

STUDENT HANDBOOK

Year 2021/2022

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Directory Information

<u>Need</u>	<u>Person / Place</u>
Absences /Tardy Notes	Mrs. Belch, PowerSchool Data Manager <ul style="list-style-type: none"> • Check in/out window across from gym
Athletics	Mr. Jared Adams, Athletic Director <ul style="list-style-type: none"> • Room 126
Bus Assistance	Mr. Anthony Bailey, Assistant Principal <ul style="list-style-type: none"> • Admin. Office 2 (Main Office)
Cafeteria Assistance	Ms. Satchell, Cafeteria Manager <ul style="list-style-type: none"> • Cafeteria (943-2493)
Change of Address	Mrs. Belch, PowerSchool Data Manager <ul style="list-style-type: none"> • Check in/out window across from gym
Checking In/Out of School	Mrs. Belch, PowerSchool Data Manager <ul style="list-style-type: none"> • Check in/out window across from gym
Drivers Education	Mrs. Braddy, Secretary <ul style="list-style-type: none"> • Located in main office (Front Desk)
Illness / Medication	Mrs. Braddy, Secretary <ul style="list-style-type: none"> • Located in main office (Front Desk)
Insurance/Accident Reports	Mrs. Braddy, Secretary <ul style="list-style-type: none"> • Located in main office (Front Desk)
Locker Needs	Ms. Isiah Russell, ISS Coordinator <ul style="list-style-type: none"> • Room 104
Lost and Found	Mrs. Braddy, Secretary <ul style="list-style-type: none"> • Located in main office (Front Desk)
Parking Passes	<ul style="list-style-type: none"> • Admin. Office (Main Office)
Student Services <ul style="list-style-type: none"> • Change of Schedule • College Inquires • Change of School • Personal Concerns • Scheduling Concerns 	Guidance Counselors Mrs. Kolikas – Grades 10 and 12 Mrs. Searcy – Grades 9 and 11
Yearbook/School Pictures	Mr. Garcia, Room 113
Webpage/E-mail List	Mrs. Elizabeth Fortescue, Media Specialist

Faculty

Departments	Names
Arts/PE	Adams, Jared Boyd, K. Garcia, D. Oliver, T. – Chair Woolard, J
CTE	Alligood, H. Bass, K. Braddy, K. Bunn, J. – Chair Coltrain, C. Vansant, K. Whitehead, Valerie
English/Foreign Language	Burns, M Stalls, Emeri Vaughan, C – Chair Palma, Arelis (Spanish)
Exceptional Children	Adams, Jason Jennings, V Krajewski, C. – Chair Leathers, M.
History	Boyd, M. Robinette, Ole Van Staalduinen, A. - Chair
Math	Bunch, D. Cullipher, A. – Chair LaBarge, N.
Science	Bunn, B. Cullom, D. – Chair Wagaman, T.
Special	Fortescue, E. – Chair Herbert, M.
JROTC	Murphy, S
Graduation Coach	Rebecca Paul

Daily Schedule

Building opens at 8:10 a.m. for student entry. Students are tardy if they are not in their assigned classroom by 8:30 a.m.

	start	end	Instructional Time
First period	8:30 AM	9:54 AM	1:24
ROAR	9:59 AM	10:29 AM	0:30
Second Period	10:34 AM	11:58 AM	1:24
Third Period	12:03 PM	1:57 PM	1:24
Lunch	12:03 PM	12:33 PM	0:30
Lunch	1:27 PM	1:57 PM	0:30
4th Period	2:02 PM	3:26 PM	1:24
5 min transition			
30 min lunch			

School Hours for Students

Regular school hours for Northside High School students are 8:30 until 3:26.

No students should be on campus before 8:10 am or after 3:45 pm without special permission from an administrator or faculty member. Students may not enter the building until 8:10 am and must report to the gym or cafeteria. **FREE** breakfast is available for any student between 8:10 and 8:25 each morning.

At School

Announcements

School-wide announcements are made each day at the end of first period. Additional announcements may be made on an emergency basis only. Every attempt is made to limit interruptions during the school day. The school prepares a daily bulletin each morning with important information for the students and staff. The bulletin is posted on our Northside High School webpage. Parents may provide their e-mail addresses at Open House or to Ms. Kimberly Braddy to receive weekly bulletins. Parents need to make arrangements for the day with their son/daughter before they report to school. We will not interrupt any class with personal messages.

Blackboard Connect Calls

The principal or designee will send home a weekly pre-recorded call and email with the following week's school related events. These messages are pre-recorded and scheduled for delivery on Sunday nights. The calls and emails are directed to the parents primary phone number and email in Powerschool. If you do not receive these calls or have changed your telephone number and/or email address, you will need to call the school to update that information. Please note that the email messages have much more detailed information than the voice message due to character limitations and time limits with voice delivery.

School Telephone

The telephones in the school are for school business and are to be used by the students only in the case of an emergency. The office secretary will relay only those personal messages that constitute an emergency. If practices are cancelled, students will be given the opportunity to call home.

Students will not be allowed to use pagers, cellular or wireless communication devices during the school day. If used, devices will be confiscated and a parent/guardian may pick up the device no earlier than the end of the school day.

Courtesy

Courtesy to teachers, school employees, other students and visitors is an expectation at Northside. Each of us should strive to be considerate of others, regardless of racial, religious or economic background. Respect and obey the judgment of the teachers. Treat all adult employees of the school with courtesy, and follow any request or directive given by them. Rudeness and disobedience will result in disciplinary action.

School Visitation

Parents are welcome at Northside High School for the purpose of communicating with the office staff or teachers, serving as volunteers in the school, and for other legitimate business within the scope of the school/home relationship. Likewise, other members of the general public are welcome in school when on legitimate business.

Any parent or other member of the general public who is not an employee of the school must report directly to the school office and state his/her purpose for being at school. No person may visit a classroom or be in the hallway without written permission by the principal or designee. Authorized persons will have limited access to the building. Visitors will not be allowed to go into classrooms while teachers are instructing students. No loitering or unauthorized visiting will be allowed during school hours. Students will not be allowed to bring children, relatives or students from other schools to visit during school hours. Violators are subject to “trespass laws.” All visitors will be provided a name badge. Teachers will direct to the office any visitor who does not have a name badge.

Assembly Programs

The majority of the assembly programs are sponsored by school organizations; however, pertinent programs from outside the school will occasionally be approved. The administration, faculty and students make every effort to plan interesting and entertaining assembly programs. The importance of good manners and proper conduct during these programs cannot be over-emphasized. Without student participation and cooperation, assembly programs cannot be held.

Student Debts

Any student owing money to Northside High School whether through cafeteria debt, club activities, lost book/damage book fees, property damage, computer damage/non-return or class fees, etc. may not be allowed to participate in athletics, extracurricular activities, clubs, prom, etc. Students with outstanding debts at the time of graduation will not be given graduation tickets until debts are cleared. All checks made out to Northside High School are required to have the following information: full name, street address, and an up-to-date phone number.

Media Center

The Northside media center offers many services to all students and faculty members. The media center houses a collection of several thousand books/periodicals. Computers are available for research work, as well as for Internet use.

Gym

For the safety of all students, **only** students enrolled in physical education classes are allowed in the gym and locker room. The area behind the gym during school hours is used for class transition and for physical education classes. Unless permission has been granted from the administration those in violation of this policy may be placed in ISS. The locker rooms will be locked during class time. The school will not be held responsible for items lost or stolen from the locker room. Students may bring personal locks for use during their PE classes. Must be removed at end of class.

Bus Transportation

Students who ride a bus to school are expected to follow Beaufort County bus use policies. Riding the bus is a privilege and not a right. Student misbehavior will be handled according to Beaufort County Code of Conduct and bus policies.

To assure the safety of your child, the school must be aware of any changes in bus transportation. Bus stops are assigned at the beginning of the school year. New stops are assigned only when a student moves to a new address. Bus transportation is not provided for any reason other than transporting students to school and home. If it becomes necessary for your child to get off at another assigned stop, the school must be notified in writing. We are not in the business of writing temporary passes. Temporary passes are only allowed in emergency situations and with written documentation and a verbal call home to parent. We will not assign a temporary bus pass without speaking to a parent.

Student Lockers

Students will be issued lockers upon request. See ISS Coordinator, for locker assignments, locker problems or questions.

Student Conduct

Students are required to follow all rules and regulations outlined by the Beaufort County Code of Student Conduct. Consequences for violating rules and regulations will follow the Code of Student Consequences. Each student will have access to an online copy of the Beaufort County Code of Student Conduct.

Physical Contact

No student shall engage in any unacceptable physical contact (contact which is of a romantic or sexual nature) with any other person in the school, on school property or during school sponsored events.

Senior Privileges

Seniors will be permitted the following privileges contingent upon the rules and regulations set by administration. Seniors will be dismissed at the end of the day when the bell rings at 3:23 for Senior Dismissal. **Only seniors immediately leaving campus will be allowed to dismiss early.** Students remaining for athletics or their bus must remain until the second bell. Seniors will be released 2 minutes early for their lunch period. Consequences for not adhering to rules set by administration will result in termination of senior privileges for all students.

Flowers / Balloons at School

School board policy prohibits students from receiving flowers, balloons, etc. at school. Gifts, flowers, balloons are also prohibited on school buses.

Eating At School / Meal Prices

Students are encouraged to eat in the cafeteria. The breakfast and lunch meals are prepared in accordance with federal guidelines. Parents/Guardians and other school visitors eating lunch in the cafeteria must have a visitor's pass from the office. No food or drinks may be taken out of the cafeteria with the exception of bottled water. All water bottles must be clear and must be filled prior to class starting.

Students are not allowed to be in the cafeteria or cafeteria area if it is not their assigned lunchtime. **All students will receive free breakfast and lunch.**

There are two student microwaves in the cafeteria to heat items. Please make sure that no metal is placed in student microwaves and items are covered before heating.

There are two lunch periods: 11:44 – 12:14 and 1:16 – 1:46.

Dress Code

Students are expected to adhere to standards of dress and appearance that are compatible with an effective learning environment. Presenting a bodily appearance or wearing clothing which is disruptive, provocative, revealing, profane, vulgar, offensive or obscene, or which endangers the health or safety of the student or others is

prohibited. **All students are expected to follow the Dress Code provided in the Beaufort County Schools Code of Student Conduct. Consequences for violating the dress code will follow the Code of Student Conduct.**

Other Approved Clothing

- Athletic apparel will be allowed as approved clothing. This will include sweat pants and athletic shorts.
- Leggings will be allowed as long as the primary shirt covers the students butt and crotch area. A student will have to change clothing and/or sit in ISS if the shirt does not cover the buttocks and crotch area. Leggings should not have any holes, rips or tears in them. **This is being allowed this school year by NHS administration unless we see an issue with students abusing leggings.** It is a privilege that can be taken away, so please speak with your daughter about wearing leggings.
- Holes, rips and tears in pants are allowed this year as long as there is no skin showing more than three (3) inches above the knee.
- During Gym/Dance class, attire must be respectful and follow teacher guidelines.
- Please note that shorts, skirts and dresses must be no more than three (3) inches above the knee.

Medication

School personnel cannot provide students with any medication. Students who must take prescription medicine must have the appropriate completed form (located in BCS student code) and have the medicine stored in the office. Students cannot give other students medication.

Attendance / Tardy Policy

Beaufort County Schools Student Attendance Policy: See Policy 4400 and the Beaufort County Parent/Student Handbook.

The Beaufort County Board of Education is committed to the success of every student. No student is allowed to miss any school days indiscriminately. Regular and consistent attendance for all students in grades 9-12 is required in addition to a minimum academic grade of 60 in order to receive credit for a course. A student who misses in excess of 8 days per semester (**excused** and/or unexcused) in grades 9-12 will not be granted credit for the course. If a student goes over 8 days, he/she should contact the office about their attendance issue as soon as they go over 8 days.

The parent(s) or guardian(s) of the student is legally and primarily responsible for ensuring that the student meets his/her obligation to attend 100% of the classroom instructional sessions provided for each course in which he/she is enrolled. Each student has a responsibility to complete 90 instructional sessions for each semester course.

Absence is defined as the failure to appear for any class. Absence from class causes students to miss important information required for academic success. The principal shall notify the parent, guardian or custodian of his child's daily period absences by utilizing the Blackboard Connect automatic calling system.

The teacher will notify the parents after three absences. Once the student reaches six absences, the parent and student will have to attend an attendance hearing with the Attendance Committee. Any student under the age of 16 whom miss more than eight (8) days of school per semester, will be turned in to the school social worker for failure to follow NC Compulsory Attendance Law. Parents will be prosecuted if the absences cannot be justified

under the established attendance policies of the State and Beaufort County Schools. Following this notification, the attendance counselor may work with the student and his family in an effort to improve attendance and may request that a law enforcement officer accompany him/her on a home visit.

After **eight accumulated unexcused absences** in a school year, the principal shall review any report of investigation prepared under G.S. 115c-381 and shall confer with the student and his parent/guardian, or custodian if possible to determine whether the parent/guardian, or custodian has received notification pursuant to this section and made a good faith effort to comply with the law. If the custodian has not, the principal shall notify the district attorney or file a complaint with a juvenile intake counselor. If the principal determines that the parent, guardian or custodian has, he may file G.S. 7A-561 that the child is habitually absent from school.

Evidence showing that the parent, guardian or custodian of the student was notified of 8 accumulated absences, which cannot be justified by established policies of the Beaufort County Schools, shall constitute a prima facie case that the student's parent, guardian, or custodian is responsible for the absences.

Please note that a student can and will be dropped from our roll if they miss over ten days. The student will be considered a drop out and their license will be immediately revoked.

Lawful or Excused Absences:

The principal or designee shall excuse the temporary absence of a student upon showing of satisfactory evidence of one of the following:

1. Illness or Injury – When the absence results from illness or injury, which prevents the student from being physically able to attend school. Certification of an illness from a physician may be required to substantiate an illness.
2. Quarantine – When the isolation of the student is ordered by the local health officer or by the State Board of Health.
3. Death in the Immediate Family – When the absence results from the death of a member of the immediate family of the student. The immediate family of a student includes, but is not necessarily limited to, grandparents, parents and siblings.
4. Medical or Dental Appointments – When the absence results from a medical or dental appointment of a student. A written excuse should be presented with a doctor's signature or stamp.
5. Court or Administrative Proceedings – When the absence results from the attendance of a student at the proceedings of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness.
6. Religious Observance – When the student or the student's parent, guardian or custodian adheres to a religion whose beliefs requires, or suggests, the observance, of a religious event. If the student is absent due to a religious observance, approval for such absence must be granted prior to the absence. Approval should be granted unless the religious observance, or the cumulative effect of religious observances, is of such duration as to interfere with the education of the student.
7. Educational Opportunity – When it is demonstrated that the purpose of the absence is to take advantage of a valid education opportunity, such as travel. Approval for such an absence must be granted prior to the absences, with a brief description in writing given to Administration. (16 NCAC 2D. 0404)

Unlawful or Unexcused Absences Defined

For students between the ages of seven and sixteen and all other students who are entitled to attend public school and have enrolled in a public school, unlawful absences are defined as:

1. A student's willful absence from school/class with or without the knowledge of the parent; or
2. A student's absences from school for any reason other than those listed as "Lawful Absences."
3. A student who fails to provide a parent/guardian note within 3 days of an absence.

NOTE: Parents who refuse to comply with the health regulations of a community, such as compulsory vaccination, thereby causing a student to be excluded from the school, or parents who permit a student to stay at home or to be employed in any way contrary to the Child Welfare Law (Chapter 110 of the General Statutes), are responsible for the nonattendance of the student.

Out of School Suspensions

Absences caused by out of school suspensions are to be considered neither lawful nor unlawful (NC Department of Public Instruction: Student Attendance and Student Accounting Manual, 2009-2010).

School Related Activities for which a Student Shall not be Counted Absent

1. Field trips sponsored by the school
2. School initiated and scheduled activities
3. Athletic events requiring early dismissal from school
4. In-School Suspension

Make up Days for At-Risk Students and Grievance Procedures

Identified at-risk students who miss in excess of 8 days (OSS days are not included) or classes per semester will be allowed to make them up during non-school hours. Time must be made up on an hour-for-hour/day basis. The classroom teacher will warn students when they have reached 8 absences. Upon the ninth absence, the classroom teacher will notify the student. **It will be the sole responsibility of the student to arrange make-up time with the classroom teacher or administration.** All absences over 8 must be made up prior to the **end of the grading period by the pre-set deadline.** A student who does not make up all excess absences by the end of the grading period will be required to complete a waiver form and meet with the Attendance Committee. The student must be receiving passing grades and the parent must furnish proper documentation showing unavoidable mitigating circumstances for the absences in order to be eligible for a waiver. Waiver forms must be filled out correctly and turned in one week before the end of each semester or the pre-set deadline. A school attendance committee shall hear requests for waivers and make recommendations to the principal.

Attendance Procedure

When a student is absent, a note should be presented to the PowerSchool Data Manager, located at the window in front of the gym doors before 8:30 on the day the student returns to school. If a note is not returned within **three (3) days**, the absence will be unlawful/unexcused. A signed note is needed for school records. **The note is to include the student's name, specific reason for absence, date(s) of absence(s), and phone number where parent or guardian may be reached.** The PowerSchools Data Manager will retain these notes in the attendance file for the year. Students not following this procedure will receive unexcused absences. The PowerSchool Data

Manager will issue a Student Admit Slip for class admission. **This slip must be shown to each teacher. The classroom teacher should request a Student Admit Slip from each student who was absent the previous day unless the student was assigned to ISS or was on a school sponsored trip.** Classroom teachers will take attendance each period during the **first 5 minutes of class** and will check on those students who do not report to class.

Students Leaving School During The Day

1. **A student who must leave school during the day because of doctor/dentist appointments or other warranted reasons, except for school sponsored trips, must have their parent call the school to be dismissed at the specified time. Hand written notes will not be accepted.** The student will leave at the appropriate time and go to the office to check out. He/she is to see each of his/her teachers (between classes or at break), before leaving to secure assignments. Discipline for failure to sign out correctly will be at the discretion of administration. If the student returns to school the same day, the student is to sign back in to school through the Attendance Office. The Student Admit Slip will be checked and the time of return marked. If the student returns the next day, the Admit Slip should be shown to the first period teacher and all classroom teachers for classes missed. Should the student lose the original Student Admit Slip, he/she must bring another note from their parents in order to receive an excused Student Admit Slip. **Students must be present for 50% of the class period in order to be counted present for that period.**
2. A student who becomes ill during the school day and needs to go home must report to the attendance office with a hall pass from his/her teacher. The parent will be called and if the request to leave is approved, the student may sign out.
3. A student must attend school **two full class periods** to be counted present for the day.

Make-Up Work

Students are entitled to make up work from an excused absence without receiving penalties to their marks or grades. Students are responsible for securing and arranging make-up work from their teachers. Failure to make up work will result in a zero for each assignment. All teachers will post make-up work procedures (for making up assignments such as labs, classroom, skill activities, homework, etc.) as part of their class expectations and as part of their grading policies, which will be issued to each student. A student has three days to make up missing assignments.

After School Tutoring/Remediation

After school tutoring will take place in Math, English, Biology/ CTE on Tuesday, Wednesday and Thursday, each week from 3:30 – 4:30. Tuesday will be English, Wednesday will be Math and Thursday will be Biology/CTE. Any teacher teaching a student participating in an athletic team or extracurricular activity may request alternate days/times for remediation. The student must notify the coach if they are participating in tutoring. No student will be penalized by his or her coach or club advisor for attending any remediation days. Students may also use this time to complete make up work.

Tardy Policy

Tardiness to class is disruptive to the instructional environment and in many cases is the result of lack of effort on the part of the student. **Students and parents are reminded that school bus transportation is provided for each student and that automobile breakdowns are not considered as excused tardies.** A student who arrives at school **after 8:30 should report directly to their 1st period teacher.** If a student comes to school after first period, they must report to the front office to check in and to receive a hall pass to class.

A student who is tardy because of an appointment with a doctor/dentist may be excused if he/she has written verification from the doctor of the time of the appointment. Hand written notes from a parent are not considered an excused tardy. Medical notes and court documents are the only excused tardies, all other reasons are considered unexcused unless authorized by the principal or his designee.

A student will be considered tardy if he/she is not in the scheduled classroom and in his or her desk when the bell rings. Teachers will follow the tardy policy and the following consequences will be in place:

Tardy to Class/School

Offenses	Consequences
First Time Late	Verbal warning by teacher
Second Time	Verbal warning by teacher
Third Time	Teacher calls home/emails the parent
Fourth Time	Final Verbal Warning
Fifth Time	Office Referral with documentation – ISS All Day
Sixth Time	Office Referral with documentation – ISS 2 Days
Seventh Time	Office Referral with documentation – ISS 3 Days
Eighth Time	Office Referral with documentation – 3 Days OSS
Ninth Time	Office Referral with documentation – 5 Days OSS
Tenth Time	Office Referral with documentation – 10 Days OSS

Late Bus

Students who arrive late on a bus should report directly to class. An all call to staff will be made of the late bus arrival.

Field Trip Policy

Parental permission slips are required for each student to participate in a field trip. The only exception to a written permission slip is if the principal makes a general blackboard connect call to parents about the trip in advance of trip. If the general call is made, a parent can opt out of the trip by calling the school and/or principal to remove student from trip.

Students who are assigned ISS/OSS on the day of the trip will not be permitted to attend a field trip. A teacher may also deny a student to attend a fieldtrip if there are documented behavior concerns. The teacher/sponsor of a field trip may submit a written justification for a waiver to administration. Class (freshmen, sophomore, junior, and senior) trips and other class activities follow the field trip policy. Deadlines for permission slips must be followed so that notification can be given to all teachers and approval can be granted.

College Days

Seniors are encouraged to use teacher workdays to visit colleges. Students should not visit schools unannounced, please call or write to the admissions offices to set up appointments. The guidance office will be responsible for approving college days. If the college or school establishes a special day for visitation (other than a teacher workday), invitations received by the students must be approved in advance by the guidance department. Should permission be granted, an excused absence will be given. Students must bring written verification from a college official certifying the visit. Underclassmen are to use holidays, weekends, and teacher workdays to visit colleges. The Principal is the only individual that can make an exception to this policy.

Withdrawal from School

The following procedures should be used when withdrawing from school:

1. Go to the guidance office for a Withdrawal Form.
2. Have each teacher and librarian initial the form to show that books and any other items on loan have been returned and monetary obligations have been met.
3. Return the completed Withdrawal Form to the guidance office. An exit interview will be conducted.
4. All books and other items must be returned to the teacher who issued them.
5. No student records presently or in the future can be issued until the Withdrawal Form is completed.
6. Transcripts and all official records will be mailed to the next school upon completion of the Withdrawal Form.
7. The attendance secretary will receive written notification from the guidance office of the student withdrawal.

Driving

Drop Out Prevention / Drivers License Program (NCGS 20-11)

Who is affected by this legislation?

The legislation is directed to all North Carolina students under the age of 18 who are eligible for a driving permit or license. This includes public school, federal school, home school, private school, and community college students.

What is adequate progress?

Adequate academic progress will be evaluated at the end of each semester (January & June). A student must pass 3 out of 4 courses each semester in order to be eligible to receive a Driving Eligibility Certificate. Students who do not meet this criterion will be reported to DMV and will have their permit or license revoked.

Lose Control - Lose Your License (Senate Bill 57)

What does the law do?

The law will suspend a student's driver's permit or license for one year. The legislation directs public schools, community colleges, and non public schools to notify the North Carolina Division of Motor Vehicles whenever a student is given an expulsion/suspension for more than 10 consecutive days or an assignment to an alternative educational setting for more than 10 consecutive days for one of the following reasons:

The possession or sale of an alcoholic beverage or an illegal controlled substance on school property.

The possession or use on school property of a weapon or firearm that resulted in disciplinary action if the conduct had occurred in a public school.

The physical assault on a teacher or other school personnel on school property.

What is school property?

The physical premises of the school, school buses or other vehicles under the school's control or contract and that are used to transport students, and school-sponsored or school-related activities that occur on or off the physical premises of the school.

Who is affected by this legislation?

Students who are at least 14 years old or who are rising 8th graders are subject to this law. Students who are 18 years old cannot be charged under this law. However, the year's suspension can go beyond a student's 18th birthday.

What about students who turn 18?

Unlike the Drop Out Prevention / Driver License law that stops when a student turns 18 years old, the Lose Control law does not stop at age 18. It is possible for a student to have his or her license suspended as a 17 1/2 year old. If a student is unable to demonstrate exemplary behavior, then he or she will be 18 1/2 before being eligible to drive.

Drivers' Education

Driver Education classes may be taught at any Beaufort County School at the end of the school day and in the summer. No academic credit is given for the course. The classroom instruction requires that a student have a minimum of 30 hours of instruction in order to pass. Students who successfully complete the classroom instruction will be scheduled for six hours of car instruction driving and 12 hours of observation at a later date, after school, on Saturday or during the summer. Assignments will be made on the basis of age. See the school's or county's website for sign up information and class dates. Registration is done online and the cost is \$45. For questions call 1-800-375-6550 or visit www.ncdrivingschool.com.

Level Two Limited Provisional License

Drivers must be at least 16 years old.

All passengers must be restrained by seat belt or child safety seat.

You may drive without supervision from 5 a.m. until 9 p.m. and at any time when driving directly to or from school, work or any volunteer fire, rescue or EMS (emergency medical service), if you are a member.

When the license holder is driving the vehicle and is not accompanied by the supervising driver, there may be no more than one passenger under

21 years of age in the vehicle. This limit does not apply to passengers who are members of the license holder's immediate family or whose primary residence is the same household as the license holder.

However, if a family member or member of the same household as the license holder who is younger

than 21 years of age is a passenger in the vehicle, no other passengers under 21 years of age who are not members of the license holder's immediate family or members of the license holder's household, may be in the vehicle.

You are not permitted to use a mobile telephone or other additional technology associated with a mobile telephone while operating a motor vehicle on a public street or highway or public vehicular area.
{Exception} - You can use it to call the following regarding an emergency situation: an emergency response operator; a hospital, physician's office or a health clinic; a public or privately owned ambulance company or service; a fire department; a law enforcement agency; your parent, legal guardian or spouse.

Parking on Campus

Buses are available for transporting students to school. Parking on campus is a privilege. In order to park on campus, students must purchase a parking tag and have parent permission on file in the office prior to leaving their vehicle on campus. Students must abide by the North Carolina Governor's Highway Safety Program and by the policies and procedures set by Northside High School. Below are the regulations, which apply to student vehicles and parking. Failure to comply with the regulations will result in termination of the student's driving and parking privileges on campus. **Students are not allowed to park in visitor parking at any time.** Parking tags must be purchased by September 13th by students who wish to park on campus for a fee of \$20.00. As students become drivers during the year they must purchase parking tags within 2 weeks. New drivers during second semester will be charged a parking fee of \$10.00.

North Carolina Governor's Highway Safety Program Guidelines

Parent and Student must read and sign the High School Parking Privilege agreement each year prior to obtaining a parking pass.

All drivers and passengers are to be buckled up regardless of age or seating position. Student must wear seat belts coming onto campus, leaving campus and while the vehicle is being operated on campus.

Cell phone use while driving is prohibited.

G.S. 20-137.3 No person under the age of 18 years shall operate a motor vehicle while using a mobile phone or any additional technology associated with a mobile telephone while the vehicle is in motion.

All school debts must be cleared before purchasing a parking tag.

Below are the Northside High School Rules and Regulations not covered by the Governor's Highway Safety Program which apply to student vehicles and parking.

1. Students will drive on the right side of the roadway when entering or leaving campus. Passing of slower vehicles is not permitted.
2. Students must adhere to the 5 mph speed limit.
3. No student may park in more than one parking space.
4. No student may purchase more than one parking pass without permission from the principal.
5. Students may only park in the front lot.

6. Students must park in their assigned space.
7. Do not sit in cars or loiter in the parking lot or vehicles after arriving on campus/nor in the evening unless you have a scheduled event after school.
8. No student may go to the parking lot during school hours without permission from the school office.
9. The use of a vehicle to skip school, drive in a dangerous manner, or violate other school rules can result in the loss of parking privileges.
10. All automobiles should be locked to prevent theft.
11. Parking tags must be displayed from the rearview mirror when vehicles are parked on campus.
12. No music allowed in parking lot. Radios must be turned off while on campus.
13. Students are responsible for all passengers in their vehicle.
14. Students **MUST** enter and exit from the student parking lot entrance. **NO** students are allowed to drive behind the school or the bus/teacher parking lot.

Failure to comply with the regulations set by Northside High School, North Carolina State Laws, or the Governor's Highway Safety Program may result in the termination of the student's driving and parking privileges on campus.

1st violation is a **WARNING**

2nd violation is **3 day driving suspension** off of the campus of NHS

3rd violation is **5 day driving suspension** off of the campus of NHS

4th violation is **7 day driving suspension** off of the campus of NHS

5th violation is **10 day driving suspension** off of the campus of NHS

6th

violation will result in a **suspension for the remainder of the year** off of the campus of NHS

All parking fees are non-refundable.

Academic

Report Cards/Progress Reports

Report cards are issued each nine weeks. The computerized report format allows teachers to report grades, absences, and comments relative to a student's participation in class. **NHS will not send home a paper copy of progress reports.** It is the parent's responsibility to have access and log in to Powerschool on the following dates to monitor their child's academic and attendance progress throughout the nine weeks grading period. Students also have continuous access to Powerschool. They should be monitoring their progress as well. Dates for report cards and progress reports are posted on the school webpage. Parents are encouraged to contact the teacher or principal if questions arise.

Progress Reports

Sept. 16

Nov. 16

Feb. 8

Apr. 28

Report Cards

Oct. 25

Jan. 10

Mar. 21

June 10

PowerSchool Parent Portal

Parents have the opportunity and highly encouraged to sign up for Parent Portal. This program allows parents to check their child's grades and attendance. A form must be completed and returned to the student's school by the parent/guardian with a valid photo ID. Parents with multiple students in BCS must submit one form per student to the appropriate school(s). Applications and resource guides are listed on the BCS website. Once you are enrolled, your account remains in effect until the student leaves BCS. Please take advantage of this at Open House.

Parent Conferences/Teacher WebPages

Parent conferences are strongly encouraged to improve communication and answer questions regarding the student's progress. Parents can also access emails and teacher web pages from the school website. Parents can also submit their emails to our school secretary, Kimberly Braddy, to receive announcements.

Honor Rolls

A list of students who make all A's or all A's and B's during a grading period will be compiled and sent to the newspaper for publication. In addition, the Renaissance Committee will honor these students at school.

Cheating

Students are encouraged to make good grades, but they must do so as a result of their own efforts. Cheating and/or plagiarism will not be tolerated. A zero will be given on the assignment and a record of the incident will be kept in the student's discipline file in the office. The teacher will maintain a record and notify the parents of the incident. Consequences for other violations will follow Beaufort County Code of Conduct. In addition, the student may not be allowed to participate in certain organizations as a result of the severity of the offense.

Exams

All students are required to take EOC (Math 1, Math 3, English 2 and Biology) and state mandated CTE tests (Accounting I, Automotive Fundamentals, Automotive I, Foundations of Health Science, Food & Nutrition, and Principles of Family & Human Services, etc.).

Teacher Made Exams – EXEMPTIONS..... Courses that do not have required end of course (EOC) state exams may be exempt from teacher made exams if they meet the following criteria: 95 or above average and no more than 4 absences or a 90 or above and no more than 2 absences.

Guidance Services and Information

All students are encouraged to use the information and services provided by our school counselors, Mrs. Kolikas and Mrs. Searcy. Career resources including information from community colleges, two and four year colleges and universities, and all branches of the military are located in counselor office. Please visit before and after school and during your lunch period. Students can request individual or small group conferences at those same times. Both counselors keep key information posted on their webpages to assist students and parents. Students are encouraged

to maintain a CFNC account to help with college preparations. Students and parents can also sign up for the Remind 101 text alerts with counselors. OR they can check the NHS Guidance link on our school web page.

Schedule Changes

Each spring during course registration for the coming year, students will be given ample information, consideration, guidance and time to carefully select their courses for the coming year. From these student requests, teachers are employed, instructional materials are purchased, teaching stations are made available, and intensive planning is done to construct the best possible master schedule. Students will be told in the spring that their selections of subjects are considered final. Therefore, only if a student failed a required course in the previous semester should a student request a schedule change. Parent notes may be required for certain schedule changes.

Only the guidance department may make a schedule change. No student will make an unauthorized change. Schedules will be issued at the opening of school and these schedules must be followed until approval is given for a schedule change. Any student who fails to meet his/her assigned schedule will be subject to disciplinary action. Students will not be allowed to change course levels or to make parallel course moves, except in very unusual circumstances, and only with the approval of the principal. Students cannot drop courses during the school year unless they have specific permission from the principal.

Promotion / Graduation Requirements

Promotion Requirements

6 units to move to grade 10

13 units to move to grade 11

20 units to move to grade 12

Course Unit or Credit

A unit (or) credit means a minimum of 135 hours of classroom instruction.

Transfer Course Credits

Transfer students from school systems with course requirements different from those as required by the Beaufort County Board of Education will receive credits at the discretion of the principal.

Course Load

All students are required to take four courses each semester unless otherwise approved by the principal. The principal is authorized to allow a student who is eligible to graduate to earn one extra unit per semester.

Graduation Requirements

Units	Program Area
4	English
4	Mathematics (Including Math I, Math II, Math III)

3	Science (Including Biology, Physical Science/Chemistry & Earth/Environmental)
4	Social Studies (Including World History, Civics/Economics, American History I & II)
1	Health/ Physical Education
13	<i>Electives</i>
28	Total Graduation Requirements

*For specific details see Beaufort County Schools' Graduation Requirements.

*The Class of 2017 and beyond must have 4 units of Social Studies

*A few CTE classes can count as a 4th math

North Carolina Scholars Program

Students successfully completing requirements as identified by the North Carolina State Board of Education shall be named North Carolina Scholars and receive special recognition by the State Board. Students must have an overall four-year grade average of a "B" or its equivalent as determined by the local Board of Education. Equivalency may be determined by numerical grades or weighted grade point averages. Requirements are as follows:

Subject	Description	Unit
English	English I, II, III and IV	4
Mathematics	Math I, Math II, Math III, and higher level math course with Math III as prerequisite	4
Science	Biology, Chemistry, Physics (or in lieu of Physics, one other advanced science)	3
Social Studies	Civics/Economics, American History I & II, World History	4
Foreign Language	Two levels of the same language	2
Health / P E		1
Electives	(4 elective credits in any ONE subject area plus 3 higher level courses during grades 11 and 12)	7

*See Guidance for specifications

Minimum Undergraduate Admission Requirements

The minimum undergraduate admissions requirements at all 16 institutions of the University of North Carolina will consist of the following:

High school diploma or its equivalent

Four (4) units -- College preparatory English

Four (4) units -- Mathematics, including Math I, Math II, Math III,
and higher level math course with Math III as prerequisite

Four (4) units -- Social Studies, including (2) American History and (1) Civics

Three (3) units -- Science, including at least one (1) in a life or biological science and at least one (1) in a physical science, and including at least one (1) laboratory course; four credits are highly recommended

*In addition, it is required that prospective students complete at least: two (2) units in same foreign language

Grading System

Numerical grades will be issued instead of letter grades. This system allows more precise calculation of Grade Point Average (GPA) and class averages. This will also provide parents with a better understanding of how well students perform. Use the chart below to translate your numerical grades into letter grades.

	Numerical Range	Letter Grade
	90-100	A
	80-89	B
	70-79	C
	60-69	D
	Below 60	F

Weighted Grade System

NC Dept. of Instruction has made changes to the weighted grade system. The changes vary depending on year of graduation. Please see school counselors for clarification and a listing.

Transcripts

Upon the implementation of PowerSchool students can now request their transcripts electronically at the following website: [cfnc.org](http://www.cfnc.org). A student who has graduated, transferred, withdrawn, or left school for any other reason, and who has not previously received a transcript, shall be entitled to one transcript. Seniors who plan to attend a college in North Carolina are encouraged to send transcripts electronically through the college Foundation of North Carolina website at <http://www.cfnc.org>.

Graduation Ceremony Events and Requirements

1.) All students who plan to participate in Graduation must attend graduation practice and awards night. Any exceptions (illness, death in family) must be approved prior to the event by Mr. Clark. Failure to show up to either one or both will prevent your participation in Graduation. It is the student's responsibility to conform date and time with the school.

2.) Please be aware of the dress code requirements for graduation which are distributed in the graduation packet. Failure to follow the expectations may prevent your participation. No additional adornments can be added to your cap and gown attire.

Mid-Year Graduation

There will be no mid-year graduation ceremony. Students who choose and are approved to graduate early will be allowed to participate in the end of the year commencement program and attend practices for the program. They will also be allowed to attend prom. Students who graduate early **will not** be eligible to participate in other school activities. These activities include school athletics, school pictures, school plays or musicals, or other similar activities. Students who graduate early will not be eligible for Valedictorian or Salutatorian. **Students who graduate early are responsible for keeping up with all dates related to graduation.** Be sure to have a friend keep you informed. **Northside personnel are not responsible for contacting any early graduate concerning dates and times for graduation activities. Seniors may check their counselor's webpage for updates and information, or sign up to receive reminder texts from the counselor.**

Rank in Class

The student's class rank will be the average of the weighted grades for all courses for which a unit of credit is granted in high school. The student's class rank will be computed at the end of each semester of each school year. NHS ranking practices are in accordance with BCS board policy code 3450 and NCSBE Policy GCS-L-004.

Student Activities

The overall activities program of the school is under the general direction of the principal. The primary purpose or function of the activities program at Northside High School is to provide educational and recreational experiences for the students in addition to those provided in the classroom. The activities program provides excellent training in the democratic process, fellowship, sportsmanship, and leadership. The student activities are extracurricular and are offered as a privilege to those students willing to follow the guidelines provided by the school sponsor. Students who do not follow proper procedures may not be allowed to participate or may be removed from the activity. No student who is absent from school may participate in any extracurricular, social, or athletic event held on the day of his/her absence.

2022 NHS Junior-Senior Prom

The Junior Class of Northside High School will host a formal prom on **May 7th** from 8:00 p.m. until 11:00 p.m. at **Southern Acres of Bath, NC**. In order to provide a safe and enjoyable event the following guidelines will be followed:

- Prom fees are \$40.00 for Juniors & Seniors. Prom fees will be accepted until December 10th. Late payments will be \$60 from Dec. 13th through April 8th.
- If a guest from another high school or a guest out of high school is invited to the prom, a Principal or Parent Form (homeschooled students) must be completed and submitted

along with a copy of the guest photo ID to administration. Guest forms will be available by February 11th and must be returned no later than March 11th.

- Administration must approve all guests before prom tickets are issued.
- Guests over the age of 20 will need special approval from the administration in order to attend.
- Guests not enrolled as a student at NHS must present State Identification upon entering the prom.
- A prom guest must enter and exit the prom with his/her date.
- All prom guests will be charged \$30 (guest ticket). Guest tickets can be purchased between April 11th-14th.
- All school debts must be cleared prior to prom tickets being issued.
- Prom tickets for students & guests can be picked up on Wednesday, April 20th at Northside High School.
- Parents are invited to see the prom decorations prior to 8:00 p.m.
- Students must dress according to the "Prom Dress Code."

Prom Dress Code

- Attire for the prom should be Sunday's finest.
- Gentlemen should wear at a minimum a collared shirt and tie.
- Dress slits should be no higher than the longest finger while standing straight with arms to your side.
- Dresses should fit appropriately: without gaping open at the top nor being so tight that cleavage is overly exposed at the top or the sides.
- Correct foundational garments should be worn and no undergarments should be exposed.
- Dresses with backs exposed should not expose below the waistline and should be self supporting.
- Two-piece dresses or cut away dresses should not expose more than two inches of midriff.
- Use good judgement, If you have any questions as to the appropriateness of your attire for this special event, bring a picture to the Faculty Prom Committee.

Athletics

Northside High School is a member of the Coastal Plains Conference along with Southside, Riverside, Tarboro, Pamlico Co., South Creek and Jones Sr. Northside High School seeks to offer its students a well-rounded athletic program. The following sports may be included in Northside's athletics program:

Football	Basketball
Baseball	Softball
Cheer leading	Cross Country
Volleyball	Track
Golf	Soccer

The primary aim of athletics is the building of strong, active bodies, and the development of cooperative attitudes and school spirit. All students participating in any athletic program must meet all eligibility requirements of the North Carolina High School Athletic Association (NCHSAA) and Beaufort County School Board promotion standards.

Random Drug Policy

Students wishing to participate in Beaufort County athletics must sign a written contract indicating they are willing to be drug tested throughout their four (4) years of eligibility.

Athletic Disciplinary Policy

For purposes of this code of behavior, a student becomes an athlete the first time he/she is selected for membership to a team. The student remains an athlete until he/she is ineligible due to age or violations of the "Athletic Policy." Athletes are required to sign and follow the Northside Athletic Policy. Removal or quitting a team may result in the ineligibility to participate until the beginning of that sports' season the following year.

The Northside High School coaching staff holds the following beliefs about our athletic program:

We believe that...

1. Athletics is not an independent entity - it incorporates coaches, student athletes, high schools, parents and communities and should positively link each of these groups.
2. The athletic department should be a good representation of the school and the community, and should help prepare student athletes to be successful in life.
3. We must be team players and integrate what we do through the entire school program.
4. A primary function of the athletic staff is to help student-athletes develop physically, mentally, socially, and morally as a person.
5. Athletes should be held to high standards of sportsmanship, personal appearance, and conduct and should be held accountable to these standards.
6. Any athlete who desires help regarding drugs, alcohol, or any other problem may receive such help from his/her coach by asking without penalty.

Because of these beliefs, if there is a violation for any of the offenses listed below, the student must meet with his or her coach as well as with the Athletic Director to discuss the consequences of his or her actions.

1. **Grades/Attendance** -Must be passing 3 out of 4 courses for the semester prior to his/her playing season. Athletes must meet BCS Attendance Policy.

2. **Fees** -Student athletes owing fees to any school organization must settle the debt before playing.
3. **Tobacco/Drugs/Alcohol** -Student athletes who represent Northside shall not smoke, chew, or dip tobacco products; drink or possess alcoholic beverages; or possess or use any form of illegal drugs.
4. **Stealing** -Any student caught stealing may be removed from a team for a sport season. He/she must replace item(s) stolen.
5. **Cheating**
6. **In-School Offenses (ISS/OSS)**
7. **Ejected from a game/meet/competition by official**
NCHSAA handbook used to determine consequences
8. **Unexcused Tardiness to Practice/Event/Game/Meet**
9. **Unexcused Missed Practice**
10. **Unexcused Missed Game**
11. Coaches have the right to require athletes to ride the bus to and from games. If the coach requires this, the athlete must follow the coaches policy. If the athlete is allowed to ride home with the parent, the parent must sign the athlete out with the coach. A parent is only allowed to transport their own child home UNLESS.. a written note is provided and verbally verified BEFORE the bus ever leaves campus. A parent will not be allowed to take another athlete home from a game unless this is coordinated and verbally verified prior to the bus leaving for the scheduled event.

Clubs

All clubs, meeting and operating in the name of Northside High School, must be properly approved and operate within guidelines set up by the school. School clubs should operate with the spirit of fair play, worthy objectives, and commendable conduct and under the guidelines of a faculty sponsor. The following clubs and activities may be available at Northside:

Beta Club

Membership in the Northside High School Beta Club consists of sophomores, juniors and seniors and is by invitation. Advisor: Ms. Cushing

In order to be considered for membership, the student must meet the following criteria:

1. An overall 3.25 grade point average
2. No nine-week grade less than a B for one year prior to induction
3. Rigorous academic class load
4. One Honors or AP class per year (in grades 10,11 or 12)
5. No involvement in ISS or OSS

6. Adherence to school policies (attendance, cheating, smoking, etc.)

Causes for probation, which will last one semester:

1. Drop in GPA or grades below requirements
2. Two C's or lower in one marking period

Causes for expulsion:

1. Failure to raise GPA
2. Cumulative average below 3.75 after the junior year
3. Violation of behavior code
4. Gross misconduct
5. Commission of a felony
6. Two successive membership probations

Expulsions for disciplinary reasons may be appealed to faculty/administration review board. Advisor: Ms. Cushing

FBLA

Future Business Leaders of America is the student organization for all students interested in developing business leadership skills. Advisors: Mrs. Bunn and Mrs. Vansant

FCCLA

Family, Community, Career Leaders of America is the student organization for home economics education. Advisor: Mrs. H. Alligood

FFA

The National FFA Organization is for students in Agriculture Education Courses. Advisor: Mr. Coltrain

History Club

The primary purpose of the NHS History Club is to encourage scholastic effort, foster historic literacy and interest in history on a state, country and global level. Students interested in joining the History Club must be currently or previously enrolled in history course at NHS or through the Early College program. Students remain in good standing with NHS by abiding by all school rules and regulations. Students must participate in all club meetings, special projects, and history competitions at East Carolina University and all club members are required to participate. Dues are \$5.00. Advisor Ms. Boyd.

HOSA

HOSA is a Health Services Club designed for students interested in a Health related profession. You do not need to be in a HOSA class to participate. Advisor: Mrs. Bass

Kitty Hawk Air Society (KHAS)

Kitty Hawk Air Society (KHAS), shall promote higher academic standards, be of service to the school and community, promote self-confidence and initiative, develop leadership ability, encourage academic excellence, and further educational development in the post high school years. KHAS will be extended only

to those students who have a minimum academic average of 96 in their Aerospace Science and earn no grade below 80 for any course in which they are enrolled, and must have a 90 average for their entire course grades combined. Advisor: ROTC Instructors

Pep Club

The Pep Club’s main duty is to promote school spirit. Pep Club members make posters, cheer for school sports teams, and help with pep rallies. During games the pep club will lead cheers and chants. Dues are \$10. Advisor:

Caryn Vaugh and Kristen Vasant

Science Club (Science Olympiad and Envirothon)

The Science Club is for students who are interested in science competitions by bringing science to life. The Envirothon is a hands on, high school academic competition on the environment. Advisors: Mrs. D. Cullom. Dues are \$20.

SGA

The Student Government Association consists of an executive council, class officers, and representatives of all clubs and organizations at Northside.

Advisors: Ms. J. Woolard

SKILLS USA

Vocational and Industrial Clubs of America is the student organization for students enrolled in trade and industrial education. Advisor: Mr. Cornelius

Video Production Club

The Video Production Club is for students who are interested in videotaping. Ms. J. Woolard

Establishing a New Club

Students or faculty members wishing to establish a new club must first enlist a faculty sponsor for the club. This faculty sponsor will then submit a written document to the principal or assistant principal, which describes the name of the club, the criteria for membership in the club and the objectives of the club. Further discussion may be necessary before a decision is made concerning the establishment of the club.

Club Meetings

A schedule will be developed which will allow each club to meet at least three times during the school year during the school day. Clubs may schedule meetings for after school hours.

Staff E-mail List

Name	Primary Email Address
Adams, Jared	jmadams@beaufort.k12.nc.us
Adams, Jason	jadams@beaufort.k12.nc.us

Alligood, Holly	halligood@beaufort.k12.nc.us
Bailey, Anthony	abailey@beaufort.k12.nc.us
Bass, Kristi	kbass@beaufort.k12.nc.us
Belch, Belinda	bbelch@beaufort.k12.nc.us
Bond, Leigh	lbond@beaufort.k12.nc.us
Boyd, Keith	kboyd@beaufort.k12.nc.us
Boyd, Melissa	mtboyd@beaufort.k12.nc.us
Braddy, Kevin	kbraddy@beaufort.k12.nc.us
Braddy, Kimberly	kbraddy@beaufort.k12.nc.us
Bunch, Dillon	dbunch@beaufort.k12.nc.us
Bunn, Billy	bbunn@beaufort.k12.nc.us
Bunn, Jennifer	jbunn@beaufort.k12.nc.us
Burns, Monica	mburns@beaufort.k12.nc.us
Cafeteria, NHS	nhscafe@beaufort.k12.nc.us
Coltrain, Caleb	ccoltra@beaufort.k12.nc.us
Cornelius, Ernest	ecornelius@beaufort.k12.nc.us
Cullom, Daphne	dcullom@beaufort.k12.nc.us
Cullipher, Ashley	acullipher@beaufort.k12.nc.us
Ebison, Michael	mebison@beaufort.k12.nc.us
Fortescue, Elizabeth	efortesc@beaufort.k12.nc.us
Garcia, Daniel	dgarcia@beaufort.k12.nc.us
Herbert, Michael	mherbert@beaufort.k12.nc.us

Jennings, Vanessa	vjennings@beaufort.k12.nc.us
Jones, Stacy	stacy.jones@beaufortccc.edu
Keech, Bonnie	bkeech@beaufort.k12.nc.us
Kolikas, Julie	jkolikas@beaufort.k12.nc.us
Krajewski, Cara	ckrajewski@beaufort.k12.nc.us
LaBarge, Nancy	nlabarge@beaufort.k12.nc.us
Leathers, Michelle	mleathers@beaufort.k12.nc.us
Murphy, Sonny	smurphy@beaufort.k12.nc.us
Nixon, Tracey	tnixon@beaufort.k12.nc.us
Oliver, Tabitha	toliver@beaufort.k12.nc.us
Paul, Rebecca	estalls@beaufort.k12.nc.us
Palma ,Arelis	
Robinett, Ole	orobinett@beaufort.k12.nc.us
Russell, Isaih	irussell@beaufort.k12.nc.us
Satchell, Annette	asatchel@beaufort.k12.nc.us
Searcy, Amber	asearcy@beaufort.k12.nc.us
Stalls, Emeri	estalls@beaufort.k12.nc.us
Vansant, Kristin	kvansant@beaufort.k12.nc.us
Vaughan, Caryn	cvaughan@beaufort.k12.nc.us
Van Staalduinen, Austin	agvansta@beaufort.k12.nc.us
Wagaman, Tami	twagaman@beaufort.k12.nc.us
Whitehead, Valerie	vwhitehe@beaufort.k12.nc.us

Woolard, Jennifer

jwoolard@beaufort.k12.nc.us