



Northern Guilford High School

Student Handbook

2022 – 2023

Northern Guilford High School empowers lifelong learners who exhibit wisdom, hope and integrity.

2022 – 2023 Northern Parent/Student Handbook
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NORTHERN GUILFORD HIGH SCHOOL

7101 Spencer Dixon Road
Greensboro, NC 27455
(336) 643-8449 - Office
(336) 644-2589 – Fax

Dr. Janiese McKenzie, *Principal*

Mr. Kevin Hairston, *Assistant Principal*

H-P

Ms. Sharon Jacobs, *Assistant Principal*

Q-Z

Mr. Tim Wolfe, *Assistant Principal*

A-G

Officer, *Mike Wright*

Bus Office

336-605-3305

Guidance

336-644-2461

Main Office

336-643-8449

Parents and guardians are an important part of our school community. Our school is part of the larger Guilford County Schools community and Learning Area 9. If you have a concern or question, please contact your child's teacher. If additional assistance is needed, contact the grade level administrator.

PLEASE NOTE:

The contents of this handbook may be revised or amended, as needed, at any time during the school year. Please refer to the **Guilford County Schools Student and Parent Handbook** which the students receive with their Northern Handbook the first week of school. Call us if you have questions.

WELCOME

Nighthawk Nation,

If you are new to Northern Guilford High School, let me first say “welcome.” For those of you that are returning, “welcome back.” It is always a great day to be a Nighthawk.

Northern Guilford High School is an amazing place to learn and work. We have a tradition of academic, athletic, artistic, and extracurricular excellence. It is a place where students are encouraged to pursue rigorous coursework and challenged to reach their goals.

I am delighted to be your principal and a member of this community from the beginning. Every day, I am grateful to work with such amazing students and teachers. I hope my passion for this school and the success of each student is evident in my actions.

I look forward to working with families to support students through connections and collaboration so that each one has the best high school experience possible. We want all students to graduate with a career plan, apprenticeship, enlistment agreement, or acceptance letter to a post-secondary school and become empowered citizens who exhibit wisdom, hope, and integrity. While we hope our students develop independence, self-advocacy and individual growth, we still believe in the importance of parents to their child’s success. Therefore, I strongly encourage parents to be an active participant in your child’s high school experience by listening to them talk about their classes, friends, and various school activities. If issues arise, I encourage you to reach out directly to our teachers, counselors, and administrators to promote a unified team, focused on helping your child.

It is our people - the students, teachers, families, and community members that make Nighthawk Nation so special.

Welcome to the Nest, Class of 2026, and all our new and returning Nighthawks!

Sincerely,

Dr. Janiese P. McKenzie

Principal

Northern Guilford High School

NOTICE OF NON-DISCRIMINATION

The Guilford County School system does not discriminate on the basis of race, color, national origin, sex, or handicap in its programs or activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Hearing Officer, Guilford County Schools, 712 Eugene Street, Greensboro, NC, 27402, telephone 336-370-8094.

BOARD POLICY/ADMINISTRATIVE PROCEDURES

Wherever possible within this handbook, items will be related to policies adopted by the Guilford County Board of Education and procedures created by the central administration in order to carry out those policies. These will be denoted by capital letters, such as JDS, for Board policies and Capital letters followed by a “P,” such as JDA-P, for administrative procedures. Information about all board policies and administrative procedures can be found at www.gcsnc.com

SCHOOL COLORS

Purple, Black and White

ALMA MATER

Oh, Hail the Alma Mater of
Northern Guilford High!
The Home of the Nighthawks
where we soar to the sky,
with Wisdom, Hope,
and Integrity
showing proudly on our Crest!
Oh, Hail the Alma Mater of
Northern Guilford High!

SCHOOL FIGHT SONG

“Hail to the Mighty Northern Nighthawks”

Hail to the mighty Northern Nighthawks,
We show our colors with pride for all to see.
Hail to the mighty Northern Nighthawks,
As we march on to victory.
Hail to the mighty Northern Nighthawks,
We proudly hold our banner high.
Stand up and fight tonight,
For we’re the Nighthawks of Northern High!

HONOR CODE

Northern Guilford High School encourages students to exemplify high standards of academic integrity and honesty. To clarify expectations for students, the following list provides examples of unacceptable acts of cheating:

- Looking at another student's paper during a quiz, test or exam
- Revealing items to a student who has not yet taken a quiz, test, or exam
- Copying other students' assignments designated as independent work
- Referring to unauthorized notes and material during a quiz, test or exam
- Positioning your paper so that another student can see it during a quiz, test or exam
- Using unauthorized technological devices to complete or disseminate answers during a quiz, test or exam
- Using technological devices to secure work from another student's project
- Obtaining an unauthorized copy of a quiz, test or exam
- Plagiarizing a paper or using a paper written by another person

Teachers and administrators will treat cheating as a serious matter. Teachers will review the evidence of any misconduct with the appropriate administrator. All substantiated infractions will result in the grade being affected and the parent will be notified. A zero will be recorded for the assignment, and there will be no opportunity for make-up work.

CODE OF CONDUCT

Northern Guilford High School will follow the Code of Conduct listed in the Guilford County School's Student/Parent Handbook 2022-2023.

Northern Guilford High School

Bell

Schedule

2022-2023

FLEX Schedule – 1st Lunch

English, Math

	Start	End
Zero Period	8:20	9:20
1 st Period*	9:25	10:20
2 nd Period	10:25	11:20
3 rd Period	11:25	12:50
Lunch	11:25	11:50
4 th Period	12:55	1:50
FLEX Period*	1:55	2:25
5 th Period	2:30	3:25
6 th Period	3:30	4:25

* Announcements

FLEX Schedule – 2nd Lunch

Social Studies, World Language
EC, Upstairs CTE

	Start	End
Zero Period	8:20	9:20
1 st Period*	9:25	10:20
2 nd Period	10:25	11:20
3 rd Period	11:25	12:50
Lunch	11:54	12:19
4 th Period	12:55	1:50
FLEX Period*	1:55	2:25
5 th Period	2:30	3:25
6 th Period	3:30	4:25

FLEX Schedule – 3rd Lunch

Science, Fine Arts, PE
Downstairs CTE, Media

	Start	End
Zero Period	8:20	9:20
1 st Period*	9:25	10:20
2 nd Period	10:25	11:20
3 rd Period	11:25	12:50
Lunch	12:23	12:50
4 th Period	12:55	1:50
FLEX Period*	1:55	2:25
5 th Period	2:30	3:25
6 th Period	3:30	4:25

Regular Schedule – 1st Lunch

English, Math

	Start	End
Zero Period	8:20	9:20
1 st Period	9:25	10:26
2 nd Period	10:31	11:32
3 rd Period	11:37	1:06
Lunch	11:37	12:04
4 th Period	1:11	2:12
5 th Period	2:17	3:18
6 th Period*	3:23	4:25

*Announcements

Regular Schedule – 2nd Lunch

Social Studies, World Language,
EC, Upstairs CTE

	Start	End
Zero Period	8:20	9:20
1 st Period	9:25	10:26
2 nd Period	10:31	11:32
3 rd Period	11:37	1:06
Lunch	12:08	12:35
4 th Period	1:11	2:12
5 th Period	2:17	3:18
6 th Period*	3:23	4:25

Regular Schedule – 3rd Lunch

Science, Fine Arts, PE
Downstairs CTE, Media

	Start	End
Zero Period	8:20	9:20
1 st Period	9:25	10:26
2 nd Period	10:31	11:32
3 rd Period	11:37	1:06
Lunch	12:39	1:06
4 th Period	1:11	2:12
5 th Period	2:17	3:18
6 th Period*	3:23	4:25

1 Hour Delay- 1st Lunch

	Start	End
Zero Period	9:35	10:20
1 st Period	10:25	11:15
2 nd Period	11:20	12:10
3 rd Period	12:15	1:38
Lunch	12:15	12:40
4 th Period	1:43	2:33
5 th Period	2:38	3:28
6 th Period	3:33	4:25

*Announcements

1 Hour Delay- 2nd Lunch

	Start	End
Zero Period	9:35	10:20
1 st Period	10:25	11:15
2 nd Period	11:20	12:10
3 rd Period	12:15	1:38
Lunch	12:44	1:09
4 th Period	1:43	2:33
5 th Period	2:38	3:28
6 th Period	3:33	4:25

1 Hour Delay- 3rd Lunch

	Start	End
Zero Period	9:35	10:20
1 st Period	10:25	11:15
2 nd Period	11:20	12:10
3 rd Period	12:15	1:38
Lunch	1:13	1:38
4 th Period	1:43	2:33
5 th Period	2:38	3:28
6 th Period	3:33	4:25

2 Hour Delay- 1st Lunch

	Start	End
Zero Period	10:40	11:20
Flex	10:55	11:20
1 st Period	11:25	12:02
2 nd Period	12:07	1:37
Lunch	12:07	12:34
3 rd Period	1:42	2:19
4 th Period	2:24	3:01
5 th Period	3:06	3:42
6 th Period	3:47	4:25

*Announcements

2 Hour Delay- 2nd Lunch

	Start	End
Zero Period	10:40	11:20
Flex	10:55	11:20
1 st Period	11:25	12:02
2 nd Period	12:07	1:37
Lunch	12:38	1:05
3 rd Period	1:42	2:19
4 th Period	2:24	3:01
5 th Period	3:06	3:42
6 th Period	3:47	4:25

2 Hour Delay- 3rd Lunch

	Start	End
Zero Period	10:40	11:20
Flex	10:55	11:20
1 st Period	11:25	12:02
2 nd Period	12:07	1:37
Lunch	1:09	1:37
3 rd Period	1:42	2:19
4 th Period	2:24	3:01
5 th Period	3:06	3:42
6 th Period	3:47	4:25

ALL BUSES DEPART BY 4:35 PM.

Only students riding the bus may go to the bus lot.

*Supervision will be provided beginning at 8:55 am – the time students are allowed to enter the building. Students are required to be out of the building by 4:40 pm unless accompanied by a staff member.

CLASSIFICATION OF STUDENTS

<u>Freshmen:</u>	<u>Sophomores:</u>	<u>Juniors:</u>	<u>Seniors:</u>
Students are classified as freshmen (grade 9) upon promotion from grade 8 in middle school.	Students are classified as sophomores (grade 10) when they have successfully completed 5 credits of acceptable course work.	Students are classified as juniors (grade 11) when they have successfully completed 10 credits of acceptable work.	Students are classified as seniors (grade 12) when they have successfully completed 16 credits of acceptable work.
<u>Special Notes:</u> Any credits earned in an approved summer school apply toward grade classification and graduation. No mid-year promotions will be made, except the movement of juniors (who will graduate that year) to senior homerooms.			

HIGH SCHOOL GRADUATION REQUIREMENTS

Graduation from a Guilford County high school will be based on requirements as established by the State of North Carolina and the Guilford County Board of Education (IHF). The following graduation requirements have been adopted by the Guilford County Board of Education and are based solely on credits completed in high school grades 9, 10, 11, 12. A total of 22 credits are required for graduation at a traditional high school. Always refer to your counselor and the GCS Registration Booklet to confirm your graduation status. Credit is given based on the final grade at the end of the course.

Guilford County Schools Course Requirements for High School Graduation

Course	Class 2023	Class 2024	Class 2025	Class 2026	OCS
English	4	4	4	4	4 English 1* & 2*
Math	4	4	4	4	3 Algebra 1*
Social Studies	4	4	4	4	2
Science	3	3	3	3	2 Biology*
World Language*****	See below	See below	See below	See Below	Not required
PE/Health	1	1	1	1	1
CPR Required	Yes	Yes	Yes	Yes	Yes
Electives	6***	6***	6***	6***	6****
	Must pass EOCs	Must pass EOCs	Must pass EOCs	Must pass EOCs	4 CTE electives
Arts Education*****	See below	See below	See below	See below	See below
Total	22	22	22	22	22 plus any additional requirements

* OCS courses aligned with Future Ready Core Courses in English 1, English 2, Algebra 1, and Biology (New Common Core State Standards and new NC Essential Standards implemented in the 2012-2013 school year).

*** For additional information on CTE courses that meet requirements for selected Courses of Study, refer to the CTE Clusters chart located at <http://www.ncpublicschools.org/docs/cte/standards/careerclusters2012.pdf>.

**** Completion of 300 hours of school-based training, 240 hours of community-based training, and 360 hours of paid employment.

***** DPI recommends at least one credit in an arts discipline but is not required to meet graduation standards.

***** Not required for graduation but 2 levels required for admission to the UNC System.

EXAMS AND EXAM EXEMPTIONS

Final Exams and EOCs

Final Exam scores count 20% of the final grade for the course. Students must be on time for the administration of final exams or will be required to make up the exam later. Students will **NOT** be allowed to take any exams earlier than the published schedule. Testing dates will not be individually rearranged. Students should plan to be present through the last day of school, June 9, 2023. Please plan accordingly.

All students will be required to take the NC End-of-Course tests, GC Final Exams, CTE End-of-Course exams, any course exams, and other mandated performance measure.

NORTHERN HIGH SCHOOL EXAM EXEMPTION POLICY

Students may exempt one final exam in a non-AP/CTE/GCS FINAL/EOC course if they have ten or fewer absences (excused or unexcused) for the entire school year and are passing the course with 80 or higher for the year at the time the exemption form is submitted. A performance exam such as orchestra, chorus, or band performance at the end of a semester may not be exempt. Note: Course exams required by the State are not eligible to be waived.

SENIOR EXAM EXEMPTION POLICY

Only seniors will be allowed to exempt all their final exams that are non-AP/CTE/NC FINAL/EOC. They must meet the following criteria:

- Have a 90 or higher average
- Have no more than 2 unexcused absences
- Have not been assigned ISS or OSS

JUNIOR MARSHALL SELECTION

Junior marshals are the top 5% of students in the junior class with the highest cumulative grade point average. The GPA will be calculated at the end of semester one during the junior year.

SENIOR TOP SCHOLAR SELECTION

To be designated as a Top Scholar at the Senior Awards ceremony and graduation:

- Senior students with the two highest cumulative grade point averages at the end of the fourth quarter will be designated as the Valedictorian and Salutatorian and speak at the graduation ceremony. The student with the highest average will be valedictorian and the second highest average will be salutatorian. The valedictorian and salutatorian will be given a commemorative medal.
- The senior students with the highest cumulative grade point averages will be designated as top scholars and awarded a commemorative medal. The number of top scholars will not exceed the top 20 students.

NGHS DEPARTMENT TESTING DAYS

<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
World Lang	Social Studies	Math	English	PE
Science	Fine Arts	World Lang	CTE	Math
CTE	English	Science	Social Studies	Fine Arts
		PE		

INTERIM/REPORT CARD SCHEDULE

In addition to the regular report cards and other home-school contacts, interim reports will be issued to all students to inform parents and to invite their cooperation. Interim reports are issued at the middle of the marking period, early enough to allow for improvement. NOTE: This schedule will be adjusted if school is cancelled for any reason, such as inclement weather.

2022 - 2023 Report Card/Interim Schedule				
	QTR 1	QTR 2	QTR 3	QTR 4
Interim Reports	Sept. 27	Dec. 7	Feb. 28	May 9
Grading Period Ends	Oct. 27	Jan. 26	Mar. 30	Jun. 9
Workday(s)	Oct. 28, 31	Jan. 27	Mar. 31	Jun. 12,13
Report Cards to Students	Nov. 7	Feb. 7	Apr. 6	Mailed

ACADEMIC REFERRAL FORM

Students will receive academic referral forms when they are no longer in good academic standing. This will outline a plan that the student must follow in order to improve their quarter grades. A meeting will be held with the student, parent, counselor, administrator and school social worker (if necessary) to outline the plan and review the expectations we have at Northern High School.

POWERSCHOOL

PowerSchool provides parents and students with real-time information on grades, attendance, homework, scores, teacher comments, school bulletins and much more.

Parents are asked to please allow teachers 48 hours to update grades before contacting them. Teachers are expected to update grades at least once per week.

COMPUTER/INTERNET POLICY/MEDIA CENTER

<https://www.gcsnc.com/Page/75146>

WEB PAGES

Northern students and parents may access the school website at https://www.gcsnc.com/northern_guilford_high to gain current information about our school. Visit the Staff Directory in “About Us” and view each teacher’s full profile to find individual teacher websites.

TEXTBOOKS

Textbooks are loaned to students at the beginning of each year. All books which are issued for course use must be returned in good condition. The price of lost textbooks is the replacement cost, not the original cost. Students who fail to return books or who return damaged books will be listed on the “Delinquent Book/Fee List”.

Note: Students must clear any outstanding fees prior to purchasing a parking permit and picking up graduation tickets.

ELEVATOR USE

Use of the elevator requires special permission and a pass must be obtained from the front office.

COUNSELING SERVICES

Students are assigned to counselors as follows:

Alpha A-D.....	Ms. Andrea Martin
Alpha E-K.....	Ms. Beth Knight
Alpha L-Ri.....	Ms. Leslie Deaton
Alpha Ro-Z.....	Ms. Kristin Guthrie
Social Worker/Graduation Coach.....	Ms. Kris Hoyle
CDC.....	Mrs. Leigh Smith
Counseling Department Secretary.....	Mrs. Jan Wyrick

Data Manager.....	Ms. Megan Hunsinger
Registrar.....	Ms. Muriel Holt
Attendance Secretary.....	Ms. Tory Rule

The counseling department will strive to achieve our mission by providing the following services:

- Counseling, consultation, coordination
- Individual counseling
- Group counseling (requested, determined by needs assessment)
- Academic counseling
- Career exploration counseling
- Life development counseling
- Development counseling curriculum (Flex)
- Mediation
- Collaboration with students, parents, teachers, and administration
- Provide testing information
 - SAT
 - ACT
 - PSAT
 - AP (Advanced Placement)
 - PLAN
 - WORK KEYS
- Middle college placement
- Effective registration and scheduling procedures
- Provide financial aid and scholarship information

The counseling department also provides information about summer opportunities, scholarships, community involvement programs, and leadership programs.

Students can make self-referrals; teachers, administration, and all other personnel may also provide the counseling department with referrals.

“Counselors welcome all students and situations.”

Parent Appointments:

Parents may arrange appointments by contacting the Counseling Department at 644-2461.

SPECIAL RESPONSIBILITIES OF COUNSELORS

Counseling Department Chair.....	Ms. Deaton
Career and College Promise (GTCC)	Ms. Deaton
Financial Aid and Scholarships.....	Ms. Martin
Governor’s School.....	Ms. Guthrie
Summer Opportunities Information.....	Ms. Deaton
Service Learning.....	Ms. Martin

REGISTRATION AND SCHEDULING

Counselors register students each spring for their courses for the following year. Course offerings and staffing are based upon student registration; therefore, it is imperative that students and their parents understand procedures, plan carefully, and make serious commitments.

The total school faculty is involved in the registration process, and every effort is made to work with each student in planning and selecting courses. Guilford County Schools' Student Registration Bulletin can be obtained online at www.gcsnc.com. Student requests made in the Spring are binding for the next school year.

Students may not transfer out of any class after the 20th day of school for yearlong classes. Students withdrawing from any course after that time period will receive a grade of "F" for that course.

At Northern High School, we pride ourselves on rigor and academic excellence. Therefore, if a student would like to move to a **higher-level** course and scheduling allows, this may be done with the approval of the Principal. Our goal is to provide our students with the most challenging academic work they can handle and be successful.

SCHEDULING CHANGES/COURSE WITHDRAWALS

Courses which have an End-of-Course test may only be dropped within the first twenty (20) days. (NC State Dept. of Public Instruction Policy)

FEW SCHEDULE CHANGES ARE MADE. Requests for such changes **MUST** follow procedures as outlined. **ALL STUDENTS WILL BE EXPECTED TO TAKE COURSES FOR WHICH THEY REGISTER, EXCEPT UNDER THE FOLLOWING CIRCUMSTANCES:**

1. There is a hole in your schedule, do not have 6 classes.
2. You are missing a graduation requirement.
3. Enrolled in a course you have already completed and received credit for.
4. You are missing a pre-requisite for a course you signed up for.

Course withdrawal requests **MUST** follow these guidelines. A request for change/course withdrawal will not be granted unless procedures are followed. The request must be submitted **IN WRITING** on the form obtained in the Counseling Office. **STUDENTS MUST REMAIN IN THE ASSIGNED CLASS** until the schedule change has been approved. Any days missed while waiting for a schedule change that are not excused will be considered **UNLAWFUL** and will be dealt with accordingly. (Attendance rule)

ABBREVIATED SENIOR SCHEDULES

Seniors may take only 5 classes their senior year. As a result, some seniors may not arrive until 10:25 am or some may end their day early after 5th period. These seniors must provide their own transportation. They must also show proof of communication with an admissions counselor at the school they plan to attend.

THE UNIVERSITY OF NORTH CAROLINA ADMISSIONS REQUIREMENTS

The minimum undergraduate admissions requirements for all 16 constituent institutions of the University of North Carolina are:

Course Requirements

- **English - 4 Units:** English I, English II, English III, English IV
- **Mathematics - 4 Units:** Math I, Math II, Math III and 1 additional unit beyond Math III (Recommended mathematics course unit taken in 12th grade)
- **Science - 3 Units:** A physical science course (A life or biological course and at least one laboratory course)
- **Social Studies - 2 Units:** US History and one additional course
- **World Languages - 2 Units:** Recommended at least two course units in one world language
- **Electives:** Additional electives must be included to meet local graduation requirements

Each university may require other courses in addition to these requirements; therefore, prospective students should refer to the catalogs and contact the admissions offices of any institutions to which they plan to apply. In determining the admissibility of each applicant, institutions also consider factors other than courses completed, such as high school grades, rank in class, score on college entrance examinations and recommendations.

SPECIAL NOTE: Parents/students must notify the **Registrar, within three business days** any time their home or work phone numbers and/or addresses change. This is **MOST IMPORTANT** when information needs to be communicated to the home.

High School Course Planning Worksheet

Last Name _____ First _____ Middle _____
 School _____ Current Grade Level _____

Academic Program Options Selected
 (check all that apply)
 D NC Scholars Program
 D Meeting NC University System Admission Standards
 D Meeting CTE Concentrator requirements in the following program areas _____
 D Diploma Endorsements
 Beginning Date _____ Grade _____

GRADE	Course No.	Unit(s)	GRADE	Course No.	Unit(s)	GRADE	Course No.	Unit(s)	GRADE	Course No.	Unit(s)



PSAT/NMSQT

Date: October 12th

The PSAT is used to help students practice for the SAT; it assesses students in Verbal, Mathematics, and Writing. The PSAT is given once a year to all classified 11th graders. PSAT/NMSQT scores of juniors are used to qualify for National Merit and other scholarship programs.

ACT SPRING 2023

All **11th grade** students will be required to take the ACT. It will be offered free of charge and will be administered during the school day. Students with disabilities will take the ACT during a testing window, which may be during the month of March. The exact date(s) of testing will depend on the unique needs of the student as well as any accommodations that are approved or allowed.

ADVANCED PLACEMENT AND HONORS COURSES

Briefly stated, Advanced Placement (AP) is a program which allows students to take college – level courses in high school. Such courses are accepted by many colleges for credit, provided that a sufficiently high score is made on the exam at the end of the course.

Northern offers AP courses in English, Government, US History, World History, Biology, Statistics, Psychology, French, Spanish, Environmental Science, Chemistry, Calculus, Physics, Human Geography, Art 2-D, and Music Theory. Each course is year-long and designed to offer an in-depth study of the subject area. Materials used are on the college level. Students are required to take the AP exam for each AP course they take. If registration requests for a particular AP class are few, the class may not be offered.

Honors classes are offered in most required courses in various levels of English, Math, Science, Social Studies, French (Levels 3, 4, and 5), and Spanish, and in some elective subjects. Honors courses have a higher level of difficulty and carry honors credit. They do not attempt to prepare students for taking AP exams, nor do they carry any college credit.

Advanced Placement (AP) Exams will be given in May 2023, these are required if taking the class or may be subject to a cancellation fee.

NC HIGH SCHOOL DIPLOMA ENDORSEMENTS

- **Career Endorsement** indicating completion of a rigorous course of study that includes a Career Technical Education concentration.
- **College Endorsement** indicating readiness for entry into NC Community Colleges.
- **College/UNC Endorsement** indicating readiness for entry into a four-year university in the University of North Carolina system.
- **NC Academic Scholars Endorsement** indicating that students have completed a balanced and academically rigorous high school program preparing them for post-secondary education.
- **Global Languages Endorsement** indicating proficiency in one or more languages in addition to English.

GCS HIGH SCHOOL STUDENT SERVICE-LEARNING GUIDE

“GCS is changing and growing to meet the changing and diverse needs of our students. We hope you’ll join us because our children are worthy of your honor, your respect and your support.”

SERVICE-LEARNING DIPLOMA

The Service-Learning Diploma is a locally developed, official recognition program designed to recognize high school students who are committed to serving their community. Students who complete, and document in X2Vol, 250 hours of service-learning experience over the course of their high school years will receive this certification upon graduation.

- The program is designed to recognize students who dedicate a significant amount of time to service-learning in an effort to address challenges and solve problems in the community.
- All students who complete this program will be awarded a GCS Service-Learning Diploma. Additionally, at graduation, these students will be distinguished by wearing a Service-Learning cord.

Graduates are required to complete **250 hours** of service to receive the diploma.

It is recommended that students distribute these hours over the course of their four years of high school. This pacing will make their service more consequential and manageable with their other academic responsibilities.

SUGGESTED schedule for acquiring 250 hours of Service-Learning Diploma	
Freshman Year	50 hours
Sophomore Year	75 hours
Junior Year	75 hours
Senior Year	50 hours
TOTAL	250 HOURS

FOR THE SERVICE-LEARNING DIPLOMA AND THE SERVICE-LEARNING EXEMPLARY AWARD: Students may begin documenting hours in X2Vol beginning the first day of school in the 9th grade and may continue their work during the following summers.

SERVICE-LEARNING EXEMPLARY AWARD

The Service-Learning Exemplary Award is an honor that GCS high school students may receive upon graduation. This award recognizes students who have devoted, and documented in X2vol, a minimum of 100 hours of service-learning experience in their community throughout their high school years.

Graduates of 2013 and beyond are required to complete 100 hours of service:

Starting in the 2012-2013 school year, students entering GCS at any time earlier than the senior year will be required to complete 100 service hours to be eligible for the award. Students who enter GCS during their senior year must complete a minimum of 50 service hours to earn the Service-Learning Exemplary Award.

While there is no set number of hours to be earned in any school year, as a time management tool, we recommend the following schedule as a guide.

SUGGESTED schedule to acquire 100 hours of Service-Learning Exemplary Award	
Freshman Year	25 hours
Sophomore Year	25 hours
Junior Year	25 hours
Senior Year	25 hours
TOTAL	100 HOURS

TUTORING

Tutoring is available in all content areas during the Flex period. Each teacher provides a tutoring schedule; most teachers offer sessions several times per week. Check the course syllabus and/or the staff webpage for days and times.

COLLEGE AND CAREER PROMISE/GTCC

<https://www.gcsnc.com/Page/66056>

WEAVER EDUCATION CENTER

The Phillip H. Weaver Education Center offers courses which are too expensive to equip in all the high schools. The curriculum includes courses in several vocational areas and performing arts. Students from all high schools have an equal opportunity to take courses at Weaver Center. Bus transportation is provided daily between the high schools and Weaver.

Students who drive will go directly to Weaver and return directly to Northern, without any intermediate stops (banks, convenience stores, shopping centers, friends' homes, etc.). The only excuse for tardies from Weaver Center will be if the bus arrives late. Students who choose to drive their own cars and are late will receive an UNEXCUSED tardy / absence.

PROGRAMS FOR EXCEPTIONAL STUDENTS

Students who qualify according to state guidelines may receive services in the Programs for Exceptional Children (EC). Such services include classes for students with documented handicapping conditions. The EC Department and Counselors can provide information regarding these services.

ATTENDANCE POLICY

A. Excused Absences and Educational Leave

1. Excused Absences

When a student is absent from school, a parent, guardian, or custodian shall provide a written explanation of why the student was absent and submit that note to their child's teacher or other designated staff person at his/her school on the day the student returns to school. This will ensure that the student's absence is considered excused provided the reason complies with the list of excused absences as defined in Policy [4400 Attendance](#).

2. Pre-approved Absences for Educational Reasons

Excused absences for educational reasons will be granted only if (1) the primary purpose of the trip is educational and (2) the event does not occur at another time (e.g.: launching of space shuttle, presidential inauguration etc.). Parents/guardians who wish to apply for an excused absence for educational reasons must complete the Request for Excused Absence for Educational Reasons form and submit the form to the building principal for approval three weeks in advance.

B. Reporting and Verifying Reasons for Absences

1. It is the responsibility of parents to notify the school when their child is absent from school and to inform their child's teacher or other designated staff person of the reason for the absence.
2. For each absence, parents can provide a written attendance excuse notes or email.
3. All attendance excuse notes provided to teachers should be given directly to the school's data manager or attendance clerk.

C. Late Arrivals and Early Dismissals

1. For a late arrival or early dismissal, parents must provide an explanation to the school according to the procedures established by the principal and included in the school attendance plan.
2. These explanations shall be maintained by the school's data manager or attendance clerk.

D. Making up Missed Learning

1. General Procedure. A student who misses instruction, practice assignments or assessments due to absences (whether excused or unexcused) will be offered a meaningful opportunity to make up the learning and demonstrate proficiency in the missed content within a reasonable time. The teacher will initiate contact with the student to coordinate the makeup process and will include the parent if warranted by the student's developmental maturity and/or an expectation that significant amounts of makeup learning will occur outside of school hours. While the makeup process is underway, the teacher will provide scaffolding and/or accommodation as needed for the student to succeed in the current teaching and learning.

2. Makeup Learning. A meaningful opportunity to make up the learning includes access to instructional activities on the missed content as well as an opportunity to practice. This may include access to another student's notes but should also include additional instructional activities provided by the teacher. Where

possible and necessary to overcome student transportation or connectivity obstacles, the makeup learning should occur at school during school hours without unduly interfering with the student's or teacher's other teaching and learning.

3. Demonstrate Proficiency. A meaningful opportunity to demonstrate proficiency means completing one or more assessments of proficiency on the missed content after the student receives make up instruction and time to practice. Students may be encouraged to complete missed assignments as practice, but incomplete tasks that are not assessments of proficiency such as in-class practice or homework assigned during the period the student was absent will be excluded from the student's grade. A student's failure to complete the makeup assessment(s) of proficiency, however, may be included in the student's grade after the teacher has made adequate effort to coordinate the makeup process with the student and a reasonable time has passed.

4. Reasonable Time. A reasonable time means making up the learning quickly so the student can fully rejoin the current teaching and learning as soon as possible without exceeding the student's capacity under the circumstances. Teachers, students, and/or parents will work together to determine a reasonable makeup time under the circumstances. Unless otherwise agreed, the minimum makeup time will be the number of days absent plus two additional days (e.g. for an absence of 1 day, the student will have 3 days to make up the learning; for an absence of 6 days, the student will have 8 days), and the maximum makeup time will be 15 days. For the purposes of this section, "days" means school days or, in the case of partial-day absences, class periods.

5. Student Appeal to Principal. Students or parents may appeal the meaningfulness and reasonableness of the makeup opportunities they are provided. The appeal will be directed to the principal or principal designee, whose decision on the matter will be final.

6. Additional Supports. In cases where there are medical or other conditions that cannot be adequately supported through makeup learning, schools should consider whether additional supports might be helpful, such as 504 accommodations or home-hospital services.

It is the responsibility of the student to **CHECK OUT PROPERLY** if leaving school for a legitimate reason. A parent note must be turned in to the attendance office after any absence from school (except school sponsored functions). The note must be brought to the Attendance Office (before 9:20 am, during lunch, or after school) within 3 school days of the return to school or the absence will remain UNEXCUSED. The student is also responsible for requesting any make-up work from each teacher and completing the assignments within the timeframe set by each individual teacher.

CHECKOUT PROCEDURES/LEAVING SCHOOL EARLY:

Our goal is to allow students to leave school safely with a minimal amount of classroom interruption.

Planned Appointments:

1. Send a note with student requesting early dismissal with the following details:
 - Student Name
 - Date
 - Time of Dismissal
 - Reason for Dismissal**
 - Parent/Guardian Signature

** Must be included or the absence will not be excused

2. Student will bring note to the attendance office to receive a pass to leave school early. The note should be dropped off BEFORE school starts!

Unplanned Appointments:

1. An email will be accepted for last minute appointments only. The email must come from a verifiable email address and contain the following information:
 - Student Name
 - Date
 - Time of Dismissal
 - Reason for dismissal**
 - Name of Parent/Guardian

** Must be included or the absence will not be excused

Handwritten notes are preferable because there is no guarantee that the email will be received, and a pass will be delivered in a timely manner. Remember, our goal is to minimize classroom disruption.

******Please Note**** POLICY******

- **To minimize class interruption, it is imperative that a note is sent for dismissal. Please do not come to the front door requesting a student! This is a time-consuming process and we do not want to interrupt the classroom. We will only release students between class changes if a prior note was not sent.**
- **In order to minimize classroom disruption, there will be no “last minute” dismissals after 4:00pm. Do not come to school requesting a student after this time. SEND A NOTE in the morning!**

NO DISMISSALS AFTER 4:00 without a note sent earlier in the day!!!!

ATTENDANCE OFFICE

The Attendance Office is located beside the Counseling Office. Any student who is being released early should bring a note to the attendance secretary prior to first period. Students leaving school early will be marked unexcused until a doctor, dentist, counselor, or court note is submitted.

- A student who is sick must first go to the Front Office. If the student is sent home, the attendance secretary will check the student out.

- **LEAVING SCHOOL WITHOUT CHECKING OUT THROUGH THE ATTENDANCE OFFICE WILL RESULT IN AN UNLAWFUL ABSENCE FOR ALL CLASSES MISSED AND WILL RESULT IN DISCIPLINARY ACTION FOR SKIPPING. (Rule 2b)**

STUDENT TARDY POLICY

Students are encouraged to arrive to school on-time and attend all classes as scheduled to ensure the best opportunity for academic success. Instruction is very important. All students are expected to be in class and ready to learn before the tardy bell rings for each class, including FLEX.

All students must report to the attendance office when tardy to first period. They will receive a white pass to class. The white slip documents the time and will be given to the teacher. Teachers will mark students as an unexcused (2L) tardy who are late to any period. If the student provided a doctor's note to the attendance secretary, the attendance secretary will convert it to excused (1L). If a student is tardy twice in third period (after lunch), then the teacher will mark the student tardy once in PowerSchool and write the second up as a minor incident in Educator Handbook.

Students arriving on late buses will not be considered tardy.

Being swept during FLEX results in a documented tardy and will result in the same consequences noted below.

TARDY - when the student is not in the class when the tardy bell rings.

EXCUSED Tardy (*designated 1L in PowerSchool*) = a tardy *with* a valid, written excuse from a parent, doctor, etc.

UNEXCUSED Tardy (*designated 2L in PowerSchool*) = a tardy *without* a valid, written excuse from a parent, doctor, etc.

Teachers will keep a record of tardies, per quarter, in PowerSchool with the following consequences:

1 – 3: Teacher Warning/Recorded Tardy in PowerSchool

4 – 5: Teacher Warning/Recorded Tardy in PowerSchool/Call home from teacher

6 – 9: For each tardy, the student will receive 1 after school detention (ASD) assigned by the teacher. Failure to serve ASD will result in an assignment to Saturday School.

10: Parking pass revoked for 2 weeks or Saturday School for non-driving students. The administration will set up a parent conference and create a written plan.

10 or more cumulative excused or unexcused tardies for any 9 weeks: Students are ineligible to exempt eligible final exams and senior privileges will be revoked through the end of the quarter (eating outside, leaving early on Friday).

11+: Parking pass lost for 1 additional week for each tardy, an additional Saturday School, or other action as determined by the administration.

HALL PASSES

Students should only be in areas designated by teachers or school officials. Students not in class during regular class hours must have a “hall pass” and have it visible to an administrator or teacher upon request. Students with an early dismissal (requires a purple pass) or an alternate schedule must leave campus immediately following their last class or their dismissal time on the purple pass.

CLASSROOM BATHROOM POLICY

Bathroom visits cannot take place in the first 10 or last 10 minutes of any class. Students may only go to the restroom one at a time, must have a classroom bathroom pass in their possession, and must go to the designated restroom for that class.

VISITORS AT SCHOOL

Any pre-approved visitors on campus must check in to the main office before printing out a visitor badge. **NO UNAUTHORIZED STUDENT VISITORS will be allowed in the building or on the school grounds. Criminal charges, such as trespassing, could ensue otherwise.**

NO NORTHERN STUDENT is allowed on another school’s campus during school hours without permission. Violators will be suspended.

Visits for the purpose of soliciting business are prohibited.

VISITOR PARKING

Parents visiting the school are requested to park in the visitor lot by the tennis courts in the designated visitor parking spaces. Please do not park in any of the staff lots, reserved or assigned parking areas. By violating, your vehicle will be subjected to towing at the owner’s expense.

*****Towing is enforced 24 hours/7days a week*****

STUDENT CONCERNS/PROBLEMS – STEPS TO FOLLOW

Staff members are available and willing to listen to students who have legitimate concerns about such matters as curriculum, grading, and the general operation of the school. The following suggestions will help guide students to the people who can best respond to their concern. Concerns should be brought to attention of the counselor or administrator before or after school, or during a student’s lunch period.

1. Questions regarding grades should be **first discussed with the teacher** involved, then a parent/student/teacher, then an assistant principal, finally the principal.
2. Questions about course selection should be directed to the student’s guidance counselor.

3. Questions concerning the school program in general or the curriculum should be directed to an assistant principal or the principal.
4. Concerns arising from the enforcement of school rules and regulations should be discussed first with the teacher or person directly involved. It is always advisable to speak to the person in private after allowing some time for everyone involved to view the incident or problem with more objectivity. If the student is still not satisfied with the resolution of the problem, the matter should be referred to an assistant principal and then the principal.
5. Personal concerns bothering the student can be discussed in private with any administrator, counselor, or teacher with whom he/she feels free to discuss such things comfortably. These people are always willing to help students through any problem that is making it difficult for them to realize their full potential in school.

PERSONAL PROPERTY/THEFT PREVENTION

Personal property (cell phones, IPODS, electronic devices, cash, purses, jewelry, special clothing, jackets, cameras, musical instruments, and other valuables) brought to school is **the responsibility of the student**. The school cannot be responsible for items that are lost or stolen. The school does not carry insurance on students' personal property. Therefore, safe keeping of personal items at school is the responsibility of the student.

*****LOST ITEMS WILL NOT BE REPLACED BY THE SCHOOL NOR CAN SCHOOL ADMINISTRATORS CONDUCT TIME-CONSUMING INVESTIGATIONS.**

LOST AND FOUND

Lost and found items are kept in the office. Everyone is urged to cooperate by turning in all articles that are found and to inquire there for lost articles.

POSTERS

All posters, pictures, announcements, etc., that are displayed anywhere on the school premises must have **the approval of the administration** before they are displayed. If you put them up, you must take them down.

SCHOOL SAFETY

As part of our district safety procedures, each school develops a plan that provides for the protection of students in the event of a disaster. During each semester, schools conduct at least one disaster emergency drill. Each school also conducts a fire drill at least once each month. These drills teach students how to promptly and orderly evacuate the building in an emergency.

DRIVERS EDUCATION

The Guilford County Schools provides drivers education through the North Carolina Driving School. The classes are before and after school hours ONLY. To register for the classes, visit the North Carolina Driving School website – www.ncdrivingschool.com. Upon successful completion of the driver's education course, both classroom and behind the wheel, the student will be issued a completion certificate, which will be required when applying for a driver's permit. Students will also need a driving eligibility certificate (DEC). To get this certificate, the parent or guardian must bring the completion certificate to Northern AND the student must be passing at least 70% of the maximum of possible courses during a semester. Taking drivers education is a privilege and students not adhering to the rules may be dismissed from the program.

ATTENDANCE AND CONDUCT AT SCHOOL FUNCTIONS

All students represent Northern High School wherever they go, especially at school functions. These events are an important part of school life. **ALL SCHOOL FUNCTIONS NEED STUDENT SUPPORT**. Student's conduct, school spirit, and attire all contribute to the impression our school makes upon others. **The same Code of Conduct/Consequences, which is in effect during the school day, is also in effect for all school-related activities/functions/trips**. We want everyone to know how fine our school is, and we need your wholehearted cooperation. Remember: **WE WIN WITH CLASS AND LOSE WITH DIGNITY – WE ARE NORTHERN NIGHTHAWKS!**

DANCES

Dances sponsored by Northern High School are for Northern students. Guests **MUST HAVE PRIOR APPROVAL** from Northern's principal and the guest's principal to attend. Forms must be turned in by the date on the approval form. Once someone leaves the dance, he/she is not allowed to reenter later. **The same Code of Conduct/Consequences, which are in effect during the school day, are also in effect for all school dances**. Guests must present ID to enter the dance.

DELIVERIES / ITEMS FOR STUDENTS

We will accept deliveries of balloons, flowers, packages, etc. to students during the instructional day. **Balloons, stuffed animals and flowers cannot be taken on the bus or in the classroom. We will not accept lunches or items of any kind in the front office. LOST ITEMS WILL NOT BE REPLACED BY THE SCHOOL.**

FOOD SERVICE

No Restaurant Food is allowed. The NGHS cafeteria staff prepares breakfast and lunch for students. Breakfast is provided from 8:55-9:25. Students will be assigned to one of three lunches based on his/her 3rd period class. Students are expected to **place trays and trash from breakfast and lunch in the trash or appropriate recycle container**. This applies to the cafeteria and all areas used for lunch. Consequences will be at the discretion of the Administration.

Meal benefits application is available on the Northern webpage under Quick Links for those needing free and reduced meals.

LUNCH LOCATIONS

Students are **NOT ALLOWED** to leave campus for lunch. Students may only eat lunch in the cafeteria and Atrium area. Weather permitting, **Seniors Only** may eat in senior patio outside the PE hall. Students may not enter instructional areas during lunch.

SCHOOL DRESS EXPECTATIONS

Students have a wide range of appropriate clothing from which to choose. If students come to school dressed in clothing that creates a disruption to the educational process, the school administration may choose to send students home to change or remove the student from attending class until more acceptable attire is available. If removed from class for dress violations, students will be placed in ISS for the remainder of the school day or until more appropriate attire is available. (NGHS Administration reserves the right to modify this policy as necessary and further reserves the right to determine what is considered inappropriate or disruptive)

The General Rule: All students must dress in neat, clean attire that does not offend or distract others and is appropriate and worn in a tasteful manner.

Dress Expectations:

1. Students are required to wear shoes at all times, for health and safety reasons.
2. Students are required to wear shirts at all times.
3. Abusive, sexually suggestive or profane language, symbols of illegal drugs or alcohol, or any other words, symbols, or slogans that disrupt the learning environment may not be worn on clothing or as jewelry.
4. Shorts must be visible and extend to the tip of the thumb when standing with arms hanging to the side.
5. Skirts and dresses must be mid-thigh length or extend to the tip of the fingers when standing with arms hanging to the side.
6. The following items may NOT be worn to school:
 - a. Any tops exposing any part of the midsection, chest area or undergarments.
 - b. Pajamas or sleepwear, bedroom shoes/slippers, blankets, pillows.
 - c. Pants worn below the waist or showing clothing beneath the main outerwear.
 - d. Headwear of any kind (other than headwear based on religious beliefs or due to a medical condition). This includes, but is not limited to hats, hoods, wave caps, sweatbands, bandanas, sunglasses, goggles, headsets, or combs in the hair.
7. Teachers may require appropriate dress for specific classes such as Dance, Nursing Fundamentals, Early Childhood Education, and Physical Education.

The following consequences will be assigned for dress code violations:

- First Offense: Warning – Warnings will be given to students until September 9.
- Second Offense: Office Referral – request for a change of clothing and parent notification.
- Third Offense: Office Referral – request for a change of clothing, ASD, and parent notification.
- Fourth Offense: Office Referral – Request for a change of clothing, ASD, and parent notification.
- Fifth Offense: Office Referral – Request for a change of clothing, Saturday School, and parent notification.
- Repeat Offense: Office Referral – Administrative consequence.

PARKING

All cars parked on campus must have a Northern High School 2022 – 2023 parking tag.

1. Only Juniors and Seniors may purchase parking permits.
2. Cars must be registered to the student (or parent) who has the permit. Registration is verified by residence.
3. Parking permits will not be sold to anyone owing for books, locks, uniforms, etc. from previous years.
4. The student must have a valid driver's license.
5. The school is not responsible for any vehicle contents or damage.
6. The car must be parked in the designated space or car will be towed and may result in a revocation of parking permit.
7. There will be no loitering in the parking lot before, during, or after school. Doing so may result in a revocation of parking permit. (Hanging out in the parking lot after 4:40 pm will be considered loitering.)
8. Students are to remain parked in the student lot when staying after school or returning to school for afterschool activities (i.e. tutoring, club meetings, sports practices, games, etc.). They are not to park in the teacher lot, visitor lot, bus lot, or lot near the football field at any time.
9. Any speeding and/or reckless driving on school grounds or entering/leaving school grounds without authorization will result in revocation of the parking permit for up to the remainder of the school year.
10. Failure to follow established parking patterns may result in revocation of parking permit.
11. Student vehicles may be subject to search if there are reasonable grounds to believe that drugs, alcohol, stolen property or other contraband might be present in the vehicle.
12. Permits can be revoked under the following circumstances: a) loss of license, or b) any violation of the Student Code of Conduct at the discretion of school administration.
13. Students are not permitted to exchange/sell/transfer permits under any circumstance. Any such act will result in revocation of the permit.
14. Any Out-Of-School Suspension (OSS) may result in revocation of the parking permit for the remainder of the year.

15. Northern Guilford High School reserves the right to tow any unauthorized vehicle or vehicles not following the parking regulations.
16. Random parking lot checks will be conducted to ensure compliance.
17. Warnings will not be given if a student is not following the NGHS parking regulations. The car will be towed, and parking permit revoked.
18. Parking permits are \$50.00 (plus processing fee) for the 2022-2023 school year. Students will also be charged \$6.95 for replacements.
19. If a student is driving a different car, they must remove the hang tag from their car and place it in the car they are driving that day. If you get a new car during the school year, another application must be filled out for the new car.
20. Highway Patrol will conduct all traffic accident investigations.

ELECTRONIC DEVICE POLICY

All Portable Electronic Devices are to be turned off/silenced and placed out of sight before students enter the classroom or ANY instructional setting. Devices include phones, air pods, headphones, portable gaming consoles, and speakers.

The following consequences are in compliance with Rule 27 c of the Guilford County Schools Student Handbook: “Prohibition of the Use of Portable Electronic Devices for High School Students – High School students shall comply with the policies and procedures of their own individual high school regarding cell phones and other PEDs. Consequence may be up to, but shall not exceed, confiscation of the PED and/or ISS up to 10 days OSS.

If a student is caught with these devices out, whether being used or not, the device will be confiscated for a period of time as described below. Occasions may exist where teachers will permit students to use the electronic devices for educational purposes as outlined in their lesson plan. If this is the case, students are not to retrieve their device until directed by the teacher and must put them away as soon as the teacher instructs them to do so. Students refusing to submit their cell phone to school personnel, when in violation, will be in violation of Rule 6: Noncompliance of the GCS Student Handbook and will receive In School Disciplinary action up to 3 days of OSS. Long term suspension may result if aggravating circumstances are present.

****1st Offense: The student’s electronic device will be confiscated and placed in the front office. Parent is notified. Item can be picked up at the end of the school day for the student.

**** 2nd Offense: The student’s electronic device will be confiscated and placed in the front office. Parent is notified. Item can be picked up at the end of the school day by a parent or by the student if they are 18 years old or older.

**** 3rd Offense: 5 days Confiscation– The student’s electronic device will be confiscated and placed in the front office. Item will be held for 5 consecutive school days. The item must be picked up by a parent.

**** 4th Offense: 10 Days Confiscation- The student's electronic device will be confiscated and placed in the front office. Item will be held for 10 consecutive school days and the student will serve 1 day in ISS. The item must be picked up by a parent.

**** 5th Offense: 10 days Confiscation and 1-day OSS – The student's electronic device will be confiscated and placed in the front office. Item will be held for 10 consecutive school days and student will serve 1-day OSS. The item must be picked up by a parent.

**** 6th and above Offenses: 10 Days Confiscation and 3 days OSS – The student's electronic device will be confiscated and placed in the front office. Item will be held for 10 consecutive school days and the student will serve 3 days OSS.

The item must be picked up by a parent. Any cell phone usage, picture taking or text messaging that results in students cheating or which cause arguments or major disruptions will result in the phone being confiscated and the student being banned from possessing the phone at school for the rest of the year. Major disruptions may result in suspension or expulsion

HEALTH SERVICES

The school nurse is available one day a week. It is imperative that parents/guardians contact the nurse if their student has any health concerns or allergies that may impact his/her school day so a Care Plan may be put in place. When a student becomes ill at school, every effort will be made to contact the parent. When a parent contact cannot be reached, emergency contacts will be called. Administration will call 911 if needed.

SICK STUDENTS/MEDICATION

Students who become ill during the school day should report to the front office with a note from their classroom teacher. No medicine (aspirin, etc.) will be given out by school personnel unless a Care Plan is in place and a Medical Authorization form is on file. **Guilford County Policy JGCD.** Students may not leave school without checking out from the Attendance office. If a student is excused to go home, he/she must have parental/guardian consent. Please refer to Rule 2 in the GCS handbook if the student leaves school without checking out.

GCS IMMUNIZATION REQUIREMENTS

<https://www.gcsnc.com/Page/26356>

CHANGE OF ADDRESS/TELEPHONE NUMBER

Any student who moves to another location must report the change of address to Data Manager immediately by bringing in verification. Changes in a telephone number should be reported also.

TRANSFERRING SCHOOLS

Any student who transfers during the school year should, on the last day he/she attends, report to the office and return school property. No records will be sent to another school until a student has returned books and paid all fees.

SCHOOL TELEPHONES

Students may use the attendance office telephone with permission of the attendance personnel and with a pass from school personnel. Students will NOT be called to answer telephone calls during school hours. Emergency messages from parents can be left for a student with the secretary or the attendance office.

Teachers are not accessible during the instructional day. Parents who call a teacher during school will be sent directly to the teacher's voicemail. The teacher will be responsible for contacting the parent within 48 hours.

LOCKERS

Lockers are issued upon student request at the beginning of the year or at time of enrollment. Locker combinations should be kept private for security of student belongings. Students are responsible for any material in their issued locker. Students should not share their locker combination with other students. Items of value should not be left in the locker. Students may not share lockers.

The school does not assume responsibility for any items reported as missing from student lockers. Lockers are the property of the school, and the school maintains the right to inspect lockers without notification at any time. Locks on school lockers that are not school issued will be removed. Students are expected to keep lockers clean and free of food. Requests for help with jammed lockers should be directed to the front office.

SCHOOL CLOSINGS OR EARLY DISMISSAL

The decision regarding the emergency closing or early dismissal of school is made by the Superintendent. This information is immediately relayed to the public through the Guilford County Schools – Office of Public Information. The information is distributed to the various media sources, including the GCS website www.gcsnc.com.

BUS SCHEDULES AND ROUTES

Bus schedules are listed on the GCS website and through the Here Comes the Bus app. Minor adjustments to bus routes may be made during the school year. Students arriving on a late bus should report directly to the front office and sign in. All bus routes, schedules and bus stops are planned by the Northern Zone Bus Supervisor with safety in mind. **All students riding busses are under school rules and regulations. Failure to abide by these rules may result in disciplinary action including suspension from riding the bus.** Bus transportation questions **can be answered by calling the Northern Zone bus office number at 336-605-3305.**

YEARBOOK

All students are encouraged to have an individual photo taken at the time designated for their class. Although photos are not mandatory, photos are necessary if a student wishes to have his/her photo in the yearbook. Students will have an opportunity to buy photos if they so desire. Yearbooks are sold in the fall of the school year and are distributed in May/June. Cost of the yearbook will be announced at the time of sale; the price of the book is approximately \$85.00.

NATIONAL HONOR SOCIETY

The National Honor Society honors juniors and seniors for outstanding character, leadership, service and scholarship. Juniors and seniors with a cumulative weighted grade point average of 4.0 (unweighted – 3.5) or higher and no record of any form of suspension from school will be invited to submit a completed application for membership. These invitations are given at the beginning of junior year and senior year. Based on the completed applications, points are assigned for each candidate's service, leadership, scholarship and character. Detailed selection procedure information is available on the Northern website. Members are expected to uphold the standards of the National Honor Society and to maintain honor roll.

STUDENT COUNCIL

The Student Council of Northern High School is the active voice of students. The SCA consists of an equal number of representatives from each class and the SCA officers. Any interested student may run for a position on the Council by signing up at the announced times. Student government is an excellent way to get involved at Northern High School. Our class officers for this year are:

Grady Jones - Student Body President
Meghan Maynard - Student Body Vice President
Kati Early - Student Body Secretary

Thehara Perera - Senior Class President
Abigail McRae - Senior Class Vice President

Maddie Casolino - Junior Class President
Audrey Wrinkle - Junior Class Vice President

James Wrinkle - Sophomore Class President
Isabel Knox - Sophomore Class Vice President

STATEMENT OF POLICY REGARDING PARTICIPATING ON ATHLETIC TEAMS

It is the goal of the Athletic Department to provide the best opportunities for student athletes to excel in teamwork, sportsmanship, self-discipline, and character. The purpose is to provide each participant with experiences that will be positive and memorable and that help develop the capacity for commitment to a cause, acceptance of responsibility, and loyalty towards any chosen endeavor.

Participation on NGHS athletic teams is a privilege and is strictly on a voluntary basis. The program is conducted after the regular school day. Since competition is a privilege and not a right, participation carries with it varying degrees of honor, responsibility and sacrifice. Those who choose to participate shall be expected to follow the rules established by the NCHSAA, Guilford County Schools, Northern High School, the Athletic Department, and specific rules made by the coach of each sport. Each student-athlete represents his/her school and the student body. Northern athletes are expected to conduct themselves in a manner that is becoming to the student-athlete, his/her family, Northern High School, and the Guilford County Schools community.

NORTHERN ATHLETICS

Northern Guilford High School has one of the most outstanding Athletic Programs in North Carolina. These programs represent the student body of Northern High School and will be only as good as the students make them. We invite you to contribute your participation in the sports according to your talent and/or support of these events with your attendance.

BASIC HIGH SCHOOL ATHLETIC REQUIREMENTS

- Age - Cannot reach age 19 on or before August 31st of current school year.
- Enrolled - Must be enrolled and attending.
- Attendance - Must meet local requirements (85% daily attendance) and be taking minimum number of classes, with no more than 13 absences the previous semester.
- Scholastic - Must pass minimum number of classes. (5 Traditional)
- GPA – Must meet minimum 2.000
- Residence - Must live in attendance zone or be properly GCS assigned.
- Promotion - Must meet local standards.
- Eight-Semester Rule - Eligible for a period of 8 consecutive semesters starting with fall of 9th grade year.
- Proof of Residence - Must provide two proofs annually.
- Medical Exam – Every 395 days.
- Concussion Awareness Form - must be completed annually by student and parent.
- Transfers - Must satisfy state and local transfer requirements.
- Athletes in ISS /OSS cannot practice or play on the day/days serving.
- Athletes must be present ½ day (3 full class periods) to play or practice that day.
- Pay to Play Fee Participation of \$45 must be paid, see Athletic Director for hardship exceptions.

NCAA DIVISION 1 REQUIREMENTS

<https://www.ncaa.org/student-athletes/play-division-i-sports>

NORTHERN ATHLETICS CONTACT LIST

Principal: Dr. Janiese McKenzie
Athletic Director: Brian Thomas

mckenzj2@gsnc.com
thomasb@gsnc.com

FALL

Sport	Coach	Email Address
Cheerleading	Royale Dawkins	Lundy.royale13@yahoo.com
Cross Country	Thanh Ngo	Ttngo1@gmail.com
Football	Erik Westberg	westbee@gsnc.com
Men's Soccer	Aaron King	kinga@gsnc.com
Women's Golf	Ted Bonham	tbonham@precisiongolfschool.com
Women's Tennis	Kristin Guthrie	guthrik@gsnc.com
Volleyball	Audrey Hoffman	nghsvolleyballhoffman@gmail.com

WINTER

Sport	Coach	Email Address
Cheerleading	Royale Dawkins	Lundy.royale13@yahoo.com
Indoor Track	Thanh Ngo	Ttngo1@gmail.com
Men's Basketball	Kent Phillips	Phillik5@gsnc.com
Women's Basketball	Kim Furlough	furlouk@gsnc.com
Swimming	Mary Elizabeth Caldwell	mc8bq@virginia.edu
Wrestling	TBA	

SPRING

Sport	Coach	Email Address
Baseball	Brad Poe	BPoe@accorporation.com
Softball	Russ Dorrell	dorrelr@gsnc.com
Men's Golf	Ted Bonham	tbonham@precisiongolfschool.com
Men's Tennis	Andrew McDowell	mcdowea@gsnc.com
Men's Lacrosse	Anthony Meley	Amm3031@live.com
Women's Lacrosse	Ashlynn Parks	Ashlynn.parks@greensboro.edu
Women's Soccer	Frank Tamborino	franktambo@aol.com
Track	Thanh Ngo	Ttngo1@gmail.com

ACTIVITY COORDINATORS

Athletics	Mr. Brian Thomas
Beta Club	Mrs. Shuntaria Sim/ Mr. Jeff Sims
Homecoming Coordinator	Ms. Joan Baer/Student Council
Marching Band	Mr. Kiyoshi Carter
National Honor Society	Mr. Russ Dorrell
National Art Honor Society	Ms. Katie Sayani
National Technical Honor Society	Ms. Leigh Smith
Prom Coordinator	Ms. Joan Baer/Student Council
Spanish Honor Society	Ms. Polakovic/Ms. Ramirez
Student Council	Ms. Joan Baer
Tri-M National Music Honor Society	Mr. Kiyoshi Carter
Web Page Coordinator	Mrs. Annie Harris/Mrs. Pritha Livaudais

STUDENT CLUBS ORGANIZATIONS / ADVISORS (*Can change based on interest/advisor)

Battle of the Books	Ms. Annie Harris
Beta Club	Mrs. Shuntaria Sim/ Mr. Jeff Sims
Campus Club	Ms. Andrea Martin
Chess Club	
ECO Club (Environmental Club)	
French Club	Mr. Souleymane Bah
Fun Buddies	Ms. Yolanda Towns-Lymas
Game Developers	
Gentlemen of Distinction	Mr. Covie Mitchell
Guitar Club	Ms. Alicia Mooney-Flynt
Human Rights Club	Ms. Sydney Schaedel
Invisible Children	
La Sociedad Honoraria Hispanica (Spanish Honor Society)	Ms. Polakovic/Ms. Ramirez
The Menstrual Movement	Ms. Alicia Mooney-Flynt
Mock Trial Team	Mr. Jay Simpson
Model UN	Mr. Andrew Hultberg, Mr. Andrew McDowell
National Art Honor Society (NAHS)	Ms. Katie Sayani
National Honor Society	Mr. Russ Dorrell
National Honor Society of Dance Arts (NHSDA)	Ms. Emily Minick
National Technical Honor Society (NTHS)	Ms. Leigh Smith
Prom Planning	Ms. Joan Baer/Student Council
Quiz Bowl	Mr. Andrew Hultberg/Mr. Andrew McDowell
Random Acts of Kindness	Ms. Julie Chapman
Reading Buddies	Dr. Mari Pino del Rosario
Robotics	
Science Olympiad	Dr. Sandra Strubinger

Skills USA
SLAM (Student Library Advisory Meetings)
Student Council
Tabletop RPG Club
Ukulele Club
Volunteer Club
Writers Club
World Changers Service-Learning Club
Yearbook

Mr. Munroe
Ms. Annie Harris
Ms. Joan Baer

Ms. Alicia Mooney-Flynt
Ms. Alicia Mooney-Flynt
Ms. Alicia Mooney-Flynt
Ms. Sheila Bowden
Ms. Erin Roche