

# **WEIR HIGH SCHOOL**



**HOME OF THE RED RIDERS**

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## **STUDENT HANDBOOK 2026- 2027**

Principal: Sean Blumette  
Assistant Principal: Scott Wiley  
Counselor: John Sloan  
Social Worker: Julia Macaluso  
Dean of Students/ Activities Director: Richard Shilling

<https://whs.hancock.k12.wv.us/>

WHS Facebook Page: Weir High School  
Athletics & Activities Facebook Page: Weir High School Athletics and Activities

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## **WEIR PREPARED**

- Be on time to class and with deadlines
- Bring ALL necessary materials
- Bring your device charged
- Use the Digital Hall pass

## **HIGH EXPECTATIONS**

- Always strive to do your best
- No vaping, tobacco or other drug
- Keep the bathrooms clean
- Take pride in your work

## **SHOW RESPECT**

- To your teachers
- To your peers
- To yourself
- To your environment

# **ALMA MATER**

***Among the hills of West Virginia  
Stands my fair and lovely Alma Mater  
For light, for truth, for fair play,  
Stands my fair and lovely Alma Mater***

***May thy days be ever free  
May thy children bring thee fame  
May thy teachings always be,  
Strong as the steel that bears they name.***

***Through years may pass and time may borrow,  
Though wars may darken my tomorrow,  
My thoughts and prayers will always be,  
With thee my lovely Alma Mater.***

***All Hail! All Hail!  
Hail to Weir!***

## **ADMINISTRATORS' MESSAGE**

Dear Weir High School Students, Parents and Guardians,

At Weir High School, we believe that every student is a unique individual with their own interests and talents. Our goal is to provide a safe, supportive, and engaging environment where students can learn and grow. We set high expectations and encourage all students to strive for excellence—academically, behaviorally, and vocationally. This handbook serves as a key resource outlining the expectations that help ensure our school runs safely and effectively.

Each student will have access to an environment and learning opportunities that support both intellectual and behavioral growth. Our programs emphasize strong moral and ethical values to help students become responsible, independent citizens.

To get the most out of your time at Weir High School, we encourage you to take an active role in your classes and school activities. Our goal is to provide a strong foundation for a quality education. We are here to teach, support, and guide you so you can make the most of every school day.

In conclusion, our staff is dedicated, qualified, and committed to creating a positive and secure learning environment to prepare all students for graduation and beyond. By following the expectations in this handbook, we can all work together to fulfill our mission at Weir High School. We look forward to a great school year and are here to support you throughout your high school journey.

Sincerely,  
Mr. Sean Blumette-Principal

## ACADEMIC INTEGRITY: Cheating/Plagiarism

Cheating is any act of gaining an unfair advantage on graded assignments.

- Exchanging answers or assignments with others. This includes exchanging answers by electronic or recorded means and then submitting them as “original work.”
- Using hidden reference sheets, electronic devices and/or help from another student or any other source during a test or quiz.
- Using programmed material in electronic devices when prohibited.
- Submitting someone else’s assignment as your own, in whole or part.

To plagiarize is to steal and pass off the ideas or words of another as one's own, to use another's production without crediting the source, to commit literary theft, or to present as new and original an idea or product derived from an existing source. All the following are considered plagiarism:

- turning in someone else's work as your own
- copying words or ideas from someone else without giving credit
- failing to put a quotation in quotation marks
- AI generated material
- giving incorrect information about the source of a quotation
- changing words but copying the sentence structure of a source without giving credit
- copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not

Submitting material written or designed by someone else without giving credit to the source. This includes plagiarizing information from the Internet or other source or submitting work done by family, friends, or tutors.

- Taking credit for group work when little or no contribution was made.
- Stealing tests, answers, or materials, or having unauthorized possession (such as pictures on cell phone) of such materials.
- Sabotaging or destroying the work of others.
- Submitting the same work in more than one course without the approval of the teachers involved.
- Not following the intent of the assignment or the guidelines specified by the teacher.

Plagiarism may be intentional or accidental. Regardless of intent, plagiarism will not be tolerated. Cheating and/or plagiarizing work in any way, shape, or form will result in a disciplinary report as well as a zero on the assignment with no opportunity to redo it. **Both cheating and plagiarizing could be grounds for exclusion from the National Honor Society and National Technical Honor Society.**

- **1st Offense:** Teacher contact to the parent/guardian, 0% for assignment and Warning-documented in WVEIS.
- **2nd Offense:** Teacher/Parent-Guardian/Administrator conference, 0% for assignment and lunch detention.
- **3rd Offense:** 0% for assignment and ISS.

## ARTIFICIAL INTELLIGENCE: AI

### ACADEMIC INTEGRITY AND THE USE OF ARTIFICIAL INTELLIGENCE (AI)

Weir High School is committed to upholding the highest standards of academic integrity. As technology evolves, so do the tools available to students for learning, researching, and completing assignments. Artificial Intelligence (AI)—including generative platforms like ChatGPT, Grammarly, or image and code generators—can be valuable educational tools when used ethically and responsibly. However, misuse of AI to circumvent learning, plagiarize, or submit work that is not genuinely the student's own violates our academic code.

#### ACCEPTABLE USE OF AI:

- Using AI for **brainstorming, grammar support, studying concepts, or clarifying information.**
- Employing AI to **practice problems or simulate conversations** (e.g., for world language or debate).
- Using school-approved AI tools under the guidance of a teacher or per assignment directions.

#### Unacceptable Use of AI:

- Submitting AI-generated essays, stories, reports, or code **without citation or as original work.**
- Using AI to **complete entire assignments**, tests, or discussion responses **without teacher permission.**
- Relying on AI to **bypass thinking, analysis, or creativity** that the assignment is designed to assess.
- Using AI to **produce content with fabricated or misleading information.**

#### Student Responsibility:

Students are expected to understand and follow teacher guidelines regarding the use of AI for each assignment. When in doubt, **ask your teacher** before using AI tools. If AI content is used in any part of your submission, it must be properly cited and approved.

Our goal is not to ban AI—but to teach students how to use it **wisely, ethically, and with integrity** as part of a 21st-century education.

## ADDRESSES & PHONE NUMBERS

The main office **must** be informed of any changes to your address or telephone number. If a student moves from one parent or legal guardian to another, the main office needs immediate notification. **Accurate telephone numbers and addresses are important for proper school-parent/guardian communication and are required by law.**

## ARRIVAL/DISMISSAL

**ALL STUDENTS ARRIVING AT SCHOOL MUST ENTER THROUGH THE FIELD HOUSE DOORS PRIOR TO 7:17**

**STUDENTS ARRIVING AFTER DOORS LOCK MUST ENTER THROUGH MAIN OFFICE AND SIGN IN AS TARDY**

### **ARRIVAL**

- 7:00am:** School Building opens. ALL Students will enter through the gym doors and go through the metal detector.
- 7:15am:** Warning Bell.
- 7:17am:** Gym Doors are locked.
- 7:20am:** Classes start. Students are to be seated in their classroom.

***Students not seated in their classroom at 7:20am are to report to the main office for a tardy slip.***

### **DISMISSAL**

- 2:25pm:** Dismissal.  
***Students are to remain seated until the dismissal bell rings***

### **HOURS OF OPERATION**

Weir High School hours of operation are from 7:00am to 3:00am  
Summer Hours for Weir High School are from 8:00am to 2:00pm

## ATHLETICS

**A WEIR HIGH SCHOOL STUDENT/ATHLETE IS CONSIDERED TO FIRST BE A STUDENT AND SECONDLY, AN ATHLETE.** Students that fail to meet academic, attendance and behavioral expectations will not be allowed to represent WHS in practices, meets and/or games. **A reminder that a WHS athlete represents the school and the community. The WHS athlete becomes a representative that influences the perception of school spirit, sportsmanship, discipline and behaviors.**

**Weir High athletic practices are closed to the public and attendance of those other than the coaching staff, support personnel, administration and the student-athletes are at the discretion of the head coach.**

### **ELIGIBILITY REQUIREMENTS**

To be eligible to participate, a student athlete must meet the requirements of the West Virginia High School League which governs high school athletes in the state.

- Students must meet all state and local attendance requirements.
- Maintain a 2.0 grade point average in order to participate in school extra-curricular activities/events.
- **Eligibility is determined for each semester by a student's grade point average for the previous semester.**

## ATTENDANCE

### MISSION

Each Hancock County School administrator is required by the school laws of West Virginia to carefully monitor the students' attendance and enforce compulsory attendance. Not only is daily attendance required by West Virginia State Law, it is essential for successful completion of each course of study. **The most common cause of academic failure is absences.** The Hancock Board of Education and its employees want our students to succeed. All students are expected to attend school regularly and to be prompt in arriving to classes.

### PROCEDURES REGARDING ABSENCES

Absences are excused only when they meet the conditions set forth by the attendance policy of Hancock County Board of Education in compliance with WVC §18-8-1, § 18-8-2 and West Virginia Department of Education Policy 2510, *Assuring the Quality of Education: Regulations for Education Programs*.

**The following procedures will be followed:**

- When a student is absent, it is the responsibility of the parent or legal guardian to inform the school by phone of the reason for their child's absence.
- If phone contact has not been made upon returning to school, parents/guardians are to send a note stating the reason for the absence with the student the day he/she returns to school after the absence.

**IF A WRITTEN NOTE FROM A PARENT/GUARDIAN IS NOT PRESENTED WITHIN THREE DAYS, THE ABSENCE SHALL REMAIN UNEXCUSED.**

### EXCUSED ABSENCES

Excused absences are absences approved by the WVBE Attendance Policy 4110. The following are excused absences:

- Failure of Bus Run
- Illness, Injury or Appointment (verified by clinician)
- Death in the Family
- Judicial Obligations
- Chronic Medical Conditions (verified by clinician) **REQUIRES A SCHOOL MEETING.**
- Military Obligations
- Illness, Injury of a student or family member. **LIMIT 10 per school year.**

### UNEXCUSED ABSENCES

**All other absences not approved by the WVBE Attendance policy 4110 are unexcused. This now includes absences involving a calamity (ex: floods, fires, etc.), Leave of Educational Value or Academic Circumstances, College Visits and Approved Personal Circumstance such as vacations.**

## **JOB SHADOWING**

*THIS ONE DAY WILL NOT COUNT AGAINST FINALS.*

- **SENIOR-GRADUATION REQUIREMENT.** *Must be completed BEFORE the last day for seniors.*
- **Limited to one (1) day.**
- *See page 17 for more details.*

## **EXTRA CURRICULAR ACTIVITIES/EVENTS**

A student must be in attendance for at least **4 PERIODS (1/2 DAY)** in order to participate in ANY extra-curricular activity/event, including practices. If the activity/event is on a Saturday or Sunday, a student must be in attendance for at least **4 PERIODS (1/2 DAY)** on that Friday. This includes sports, band performances, clubs, dances, etc.

## **ATTENDANCE - Responsibility of the School**

### **In the case of three (3) unexcused absences:**

- ❖ The school shall serve “meaningful contact” through a phone call, in-person conference or home-visit to the parent, guardian or custodian of the student.
- ❖ The principal or other designated representatives of the school will discuss and correct the circumstances causing the unexcused absences.

### **In the case of five (5) unexcused absences:**

- ❖ The school shall serve written notice to the parent, guardian or custodian of the student that within five days of receipt of the notice.
- ❖ The attendance director or assistant shall make complaint against the parent, guardian or custodian before a magistrate of the county.
- ❖ If it appears from the complaint that there is a probable cause to believe that an offense has been committed and that the accused has committed it, a summons or warrant for the arrest of the accused shall issue to any officer authorized by law to serve the summons or to arrest persons charged with offenses against the state.
- ❖ More than one parent, guardian or custodian may be charged in a complaint.
- ❖ Initial service of the summons or warrant issued pursuant to the provisions of this section shall continue until the summons or warrant is executed or until the end of the school term during which the complaint is made, whichever is later.
- ❖ The student may also be referred to the Juvenile Mediation Program, DHHR, Probation Office, and/or Magistrate Court.

## **TARDY IN THE MORNING/LATE ARRIVAL**

- ❖ Students who arrive at 7:20am to school will be considered tardy and will not be permitted to enter the class without a note from the Main office.
- ❖ If a student arrives to class after 7:20am, the teacher will send the student to the main office to get a note.
- ❖ **Parents/guardians may call or send a note to the main office for a tardy to be excused up to 5 per semester.**
- ❖ **AFTER THE 5<sup>TH</sup> PARENT/GUARDIAN CALL OR NOTE FOR A TARDY, ONLY A MEDICAL NOTE FROM A LICENSED PHYSICIAN WILL BE ACCEPTED TO EXCUSE A TARDY.**

- ❖ Students who miss the career center bus are to report immediately to the Attendance secretary in the main office. **This will count as a half day unexcused absence.**
- ❖ Students driving, being driven by parents/guardians or driven from other sources are not exempt from the tardy rules. Weir High School provides transportation to school. If any other source of transportation is taken, the student must be on time to school or be counted tardy.

#### **PROCEDURES FOR UNEXCUSED TARDY TO SCHOOL ARE AS FOLLOWS:**

**3<sup>rd</sup> tardy:** Parents/guardians will receive an “on notice” letter from the administration.

**5<sup>th</sup> - 9<sup>th</sup> tardy:** Parents/guardians will receive a letter and student will receive ONE DAY OF LUNCH DETENTION scheduled by the administration. *There will be an additional lunch detention for each unexcused tardy.*

**10<sup>th</sup> tardy:** Parents/guardians will receive a letter and student will receive one day of internal suspension.

**15+ tardy:** Parents/guardians will receive a letter and student will receive Saturday School. In addition, a meeting may be required with the administration, parent/guardian, student and the attendance director with a referral to juvenile-mediation.

#### **TARDY TO PERIODS 2- 8**

If a student is late for class, the teacher will record the tardy as excused or unexcused. Internal suspension shall begin on the **5<sup>th</sup>** unexcused tardy to class.

**3<sup>rd</sup> tardy:** Teacher notification to parent/guardian.

**5<sup>th</sup> tardy:** One day of ISS.

**10<sup>th</sup> tardy:** Saturday school.

**Any student that is 5 minutes late for class will be considered skipping and will result in either receiving Internal Suspension or Saturday School.**

#### **EARLY DISMISSALS**

- **A reason must be provided in writing to be verified and recorded as excused or unexcused.** If a student is not present for one half (20 minutes) of a class period, he/she will be considered absent for that class.
- **Parents/guardians who require an early dismissal for their child MUST send in a note with the student PRIOR to the early dismissal.** Students are not to be dismissed from school unless the parent/guardian or individual designated by the parent/guardian comes to the school office and signs a release form.
- **DUE TO SAFETY REASONS, EARLY DISMISSALS WILL NOT BE TAKEN OVER THE PHONE. NO STUDENT WILL BE RELEASED WITHOUT WRITTEN PERMISSION FROM THE PARENT/GUARDIAN.**
- **AGE OF STUDENT IS NOT AN EXCEPTION. STUDENTS ARE NOT PERMITTED TO “SIGN THEMSELVES OUT” WHEN THEY REACH THE AGE OF 18.**
- Cell phones are not to be used to get Early Dismissals. If a student is ill and needs to go home, he/she MUST report to the nurse. The nurse will contact the parent/guardian. **Failure to adopt this procedure will result in a cell phone violation and will be coded unexcused.**

**Any student leaving class/campus without permission will result in either Internal Suspension or Saturday School.**

## **BACKPACKS**

**STUDENTS MAY NOT CARRY BACKPACKS TO AND FROM CLASSES. BACKPACKS MUST BE IN LOCKERS. ABSOLUTELY NO BACKPACKS IN CLASSROOMS OR THE CAFETERIA (EXCEPT FOR JDRCC STUDENTS.**

**FOR ORTHOPEDIC IMPAIRMENTS, STUDENTS MUST BRING IN WRITTEN DOCUMENTATION FROM A PHYSICIAN.**

## **BUS TRANSPORTATION**

All students are under the authority of the bus driver from the time they board the bus until the time they arrive at the school or at their respective homes. All rules regarding behavior in school apply while getting on or off and while riding the bus. **Students who fail to observe these rules will not be permitted to ride the bus and other disciplinary action could result.**

**If a bus fails to arrive at your stop, call the transportation office at 304-564-3156** It will not be counted against the student if bus transportation is the reason for tardiness.

### **BUS PASSES**

Students must have a written note from a parent/guardian to ride a different bus. The note is to be given to the attendance secretary in order to get a bus pass. Please note that the Transportation Department may restrict passes on buses filled to capacity. **You will not be permitted to ride a different bus without a bus pass.**

## **CAFETERIA SERVICES**

### **FOOD SERVICE**

Breakfast, hot lunch, varieties of milk and juice are available to all students during their breakfast/lunch periods. In addition, a salad bar is available with a variety of condiments, salads and vegetables.

### **BREAKFAST**

**Breakfast is available from 7:05-7:15am.** Students are not permitted to go to or receive breakfast food after the bell rings (7:20am) in the morning. Eating breakfast is not a reason for tardiness. You will be assessed a tardy unexcused when entering the class late when lingering in the cafeteria for breakfast.

### **GRAB & GO**

Grab & Go breakfast is provided during arrival (7:00- 7:20 **Students are not allowed to congregate in the cafeteria. They are expected to go directly to class after they receive their Grab & Go. Grab & Go will also be available in the cafeteria until after 1<sup>st</sup> period for students who may be tardy.**

***Per WV state regulations, students must choose either breakfast or Grab n' Go.***

## **LUNCH**

- Students can use either of the two lines. Students must not cut in the lunch line. Cutting in line will result in a student going to the back of the line.
- Students MAY ONLY use the B building restrooms
- Students are not allowed to roam around the cafeteria.
- Students must dispose of all their trash.
- Students are to remain seated until you are dismissed.
- Students are not allowed to leave the cafeteria.
- **Students must have a written note from a teacher to go to their classroom to do make-up work and sign out on the form located in the Assistant Principal's office.**

## **CAREER CENTER**

Career Center students must ride the school bus to and from the Career Center. Students are not allowed to drive to and from the Career Center.

**Upon arrival to Weir HS, morning Career Center students are to go straight to class or the cafeteria. Students may not roam the hallways, go to their cars or leave campus. Failure to follow these rules will result in disciplinary action.**

## **CELL PHONES/OTHER ELECTRONIC DEVICES**

### **PER WV HB 2003**

**PURPOSE:** Personal electronic devices contribute to a negative classroom environment with increased concerns relating to distractions, academic misconduct, bullying and/or harassment and other inappropriate behaviors. Concerns regarding the mental health of students with unfettered access to personal electronic devices are well-documented and are believed to prohibit the age-appropriate development of relationships, study skills, and other necessary skills to be successful.

**PERSONAL ELECTRONIC DEVICE:** means any portable device capable of wireless communication or computing including, but not limited to, cellular phones, Ipods, personal Ipads, AirPods, earbuds, headphones, tablets, laptops, smartwatches, and portable gaming systems not provided by a county board of education.

**INSTRUCTIONAL DAY:** means the period of time from the start of each instructional block to the end of each instructional block. (BELL TO BELL)

**CLASSROOM SETTING:** means an environment where instruction or activities related to the school curriculum are occurring including, but not limited to, general classrooms, gymnasiums, common areas, or any other area where instruction may occur.

**PROHIBITION OF PERSONAL ELECTRONIC DEVICES DURING INSTRUCTIONAL TIME:** As personal electronic devices are a privilege and are not contributable to the appropriate development and growth of students, **all personal electronic devices shall not be accessible to students for use in a classroom setting during the instructional day. This includes wearing AirPods, earbuds, headphones, Apple watches, etc.**

**EXEMPTIONS:** Students with an approved documented need, as required by a medical doctor or licensed healthcare professional or as a requirement of an Individualized Education Plan (IEP) or 504 plan, may have access to personal electronic devices if the device relates to the student's specific need.

Cell phone and other devices used by students during the INSTRUCTIONAL DAY will result in the confiscation of the device with the following result per semester:

**1<sup>st</sup> Offense:** Return the phone/device to the student after school (2:20pm). Pick up in the MAIN OFFICE.

**2<sup>nd</sup> Offense:** Return the phone/device to the parent/guardian or emergency contact. Pick up in the MAIN OFFICE.

**3<sup>rd</sup> Offense:** One day of Internal Suspension.

**4<sup>th</sup> + Offense:** Out of school suspension or Saturday school.

**Refusal to surrender cell phones/other devices to school personnel when asked will result in additional discipline, such as OSS or Saturday school**

### **OTHER PROHIBITED ELECTRONICS/DEVICES**

Students are not permitted to have laser pointers, radios, electronic games, cameras, gaming devices, noise makers or any other electronic devices that disrupts the instruction in school.

### **AUDIO/VIDEO RECORDING/TAKING PICTURES**

**In this regard, it is expressly forbidden for any student, teacher, administrator or parent to take a photo/audio/video of any student, teacher, administrator or parent on school property through the use of a cell phone or any other electronic device that causes a disturbance/disruption to the school environment and interrupts/interferes with teaching and the orderly conduct of school activities. Any student violating this policy will be subject to disciplinary action and may also result in a citation from law enforcement. In addition, any student participating in the video will be subject to disciplinary action.**

### **RECEIVING/MAKING CELL PHONE CALLS**

**Students ARE NOT permitted to make calls or receive calls on their cell phones.** Any student violating this policy will be subject to disciplinary action. *Students who have an emergency and need to make a phone call must get permission from a principal prior to doing so.*

## **COMPUTER AND IPADS**

### **ACCEPTABLE USE POLICY (AUP)**

By signing the consent and waiver form you agree that Hancock County Schools will not be responsible if participation in inappropriate activities does occur. Any infraction will cancel user privileges and may result in further disciplinary action. A student who has computer/iPad privileges revoked will still be responsible for any/all assignments given by teachers which will need to be completed outside of school.

**ALL STUDENTS AND PARENTS/GUARDIANS MUST HAVE A SIGNED CONSENT AND WAIVER FORM ON FILE BEFORE ANY STUDENT WILL BE GIVEN ACCESS TO AN IPAD AND/OR COMPUTER**

### **COMPUTER/IPAD USE AND INTERNET ACCESS**

The use of the Computer Network and Internet are intended to support education and research. Both the WV Department of Education and the Hancock County Schools Acceptable Use Policies state that computer use is a privilege not a right.

**THE COMPUTER/IPAD IS TO BE USED FOR EDUCATIONAL PURPOSES ONLY.** The only email accounts that will be permitted are accounts through the State of West Virginia. Students will be assigned an iPad that will give them access to this account. **ANY UNAUTHORIZED USE OR MISUSE IS PROHIBITED.**

### **STUDENT RESPONSIBILITIES**

- iPads are to be brought to school EVERY DAY.
- Students MAY NOT use their iPad to watch videos, listen to music, email or chat with other students during CLASS TIME.
- Students ARE NOT allowed to use their cell phone in lieu of their iPad.
- iPads MUST be charged prior to arriving at school and is the STUDENT'S RESPONSIBILITY.
- Students must use their school email and password.
- Students may not decorate their iPad.
- Students may not take or download pictures/videos on their iPad.
- Students must use their school issued iPad at school. Students may not bring their own device to use at school.
- Students are required to complete their assignments online and submit them as instructed by their teacher.

**iPads and chargers/cords are school property and must be returned at the end of the school year or before transferring out of Weir High School. If these items are not returned, a student debt will be incurred.**

### **STUDENT USERNAMES AND PASSWORDS**

All students will be issued a school username/email and password. **Students MUST use the school issued username and password for ALL computer related activities such as Khan Academy, College Board, etc.** Students MAY NOT use a personal username and/or email to log onto school computers. Please keep a record of the school issued username and password.

**IF THERE IS SOMETHING WRONG WITH YOUR IPAD, YOU MUST TURN IT IN TO A TEACHER OR ADMINISTRATOR TO COMPLETE A SCHOOLDUDE MAINTENANCE REQUEST.**

### **DAMAGE TO IPAD, CHARGER & CORD**

It is the student's responsibility to take care of their iPad and accessories. Any damage to the iPad will result in restitution to replace any part of the iPad.

## DIGITAL HALL PASS

**Students will fill out the YELLOW FORM to leave the classroom until iPads are issued. Once student Ipads are given out, ALL students are required to utilize the digital hall pass.**

**The procedures are as follows:**

### **LOGON TO SECURELY SITE THROUGH CLEVER**

- Select Destination and wait for teacher approval
- Teachers and Staff may PRE ARRANGE passes for meetings or activities
- STUDENTS PLEASE BE SURE TO CHECK BACK IN TO CLASS UPON YOUR RETURN
- ANY STUDENT OUT OF CLASS FOR MORE THAN 8 MINUTES WILL BE FLAGGED IN THE SYSTEM

**Administration will monitor students using the Securely Hall Pass. Failure to use the Digital Hall Pass properly will result in the following:**

**1<sup>st</sup> offense: Warning. Documented in WVEIS**

**2<sup>nd</sup> offense: Two weeks of Restricted Travel**

**3<sup>rd</sup> offense: OSS or Saturday school**

## **DESS CODE**

### **STUDENTS MAY NOT WEAR TO SCHOOL:**

- muscle shirts
- spaghetti-strap tops
- halter tops
- shirts with open sides, lace or see thru clothing
- clothing the exposes excessive skin in the midriff area (chest to waist)
- hats, bandanas or hoodies on the head
- short-shorts or dresses
- holes in jeans or other clothing that show the groin, buttocks or undergarments
- slippers and/or blankets
- any clothing that is considered unsafe, dangerous, a health hazard, contains offensive or obscene symbols, slogans or words, ideas of questionable language or sexual morality, alcoholic or tobacco ads, or symbols that may represent gangs.
- gloves or chains, spiked collars, dog collars, choke chains, pocket or wallet chains.
- **STUDENTS ARE NOT PERMITTED TO CARRY BACKPACKS DURING THE SCHOOL DAY**

### **FAILURE TO COMPLY WITH THE DESS CODE**

- A student who is not dressed in an acceptable manner may be directed to modify his/her dress and grooming or will be requested to obtain proper clothing before returning to class. Students who fail to comply with the preceding regulation shall be sent home until the situation is corrected.
- When dress and grooming appear to endanger the safety of the students or interfere with the school's mission, as determined by the principal, further disciplinary action may result from failure to comply with dress restrictions.
- Habitual violation of the dress code will result in disciplinary action.

**You have a right to determine your own style of dress and grooming provided your appearance does not interfere with the health and safety of yourself or others and does not interfere with the educational process of the school.**

## DRIVING PRIVILEGES

**The application for a parking permit is located in the main office. The fee for a parking permit is \$40.** If your application is approved, you will receive a parking registration tag. All students must park in his/her assigned space and have their tag displayed in their vehicle. Any vehicle parked on school property must display the proper registration tag.

**Student parking is a privilege that can be revoked for disciplinary reasons, speeding or reckless driving in our campus or on Red Rider Road, excessive unexcused absences or excessive and habitual violations of school rules. Any student who leaves campus or goes to his/her car without permission will have parking privileges revoked. If a parking permit is revoked, no refunds will be given.**

**CAREER CENTER STUDENTS MUST RIDE THE SCHOOL BUS TO AND FROM THE CAREER CENTER.**

### **PARKING LOTS**

**ALL STUDENT DRIVERS ARE REQUIRED TO HAVE A PARKING PASS (\$40 FEE) AND MUST BE VISIBLE IN THE VEHICLE.** Student lots are located next to the football practice field and the track. At no time should students park adjacent to the school building (curbs against buildings).

Failure to comply with these parking regulations can result in the towing of the student vehicle from the premises and revocation of parking privileges. Loss of driving privileges will result with continued infractions involving your car or parking violations.

**FAILURE TO OBTAIN AND DISPLAY A PARKING TAG CAN RESULT IN SCHOOL DISCIPLINE, LOSS OF PARKING PRIVILEGES AND/OR THE VEHICLE BEING TOWED.**

## FREEZE TIME

Teachers will recognize that the first 5 minutes of class and the last 5 minutes before the dismissal bell rings are FREEZE TIME.

**STUDENTS ARE NOT PERMITTED IN THE HALLWAYS AND TO THE RESTROOM DURING FREEZE TIME**

## GRADUATION REQUIREMENTS

### CORE REQUIREMENTS FOR GRADUATION

The following are the graduation requirements for students in Hancock County. Students are required to complete 24 credits to graduate.

#### **Credits Required: 24 (26 starting the Class of 2028)**

**Math:** 4 credits

**Science:** 3 credits (*4 science credits if planning on attending a 4-year university*)

**English Language Arts:** 4 credits

**Social Studies:** 4 credits

**Physical Education:** 1 credit

**Fine Arts:** 1 credit (*Theater, Art, Dance, Band, Choir, Music Appreciation, Film Studies, or Acting/Performance*)

**Health:** 1 credit

**Personal Finance:** 1 credit (**Starts with the Class of 2028**)

**Career Concentration Elective Courses:** 6 credits

**World Languages** (Spanish & ASL): 2 credits

(of the same language if planning on attending a 4-year university)

### JOB SHADOWING

Job shadowing is completed and form is signed and returned.

- ***Job Shadowing information is available in the Guidance or Main Office.***
- *WV Senate Bill 300 requires that all students have at least one job shadowing work-based experience before they graduate.*
- *Students must do their own planning and coordinating for their job shadowing, work-site experience.*
- ***Students that are a CTE completer are exempt from completing the Job Shadowing requirement as the CTE course is considered a “simulated workplace.”***
- *The job shadowing experience may require a student to leave school early or miss the entire day. In order for a school approved absence to be given, the participant and permission form must be turned into the attendance office.*

### OTHER REQUIREMENTS

- **No student will walk in the Graduation ceremony unless ALL credit requirements and work/assignments are completed by the senior deadline in May.**
- **Students are required to attend the Graduation practice in May (Senior Recognition Assembly).**
- **All school debts, school supplies (books, iPad & charger, uniforms, etc.) must be turned in in order to walk in the Graduation ceremony. A diploma will not be given until all the above are taken care of.**

### CAP AND GOWN

- A Josten's representative will visit seniors to order caps/gowns, announcements, etc. during the fall semester. Students will order their gap/gown online at [www.jostens.com](http://www.jostens.com).
- **Please be aware the failure to order by the Josten's deadline will result in a price increase.**
- **Females wear RED and Males wear BLACK**

## ACADEMIC AND ORGANIZATION CORDS

The ONLY academic and organization cords that students may wear with their cap & gown are as follows:

- National Honors Society
- National Technical Honors Society
- FASFA

## TRANSCRIPTS

All student transcripts will be available through [www.parchment.com](http://www.parchment.com) Students are to see the counselors to obtain a code to register for *Parchment*.

## GRADES – EDUCATIONAL SERVICES

When averaging grades for report cards, the following grade scale will be used:

| GRADE | PERCENTAGE | NON-WEIGHTED GRADES | WEIGHTED GRADES |
|-------|------------|---------------------|-----------------|
| A     | 90-100     | 4.0                 | 5.0             |
| B     | 80-89      | 3.0                 | 4.0             |
| C     | 70-79      | 2.0                 | 3.0             |
| D     | 60-69      | 1.0                 | 2.0             |
| F     | 0-59       | 0.0                 | 0.00            |

*Plus and minus signs are not used on report cards.*

*Unresolved incomplete grades become F's after 10 days.*

- ❖ **VIRTUAL SCHOOL** – Students have the option to complete classes online. Student must be in “good school standing” and not failing any classes in order to enroll in online classes. Students must follow the Hancock County Schools deadline. **Virtual school enrollment only occurs at the start of the school year.**

**ANY STUDENT TRYING TO ENROLL AFTER THE DEADLINE WILL BE INELIGIBLE TO ENROLL ONLINE AND MUST ATTEND SCHOOL IN-PERSON.**

- ❖ **SUMMER SCHOOL** – If a student is missing or failing credits in order to graduate, summer school will be offered free of charge. Students must attend each day until classes are passed and completed. **Once the class is completed, the student will earn back the CREDIT for the failed class NOT the GRADE on their transcript.** More details will be given in May.
- ❖ **WEIGHTED GRADES** - Advance Placement and Dual Credit Courses for which high school credit is to be awarded will be calculated using the weighted grade scale above.
- ❖ **MIDDLE SCHOOL COURSES THAT EARN HS CREDIT**- These ARE counted in the final High School GPA.

## GRADE LEVEL STATUS

Grade levels are based on credits earned and are evaluated and updated at the end of each school year.

**Freshman:** 0-6 credits earned  
**Junior:** 12.5-18 credits earned

**Sophomore:** 6.5-12 credits earned  
**Senior:** 18.5 credits earned

## HALLWAYS & CONNECTORS

Students are to go directly to their classroom when the bell rings. Students are not to congregate or block traffic in halls, connectors, entry-ways, or exits. Loitering in the halls is not permitted. There is to be no running or pushing in the halls/connectors. Please maintain student travel to the right side of all walkways, halls, and connectors. When approaching double doors use the right-side door at all times.

## HONORS

Designations are *Highest Honors*, *High Honors*, and *Honors* and will be made on the student's diploma for those who met the criteria. As per County Policy IKFB, Highest Honors will be recognized at Commencement and Senior Recognition in alphabetical order. **THE GRADE POINT AVERAGE (GPA) FOR EARNING GRADUATION HONORS RECOGNITION WILL BE BASED ON THE TOTAL CREDITS EARNED BY THE END OF THE FINAL YEAR OF THE STUDENTS' SENIOR YEAR.**

### REQUIREMENTS

- **Highest Honors:** Graduates with a GPA of 4.0 or above and take at least one AP/Dual-credit class.
- **High Honors:** Graduates with a GPA between 3.7 and 3.99 inclusive.
- **Honors:** Graduates with a GPA of 3.4 and 3.69 inclusive.

### NATIONAL HONOR SOCIETY

Students must have a cumulative GPA of 3.5 (not rounded up), possess good character (in and out of school), may not have internal suspension, out-of-school suspension and/or Saturday school and belong to two (2) clubs, organizations or WVSSAC sanctioned sports.

### NATIONAL TECHNICAL HONORS SOCIETY

Membership in the Society and the local NTHS Chapter shall be composed of students enrolled in workforce education programs or majors, and who qualify for membership according to the regulations of the NTHS national office and the local chapter. Members may be from any and/or all occupational departments, programs or majors within the institution and must have been duly approved by the local chapter advisor or school administration. Membership selection shall be made, at all times, without regard to race, religion, color, national origin, sex, sexual orientation, gender, gender identity or expression, age, disability, genetic information, political affiliation, veteran's status, or other protected class of the individual candidate for membership.

Individuals under consideration as candidates for the Society, shall meet, at minimum, the following national membership criteria:

- Candidate must be a secondary or postsecondary student participating in a CTE pathway, program, major or coursework.
- Candidate must maintain a minimum overall 3.0 unweighted GPA
- Candidate must have completed 2 or more classes in the same CTE Pathway and be on course to be considered a completer.
- Candidate must be compliance with the attendance policy. Less than 5 unexcused absences & less than 5 tardy unexcused.
- Active involvement in NTHS activities.
- 10 hours of community service
- Any student that meets the national and local membership criteria may be eligible for membership regardless of their year in school.

## IMMUNIZATIONS

In order to start 12<sup>th</sup> grade, the state requires proof of the following:

- one dose of a Tdap (tetanus, diphtheria, acellular pertussis) vaccination.
- a dose of MCV4 (meningococcal/meningitis) vaccination after the age of 16.

All students progressing to grade 12 **should** have on file before the first day of school a record of a HealthCheck (physical) screening or other comprehensive health screens comparable to the HealthCheck protocol. All screening forms shall be signed and dated by the child's licensed health care provider and completed within the prior 12 months. All students progressing to grade 12 **should** have a record of an oral health examination record on file before the first day of school. All examination forms shall be signed and dated by the student's dentist within 12 calendar months.

**Without proof of these required vaccinations, the student WILL NOT be permitted to start 12<sup>th</sup> grade or participate in any activities until proof of vaccination is received and reviewed.**

## GUIDELINE FOR STUDENT BEHAVIOR

### WV Policy 4373: Expected Behavior in Safe & Supportive Schools

#### Levels of Intervention

School staff must respond immediately and consistently to any behavior that disrupts the learning environment in a manner that effectively deters future incidents and affirms respect for individuals. The levels shown below guide school staff to use progressive discipline to change student behaviors. For serious violations, interventions/consequences may begin at a higher level.

#### Inappropriate Behavior Levels

The following behaviors have been assigned severity levels based on their nature. It is important for the principal to evaluate behaviors with a holistic and developmentally appropriate approach. The principal may change a Level 1,2, or 3 behavior level in WVEIS if the circumstances dictate it. If a behavior level is changed, the principal shall document in the WVEIS discipline referral the reason as to why the level was changed. Level 4 behaviors are defined in W.Va. Code §18A-5-1 and shall not be changed.

**Level 1: Minimally Disruptive Behaviors** disrupt the educational process and the orderly operations of the school but do not pose a direct danger to self or others

| Behavior                                      | Definition                                                                                                                                                   |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cheating                                      | Plagiarizing or copying the work of others or breaking rules to gain advantage in a competitive situation. Interventions could result in academic sanctions. |
| Cell Phone Violation                          | Not adhering to classroom, school, or county rules or <a href="#">policies regarding the use of cell phones</a> , tablets, or other electronic devices.      |
| Deceit                                        | Deliberately concealing or misrepresenting the truth, deceiving another, or causing another to be deceived by false or misleading information.               |
| Disruptive Conduct                            | Exhibiting behavior that violates classroom/school rules and results in distraction and/or obstruction of the educational process.                           |
| Failure to Serve Detention                    | Failing to serve an assigned detention of which the student and/or parent or guardian have been notified.                                                    |
| Inappropriate Appearance                      | Dressing or grooming in a manner that is in violation of the county board of education's <a href="#">dress code policy</a> .                                 |
| Inappropriate Display of Affection            | Engaging in inappropriate displays of intimate affection, such as kissing or embracing.                                                                      |
| Possession of Inappropriate Personal Property | Possessing personal property that is prohibited by school rules or that is disruptive to the educational process.                                            |
| Skipping Class                                | Failing to report to the student's assigned class or activity without prior permission, knowledge, or excuse by the school or by the parent or guardian.     |
| Tardiness                                     | Failing to be in his/her place of instruction at the assigned time without a valid excuse.                                                                   |
| Unauthorized Zone                             | Accessing a prohibited area of the school or campus.                                                                                                         |
| Vehicle Parking Violation                     | Engaging in improper parking of a motor vehicle on school property.                                                                                          |

**Level 2: Disruptive and Potentially Harmful Behaviors** disrupt the educational process and/or pose potential harm, danger, or educational detriment to self and/or others. The behavior is committed willfully but not in a manner that is intended maliciously to cause harm or danger to self and/or others

| Behavior                                                                                             | Definition                                                                                                                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Disruptive/Disrespectful Conduct                                                                     | Exhibiting behavior that violates classroom/school rules and results in distraction and/or obstruction of the educational process.<br>Conduct is considered disruptive and disrespectful when the student fails to comply with redirection in a discourteous, rude, impolite, or bad-mannered way. |
| Habitual Violation of School Rules or Policies                                                       | Persistently refusing to obey the reasonable and proper orders or directions of school employees, school rules, or policies. Violations of school rules or policies shall be considered to be habitual when a student has had three or more previous discipline referrals for such violations.     |
| Insubordination                                                                                      | Ignoring, refusing to comply with directions, or a general unwillingness to cooperate with instructions given by school authorities.                                                                                                                                                               |
| Leaving School Without Permission                                                                    | Leaving the school building, campus, or school activity without permission from authorized school personnel.                                                                                                                                                                                       |
| Physical Fight Without Injury                                                                        | Engaging in a physical altercation using blows with intent to harm or overpower another person or persons.                                                                                                                                                                                         |
| Possession of Imitation Weapon                                                                       | Possessing any object fashioned to imitate or look like a weapon.                                                                                                                                                                                                                                  |
| Possession of knife not meeting the definition of a dangerous weapon set forth in W.Va. Code §61-7-2 | Possessing a knife or knife-like implement under 3 ½ inches in length                                                                                                                                                                                                                              |
| Profane Language/Obscene Gesture/Indecent Act Toward an Employee or a Student                        | Directing profane language, obscene gestures, or indecent acts towards a school employee or a fellow student. This includes, but is not limited to verbal, written, electronic, and/or illustrative communications intended to offend and/or humiliate.                                            |
| Technology Misuse                                                                                    | Violating W.Va. 126CSR41, Policy 2460, Educational Purpose and Acceptable Use of Electronic Resources Technologies and the Internet.                                                                                                                                                               |
| Reckless Conduct                                                                                     | Creating an unsafe environment through actions that are not intentionally directed towards someone. Carelessly throwing a door open, shoving a chair or other object that inadvertently strikes or nearly strikes another would both be examples of reckless conduct.                              |

**Level 3: Severely Disruptive, Imminently Dangerous, Illegal, and/or Aggressive Behaviors** are willfully committed and are known to be illegal and/or harmful to people and/or property. (Specific behaviors are outlined in W.Va. Code §18A-5-1a(c) and the principal shall address these inappropriate behaviors accordingly.)

| <b>Behavior</b>                    | <b>Definition</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Battery Against a Student          | Injuring another student unlawfully and intentionally.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Disruptive/Defiant Conduct         | Exhibiting escalating behavior that violates classroom/school rules, resulting in distraction and obstruction of the overall educational process. Conduct becomes defiant when the student refuses to comply with any redirection and will not obey the directives they have been provided, responding in an aggressive or insubordinate manner.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Defacing School Property/Vandalism | Defacing or damaging property of the school or others. Actions such as writing in school textbooks or library books, writing on desks or walls, carving into woodwork, desks, or tables and spray-painting surfaces are acts of defacement. Examples of damage to school property include, but are not limited to, ruining bulletin boards, intentionally clogging the plumbing system, breaking light bulbs or fixtures, and damaging school equipment to the point where repair is necessary.                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| False Fire Alarm                   | Setting off a fire alarm knowingly and willingly without cause.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Fraud/Forgery                      | Deceiving another or causing another to be deceived by false or misleading information or signing the name of another person in order to obtain anything of value or defrauding authorities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Gambling                           | Engaging in any game of chance or contest wherein money or other items of monetary value are awarded to the winner, except for those games and contests authorized as official school functions.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Gang Related Activity              | <p>Using violence, force, coercion, threat of violence, or engaging in gang activity that causes disruption or obstruction to the educational process. Gangs are defined as organized groups of students and/or adults who engage in activities that threaten the safety of the general populace, compromise the general community order, and/or interfere with the school county's educational mission.</p> <p>Gang activity includes:</p> <p>wearing or displaying any clothing, jewelry, colors, or insignia that intentionally identifies the student as a member or otherwise symbolizes support of a gang.</p> <p>using any word, phrase, written symbol, or gesture that intentionally identifies a student as a member or otherwise symbolizes support of a gang.</p> <p>gathering of two or more persons for purposes of engaging in activities or discussions of promoting gangs.</p> <p>recruiting student(s) for gangs.</p> |
| Harassment/Bullying/Intimidation   | <p>W.Va. Code §18-2C-2 defines harassment, intimidation, or bullying as any intentional gesture, or any intentional electronic, written, verbal, or physical act, communication, transmission, or threat that:</p> <p>a reasonable person should know will have the effect of harming a student, damaging a student's property, placing a student in reasonable fear of harm to his/her person, and/or placing a student in reasonable fear of damage to his/her property.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                             | <p>Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or emotionally abusive educational environment for a student.</p> <p>Disrupts or interferes with the orderly operation of the school and/or educational process.</p> <p>An electronic act, communication, transmission, or threat includes, but is not limited to one which is administered via telephone, computer, pager, or any electronic or wireless device and includes but is not limited to transmission of any image or voice, email, or text message using any such device.</p> <p>Acts of harassment, intimidation, or bullying that are reasonably perceived as being motivated by any actual or perceived differentiating characteristic, or by association with a person who has or is perceived to have one or more of these characteristics, shall be reported using the following list: race, color, religion, ancestry, national origin, gender, socioeconomic status, academic status, gender identity or expression, physical appearance, sexual orientation, mental/physical/developmental/sensory disability, or other characteristic.</p> <p>When harassment, intimidation, or bullying are of a racial, sexual, and/or religious/ethnic nature the above definition applies to all cases whether they involve students, staff, or the public.</p> <p>Detailed definitions related to inappropriate behavior of this nature are as follows.</p> |
| Sexual Harassment           | <p>Sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature when submission to the conduct or communication is made a term or condition either explicitly or implicitly, of obtaining an education; or submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's education; or that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's education by creating an intimidating, hostile, or offensive employment or educational environment.</p> <p>Amorous relationships between county board of education employees and students are prohibited, pursuant to <a href="#">W.Va.</a> Code §61-8B-11b.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Racial Harassment           | Physical verbal, or written conduct relating to an individual's race when the conduct has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment; or otherwise adversely affects an individual's academic opportunities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Religious/Ethnic Harassment | Physical, verbal, or written conduct related to an individual's religion or ethnic background when the conduct has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Sexual Violence             | Physical act of aggression or force or the threat of which involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts include the primary genital are, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas. Sexual violence may include, but is not limited to: touching, patting, grabbing, or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex; coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts; coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse on another or threatening or forcing exposure of intimate apparel or body parts by removal of clothing.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Racial Violence             | Physical act of aggression or assault upon another because of or in a manner reasonably related to race.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Hazing                      | Hazing or conspiring to engage in the hazing of another person. Hazing means to cause any action or situation which recklessly or intentionally endangers the mental                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

|                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                | or physical health or safety of another person or persons, to destroy or remove public or private property for the purpose of initiation or admission into or affiliation with or as a condition for continued membership in any activity or organization including both co-curricular and extra-curricular activities.                                                                                                                            |
| Imitation Drugs: Possession, Use, Distribution or Sale         | Possessing, using, distributing, or selling any substance that is expressly represented or implied to be a controlled substance or to simulate the effect and/or the appearance (color, shape, size, and markings) of a controlled substance.                                                                                                                                                                                                      |
| Improper or Negligent Operation of a Motor Vehicle             | Operating a motor vehicle intentionally and recklessly on the grounds of any educational facility, parking lot, or at any school-sponsored activity which endangers the safety, health, or welfare of others.                                                                                                                                                                                                                                      |
| Inhalant Abuse                                                 | Deliberately inhaling or sniffing common products found in homes, schools, and communities with the purpose of intoxication. The action may be referred to as huffing, sniffing, dusting, and/or bagging.                                                                                                                                                                                                                                          |
| Larceny                                                        | Taking another person's property or having another person's property in his/her possession without permission. Property valued at \$1,000 or more will increase this behavior to a Level 4 because it is considered a felony in accordance with W.Va. Code §61-3-13.                                                                                                                                                                               |
| Possession/Use of Substance Containing Tobacco and/or Nicotine | Possessing, using, or being under the influence of any substance containing tobacco and/or nicotine or any paraphernalia intended for the manufacture, sale, and/or use of tobacco/nicotine products in any building/area under the control of a county school system, including all activities or events sponsored by the county. This includes any electronic cigarette or vaporizing device; regardless of whether or not it contains nicotine. |
| Sexual Misconduct                                              | Exposing himself/herself publicly and indecently, displaying or transmitting any sexually explicit media including, but not limited to drawings, photographs, animations, or videos of a sexual nature on school property, on a school bus, or at a school-sponsored event.                                                                                                                                                                        |
| Threat of Injury/Assault Against an Employee or a Student      | Threatening (verbal or written) or attempting to injure another student, teacher, administrator, or other school personnel. (This includes assault on a school employee defined in W.Va. Code §61-2-15).                                                                                                                                                                                                                                           |
| Trespassing                                                    | Entering the premises of county school system property, other than the assigned time and the location without authorization from proper school authorities.                                                                                                                                                                                                                                                                                        |

**Level 4:** Safe Schools Act Behaviors are defined in W.Va. Code §18A-5-1 and §18A-5-1a. These laws require that the principal, county superintendent, and county board of education address Level 4 behaviors in a specific manner as outlined in W.Va. Code §18A-5-1a and paraphrased in this chapter. W.Va. Code §18A-5-1 and §18A-5-1a require mandatory out-of-school suspension by the principal and mandatory expulsion for a period of not less than 12 consecutive months by the county board of education for possession of a deadly weapon, battery on a school employee, or sale of a narcotic drug.

| Behavior                                         | Definition                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Battery on a School Employee                     | <p>A student will not commit a battery by unlawfully and intentionally making physical contact of an insulting or provoking nature with the person of a school employee or causing physical harm to a school employee as outlined in W.Va. Code</p> <p><b>§61-2-15. A student who violates this code section shall be suspended and expelled.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Felony                                           | <p>A student will not commit an act or engage in conduct that would constitute a felony under the laws of this state if committed by an adult as outlined in W.Va. Code §18-A-5-1a(b)(i). Such acts that would constitute a felony include, but are not limited to, arson as outlined in W.Va.</p> <p>Code §61-3-1; malicious assault and unlawful assault, as outlined in W.Va. Code §61-2-9; bomb threat, as outlined in W.Va. Code §61-6-17; sexual assault, as outlined in W.Va. Code</p> <p>§61-8B-3; terrorist act or false information about a terrorist act, hoax terrorist act, as outlined in W.Va. Code §61-6-24; and grand larceny, as outlined in W.Va. Code §61-3-13. <b>The principal shall suspend a student from school and from transportation if the principal determines the student committed an act or engaged in conduct that would constitute a felony. The principal shall request that the superintendent recommend to the board that the student be expelled.</b></p> <p><b>*Threats of mass or whole school violence, including but not limited to, school shootings or gun violence shall be considered a felony in WVEIS.</b></p>                                                                                                                                                         |
| Illegal Substance Related Behaviors- Narcotic    | <p>A student will not sell, possess, or distribute a narcotic drug as defined in W.Va. Code §60A-1-101 on the premises of an educational facility, at a school-sponsored function, or on a school bus. <b>A student guilty of this behavior shall be suspended and expelled.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Illegal Substance Related Behaviors- Nonnarcotic | <p>A student will not unlawfully possess, use, be under the influence of, distribute, or sell any substance containing alcohol, over-the-counter drugs, prescription drugs, any other substance included in the Uniform Controlled Substances Act as described in W.Va. Code §60A-1-101, et seq., or any paraphernalia intended for the manufacture, sale, and/or use of illegal substances in any building/area under the control of a county school system, including all activities or events sponsored by the county school district. This includes violations of W.Va. 126CSR25A, Policy 2422.7, Standards for Basic and Specialized Health Care Procedures and Standards for the Possession and Use of Medical Cannabis by a Student, and instances of prescription drug abuse (Policy 2442.7). This also includes the possession, use, or distribution of electronic cigarettes or vaporizing devices that possess any level of THC, or its derivative. <b>The principal shall suspend a student from school and/or from transportation and may recommend expulsion for possession of a controlled substance governed by the Uniform Controlled Substance Act. The principal determines consequences for other violations listed herein. *Provisions for medical cannabis can be found in Policy 2422.7.</b></p> |

## LOCKERS

New lockers were purchased in 2023. Each student is assigned a locker and corresponding locker combination.

Students are expected to follow the procedures below:

- Students are expected to keep their locker clean and orderly.
- Stickers are not be placed on or inside the locker.
- Master locks, combo locks, or zip strips are not permitted on lockers.
- **Any damage to the locker will result in restitution.**
- **The lockers are school property and are subject to inspection, announced or unannounced.**

**IT IS AGAINST SCHOOL POLICY TO SHARE A LOCKER. A STUDENT WILL NOT BE ALLOWED ENTRY INTO A LOCKER NOT ASSIGNED TO THEM.**

### GYM LOCKERS

Gym lockers do not have a lock. Students are encouraged to bring their own lock to secure their personal belongings. **Valuables must be given to the teacher to secure from theft or left at home.** Weir High School Administration discourages all students from leaving valuables in the locker room or anywhere in the school. At no time should students leave their belongings on the benches in the locker room.

### LOCKER REPAIRS

**If you are having a problem with your locker, please have your 1<sup>st</sup> block teacher email the main office secretary.**

## MAKE-UP WORK

Students will have the opportunity to make up work. The following provisions will be made:

- ❖ **It is the responsibility of the student upon returning to school to contact the teacher for make-up work and to complete all work within the time period allotted.**
- ❖ It is the responsibility of each teacher to provide make-up work and to inform students of the procedures to be followed in obtaining and completing work.
- ❖ **A student shall be given the number of days missed to complete all make-up work.** (Example: A student that misses 2 days of school will be given two (2) days to complete make-up work.) **5 days will be the maximum number of days allowed to complete make-up work.**
- ❖ If a student arrives late to school, he/she is responsible for contacting the teacher that day to take any test scheduled or submit any work due that day.
- ❖ Failure of the student to contact the teacher or make up the work within the time allotted will result in a "0" grade for work not completed.

## MID-TERM & FINAL EXAMS

The state of WV requires comprehensive mid-term/final exams. Hancock County offers an incentive for excellent attendance.

### CRITERIA FOR MID-TERM/ FINAL EXAM EXEMPTION

1. 2 or less days missed
2. Only exemptions are: failure of bus to run, school sponsored event and death in immediate family
3. Have to have a C in the class- if D or F, must take exam, regardless of absences
4. 3 tardy or early dismissals in any given class **equals an absence**
5. Parent/Guardian must sign a permission slip exempting the student from the exam

*For the purpose of determining who is required to take the mid-term/final, three (3) tardy unexcused or early dismissals in any class will count as one absence in that class.*

Any mid-term/final exam taken as an option, will not negatively affect the final grade in the class. **However, this provision does not exempt students from End of Course Exams (EOCE) where it may be REQUIRED. This may include honors, AP, Dual Credit or CTE Classes**

**MID-TERMS/FINALS WILL NOT BE GIVEN EARLY.** Students are required to take their mid-terms/finals on the day(s) designated by the Board of Education. If the student does not show up for the mid-term/final, the student will receive a zero.

### ABSENCES THAT DO NOT COUNT:

The following absences do not count toward mid-term/finals exemptions:

- School-sponsored activities (X1),
- college visits-2 days (X1),
- job shadowing-1 day (X1),
- late or non-running buses (B1) or
- a death in the immediate family (D1)

**However, NO other excuse (excused or unexcused), will be accepted for determining which students are required to take the mid-term/final exams.**

**VACATIONS WILL NOT BE EXCUSED!**

## PERSONAL COMMERCE

Weir High School has fundraisers and sells items to support various clubs, organizations and school athletic teams. This commerce is authorized by our administration and the athletic/activities director. At no time is any student permitted to sell any product, service or item in the school, through the school or using the school as its business associate.

## PERSONAL DELIVERIES

**Weir High School will not allow any deliveries of any kind to the school other than needed medication, academic supplies and work.**

This includes food, sporting equipment, or other types of items. Parents/Guardians of athletes will need to work with their coaches if there are items that need to be brought for practices or contests. Please be aware that any items other than medications and required academic supplies/work will not be allowed in. Students will not be called out of class to retrieve items. Students will be able to get the items during transition times.

**Delivery of food and/or beverages from outside establishments are not permitted during school hours.**

## POOR SCHOOL STANDING

Our top priority is for our students to have a quality education to earn their diploma. Weir HS offers activities inside and outside of school to promote school pride and social interaction. Students are to be in “good school standing” in order to participate in these activities. Extra-curricular activities are considered a privilege and students have the opportunity to participate in these activities as long as attendance, behavior and academics are satisfactory.

**Students will be placed on Poor School Standing for the semester for the following reasons:**

- **5 or more unexcused absences per semester.**
- **Failing 2 or more subjects:** *A grade report will be reviewed by administration to determine academic status.*
- **Excessive discipline.**

**A student who is on Poor School Standing may not participate in the following activities for the semester: Field trips, pep rallies, assemblies, dances and designated club activities.**

Upon being placed on Poor School Standing, the student will have the opportunity to appeal their case in front of a faculty panel. The panel will consist of 3-5 members represented by school administrators and representatives chosen by the faculty senate. The following procedures must be followed in order to request an appeal:

1. *The student must bring in the letter requesting a meeting no later than 5 days after the date on the letter.*
2. *The panel will set up a meeting with the student.*
3. *Student may submit evidence on how they have shown improvement*
4. *After the meeting, the panel will determine if the student will be taken off or remain on PSS.*

**Our goal is for students placed on PSS to be motivated to get back on the right track at school.**

## RESPONSES TO INAPPROPRIATE STUDENT BEHAVIOR

For complete policy and responses to inappropriate student behavior, please refer to Hancock County Board of Education [WV Policy 4373](#).

### RESTRICTED TRAVEL

Any student roaming the hallways, taking long periods of time out of the classroom and not using the digital hall pass correctly, may be placed on Restricted Travel.

When a student is placed on Restricted Travel, the student's teacher must call an administrator to get permission to leave the classroom.

### SAFETY

#### ALICE

In the event of an emergency, WHS will address an ALICE Lockdown situation.

**ALERT**  
**LOCKDOWN**  
**INFORM**  
**COUNTER**  
**EVACUATE**

#### CLOSING OF SCHOOL

When school is closed because of snow or for other emergency reasons, students and parents are notified by *School Messenger*. *School Messenger* is an automated system furnished by the HCBOE that notifies students and parents of such occasions. If you want to be left off of the *School Messenger* service or not receiving these messages, please contact the main office.

#### CLOSED CAMPUS

- Students are to report directly to their assigned classes when arriving in the morning.
- Once a student arrives on campus he/she is not to leave the school grounds till the end of the day. If a student needs to be excused from school day for any reason, the parent/guardian must check the student out through the main office (*refer to page 9 for more details*).
- Upon dismissal, students must leave the building immediately, unless reporting to extracurricular activities.
- Students are permitted to participate in extracurricular activities only when under direct supervision of staff members.
- Students, including JDRCC students are not permitted to go to their cars during the school day. Students are to travel between buildings via the interior corridors.
- No student is permitted to leave the building to change classes.
- **Never open doors any outside doors for anyone. All visitors MUST sign in at the main office and have on the yellow badge provided by the school.**
- **Anyone that does not have a visitor badge or staff ID are to be reported immediately to a staff member.**

## **FIRE DRILLS AND EMERGENCY EVACUATION**

Fire drills are required by law and will be conducted as needed. An emergency evacuation map is posted in each classroom. Teachers will review the plan at the beginning of each school year. The signal for a fire drill is the continuous fire horn or lights. At the sound of signal, students should move quickly and orderly by the prescribed route, to the nearest exit and remain 50 feet from the building until the all clear signal. The teacher in each classroom will stay with them, account for all students and give the instructions. Upon re-entering the building, students will report directly back to their assigned class.

## **PREVENTION RESOURCE OFFICE (PRO)**

A trained uniformed police officer is placed in the high school setting with the following goals in mind: problem solver and liaison to community resources; educator; safety specialist and law enforcer. The PRO's office is located in B-building. In addition, the PRO can be reached by phone 304-748-7600 ext. 2212.

## **THREATS**

Threats (verbal, electronic, and/or physical) will not be tolerated at Weir High School to students or staff members. Threats will be dealt with according to the Safe Schools Act and the WV Student Code of Conduct. The Weir High School Administration will contact local police authorities when threats occur.

## **VISITORS**

The school policy is to accept only those visitors who have legitimate business at the school. Guests and visitors must show a driver's license or other photo I.D. and must leave their keys with the secretary upon registration in the Main Office. **ALL VISITORS MUST SIGN IN/OUT ON THE FORM IN THE MAIN OFFICE. IN ADDITION, EACH VISITOR IS REQUIRED TO WEAR A BADGE TO SHOW STAFF AND STUDENTS.** Unauthorized persons will be asked to leave; if they do not comply, law officials will be notified.

**ALL VISITORS MUST RING THE BELL LOCATED ON THE RIGHT SIDE OF THE DOOR, SHOW THEIR ID AND STATE WHY THEY NEED TO BE IN THE BUILDING.**

## **SERVICES**

### **GUIDANCE**

Your counselors will act as a facilitator in the decision-making process: explaining curriculum; describing course content; interpreting achievement and aptitude test scores; advising you of various colleges and careers; helping you assess your needs and interest; and assisting you to develop an educational plan that will help you achieve your goals. The purpose of the guidance program is to help each individual student achieve his/her best academically, mentally, emotionally and socially. The counselors will work with parents/guardians, teachers, and administrators to help students adjust and succeed in school.

**You can meet/schedule an appointment with your counselor during the following times:**

- **before school starts,**
- **between class changes or**
- **during your lunch to arrange an appointment.**

*Visitation by College Representatives / Scholarship Opportunities* - Representatives of colleges are scheduled to visit Weir High School throughout the school year. Contact the counselors for more information.

## **HOMEBOUND INSTRUCTION**

Homebound instruction is provided for students unable to attend school because of physical or psychological needs. Homebound instruction is provided only when accommodations cannot be made by providing a reduced day schedule and/or modifications in the classrooms. **Homebound instruction must be applied for through Mr. Wiley, Assistant Principal. After the proper documentation is given, approval will be determined by the Director of Student Services.**

## **LOST & FOUND**

All articles found in classrooms and halls are placed in the *Lost and Found*, located in the Assistant Principal's Office. It is the student's responsibility to check for lost articles in the office. It is recommended to mark all personal items with the student's name.

**Students should not bring valuables to school. It is not the responsibility of Weir High School for lost or stolen property.** Please note that Weir High School does not provide insurance against theft or loss of personal property and cannot reimburse students for such losses. **You should be well advised NOT to bring valuables or large amounts of money to school.**

**The school is not responsible for lost or stolen valuables.**

## **OBTAINING ADDITIONAL ASSISTANCE WITH SCHOOL WORK**

- ❖ **After-School Tutoring** - Contact your teacher to schedule an appointment for extra help during lunch, before school or after school based on availability of the teacher.
- ❖ **National Honor Society Tutoring** – peer tutoring is available for students during their lunch period. Tutoring takes place in the library and students can sign up with their guidance counselor.
- ❖ **Classwork/Homework Request** - Classwork/Homework will be available through TEAMS. Students are to contact their teacher's through TEAMS to request work.

## **SCHOOL NURSE**

Students may consult with the school nurse for **school related illnesses and accidents**. The nurse's office is located in the gym lobby where a schedule is posted as well as in the main office. School related injuries and accidents are to be immediately reported to your teacher, school nurse or principal. All prescription and over-the-counter medications are to be brought directly to the office or school nurse and must be accompanied by the required medication form. **Students are not permitted to carry any medication or take any medication at school without doctor orders. Contact the school nurse at 748-7600 ext. 2108 for questions, concerns or forms.**

**According to state law, staff cannot provide any over-the-counter pain relievers, antacids or allergy medicines. If needed, parents/guardian must bring their own over-the-counter medicine and give to the nurse.**

## **TEXTBOOKS & SCHOOL ISSUED IPADS**

Textbooks, iPads and iPad chargers are furnished by the Board of Education. Students are responsible for the proper treatment and care of these materials. Students taking dual credit college courses may be responsible for purchasing a textbook, depending on availability. All textbooks, iPads and iPad chargers will be returned at the end of the school year. If a student loses a textbook/iPad and/or charger, a debt will incur. Failure to pay the debt will result in students not participating in graduation and not receiving their diploma.

## SCHEDULING

### **CLASS LOAD**

All students at Weir High School must be registered for 8 credits each school year (except with express permission by BOE and principal). When registering, always list two alternate courses. These will be assigned when requested courses are not available. Please select these carefully, as they will not be changed on the schedule.

### **COURSE AVAILABILITY**

Course availability is dependent upon a preferred class size of at least 15 or more students in most courses. Courses with fewer than 15 students may not be offered. Staff availability may necessitate these classes not being offered.

### **COURSE PREREQUISITES & RECOMMENDATIONS**

Much attention is given to careful course selection and creating a master schedule which allows the greatest number of students the best schedule possible.

Weir High School operates under a Student/Parent/Guardian Informed Choice System or open registration, whereby the decision to enroll in any regular or honors program offered is the responsibility and the choice of the student and his/her parents or guardians. Some courses must be passed in a logical sequence; therefore, students must adhere to the designated prerequisites. **Give attention to the listed prerequisites and suggested grade levels of all courses, as students are not permitted to enroll in the second year of any course until they have successfully completed the first year of the course.**

**In addition to or in lieu of prerequisites, specific departmental recommendations are listed for certain courses. While these recommendations do not limit one's decision to enroll, the listed criteria are based on a professional assessment of characteristics of students who are generally successful in these courses. These recommendations should be carefully considered during registration.**

### **HONORS, DUAL CREDIT AND AP CLASSES**

Highly motivated students are encouraged to take honor Dual Enrollment and Advanced Placement (AP) courses while in high school. Students who register for these courses should expect an increased amount of work, both in school and after school hours, as well as more complex assignments. It is important for students registering for these courses to understand the fundamental differences between the two.

#### **How are honors courses different?**

- Honors courses are developed locally by teachers to meet the needs of accelerated and motivated students.
- Honors courses move at a quicker pace than a regular education course.
- Due to the swift pace, students will be expected to complete more reading and writing assignments at home.

#### **How are dual credit courses different?**

- Application, placement test, and course fee required through WVNCC. The cost for a 3 credit class is \$195.

## How are Advanced Placement (AP) courses different?

- AP courses are instructed at a collegiate level and students are expected to complete collegiate level work.
- Students are encouraged to previously take honors courses in preparation to succeed in AP course level work.
- Course descriptions can be found on the College Board website in AP Central. <https://apstudent.collegeboard.org/apcourse>
- AP courses are reviewed and approved by the College Board.
- Students are encouraged to take the assigned AP test in May of the school year. The cost per exam is \$98.
- If students choose not to take the end-of-course AP exam, they will be required to the final exam.
- Passing scores of at least a 4 will allow students to receive college credit (see College Board website).

**PLEASE NOTE: If a student is not self-motivated, has attendance issues, or does not have the time to dedicate to the level of rigor required in these courses, the student and parent/guardian need to consider these factors when registering for honors, dual enrollment and/or AP.**

## MASTER SCHEDULE

The master schedule of course offerings is developed based on student needs and requests. Therefore, it is very important that students and parents/guardians carefully study the course offerings and choose those that will best meet their needs.

## SCHEDULE CHANGES

The school administration determines the number of sections of each subject to be taught and the number of teachers needed in each discipline based on student requests. Schedule changes will be reviewed by counselors and administrators. Changes will be granted only when absolutely necessary. Choose courses and alternate courses carefully.

1. A student wishes to attempt to balance his/her academic load. ***These requests will be considered on a "space available" basis.***
2. A student wishes to sequence a course. ***These requests will be considered on a "space available" basis.***
3. A student passes a course for which he/she assumed he/she would fail.
4. A student failed a course required for graduation.
5. Where possible, if a student failed a course, registered for the course again, and was assigned to the same instructor.
6. A student is missing a course/incomplete schedule.
7. **NO SCHEDULE CHANGES WILL BE MADE AFTER THE DAY 7<sup>th</sup> DAY OF SCHOOL. This includes Regular, Honors and AP courses.**

Students who fail a subject that is required for graduation and therefore must be repeated should contact the school immediately after receiving a final report card and make necessary schedule changes.

## **REFER TO THE PROGRAM OF STUDIES FOR REGISTRATION GUIDELINES**

Graduation requirements also include State-mandated Career Clusters and Majors. Each student will complete a **5-year plan** which will include the following:

- By the end of grade 8, choose a Career Cluster coinciding with his/her career goal.
- By the end of grade 10, choose a Career Major from his/her chosen Career Cluster.
- During grades 11 and 12, complete at least two (2) courses per year as outlined in his/her Career Major.

The following six Career Clusters are available:

|                      |                           |
|----------------------|---------------------------|
| Business/Marketing   | Health Services           |
| Digital Imaging      | Human Services            |
| Fine Arts/Humanities | Science/Natural Resources |

*A summary of the Career clusters and Career Majors can be found in the Programs of Study booklet.*  
**SHORT DAY SCHEDULING** (*application located in the Guidance office*)

**ONLY 12<sup>th</sup> grade students may apply for a short day schedule if the student:**

- is maintaining a 2.0 average in both core classes and career major classes.
- completed the application with the approval of his/her parent/guardian.
- Engaged in post-secondary study at an approved institution. The student must show verification of enrollment in two college courses.
- Become regularly employed as a full or part-time employee, or engage in the operation of a business venture or entrepreneurial enterprise.
- Engages in the fulfillment of spousal duties as either the husband or wife in a legal marriage.
- Actively participating in child-rearing activity as the father or mother of such a child.
- Participate in some activity or course of conduct which will, or is calculated to enhance the attainment of the student's personal goals.

**The student must complete an application and return the completed application to the school counselor. Upon approval of the principal, the application will be forwarded to the superintendent for board approval.**

## **SIMULATED WORKPLACE FOR CTE CONCENTRATIONS**

Each CTE pathway will participate in Simulated Workplace. Students will participate in activities that workers experience in the real workforce.

Students will complete the following:

- an application
- interview
- and random drug testing.

**These are real world skills required in obtaining a job in today's workforce.**

<https://wvde.us/simulated-workplace/>

## **WV VIRTUAL SCHOOL**

West Virginia Virtual School provides online courses for students when those courses are not available in their high school or if their schedule prevents them from taking a course associated with their college and career goals. Students who choose to take a virtual school course need to be motivated and skilled in time management in order to be successful. Courses which are on a semester status must be completed by the last day of the semester. Students shall complete year-long course requirements by the last day of school for students during the current school year.

It is the student's and parents'/guardians' responsibility to determine adequate progress is maintained during the course.

|                     |
|---------------------|
| <b>SOCIAL MEDIA</b> |
|---------------------|

Social Media is a big problem in high schools across the nation. Students and adults use social media for many beneficial uses. Unfortunately, at our level it is often used in inappropriate ways. Many of these social media conversations are done at times that are not within our school day and the issues are brought to the forefront in the school. Social media issues that are not school related, are not during school hours, and pertain to outside situations should not be issues within the school. Parents and students should contact the appropriate authorities before school administration. Bringing these issues into the school is inappropriate behavior. Social media posted during school hours on your cell phone, a school computer, iPad or another electronic device is inappropriate behavior and will be dealt with through the school discipline procedures. Please remember, social media posts can be used as evidence against you in a legal situation or a school matter, use this with great discretion outside of school time. Transmitting school events through social media are not permitted. Please realize that you may be invading someone's privacy, inadvertently transmitting school records, or breaking the law by using social media at Weir High School.

## STATE & BENCHMARK TESTING

To prepare for the state testing, all grade levels, with the exception of 12<sup>th</sup> graders will take a pre-test (September) and mid-test (January) and post-test (May) that mirrors the state SAT test. Teachers will be able to use the data from these tests to go over skills needed to prepare for the state test. During the spring semester, Weir High School will administer the SAT test to students in grade 11. **ALL grade 11 students are required to take this state-administered test.**

## TOBACCO/VAPE PRODUCTS

The use and/or possession of tobacco products, electronic and/or vapor cigarettes on school premises are strictly prohibited. **Any student that has possession and/or using a vape, electronic cigarettes or tobacco will be suspended for 3 days out of school and may be referred to law enforcement.**

In lieu of being suspended out-of-school for three days, Weir HS has partnered with Regional Youth Services Center, for students to take a Tobacco/Vape Cessation class. Student and parent/guardian that choose this option must complete the following:

- One day out-of-school suspension.
- Participate in a 4 course session. Every Wednesday for one hour (2:30-3:30pm) each week (4 times).
- Transportation will not be offered.

Students that fail to complete this program will be given two additional days of out-of-school suspension and charges from law enforcement.