remain in the health room only with authorization of the administration. If the student needs to go home because of illness, the office will make the necessary arrangements. *In case of emergency, the administration has the authority to call the ambulance service.* Parents will be notified as soon as possible.

INSURANCE

For a minimal cost, school insurance is available to all students. Each student advisor will give students information and a list of possible options at the beginning of the school year. All athletes are encouraged to purchase school insurance. (Only ninth grade junior varsity football players may be covered under the school plan. All other football players must make other arrangements.)

Vocational shop students are required to purchase school insurance unless a waiver is signed by their parents. Students should ask their shop teacher for further information.

MEDICATION POLICY

All medication that can be given outside school hours without adversely affecting the health of the student should not be given at school. When it becomes necessary to give medication at school, the following requirements apply:

- Medication must be in the original container or pharmacy bottle and clearly labeled with the student's name, the name of the medicine, and how the medicine is to be given.
- Medication may be given only after the parent has signed a permission form.
- All medication that is to be given long-term (more than 14 days) must have authorization from the student's health care provider. This includes

over-the-counter and self-administered medication.

- Self-administered medication requires a form signed by the student, parent, principal, and school nurse.
- Parents should deliver medication to school rather than have the child carry it to school. Parents should also pick up any remaining medication. All medication will be discarded within seven (7) school days after last administration and at the end of the school year. Alternative arrangements can be made on an individual basis if the principal deems undue hardship for the parent (guardian).

Your help by following these requirements is greatly appreciated as we strive to meet your child's needs while also meeting his/her educational needs.

INFLUENZA VACCINE

Influenza (FLU) is caused by a virus that spreads from infected persons to the nose or throat of others. Symptoms are fever, cough, chills, headache, sore throat, and muscle aches. Influenza viruses change often. Influenza vaccine is updated yearly.

MENINGOCOCCAL MENINGITIS VACCINE

Meningococcal meningitis is a serious illness, caused by meningococcal bacteria. It is spread by direct contact with an infected person including respiratory secretions. Symptoms are nausea, vomiting, light sensitivity, sudden onset of fever, intense headache and neck stiffness.

For more information, talk with your health care provider or your local health department.

Contact the Centers for Disease Control (CDC). 1-800-232-4636 or www.cdc.gov.

GENERAL INFORMATION AND SCHOOL SERVICES

FOOD SERVICE

Breakfast will be served before school. Snacks will be sold at break. Food will not be allowed outside the lunchroom.

NOTE: Health regulations prohibit food in the restrooms.

LUNCH

1st Lunch: 11:10 AM – 11:45 AM

2nd Lunch: 12:45 PM – 1:20 PM

Freshman Lunch: 11:45AM – 12:15PM

OFF-LIMIT AREAS - DURING LUNCH

Field House, vocational area, office hallway, band hallway, beyond the walls on front circle, and the back of the building are off-limit areas. No one is allowed in hallways where classes are in session.

Reminder: Students are not allowed to have guests on campus at any time. Students may not checkout or leave campus for lunch.

OFF-LIMIT AREAS - AT ALL TIMES

Faculty lounge, copy-machine workroom, stairwells (except during class changes), and behind the main building are off-limit areas. Students are not allowed in student parking lots at any time unless escorted by a faculty member.

FLOWERS & GIFTS

Parents and friends are encouraged to have flowers, gifts, etc., delivered to the student's home rather than the school. Mitchell High School will not be responsible for items lost or not delivered. Flowers and gifts, if sent to the school, may be received only at the end of the school day.

TELEPHONE CALLS

Students will not be called from class to receive telephone calls except in cases of emergencies. **Messages will only be given at 8:00AM and 2:50PM.**

The front office telephone is not for personal phone calls. A pay phone, in the commons area, is available for student use. Conversations should be limited to three minutes in consideration of others. Students are not allowed to leave class to use the phone.

STUDENT SERVICES

Counseling services concentrate on the well-being of students and strive to prevent or correct any situation which might interfere with learning. Counselors attempt to further the growth and development of each individual student by concentrating on such activities as personal counseling, testing, financial aid, college/scholarship applications, classroom guidance, exceptional children programs, and registration. Student Services is open before and after school and during lunch. Students are asked to see counselors whenever necessary.

LOCKERS

Lockers at Mitchell High School have been provided to give students a semi-secure place to store books and other items between classes. Students are encouraged to use their assigned lockers for this matter. The school shall maintain joint control over the lockers for safety reasons. Students are advised to use their lockers only for authorized items (books, additional clothing, etc), as all lockers are subject to being searched at any time by school officials. Combination locks shall be provided to all students. No other locks are permitted. Students are strongly encouraged to not provide their friends with their lock combinations. The school shall maintain a duplicate key or combination for any lock used on campus for security purposes. Random locker searches shall be conducted to discourage students from bringing unauthorized items on campus. Mitchell High School reserves the right to inspect lockers at any time during the school year to check for damages or contraband.

TEXTBOOKS

Students are responsible for the care of the textbooks and other materials they are issued. The cost for any damage or loss of books or materials will be charged to the students. Students must clear outstanding debts at the end of each semester. Students who have outstanding debts will not have schedules released and will lose driving privileges. All students are required to check-out with all their teachers and clear all student debts each spring prior to receiving their schedule for the next school year.

EXTRA-CURRICULAR ACTIVITIES

Clubs available to Mitchell High students include: Art Club, Drama Club, Family Career and Community Leaders of America (FCCLA), Fellowship of Christian Athletes, French Club, Future Business Leaders of America (FBLA), Future Farmers of America (FFA), Future Teachers of America (FTA), HAM Radio Club, Health Occupations Students of America (HOSA), Key Club, Latin Club, National Honor Society (NHS), Quiz Bowl, Science Olympiad, Spanish Club, Student Council, Vocational Honor Society (VHS) and Vocational Industrial Clubs of America (VICA/SkillsUSA).

Other clubs may be added in response to adequate student interest. Clubs will try to meet during the school day or before or after school. Clubs are sponsored by various faculty members.

ATHLETIC PROGRAMS

In addition to intramural sports, which are conducted in freshmen physical education classes, students may participate in the following sports: Baseball, Basketball, Cheerleading, Cross-Country, Football, Golf, Soccer, Softball, Track, Volleyball, and Wrestling.

CO-CURRICULAR AND ATHLETIC ELIGIBILITY

It is considered unacceptable for a student to knowingly have an outstanding debt at the end of a grading period. MHS student officers, athletes, cheerleaders, recipients of Academic Incentives, and other students owing an obligation will be denied respected privileges (extracurricular activities) until obligations are corrected. Report cards for all students' obligations will be held pending a parent conference/contact. If the obligation has not been corrected by date of graduation, the student will be denied privilege of participating in graduation exercises and a certified copy of their high school transcript will not be issued until obligation (s) is/are corrected.

ATHLETIC ELIGIBILITY

NC High School Athletic Association (NCHSAA) Requirements:

To be eligible for athletic participation, a student must have:

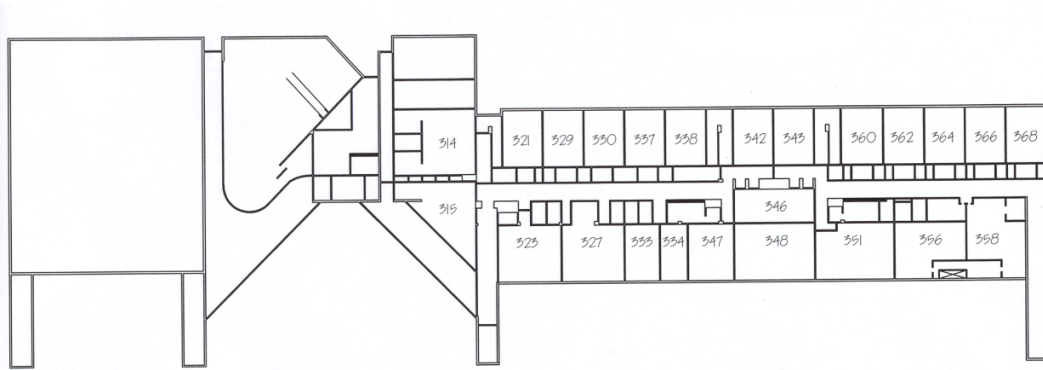
1. Passed a minimum of three courses during the preceding term. Freshman must pass a minimum of seven classes each semester to be eligible to play the following semester.
2. Been in attendance for at least 85% of the preceding term
3. Met promotion standards set forth by the Mitchell County Board of Education

TITLE IX SECTION 106.8 (A)

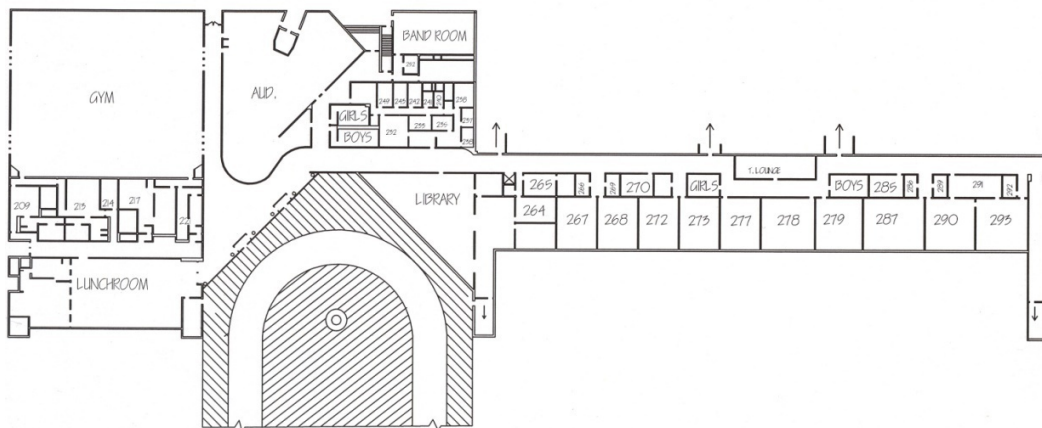
The designated coordinator for Title IX Section 106.8 (a) for Mitchell County Schools is Associate Superintendent Dr. Rick Spurling.

Floor Plan

3rd Floor



2nd Floor



1st Floor

