



Uwharrie Charter Academy  
High School  
Parent and Student Partners' Handbook  
2019-2020

Uwharrie Charter Academy High School  
5326 Highway 220 Business South  
Asheboro, NC 27205

[www.uwharriecharter.org](http://www.uwharriecharter.org)

“People who are environmentally literate understand  
how natural systems function and how humans and the environment are intertwined.”  
North Carolina Environmental Literacy Plan

## Introduction

The purpose of this handbook is to introduce the reader to the values, norms, expectations, conduct, behaviors, and procedures at Uwharrie Charter Academy High School. It is meant to be a guide and not restrictive for the teachers, administrators, staff, employees, or Board of Directors of the school. In regard to changing law, the manual is subject to change, amendment, and alteration by the Board of Directors.

Uwharrie Charter Academy will operate on the belief that students learn when policies and procedures have been made clear in an environment of positive reinforcement; however, when rules, policies, and/or procedures are violated, the Board supports teachers and administrators in employing the discipline plan as outlined herein.

## Contact Information:

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## **Uwharrie Charter Academy: An Overview**

### **Mission Statement**

The Uwharrie Charter Academy will exist:

- To provide a truly rigorous pathway to college and career readiness;
- To afford students the benefit of a small learning community with a low teacher/student ratio in an effort to promote strong relationships with students and individualized support for learning;
- To imbue the curriculum with STEAM focused content through problem-based learning, historical developments in technology, hands-on math, and inquiry science that requires engineering and ingenuity
- To promote hands-on, project-based learning in all courses;
- To support the development of 21<sup>st</sup> century skills integrating the use of technology;
- To partner with parents so that they understand their role in their child's education;
- To build relationships with local institutions in order to provide real-world connections and opportunities for applied learning; and
- To promote environmental stewardship including the adoption of green practices in student's everyday lives and the integration of NC's Environmental Literacy Plan in a cross curricular approach.

### **Core Beliefs**

We believe that, when presented with challenging and engaging real-world instruction, all students can learn and will rise to the challenge. Our youth are equipped with a desire to make a difference in the world and are looking for an opportunity to do so. Learning in a safe, small learning environment provides the nurturing setting that students need to see how academic learning fits into the world outside the classroom. We live in a changing world where students need to be prepared for the future of technology and environmental issues as problem solvers, not rote memorizers, so students should be given the chance to show what they know by collaborating with peers and creating meaningful projects. Parents and community members care deeply about our youth because our youth represent the future of our world; therefore, parents and community members will offer the assistance needed to accomplish the task of developing our youth into responsible, innovative citizens.

### **Charter School Information**

A charter school is an alternative to the traditional public school setting, and many people appreciate the choice they create for parents and students. They fill the gap between public school and private school because many charter schools offer innovative approaches and programs and increase learning opportunities that traditional public school systems cannot offer. Charter schools are public schools, so they are funded with public monies, yet they may be supplemented with private donations, and sometimes admission lotteries are utilized when the number of applicants exceed the program's capacity. Any North Carolina student is eligible to attend a charter school without paying tuition.

There are several benefits to attending a charter school, including an often smaller class size, more individualized instruction, high academic and service standards, innovative programs and course offerings, and unique educational

philosophies. With high expectations from all stakeholders, students will learn, grow, and exceed expectations.

### **Non-Discrimination Policy**

Uwharrie Charter Academy upholds the belief that diversity creates a rich and stimulating learning environment. The school does not discriminate on the basis of race, religion, color, sex, national origin, or handicap in accordance with state and federal law.

### **Admissions and Lottery Process**

Uwharrie Charter Academy will admit any eligible student under North Carolina law who submits a completed application during the enrollment period, unless the number of applicants exceeds the limit for the program, classes, grade levels, or building capacity. The enrollment period will be from April 1 to June 1 each year. As applications are submitted each one will be reviewed for completeness, age/grade of student, and validation that the parent/guardian has reviewed and accepted the school's philosophy and had a conversation with the school's Director of Operations. In the event that the number of applicants exceeds the maximum, the school will use a lottery system to give all applicants an equal chance for admission. A lottery will not be held if the number of applicants does not transcend the maximum number possible. UCA will give enrollment priority to siblings of currently enrolled students who were admitted in a previous year and to children of the school's principal, teachers, and teacher assistants. Once enrolled, students are not required to reapply in subsequent enrollment periods. Within one year after the charter school begins operation, the population of the school shall reasonably reflect the racial and ethnic diversity of the community in which the school is located or the racial and ethnic composition of the special population that the school seeks to serve residing within the local school administrative unit in which the school is located. The school shall be subject to any court-ordered desegregation plan in effect for the local school administrative unit. A charter school may refuse admission to any student who has been expelled or suspended from a public school until the period of suspension or expulsion has expired

A lottery is meant to provide a fair and equitable way of admitting students to the school when the number of applicants exceeds the class, program, school, or building maximum capacity. Following an application period in which the number of applicants exceeds the maximum allowed, a lottery will be conducted within four weeks of the application deadline.

Once a lottery is deemed necessary, the following guidelines will apply:

1. Letters will be mailed to each applicant's parent/guardian, informing him/her of the need for a lottery; the date, time, and location of the lottery; and the lottery process.
2. Lottery cards with numbers will be assigned to each applicant.
3. The lottery will be conducted by a certified public accountant unaffiliated with Uwharrie Charter Academy, its employees, or the Board of Directors and who has no child attending or wishing to attend the school.
4. On the day of the lottery, the certified public accountant will ensure that each applicant is represented by a number written clearly on a card.
5. Each card will be placed into a tumbler.
6. One hour prior to the lottery drawing, interested parties will have the opportunity to review and inspect the lottery process and tumbler.
7. Prior to drawing the first card, the certified public accountant shall state that all lottery numbers have been

checked and that each applicant is represented by a number.

8. The certified public accountant will be the only authorized person to draw cards/numbers from the tumbler.

9. When the accepted number of applicants for the class, program, grade, or building has been reached, the certified public accountant will continue drawing numbers for the purpose of creating a waiting list.

10. The waiting list will be available for review.

11. As openings occur in the class, program, grade, and/or building, parents of students on the waiting list will be contacted in compliance with the strict order in which the names appear on the list.

The following exceptions to the admissions and lottery process apply each year:

1. If multiple birth siblings apply for admission to a charter school and a lottery is needed, UCA shall enter one surname into the lottery to represent all of the multiple birth siblings. If that surname of the multiple birth siblings is selected, then all of the multiple birth siblings shall be admitted.

2. Siblings of currently enrolled students will be given admission priority.

3. The children of the school's directors, teachers, and staff will be given admissions priority. If a new teacher is hired for the current year after the lottery date, his/her children will be given priority for any program, class, grade, or building, which is not already full. If the child of a director, teacher, or staff member is put on the waiting list, the child will be given first priority and the chance for enrollment of any openings that occur in the grade, program, class, or building.

The following exceptions to the admission and lottery process shall be in effect for the first year only:

- Uwharrie Charter Academy will give enrollment priority to children of the initial members of the school's Board of Directors as long as their children do not exceed more than ten percent of the school's total enrollment or to 20 students, whichever is less.

## **Code of Conduct**

### Honor Code

Students of Uwharrie Charter Academy are expected to hold themselves to the highest standards of ethical behavior and strong character both on campus and in the community. The signing of the Honor Code demonstrates an understanding and agreement to uphold a commitment to strong character and personal integrity.

As a student of Uwharrie Charter Academy, I understand the importance of the Honor Code as the primary directive for all of my decisions. As such, it will be at the forefront of all of my interactions with others in and out of the classroom and as a way of life. I understand that the school's directors have full discretion to enforce this code and that violations will result in disciplinary action.

As a student of the Uwharrie Charter Academy community,

- I will uphold the principles of integrity reflected in the Honor Code in an effort to maintain trust with my peers, teachers, parents, administrators, and community.
- I will tell the truth.
- I will hold myself to the highest environmental ethic.
- I will not steal or damage others' personal property.
- I will not take credit for work that is not my own.
- I will take responsibility for my words and deeds.
- I will not assist others in academic assignments unless directed to do so by a teacher.

- I will support others in upholding the Honor Code.

### **Stakeholders' Responsibilities**

In order for Uwharrie Charter Academy to achieve success, all stakeholders must understand and accept their roles and responsibilities and duties. The following delineates the roles and responsibilities of the school's members:

Students will:

- Support the school's mission
- Come to school prepared to learn with all necessary supplies
- Leave all distractions to learning (phones, toys) turned off and put away except at teachers or administrators discretion
- Be on time to class
- Actively engage in learning activities
- Consider their impact on the earth
- Be polite and responsible to all and support one another
- Challenge assumptions
- Adhere to Honor Code
- Have a positive attitude
- Develop a strong work ethic

Teachers will:

- Support the school's mission
- Respect students and others
- Plan engaging, rigorous lessons
- Challenge students' thinking
- Listen to students
- Communicate regularly with parents
- Be fair and equitable in all dealings with students, including grades and discipline
- Create a safe, enjoyable learning environment
- Develop their own green practices
- Remediate and tutor students for success and enrich
- Stay abreast of all new instructional methods
- Demonstrate a strong work ethic

Parents will:

- Support the school's mission
- Ensure student's preparedness for learning
- Volunteer at school and support extracurricular activities
- Understand their role in their child's success
- Resolve conflicts and voice concerns with the appropriate party
- Promote the child's adoption of the school's Honor Code by displaying strong, moral values
- Become aware of environmental ethics

Administrators will:

- Support the school's mission
- Maintain a safe and orderly school
- Promote high ethical standards
- Communicate regularly with parents
- Deal with students and staff equitably and fairly
- Listen to students' and parents' concerns, ideas, recommendations
- Adhere to public school law
- Challenge teachers and students to do their best
- Get to know each student, teacher, and family
- Offer staff development
- Coordinate students' service in the community
- Investigate ways to "green the school"
- Educate the public about the school and its mission
- Communicate regularly with the Board

Board will:

- Make decisions and policies that support the school's mission
- Meet regularly
- Mediate conflict
- Support and promote the school to the public
- Avoid conflicts of interest

## **Policies and Procedures**

In addition to clear rules and policies, Uwharrie Charter Academy believes in the importance of practiced procedures. Therefore, the first few days of school will be spent developing and practicing classroom management procedures with students.

## **Transportation**

Driving to and from UCA is a privilege. We strongly encourage carpooling to lessen the effect on the environment, in accordance with the school's mission. If you are willing to provide carpool or are in need of a carpool, please contact Jamie Parrish at 336-610-0813. Personal transportation forms are available in the office and must be on file before students are allowed to drive to and from school or to transport other students. Any incident of reckless driving will result in loss of privilege. Parking passes are required and must be displayed from the rearview mirror. The passes and parking spaces will be numbered. Passes cost \$30.00 per semester, and \$55.00 per year.

## **Transportation (Bus)**

Uwharrie Charter Academy offers limited bus transportation. Students must complete all bus transportation forms prior to getting on the bus. Students will only be allowed to be transported by the bus they are assigned to. Non-assigned students will not be allowed to ride with assigned riders at any time. Students who wish to go home

with another student must arrange their own transportation. Transportation will be offered to full time riders only at a fee of \$55.00 per semester, per student. If you have more than 1 student there will be an additional fee of \$30.00 per semester. After 3 no-shows from a rider the student will be removed unless communicated by the parent for medical reasons. If the bus route has reached full capacity, a waiting list will be generated. Parents are not allowed on any UCA bus unless there is a medical emergency. The following rules should be followed to maintain the safety of the students:

- Students will have assigned seats. (middle/high school students will be separated)
- No food or drink allowed on the bus at any time.
- After boarding the bus students shall be seated immediately and remain properly seated for the duration of the bus ride.
- Students are expected to behave accordingly on the bus and know the rules for riding the bus.
- The aisle of a school bus must be kept free of objects that could obstruct an emergency evacuation of the bus.
- Students are prohibited from bringing any potentially hazardous items, chemicals, animals, or breakable items on board the bus.
- It is very important to remember that the Bus Driver is in charge.
- No tobacco product used/vaping on the bus at any time. (This offense will result in immediate dismissal for 3 days-1<sup>st</sup> offense, 1 week-2<sup>nd</sup> offense and total removal-3<sup>rd</sup> offense.)

Consequences for breaking the rules

- 1<sup>st</sup> Offense – verbal warning to student by driver.
- 2<sup>nd</sup> Offense – written warning to student/parent or guardian by principal
- 3<sup>rd</sup> Offense –will result in suspension from riding the bus for the remainder of the school year.
- Any damages to the bus property by a student will be the responsibility of the parents.

For bus concerns or questions contact the high school and speak to Chris K.

### **Parking Lot Liability**

1. Parking lot related incidences are not covered under any insurance policy. The school assumes no liability for damage to cars:
  - a. Parked in the parking lot during school hours
  - b. Parked in the parking lot after school hours
2. The only exception to this policy will be when an adult observes a student accidentally causing damage to a vehicle while engaged in a school activity, such as physical education equipment breaking a window (e.g. a ball)
3. Otherwise, liability is as follows:
  - a. If a student willfully causes damage (i.e. not an accident as described above), the student's parent or guardian is responsible.
  - b. If a parent or other visitor causes damage, that individual is responsible.
  - c. If an employee causes damage, the employee is responsible.
  - d. If an unknown person causes damage and there is no witness, the affected individual would determine if they have applicable coverage through his/her individual insurance policies. Adopted 6/15/2017

## **Student Expectations**

Students at Uwharrie Charter will be taught and expected to follow a set of character traits that will prepare them to be successful after graduation. These traits are represented by the word PRIDE:

- P- preparation
- R - respect
- I- integrity
- D- determination
- E - empathy

## **Dress Code**

Students at UCA should dress comfortably and appropriately. Since the focus should be on learning, students are encouraged to dress modestly and follow the standards of decency. For any items not addressed below, UCA administrators will determine if clothing is appropriate.

General guidelines:

- Leggings, pants, and shorts should not be transparent and must cover undergarments
- Shorts should be long enough to cover undergarments and extend below the pocket area
- Pajamas and bedroom slippers should not be worn
- Tops (shirts and blouses) must not be transparent and must cover the stomach, chest, underwear, and back.
- No bare midriffs or tube tops.
- No clothing displaying sex or sexual innuendo, alcohol, drugs, hate speech, and/or violent acts. No gang related items (blue or red bandannas)
- No offensive logos, sayings, advertisements, or phrases

The following are acceptable at the discretion of administration:

- Sleeveless shirts that do not reveal undergarments
- Hats are permitted at the discretion of the teacher
- Holes in pants are acceptable if below the pocket area

If students are found to be wearing clothing that is not appropriate, the front office will be notified. Students will be given the opportunity to correct the situation, including wearing clothing the school has on hand. If needed, parents will be contacted to bring the student a change of clothes. If the situation cannot be resolved, the student may be sent to ISS for the remainder of the day.

## **Acceptable Use Policy for Internet and computer use**

Laptops and computers should be used for educational purposes only and for learning connected to school work. During orientation, administrators will clearly explain appropriate uses for electronic devices. Students who access unauthorized sites will be subject to disciplinary action and/or cancellation and revocation of internet privileges.

## **Cell Phone Policy**

Cell phones should not interfere with instruction. Teachers will determine if cell phones and headphones are permissible in their class during independent work. At no time should phones or headphones be a distraction during direct instruction. In rare circumstances, students might need to make an urgent phone call. In order to do so, they may ask the teacher to briefly step out of class. UCA High School is not responsible for any phone damage or theft that may occur while on school property. Student cell phones will not have access to UCA internet without prior approval. If a student's phone is a distraction in class, the procedure will be as follows:

- Teacher will ask the student to place the phone on the teacher's desk or other secure area. Phone is returned at the end of class.
- If the student refuses or if this is a repeat behavior, the student will be sent to the office and the phone will be held for the rest of the day. The student will then be assigned ISS.

## **Harassment Policy**

Uwharrie Charter Academy is to be a safe, welcoming place for the purpose of learning. To maintain a comfortable environment, each community member must be treated with respect and honor. Harassment based on sex, race, religious or ethnic group, or national origin will result in swift and severe disciplinary action. Therefore, no acts of intimidation, humiliation, degradation, or violence toward others will be tolerated. Any student who feels that he/she has been the target of harassment should immediately report the incident of harassment to the Dean. All charges of harassment will be thoroughly investigated. Any charge determined to be true will result in disciplinary action. Examples of prohibited conduct include:

- Epithets, slurs, negative stereotyping or threatening, intimidating or hostile acts that relate to any legally protected characteristics or activity.
- Written or graphic material displayed or circulated on the school property that denigrates or shows hostility or aversion towards an individual or group because of any legally protected characteristics or activity.
- Intimidating, hostile, derogatory, disrespectful, or otherwise offensive conduct or remarks that are directed at a person because of any legally protected characteristics or activity.

## **Drug and Alcohol Policy**

Uwharrie Charter Academy students will be free from illegal drugs, alcohol, or the abuse of prescription or over-the-counter drugs (including the possession of hemp or hemp related products) at UCA and while attending or participating in any school-sponsored event.

Uwharrie Charter Academy students will not use, consume, deliver, purchase, sell, have in their possession or be under the influence of illegal drugs (including alcohol, hemp, and tobacco/vaping items), while on school property or while attending or participating in a school-sponsored activity whether on campus or off. Students in the company of any student who is using, consuming, delivering, purchasing, selling, or possessing or under the influence of illegal drugs while on school property or while attending or participating in a school-sponsored event will be subject to the same disciplinary action as the offending student, unless said student in attempting to intervene in the situation, trying to prevent the situation, or is attempting to get adult help. This policy is in effect at all times.

Any student who has concerns about his/her own or a friend's use of illegal or prescription drugs or alcohol may approach the principal or a school counselor to discuss the issue. Confidentiality extends only as far as the law allows.

### Anonymous Reporting

To ensure the safety of all students, UCA High School has established an anonymous online reporting tool named "See Something, Say Something". Students, parents, or any community member may access the online reporting tool from the UCA website.

### Discipline

	<b>Violation</b>	<b>Consequence</b>
1	Classroom Disruption	1
2	Inappropriate Display of Affection (PDA)	1
3	Dress Code Violation	1
4	Unauthorized absence from class or school	1-3
5	Inappropriate, racially insensitive, or abusive language	1-4
6	Rude or disrespectful behavior toward staff or student	1-4
7	Possession of Tobacco or electronic smoking device (or paraphernalia)	3-4
8	Disregard of directions from school personnel	2-4
9	Assault on another student	2-5
10	Theft (per investigation of administrator)	2-5
11	Destruction of school property	4 Restitution
12	Persistent violation of disciplinary code	4-5
13	Tampering with a fire extinguisher or fire alarm	5 Restitution
14	Possession, consumption, or being under the influence of a controlled substance as described under the Drug and Alcohol Policy-applies to any school-sponsored event on or off campus	5 Referral to Authorities
15	Assault of a school employee	6 Referral to authorities
16	Making terroristic threats	6 Referral to authorities

17	Possession of items considered to be weapons	6 Referral to authorities
18	Sale and /or Distribution of a controlled substance	6 Referral to authorities
19	Harassment	6
20	Sexual Misconduct	6
21	Honor Code Violation	Zero and parent contact/conference
22	Bullying	1-5; 6

### **Disciplinary Code**

Consequence 1	Warning, followed by detention or ISS if needed
Consequence 2	Short-term, partial day, in-school suspension, and/or task (1-3 days)
Consequence 3	Short-term, full day, in-school suspension (1-5 days)
Consequence 4	Short-term, full day, out of school suspension (1-3 days)
Consequence 5	Long-term, full day, out of school suspension (more than 3 days)
Consequence 6	Immediate removal from school until a board review hearing (Expulsion)

### **In-School Suspension**

In response to some violations of the Disciplinary Code, in-school suspension shall be instituted. The student must serve In-School Suspension at a location designated by an administrator for a partial or full school day(s) where the student will be expected to study and complete his/her school work. ISS students are responsible for obtaining and completing all school work assigned during the suspension period. ISS students may be asked to work to beautify our school grounds.

### **Out-of-School Suspension**

In some cases a violation will be deemed as serious as to warrant Out-of-School Suspension. In the event that a student has been given Out-of-School Suspension, he/she must serve the entire period of time and is not allowed to participate in any school event, either on or off campus during or after the school day. Suspended students are responsible for obtaining and completing his/her school work.

### **Discipline with Regards to Special Education**

Students who are served under IDEA (Special Education), 20 U.S.C. Sec. 1400 et seq. and Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. Sec. 706(8) are entitled to certain additional rights in the area of discipline based upon their qualifications for services under these federal laws. If Uwharrie Charter Academy suspends a student with special needs, it shall continue to provide to the student all continuing education services to the extent mandated by federal and state laws and regulations. In the event UCA suspends or expels a student, the school shall promptly notify local school officials in the school district to which the student would otherwise be assigned. The notification shall include the student's name, special education status, length of suspension/expulsion

and the circumstances giving rise to the suspension or expulsion.

### **Due Process**

Prior to any disciplinary action, the student shall be made aware of the seriousness of the infraction and the potential consequences shall be explained. The student shall be provided an opportunity to explain his/her version of the situation. If, after the student has been provided his/her due process, the teacher or administrator feels that there has been a violation of the Disciplinary Code and that disciplinary action is warranted, the student's parent/guardian shall be informed (in person or by telephone) of the violation and its consequences. In the event that a student or his/her parent feels that he/she has been treated unfairly, they may schedule a parent conference with the administrator and Director of Academics. If the student or parent still feels as though the student has been wronged, then the parent(s) may appeal to the school's Board of Directors.

### **Loss of Privilege**

Any UCA student that violates the disciplinary code may be removed from UCA recognitions and privileges, including but not limited to Junior Marshals, Beta Club, Student Government, and other entities that represent the school. The status for removal will be determined by the Dean.

### **Attendance**

In order for students to be successful, they must be on time and attend school regularly. North Carolina has a compulsory attendance law, requiring that school-age children be present when school is in session except in some circumstances such as illness. Any student who does not comply may be reported for truancy.

Students are expected to be present for all classes by the posted time. If a student is late, he or she must have a note from the attendance office. To be counted present to class, a student must be present for the 3/4 of the class's total time. When students are absent, upon returning, they must present a signed and dated note from home, explaining why the student was absent, to the front office. The note must be brought in within three days of an absence. Students who have more than the maximum amount of absences allowed to pass a course may appeal to the Board of Directors for a waiver. Students who know in advance they will miss school should have a parent/guardian call the school office in advance or bring a signed note from the parent/guardian. Parents will be notified by teachers, school officials, and/or administrators as absences accrue according to the following:

- 3 absences—parent contact by a teacher; teacher completes attendance form
- 6 absences—teacher must contact parents and also inform the guidance counselor to discuss attendance policy
- 7-9 absences—time must be made up with the teacher.
- 10 absences—waiver is now mandatory. Parent will be contacted by the administration and an attendance waiver will be sent home with the student. It is the responsibility of the student and parent to return the completed waiver by the due date. If a waiver form is not completed and returned by the due date, the student will receive an “FF” as a final grade regardless.

Please understand the ABSENCES are for the ENTIRE semester and include both EXCUSED AND UNEXCUSED

(so 3 doctor appointments in a single class would result in 3 absences, and there will be no waivers or exceptions to the policy). College visits or educational opportunities are not counted against your absences. College visits must have prior approval from administration.

**Lawful Absences include: (This policy pertains when the student reaches 10 or more absences and a waiver sheet has been completed)**

The Superintendent or Dean are the only one who has the right to excuse a student temporarily from attendance on account of sickness or other unavoidable cause. (Below are the valid/lawful excuses for temporary nonattendance of a student at school.)

1. **Illness or Injury:** When the absence results from illness or injury which prevents the student from being physically able to attend school.
2. **Quarantine:** When 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. For the purpose of this regulation, the immediate family of a student includes, but is not necessarily limited to, grandparents, parents, brothers, and sisters.
4. **Medical Appointments:** When the absence results from a medical or dental appointment of a student. If a student needs long term mental health care, parents are to provide written notes from a medical doctor and must be evaluated every three weeks.
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. The Local Board of Education can be considered an administrative tribunal.
6. **Religious Observance:** School dean's are required to authorize a minimum of two excused absences each academic year for religious observances required by faith of a student or a student's parents. The student shall be given the opportunity to make up any tests or other work missed due to this excused absence. (S.L. 2010-112)
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 absence. This would include, but is not limited to, a student serving as a legislative page or a governor's page.

## **Tardies**

It is very important for students to be on time to school and class. High school students who are tardy will report to the attendance office to get a note. Students who are late to school or class bring about whole class disruptions and they lose valuable instructional time. Additionally, students who are late to school jeopardize their driving privileges. The following consequences will be implemented for high school students who are tardy to school or class:

- 3 tardies—Teacher will contact parent and document date and who they contacted
- 4-6 tardies—Students assigned afternoon or lunch detention. Failure to report to detention will result in a day of ISS.
- 7+ tardies—Lunch detention and after school detention on Friday from 1:00-4:00 pm. Administration will contact parents

## Check Outs

Students who need to check-out early from school should bring a signed note from a parent prior to checking out. Students cannot be checked-out early from school over the phone. All students checking out are to report to the office.

## Exam Exemptions

To encourage regular attendance, students have the option of being exempt from a non-EOC final exam. Students must meet the grade and attendance minimums in order to be exempt from the final exam.

For semester classes:

A	3 or fewer absences and 5 or fewer Tardies
B	2 or fewer absences and 5 or fewer Tardies

For year-long classes:

A	6 or fewer absences and 5 or fewer Tardies
B	5 or fewer absences or 5 and fewer Tardies

## Visitors

Due to the unique nature of Uwharrie Charter Academy, we expect that members of the community will want to learn more about our program. Parents and guests are welcome and are encouraged to participate in school events. To plan for such visits, kindly schedule a visit or tour in advance with our secretary. Visitors are required to sign-in with the secretary at the front office.

## Daily Schedule

Monday-Thursday: 8:55-3:15

Friday: 8:55-12:45

Monday – Thursday

Friday

1 <sup>st</sup> Period	8:55 – 10:15		
Foundations	10:20 – 10:40	1 <sup>st</sup> Period	8:55 – 9:49
2 <sup>nd</sup> Period	10:45 – 12:05	2 <sup>nd</sup> Period	9:54 – 10:48
<b>1<sup>st</sup> Lunch</b>	12:10 – 12:35	3 <sup>rd</sup> Period	10:54 – 11:47
<b>2<sup>nd</sup> Lunch</b>	12:50 – 1:10	4 <sup>th</sup> Period	11:52 – 12:45
<b>3<sup>rd</sup> Lunch</b>	1:25 – 1:50		
3 <sup>rd</sup> Period	12:10 – 1:50		
4 <sup>th</sup> Period	1:55 – 3:15		

## Academic Requirements

In an effort to uphold the school’s mission for academic rigor, Uwharrie Charter Academy will offer the North Carolina Academic Scholars Program, which allows the school to offer every available honors-level course. Teachers are expected to provide the necessary scaffolding to help students perform at their highest potential, including remediation and tutoring.

Students must earn the minimum credits in each category in order to graduate.

Academic Scholars:

- will be designated by the State Board of Education as North Carolina Academic Scholars.
- will receive a seal of recognition attached to their diplomas.
- may receive special recognition at graduation exercises and other community events.
- may be considered for scholarships from the local and state business/industrial community.
- may use this special recognition in applying to post-secondary institutions. (Candidates are identified by the end of grade 11 and their candidacy can be included in application forms and/or transcripts sent to these institutions.)

Students must:

- Begin planning for the program before entering ninth grade to ensure they obtain the most flexibility in their courses.
- Complete all the requirements of this North Carolina Academic Scholars Program.
- Have an overall four-year un-weighted grade point average of 3.500

- Complete all requirements for a North Carolina high school diploma.

The following **Future-Ready Core Course** of study must be completed in grades 9-12:

- 4 **English** I, II, III, IV
- 4 **Mathematics** (should include Math I, Math II, Math III and a 4th math aligned with the student's goals)
- 3 **Science** (Physics or Chemistry course, Biology, and an Earth/Environmental Science course)
- 4 **Social Studies** (World History, Civic/Economics, American History I and II, or AP US History and an additional social studies course)
- 1 **Health and PE**
- 2 **World Languages**-required for the UNC System
- 6 **2 elective credits of any combination from either:**
  - Career and Technical Education (CTE)
  - Arts Education
  - World Languages
- 4 elective credits strongly recommended (four course concentrations) from one of the following:**
  - Arts Education (e.g. dance, music, theater arts, visual arts)
  - Any other subject area (e.g. social studies, science, mathematics, English)

**Total=28 Credits plus any local requirements**

### **Grading Scale**

In October 2014, the State Board approved a standard 10-point grading scale to begin with the 2015-2016 school year for all high school students. This scale will not include "pluses" or "minuses." Grades from prior years will not be altered retroactively. All Uwharrie Charter Academy students (5-12) will be graded on the 10-point scale.

Under the new scale, grades and grade point average calculations will be applied as follows:

- A: 90-100 = 4.0
- B: 80-89 = 3.0
- C: 70-79 = 2.0
- D: 60-69 = 1.0
- F: < 59 = 0.0

**Quality Points:** In addition to the grade scale change, new standards for quality points also take effects in the 2015-2016 school year. These new standards affect only ninth graders in the fall of 2015-2016 and all students entering high school after that year. This change does not affect students who will be in grades 10, 11, or 12 in

2015-2016.

The new quality points standard will provide an additional .5 quality point to Honors courses and a 1.0 additional quality point to Advanced Placement (AP)/International Baccalaureate (IB) courses, community colleges courses, or four-year university or college courses taken in high school. This eliminates discrepancies between AP/IB and community college or college/university courses and quality points and provides the same additional quality point to all college-level coursework.

For example, a student who earns an A in an AP course would receive a weighted 5.0 grade for that particular course. A student who earns an A in an Honors course would receive a weighted 4.5 grade.

- Uwharrie Charter Academy's calendar is divided into six grading periods. Final exams are administered at the end of the year, which count as 25% of the student's grade for the class.

### **Parent and Student Honor Code Agreement Form**

The Uwharrie Charter Academy will exist:

- To provide a truly rigorous pathway to college and career readiness;
- To afford students the benefit of a small learning community with a low teacher/student ratio in an effort to promote strong relationships with students and individualized support for learning;
- To imbue the curriculum with STEAM focused content through problem-based learning, historical developments in technology, hands-on math, and inquiry science that requires engineering and ingenuity;
- To promote hands-on, project-based learning in all courses;
- To support the development of 21<sup>st</sup> century skills integrating the use of technology;
- To partner with parents so that they understand their role in their child's education;
- To build relationships with local institutions in order to provide real-world connections and opportunities for applied learning; and
- To promote environmental stewardship including the adoption of green practices in student's everyday lives and the integration of NC's Environmental Literacy Plan in a cross curricular approach.

As the **parent/guardian** of \_\_\_\_\_ (student's name), I willingly accept my role and responsibility in promoting both the success of my child's educational goals and the success of the Uwharrie Charter Academy community.

Signed, \_\_\_\_\_ Date, \_\_\_\_\_

As a **student** of Uwharrie Charter Academy, I \_\_\_\_\_ willingly agree to uphold the school's Honor Code in order to achieve my own success, my peers' success, and Uwharrie Charter Academy's success.

Signed, \_\_\_\_\_ Date, \_\_\_\_\_

As a **student** of Uwharrie Charter Academy, I \_\_\_\_\_ understand the following policies and procedures: Dress Code, Cell Phone Policy, Harassment Policy, Drug and Alcohol, Attendance Policy, Tardy Policy and Exam Exemption Policy. I also understand each one of my classroom teacher's rules and responsibilities.

Signed, \_\_\_\_\_ Date, \_\_\_\_\_

Teacher's Signature, \_\_\_\_\_ Date received, \_\_\_\_\_