

# CHASE

## High School



## Student Handbook

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## **ADMINISTRATION**

Principal - Mr. Kevin Bradley  
Assistant Principal - Mrs. Margaret McKinney  
Assistant Principal - Mrs. Julie Powell

## **Alma Mater**

*Hail to thee, our Alma Mater  
Proudly now you stand!  
You are honored by your students;  
You're a blessing to the land.  
May your glory never lessen;  
May your children e're be true.  
To CHASE High School and to her Trojans,  
To her colors - Gold and Blue!*

## **CHASE High School Vision**

All CHASE High School students will graduate prepared to be productive and competitive citizens in a global society.

## **CHASE High School Mission**

We will inspire lifelong learning and citizenship by enabling our students to read comprehensively, write logically, think critically, and act ethically thus preparing and enabling them to be competitive in a global society.

*The policies and information contained within the pages of the Student Handbook are not all-inclusive. Each school year, Rutherford County Schools Central Office publishes a Code of Student Conduct which outlines board policy related to student conduct both on and off campus, in addition to the rules and regulations contained in this handbook. Included in the Code of Student Conduct are the policies, guidelines, and appeals procedures of the school system. Students will have access to a copy of this information at the beginning of the school year. Students and parents should read and familiarize themselves with the information contained in the Code of Student Conduct of the Rutherford County Schools. All exceptions or deviations from the proceeding policies will rest solely at the discretion of the Principal and Assistant Principals. As situations dictate, changes in policies may be made during the school year.*

## **Schedules**

Student schedules consists of four ninety-minute class periods and one 25 minute advocacy period during the regular school day. Students take eight (8) courses each year, four (4) in the fall and four (4) in the spring.

### **Regular Schedule:**

7:50	First Bell
8:00 - 9:30	First Period
9:35 - 10:00	Trojans Excel
10:05 - 11:35	Second Period
11:40 - 1:40	Third Period
	<i>1st Lunch 11:40-12:08</i>
	<i>(2 min to get to class) Bell rings at 12:10 for them to start class and dismiss 2nd lunch. Their class time is 12:10-1:40.</i>
	<i>2nd Lunch 12:10-12:38</i>
	<i>(2 min to get back to class) Bell rings at 12:40 for them to start class and dismiss 3rd lunch. Their class time is 11:40-12:10 &amp; 12:40-1:40.</i>
	<i>3rd Lunch 12:40-1:08</i>
	<i>(2 min to get back to class) Bell rings at 1:10 for them to start class and dismiss 4th lunch. Their class time is 11:40-12:40 &amp; 1:10-1:40.</i>
	<i>4th Lunch 1:10-1:38</i>
	<i>(2 min to wrap up lunch) Bell rings at 1:40 for everyone to go to 4th period. Their class time is 11:40-1:10.</i>
1:45 - 3:15	Fourth Period

### **Pep Rally / Assembly Schedule:**

7:50	First Bell
8:00 - 9:30	First Period
9:35 - 11:05	Second Period
11:10 - 1:10	Third Period
	<i>1st Lunch 11:10-11:38</i>
	<i>2nd Lunch 11:40-12:08</i>
	<i>3rd Lunch 12:10-12:38</i>
	<i>4th Lunch 12:40-1:08</i>
1:15 - 2:45	Fourth Period
2:45 - 3:15	Pep Rally / Assembly

## **Delay Schedules:**

### **One Hour Delay:**

8:50	First Bell
9:00 - 10:20	First Period
10:25 - 11:45	Second Period
11:50 - 1:50	Third Period
	<i>1st Lunch</i> 11:50-12:18
	<i>2nd Lunch</i> 12:20-12:48
	<i>3rd Lunch</i> 12:50-1:18
	<i>4th Lunch</i> 1:20-1:48
1:55 - 3:15	Fourth Period

### **Two Hour Delay:**

9:50	First Bell
10:00 - 11:00	First Period
11:05 - 12:05	Second Period
12:10 - 2:10	Third Period
	<i>1st Lunch</i> 12:10-12:38
	<i>2nd Lunch</i> 12:40-1:08
	<i>3rd Lunch</i> 1:10-1:38
	<i>4th Lunch</i> 1:40-2:08
2:15 - 3:15	Fourth Period

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## **Policies, Rules, & Guidelines**

### **General School Wide Rules**

- Students will follow directions of faculty and staff.
- Students will not be in any area other than their classroom during the school day without permission. This includes parking lot areas.
- Students will not use profanity, be derogatory to each other, or use vulgar language or signs.
- Students will not litter anywhere on campus.
- Students will not write on or damage school or another person's property.
- Students will not kiss.
- Students will not touch or hug inappropriately.
- Students must keep hands, feet, and objects to themselves.
- Students will keep shoes and feet off the walls.
- Students must have a pass when in the hallways during class hours.
- Students will not run in the halls.
- Students will not break line in the cafeteria.
- Students must put all trash and trays in proper receptacles in the cafeteria.
- Any student who accumulates 10 or more offenses or who have been suspended a total of 10 or more days may be refused the privilege to participate in any extracurricular or year end activities.

## **General School Wide Rules (cont.)**

### **Consequences**

Violation of general rules will result in one or more of the following actions.

- Warning
  - After school detention (3:20-4:20)
  - In-School Suspension (class period only or all day)
  - Intervention (required behavior contract)
  - Out of School Suspension (up to 10 days per incident)
- 

### **Dress Code Policy**

- Street shoes or sandals will be worn. Bedroom shoes are not permitted.
- All shirts and/or blouses must meet the top of the lower garment. No bare-midriff shirts or blouses will be permitted.
- No plunging necklines, backless tops, tank tops, spaghetti strap tops, halter-tops, or vests without shirts will be permitted.
- No clothing or jewelry will be permitted that displays or promotes profanity, alcohol, tobacco, drugs, racism, hate, anything perceived as gang related, or anything of a sexual nature.
- Shorts, skirts, and dresses may not be shorter than mid-thigh.
  - Furthermore, students at CHASE High can not have pants with holes in them higher than mid-thigh and no pants/skirts may be worn that are made from any expandable material including spandex.
- Spandex shorts or pants are not permitted.
- Clothing is not to be sheer, mesh, have excessive holes, or expose underclothing.
- Sagging trousers and baggy clothing are not permitted.
- Clothing may not drag on the floor.
- Extraneous articles hanging from clothing, such as chains or other articles will not be permitted.

### **Consequences:**

- 1st Offense - 1 hour of After School Detention
  - 2nd Offense - 2 hours of After School Detention
  - 3rd Offense - 1 Full day of ISS
  - 4th Offense - 2 Full days of ISS
  - 5th Offense - 2 days of Out of School Suspension
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## **Laptop and Technology Use**

The Rutherford County Board of Education provides its students access to a variety of technological resources. These resources provide opportunities to enhance learning and improve communication within the school community and with the larger global community.

Through the school system's technological resources, users can observe events as they occur around the world, interact with others on a variety of subjects, and acquire access to current and in-depth information.

The Board intends that students and employees benefit from these resources while remaining within the bounds of safe, legal, and responsible use. Accordingly, the Board has established policies to govern student use of school system technological resources. This policy applies regardless of whether such use occurs on or off school system property, and it applies to all school system technological resources, including but not limited to computer networks and connections, the resources, tools, and learning environments made available by or on the networks, and all devices that connect to those networks.

### **EXPECTATIONS FOR USE OF SCHOOL TECHNOLOGICAL RESOURCES**

The use of school system technological resources, including access to the Internet, is a privilege, not a right. Individual users of the school system's technological resources are responsible for their behavior and communications when using those resources. Responsible use of school system technological resources is use that is ethical, respectful, academically honest, and supportive of student learning. Each user has the responsibility to respect others in the school community and on the Internet. Users are expected to abide by the generally accepted rules of network etiquette. General student behavior standards, including those prescribed in applicable Board policies, the Code of Student Conduct, and other regulations and school rules, apply to use of the Internet and other school technological resources.

In addition, anyone who uses school system computers or electronic devices or who accesses the school network or the Internet using school system resources must comply with the additional rules for responsible use listed below. These rules are intended to clarify expectations for conduct for students but should not be construed as all-inclusive.

1. School system technological resources are provided for school-related purposes only. Acceptable uses of such technological resources are limited to responsible, efficient, and legal activities that support learning and teaching. Use of school system technological resources for commercial gain or profit is prohibited. Student personal use of school system technological resources for amusement or entertainment during instructional time or at other times when such use may be disruptive to the educational environment is also prohibited.
2. Under no circumstance may software purchased by the school system be copied for personal use.
3. Students must comply with all applicable laws, including those relating to copyrights and trademarks, confidential information, and public records. Any use that violates state or federal

law is strictly prohibited. Plagiarism of Internet resources will be treated in the same manner as any other incidents of plagiarism, as stated in the Code of Student Conduct.

4. No user of technological resources, including a person sending or receiving electronic communications, may engage in creating, intentionally viewing, accessing, downloading, storing, printing, or transmitting images, graphics (including still or moving pictures), sound files, text files, documents, messages, or other material that is obscene, defamatory, profane, pornographic, harassing, abusive, or considered to be harmful to minors.

5. The use of anonymous proxies to circumvent content filtering is prohibited.

6. Users may not install or use any Internet-based file sharing program designed to facilitate sharing of copyrighted material.

7. Users of technological resources may not send electronic communications fraudulently (i.e., by misrepresenting the identity of the sender).

8. Users must respect the privacy of others. When using e-mail, chat rooms, blogs, or other forms of electronic communication, students must not reveal personal identifying information or information that is private or confidential, such as the home address or telephone number, credit or checking account information, or social security number of themselves or fellow students.

9. Users may not intentionally or negligently damage computers, computer systems, electronic devices, software, computer networks, or data of any user connected to school system technological resources. Users may not knowingly or negligently transmit computer viruses or self-replicating messages or deliberately try to degrade or disrupt system performance. Users must scan any downloaded files for viruses.

10. Users may not create or introduce games, network communications programs, or any foreign program or software onto any school system computer, electronic device, or network without the express permission of the technology director or designee.

11. Users are prohibited from engaging in unauthorized or unlawful activities, such as “hacking” or using the computer network to gain or attempt to gain unauthorized or unlawful access to other computers, computer systems, or accounts.

12. Users are prohibited from using another individual’s ID or password for any technological resource without permission from the individual. Students must also have permission from the teacher or other school official.

13. Users may not read, alter, change, block, execute, or delete files or communications belonging to another user without the owner’s express prior permission.

14. If a user identifies a security problem on a technological resource, he or she must immediately notify a system administrator. Users must not demonstrate the problem to other users. Any user identified as a security risk will be denied access.



15. Views may be expressed on the Internet or other technological resources as representing the view of the school system or part of the school system only with prior approval by the Superintendent or designee.

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### **Electronic Device / Cell Phone Use**

Personal electronic equipment, such as cell phones, should not be turned on, visible, or handled during the instructional day. In the event of a violation, these items may be confiscated, secured by the School Resource Officer, and not returned until a parent or guardian comes to pick them up and sign for them. If the student has a phone or device confiscated by school personnel a second time during the school year, the phone or device will not be returned to the student until the end of the school year. Neither school personnel nor the board will be responsible for damage to or loss of confiscated cellular phones.

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### **Attendance**

The Rutherford County Board of Education and the staff of CHASE High School believes that every day in class is important to students. It is the role of the teacher to see that every day is a meaningful and instructional day. Therefore, any absence is detrimental to the student's academic welfare, and the student will be required to make up all work missed and review all materials covered during that class under the following regulations.

1. After two absences during a six week grading period, the student will be required to make up each class period missed. In order for a student to receive credit for a course, the work and time must be made up satisfactorily.
2. Absences that occur during the six weeks period not made up by the end of that six weeks period will result in the grade of 55 "F".
3. In cases where there are extenuating circumstances which would cause a student to be unable to make up their absences within a reasonable amount of time, SSMT will consider an appeal. The student may make a written appeal to SSMT for an extension or possible reduction of time to be made up. These appeals must be submitted in writing by the student within two school days after their return from the absences to be considered. The principal or the SSMT will have authority to establish make up procedures.
5. Students may serve make-up hours ahead of time in cases when they know they will be absent (prearranged trip or hospital). These plans must have prior approval by the administration.
6. Field trips and school functions will not be counted as an absence. However, all work must still be made up.
7. Excused absences will count as a part of total absences for the six weeks.
8. Juniors or seniors wishing to make a prearranged visitation to a college or university may take one College Day per semester. Students must bring a letter from the college signed by the proper person stating the date they visited the college. College Days must be taken before the

last three weeks of a semester end. Students failing a course may not take a College Day. For mandatory college entrance or scholarship interviews, the visit must be documented by the college/host for a senior to be excused from making up an absence. Additional visits require prior approval from the principal or his appointed authority.

9. If a student is going to be out of school due to an out of town trip, the principal or one of the assistant principals must be notified at least two days in advance for it to be deemed excused. Time, if days exceed the two per six weeks, and work must be made up..

10. A student must have a note from their parent in order to receive an excused note.

### **Excused/Unexcused Absences**

Only absences under the state guidelines will be excused. All absences MUST have a written note from the parents(s) or legal guardian which includes a telephone number for confirmation. After ten (10) accumulated absences, the principal shall require a doctor's written statement for any additional absences. Unexcused absences may not be appealed.

### **Attendance Appeal Process**

Students whose academic standing is adversely affected (over two days each six weeks) by the regulations of the attendance policy have the right to appeal the decision. The attendance appeal must be submitted to administration in writing (forms are in the office) along with any required documentation no later than the published deadline at the end of the six weeks. Each student wishing to appeal his/her absences should pick up the form and take to each teacher to fill out. It is the responsibility of the student to make sure each teacher completes the form. The form must then be returned to the front office by the specified date. Any appeal turned in after the due date assigned will not be considered.

### **Check In / Check Out**

-Non-driving students may not check out and leave with another student during the school day.

-Non-driving students must be physically checked out by a parent or legal guardian or have prearranged check-out with the front office if another adult will be picking them up.

-Students who drive to school may be checked out by written notice or by a phone call by parent/guardian. However, please note:

-Written notice must include a working phone number of a parent or legal guardian.

-Once any student has been checked out, no student will be allowed to check back into school unless the absence is excused pursuant of Rutherford County School Board Policy Code 4400.

-Any checkout that falls outside of these guidelines must be approved by the principal or his designee at least a day in advance.

-For your benefit, policy code 4400 lists the following as excused absences.

1. Personal illness or injury which makes the student physically unable to attend school;
2. Isolation ordered by the local health officer or the State Board of Health;
3. Death in the immediate family;
4. Medical or dental appointment of the student;

5. Participation in a court or administrative proceeding as a party or under subpoena as a witness;
6. Observance of a religious event when required or suggested by the tenets of the student's or parent(s)'s religion, with prior approval of the principal
7. Participation in a valid educational opportunity, such as travel, with prior approval by the principal; or
8. Absence due to pregnancy and related conditions or parenting when medically necessary.

### **Tardy Policy**

Each student should be in class and seated when the tardy bell rings. If the student arrives after the tardy bell, the following consequences will occur:

- Tardy 1 - Warning
- Tardy 2 - Warning
- Tardy 3 - Office Referral (1 Day of After School Detention)
- Tardy 4 - Office Referral (2 Days of After School Detention)
- Tardy 5 - Office Referral (1 Full Day of In-School Suspension)
- Tardy 6 - Office Referral (2 Full Days of In-School Suspension)
- Tardy 7 - Office Referral which results in Out-Of-School Suspension

Tardy Referrals are cumulative for a six-week period.

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### **Arrivals / Departures**

Car riders should be dropped off at the main office entrance only. Once students arrive on school grounds, they are NOT allowed to leave class or campus without signing out in the front office and with parent's permission. Upon arriving at school, students should report to the Commons Area until the first bell. Students driving to campus must have a valid parking permit issued by the school.

Students who have someone picking them up after school should arrange transportation to arrive on campus no earlier than 3:00 PM. Students are to wait for their rides in front of the school at the main office entrance. Students are not allowed to congregate in the student parking lot or any other part of the school. Non-students are not permitted to visit school during this time period. Students are expected to leave the school campus at the conclusion of the school day unless they are involved in a school related activity under the supervision of a staff member. Failure to leave the building may be viewed as being non-compliant with school rules.

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### **Athletic Participation**

To be eligible for athletic participation, a student must do the following:

1. Pass a minimum of three courses during the preceding semester,
2. Be in attendance for at least 85 percent of the preceding semester.

3. Meet the age requirements as specified by the NCHSAA, which states a student may participate in athletic contest during school year if he/she will not become 19 years of age on or before August 31 of the school year.

Each student must have a complete physical examination before being allowed to participate in athletics and have submitted all the necessary forms as required by the school and NCHSAA.

Participation in extracurricular activities, including student organizations and interscholastic athletics, is a privilege, not a right, and may be reserved for students in good academic standing who meet behavior standards established by the Board and the school. All athletes are expected to maintain the highest standard of conduct and behavior on the school campus, in the classroom, at practice, and during athletic contests.

Student athletes traveling with the team, may be excused from school early on select away game days. In those cases, students are required to make up any missed work and are expected to not disrupt class upon their departure.

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### **Cafeteria Guidelines**

- Students who eat meals provided by the school are expected to stay in line quietly and order their breakfast/lunch quickly.
- Please work with the staff to help keep the area clean.
- Students are to take your tray, trash, and any other items to the return area when you finish your meal, making sure your table is free from trash and your chair is pushed in.
- Students are not allowed to take school provided food in the Commons Area during lunch.
- Students are not allowed to charge lunches in the cafeteria.
- No students are to be in the halls where classes are being held during third period. Students found in these areas, in the parking lot, gym, or any other unauthorized area will face disciplinary action.

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### **Care Of Your School Building**

We feel it is a matter of personal and school pride that every student commit to do everything possible so that the appearance of our school and grounds express a positive message to anyone who visits our campus. Help by ensuring that trash/litter is picked up and placed in a trash can, gum is placed in a waste can, and floors or walls are not vandalized. The furniture and equipment in your school are for your use but not abuse.

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## **Parent / Teacher Communication**

Parents are encouraged to contact the school whenever the need arises. Teachers may be contacted by e-mail, notes, or telephone. Please call during the school day, and the office will leave the teacher a note to return the call during their planning period or after school. If a conference is needed with a student's teacher(s), please call to make an appointment. All teachers have a Canvas account as well as a frequently checked e-mail account.

## **Canvas Parent Portal**

This allows parents to access their students' course information which provides valuable opportunities to track student academic progress and work assignments.

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## **Honor Code**

The mission statement of CHASE High School states: "We will inspire lifelong learning and citizenship by enabling our students to read comprehensively, write logically, think critically, and act ethically thus preparing and enabling them to be competitive in a global society." This statement also serves as the basis for our honor code as we promote an atmosphere of academic integrity.

Since cheating and plagiarism undermine our purpose as an institution of educational excellence, they are not tolerable.

### **Cheating Includes:**

- Taking and/or using an assignment from someone else and submitting it as the student's own work.
- Willingly giving another student an assignment to submit as his/her own work.
- Looking at another student's test or work with or without consent for the purpose of copying it and submitting it as the student's own work.
- Accessing another student's or giving access to your online learning management accounts with or without consent.
- Discussing a test, quiz, or graded assignment with the students who have not taken the assessment.
- Using teacher test materials or any other source that contains answers to work that will be assessed.
- Having any type of information on your person, on an object, or on any electronic device that can be used for the purposes of cheating.

### **Plagiarism includes acts which are performed without proper documentation that gives credit to the original source:**

- Directly quoting or paraphrasing another person's written or spoken words without documenting the source in the spoken or written assignment
- Presenting the original ideas of another person as the ideas of the student who submits the spoken or written assignment
- Paying for or receiving in any way a research paper or other written assignment that is the

work of another person and submitting that assignment as the student's own work.

- Using information that is not considered common knowledge that was found in a written or spoken source and using it as the student's original idea.

### **Honor Code Violation**

If a student is found in violation of the honor code on an assessment (test, culminating project, paper, etc) the result is a zero. If student is found in violation of the honor code on a learning experience (any assignment where a student is gaining information covered under the standard course of study), the student may be allowed to redo the assignment and average that grade with a zero. If the situation warrants, teachers may also refer a student to the office for disciplinary action. This would result in action based on Rutherford County Schools Policy Handbook

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### **Progress Reports**

Report Cards are sent to parents at the end of each six-week period. This information is intended to give students and parents a means of evaluating the quality of work the student is doing at school. Parents are invited to visit the school or otherwise communicate with principals, counselors, and teachers for a discussion of any problems having to do with the student's progress.

Your student's progress may be viewed at any time via the Canvas Parent Portal.

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### **Open House**

The school will host open houses as often as possible to inform parents of student's academic progress. The intent of open house communication is to encourage higher academic standards and to communicate praises and areas of improvement to parents for their student.

At minimum, CHASE High School will schedule open houses for parents at the mid-term of 1st, 2nd, 4th, and 5th six weeks. This will allow teachers to communicate with parents prior to grading/progress reports being sent home. The school will schedule open houses during the 3rd and 6th six weeks if necessary.

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### **Bus Transportation**

Under state law, the Rutherford County Board of Education is authorized, but not required, to operate school buses for the transportation of pupils enrolled in the public schools. Thus, school bus transportation is considered a privilege, not a right, and the transportation of any pupil is subject to compliance with lawful rules and regulations adopted by the Board. Pupils not obeying such regulations may be denied the privilege of riding school buses. By law, the bus driver is responsible for conduct on his/her bus. Students are to obey the directions of the driver.

Please be advised of all bus rules, regulations, and guidelines. However, the following conduct is specifically prohibited:

- stopping, impeding, delaying or detaining a bus or school vehicle;
- disturbing the peace, order or discipline on a bus or school vehicle;
- refusing to obey the driver's instructions;
- tampering with or willfully damaging the bus or school vehicle;
- getting off a bus at an unauthorized stop;
- refusing to meet the bus at designated stops;
- distracting the driver's attention by participating in disruptive behavior while the vehicle is in operation;
- failing to observe established safety rules and regulations;
- opening the emergency door without authorization;
- willfully trespassing upon a school bus or school vehicle; and
- fighting, smoking, using profanity, possessing or using drugs or intoxicating beverages, or otherwise violating any other board policy or school rule while on a school bus or other school vehicle.

### **Consequences**

Consequences for engaging in prohibited behavior may result in temporary or permanent suspension from school transportation services and/or school, in addition to other consequences for violating other student behavior policies. Other consequences may be provided in accordance with the school's student behavior rules. In addition, it is a criminal offense to unlawfully and willfully stop, impede, delay or detain a school or activity bus or to disturb the peace, order or discipline on a school or activity bus. Students who engage in such activities may be subject to criminal charges.

### **Car Riders**

Students may be dropped off at the circle drive between 7:25 and 7:50 and be picked up between 3:15 and 3:45. Please note, there is no direct supervision for students before 7:40 AM and after 3:45 PM. Students are to wait for car pick up in the circle drive by the main entrance. For safety reasons, students should only be dropped off and picked up in the circle drive. If students are not in the designated area, then parents may be asked to move cars so other students can be picked up.

### **Parking Permits**

Students have designated parking areas on campus. Students are required to register vehicles, complete and return a signed Parking Permit Application, and hang a student parking permit on the rear-view mirror. Student vehicle use on school property is a privilege. Failure to follow school policies may result in forfeiture of this privilege. If a parking privilege is revoked for the remainder of the year, no refund will be issued. Suspension of driving privileges, towing of vehicles, and/or suspension from school may occur when violations of regulations occur. Regulations can be found in their entirety in the Student Parking Permit Application. Parking permits cost is \$30.00. If a student changes vehicles from what is recorded on their permit application, they must notify the front office.

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## **Tobacco Policy**

All Rutherford County School's property are Tobacco Free. No student in Rutherford County Schools shall have in his/her possession or use any tobacco product on school property. This includes smoking, smokeless, and vaporizers.

- 1st offense: 2 days out of school suspension
- 2nd offense: 4 days out of school suspension
- 3rd offense: 8 days out of school suspension
- 4th offense: Long-term suspension

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## **Visitors**

Parents/Guardians are always welcome at CHASE High School. All visitors are asked to check in and register in the school office upon entering the building. Visitors are required to display their visitor badge/sticker in clear sight at all times. Parent/teacher conferences should be arranged in advance. Students are not to bring or invite out-of-school friends or relatives with them to school. Visitors who are not family members and/or are not prior approved by the principal are not allowed to visit during the school day.

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## **Lockers**

Lockers are assigned upon request of the student only. The student is held responsible for any and all contents of their assigned locker. Students may have a lock on their assigned locker. The school is not responsible for any valuables stolen. Lockers are school property and should be treated accordingly.

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## **Grading Systems and Grade Level Promotions**

Grading Scale:

- A - 90 - 100
- B - 80 - 89
- C - 70 - 79
- D - 60 - 69
- F - < 60

GPA/Weighted Ranks:

Under the guidelines of the N.C. State Board of Education, honors and advanced placement course shall be weighted.



Student Course Points follow the guidelines listed below for students who entered as freshman in **2014-2015 or earlier**:

<u>Grade</u>	<u>Regular Course</u>	<u>Honors Course</u>	<u>AP Course</u>
A	4	5	6
B	3	4	5
C	2	3	4
D	1	2	3
F	0	0	0

Student Course Points follow the guidelines listed below for students who entered as freshman in **2015-2016 or beyond**:

<u>Grade</u>	<u>Regular Course</u>	<u>Honors Course</u>	<u>AP Course</u>
A	4	4.5	5
B	3	3.5	4
C	2	2.5	3
D	1	1.5	2
F	0	0	0

GPA Calculator:

To calculate your semester GPA, use your LAST semester's final course grades. To calculate your cumulative GPA, use EVERY semester's final course grades.

1. Determine points for each semester grade.
2. Add points together.
3. Divide by number of courses averaged.

Grade Level Promotions:

The following credits are required to be classified in each grade:

Sophomore	5 credits
Junior	12 credits
Senior	20 credits
Total Needed to Graduate	28 credits

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### **The Learning Center**

The Learning Center is available in the media center Monday - Thursday from 3:20-4:50 for all students needing remediation, research assistance, absence make-up, or any other form of academic help. Students should be actively engaged in an assignment.

Students arriving after 3:20pm will not be admitted for time make up purposes.

At least one Departmental representative is also available in their classroom for content specific help. Students should refer to the departmental schedule posted in teacher's classrooms to know which faculty member is available on what day.

The Learning Center does not meet on Friday.

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