

ASHEBORO CITY BOARD OF EDUCATION

May 11, 2017

7:30 p.m.

Asheboro High School

Professional Development Center

6:00 p.m. – Policy Committee

6:45 p.m. - Finance Committee

I. Opening

- A. Call to Order
- B. Moment of Silence
- C. Pledge of Allegiance – Sanjuana Castorena, Asheboro High School Student – Brian Saunders
- *D. Approval of Agenda

II. Special Recognition and Presentations

- A. Community Spotlight – Terri Sexton and First Baptist Church – Leigh Anna Marbert
- B. Board Spotlight – Asheboro High School Community Engagement Award and Evening Of Celebration – Brian Saunders
- C. Battle of the Books Regional Winners – Chandra Manning
- D. 2017 NC Personal Finance Challenge State Champions (Middle School Division) – Betsy Hammond
- E. STEAM Elementary Winners – Anthony Woodyard
- F. Asheboro City Schools Teacher of the Year and Teacher of the Year Finalist – Dr. Terry Worrell
- G. Outstanding Elementary Math Teacher of the Year – Dr. Wendy Rich
- H. 2017 Apple of Excellence Outstanding Teacher of the Year – Carla Freemyer
- I. Class of 2017 Exemplary Student Recognition – Dr. Sean McWherter
- J. Governor's School Attendees – Dr. Julie Pack
- K. Introduction of Leslie A. Simmonds, Sodexo Account Manager – Dr. Terry Worrell

III. Public Comments

- A. Citizens who signed up to address the Board will be called on to make comments. Each individual speaker will be allowed 3 – 5 minutes for remarks. Issues or concerns involving personnel matters are not appropriate for the public comment setting.

IV. *Consent Agenda

- A. Approval of Minutes – April 6, 2017 (Board and Budget Work Session)
- B. Overnight Field Trip Request for Asheboro High School FFA, National FFA Convention, October 24-28, 2017, Indianapolis, IN
- C. Overnight Field Trip Request for Asheboro High School Chorus, All-State Chorus, May 5-6, 2017, Raleigh, NC
- D. Overnight Field Trip Request for Asheboro High School Air Force JROTC, ROTC Camp, June 17-23, 2017, Fayetteville State University
- E. Overnight Field Trip Request for Asheboro High School FFA Chapter, State FFA Convention, June 20-22, 2017, Raleigh, NC
- F. 2017-2018 Asheboro City Schools Calendar Edit – Dr. Terry Worrell
- G. 2018-2019 Asheboro City Schools Calendar – Dr. Terry Worrell
- H. Personnel

V. Information, Reports and Recommendations

A. Policies Recommended for 30-Day Review – Dr. Drew Maerz

- Policy 4040/7310 - Staff-Student Relations
- Policy 5022 - Registered Sex Offenders
- Policy 6306 - School Bus Idling
- Policy 7130 - Licensure
- Policy 7241 - Drug and Alcohol Testing of Commercial Motor Vehicle Operators
- Policy 7425 - School Administrator Contracts
- Policy 7430 - Substitute Teachers
- Policy 7720 - Employee Political Activities
- Policy 7810 - Evaluation of Licensed Employees
- Policy 7820 - Personnel Files

VI. Action Items

***A. Policies Recommended for Approval – Dr. Drew Maerz**

- Policy 4333 – Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety
 - o Technical updates including legal references
- Policy 4335 – Criminal Behavior
 - o Updated legal references
- Policy 5027/7275 – Weapons and Explosives Prohibited
 - o Language edited to clarify that policy applies to employees, visitors and others, but not students. Students are referred to in policy 4333, Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety.

VII. Superintendent's Report/Calendar of Events

A. Points of Pride – Leigh Anna Marbert

B. Calendar of Events – Leigh Anna Marbert

C. 2016-2017 Board Goals, May Update – Dr. Terry Worrell

VIII. Board Operations

A. Important Dates to Remember

B. Superintendent's Evaluation Timeline

IX. Adjournment

Asheboro City Schools' Board of Education meetings are paperless. All information for the board meetings may be viewed at <http://www.asheboro.k12.nc.us> under Board of Education the Friday following the board meeting.

ASHEBORO CITY BOARD OF EDUCATION

May 11, 2017

7:30 p.m.

Asheboro High School

Professional Development Center

Addendum

6:00 p.m. - Policy Committee Meeting

6:45 p.m. – Finance Committee Meeting

I. Opening

II. Special Recognition and Presentations

III. Public Comments

IV. *Consent Agenda

I. Personnel Addendum (Added)

V. Information, Reports and Recommendations

VI. Action Items

B. Proposal to Add World History to Middle School Curriculum – Dr. Julie Pack (Added)

VII. Superintendent's Report/Calendar of Events

VIII. Board Operations

IX. Adjournment

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May 11, 2017

Community Partner Spotlight:

Tonight's Community Partner Spotlight recognizes Terri Sexton from First Baptist Church.

Board Spotlight:

Asheboro High School students James Willett and Kendall Allen will present information about the Asheboro High School Community Engagement Award and Evening of Celebration.

Battle of the Books District Winning Teams:

Secondary Team – South Asheboro Middle School

NC Personal Finance Challenge 2017:

South Asheboro Middle School students Luis Martinez, Austin Heavens, Luke Hurley and Yu Chen. Coaching the team was math teacher, Sarah Trollinger.

STEAM Competition Winners:

Elementary Team – The Doernbechers from Charles W. McCrary Elementary School

District Teacher of the Year and finalist:

Teacher of the Year – Ms. Laura King, Charles W. McCrary Elementary School

Teacher of the Year Finalist – Ms. Mary Jo Przybylowski, Balfour Elementary School

Outstanding Elementary Math Teacher of the Year:

Apple of Excellence First Year Teacher of the Year:

State Indoor High Jump Champion:

Maci Bunting, a senior at Asheboro High School, won a second state champion title on Saturday (2/11) at the indoor track and field championships with a jump of 5 ft. 2 in.

2017 Governor's School Students:

Erin Devilbiss, Brandon Ingold, Crystal Jaimes, Calista White

Board of Education Meeting
April 6, 2017

Policy Committee Meeting

Staff members present: Dr. Terry Worrell, Dr. Aaron Woody, Carla Freemyer, and Dr. Drew Maerz

Board members present: Linda Cranford, Michael Smith, Dr. Beth Knott, and Kyle Lamb

Ms. Cranford called the meeting to order at 6:46 p.m. and referred to Dr. Maerz who began review of the agenda.

- Policy 4040/7310 - Staff-Student Relations
 - Statement added to adhere to current ESEA regulations. Updated legal references.
- Policy 5022 - Registered Sex Offenders
 - Updated legal references and other resources.
- Policy 6306 - School Bus Idling
 - Language added for clarification and updated legal references
- Policy 7130 – Licensure
 - Language edited and sections removed and sections added to meet current state regulations, and updated legal references.
- Policy 7241 - Drug and Alcohol Testing of Commercial Motor Vehicle Operators
 - Updated language and sections added to adhere to current state regulations.
- Policy 7425 - School Administrator Contracts
 - Updated legal references.
- Policy 7430 - Substitute Teachers
 - Updated legal references and cross references.
- Policy 7720 - Employee Political Activities
 - Language added to adhere to current state regulations and updated cross references.
- Policy 7810 - Evaluation of Licensed Employees
 - Technical updates.
- Policy 7820 - Personnel Files
 - Language added to adhere to current state regulations and updated legal references.

All policies will go to the Board for 30-day review in May, 2017.

With no further business, the meeting was adjourned at 6:58 p.m.

Finance Committee Meeting

The Finance Committee convened at 7:10 p.m. in the Professional Development Center conference room. The following board members were present:

Gustavo Agudelo
Baxter Hammer
Joyce Harrington

Kyle Lamb
Jeni Martin

Staff members present: Dr. Terry Worrell, Harold Blair, Kristen Wright, and Sandra Spivey

Mr. Blair presented the 2016-2017 audit contract for Cherry Bekaert. The contract for Cherry Bekaert is for \$46,000.00, which is the same amount as the 2015-2016 contract and covers the same services.

Mr. Blair also presented an application for the lottery that would be used to reduce the debt remaining on the Guy B. Teachey project.

Ms. Spivey presented a review of the School Nutrition Meal Prices. Federal regulations require the district to increase prices by a minimum of ten cents or contribute approximately \$7,500 from the local general fund. The School Nutrition Department recommended maintaining current meal prices for 2017-2018 school year. The Finance Committee agreed with the recommendation.

There being no further business, the meeting adjourned at 7:25 p.m.

Board of Education Meeting **April 6, 2017**

The Asheboro City Schools Board of Education met in open session at 7:36 p.m. in the Professional Development Center with the following members present:

Kyle Lamb, Chairman	Gustavo Agudelo	Linda Cranford
Baxter Hammer	Joyce Harrington	Dr. Beth Knott
Jeni Martin	Archie Priest, Jr.	Michael Smith
Wilson Alexander, Attorney		

Staff members present: Superintendent Terry Worrell, Harold Blair, Dr. Aaron Woody, Carla Freemyer, Dr. Julie Pack, Dr. Wendy Rich, Dr. Drew Maerz, Leigh Anna Marbert, Anthony Woodyard, Mike Mize, and Dr. Cayce McCamish

Chairman Lamb called the meeting to order and welcomed all in attendance.

Following a moment of silence, Naomi Spencer, a Charles W. McCrary Elementary School student, led the Pledge of Allegiance.

Upon motion made by Ms. Cranford, seconded by Mr. Agudelo, the Board unanimously approved the meeting agenda.

Special Recognition and Presentations

Community Partner Spotlight: Ms. Leigh Anna Marbert, Public Information Officer, recognized Rodney and Claire Overcash, volunteers with Randolph County Habitat for Humanity, for their work with the staff and students at Charles W. McCrary Elementary School.

Board Spotlight: Ms. Julie Brady, principal of Charles W. McCrary Elementary School, Ms. Tyler Bidwell, and Mr. Steve Watson shared information regarding the ongoing relationship between the staff and students and the Randolph County Habitat for Humanity which developed as the result of a Teacher Leadership Academy project. On April 10th, 2017, the staff and students will participate in the fifth annual dog house build that will be donated to the Randolph County SPCA.

STEAM Competition Winners: Mr. Anthony Woodyard recognized the winners of the recent STEAM Competition noting that the winners were presented with individual Chromebooks.

Battle of the Books Winners: Chandra Manning, Instructional Facilitator, introduced the Balfour Elementary School Battle of the Books team members. These students won the Asheboro City Schools Elementary Battle of the Books Competition.

School Teachers of the Year: Dr. Terry Worrell recognized the following school level Teachers of the Year:

Asheboro High School – Ms. Anna Lowe
 Balfour Elementary School – Ms. Mary Jo Przybylowski
 Charles W. McCrary Elementary School – Ms. Laura King
 Donna Lee Loflin Elementary School – Ms. Meghan Joyce
 Early Childhood Development Center – Ms. Marie Peele
 Guy B. Teachey Elementary School – Mr. Jonas Hancock
 Lindley Park Elementary School – Ms. Mallory Nye
 North Asheboro Middle School – Mr. Ryan Gibbs
 South Asheboro Middle School – Ms. Bethany Adams

Public Comments

Chairman Lamb opened the floor to public comments. There were no requests to address the Board.

Consent Agenda

Upon motion by Ms. Harrington, seconded by Mr. Hammer, the following items under the Consent Agenda were unanimously approved:

- A. Approval of Minutes –March 9, 2017, Board of Education and Budget Work Session
- B. * 2016-2017 Audit Contract
- C. *Capital Fund Lottery Application
- D. Personnel

RESIGNATIONS/RETIREMENTS/SEPARATIONS

LAST	FIRST	SCHOOL	SUBJECT	EFFECTIVE
Turner	Jason	CO	Warehouse Manager/Gen. Maintenance	3-17-2017
Farlow	Toni	BAL	Daycare Coordinator	6-9-2017

APPOINTMENTS

LAST	FIRST	SCHOOL	SUBJECT	EFFECTIVE
Arellano	Amanda	CO	Substitute, \$80/per day	4-3-2017
Berrier	Jacob	CO	Substitute, \$80/per day	4-3-2017
Davis	John	AHS	JROTC	8-1-2017
Frazer	Joy	AHS	Art	5-1-2017
McComb	Kevin	SAMS	Non-faculty Coach; football	3-24-2017
Palacio	Maria	BAL	1 st grade	8-14-2017
Parry	Elizabeth	DLL	Teacher, grade level	TBD 8-14-2017
Perez-Cortez	Mireida	AHS	Mathematics	8-14-2017
Perez-Cortez	Mireida	CO	Substitute, \$80/per day	5-11-2017
Williams	Jacob	AHS	Non-faculty Coach; LaCrosse	3-28-2017
Gee	Eric	CO	Substitute Bus Driver	4-7-2017
Worcester	Kyle	AHS	Head Custodian	5-15-2017

LEAVE OF ABSENCE

LAST	FIRST	SCHOOL	SUBJECT	EFFECTIVE
Cockman	Joan	CWM	Reading Assistant	3-26 – 5-5-2017

TRANSFERS

LAST	FIRST	SCHOOL	SUBJECT	EFFECTIVE
Bates	Julie	BAL to AHS	Exceptional Children	4-3-2017
Badillo	Guadalupe	ECDC/DLL	Custodian to Groundskeeper	5-1-2017

*This item is made a part of these minutes

Information, Reports and Recommendations

- A. Dr. Aaron Woody made a presentation regarding Work-Based Learning in Asheboro City Schools.
- B. Dr. Terry Worrell presented for 30-day review a proposed edit to the 2017-2018 Asheboro City Schools calendar. This calendar will be open for a 30-day public review and comments.
- C. Dr. Terry Worrell presented for 30-day review a proposed calendar for the 2018-2019 school year. This calendar will be open for public review and comments.
- D. Dr. Drew Maerz presented the following policies for 30-day review:
 - Policy 4333 – Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety
 - o Technical updates including legal references
 - Policy 4335 – Criminal Behavior
 - o Updated legal references
 - Policy 5027/7275 – Weapons and Explosives Prohibited
 - o Language edited to clarify that policy applies to employees, visitors and others, but not students. Students are referred to in policy 4333, Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety.

Action Items

- A. Following a 30-day review and upon motion made by Mr. Hammer, seconded by Mr. Agudelo, the Board unanimously approved the following board policies:
 - Policy 3620 – Extracurricular Activities and Student Organizations
 - Policy 4110 – Immunization and Health Requirements for School Admission
 - Policy 4120 – Domicile or Residence Requirements
 - Policy 4126 – Homeless Students
 - Policy 4150 – School Assignment(A copy of these policies is made a part of these minutes)

Superintendent's Report/Calendar of Events

- A. Ms. Leigh Anna Marbert, Public Information Officer, shared the *Calendar of Events* noting the next Board of Education meeting will be on May 11, 2017. She also reviewed the latest edition of *Points of Pride*.
- B. Superintendent Worrell presented an update on the 2016-2017 Board Goals noting the following:
 - 100 applications have been received for the Early College Academy for 2017-2018.
 - After-school tutoring is being held throughout the district.
 - \$960,000 grant has been awarded through the Golden Leaf Foundation for the advanced manufacturing program.

Board Operations

- A. Chairman Lamb reviewed the calendar of upcoming events.
- B. Chairman Lamb presented Boardmanship Certificates to six board members.
- C. Ms. Cranford, Ms. Harrington, and Mr. Agudelo shared highlights from educational sessions attended at the National School Boards Association Annual Meeting in Denver, CO, in March.

Adjournment

There being no further business and upon motion made by Mr. Agudelo, seconded by Ms. Cranford, and unanimously approved by the Board, the meeting was adjourned at 9:09 p.m.

Chairman

Secretary

Board of Education Meeting
April 6, 2017
Budget Work Session

The Asheboro City Board of Education met in a budget work session on Thursday, April 6, 2017, at 6:00 p.m. in the Professional Development Center with the following members present:

Kyle Lamb, Chair
Linda Cranford
Joyce Harrington
Jeni Martin

Gustavo Agudelo
Baxter Hammer
Dr. Beth Knott
Michael Smith

Staff members present: Dr. Terry Worrell, Harold Blair, Michael Mize, Kristen Wright, and Sandra Spivey

Chairman Lamb opened the meeting at 6:00 p.m.

Sandra Spivey and Kristen Wright presented information and/or reviewed of the following:

- 2017-2018 local current expense budget considerations including the cost of the anticipated additional teaching staff required to meet state class size regulations.
- 2017-2018 capital outlay budget considerations noting that HVAC units have been included for Lindley Park Elementary while delaying painting.
- The historical supplemental tax rate and revenue.
- Local current expense county appropriation and local current expense budget revenues and expenditures.
- Historical capital outlay county appropriation.
- Capital outlay budget revenues and expenditures for 2017-2018.
- Capital outlay facilities plan summary.
- 2017-2018 budget request.
- State public school fund budget revenues and expenditures.
- Federal grants fund budget revenues and expenditures.
- Child nutrition budget revenues and expenditures.
- Designated accounts budget revenues and expenditures.

*A copy of the PowerPoint presentation is made a part of these minutes.

Mr. Blair, Finance Director, addressed questions during the general discussion and question session.

Upon motion by Ms. Harrington, seconded by Mr. Hammer, the Board unanimously approved the budget request for Current Expense and Capital Outlay as presented and keeping the supplemental tax rate unchanged at \$.1500/\$100

Adjournment

There being no further business, the meeting was adjourned at 7:04 p.m.

Chairman

Secretary

**ASHEBORO CITY SCHOOLS
 FIELD TRIP / TRANSPORTATION REQUEST
 SEND TO TRANSPORTATION SUPERVISOR – CENTRAL OFFICE**

Group Making Request: Asheboro Zoo FFA Chapter School: Asheboro High School

Destination: National FFA Convention, Indianapolis, IN Date of Trip: October 24 –28, 2017

Number of Students Involved: 9-13 Percent of Total Group: _____

Reasons for Students Not Attending: Only for chapter leaders (officer team)

Transportation Method: ☐ Activity Bus ☐ Charter Bus ☐ Private Automobile ☒ Other (Rental Mini-bus from Majestic Mobility <http://majesticmobility.com/view-our-fleet/>)

If using a Charter Bus service, state name of Vendor here: _____

Number of Vehicles Needed (to be secured by the Central Office): 0

Number of Drivers Needed (to be secured by the Central Office): 0

Departure Time: 4pm (10/24) Return Time: 10pm (10/28) Round Trip Miles (estimated): 1,300

Estimated Cost to the Student: Approximately \$300

Purpose(s) of the Field Trip: National FFA Convention is a unique opportunity for FFA members from across the country to see the full scope and impact of our National Organization. Students who attend have once-in-a-lifetime opportunities to hear inspirational keynote speakers, attend workshops with some of the most premier leaders in the country, learn more about careers and educational opportunities through the expo, and through all of this develop leadership skills, ideas, and passion to bring home to amplify their impact on their chapter, school, and community. (See attached.)

List below the names of adult chaperones who will be accompanying this group on the field trip. Place an "*" by individuals who are licensed to drive school vehicles and who will be serving in that capacity for you.

Elizabeth Pack, Brooke Davis

If approved, the following procedures must be followed; (1) Written parental permission is required for all field trips. This permission should be acquired using the Asheboro City Schools Parental Field Trip Permission Form; (2) No students can serve as drivers; private vehicles are used as a last resort; and (3) All students in a class or group shall have an opportunity to attend—means will provided for students to participate when necessary.

I certify that all those requirements, in addition to the general guidelines on the back of this form, will be fully met.

Elizabeth Pack _____ Date 3/27/17
 Sponsor (Group Responsible for Paying for the Trip)

Approved: [Signature] _____ Date 4/1/17
 Principal

Approved: [Signature] _____ Date 4/11/17
 Superintendent or Designee

Transportation
 Scheduled: _____
 Transportation Supervisor Date

Special Comments/ Response: _____

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ASHEBORO CITY SCHOOLS
FIELD TRIP / TRANSPORTATION REQUEST
SEND TO TRANSPORTATION SUPERVISOR - CENTRAL OFFICE

Group Making Request: Chorus School: Asheboro HS

Destination: Duke Energy Center, Raleigh NC Date of Trip: May 5-6

Number of Students Involved: 7 Percent of Total Group: 8%

Reasons for Students Not Attending: not participating in All-State Chorus

Transportation Method: ☒ Activity Bus ☐ Bus ☐ Charter ☐ Private Automobile ☐ Other ()

If using a Charter Bus service, state name of Vendor here: _____

Number of Vehicles Needed (to be secured by the Central Office): 1

Number of Drivers Needed (to be secured by the Central Office): 1 (Cody Williams)

Departure Time: 7:00 AM Return Time: 5:30 PM Round Trip Miles (estimated): 144 mi
(5/5/17) (5/6/17)

Estimated Cost to the Student: \$80 + food

Purpose(s) of the Field Trip: to participate in All-State Chorus Festival

List below the names of adult chaperones who will be accompanying this group on the field trip. Place an "*" by individuals who are licensed to drive school vehicles and who will be serving in that capacity for you.

Cody Williams*, Meredith Mommann

If approved, the following procedures must be followed; (1) Written parental permission is required for all field trips. This permission should be acquired using the Asheboro City Schools Parental Field Trip Permission Form; (2) No students can serve as drivers; private vehicles are used as a last resort; and (3) All students in a class or group shall have an opportunity to attend—means will provided for students to participate when necessary.

I certify that all those requirements, in addition to the general guidelines on the back of this form, will be fully met.

M. Mommann 3/21/17
Sponsor (Group Responsible for Paying for the Trip) Date

Approved: [Signature] 3/28/17
Principal Date

Approved: [Signature] 4/3/17
Superintendent or Designee Date

Transportation Scheduled: _____
Transportation Supervisor Date

Special Comments/ Response: _____

**ASHEBORO CITY SCHOOLS
 FIELD TRIP / TRANSPORTATION REQUEST
 SEND TO TRANSPORTATION SUPERVISOR – CENTRAL OFFICE**

Group Making Request: AIR FORCE JROTC School: ASHEBORO HIGH SCHOOL

Destination: FAYETTEVILLE STATE UNIVERSITY Date of Trip: 17-23 JUNE 2017

Number of Students Involved: 11 Percent of Total Group: 100

Reasons for Students Not Attending: N/A

Transportation Method: ☒ Activity Bus ☐ Charter Bus ☐ Private Automobile ☐ Other
 ()

If using a Charter Bus service, state name of Vendor here: _____

Number of Vehicles Needed (to be secured by the Central Office): 1

Number of Drivers Needed (to be secured by the Central Office): N/A

Departure Time: 0900 (17 Jun 2017) Return Time: 1600 (23 Jun 2017) Round Trip Miles (estimated): 175

Estimated Cost to the Student: \$85.00 * *These will NOT be students who require retesting of an FOC course - BS*

Purpose(s) of the Field Trip: COLS is conducted under the provisions of Air Force Instruction 36-11, with the concurrence of respective school officials' pursuit to Air Force/School Agreements. To provide practical leadership opportunities for cadets to prepare them to accept greater leadership positions in their home units. To demonstrate the importance of teamwork in accomplishing unit goals. Create an environment that teaches the importance of self-discipline, time management, a sense of urgency, and attention to detail. To challenge cadets to do things they have never done before, thus enhancing self-confidence and self-esteem.

List below the names of adult chaperones who will be accompanying this group on the field trip. Place an "*" by individuals who are licensed to drive school vehicles and who will be serving in that capacity for you.

* MSgt James Worstell and Colonel Carle Hall

If approved, the following procedures must be followed; (1) Written parental permission is required for all field trips. This permission should be acquired using the Asheboro City Schools Parental Field Trip Permission Form; (2) No students can serve as drivers; private vehicles are used as a last resort; and (3) All students in a class or group shall have an opportunity to attend—means will provided for students to participate when necessary.

I certify that all those requirements, in addition to the general guidelines on the back of this form, will be fully met.

<p align="center">MSgt JAMES E WORSTELL (Retired) Air Force JROTC Aerospace Science Instructor</p>		<p><u>4-11-17</u> Date</p>
<p>Sponsor (Group Responsible for Paying for the Trip)</p>		
<p>Approved: <u>[Signature]</u> Principal</p>		<p><u>4/12/17</u> Date</p>
<p>Approved: <u>[Signature]</u> Superintendent or Designee</p>		<p><u>4/20/17</u> Date</p>
<p>Transportation Scheduled: _____ Transportation Supervisor</p>		<p>_____ Date</p>

Special Comments/ Response: _____

**ASHEBORO CITY SCHOOLS
 FIELD TRIP / TRANSPORTATION REQUEST
 SEND TO TRANSPORTATION SUPERVISOR - CENTRAL OFFICE**

Group Making Request: Asheboro Zoo FFA Chapter School: Asheboro High School

Destination: State FFA Convention, Raleigh, NC Date of Trip: June 20-22, 2017

Number of Students Involved: 20 Percent of Total Group: _____

Reasons for Students Not Attending: Personal choice

Transportation Method: ☒ Activity Bus ☐ Charter Bus ☐ Private Automobile ☐ Other (_____)

If using a Charter Bus service, state name of Vendor here: _____

Number of Vehicles Needed (to be secured by the Central Office): 1

Number of Drivers Needed (to be secured by the Central Office): 0

Departure Time: 8am 6/20 Return Time: 5pm 6/22 Round Trip Miles (estimated): 150

Estimated Cost to the Student: \$100

**Bill J. Paek/
 CTE for
 transportation.*

Purpose(s) of the Field Trip: 14 Students will be representing our chapter in state level Career Development Events (Forestry, Parliamentary Procedure, Prepared Public Speaking, and Introduction to Horticulture), attending leadership workshops, exploring college and career options at the career expo, exploring the AgriScience fair, attending general sessions featuring the State FFA Officer team, keynote speakers, and awards presentations.

List below the names of adult chaperones who will be accompanying this group on the field trip. Place an "*" by individuals who are licensed to drive school vehicles and who will be serving in that capacity for you.

*Elizabeth Paek, RaTasha Rouse

If approved, the following procedures must be followed; (1) Written parental permission is required for all field trips. This permission should be acquired using the Asheboro City Schools Parental Field Trip Permission Form; (2) No students can serve as drivers; private vehicles are used as a last resort; and (3) All students in a class or group shall have an opportunity to attend—means will provided for students to participate when necessary.

I certify that all those requirements, in addition to the general guidelines on the back of this form, will be fully met.

Elizabeth Paek [Signature] 5/1/17
 Sponsor (Group Responsible for Paying for the Trip) Date

Approved: [Signature] 5/3/17
 Principal Date

Approved: [Signature] 5/4/17
 Superintendent or Designee Date

Transportation
 Scheduled: _____
 Transportation Supervisor Date

Special Comments/ Response: Told Ms. Paek Summer Attendance comes first

Asheboro City Schools Calendar 2017 - 2018

DRAFT
Proposed
Revision
3/29/2017

July 2017						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2017						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2017						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October 2017						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2017						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

July	
4	Holiday
August	
17	Staff Reports
17,22-25	Mandatory Teacher Workday
18,21	Mandatory Prof. Develop.
28	Students Report

September	
4	Holiday
October	
30	Last Day of 1st Quarter

November	
3	Teacher Workday
10	Holiday
22	Annual Leave
23,24	Holiday

December	
22,28,29	Annual Leave
25,26,27	Holiday

January	
1,15	Holiday
2	Teacher Workday
19	Last Day of 2nd Quarter
22,23	Mandatory Prof. Develop.

February	
19	Annual Leave

March	
28	Last Day of 3rd Quarter
30	Holiday

April	
2-6	Annual Leave

May	
28	Holiday

June	
8	Last Day for Students
8	Last Day of 4th Quarter
11	Mandatory Prof. Develop.
12	Mandatory Teacher Workday
13	Teacher Workday

January 2018						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March 2018						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2018						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2018						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Please see the other side for potential make-up day information.

Procedures For Closing School Due To Inclement Weather

- * In addition to posting information on closing, on the official website for Asheboro City Schools **www.asheboro.k12.nc.us**, closing information will be released to the following news media:

RADIO WMAG	99.5 FM	TV-WFMY	(Channel 2)	TV-WXLV	(Channel 45)
RADIO WKXR	1260 AM	TV-WGHP	(Channel 8)	News 14	(Channel 14)
		TV-WXII	(Channel 12)		

- * If school must be dismissed during the day, there will be a 45-minute delay between elementary and secondary dismissals in order for the buses to make their double runs.

Makeup for Inclement Weather

The Asheboro City Schools may determine that inclement weather make-up time is required. Days generally reserved include Teacher Workdays and Annual Vacation Leave Days. Make-up days will be utilized according to the educational needs and instructional programs of the Asheboro City Schools. Students, parents, and staff should plan accordingly. Potential make-up days for staff and students may include:

Workdays	Vacation/Annual Leave	Saturdays
November 3, 2017	November 22, 2017	November 4, 11, 2017
January 19, 22, 2018	December 22, 28, 29, 2017	January 6, 20, 27, 2018
March 29, 2018	February 19, 2018	February 24, 2018
	April 2, 3, 4, 5, 6, 2018	June 2, 2018

Asheboro City Schools Calendar 2018-2019 (B2)

****Draft***

July 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2018						
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September 2018						
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October 2018						
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November 2018						
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December 2018						
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30	31					

July		
4		Holiday
August		
15-16		Teacher Workday
17, 20		Professional Development
21-24		Mandatory Teacher Workday
27		First day for students

September		
3		Holiday

October		
29		Last day of First Quarter

November		
6		Mandatory Teacher Workday
12		Holiday
21		Vacation/Annual Leave
22-23		Holiday

December		
20		Early Release
21		Vacation/Annual Leave
24-26		Holiday
27-31		Vacation/Annual Leave

January		
1, 21		Holiday
17		End of Second Quarter
18		Teacher Workday
22		Professional Development

February		
18		Vacation/ Annual Leave

March		
27		End of Third Quarter
29		Mandatory Teacher Workdays

April		
15-18		Vacation/Annual Leave
19		Holiday

May		
27		Holiday

June		
7		End of Fourth Quarter
7		Last Day for Students/ ER
10		Mandatory Teacher Workdays
11		Workday

Holidays	
Teacher Workdays	
Mandatory Teacher Workdays	
Vacation/Annual Leave	
Mandatory Prof. Develop.	
Early Release	

January						
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27	28	29	30	31		

February 2019						
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24	25	26	27	28		

March 2019						
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April 2019						
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28	29	30				

May 2019						
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June 2019						
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23	24	25	26	27	28	29
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Asheboro City Schools
Personnel Transactions
May 11, 2017

***A. NON-CAREER STATUS TEACHERS RECOMMENDED FOR CONTINUED EMPLOYMENT**

LAST	FIRST	SCHOOL	SUBJECT
Allgood	Timothy	AHS	English (Part-Time)
Andrews	Christopher	AHS	Social Studies
Bates	Julie	AHS	Exceptional Children
Beckwith	Elizabeth	AHS	Mathematics
Blakley	Erica	AHS	Health Science
Brady	Belinda	AHS	Health Science
Brakefield	Whendy	AHS	Mathematics
Brewer	Blake	AHS	Physical Education
Bump	Luke	AHS	English
Bunch	Kateland	AHS	Social Studies
Cagle	Amy	AHS	English
Cappello	Anthony	AHS	Mathematics
Carrouth	Megan	AHS	English
Church	Leigh Ann	AHS	Family And Consumer Science
Collmar	Shelbi	AHS	English
Dillion	Jonathan	AHS	Nova Coordinator
Domally	Marc	AHS	Long Term Intervention Specialist
Dozier	Angela	AHS	English
Edwards	Matthew	AHS	English As A Second Language
Faircloth	Joshua	AHS	Social Studies
Gomez Fernandez	Carlos	AHS	English As A Second Language
Heckethorn	Benjamin	AHS	Social Studies
Higgs	Gayle	AHS	Counselor
Hildreth	Misty	AHS	Science
Horsley	Timothy	AHS	Social Studies
Hurley	Lori	AHS	Family And Consumer Science
Kelley	Katherine	AHS	Mathematics
Lowe	Anna	AHS	Exceptional Children
Lyons	Mary "Molly"	AHS	English
Mauney	Wendy	AHS	Science
McGowan	Courtney	AHS	Career Development Coordinator
Mormann	Meredith	AHS	Chorus
Pack	Elizabeth	AHS	Agri-science
Peters	Nicole	AHS	Science
Phillips	John	AHS	Mathematics
Risso	Michael	AHS	Science
Robbins	Jennifer	AHS	Health Science
Robbins	William	AHS	Counselor
Silva	Zulema	AHS	Foreign Language

Smith	Patrick	AHS	Short Term Intervention Specialist
Stone	Mary	AHS	Science
Szabo	Emily	AHS	Exceptional Children
Thompson	Amanda	AHS	Exceptional Children
White	Jennifer	AHS	Exceptional Children Facilitator
Winsley	Nicole	AHS	English

LAST	FIRST	SCHOOL	SUBJECT
Abercrombie	Carlie	NAMS	English Language Arts
Allred	Melissa	NAMS	English Language Arts
Arnold	Karen	NAMS	English As A Second Language
Berrier	Angie	NAMS	Counselor
Davis	Catherine	NAMS	English Language Arts
Gallimore	Bryan	NAMS	Science
Gibbs	Ryan	NAMS	Social Studies/English Language Arts
Gold	Jennifer	NAMS	Media
Hatchett	Tresa	NAMS	Business
Hopkins	Steven	NAMS	Art
Paschal	Adriana	NAMS	English As A Second Language
Patrick	Leighann	NAMS	Exceptional Children
Patton	Kelly	NAMS	Academically Gifted
Phillips	Jennifer	NAMS	Social Studies/English Language Arts
Ritter	Daniel	NAMS	Mathematics
Rodriguez	Claudia	NAMS	Mathematics
Roman	Josimar	NAMS	Foreign Language
Rouse	Ra'tasha	NAMS	Agri-Science
Steele	Frank	NAMS	Exceptional Children
Tufts	Elizabeth	NAMS	Exceptional Children
Vamospercsi	Stephen	NAMS	Science
Ward	Clyde	NAMS	Social Studies
Wiley	Sharon	NAMS	English As A Second Language

LAST	FIRST	SCHOOL	SUBJECT
Adams	Bethany	SAMS	English Language Arts
Beck	Donna	SAMS	English As Second Language
Berrier	Wesley	SAMS	Business
Carter	Casey	SAMS	Social Studies
Clarett	Adriane	SAMS	Science
Dawson	Julia	SAMS	Media
Everett	Callie	SAMS	Mathematics
Hagood	Kelly	SAMS	Language Arts
Herrin	Kirstin	SAMS	Science
Hoogkamp	Brett	SAMS	Math
Hughes	Ashley	SAMS	Social Studies
Lackey	Kathleen	SAMS	Chorus
Lamb	Kerri	SAMS	Language Arts
McElroy	David	SAMS	Mathematics

McElroy	Rachel	SAMS	Math
Mondragon	Jose	SAMS	Exceptional Children
Murray	April	SAMS	Foreign Language
Myers	Tamara	SAMS	Exceptional Children
Neff	Margeaux	SAMS	Social Studies
Nixon	Camela	SAMS	Science/Social Studies
O'Connor	Teresa	SAMS	Exceptional Children
Ross	Anthony	SAMS	Language Arts/Social Studies
Smith	Scott	SAMS	Technology
Thompson	Kelly	SAMS	Biotechnology
Toscano	Kristen	SAMS	Exceptional Children
Trollinger	Sarah	SAMS	Mathematics

LAST	FIRST	SCHOOL	SUBJECT
Banks	Chameika	BAL	Counselor
Beck	Ilena	BAL	Kindergarten
Beck	Kristine	BAL	Grade 4
Bruchon	Stacie	BAL	Kindergarten
Cappello	Emily	BAL	Media
Curriu	Allison	BAL	Music
Dawalt	Keisha	BAL	Instructional Facilitator
Delgado	Izamar	BAL	Grade 5
Dye	Kari	BAL	Grade 5
Elliott	Margaret	BAL	English As Second Language
Grantham	Jessica	BAL	Grade 4
Hanson	Sarah	BAL	Grade 5
Hinshaw	Amanda	BAL	Grade 3
Howell	Myra	BAL	Grade 3
Jessup	Mary	BAL	Grade 2
Jones	Alisha	BAL	Grade K
O'Neal	Andrea	BAL	Speech
Pocock	Mary	BAL	Grade 3
Przybylowski	Mary Jo	BAL	Grade 2
Race	Michelle	BAL	Grade 3
Saunders	Corey	BAL	Physical Education
Showole	Teresa	BAL	Exceptional Children
Skoglund	Melissa	BAL	Exceptional Children
Smith	Jennifer	BAL	Grade 2
Smith	Meredith	BAL	Art
Stone	Leslie	BAL	Grade 1
Tamayo	Natalia	BAL	Kindergarten
Walker	Marlenea	BAL	Grade 1
Watson	Elizabeth	BAL	Grade 3
Watson	Toshia	BAL	Grade 1
Williams	Valencia	BAL	Kindergarten

LAST	FIRST	SCHOOL	SUBJECT
Bennett	Elizabeth	CWM	Grade 3
Biaggi	Mary	CWM	English As Second Language
Carranza	Javier	CWM	Grade 1
Gatewood	Alanna	CWM	Kindergarten
Gee	Kathleen	CWM	Music
Hutton	Ashley	CWM	Grade 5
Jackson	Beverly	CWM	Reading Facilitator
King	Laura	CWM	Grade 5
Pugh	Felicia	CWM	Grade 3
Richardson	Meredith	CWM	Art
Runyon	Martha	CWM	Exceptional Children
Stookey	Greta	CWM	Exceptional Children
Ward	Vickie	CWM	Grade 3
White	Elizabeth	CWM	English As Second Language

LAST	FIRST	SCHOOL	SUBJECT
Boozer	Laura	DLL	Speech
Cockman	Megan	DLL	Grade 3
Faircloth	Kristen	DLL	Physical Education
Ficquette	Kristina	DLL	Grade 3
Golden	Christopher	DLL	Grade 5
Grady	Natalie	DLL	Grade 2
Holloway	Caitlyn	DLL	Grade 4
Joyce	Meghan	DLL	Grade 2
Kern	Ella Mae	DLL	Grade 4
Knepper	Jarrett	DLL	Art
Lee	Summer	DLL	Kindergarten
Marks	Jessica	DLL	Music
Marsh	Michelle	DLL	Grade 5
Moore	Sarah	DLL	Grade 1
Stewart	Denia	DLL	Grade 4
Tuft	Jennifer	DLL	Grade K

LAST	FIRST	SCHOOL	SUBJECT
Brumley	Jennifer	GBT	Reading Specialist
Brumley	Shelia	GBT	Exceptional Children
Cheek	Brittany	GBT	Grade 5
Coltrane	Crandel	GBT	Physical Education
Dunn	Virginia	GBT	Reading Specialist
Gallimore	Sarah	GBT	Grade 2
Faircloth	Nicole	GBT	Grade 4
Hancock	Jonas	GBT	Music
Hayes	Amy	GBT	Grade 1
Hill	Katherine	GBT	Grade 2
Kiser	Kaitlyn	GBT	Grade 4
Lawton	Hannah	GBT	Grade 4

Lilly	Amanda	GBT	Grade 2
McKinnon	Leslie	GBT	Exceptional Children
Robles Alvarez	Omayra	GBT	English As Second Language
Runnfeldt	Valerie	GBT	Grade 2
Sargent	Tressie	GBT	Grade 4
Shue	Angela	GBT	Grade 5
Walter	Shea	GBT	Therapeutic Classroom
Winslow	Dawn	GBT	Hearing Impaired

LAST	FIRST	SCHOOL	SUBJECT
Arnold	Lindsay	LP	Kindergarten
Banner	Leigha	LP	Grade 4
Bardou	Katie	LP	Art
Brown	Jessica	LP	Grade 1
Casbarro	Samantha	LP	Grade 1
Chase	Leah	LP	Kindergarten
Fesperman	Candice	LP	Grade 2
Hoffmire	Jessica	LP	Grade 5
Hopkins	Heather	LP	Grade 2
Lamuraglia	Nancy	LP	Grade 1
Neal	Heather	LP	English As A Second Language
Nye	Mallory	LP	Grade 4
Parrish	Melanie	LP	Music
Scotton	Rebecca	LP	Grade 4
Smith	Leslie	LP	Grade 5
Thomas	Roxanne	LP	Speech
Toponce	Kelly	LP	Grade 1

LAST	FIRST	SCHOOL	SUBJECT
Ivan	Joyce	ECDC	Pre-Kindergarten
Lawrence-Smith	Venise	ECDC	Pre-Kindergarten
Little	Tracy	ECDC	Exceptional Children
Peele	Marie	ECDC	Pre-Kindergarten
Phillips	Mari Beth	ECDC	Exceptional Children
Roberts	Laura	ECDC	Speech
Watts	Amber	ECDC	Pre-Kindergarten

***B. RESIGNATIONS/RETIREMENTS/SEPARATIONS**

LAST	FIRST	SCHOOL	SUBJECT	EFFECTIVE
Andrews	Sharon D.	SAMS	Science	6/14/2017
Beck	Margaret	GBT	Kindergarten	6/14/2017
Brown	Laura	DLL	2nd Grade	6/14/2017
Cranford	Cindy	AHS	Visually Impaired	6/14/2017
Daniels	Sadie	NAMS	Mathematics	6/14/2017
Escobar	Kathryn	GBT	5th Grade	6/14/2017
Foscue	Tracy	DLL/LP	Academically Gifted	6/14/2017

Lattimore	Joshua	CO	Transportation Coordinator	6/1/2017
Maness	Johnny R.	CO	Maintenance	7/31/2017
Robertson	Lisa	AHS	Health/Physical Education	6/14/2017
Robertson	R Michael	AHS	Mathematics	6/14/2017
Shinn	Carla	AHS	Media	6/30/2017
Trichtinger	Kristen	SAMS	English Language Arts	6/14/2017
Westbrook	Jeannine	GBT	4th grade	6/14/2017
Williams	Cody	AHS	Custodian	5/12/2017
Worstell	James	AHS	JROTC	6/30/2017

***C. APPOINTMENTS**

LAST	FIRST	SCHOOL	SUBJECT	EFFECTIVE
Arellano	Augustin	CO	Substitute Bus Driver	4/11/2017
Clelland	Donna	NAMS	Testing Coordinator (temp./part-time)	4/25/2017-6/9/2017
Diener	Mary Lou	SAMS	Testing Coordinator (temp./part-time)	4/25/2017-6/9/2017
Hayes	Sherry	CO	Payroll Assistant	5/8/2017
Norton	Patti	TBD	Exceptional Children	8/17/2017
Xinlei	Bai "Grace"	AHS	Chinese	8/14/2017

***D. ADMINISTRATIVE CONTRACTS**

LAST	FIRST	SCHOOL	SUBJECT	EFFECTIVE
Brady	Julie	CWM	Principal	7/1/2017 - 6/30/2021
Day	Amy	GBT	Principal	7/1/2017 - 6/30/2021
Evans	Ann	CWM	Assistant Principal	7/1/2017 - 6/30/2021
McCamish	Cayce	CO	Director of Exceptional Children	7/1/2017 - 6/30/2021
McHenry	Rhonda	GBT	Assistant Principal	7/1/2017 - 6/30/2021
Roman	Jordi	DLL	Principal	7/1/2017 - 6/30/2021
Tuft	Chris	BAL	Assistant Principal	7/1/2017 - 6/30/2021
Watkins	Herschelle	NAMS	Assistant Principal	7/1/2017 - 6/30/2021

***E. LEAVE OF ABSENCE**

Gallimore	Sarah	GBT	2nd grade	5/1/2017 - 6/14/2017
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**Asheboro City Schools
Personnel Transactions - Addendum
May 11, 2017**

***B. RESIGNATIONS/RETIREMENTS/SEPARATIONS**

LAST	FIRST	SCHOOL	SUBJECT	EFFECTIVE
Allred	Melissa	NAMS	6th grade English/Language Arts	6/14/2017
Brown	Jeremy	AHS	Technology (CTE)	5/9/2017
Nixon	Camela	SAMS	6th grade Science	6/14/2017
Wood	Stephanie	LP	5th grade	6/14/2017

***C. APPOINTMENTS**

LAST	FIRST	SCHOOL	SUBJECT	EFFECTIVE
Brewer	John	CO	Summer Maintenance (temporary)	5/15/2017 - 8/18/2017
Delk	Gina	CO	Administrative Assistant, Finance	5/25/2017
Diaz	Marco	CO	Summer Maintenance (temporary)	5/15/2017 - 8/18/2017
Martinez	Emmanuel	DLL	4th grade Math support (PT; temporary)	5/8/2017 - 5/31/2017
Shumaker	Sue	DLL	5th grade Math support (PT; temporary)	5/15/2017 - 5/31/2017
Wright	Brady	CO	Summer Maintenance (temporary)	5/15/2017 - 8/18/2017

**Asheboro City Schools
Certified Appointments
May 11, 2017**

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Norton, Patti	University of Maryland B: Bachelor of Science, Business University of Nevada, Las Vegas M: Special Education	Exceptional Children

Ms. Patti Norton is recommended as an exceptional children teacher for the 2017-2018 school year. The grade level and school where Ms. Norton will be teaching will be determined at a later date. Ms. Norton is currently a Special Services teacher at West St. Francois County R-IV Middle School in Park Hills, Missouri. Ms. Norton has been teaching mathematics and serving special education students since 2002, bringing 15 years teaching experience to Asheboro City Schools. Ms. Norton is described as being highly motivated, having a positive attitude and as being dedicated to educating children of all abilities. She is eager to become a valued member of the Asheboro City Schools teaching staff and to begin maximizing the achievement of each student in her classroom. We are excited that Ms. Norton will be relocating to Asheboro and joining Asheboro City Schools for the 2017-2018 school year.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Xinlei, Bai "Grace"	University in Nanyang, Henan Province B: English Language Literature Guangxi Normal University M: Foreign Language and Literature	Chinese

Ms. Bai Xinlei is recommended to teach Chinese I-IV for grades 9-12 at Asheboro High School for the 2017-2018 school year. Ms. Xinlei has chosen the American name Grace while she is here. Ms. Xinlei comes to us from the Institute of International Education College Board Chinese Guest Teacher Program. She has a Bachelor's Degree in English Language and Literature. She also has a Master's in Foreign Language and Literature. She taught English for three years in China prior to continuing her education to obtain her Master's Degree. We are excited to have Ms. Xinlei with us and we look forward to her teaching her native language and sharing her culture with the Asheboro High School students and staff. We hope to make Ms. Xinlei feel welcome and to help her to smoothly transition from China to her new home here for the next year. We are very pleased have Ms. Xinlei visit America and to be a member of the Asheboro City Schools District. Welcome Ms. Xinlei!

Policies For 30-Day Review

The board expects all employees to maintain the highest professional, moral, and ethical standards in their interactions with students. Employees are required to provide an atmosphere conducive to learning through consistently and fairly applied discipline and established and maintained professional boundaries. Employees are expected to motivate each student to perform to his or her capacity while modeling the behavior expected of students in staff-student relationships.

The interactions and relationships between staff and students must be based upon cooperation, mutual respect, and an understanding of the appropriate boundaries between adults and students inside and outside of the educational setting. Employees are expected to demonstrate good judgment and to avoid the appearance of impropriety in their interactions with students. Employees must consult their supervisor any time they suspect or are unsure whether conduct is inappropriate or otherwise constitutes a violation of this or other board policy.

For the purposes of this policy, the terms “staff” and “employees” include independent contractors and school safety officers, but do not include student employees.

A. ROMANTIC RELATIONSHIPS AND SEXUAL CONTACT PROHIBITED

All employees are prohibited from dating, courting or entering into a romantic relationship or having sexual contact with any student enrolled in the school district regardless of the student's age. Employees engaging in such inappropriate conduct will be subject to disciplinary action, up to and including dismissal and may be subject to criminal action as provided in G.S. 14-202.4 and 14-27.32. Further, school system personnel shall provide no assistance to an employee in finding another job, beyond the routine transmittal of personnel or administrative files, if the employee engaged in sexual misconduct with a minor or a student in violation of the law.

B. RESTRICTIONS OF ELECTRONIC COMMUNICATIONS

1. In accordance with policy 7335, Employee Use of Social Media, employees are prohibited from communicating with current students through non-school-controlled social media without parental permission except to the extent that the employee and student have an appropriate relationship which originated outside of the school setting. Any communication through social media authorized under policy 7335 must meet the professional standards established in this policy and must otherwise be consistent with law and all other board policy.
2. Instant messages will be treated as a form of communication through social media subject to the terms of policy 7335 and subsection B.1 above, regardless of whether the messaging service is actually provided through a social media service or otherwise.
3. Employees are prohibited from engaging in other forms of one-to-one electronic

communications (e.g., voice, voice mail, email, texting, and photo or video transmission) with students without written prior approval of the employee's supervisor and the student's parent. This rule shall not apply, however, if one or more of the following circumstances exist:

- a. the communication (1) is for an educational purpose, (2) is conducted through a school system-provided platform which archives all such communications for a period of at least three years (this requirement does not apply to telephone or voice mail communications), and (3) occurs after the employee has given prior notice to his or her supervisor or designee that such communications will occur;
- b. the communication serves an educational purpose and is simultaneously copied or transmitted to the employee's supervisor or designee and, upon request, to the parent or guardian;
- c. the communication is necessary in a bona fide emergency, provided the communication is disclosed to the supervisor and parent or guardian as soon as reasonably possible; or
- d. the communication derives from a relationship or association outside of the school setting and occurs with the consent of the parent or guardian, provided such communication does not otherwise violate this or other board policy.

Any one-to-one electronic communication permitted by this subsection must meet the professional standards established in this policy and must otherwise be consistent with law and all other board policies.

4. It is the duty of every employee to notify his or her supervisor of any unsolicited one-to-one communication, in any form, electronic or otherwise, received from a student when the communication lacks a clear educational purpose. School counselors are excluded from this requirement only to the extent that it conflicts with their professional duties.
5. Violations of this section will be considered unprofessional behavior subject to discipline, up to and including dismissal. Factors that may be relevant to the determination of an appropriate disciplinary response to unauthorized communications with students include, but are not limited to:
 - a. the content, frequency, subject, and timing of the communication(s);
 - b. whether the communication(s) was appropriate to the student's age and maturity level;

- c. whether the communication(s) could reasonably be viewed as a solicitation of sexual contact or the courting of a romantic relationship, including sexual grooming;
- d. whether there was an attempt to conceal the communication(s) from the employee's supervisor and/or the student's parent or guardian;
- e. whether the communication(s) created a disruption of the educational environment; and
- f. whether the communication(s) harmed the student in any manner.

C. REPORTING INAPPROPRIATE CONDUCT

1. Reporting by Employees

Any employee who has reason to believe any of the following shall immediately report that information to the superintendent or designee:

- a. that another employee is involved in a romantic or other inappropriate relationship or has had sexual contact with a student;
- b. that another employee has engaged in other behavior prohibited by this policy;
- c. that the employee has witnessed behavior by another employee that has the appearance of impropriety, whether or not the behavior may have a valid purpose.

An employee who fails to inform the superintendent or designee as provided in this section may be subject to disciplinary action, up to and including dismissal.

2. Reporting by Students

Any student who believes that he or she or another student has been subject to misconduct that violates this policy should immediately report the situation to the principal, school counselor, or the Title IX coordinator designated in policy 1720/4015/7225, Discrimination, Harassment, and Bullying Complaint Procedure.

3. Report of Criminal Misconduct

Any principal who has reason to believe that a student has been the victim of criminal conduct shall immediately report the incident in accordance with policy 4335, Criminal Behavior.

Legal References: Elementary and Secondary Education Act, 20 U.S.C. 7926; Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq., 34 C.F.R. pt 106; G.S. 115C-47(18)

Cross References: Governing Principal - Removal of Barriers (policy 1700), Prohibition Against Discrimination, Harassment, and Bullying (policy 1710/4021/7230), Discrimination, Harassment, and Bullying Complaint Procedure (policy 1720/4015/7225), Student and Parent Grievance Procedure (policy 1740/4010), Criminal Behavior (policy 4335), Staff Responsibilities (policy 7300), Employee Use of Social Media (policy 7335)

Adopted: May 14, 1998 to become effective July 1, 1998

Revised: December 11, 2008, March 11, 2016

The board is committed to the safety of students and other persons on school property. In order to maintain a safe school environment, the superintendent and all school personnel shall enforce the provisions of this policy at all times.

A. REGISTERED SEX OFFENDERS BANNED FROM ALL SCHOOL PROPERTY

In accordance with G.S. 14-208.18, all persons who (1) are required to register under the Sex Offender and Public Protection Program AND (2) have been convicted of (a) any offense in Article 7B of Chapter 14 of the General Statutes, (b) any federal offense or offense committed in another state, which if committed in this state, is substantially similar to an offense in Article 7B, or (c) any offense in which the victim was under the age of 18 years at the time of the offense are expressly forbidden to knowingly be present on any property owned or operated by the school system, including school buildings, athletic fields, playgrounds, parking lots, school buses, activity buses or other property of any kind for any reason, including attendance at sporting events or other school-related functions, whether before, during, or after school hours. In addition, sex offenders subject to G.S. 14-208.18 may not attend or be present at any student function or field trip on or off school property that is (1) school-sponsored or (2) otherwise under the official supervision or control of school personnel. This policy applies to all covered sex offenders regardless of their relationship to or affiliation with a student in the school system. (Refer to the North Carolina Attorney General's publication *The North Carolina Sex Offender & Public Protection Registration Program*, p.13, for a description of which offenders are subject to G.S. 14-208.18 and thus, this policy.)

B. ENFORCEMENT

All school personnel must immediately report to a school administrator the presence or suspected presence of a known or suspected registered sex offender on school property. School administrators and other supervisory personnel shall report to the superintendent and law enforcement when they reasonably believe that a registered sex offender is or has been on school property or at a school event.

School administrators also shall notify the superintendent or designee of any known student or parent or guardian of a student at their school who is suspected to be a registered sex offender.

C. EXCEPTIONS

A person who is banned from school property under G.S. 14-208.18 may be on school property only under the following circumstances.

1. Students

Students who are subject to G.S. 14-208.18 may be on school property only in accordance with policy 4260, Student Sex Offenders.

2. Voters

Voters who are subject to G.S. 14-208.18 and are eligible to vote may be present on school property for the sole purpose of voting if the school property is being used as a voting place. The voter must notify the principal of the school that he or she is registered under the Registry Program and the voter must remain at all times in the portion of the school being used as the polling place. The voter must leave school grounds immediately after voting.

3. Parents or Guardians

a. An individual who is subject to this policy and is the parent or guardian of a student enrolled in school may be on school property only for the following reasons:

- 1) to attend a scheduled conference with school personnel to discuss the child's academic or social progress; or
- 2) at the request of the principal or designee, for any reason relating to the welfare or transportation of his or her child.

b. For each visit authorized by the principal in accordance with subsection (a) above, the parent or guardian must provide the principal with prior written notice of his or her registration on the Sex Offender Registry and notice of his or her presence at school. Notice of his or her presence at school includes the nature and specific times of the visit.

c. For each visit authorized by subsection (a) above, the parent or guardian must arrange to meet a staff member at the edge of school property, check in at the principal's office upon arrival and departure, and remain under the direct supervision of school personnel at all times. If school personnel are not available to supervise the parent or guardian during any visit, then the parent or guardian will not be permitted to enter or remain on school property.

d. For each visit authorized by subsection (a) above, the parent or guardian must comply with all reasonable rules and restrictions placed upon him or her by the principal, including restrictions on the date, time, location, and length of meeting.

D. CONTRACTUAL PERSONNEL

In order to ensure compliance with this policy, each contract executed by the board must include a provision that requires the other party to the contract to conduct an annual check of the State Sex Offender and Public Protection Program and the State Sexually Violent Predator Registration Program on all employees who may be sent to perform tasks on or deliver products to school property. Persons who are subject to section A of this policy may not be sent onto school property for any reason.

In addition, each time the board enters into any contract or agreement for contracted services that involve direct interaction with children, the contract must include a provision that requires the other party to the contract to conduct an annual check of the National Sex Offender Registry on all contracted employees who may have direct contact with children.

No contractor or employee of a contractor registered with the State Sex Offender and Public Protection Program, the State Sexually Violent Predator Program, or the National Sex Offender Registry may have direct interaction with children. This provision applies to contracts with a single individual.

Legal References: G.S. ch. 14, art. 7B, 14-208.18, -208.19; 115C-332, -332.1

Cross References: School Safety (policy 1510/4200/7270), Student Sex Offenders (policy 4260), Visitors to the Schools (policy 5020), Recruitment and Selection of Personnel (policy 7100)

Other Resources: *The North Carolina Sex Offender & Public Protection Registration Programs*, North Carolina Department of Justice (September 2014), available at <http://ncdoj.gov/Protect-Yourself/Find-Sex-Offenders/SexOffenderRegPrograms.aspx>

Adopted: January 8, 2009

Updated: April 10, 2014, September 10, 2015, July 14, 2016

SCHOOL BUS IDLING

Policy Code: 6306

The board recognizes that emissions that accumulate from school buses can be harmful to students and bus drivers. The board further recognizes that unnecessary bus idling wastes fuel and financial resources. The board is committed to transporting students on school buses in a manner that is safe and consistent with the board's goal of resource conservation. To this end, the board prohibits all unnecessary school bus idling on school grounds. In addition, the board prohibits the warming up of buses for longer than five minutes, except in extraordinary circumstances or circumstances beyond the bus driver's control.

This policy applies to school buses and activity buses when these buses are used to transport students to or from school, extracurricular activities, field trips, and other school-related activities.

The superintendent shall develop procedures consistent with this policy. The superintendent or designee shall ensure that school bus drivers and appropriate school personnel receive training to implement this policy.

Legal References: G.S. 115C-12(34)(b), -36, -47(50); State Board of Education Policy TCS-M-003; *N.C. Public School Allotment Policy Manual*, State Allotment Formulas – Transportation of Pupils, Program Report Code 056 056, available at <http://www.ncpublicschools.org/fbs/allotments/general/>

Cross References: Resource Conservation (policy 6530)

Adopted: January 12, 2006

The board intends to comply fully with all licensure requirements of the Elementary and Secondary Education Act, state law, and State Board of Education policies.

A. LICENSURE AND OTHER QUALIFICATION REQUIREMENTS

1. Except as otherwise permitted by the State Board of Education or state law, a professional employee must hold at all times a valid North Carolina license appropriate to his or her position.
2. To the extent possible, all professional teaching assignments will be in the area of the professional employee's license except as may be otherwise allowed by state and federal law and State Board policy. In addition, all professional teachers employed to teach core academic subjects must be "highly qualified" as required by the State Board of Education. Core academic subjects include English, reading or language arts, mathematics, science, foreign languages, civics and government, economics, arts, history, and geography.
3. The board encourages lateral entry into the teaching profession by skilled individuals from the private sector who meet state licensing requirements.

B. EXCEPTIONS TO LICENSURE REQUIREMENTS

1. Emergency Permit to Practice

In extenuating circumstances when no other appropriately licensed professionals or persons who are eligible for a lateral entry license are available to fill a position, the board may employ for up to one year an individual who holds an emergency permit to practice issued by the State Board of Education. An emergency permit is not renewable.

2. Adjunct CTE Instructors

An unlicensed individual who meets the adjunct hiring criteria established by the State Board of Education for a specific career and technical education (CTE) career cluster may be employed as an adjunct CTE instructor for up to 10 hours per week, provided the individual first completes preservice training and meets all other statutory requirements for serving as an adjunct instructor established by G.S. 115C-157.1.

C. BEGINNING TEACHER SUPPORT PROGRAM

The superintendent or designee shall develop a plan and a comprehensive program for beginning teacher support. The plan must be approved by the board and kept on file for review. The superintendent or designee shall submit an annual report on the Beginning

Teacher Support Program to the Department of Public Instruction (DPI) by October 1 of each year. The report must include evidence of demonstrated proficiency on the Beginning Teachers Support Program Standards and evidence of mentor success in meeting Mentor Standards. The school system will also participate in implementing a regionally-based annual peer review and support system.

Teachers with fewer than three years of teaching experience will be required to participate in the Beginning Teacher Support Program.

D. LICENSE CONVERSION

Teachers must teach three years and meet all other requirements of the State Board of Education in order to move from an initial to a continuing license. Licensing is a state decision and cannot be appealed at the local level. The superintendent or designee shall ensure that teachers not qualifying for continuing licensure are informed of the process for appealing the state decision.

E. LICENSE RENEWAL

Licensure renewal is the responsibility of the individual, not of the school system. Any employee who allows a license to expire must have it reinstated prior to the beginning of the next school year. A teacher whose license has expired is subject to dismissal.

The school system may offer courses, workshops, and independent study activities to help school personnel meet license renewal requirements. Any renewal activity offered must be consistent with State Board of Education policy. In addition, the superintendent or designee shall develop a procedure to determine the appropriateness of any credit offered in advance of renewal activities.

Decisions regarding the employment of teachers who fail to meet the required proficiency standard for renewal of a continuing license will be made in accordance with state law G.S. 115C-296(b)(1)b.4 and applicable State Board of Education requirements.

F. PARENTAL NOTIFICATION

At the beginning of each school year, the school system will notify the parents or guardians of each student attending a Title I school or participating in a Title I program of their right to request the following information about qualifications of their child's teacher: whether the teacher has met NC licensing requirements for the subject or grade level they are teaching; whether the teacher has had any licensure requirements waived; whether the teacher is teaching in the field of his or her certification; and whether the child is provided services by a paraprofessional, and if so, the paraprofessional's qualifications.

The school system will give notice within 10 school days to the parents of children who, after four consecutive weeks, have been taught a core academic subject by a teacher who is not highly qualified.

G. EQUITABLE DISTRIBUTION OF TEACHERS

The superintendent shall assess whether low income, minority, learning disabled, and/or English learners are being taught by inexperienced, ineffective, or out-of-field teachers ~~to~~ at higher rates than students who do not fall into these categories and shall develop a plan to address any such disparities. If DPI does not require such a plan of the LEA, the superintendent is not required to develop a plan under this subsection unless he or she determines that one is needed to address inequities within the school system.

Legal References: Elementary and Secondary Education Act, 20 U.S.C. 6301 *et seq.*; 34 C.F.R. 200.55-57, 200.61; G.S. 115C-296, -325(e)(1)(m) (applicable to career status teachers), -325.4(a)(12) (applicable to non-career status teachers), -333, -333.1; State Board of Education Policies TCP-A-000, -001, -004, -005, -016, -018, -021, TCP-C-004

Adopted: June 1997

Updated: January 22, 1999; December 20, 2006; June 30, 2008; September 30, 2011; March 28, 2013, September 12, 2013, June 12, 2014

DRUG AND ALCOHOL TESTING OF COMMERCIAL MOTOR VEHICLE OPERATORS

Policy Code:

7241

The purpose of this policy is to help ensure safe operation of school vehicles and to comply with federal law and regulations by establishing a comprehensive program of drug and alcohol testing for school bus drivers and all other commercial motor vehicle operators employed by the board of education.

A. APPLICABILITY

This policy applies to any driver which, for purposes of this policy, is defined as any employee, volunteer or independent contractor who operates a commercial motor vehicle in the course of duties for the board of education, including anyone who regularly or intermittently drives a school bus, activity bus, a vehicle designed to transport 16 or more people, (including the driver) or any other vehicle that meets the definition of commercial motor vehicle under federal law or regulation. Employees who operate vehicles for inspection, service, or maintenance purposes are included in this definition.

B. PROHIBITED ACTS

No driver may:

1. operate any school bus or school activity bus while consuming alcohol or while alcohol remains in the driver's body, in violation of G.S. 20-138.2B;
2. use alcohol while performing safety-sensitive functions;
3. perform safety-sensitive functions within four hours after using alcohol;
4. report for or remain on duty requiring the performance of safety-sensitive functions when the driver uses any Schedule I drug or substance; or
5. report for or remain on duty requiring the performance of safety-sensitive functions when the driver uses any non-Schedule I drug or substance, unless such use is pursuant to the instructions of a licensed medical practitioner who is familiar with the driver's medical history and has advised the driver that use of the substance will not adversely affect the driver's ability to safely operate a commercial motor vehicle.

Safety-sensitive functions include, but are not limited to, inspecting, servicing, or conditioning any commercial motor vehicle; operating any commercial motor vehicle;

participating in or supervising the loading or unloading of a commercial motor vehicle; and repairing, obtaining assistance for, or remaining in attendance upon a disabled vehicle.

In addition, drivers and anyone who supervises drivers, will not commit any act prohibited by federal law, including “Controlled Substance and Alcohol Use Testing” (49 C.F.R. pt. 382, hereinafter referred to as Part 382 or by board policy 7240, Drug-Free and Alcohol-Free Workplace.

C. TESTING

The administration will carry out pre-employment, post-accident, random, reasonable suspicion, return-to-duty and follow-up testing for drugs and alcohol as required by Part 382.

Federal regulations prohibit a driver who is tested under the provisions of this section and found to have an alcohol concentration of at least .02 from performing safety-sensitive functions for at least 24 hours following administration of the test. Drivers who are tested under the provisions of this section and found to have any alcohol in their system are subject to additional discipline under this policy, including dismissal.

D. PRE-EMPLOYMENT INQUIRY

All applicants who would be subject to this policy if employed by the board must consent in writing to the release of any information gathered pursuant to Part 382 by any of the applicant’s previous employers.

Before employing any applicant subject to this policy or Part 382, the administration shall obtain, pursuant to written consent, all records maintained by the applicant’s previous employer of prohibited acts committed by the applicant in the two years prior to the inquiry date.

E. TRAINING AND EDUCATION

Each driver and supervisory employee, including principals and assistant principals, must be provided with educational materials that inform the employees of drug testing procedures, prohibited acts, consequences and other aspects of Part 382, this policy and any accompanying administrative procedures. The information also will identify a school district employee who is responsible for providing information on substance abuse. Each employee must sign a statement certifying his or her receipt of these materials.

Each supervisor responsible for overseeing the performance of drivers, including principals and assistant principals, must undergo at least one hour of training concerning alcohol misuse and an additional hour of training concerning drug abuse.

F. REFERRALS

Each driver who violates acts prohibited by Part 382 or G.S. 20-138.2B, other than provisions governing pre-employment testing, will be provided with information concerning resources available for evaluating and resolving drug or alcohol misuse. This information will include names, addresses and telephone numbers of substance abuse professionals and counseling and treatment programs. Before any driver, who has committed a prohibited act under Part 382 or G.S. 20-138.2B will be allowed to drive again, he or she must be evaluated by a substance abuse professional and must satisfactorily complete any appropriate treatment that the substance abuse professional designates.

G. PENALTIES

Employees who have committed a prohibited act, refused any test required by this policy; or otherwise violated this policy, G.S. 20-138.2B or Part 382, will be subject to disciplinary action, up to and including dismissal.

H. PROCEDURES

All procedures for collection and testing provided in the Federal Highway Administration's "Procedures for Transportation Workplace Drug Testing Programs" (49 C.F.R. pt. 40) and all requirements in Part 382, including testing, reporting, record retention, training and confidentiality, will be followed. Copies of these federal regulations will be readily available. The superintendent shall develop any other procedures necessary to carry out these regulations.

Legal References: 49 U.S.C. 31306; 49 C.F.R. pts. 40, 382; G.S. 20-138.2B

Cross References: Drug-Free and Alcohol-Free Workplace (policy 7240)

Adopted: May 14, 1998 to become effective July 1, 1998

Revised: May 11, 2000, January 21, 2016

The board recognizes that an effective staff is critical to the smooth operations of the school system and to creating a learning environment in which students can succeed. The board further believes that students will not excel in performance unless those who most directly affect students, including school administrators, teachers, and other licensed professionals, excel in their performance. For the purposes of this policy, the term “school administrator” is defined as a principal, assistant principal, supervisor, or director whose major function includes the supervision of teaching or any other part of the instructional program.

A. STANDARD FOR INITIAL, EXTENDED, OR RENEWED CONTRACTS

School administrator contracts will be granted, extended, or renewed only for individuals of proven ability who strive for excellence. School administrators should be able to facilitate student learning and effectively carry out the responsibilities of providing for school safety and enforcing student discipline. The superintendent is expected to be able to substantiate any recommendation for granting a new contract, extending a current contract, or renewing a contract with evaluation data, as described in policy 7810, Evaluation of Licensed Employees, or with regard to applicants, with data from the selection process as provided in policy 7100, Recruitment and Selection of Personnel. If the board is not satisfied that an applicant or employee has met the standards established by the board, employment will be denied, following statutorily prescribed procedures and other applicable legal requirements.

B. TERM OF CONTRACT

1. Initial Contracts

Initial contracts between a school administrator and the board will be for a term of two to four years. Four-year initial contracts will be granted only to exemplary school administrators. Absent unusual circumstances, two-year initial contracts will be granted for individuals who do not have experience as school administrators. In addition, one-year contracts may be granted to individuals who hold a provisional assistant principal’s license.

2. Subsequent Contracts

Subsequent contracts between a principal or assistant principal and the board will be granted for a term of four years.

C. PERFORMANCE EXPECTATIONS

An employee who has a school administrator contract with the school system is expected to continue to strive for excellence, meet all performance standards established by the board, and pursue professional development as provided in policy 1610/7800, Professional

and Staff Development. Any employee who is unable or unwilling to meet reasonable standards of the board may be subject to demotion or dismissal, as provided in policy 7930, Professional Employees: Demotion and Dismissal, and in accordance with statutorily prescribed procedures.

D. PROCEDURE FOR NEW, RENEWED, OR EXTENDED CONTRACTS

1. Decisions of the superintendent and board with regard to recommendations and offers and decisions not to recommend or offer new, renewed, or extended contracts will be made in accordance with G.S. 115C-287.1.
2. If the superintendent decides not to recommend that the board offer a school administrator a new, renewed, or extended contract, the employee has all procedural rights accorded by G.S. 115C-287.1.
3. In considering a recommendation of the superintendent to offer a school administrator a new, renewed, or extended contract, the board may review any information that was in the employee's personnel file at the time of the superintendent's recommendation. If the board determines that it needs additional information to reach a decision, it will notify the administrator of the board's concerns and of the additional information that it is considering and provide an opportunity for the employee to respond to the additional information.

Legal References: G.S. 115C-36, -47(18), -284(c), -287.1, -289, -325.1 *et seq.*, *Tobe-Williams v. New Hanover Co. Bd. of Educ.*, 243 N.C. App. 453, 759 S.E.2d 680 (2014)

Cross References: Professional and Staff Development (policy 1610/7800), Hearings Before the Board (policy 2500), Recruitment and Selection of Personnel (policy 7100), Evaluation of Licensed Employees (policy 7810), Professional Employees: Demotion and Dismissal (policy 7930)

Adopted: May 14, 1998 to become effective July 1, 1998

Revised: May 11, 2000, November 10, 2005, June 14, 2012, February 12, 2015

A. GENERAL EMPLOYMENT OF SUBSTITUTES

The school system will employ substitute teachers as deemed appropriate by the administration and in accordance with State Board policies. The board recognizes the importance of employing licensed teachers as substitutes and will give first priority to substitutes who hold or have held any teaching license and second priority to those who have completed Effective Teacher Training or comparable professional development courses. Teaching experience also will be considered.

A criminal history check will be conducted on applicants for substitute teaching positions in accordance with policy 7100, Recruitment and Selection of Personnel, and administrative procedures.

B. TEACHER ASSISTANTS AS SUBSTITUTES

A teacher assistant may serve as a substitute teacher in the classroom(s) in which the assistant is regularly assigned and will be paid additional compensation according to state policies.

C. PARENTAL NOTIFICATION

In accordance with policy 1320/3560, Title I Parent and Family Engagement, school principals shall notify the parent of any child who receives instruction in a core academic subject for four or more consecutive weeks from a substitute teacher who does not meet the certification and licensure standards for the grade level and subject area to which the substitute teacher has been assigned.

Legal References: Elementary and Secondary Education Act, 20 U.S.C. 6312(e)(1)(B)(ii); G.S. 115C-12, -36, -47, -332; 16 N.C.A.C. 6C .0313, 16 N.C.A.C. 6C .0403; State Board of Education Policy TCP- A-001, TCP-D-005

Cross References: Title I Parent and Family Engagement (policy 1320/3560), Recruitment and Selection of Personnel (policy 7100)

Adopted: May 14, 1998 to become effective July 1, 1998

Revised: April 7, 2008; April 28, 2009; March 28, 2013, September 12, 2013

The employee's right of citizenship involving registering, discussing political issues, voting, campaigning for candidates or issues, running for or serving in public office, and participating on a committee or board which seeks to serve the welfare of the community, will not be infringed upon due to employment in the school district.

These political activities will not:

1. take place during school time;
2. involve school monies or materials; or
3. make use of an official school position to encourage or to coerce students or other employees of the district to support in any way a political party, candidate or issue.

As specified in Official School Spokesperson, policy 2220, the chairperson of the board or designee and the superintendent or designee are the official spokespersons for the school system. Employees, when exercising their rights as citizens, should take steps to ensure that their personal political opinions are not erroneously attributed to the school board or the school system.

This policy should not be construed as prohibiting the impartial study and discussion of political or other controversial issues in the classroom setting.

Legal References: G.S. 115C-47(18)

Cross References: Official School Spokesperson (policy 2220)

Adopted: May 14, 1998 to become effective July 1, 1998

Reviewed by Policy Committee on July 15, 2010

The board recognizes that an effective staff is critical to the smooth operation of the school system and to creating a learning environment in which students can succeed. The board further believes that students will not excel in performance unless those who most directly affect students, including school administrators, teachers, and other licensed professionals, excel in their performance. It is the intent of the board to employ only those licensed employees who continuously exhibit a pattern of behavior that exemplifies excellent performance.

The board places a high priority on securing the most competent personnel available and, once they are employed, in assisting them in their professional growth and development throughout their careers. An effective evaluation program that clearly describes an employee's performance is a critical aspect of professional growth and assistance. Further, performance evaluation data is an important factor for consideration in decisions regarding continued employment. The superintendent must be able to substantiate any recommendation for continued employment with evaluation data, among other factors.

The superintendent is directed to develop and implement an effective evaluation system for licensed personnel that is consistent with State Board of Education policies. School administrators who are responsible for conducting evaluations shall comply with all state requirements with regard to the type and frequency of evaluation, including as applicable, the processes for evaluating licensed employees in schools designated as low performing. The principal shall evaluate teachers and may incorporate any guidelines or strategies developed by the State Board to assist in the evaluations. The principal shall provide teachers' access to EVAAS data as required by law and shall notify teachers at least annually when the data is updated to reflect teacher performance from the previous school year. The superintendent or designee shall evaluate principals and assistant principals.

All licensed personnel must be evaluated at least annually using state-approved evaluation instruments in conformance with the processes established by the State Board in the North Carolina Educator Evaluation System for that class of personnel. Teachers with fewer than three consecutive years of experience will be evaluated annually in accordance with state law and the comprehensive evaluation cycle established in State Board Policy TVP-C-004. For teachers with three or more years of experience, the abbreviated evaluation process established in State Board Policy TCP-C-004 satisfies the annual evaluation requirement; however, a teacher receiving an abbreviated evaluation may request that the evaluator conduct a formal observation. In addition, in any given year, the principal may elect to use the comprehensive or standard evaluation processes set forth in State Board Policy TCP-C-004 or require additional formal or informal observations to evaluate a teacher with three or more years of experience. The principal also may supplement the State Board evaluation processes for other categories of licensed personnel by requiring additional observations or other evaluation measures. The annual evaluation of principals and assistant principals must include a mid-year review.

The evaluation system must incorporate the following directives.

1. Evaluators must clearly identify exemplary performance as well as deficiencies in performance.
2. Evaluators are encouraged to use supplementary means of assessing and documenting performance in addition to the state performance standards, assessment rubrics, and evaluation instruments, including, but not limited to, additional formal observations, informal observations, conferences, reviews of lesson plans and grade books, interactions with the employee, plans of growth or improvement, and any other accurate indicators of performance.
3. Student performance and growth data will be considered as a part of the evaluation of licensed personnel, as provided in the assessment rubric for the class of employees under evaluation. For teachers, such data shall include analysis of student work for performance-based courses and student performance as measured by the statewide growth model for educator effectiveness or as otherwise authorized by the State Board of Education and approved by the local board. Multiple means of assessing student performance must be used whenever possible. If only one method is used to measure student performance, it must be a clearly valid tool for evaluating an employee's impact on student performance.
4. Peer observations of teachers with fewer than three consecutive years of experience must be conducted as required by law using the evaluation instrument and process established by the State Board and must be considered by the school administrator in evaluating teacher performance.
5. Supervisors and principals should facilitate open communication with employees about performance expectations.
6. An employee who is unclear about how performance is being assessed or who desires additional evaluation opportunities should address these issues with his or her immediate supervisor.
7. Evaluators will be held accountable for following the evaluation system and all applicable state guidelines on the evaluation of employees.
8. Evaluation data will be submitted to the central office personnel file in accordance with state law and policy 7820, Personnel Files.
9. Evaluation data will be used in making employment decisions, including decisions related to professional and staff development (see policy 1610/7800, Professional and Staff Development), and suspension, demotion, and dismissal of employees (see policy 7930, Professional Employees: Demotion and Dismissal and policy 7940, Classified Personnel: Suspension and Dismissal). Employment decisions may be made by the board and administrators regardless of whether evaluators have followed the evaluation system, so long as there is a legally sufficient basis for the decisions.
10. The superintendent and all evaluators are encouraged to develop ways to recognize

distinguished performance and to capitalize on the abilities of such exemplary employees in helping other employees.

The superintendent shall develop any other necessary procedures and shall provide training, as necessary, to carry out the board's directives and to meet state requirements.

Legal References: G.S. 115C-47(18), -286.1, -325, -333, -333.1; State Board of Education Policies TCP-C-004, -005, -006, -022

Cross References: Professional and Staff Development (policy 1610/7800), School Administrator Contracts (policy 7425), Plans for Growth and Improvement of Licensed Employees (policy 7811), Personnel Files (policy 7820), Professional Employees: Demotion and Dismissal (policy 7930), Classified Personnel: Suspension and Dismissal (policy 7940)

Adopted: February 9, 2012

Revised: January 9, 2014, March 11, 2016, August 11, 2016

Personnel files, which may consist of paper or electronic records, will be maintained in the human resources office for all employees as provided by law. The superintendent and all supervisors are directed to ensure that all appropriate employment-related information is submitted to the files. Employees will be provided with all procedural protections as provided by law.

The superintendent has overall responsibility for granting or denying access to personnel records consistent with this policy.

A. RECORDS MAINTAINED

The following records must be maintained in the personnel file:

1. evaluation reports made by the administration;
2. commendations for and complaints against the employee (see Section C);
3. written suggestions for corrections and improvements made by the administration;
4. certificates;
5. employee's standard test scores;
6. employee's academic records;
7. application forms;
8. any request to the State Board of Education to revoke the employee's teaching license; and
9. other pertinent records or reports.

B. CERTAIN EMPLOYEE RECORDS MAINTAINED SEPARATELY

The following employee information must be kept separate from the employee's general personnel information, in accordance with legal and/or board requirements:

1. Pre-Employment Information

Letters of reference about an employee obtained before his or her employment and, for teachers, any other pre-employment information collected, must be filed separately from the employee's general personnel information and must not be made available to the employee.

2. Criminal Record Check

Data from a criminal history check must be maintained in a locked, secure location separate from the employee's personnel file. The superintendent shall designate which school officials have a need to know the results of the criminal history check. Only those officials so designated may obtain access to the records.

3. Medical Information

Employee medical information, including the following, must be kept in a separate confidential file and may be subject to special disclosure rules:

- a. health certificates (see policy 7120, Employee Health Certificate);
- b. drug test results, except that drug use or alcohol use contrary to board policy or law also may be documented in the employee's personnel file (see policy 7241, Drug and Alcohol Testing of Commercial Motor Vehicle Operators);
- c. information related to an employee's communicable disease/condition or possible occupational exposure to bloodborne pathogens (see policies 7260, Occupational Exposure to Bloodborne Pathogens, and 7262, Communicable Diseases – Employees);
- d. medical information related to leave under the Family and Medical Leave Act (see policy 7520, Family and Medical Leave); and
- e. genetic information, as defined by the Genetic Information Nondiscrimination Act of 2008.

4. Complaints/Reports of Harassment or Discrimination

The superintendent or designee shall maintain records of all reports and complaints of harassment and discrimination and the resolution of such complaints. Allegations of harassment or discrimination must be kept confidential to the extent possible. Employees involved in the allegations will be identified only to individuals who need the information to investigate or resolve the matter, or to ensure that due process is provided to the accused employee (see policies 1710/4021/7230, Prohibition Against Discrimination, Harassment, and Bullying, and 1720/4015/7225, Discrimination, Harassment, and Bullying Complaint Procedure).

If the allegations are substantiated through investigation, the superintendent or designee shall ensure that the provisions of Section C, below, are followed to the extent that they do not conflict with the rights of any individual.

C. PLACEMENT OF RECORDS IN PERSONNEL FILE

All evaluations, commendations, complaints, or suggestions for correction or improvement must be placed in the employee's central office personnel file after the following requirements are met:

1. the comment is signed and dated by the person who made the evaluation, commendation, complaint, or suggestion;
2. if the comment is a complaint, the employee's supervisor has attempted to resolve the issue raised therein and documentation of such efforts is attached with the supervisor's recommendation to the superintendent as to whether the complaint contains any invalid, irrelevant, outdated, or false information; and
3. the employee has received a copy of the evaluation, commendation, complaint, or suggestion five days before it is placed in the file.

All written complaints that are signed and dated must be submitted regardless of whether the supervisor considers the complaint to be resolved.

The supervisor is expected to use good judgment in determining when a document should be submitted to the file immediately and when a delay is justified, such as when there exists a plan of improvement that is frequently revised. However, all evaluations, commendations, complaints, or suggestions for correction or improvement should be submitted by the end of the school year or in time to be considered in an evaluation process, whichever is sooner. The supervisor or principal should seek clarification from the associate superintendent of human resources as necessary to comply with this policy.

The employee may offer a denial or explanation of the evaluation, commendation, complaint, or suggestion, and any such denial or explanation will become part of his or her personnel file, provided that it is signed and dated.

The superintendent may exercise statutory authority not to place in an employee's file a letter of complaint that contains invalid, irrelevant, outdated, or false information, or a letter of complaint when there is no documentation of an attempt to resolve the issue.

As provided in policy 7900, Resignation, if a career employee who has been recommended for dismissal under the applicable state law resigns without the written consent of the superintendent, then: (1) the superintendent shall report the matter to the State Board of Education; (2) the employee shall be deemed to have consented to the placement of the written notice of the superintendent's intention to recommend dismissal in the employee's personnel file; and (3) the employee shall be deemed to have consented to the release to prospective employers, upon request, of the fact that the superintendent has reported this employee to the State Board of Education. For purposes of this provision, "career employee" means (1) a teacher or an administrator with career status, or (2) an administrator or a non-career status teacher during the term of his or her contract.

D. ACCESS TO PERSONNEL FILE

1. Every employee has the right to inspect his or her personnel file, including any portions of the file maintained in electronic format only, during regular working hours, provided that three days' notice is given to the human resources office.
2. The following persons may be permitted to access a personnel file without the consent of the employee about whom the file is maintained:
 - a. school officials involved in the screening, selection, or evaluation of the individual for employment or other personnel action;
 - b. members of the board of education, if the examination of the file relates to the duties and responsibilities of the board member;
 - c. the board attorney;
 - d. the superintendent and other supervisory personnel;
 - e. the hearing officer in a demotion or dismissal procedure regarding the employee; and
 - f. law enforcement and the District Attorney to assist in the investigation of a report made to law enforcement pursuant to G.S. 115C-288(g) or regarding an arson; an attempted arson; or the destruction of, theft from, theft of, embezzlement from, or embezzlement of any personal or real property owned by the board. Five days' written notice will be given to the employee prior to such disclosure.
3. No other person may have access to a personnel file except under the following circumstances:
 - a. when an employee gives written consent to the release of his or her records, which specifies the records to be released and to whom they are to be released;
 - b. pursuant to a subpoena or court order; or
 - c. when the board has determined, and the superintendent has documented, that the release or inspection of information is essential to maintaining the integrity of the board or the quality of services provided by the board.
 - d. the superintendent or designee determines that disclosure to a court of law, or a state or federal administrative agency having a quasi-judicial function, is necessary to adequately defend against a claim filed by a current or former

employee against the board or a school official or employee for any alleged act or omission arising during the course and scope of his or her official duties or employment. Such disclosures will be limited to those confidential portions of the personnel file of the employee who filed the claim and only to the extent necessary for the defense of the board.

4. Each request for consent to release records must be handled separately.
5. It is a criminal violation for an employee or board member to do either of the following:
 - a. knowingly, willfully, and with malice, permit any unauthorized person to have access to information contained in a personnel file; or
 - b. knowingly and willfully examine, remove, or copy a personnel file that he or she is not specifically authorized to access pursuant to G.S. 115C-321.

E. INFORMATION AVAILABLE TO PARENTS OF STUDENTS ATTENDING TITLE I SCHOOLS

The following information about a student's teacher(s) or paraprofessional(s) providing services to a student must be provided upon request to the parent of a student attending a Title I school:

1. whether the teacher has met North Carolina qualification and licensing criteria for the grade level(s) and subject area(s) in which the teacher provides instruction;
2. whether the teacher is teaching under emergency or other provisional status through which North Carolina qualification or licensing criteria have been waived;
3. whether the teacher is teaching in the field of discipline of his or her certification; and
4. the qualifications of any paraprofessional providing services to the student.

F. PUBLIC INFORMATION

1. The following information contained in an employee's personnel file must be open to inspection upon request by members of the general public:
 - a. name;
 - b. age;
 - c. the date of original employment or appointment;

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- d. the terms of any past or current contract by which the employee is employed, whether written or oral, to the extent that the board has the written contract or a record of the oral contract in its possession;
 - e. current position;
 - f. title;
 - g. current salary (includes pay, benefits, incentives, bonuses, deferred compensation, and all other forms of compensation paid to the employee);
 - h. the date and amount of each increase or decrease in salary with the board;
 - i. the date and type of each promotion, demotion, transfer, suspension, separation, or other change in position classification with the board;
 - j. the date and general description of the reasons for each promotion with the board;
 - k. the date and type of each dismissal, suspension, or demotion for disciplinary reasons taken by the board, and if the disciplinary action was a dismissal, a copy of the written notice of the final decision of the board setting forth the specific acts or omissions that are the basis of the dismissal; and
 - l. the office or station to which the employee is currently assigned.
- 2. The name of a participant in the North Carolina Address Confidentiality Program is not a public record, is not open to inspection, and must be redacted from any records released.
 - 3. Volunteer records are not considered public records.
 - 4. Unless an employee submits a written objection to the human resources office, the board also may make the following information available about each employee as part of an employee directory:
 - a. address;
 - b. telephone number;
 - c. photograph;
 - d. participation in officially recognized activities and sports; and
 - e. degrees and awards received.

5. Employees will be notified of their right to object before any such directory is compiled or revised.
6. Under no circumstances will the following be released pursuant to a public records request or as part of an employee directory:
 - a. personal identifying information, as defined in policy 4705/7825, Confidentiality of Personal Identifying Information; or
 - b. the name, address, or telephone number of a participant in the North Carolina Address Confidentiality Program.

G. REMOVAL OF RECORDS

An employee may petition the board to remove any information from his or her personnel file that the employee deems invalid, irrelevant, or outdated.

Legal References: Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. 2000ff *et seq.*; Elementary and Secondary Education Act, 20 U.S.C. 6312(e)(1)(A); G.S. 114-19.2; 115C-36, -47(18), -209.1, -288(g), -319 to -321, -325(b) and (o) (applicable to career status teachers), -325.2 and -325.9 (applicable to non-career status teachers); 16 N.C.A.C. 6C .0313

Cross References: Prohibition Against Discrimination, Harassment, and Bullying (policy 1710/4021/7230), Discrimination, Harassment, and Bullying Complaint Procedure (policy 1720/4015/7225), Confidential Information (policy 2125/7315), North Carolina Address Confidentiality Program (policy 4250/5075/7316), Confidentiality of Personal Identifying Information (policy 4705/7825), Public Records – Retention, Release, and Disposition (policy 5070/7350), Employee Health Certificate (policy 7120), Drug and Alcohol Testing of Commercial Motor Vehicle Operators (policy 7241), Occupational Exposure to Bloodborne Pathogens (policy 7260), Communicable Diseases – Employees (policy 7262), Family and Medical Leave (policy 7520), Petition for Removal of Personnel Records (policy 7821), Resignation (policy 7900)

Adopted: March 8, 2012

Revised: February 12, 2015

Policies For Approval

WEAPONS, BOMB THREATS, TERRORIST THREATS, AND CLEAR THREATS TO SAFETY

Policy Code:

4333

The board will not tolerate the presence of weapons or destructive devices, bomb or terrorist threats, or actions that constitute a clear threat to the safety of students or employees. Any student who violates this policy will be removed from the classroom or school environment for as long as is necessary to provide a safe and orderly environment for learning.

A. PROHIBITED BEHAVIOR

1. Weapons and Weapon-Like Items

Students are prohibited from possessing, handling, using or transmitting, whether concealed or open, any weapon or any instrument that reasonably looks like a weapon or could be used as a weapon. Weapons include, but are not limited to the following:

- a. loaded and unloaded firearms, including guns, pistols, and rifles;
- b. destructive devices, as described in subsection B.2 of this policy, including explosives, such as dynamite cartridges, bombs, grenades, and mines;
- c. knives, including pocket knives, bowie knives, switchblades, dirks, and daggers;
- d. slingshots and slungshots;
- e. leaded canes;
- f. blackjacks;
- g. metal knuckles;
- h. BB guns;
- i. air rifles and air pistols;
- j. stun guns and other electric shock weapons, such as tasers;
- k. icepicks;
- l. razors and razor blades (except those designed and used solely for personal shaving);
- m. fireworks;

- n. gun powder, ammunition, or bullets;
- o. any sharp pointed or edged instruments except unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance; and
- p. mace, pepper spray, and other personal defense spray that is (1) used for a purpose other than self-defense, as defined under G.S. 14-51.3., or (2) the principal or designee determines that the student intended to use it to harm, threaten harm, or create a disturbance.

Examples of other objects that may be considered weapons are box cutters and other types of utility blades and blowguns.

No student may knowingly or willfully cause, encourage, or aid another student to possess, handle, or use any of the weapons or weapon-like items listed above. A student who finds a weapon or weapon-like item, who witnesses another student or other person with such an item, or who becomes aware that another student or other person intends to possess, handle, or use such an item must notify a teacher or the principal immediately.

This section does not apply to board-approved and -authorized activities for which the board has adopted appropriate safeguards to protect student safety.

2. Bomb Threats

Students are prohibited from making, aiding, and/or abetting in making a bomb threat or perpetrating a bomb hoax against school system property by making a false report that a device designed to cause damage or destruction by explosion, blasting, or burning is located on school property.

No student may knowingly or willfully cause, encourage, or aid another student to make a bomb threat or perpetrate a bomb hoax. Any student who becomes aware that another student or other person intends to use a bomb, make a bomb threat, or perpetrate a bomb hoax must notify a teacher or the principal immediately.

3. Terrorist Threats

Students are prohibited from making, aiding, conspiring, and/or abetting in making a terrorist threat or perpetrating a terrorist hoax against school system property by making a false report that a device, substance, or material designed to cause harmful or life-threatening injury to another person is located on school property or at a school event.

No student may knowingly or willfully cause, encourage, or aid another student to

make a terrorist threat or perpetrate a terrorist hoax. Any student who becomes aware that another student or other person intends to use a device, substance, or material designed to cause harmful or life-threatening illness or injury to another person, make a terrorist threat, or perpetrate a terrorist hoax must notify a teacher or the principal immediately.

4. Clear Threats to Student and Employee Safety

Students are prohibited from engaging in behavior that constitutes a clear threat to the safety of other students or employees. Behavior constituting a clear threat to the safety of others includes, but is not limited to:

- a. theft or attempted theft by a student from another person by using or threatening to use a weapon;
- b. the intentional and malicious burning of any structure or personal property, including any vehicle;
- c. an attack or threatened attack by a student against another person wherein the student uses a weapon or displays a weapon in a manner found threatening to that person;
- d. an attack by a student on any employee, adult volunteer, or other student that does not result in serious injury but that is intended to cause or reasonably could cause serious injury;
- e. an attack by a student on another person whereby the victim suffers obvious severe or aggravated bodily injury, such as broken bones, loss of teeth, possible internal injuries, laceration requiring stitches, loss of consciousness, or significant bruising or pain; or whereby the victim requires hospitalization or treatment in a hospital emergency room as a result of the attack;
- f. any intentional, highly reckless, or negligent act that results in the death of another person;
- g. confining, restraining, or removing another person from one place to another, without the victim's consent or the consent of the victim's parent, for the purpose of committing a felony or for the purpose of holding the victim as a hostage, for ransom, or for use as a shield;
- h. the possession of a weapon on any school property, including in a vehicle, with the intent to use or transmit for another's use or possession in a reckless manner so that harm is reasonably foreseeable;
- i. taking or attempting to take anything of value from the care, custody, or

control of another person or persons, by force, threat of force, or violence, or by putting the victim in fear;

- j. any unauthorized and unwanted intentional touching, or attempt to touch, by one person of the sex organ of another, including the breasts of the female and the genital areas of the male and female;
- k. the possession, manufacture, sale, or delivery, or any attempted sale or delivery, of a controlled substance in violation of Chapter 90 of the North Carolina General Statutes;
- l. any behavior resulting in a felony conviction on a weapons, drug, assault, or other charge that implicates the safety of other persons; and
- m. any other behavior that demonstrates a clear threat to the safety of others in the school environment.

B. CONSEQUENCES

1. General Consequences

The disciplinary consequences for violations of this policy shall be consistent with Section D of policy 4300, Student Behavior Policies. The superintendent or designee shall list in the Code of Student Conduct the specific range of consequences that may be imposed on a student for violations of this policy.

2. Specific Consequences Mandated by Law

As required by law, a student who brings or possesses a firearm or destructive device on school property or at a school-sponsored event must be suspended for 365 days, unless the superintendent modifies, in writing, the required 365-day suspension for an individual student on a case-by-case basis. The superintendent shall not impose a 365-day suspension if the superintendent determines that the student (1) took or received the firearm or destructive device from another person at school or found the firearm or destructive device at school, (2) delivered or reported the firearm or destructive device as soon as practicable to a law enforcement officer or school personnel, and (3) had no intent to use the firearm or destructive device in a harmful or threatening way.

For the purpose of this subsection, a firearm is (1) a weapon, including a starter gun that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive, (2) the frame or receiver of any such weapon, or (3) any firearm muffler or firearm silencer. A firearm does not include an inoperable antique firearm, a BB gun, a stun gun, an air rifle, or an air pistol. For the purposes of this subsection, a destructive device is an explosive, incendiary, or poison gas (1) bomb, (2) grenade, (3) rocket having a propellant charge of more than four ounces, (4) missile having an explosive or incendiary charge of more than one-

quarter ounce, (5) mine, or (6) similar device.

A student may not be suspended for 365 days for a weapons violation except in accordance with this subsection.

Legal References: Gun-Free Schools Act, 20 U.S.C. 7961; G.S. 14-17, -18, -27.2 through -27.5A, -32, -33, -34 through -34.2, -41, -51.3, -60, -69.1, -69.2, -87, -87.1, -132, -132.2, -202.2, -208.18, -269.2, -277.5; ch. 90 art. 5; 115C-47, -276(r), -288, -307, -390.1, -390.2, -390.10

Cross References: Student Sex Offenders (policy 4260), Student Behavior Policies (policy 4300), Integrity and Civility (policy 4310), Disruptive Behavior (policy 4315), Theft, Trespass, and Damage to Property (policy 4330), Assaults, Threats, and Harassment (policy 4331), Criminal Behavior (policy 4335)

Adopted: May 11, 2000

Updated: April 8, 2004, November 8, 2007, December 10, 2009, October 13, 2011, May 14, 2015, July 14, 2016

Criminal or other illegal behavior is prohibited. Any student who the principal reasonably believes to have engaged in criminal behavior on school premises or at school activities will be subject to appropriate disciplinary action, as stated in applicable board policies, and may be criminally prosecuted.

School officials shall cooperate fully with any criminal investigation and prosecution. School officials shall independently investigate any criminal behavior that also violates school rules or board policy.

A. STUDENTS CHARGED WITH OR CONVICTED OF CRIMINAL BEHAVIOR

The superintendent and principal may take reasonable or legally required measures to preserve a safe, orderly environment when a student has been charged or convicted with a serious crime, regardless of whether the alleged offense was committed on school grounds or was related to school activities. Depending upon the circumstances, including the nature of the crime or alleged crime, the child's age, and the publicity within the school community, reasonable or legally required efforts may include changing a student's classroom assignment or transferring the student to another school. Transfer to the alternative school may be made in accordance with the criteria established in board policy 3470/4305, Alternative Learning Programs/Schools. The student will continue to be provided with educational opportunities unless and until the student is found to have violated board policy or school rules and is suspended or expelled in accordance with procedures established in board policy.

B. REPORTING CRIMINAL BEHAVIOR

A school employee is permitted to report to law enforcement an assault by a student on a school employee. Principals or other supervisors shall not, by threats or in any other manner, intimidate or attempt to intimidate the school employee from doing so.

Principals must immediately report to law enforcement when they have personal knowledge or actual notice from school personnel that such acts have occurred on school property, regardless of the age or grade of the perpetrator or victim: (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 firearm in violation of the law; (9) possession of a weapon in violation of the law; and (10) possession of a controlled substance in violation of the law. A principal who willfully fails to make a required report to law enforcement will be subject to disciplinary action, up to and including dismissal.

The principal or designee shall notify the superintendent or designee in writing or by e-

mail of any report made to law enforcement. Such notice must occur by the end of the workday in which the incident occurred, when reasonably possible, but not later than the end of the following workday. The superintendent must inform the board of any such reports. In addition, the principal or designee must notify the parents or guardians of students who are alleged to be victims of any reported offenses.

Certain crimes must be reported to the State Board of Education in accordance with State Board of Education Policy HRS-A-000.

Legal References: Gun-Free Schools Act, 7961; G.S. 14-17, -18, -27.21, -27.22, -27.24 through -27.27, -27.29, 27.30, -27.33, -32 through -34.10, -87, -202, -202.1, -202.2, -269.2; ch. 90 art. 5; 115C-47(56); -288(g); State Board of Education Policy HRS-A-000

Cross References: Alternative Learning Programs/Schools (policy 3470/4305), Theft, Trespass and Damage to Property (policy 4330), Assaults, Threats and Harassment (policy 4331), Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety (policy 4333), School-Level Investigations (policy 4340)

Adopted: April 9, 1998 to become effective July 1, 1998

Updated: May 11, 2000; September 9, 2004, March 12, 2009, July 15 2010, January 13, 2011, January 12, 2012, June 13, 2013, July 14, 2016

The board of education is committed to providing a safe school environment that is free from violence, to the maximum extent possible. Except as otherwise specified in this policy, employees, visitors, and other persons are prohibited from possessing, carrying, using, or threatening to use, or encouraging another person to possess, carry, use, or threaten to use, weapons or explosives on school property or while attending curricular or extracurricular activities sponsored by the school system. This policy applies to weapons or explosives carried openly or concealed. This policy does not apply to students. Student conduct related to weapons and explosives is governed by policy 4333, Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety.

Any employee who violates this policy will be subject to immediate termination. Any visitor or other person who violates this policy will be escorted from the premises and/or school activity immediately. The superintendent or principal shall immediately report any violation of this policy to law enforcement officials. Any employee who is aware that a weapon or explosive is present on school property or at a school event in violation of this policy must immediately report this information to the principal or designee or the school resource officer, as appropriate.

A. WEAPONS AND EXPLOSIVES DEFINED

For purposes of this policy, a weapon includes, but is not limited to, any gun, rifle, pistol, or other firearm of any kind; any BB gun, stun gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors, and razor blades (except solely for personal shaving), or fireworks; any sharp-pointed or -edged instrument, except instructional supplies, unaltered nail files, and clips and tools used solely for the preparation of food, instruction, and/or maintenance on educational property, and mace, pepper spray, and other personal defense spray that is (1) used for a purpose other than self-defense, as defined under G.S. 14-51.3., or (2) the principal or designee determines that the student intended to use it to harm, threaten harm, or create a disturbance. For purposes of this policy, an explosive includes, but is not limited to, any dynamite cartridge, bomb, grenade, mine, or powerful explosive as defined in G.S. 14-284.1.

B. SCHOOL PROPERTY

For purposes of this policy, school property is any school building or bus, school campus, grounds, recreational area, athletic field, or other property owned, used, or operated by the board of education.

C. EXCLUSIONS

This policy does not apply to:

1. a weapon or explosive used solely for educational or school-sanctioned ceremonial purposes, or used in a school-approved program conducted under the supervision of an adult whose supervision has been approved by the school authority;

2. a person who has a concealed handgun permit that is valid under state law or who is exempted by state law from needing a permit to carry a concealed handgun, if any of the following conditions are met:
 - a. the person has a handgun in a closed compartment or container within the person's locked vehicle or in a locked container securely affixed to the person's vehicle (the person may unlock the vehicle to enter or exit the vehicle provided the handgun remains in the closed compartment at all times and the vehicle is locked immediately following the entrance or exit);
 - b. the person has a handgun concealed on the person and the person remains in a locked vehicle (the person may unlock the vehicle to allow another person to enter or exit); or
 - c. the person is within a locked vehicle and removes the handgun from concealment only for the amount of time reasonably necessary to move it to a closed compartment or container within the vehicle or to move it from the closed compartment or container to concealment on the person.
3. firefighters, emergency service personnel, North Carolina Forest Service personnel, and any private police employed by the board of education, when acting in the discharge of their official duties;
4. law enforcement officers or other persons as provided in G.S. 14-269.2(g)(1a); or
5. a volunteer school safety resource officer providing security at a school pursuant to an agreement as provided in G.S. 115C-47(61), provided that the volunteer school safety resource officer is acting in the discharge of his or her official duties and is on the educational property of the school that the officer was assigned to by the head of the local law enforcement agency.

Legal References: G.S. 14-51.3, -69.2, -269, -269.2, -284.1; 20-17; 115C-47(61), -288(g)

Cross References: Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety (policy 4333)

Adopted: May 11, 2000

Updated: March 12, 2009, April 10, 2014, January 21, 2016, July 14, 2016

Proposal to Add World History to Middle School Curriculum

World History addresses six (6) periods in the study of World History, with a key focus of study from the mid-15th Century to present. The standards of this course are grouped in a way that reflects accepted periodization by historians.

World History is a freshman level high school course that we would like to offer to students at the middle school beginning with the 2017-2018 school year. The purpose of offering this course to middle school students is to provide students the opportunity to quickly advance into higher levels of Social Studies courses as well as other courses offered at Asheboro High School. At AHS, we offer students a pathway of Advance Placement choices in the Social Studies Department including AP World History, AP U.S. History, and AP Psychology, as well as they opportunity to take dual credit courses at Randolph Community College through the Career and College Promise program.

Why World History?

1. **The alignment with the 7th grade social studies standards.** (see attachment) Alignment between early middle school social studies and World History help to build a foundation for the teacher to increase the depth and rigor for high school credit. With the current amount of high school courses offered to students in the eighth grade, students can be overloaded with extra tests in 8th grade. By offering the course in 7th grade where alignment is greatest with the standards, it will allow for the standards to be compacted together and offered together during the school year. While we honor open enrollment, due to the advanced nature of the course, we will encourage parents to work closely with administrators, teachers, and school counselors to plan for students' educational goals.
2. **Opportunity for student advancement.** Students have opportunity to advance in at Asheboro High School. By allowing students the opportunity to gain high school credit in middle school, students can progress and move into more advanced classes and/or take advantage of the Asheboro High School Early College Academy.
3. **Adding another high school option allows for more personalized options for our advanced students.** Students currently have the option of taking Math I, Spanish I, English I and/or Earth and Environmental Science in middle school to earn a high school credit. With the addition of World History, students will have greater options for personalizing their learning pathway for high school.

How will this course be taught in the middle schools?

No additional personnel would be required. The course would be compacted with the 7th grade Social Studies curriculum or it can be taught through NCVPS (online) if only a small number of students wish to take the course. Teachers will be provided guidance and support by our in-house instructional facilitators and Director of Secondary Education.

Students will still be required to take the 7th grade Social Studies NC Final Exam (NCFE) as well as the World History NCFE. According to ACS Board Policy, both exams will count as 25% of the students' final grade. Pursuant to NC State Board Policy, if students pass the class, they will receive a credit towards graduation; however, they will not receive any points towards their high school GPA.

How will students and parents know about this new opportunity?

All rising 7th grade students and their parents will receive a letter detailing the description of the World History course and what it means to take a high school course in middle school, including exam requirements. Recommendations will be given regarding the criteria set forth above for students interested in taking the course, and contact information for the school counselors will be included on the letter.

After letters are sent home, school counselors will contact students and their families found meeting the above criteria to encourage their participation in the new course option and prepare a plan based on their educational goals.

7th Grade Social Studies and World History Vertical Alignment

NC Essential Standards Seventh Grade Social Studies	NC Essential Standards Social Studies - World History Course
7.H.1 Use historical thinking to analyze various modern societies.	WH.H.1 Apply the four interconnected dimensions of historical thinking to the Essential Standards for World History in order to understand the creation and development of societies/civilizations/nations over time.
7.E.1 Understand the economic activities of modern societies and regions. 7.H.2 Understand the implications of global interactions.	WH.H.4 Analyze the political, economic, social and cultural factors that lead to the development of the first age of global interaction
7.G.1 Understand how geography, demographic trends, and environmental conditions shape modern societies and regions.	WH.H.8 Analyze global interdependence and shifts in power in terms of political, economic, social and environmental changes and conflicts since the last half of the twentieth century
7.E.1 Understand the economic activities of modern societies and regions.	WH.H.7 Understand how national, regional, and ethnic interests have contributed to conflict among groups and nations in the modern era.
7.C&G.1 Understand the development of government in modern societies and regions.	WH.H.6 Understand the Age of Revolutions and Rebellions. WH.H.2 Analyze ancient civilizations and empires in terms of their development, growth and lasting impact.
7.C.1 Understand how cultural values influence relationships between individuals, groups and political entities in modern societies and regions.	WH.H.2 Analyze ancient civilizations and empires in terms of their development, growth and lasting impact.
7.G.2 Apply the tools of a geographer to understand modern societies and regions.	WH.H.6 Understand the Age of Revolutions and Rebellions.



Points of Pride Update

May 11, 2017

Student Celebrations

Luke Hurley Qualifies for National Science and Engineering Fair

Luke Hurley, a seventh grade student attending South Asheboro Middle School, placed second in the Chemistry division at the North Carolina Science and Engineering Fair. First and second place state winners are now nominated to compete in the Broadcom Master's Program, a nation-wide science fair for middle school students. Hurley has already begun the application process from which 300 students will be chosen as semi-finalists (Sept. 6). From the 300 semi-finalists, 30 finalists will be chosen to travel to Washington, D.C. (Sept. 20) to meet with Nobel Prize winners, attend conferences, and present their science fair findings.

AHS Health Science Ambassadors Chosen!

Asheboro High School is excited to announce the 2017-2018 Health Sciences Academy Ambassadors. Students include: Daniel Ruiz; Tommy Huynh; and Madison Jones. In this leadership role, ambassadors will help plan events, recruit students, mentor current students, recruit guest speakers, plan volunteer activities, and write articles for the monthly Health Science Academy newsletter.

SAMS Students Place in 2017 NC Personal Finance Challenge

SAMS students took first place in the 2017 NC Personal Finance Challenge for the Middle School Division! These students had to demonstrate their knowledge of Personal Finance by competing against other students across the state. The team was made of Luis Martinez, Austin Heavens, Luke Hurley, and Yu Chen. Special thanks to coach Sarah Trollinger.

Staff Celebrations

2017-18 Teacher of the Year and TOY Finalist

TOY: Charles W. McCrary Elementary – Ms. Laura King

Finalist: Balfour Elementary – Ms. Mary Jo Przybylowski

NCAEOP Conference

Asheboro Association of Educational Office Professionals (AAEOP) received the NCAEOP Strive For Excellence Award at the annual conference awards luncheon in March. The award was presented to the AAEOP for their continued team work, administrative support, professional development, community service projects, Professional Standard Programs (PSP) participation and member involvement at the local, district, state, and national levels for the last three years.

School Celebrations

NAMS Students Visit Washington, D.C.

NAMS eighth grade students visited Washington D.C. two weeks ago. They toured the Capitol Building, museums, and monuments to learn more about the history of our country and to understand how our government works. This was the fifth annual trip to Washington, D.C. for NAMS students.

AHS Students Promote Fire Safety Awareness

Students from the Asheboro High School Health Sciences Academy dedicated their Saturday afternoon to promoting fire safety awareness and installing free smoke detectors in homes in the Asheboro community. The project was a partnership between AHS students, the American Red Cross, and the Asheboro Fire Department.

Community

AHS Key Club Book Club

The AHS Key Club collected new and gently used books during the month of March for National Reading Month. The club collected approximately 100 books, 60 for preschool through third grade readers and 40 for older elementary, middle school, and high school readers. Key Club members also made handmade bookmarks to go with the books!

Calendar of Events

Monday, May 8	South Asheboro Middle School Spring Band Concert	7:30 p.m.	AHS Performing Arts Center
Tuesday, May 9	North Asheboro Middle School Spring Band Concert	7:30 p.m.	AHS Performing Arts Center
Tuesday, May 9	AFTT Night at Balfour Elementary School	5:30 p.m.	BAL
Tuesday, May 9	AIG Expert Fair	5 p.m.	Lindley Park
Thursday, May 11	Asheboro City Board of Education Meeting	7:30 p.m.	PDC
Thursday, May 11	AFTT Night at Donna Lee Loflin	6:30 p.m.	DLL
Tuesday, May 16	South Asheboro Middle School Choral Concert	7:30 p.m.	AHS Performing Arts Center
Wednesday, May 17	Asheboro High School Graduation Projection Celebration	5 p.m.	AHS
Thursday, May 18	Asheboro High School Spring Choral Concert	7:30 p.m.	AHS Performing Arts Center
Thursday, May 18	AFTT Night at Lindley Park Elementary School	5:30 p.m.	LP
Monday, May 22	AFTT Night at McCrary Elementary School	6 p.m.	CWM
Tuesday, May 23	Asheboro High School Jazz Concert	7:30 p.m.	AHS Performing Arts Center
Thursday, May 25	Asheboro High School Spring Band Concert	7:30 p.m.	AHS Performing Arts Center
Thursday, May 25	AFTT Night at McCrary Elementary School	6 p.m.	CWM
Friday, May 26	Asheboro High School Academic Awards Day/Aloha Day	9:30 a.m.	AHS Performing Arts Center
Wednesday, May 31	Senior Awards Night	7 p.m.	AHS Performing Arts Center
Thursday, June 8	Asheboro City Board of Education Meeting	7:30 p.m.	PDC
Friday, June 9	District Cookout	2-3 p.m.	Female Academy
Friday, June 9	Last day of school/Graduation	7 p.m.	AHS - Lee J. Stone Stadium
Monday, June 12	Retirement Breakfast	7:30 a.m.	AHS Performing Arts Center
Thursday, June 22	Asheboro City Board of Education Summer Retreat	TBD	TBD