FRANKLIN HIGH SCHOOL

100 Panther Drive
Franklin, NC 28734
828-524-6467

STUDENT HANDBOOK
2016-2017
WELCOME TO FRANKLIN HIGH SCHOOL

There is arguably no period in your life that is more important concerning your future than the four years you are enrolled in high school. Your success will be determined by your positive and vigorous approach to your academics, behavior, and attendance.

Because the Franklin High School faculty and staff value each student, we will make every attempt to instill in you the philosophy that education and learning is a lifelong process. The faculty and staff know that students learn best when they are actively engaged in the learning process and when their parents/families are also committed and involved. Because each student learns differently, it is our responsibility to demonstrate and exemplify high expectations so that each can learn to his/her individual potential.

The MISSION of the faculty and staff of Franklin High School is to provide each student with the support, tools, and opportunities for students to be globally competitive for post secondary education and the workforce.

The VISION of the faculty and staff of Franklin High is for our students to become lifelong learners and citizens of high moral character.

Franklin High School expects its students to contribute to the well-being of the school in its entirety. We expect our students to attend school regularly, to view their academics as stepping stones to promising and rewarding futures, and to demonstrate behavior that will exemplify respect for all, enhance civility, and promote active and quality citizenship.

Mutual respect, as well as demonstrating character traits such as compassion for others, is a must if we are to travel this journey together. Developing and maintaining positive and nurturing relationships while viewing other cultures in a non-discriminatory manner where race, color, sex, religion, national origin or handicapping condition exists are life lessons that will prove extremely advantageous to you in all your future encounters and endeavors.

Life is all about choices and decisions. We all have choices and decisions that we must make. With a system of pillars that stand erect encompassing the home, spiritual and educational institutions, and people caring about people enables us all to make wise and moral decisions. Students should conduct themselves in such a manner as to reflect favorably upon themselves, their families, and their community as a whole.
**About Our School**

http://www.macon.k12.nc.us/schools/FHS/default.aspx

Grades Served: 9-12

- Athletic Classification: 2-A
- Pattern of Instruction: 4 X 4
- Length of Classes: 95 minutes
- Faculty: 71
- Average Class Size: 26

Students enrolled in the following classes take end of course tests: English 10, biology, Math I. Vocational courses also have end of course tests (known as VoCats tests).

**About Our Students**

<table>
<thead>
<tr>
<th>Category</th>
<th>2014-15</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cohort Graduation Rate</td>
<td>96.2%</td>
<td>2014-15 graduation rate of 96.2%</td>
</tr>
<tr>
<td>Percent who take SAT</td>
<td>44%</td>
<td>44% of students take SAT exams</td>
</tr>
<tr>
<td>Percent attending college</td>
<td>88%</td>
<td>88% of students are attending college</td>
</tr>
<tr>
<td></td>
<td></td>
<td>33% 4-year college</td>
</tr>
</tbody>
</table>

Franklin High School offers a wide variety of athletic and club opportunities for students. Franklin is a 2-A school and belongs to the Western North Carolina Athletic Conference (WNAC). Our sports program has been very successful with many teams winning their conference titles and participating in post-conference play. Current sports offered are: wrestling, football, basketball (boys and girls), cross-Country, track and field, baseball, softball, soccer (boys and girls), golf, tennis (boys and girls), volleyball and swimming (boys and girls). School clubs offered include Fellowship of Christian Athletes, French Club, Future Business Leaders of America, Interact, Mock Trial, Monogram Club, Skills USA, HOSA, FFA, National Honor Society, and Spanish Club.

Additionally, there are many opportunities for our parents to stay involved with their children’s education. These include such volunteer opportunities as the Parent Teacher Organization, Band Boosters, Athletic Boosters, and School Improvement Team.
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Section I: Notifications

Right to a Public Education

Students have the right to a general and uniform system of public education wherein equal opportunities shall be provided for all students, in accordance with the provision of Article IX of the Constitution of North Carolina (G.S. 115-C-1).

Inherent in the right to a public education is the responsibility to adhere to the laws of the State and Nation, as well as the rules of the local school. Once students are made aware of these laws, rules, and regulations, it then becomes the responsibility of the student to observe them.

The school is a community, a community comprised of students and adults. If in that community, the student is given the experiences of working with, living with, and socializing with other students and adults, it will become a humane community whose members care about each other and what their institution is doing to and for them.

Conduct policies should specify those behaviors that could result in the denial of students’ privileges to pursue their educational endeavors. Such behavior may include: violation of school policies; threats of physical violence; assaults; having, possessing or concealing weapons or explosives; malicious damage to school property; trespassing; possession, usage, transmittal or being under the influence of narcotics, alcoholic beverages and/or stimulant drugs; smoking -- if permitted, designated area(s); student parking violations; a lack of class attendance.

STUDENT RIGHTS AND RESPONSIBILITIES

Division of Desegregation Assistance

North Carolina Department of Public Instruction

Raleigh, North Carolina (April 1, 1989)


The school maintains a cumulative education record on each of its students. This record contains important information such as personal data, health records, attendance reports, standardized test results, and subject area grades. It is useful to provide information in case of emergency, to comply with the Compulsory Attendance Law, to provide documentation for course placement in order to meet graduation requirements, etc. Under the federal FERPA the following is considered DIRECTORY INFORMATION and can be made public unless a parent, guardian, or eligible student requests that any or all of the information not be released without prior consent: a child's name, address, telephone listing, date and place of birth, participation in officially recognized activities and sports, dates of school attendance, degrees, awards received, and the previous school attended.
Preamble

The purpose of this policy is to provide rules of conduct for parents, other visitors to schools, and school district employees. It is the intent of Franklin High School to promote mutual respect, civility, and orderly conduct among district employees, parents and the public. It is not the intent of Franklin High School to deprive any person of his or her right to freedom of expression. The intent of this policy is to maintain, to the greatest extent reasonably possible, a safe, harassment-free workplace for teachers, students, administrators, other staff, parents and other members of the community. In the interest of presenting teachers and other employees as positive role models, Franklin High School encourages positive communication and discourages disruptive, volatile, hostile or aggressive communications or actions.

Expected level of behavior:

- School and school district personnel will treat parents and other members of the public with courtesy and respect.
- Parents and other visitors to schools and school district facilities will treat teachers, school administrators, other school staff and district employees with courtesy and respect.

Unacceptable/disruptive behavior:

- Disruptive behavior includes, but is not necessarily limited to, behavior which interferes with or threatens to interfere with the operation of a classroom, an employee's office or office area, and areas of a school or facility open to parents/guardians and the general public. It also covers areas of a school or facility which are not open to parent/guardians and the general public.
- Using loud and/or offensive language, swearing, cursing or display of temper.
- Threatening to do bodily or physical harm to a teacher, school administrator, school employee or student regardless of whether or not the behavior constitutes or may constitute a criminal violation.
- Damaging or destroying school or school board property.
- Any other behavior that disrupts the orderly operation of a school, a school classroom, or any other school board facility.
- Abusive, threatening or obscene e-mail or voice mail messages.

Parent recourse:

- Any parent who believes he/she was subject to unacceptable/disruptive behavior on the part of any staff member should bring such behavior to the attention of the staff member's immediate supervisor and/or the school district ombudsman.
Authority of school personnel:

- Authority to direct persons to leave school or school board premises:

Any individual who (1) disrupts or threatens to disrupt school or school district operations; (2) threatens or attempts to do or does physical harm to school board personnel, students or others lawfully on a school or school board premises; (3) threatens the health or safety of students, school board personnel, or others lawfully on a school or school board premises; (4) intentionally causes damage to school, school board property or property of others lawfully on a school campus or school board premises; (5) uses loud or offensive language or who comes on school property or other school board facility without authorization, may be directed to leave the school or school board premises by a school's principal or assistant principal, or in their absence a person who is lawfully in charge of the school. If the person refuses to leave the premises as directed, the administrator or other authorized personnel shall seek the assistance of law enforcement.

- Authority to deal with persons who are verbally abusive:

If any member of the public uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely warn the speaker to communicate civilly. If the verbal abuse continues, the employee to whom the remarks are directed may, after giving appropriate notice to the speaker, terminate the meeting, conference or telephone conversation.

If the meeting or conference is on school or school board premises, any employee may request that an administrator or other authorized person direct the speaker to promptly leave the premises. If the person refuses to leave, law enforcement is to take action as is deemed necessary.
Daily Schedule

(First bell rings at 8:00 and all students are to report to their first period class)

Regular Schedule
1st period 8:05 - 9:40  1st lunch 11:30 – 11:55
Break 9:40 - 9:45  2nd lunch 12:00 - 12:25
2nd period 9:50 - 11:25  3rd lunch 12:35 - 1:00
3rd period 11:30 - 1:30  4th lunch 1:05 - 1:30
4th period 1:35 - 3:10

One Hour Delayed Schedule (inclement weather)
1st period 9:05 - 10:10
2nd period 10:15 -11:25
3rd period 11:35 - 1:30
4th period 1:35 - 3:10

Two Hour Delayed Schedule (inclement weather)
1st period 10:05 - 11:15
2nd period 11:20 - 12:45
   1st lunch 11:20 - 11:45
   2nd/3rd lunch 11:50 -12:15
   4th lunch 12:20 -12:45
3rd period 12:50 - 1:55
4th period 2:00 - 3:10

Three Hour Delayed Schedule (inclement weather)
1st period 11:05 - 12:05  1st lunch 12:10 - 12:35
2nd period 12:10 - 1:30  2nd/3rd lunch 12:35 -1:00
3rd period 1:35 - 2:20  4th lunch 1:05 - 1:30
4th period 2:25 - 3:10
Section II: Standard Operating & Emergency Procedures

EMERGENCY CODES for Franklin High School

Fire/Tornado Drills

Fire and tornado drills are conducted as required by North Carolina law. Exit patterns are posted, and students will receive instructions from teachers in the event of fire, tornado, or other emergencies.

Emergency

The Crisis Management Plan Procedures will apply and be invoked in case of an emergency. Students are expected to follow the directions of their teachers. Each classroom teacher has a flip chart with instructions for different situations.

Guidance Department

The program of guidance services at Franklin High School is based upon the premise that each pupil is unique. Students’ abilities, capabilities, capacity for growth and worth are accepted. Guidance services are an integral part of the total education plan and designed to help all pupils make adequate adjustments. These services assist the pupil in gaining self-understanding as a basis for solving problems, both academic and personal, and for developing a plan commensurate with one’s abilities, interest and aptitudes.

Announcements

Most announcements are included on the FHS daily bulletin on Power School with proper approval. Announcements may also be made at the beginning of 1st or the last few minutes of 4th period via the intercom. Students can access the daily bulletin on their ipads.
Bus Rules and Regulations

Students are expected to adhere to bus safety and conduct rules as explained by the principal and/or designee and the bus driver. Failure to adhere to bus safety and conduct rules may result in suspension from riding a school bus. Convenience arrangements may be accommodated provided space is available and proper arrangements are made in advance. **Riding a school bus is not a legal entitlement; it is a service provided for students.**

The following regulations concerning bus behavior were taken from the Administrator's Handbook for School Transportation, and they represent the policies of the North Carolina Department of Public Instruction. Students who violate the safety procedures and policies listed below will be subject to the following:

A) The student will receive a warning and will be placed on probation for the remainder of the school year.

B) The student will receive short-term suspension from the bus.

C) The student will receive long-term suspension from the bus.

D) The student will receive indefinite suspension from the bus.

Parents may elect to transport their children to school with the understanding that the child must consistently arrive on time and be picked up no later than 3:20 PM. Otherwise, arrangements for afterschool care must be in place. The school does not provide any supervision for children outside the hours of a normal school day.

**Elementary & Secondary**

These bus rules are made to protect the students while going to and from school and including field trips. It is the duty of the students to obey these rules. Students who fail to comply with the bus rules and regulations are subject to the Macon County Board of Education policy on student conduct on school buses. Additional rules or regulations may be set by individual schools.

**Meeting and Entering the Bus**

1. Passengers will select the safest route to the designated bus stop.

2. Passengers should be at the bus stop five minutes prior the normal stop time. The bus cannot wait for late students.

3. Passengers will wait for the bus in an orderly fashion and refrain from fighting, horseplay, or unsafe conduct.

4. Passengers will stay off the road while waiting at a bus stop. They will not cross the road until the bus and all traffic has stopped. When the bus arrives, passengers will line up single file and not attempt to board the bus until it is completely stopped, the door is opened, and the driver indicates they may board.

5. Passengers will walk across the road in front of the bus in full view of the driver.
**On the Bus**

1. Passengers will enter the school bus, take their seats quickly and remain seated. They will refrain from moving around or changing seats in the bus when it is in motion.

2. Passengers will keep all body parts inside the bus at all times.

3. Passengers will not throw objects inside the bus or out the window.

4. Passengers will not shout, wave or gesture to pedestrians or occupants of other vehicles from the bus windows.

5. Passengers will not bring glass bottles, stones, sticks, snakes, animals, bullets, weapons or toy guns, or anything considered dangerous on buses.

6. Passengers are not allowed to bring any items on the school bus that will compromise the safety of other passengers or are against school rules.

7. Passengers will not eat, drink or chew gum while riding on a school bus.

8. Passengers will keep the aisle clear and never pile books, musical instruments, lunch boxes or other objects in the aisle.

9. Passengers will not use profane or vulgar language or gestures, tobacco or alcoholic beverages while riding on a bus.

10. Passengers will not be loud, boisterous or distract the driver’s attention in any way.

11. Passengers will maintain complete silence at all railroad crossings.

12. Passengers will not fight, play or scuffle on the school bus.

13. Passengers will not tamper with the emergency exits or any other part of the bus.

14. Passengers will not mar or deface the bus in any way. Students will be required to pay for any damage.

15. Passengers will not tamper with fire extinguishers or first aid supplies.

16. No person will ride a bus unless assigned to it by the principal or designee.

17. Passengers will not litter the school bus and will help keep it clean.

**Arrival on the School Grounds**

1. Passengers will remain seated until the bus reaches the unloading area and the driver has opened the door.

2. Passengers in front should move out first, walking quickly and orderly.

3. Passengers will not loiter or play near a stopped school bus.
Entering the Bus after School
1. Bus students will walk directly to their buses after the dismissal bell.
2. After entering the bus, passengers will be seated and be quiet so that all passengers can hear driver’s instructions.

Leaving the Bus En Route Home
1. A passenger will ride only his/her assigned bus and will leave the bus only at his/her designate stop. Only with permission of the principal or designee will the driver be permitted to allow a passenger to leave the bus at any other stop not designed for him/her.
2. When the bus arrives at the assigned stop, passengers will remain seated until the bus has completely stopped; when the bus driver opens the door, students will walk quickly to the front of the bus.
3. If the road must be crossed after getting off the bus, passengers will cross ten feet in front of the bus, making certain the stop signal is extended, and all traffic is stopped.
4. If the road is not to be crossed after getting off the bus, passengers will move quickly away from the bus in view of the driver and will go directly home. They will not remain near the bus to talk with, frolic with, or touch hands with bus passengers. Passengers will not stop to pick up dropped objects without informing the driver and receiving permission.

Cafeteria
Franklin High School provides students a dining area and a modern kitchen in which to prepare well-balanced meals. During lunch no utensils (trays, bowls, forks, knives, spoons, etc.) are to be taken from the cafeteria. All personal or al-a-carte food items are to be eaten in the dining area or outside with trash deposited in the containers provided for this purpose. No FOOD OR DRINK is allowed in labs or technical labs. Classroom rules/policies are to be followed. Throwing of food is prohibited. Students are not permitted to receive food/drink items from off campus establishments during school hours (8:05 a.m.-3:10 p.m.). No “competitive food” products are allowed in the classrooms or food service areas during lunch periods (16 N.C.A.C. 6H .0104(a)(2).

There is NO CHARGING in the Cafeteria.

Hall Passes
All students venturing through and around campus during school hours are to either be accompanied by a ‘pink’ hall pass given and signed ONLY by a teacher on staff at FHS or a ‘blue’ hall pass signed and dated with the respective time by an administrator. Staff members are only to allow or release students in the event of an emergency or to use the restroom. FHS staff members will direct any students found moving and/or loitering without hall passes back to their respective classes.
First Aid

Contact the school nurse for injury or medical advice/consumption.

Lockers and Locks

In order to safeguard items from being lost or stolen, the school will provide combination locks to student for a rental fee. The office will retain a pass key that will open all locks. Lockers remain the property of the school and the "search and seizure" policy will be enforced. Renters will be responsible for the interior and exterior cleanliness of rented lockers. Renters failing to keep a locker clean will be notified and will be subject to losing their locker privileges. Student(s) vandalizing lockers including drawings, signs or script, will be disciplined and subject to legal, punitive action.

Lost and Found

If an article is lost or found, students are expected to turn the item into the main office.

Student Relationships

Students should remember to respect and show respect toward each other. Inappropriate public demonstration/demonstrations of affection (PDA) on the school campus are considered unacceptable. When approached by school personnel regarding inappropriate behavior, students are expected to cooperate and comply. When considered necessary, parent(s) will be contacted by school administration, or other disciplinary measures may be taken.

Media Center

The media center is open on school days from 7:40 AM to 3:30 PM. Students are welcome all day, before and after school and during lunch. Extended hours access is available by special arrangement with the media specialist. The media center utilizes an open/flexible schedule for classes. Teachers schedule their classes to use the media center as needed. The media specialist is the support contact for iPad related needs for students and teachers. Support is provided for iPad instruction, APPs, textbooks, repairs, student accounts and all other needs that arise. Please visit the media center link on the Franklin High School website for additional information.

Medication

Students will NOT receive oral medication from the office. Medicines to be consumed internally will need doctor or parent authorization. The school nurse may administer medication to students at school only if the health care provider deems it necessary for the medication to be given during school hours and if a parent/guardian requests it in writing. Medications shall be administered in accordance with the health care provider’s instructions as indicated on form 6125-E2.
School Publications

The Laurel Leaf is the school yearbook. It is published each year by a student staff under the supervision of a faculty advisor. The yearbook strives to present the story of school-life through the use of pictures.

FHS RedOnline, the school electronic newspaper, is published under the supervision of a faculty advisor. The newspaper strives to create and express school concerns, opinions and school-life. (www.fhsred.com)

Student Fees

Fees are charged for student lockers, student parking, and courses where a finished product is returned to the student.

Telephone Usage

Use of the telephones by a student should be kept at a minimum during school hours. Permission from Chill-Out/ISS or office personnel must be secured before a student can use a telephone.

Visitors

No visitor is to be on the FHS campus unless he/she has checked in through the office with the principal or an assistant principal. Students wishing to bring a visitor on campus must have prior approval from the principal or an assistant principal. Social visitations by non-students are not permitted.

Section III: Academics

Approved Courses

The COURSE SUBJECT AREAS directory has been pre-defined by the North Carolina Department of Public Instruction. The Course Subject Areas codes (also known as State Course codes), along with their academic and grade levels, will be used to determine course(s) acceptability.

Report Cards

Within the nine-week grading system, report cards are issued to the students at the conclusion of each grading period. In compliance with the nine-week grading period, all teachers may send out progress reports for all students (whether passing or failing) at 3 weeks and at 6 weeks. Current grades are available through students' iPads and through the parent portal.
**Learning Centers**

Learning Centers are to be used for tutoring, making up absences and academic work. Learning Centers are after school each day except for Friday from 3:15–4:45, and designated Saturday’s. Learning Centers are 90 minutes and the subject area and room assignments are posted daily on The FHS daily bulletin. Students will be responsible for work and time missed from each class.

**Odysseyware/Edgenuity**

The Credit Recovery Program is a program for students who fail a subject with a grade (50-59). If approved, they may participate in an accredited school “recovery” program. Any student successfully completing a school “recovery” program will receive a “P” for his/her grade.

**Obligations**

It is considered unacceptable for a student to knowingly have an obligation at the end of a grading period. FHS student officers, athletes, cheerleaders, recipients of Academic Incentives, and other students owing an obligation will be denied respected privileges (extra-curricular activities) until obligations are corrected. Report cards for all student obligations will be held pending a parent conference/contact. Juniors and seniors with obligations will not be allowed to buy/receive their prom tickets until obligations are cleared. If the obligation has not been corrected by date of graduation, the student will be denied the privilege of participating in graduation exercises, and a certified copy of his/her high school transcript will not be issued until obligation(s) is/are corrected.

**Incompletes**

A student who receives an incomplete grade shall have five (5) days following the end of the nine-week grading period to remove the incomplete. If the incomplete is not removed within the specified time, the student will receive the grade earned. The principal may grant an exception in emergencies. The incomplete will be reflected at grading time, and the student will be responsible for removing the incomplete grade(s).
**Drop/Add Policy**

No administrative approval will be given for a student to drop an EOC subject. Schedules will be picked up or mailed to students in the summer. Course changes will only be allowed to accommodate appropriate levels, sequence, and requirements for graduation. Changes will be made based on available space, with upperclassmen receiving first consideration. If DROPPING a course after the designated time, the student must have approval from parent(s), teacher(s), and administration. A course dropped after designated time will be classified as WF (Withdrawal Failing) in PowerSchool and will be included in the GPA RANKING.

**Dual Enrollment**

To be eligible for dual-enrollment, a student must be enrolled in the block schedule for (2) periods per day.

**SCC partnership - College classes and certificate programs**

Students at FHS have the opportunity to take classes for college credit and for certificate credit through a partnership with Southwestern Community College. For more information about these opportunities, see a guidance counselor, the graduation coach, or the vice principal. Additional information can also be found at ccp@southwesterncc.edu.

**Announced Tests/Exams**

-- G. S. 115C-391 "a student suspended pursuant to this subsection shall be provided an opportunity to take a quarterly, semester, or grading period examination missed during the suspension period." If a test or exam counts 10% or more of a nine-week grade, a student may make up their exam/test at the teacher's discretion.

**Final Exam Testing Policy for EOC Courses**

State regulations state that ALL STUDENTS enrolled in an EOC, end-of-course test, must be tested. Any student not taking the test will be required to do so upon returning to school. THE TESTING WILL OCCUR PRIOR TO ATTENDING CLASSES in the upcoming semester.
Grading Scales

(90-100 = A)
(80-89 = B)
(70-79 = C)
(60-69 = D)
(59 = F)

Transfer Students/GPA Calculation

This policy was adopted by the Macon County Board of Education, January 27, 1997. Transfer students enter Macon County Schools from schools with a variety of curriculum standards and grading policies. Therefore, students transferring into Macon County secondary schools will have grades included in their grade-point-averages based on the GROUPINGS below.

Group 1: Transfer grades from public schools and private schools accredited by the following nationally recognized accrediting agencies will be included in grade point calculations.

Southern Association of Colleges and Schools
New England Association of Colleges and Schools
North Central Association of Colleges and Schools
Northwestern Association of Colleges and Schools
Western Association of Colleges and Schools
Middle States Association of Colleges and Schools

Group 2: Transfer grades from non-public and other private/home schools not accredited will only have grades earned at Macon County Public Schools included in their grade point average calculations. ** Number of maximum credit offerings will be used to tabulate the GPA and valedictorian and salutatorian rankings.
Section IV: Attendance

Attendance Policy

School attendance is essential if one is to achieve in the classroom. Franklin High School students are only allowed to miss 5 days per class per semester. Absences are cumulative within a semester; therefore, they do not start over after the first nine weeks of a semester. At the end of the first nine weeks of each semester, if a student has over 5 absences in a class, and the student has not made up the time and work for those excessive absences, he/she will receive a grade of 50. If a student’s average is below 50, it will be reported accordingly. If the student makes up excessive absences within the first 15 days of the second nine weeks of each semester, the student will be given his/her original grade. If the student doesn’t make up his/her excessive absences within the first 15 days of the second nine weeks of each semester, the posted grade of 50 for the first nine weeks will remain in place. By the end of each semester, a student must make up excessive absences; otherwise, he/she will receive a maximum grade of 50 for any class where excessive absences have accrued.

Exemptions

Exemptions for documented medical absences (doctor’s notes), court, and/or funeral will be given only for absences occurring during the last 2 weeks of each nine weeks grading period. All other absences in excess of 5 require students to make up time, regardless of the reason. Any student who has an unexcused absence the day before prom or has had OSS during the semester will not be eligible for exemptions of absences occurring after these dates.

Sign In/Sign Out Policy

All students arriving to school or to class after the tardy bell has rung must sign in at the Chill-Out/ISS room. Students leaving school must sign out at the Chill-Out/ISS room. NO student is granted permission to leave school for lunch unless an academic incentives card has been earned and has a valid date. Parental notes, telephone contact, or principal’s (designee) permission is required for leaving school with REASON and TIME indicated. For exceptions, see one of the school administrators.
**Early Release, Teacher & Office Assistant**

A student requesting a reduced schedule must have approval of administration. Administrative approval will follow state guidelines (work, dual enrollment, medical), and only second semester seniors are eligible.

**Early Dismissal**

If a student is absent from a classroom, and his/her name does not appear on sign-out list, the student will need a re-entry note from the principal or designee. ANY STUDENT, including 18 years of age and older, requesting to sign-out or sign-in must do so for one of the following seven EXCUSED REASONS. Otherwise, detention will be assigned and the absence will be marked unexcused for class missed.

1. Illness/Injury         5. Court
2. Quarantine           6. Religious
3. Death                7. Educational Trip with prior approval
4. Medical/Dental

**Transfers/Withdrawals**

Students transferring or dropping out of school must pick up a withdrawal form from the FHS Guidance Office. All books and other school material/property must be accounted for. If material/property is not accounted for, a “debt fee” will be required before records are sent to a requesting agency.

**New Student/Re-Entry**

- If a student is under the age of 18, he/she must be accompanied by parent, guardian, or custodian. A notarized letter will be required if a student lives with someone other than biological parent(s).
- School records are to be presented. If records are not available, the former school will be contacted before a student is OFFICIALLY enrolled.
- Upon being officially enrolled, a schedule will be made out and given to the student. A student who has not been previously enrolled in a school must have a principal’s permission to enroll.

In accordance with state law, AFFIDAVITS A, B, C, D are to be used for enrollment clarification. The student's parent, guardian or custodian must provide a statement made under oath or affirmation before a notary indicating (1) whether at the time of the admission request the student is under suspension or expulsion from attendance at a private or public school in this or any other state or (2) has been convicted of a felony in this or any other state. G. S. 115-391

*Clarification: Page 24 Transfer Students (Grade Point Average Calculation)*
Group 2: “Transfer grades from non-public and other non-accredited private or home schools will only have grades earned in Macon County Public Schools included in their grade-point-average calculations.” The GPA of said students will not be recognized by Franklin High School for awards or recognitions in regard to student ranking. The reason for not recognizing Group 2 for academic awards is that the GPA is based on the student’s accumulated grades from attending an accredited institution or a state-approved instructional provider.

**Transfer Students/EOC Credit**

For courses requiring NC state exams, one of the following conditions must be met in order for a student to receive “transfer credit” for an EOC course:

1.) The transfer school must be accredited or
2.) Proficiency must be determined through an achievement test.

* If none of these conditions have been met, a student must repeat the course at FHS to receive credit or a Franklin High School diploma.

**Final Exam Absence**

State regulations require that ALL STUDENTS enrolled in courses that have an End-of-Course (EOC) assessment must test. Students must be present during testing, which is scheduled the last 5 days of school.

**Late Entry Students**

1. A student requesting to enroll in Franklin High School after the Franklin School District's 10th "student day" and the student has not been in school due to the fact that his/her previous school system's "student days" have not begun will be admitted with advisement:
   - review the Franklin High School attendance policy
   - review the 4 x 4 concept including units of study
   - review the Franklin High School Learning Center programs for EOC’s
   - Non-EOC test courses recommended
   - Recommendation to attend Union school
   - age 16 (plus) may defer attending to next semester
   - Audit with no credit (with principal’s permission)

2. A student requesting to enroll in Franklin High School after the Franklin School District's 10th "student day" and his/her previous school system "student days" have begun will be advised:
- The last day in attendance from previous school or beginning date for students in previous school and the first day of entry into new school will determine the number of absences at entry.

- Review the Franklin High School attendance policy.
- Review the 4 x 4 concept including units of study.
- Review the Franklin High School Learning Center program for EOC test courses.
- EOC course "work" and "time" must be made up in learning centers to satisfy the attendance policy.
- Alternative school
- Audit with no credit
- Age 16 (plus) defer attending to next semester presented
- Truancy referral
- Learning center program presented

3. A student requesting to enroll in Franklin High School after the 10th "student day" and was living in the area when the first "student day" began will be required to have a conference with the principal.

Section V: Behavior & Discipline

Tardy Policy per Nine Weeks per Class Period

1st. time: Warning
2nd. time: Warning
3rd. time: Teacher Notifies Parents
4th. time: Teacher Assigned One-hour detention
5th. Time: Student Referred to Office. Administrator will assign 1 day ISS
ISS will be assigned progressively for each offense after 4 tardies.

Students who drive to school may begin to lose parking privileges after the 5th tardy. The length of the loss of parking privileges is at the discretion of the School Administration.

A student returning to class should have a note with date, time and signature.

*Students arriving 45 minutes after the tardy bell will be counted as absent in PowerSchool for that period.
Away Without Leave/Unauthorized Absences (AWOL)

Students AWOL from 3rd period will receive two days in-school suspension.
Students AWOL from other classes will earn the following:

1st Offense: A.M. Detention/180 Minutes
2nd Offense: 1 Day ISS/Parent Contact
3rd Offense: 2 Day ISS

Bomb Threat

The manufacture, distribution, transportation of ANY legitimate or counterfeit explosive device or encouraging a minor to bring on school property any real or counterfeit explosive is a felony. Penalties are loss of license/permit and an automatic 365-day suspension from school.

Bullying/Cyber stalking

(GS 14-196.3) – Bullying is a form of harassment whether by electronic medium or by the real or threatened infliction of physical, verbal, written or emotional abuse. Bullying may include, but is not limited to, verbal name calling and put-downs, extortion of money or possessions, implied or stated threats. As part of the outlined mandate above, the North Carolina General Assembly has passed the School Violence Prevention Act detailing what constitutes and conditions in which make up both harassment and bullying (GS 115C.-407.5, 115C-407.7, 115C.-407.8).

Classroom Discipline

School and classroom rules are not to be inconsistent with Code of Conduct adopted by the Macon County Board of Education. Teachers are expected to establish a teaching and learning environment that will enhance the academic level of all students. Rules are established within the classroom to assist in the learning process, and each classroom teacher will have expected behaviors from his/her students that will be supported by the school administration. Teacher intervention and prevention is a must for potential affrays.

Detention

Student failing to stay for detention will be subject to a one day ISS.
ISS (In School Suspension)

- A student will be assigned a date of entry and exit.
- A teacher will prepare work for student to complete.
- ISS time can be extended if student work does not meet with teacher requirement and satisfaction.
- Tests or other school work that needs teacher assistance can be done before or after school.
- Student failing to adhere to ISS regulations is subject to OSS.
- Students who are assigned ISS at Franklin High School more than four times, may be sent to Union Academy to serve ISS for 3 days.
- All electronic devices will be handed to ISS coordinator at the beginning of the day and will be returned at the end of the day.

OSS (Out of School Suspension)

Students who are assigned OSS will have the option of attending Union Academy for the duration of their suspension if space is available. By going to Union Academy, the missed days will not count against students. There will be no transportation provided by Macon County Schools. Students will be responsible to get to and from Union Academy.

Cafeteria Theft

Any student found taking food or drink items, without paying, from the Franklin High School cafeteria will be disciplined accordingly.

- 1st Offense: Pay for item(s), parent contacted, and two (2) full days of in-school suspension.
- 2nd Offense: Pay for items(s) and minimum of two (2) days out-of-school suspension.

Student Vehicles

1. All student vehicles are to be parked in the student parking lot at all times unless an exception has been made with the approval of the principal. No vehicle should be moved during the school day except for early dismissal, teacher request, or principal authorization.
2. No student should return to his/her vehicle without teacher or principal permission.
3. No student is to ride in an open vehicle (the back of a truck) for any school sponsored activity/event on or off the FHS Campus.
4. Early dismissal students are to leave the school and parking lot immediately upon signing out. Early dismissal students returning back to campus before the last bell are to remain off campus until 10 minutes prior to last bell and not be in any buildings without principal/designee approval.
5. Each vehicle must have a valid FHS parking sticker displayed. Vehicles without stickers may be towed or suspended from campus.
6. All vehicles must be operated in a safe and non-disruptive manner at all times on campus and streets adjacent to the FHS campus. Students will be denied school parking privileges and law enforcement will be involved if operating a motorized vehicle in an unsafe manner on FHS campus. Infractions could result in charges, vehicle suspension, and/or student out-of-school-suspension.

7. The church parking area is supervised by school personnel due to church elders allowing FHS vehicle parking. All rules and regulations for vehicle/motorized parking will apply to this area.

**Cell Phone Policy**

A student using a cell phone on FHS campus during instructional time will be disciplined accordingly. Instructional time is from 8:05-3:10. This includes break, lunch and class change. Cell phones will be taken, and parents may pick them up. If a cell phone is not picked up, it will be given back to the student on Friday afternoon.

1st Offense 1 Day ISS (cell phones returned to parents/guardians only)
2nd Offense 2 Day ISS (cell phones returned to parents/guardians only)
3rd Offense 3 Day ISS (cell phones returned to parents/guardians only)

Students are also reminded of potentially severe disciplinary measures which may result if cell phones are implicated in the viewing, taping or broadcasting of any derogatory, libelous, slanderous and or illegal activity in which might occur on campus.

**Roller Skates and Skateboards**

Use of the above devices or means of transportation and similar devices are restricted on the campus of Franklin High School during or after school hours (24/7). No person on roller-skates or a skateboard, or riding in or on or by means of any coaster, toy vehicle, or similar device, shall be permitted on the campus of Franklin High School. This policy supports the Town of Franklin Ordinance Section 7-1024 - 2/05.

**RESPONSIBLE USE of the INTERNET**

Students are responsible for their explorations of the Internet and are subject to the consequences of the building discipline policy (Macon County Board of Education). Student computer/iPad users are expected to behave responsibly in accessing and viewing information that is pertinent to the mission of the district. Students are expected to abide by the generally accepted rules of network etiquette.
Counterfeiting an Act

A student who feigns, pretends, or imitates an illegal act including selling or possession of counterfeit substance will be disciplined accordingly, and law enforcement will be contacted.

Drug Free School Policy:

Personnel of Franklin High School recognize the use of illegal drugs and the unlawful possession, use, or distribution of illicit counterfeit drugs/prescription/over-the-counter and the use of alcohol by students is wrong and harmful. The possession, use, delivery, transfer, or sale of alcoholic beverages or controlled substance by students, while in school or at school-sponsored events, is forbidden. Refer to Macon County School Board Policy #470.

First Offense -- Parents and law enforcement will be contacted immediately upon verification of the violation. The student will be suspended for ten (10) days and will be reported to the law enforcement. The student will be ineligible for participation in all extra-curricular activities for a period to be determined by the building administrator. The building administrator may reduce the suspension and loss of extra-curricular activity if:

1) The student agrees to professional counseling outside of school and follows recommendations with updates for the school principal on a need to know basis.

2) The student and family agree to a drug and alcohol assessment provided at a state-approved alcohol/drug agency in the community by a qualified alcoholism/drug counselor, and follow his/her recommendation; AND

3) The student and parent/guardian agree to sign releases for sharing of pertinent information between agencies.

Second Offense - Parents/guardians and law enforcement will be contacted immediately upon verification of the violation. A recommendation for long-term suspension/expulsion will be made to the Board of Education. The building administrator of the Board of Education Expulsion Review Committee or the Board of Education may hold a recommendation for long-term suspension/expulsion in abeyance if:

1) The student agrees to professional counseling and follows his/her recommendations; OR

2) The student and family agree to a drug and alcohol assessment/screening provided at a state-approved alcohol/drug agency in the community and conducted by a qualified alcoholism counselor and follows his/her recommendations satisfactorily.

3) Because of the potential dangers to the students presented by his/her acute intoxication with alcohol or other drugs, students exhibiting evidence of acute intoxication or incapacitation, or a drug overdose in school or at school-sponsored events will be transported immediately to the local hospital, followed by immediate notification of parents and police. Refer to Macon County School Board Policy #470

*Required: All coaches are to read the Franklin High School Athletic Handbook and are to be aware of its contents as well as local board policy as included in this student handbook.
**Felony & Criminal Behavior Policy**

Any student who is subject to the NCHSAA eight semester rule who (1) is convicted of a crime classified as a felony under North Carolina or federal law, OR (2) is adjudicated delinquent for an offense that would be a felony if committed by an adult, is not eligible to participate in the North Carolina High School Athletic Association sports’ program. Such ineligibility shall be immediate and shall prohibit participation in the NCHSAA sports program from the date of conviction or adjudication of delinquency through the end of the student’s high school career. Appellate or other post-conviction review of the conviction or adjudication of delinquency does not affect the student's immediate ineligibility.

Note: "Convicted" and "conviction," for the purpose of this policy, includes the entry of (a) a plea of guilty; or (b) a plea of no contest, nolo contendere, or the equivalent; or (c) a verdict or finding of guilty by a jury, judge, magistrate, or other duly constituted, established, and recognized adjudicating body, tribunal, or official, either civilian or military. A person is "convicted" or "adjudicated delinquent" for the purposes of this policy, in North Carolina state courts, the courts of the United States, another state, the armed services of the United States, or another country.

**Dress Code & Head Gear Policy**

Students are expected to attend school in clothing that is appropriate for a productive learning environment.

**Shirts**: Sleeveless shirts may be worn by any student as long as the material on the shoulders is the width of a card. The sides of the shirt cannot be cut or ripped out. The neckline of a shirt must pass the card test. Taking a student ID card or driver's license, the student must be able to cover any exposed skin between the base of the neck and the shirt both vertically and horizontally with the card. A shirt must be of a length that it covers all exposed skin of the back and stomach when seated, standing, or when arms are raised. Shirts must not have any open back (partial or whole). Shirts cannot be seen through.

**Shorts**: Shorts must also pass the card test. Taking a student ID card or driver's license, the student must place the card vertically from the top of the knee to the bottom of the shorts. No skin should be showing between the top of card and the bottom of the shorts. Shorts must be worn at the waist and cannot show undergarments. No holes are allowed above the knee. Bermuda shorts and Capri pants are recommended.

**Skirts and Dresses**: Skirts and dresses must also pass the card test. Taking a student ID card or driver's license, the student must place the card vertically from the top of the knee to the bottom of the skirt/dress. No skin should be showing between the card and the bottom of the skirt or dress. Wearing leggings or shorts under the skirt/dress DOES NOT exempt the skirt/dress from the card length test.

**Pants**: Pants may only have open holes BELOW one ID card length above the knees. Pants are to be worn at the waist and cannot show undergarments or shorts underneath. Leggings, pajamas, or fleece pants may NOT be worn. Capri pants are acceptable.
Other Dress Code Guidelines:

*Students will measure their own clothing in the presence of an administrator when a dress code violation is in question.

*Clothing should completely cover all undergarments. Clothing cannot have logos or symbols which refer to or promote tobacco, drugs, alcohol, violence, gangs, lewd conduct, or anything of an offensive nature.

*Presenting a bodily appearance or wearing clothing which is disruptive, provocative, revealing, profane, vulgar, offensive, or obscene, or which endangers the health or safety of the student or others, is prohibited.

*No wallet chains, belts, or jewelry (including spiked jewelry) that possess a safety hazard may be worn on campus.

*No bandanas are allowed.

*No headgear of any kind will permitted in the cafeteria while eating.

School sanctioned spirit weeks (including pep rallies) also must comply with the school dress code.

Failure to comply will result in the student being removed from the school until the correction is made. Parental notification will precede dismissal to allow for reconciliation.

Dress Code Violation Consequences:

1st offense: Loaner garments will be worn if student is unable to correct the problem with a different garment.

2nd offense: Loaner garments will be worn if student is unable to correct the problem with a different garment and a 60 minute morning detention will be assigned. Parent will be contacted.

3rd offense: Loaner garments will be worn if student is unable to correct the problem with a different garment. Student will receive a 120 minute morning detention. Parent will be contacted.

4th offense: ISS will be assigned progressively for each offense. Parent will be contacted.
Gadgetry

Technology items that are not school issued are to be left at home or in a vehicle; the school will not be responsible for lost or stolen items. Additionally, any and all jump drives, or CD ROM drives are ONLY allowed with teacher approval. In the event that a staff member becomes aware that a student is using technology and computer accessories in a manner inconsistent with our computer and Internet acceptable use policy, it will be confiscated by the administration and subject to review for inappropriate and potentially harmful contents. This may result in further disciplinary and criminal action.

Knives/Weapons

Knives or weapons of any kind are not permitted on the properties of Franklin High School to include school buses and school activities. Violators are subject to SRO referral and up to 10 day suspension.

Loitering/Out of Pocket/Grouping/Hall Traffic

From the first bell to the last bell students are to remain and travel in areas that are supervised by school personnel only. Being in ANY isolated areas or vehicles, to include buses, without supervision or permission from a teacher or school administrator will result in school discipline that will involve detention, ISS, suspension or expulsion. "Out of Pocket" areas include but are not limited to: church area, streets, parking lots, auditorium, sports complex, dressing rooms, vacated buildings, vacated classrooms and/or outside of ANY unoccupied buildings or structures that are not visible to school personnel. Bathroom stalls are to be occupied by only one individual at a time. Hall traffic during lunch is prohibited. Students should be aware of areas that are still in session and refrain from loud noises, locker visits, or walking through those areas. Additionally, no food or drink is allowed in the hallways. Before school, students should be aware that sitting or lying in the hall is not appropriate due to the increase of student and faculty traffic. If students need a room or area to study in, one can be designated. Rude responses are UNNECESSARY, and students who are unwilling to respond to a "reasonable request" will be referred to one of the school administrators. Whenever students move throughout the school, there is a five minute time limit from point A to point B. Each student must have permission/pass from their class indicating time, date, and destination. Pushing, shoving, yelling, or screaming is not acceptable behavior. After school, loitering is prohibited. After 3:30 p.m. or twenty-five minutes after the last daily school bell, students and non-students who are LOITERING ("HANGING OUT") on campus, including the student parking lots and church area, may be cited by the SRO or local law enforcement and/or lose driving privileges to include other forms of discipline. If approached by SRO or school officials, students are to be courteous and follow their directions. January 2005
**Plagiarism/Cheating Policy**

Students are expected to conduct themselves honestly and with integrity in their work. All forms of cheating and plagiarism are prohibited. Behavior that is unacceptable includes, but is not limited to:

- copying another student's homework
- working with others on projects that are meant to be done individually
- looking at or copying another student's test or quiz answers
- allowing another student to look at or copy answers from your test or quiz
- using any other method to get/give test or quiz information
- taking a test or quiz in part or in whole to use to give to others
- copying information from a source without proper attribution
- taking papers from other students, publications, or the Internet.

Violators of this policy will be disciplined on a case-by-case basis depending on the seriousness of the violation, prior violations, and other factors. Disciplinary measures include, but are not limited to, conferences, redoing assignments/retaking a test/new test, receiving a failing grade on the test/project, receiving a lower overall grade in the class, detention, suspension, or expulsion.

**Sexual Harassment**

Franklin High School is committed to providing a work/educational environment in which all employees and students have the right to be free from sexual harassment. Sexual harassment covers all unwelcome sexual advances, requests for sexual favors, and any other verbal or physical expression that is either implicit or explicit that has the effect of interfering with an individual's work/educational environment. Such harassment by supervisors/teachers or students will not be tolerated and may lead to immediate dismissal. It shall be the duty of all to be sensitive to harassing behavior or conditions and to initiate corrective action immediately when these are suspected or actually known. If an individual believes that he or she is a victim of sexual harassment, he/she should file a complaint through the established grievance procedure and follow guidelines adopted by the Macon County Board of Education.

Students may be subject to the jurisdiction and punishment of the courts in case of violation of criminal statues, as well as disciplinary action under authority of these rules by school authorities.

**Tobacco Products**

Use of any and all tobacco products are prohibited from campus.

1st Offense 1 Day ISS
2nd Offense 2 Day ISS
3rd Offense 3 Day ISS
**Vandalism**

The destruction or defacing of any school property is strictly forbidden. Following the investigation of student(s) involved, he/she/they will be subject to arrest, cost of vandalism repair/replacement, suspension, or recommended long term suspension or expulsion.

**Levels of Disciplinary Action at Franklin High School**

Any Disciplinary situation can be upgraded or downgraded due to administration discretion based on circumstances and/or historical behavior. Besides the disciplinary action that teachers exercise in the normal classroom situation, other measures may be taken. These forms of discipline are as follows:

1. Discipline Policy (Classroom)
2. Before or After School Detention
3. In-School Suspension
4. Parent Conference
5. Out-of-School Suspension
6. Vehicle Suspension
7. Denied Participation in End-Of-Year Activities
8. Alternative School (Union Academy)
9. Long-Term Suspension (in excess of 10 school days)
10. Arrest
11. Denial of ALL Extra-Curricular Activities
12. Bus Suspension
13. Driving License/Permit Suspension
14. Expulsion

*All students are to follow a reasonable request if given by school personnel without question or comment.*

**Emergency Suspension Policy Code 4301**

When necessary, school personnel may use reasonable force to control behavior or to remove a person from the scene in order:

1. to quell a disturbance threatening injury to others.
2. to obtain possession of a weapon or other dangerous object on the person.
3. for self-defense…
4. for the protection of persons or property.
5. to maintain order on school property, in the classroom, or at a school-related activity on or off school property.
Determining reasonableness of any search involves a two-fold inquiry:

1. Is the search justified at its inception?
2. Does the search relate to the circumstances which justify the search?

Ordinarily a search at school will be justified initially when there are reasonable grounds for suspecting the search will turn up evidence that the student has or is violating the law or school rules. Student searches are permissible in scope when measures adopted are reasonably related to objectives of search but not excessively intrusive in light of student's sex and the nature of the infraction. The Fourth Amendment requires "SUFFICIENT PROBABILITY, NOT ABSOLUTE CERTAINTY."

Drug dogs from the Macon County Sheriff's department will conduct random K-9 searches.

Section VI: Graduation Information

Certificate of Attendance, Diploma (Defined)

Certificate of Attendance: Students with special needs (as defined by G.S. 115C-109) who do not meet the requirements for a high school diploma will receive a Graduation Certificate.

Diploma: Students meeting all local and state requirements for graduation (see Graduation Requirements)

GRADUATION REQUIREMENTS

The following requirements apply to students who enter the 9th grade in 2012.

- **English**: 4 units English I, English II, English III, English IV
- **Mathematics**: 4 units to include Math I, Math II, Math III & one course above
- **Social Studies**: 4 units World History, Civics and Economics, American History I, and American History II
- **Science**: 3 units Earth Science, Biology and one of the Physical Sciences (Physical Science, Chemistry or Physics)
- **Health & P.E.**: 1 unit
- **Electives**: 12 credits

**TOTAL**: 28 units
High School Exit Standards

Students will, effective July 1, 2011, take the following three EOC tests:

* Math I
* Biology
* English II

Senior Project

In addition to the three EOC tests, students must complete a senior project that has the following components:

- A review process
- A research paper written on an approved topic of student’s choice
- A product related to the paper that requires significant hours of work
- A portfolio that reflects the Senior Project process
- A presentation to a panel of community and faculty members

Graduation Policy

No student may participate in graduation ceremonies unless ALL credit requirements, as established by the State Board of Education and the Macon County Board of Education, have been fully and completely attained at the time of graduation exercises. *Passing EOC tests, completing a graduation project, and passing core courses from a recognized accrediting agency are required for a Franklin High School diploma. Also, all obligations must be cleared in order to participate.

Early Graduation

The 4x4 schedule enables students to finish high school in 7 semesters. All records must be checked by the senior guidance counselor for verification. Students, parents, counselors and school administration must sign the course request. Students choosing this option will be eligible to attend the prom, Senior Awards Day, and the end of year graduation ceremonies. Sport participation will be denied to students who are in attendance less than one-half day.

Maximum Credits

A maximum of four (4) credit units a semester will be accepted and eight (8) credit units for one regular school year. **Once a student exceeds 32 credit hours, any grades for classes taken outside the regular school day will be converted to a “P” for passing or a “F” for failing; these grades will not factor into a student’s GPA.** Exceptions can only be approved by the principal.
Minimum Units Required for Promotion/Classification

Sophomore-7 / Junior-12 / Senior-20 / Graduation-28

Valedictorian and Salutatorian

The number of maximum course offerings will be used to tabulate GPA and valedictorian and salutatorian rankings. The GPA utilized will be the weighted GPA, which includes bonus points for honors and advanced placement classes. The current maximum course offering is 32.

Due to the 2015 implementation of the North Carolina Department of Public Instruction’s 10 point grading scale, there will likely be a number of students who tie for number one beginning with the graduating class of 2019. Thus, beginning with the graduating class of 2019, students who graduate with a weighted GPA of 3.5-3.999 will graduate with honors; students who graduate with a weighted GPA of 4.0 and higher will graduate with high honors. These honors’ designations will be printed in the graduation program. At the end of the 3rd 9 weeks, students who rank number one, by weighted GPA, will be invited to submit a graduation speech. If a student moves to number one at the end of the year, he/she will have the same opportunity to write a speech. Of the speeches submitted, one student speech will be chosen, anonymously, by a faculty committee to speak at graduation. Any student who drops from the number 1 position after final GPAs have been calculated will no longer be eligible to have his/her speech considered. All students who rank number one, by weighted GPA, at the end of the year, will be recognized at graduation with a valedictorian medal.

Section VII: Extra-Curricular Information

Field Trips

All permission/request forms are to be filled out prior to the date of the trip. Teachers will have the authority to deny a student this activity if the student has attendance, academic or behavioral problems. Student breaking rules/policies/laws will be subject to suspension, arrest and loss of field trip experiences. All overnight trips are to be approved by the Macon County School Board one board meeting prior to the trip. Activity buses/cars will need prior approval before being released.

Field trip sponsor will be responsible for fuel and for compensating the driver. If the principal determines the trip to be curriculum related, the LEA will pay for the first tank of gasoline, but the group will be responsible for paying the driver. Field trips not curriculum related will not be permitted. Any trips for extended days should be planned to occur during school vacation days or summer vacation.

No field trip will be approved the last 3 weeks of each semester.
Athletics

The NCHSAA booklet will serve as a guide for administering the athletic program at Franklin High School. All policies/rules approved by the school, central office, and school board will be adhered to. Amongst other policies, No team dismissals earlier than 2:45 p.m. unless approved by the principal and prior notification is given to the teachers. In order to maintain eligibility (1) All student-athletes have to pass "one less than the maximum" for the semester. (NCHSAA booklet for additional information) (2) Student-athletes are encouraged to have good attendance. On game days or the day after games, all student-athletes are to be in their classes. Head coaches will need to be made aware of student-athletes who are leaving early from school on game days and/or arriving late to school after a game. Student-athletes are expected to be role models, set good examples in the community, and serve as positive role models for the school and student body. On game day student-athletes not in attendance will not be permitted to participate. Exceptions can only be made by principal only.

Athletic Awards Recognition

Each year there will be an athletic awards recognition program to honor student athletes. The Franklin High Boosters Club will sponsor the program with the assistance of the athletic director, coaches, teachers, guidance and school administration.

Injury Policy for Athletic Participation

All rules and regulations of the North Carolina High School Athletic Association Handbook regarding student athlete illness, injuries, and infectious disease shall be enforced.

Felony Policy Applicable to Athletes

Any student who is subject to the NCHSAA eight semester rule who (1) is convicted of a crime classified as a felony under North Carolina or federal law, OR (2) is adjudicated delinquent for an offense that would be a felony if committed by an adult, is not eligible to participate in the North Carolina High School Athletic Association’s sports program. Such ineligibility shall be immediate and shall prohibit participation in the NCHSAA sports program from the date of conviction or adjudication of delinquency through the end of the student's high school career. Appellate or other post-conviction review of the conviction or adjudication of delinquency does not affect the student's immediate ineligibility.

- Note: "Convicted" and "conviction," for the purpose of this policy, includes the entry of (a) a plea of guilty; or (b) a plea of no contest, nolo contendere, or the equivalent; or (c) a verdict or finding of guilty by a jury, judge, magistrate, or other duly constituted, established, and recognized adjudicating body, tribunal, or official, either civilian or military. For the purposes of this policy, a person is "convicted" or "adjudicated delinquent" in North Carolina state courts, the courts of the United States, another state, the armed services of the United States, or another country.
**Student- Athlete Behavioral & Drug Policy**

Student-athletes are expected to have the highest of behavioral standards on and off school campus. If friends, coaches, adults, family, and/or law enforcement report that student-athletes are participating in unacceptable behavior on or off campus and the behavior reflects negatively on the person, team or program, the student-athlete will be dealt with in a very serious manner. All head coaches are to have a conference with their teams and individuals about the negative effects of drugs, enhancers/stimulants, alcohol, tobacco, and to strive for high academic standards. *Refer to Macon County School Board Policy #470.*

**Quitting a Team**

Student-Athletes who earn eligibility status in one sport in a season and quit cannot become eligible for another sport in the same season.

**Athletic Eligibility Dual Enrollment**

North Carolina High School Athletic Association regulations require that a student successfully complete three courses per semester on a block schedule in order to be eligible for athletic participation. Eligibility is determined by the previous semester’s academic results. A student dual enrolled the previous semester must have passed two courses on a block schedule or four courses on a traditional schedule. To complete the eligibility requirement of three block courses or five traditional courses, a maximum of one credit from another accredited education entity may be accepted. The principal, using current NCHSAA guidelines and school board policy, will make the determination as to the course counting toward eligibility.

**Driver Education**

Students aged fifteen years or older who have passed the driver’s education online course and test will have the opportunity to earn a learner's permit and proceed through Levels I, II, and III. Students are to participate in the “behind the wheel” driving before/after school, holidays, and weekends. Exceptions may be made for students to drive during school hours if the student is in good standing in all three areas: academics, attendance and behavior. Principal and teacher approval is a must before an exception is declared.

**Driving Permit/License**

Students receiving a permit or license after December 1, 1997, will have to pass a minimum of three subjects per semester or until the age of eighteen. A student failing to meet the academic requirement will be contacted by the North Carolina Department of Motor Vehicles and will lose his/her permit or license for one semester.
**Extra Curricular School Expenditures**

Expenditures involving club or organizational funds must have the approval of the principal, school treasurer, or teacher prior to purchase. The school is not responsible for any unauthorized expenditures made by students. Invoices must be submitted to the office before payment and accompanied with appropriate signature. OBTAINING PROPERTY by FALSE PRETENSES is a FELONY and the person punished as CLASS H FELON.

**Awards**

Franklin High School and the community make every effort to recognize and honor outstanding achievement by students. This is accomplished through our clubs, sports, extra-curricular activities, scholarships and the Academic Incentives Program.

**Junior-Senior Prom**

A Franklin High School student must have attained junior or senior status to attend the Junior-Senior Prom. Students in their third year of high school who have obtained a minimum of twelve (12) credits by the end of their first semester in that third year can attend prom with principal/designee verification of credit and approval. Dropouts from Franklin High School will be eligible to attend provided his/her date of scheduled graduation has passed. Guests must have administrative approval and follow the same guidelines for eligibility as Franklin High School juniors and seniors. Any long distance telephone fees incurred due to verification must be paid before the date of the Junior-Senior Prom. All obligations must be cleared before a prom ticket may be purchased.
Section VIII: Local Board Policy & Law


All school board policies can be found at the above link.

Macon County Board of Education Absenteeism Policy

Franklin High School is on a block schedule (4x4) and subject credit is awarded per semester. Franklin High School students shall miss no more than (5 DAYS) per class per semester to receive credit.

An illness of prolonged nature or an attempt to change a negative behavioral absentee pattern will be considered case-by-case by the principal where absences are in excess of the number stated above. Each school will use the following list of reasons to classify absences as excused or unexcused.

*We only exempt the last two weeks of each nine week grading period.*

1. Illness or injury.

2. Quarantine ordered by the local health officer of State Board of Health.

3. Death in the child’s immediate family.

4. Medical or dental appointments - except in emergencies, a school official’s permission must be secured beforehand.

5. Participation in court of administrative proceedings as a party or as a subpoenaed witness.

6. Religious observances. The local Board of Education determines whether to excuse these absences, but the State Board urges approval “unless the religious observance, or the cumulative effect of religious observances, is of such duration as to interfere with the education of the child.”

7. Educational opportunity, such as travel. A school official must give permission in advance.
### Extended Day 6.3 hr Calendar 2016-2017

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- **Teacher Workday:**
- **Holiday:**
- **Annual Leave Days:**
- **Workdays:**
- **Make-up Days:**
- **End of Term:**
- **End of Session:**
- **Calendar Year:**
- **Calendar Days:**
- **Calendar Weeks:**
- **Calendar Months:**