



**2018-2019**  
**STUDENT HANDBOOK**

**MYERS PARK HIGH SCHOOL**  
2400 Colony Road  
Charlotte, NC 28209  
980.343.5800

# The Park: Make It Your Own



## Mission:

We, the students, parents, staff and community of Myers Park High School, will inspire all students to experience success.

## Vision:

Myers Park High School exists to inspire in its students a passion for learning and a commitment to personal integrity and academic excellence. Students will be empowered to become self-confident, creative, socially responsible, and globally aware.

## Shared Beliefs:

1. MPHS is 3D Free.
  - a. No drama.
  - b. No disruptions.
  - c. No disrespect.
2. MPHS has a sense of family.
  - a. We make large feel small.
  - b. We are about customer service.
3. All students can and will experience academic achievement.

## Student Honor Code

Myers Park High School, embodies a spirit of *honesty* and *integrity* that is central to learning, and embodies the expression of common values among all members of the school community. In order to maintain an educational environment that respect these values, we commit to following our established honor code. The honor code is based on the two principles:

### ① Honesty

When you state what you know to be true and do not deceive, regardless of consequence to yourself or others. Examples of **dishonesty** are the following:

- Making a false statement with the intention is to deceive.
- Lying to administrators, staff, and faculty members
- Falsifying any school documents

### ② Integrity

When individuals act in with high moral principles, cooperate with efforts to maintain high moral principles, and encourage high moral principles in others. It is also demonstrated when individuals submit their own work for tests and assignments without unapproved assistance; students do not provide unauthorized assistance to others. Examples of **lacking integrity** are:

- Communicating with other students during a test, quiz, or other classroom assignment
- Copying or allowing someone to copy in a testing situation
- Attempting to cheat
- Attempting to use another person's work without citations
- Copying of key phrases from another source
- Giving or receiving information regarding an assessment without the knowledge of a teacher

### Honor Code Pledge

As a member of the Myers Park High School community, I pledge to uphold a high level of honesty and integrity by being true to myself and others at all times and submitting my own work at all times. I agree to report any infractions of the Honor Code to a member of the Honor Committee. I make this pledge to myself and my school community.

**“On my honor, I will not cheat, I will not lie”**

While more specifics are found in the Student Honor Code, an addition this year is the following: Missing a class on the day of a formal assignment without following either sign in or sign out procedures is at least a conduct violation of skipping. A pattern of this type of absence will be scrutinized and may be an Honor Code violation. After the THIRD Absence for a Formal Assessment, a Doctor's note is required and failure to provide one may result in zero credit for the assignment.

## **General Information**

### **A. Student Rights, Responsibilities, and Character Development Handbook**

Improved academic achievement and school performance are the results when students live up to established standards of conduct. These rules and sanctions have been adopted by the Charlotte-Mecklenburg Board of Education and represent its official policy. School personnel will take disciplinary action against any student who violates one or more of these rules in accordance with the consequences stated in the Student Code of Conduct. The assignment of consequences for an infraction depends on the severity, intensity, duration and frequency of the incident. Disciplinary action may include but is not limited to: reprimand, after-school work, repayment for damages, clean-up, and revocation of privileges associated with school activities, after school detention, Saturday School, ISS, OSS or exclusion. Each student at Myers Park High School has access to the CMS Rights and Responsibilities Handbook through the CMS website. MPHS will thoroughly review the handbook with our students during the first ten (10) days of school.

### **MPHS Policies Disruption**

MPHS adheres to a simple philosophy regarding student behavior. Students and teachers have a right to learn and teach. Any student who infringes on this right loses his/her privilege to be in class. Classroom disruption from rude, unruly students will not be tolerated.

### **Social Media and Neighborhood Drama**

Any issues (including but not limited to threats, name calling, bullying, fighting, etc.) that start on social media and/or in the neighborhood which interfere with the teaching and learning process at school will be actionable by school administration.

### **Refusal to Comply with School Personnel**

Students are expected to comply with any reasonable request of school personnel. Those who choose not to comply will suffer consequences based on administrative decision.

### **Dress Code**

*MPHS is 3D Free, including any disruptions that could be caused by dress code violations.*

- Dresses, skirts, shorts, and pants must not be excessively short and/or tight. Underwear should not be visible.
- No see-through clothing or visible undergarments.
- All shirts worn by any student should adequately cover the upper body including the chest, shoulders, back, midriff, and sides.
- No chains are allowed.
- All clothing brands and designs with any unauthorized group symbols, profanity, gestures or signs are prohibited.
- Hats may only be worn in classes with teacher permission.
- Dorags, skull caps, and bandanas are prohibited. Other headgear that disrupts the learning environment will be handled on a case by case basis.
- Gloves and sunglasses may not be worn in the building.
- Pajamas, blankets and slippers are prohibited.

### **Truancy / Class Cutting**

Students shall be regular and punctual in attendance at school and in all classes. Truancy results in disciplinary action taken by administrators.

**B. Bus and Bus Stop Rules-***MPHS is 3D free, including on the buses and at the respective stops. Represent the MPHS family well in these areas!*

School buses are operated for the safe transportation of students traveling to and from school and school activities. Riding the bus is a privilege, which may be revoked when the general conduct of the student is detrimental to the safety and comfort of others on the bus.

1. While riding on a school bus, students are subject to all school rules and regulations.
2. The bus driver is in charge of all passengers and has the authority to assign seats and make any other arrangements deemed necessary to maintain a safe and orderly environment. Students are required to obey the directions of the driver.
3. **Students are required to ride their assigned buses and get on and off at their designated stops. No student may ride a bus that he or she is not assigned to.**
4. CMS policy prohibits the school from allowing students to ride home with friends on a school bus they are not assigned to by the Transportation Department.

### **C. Attendance Procedures**

#### **Absence from school**

When students are absent from school, they should bring a note from their parent, guardian, or health care professional stating the students' legal name (not nickname), CMS student ID number, the reason for the absence and the date(s) absent from school.

Students are responsible for submitting absence notes directly to the Attendance Office. According to CMS guidelines, the Attendance Office will code the absence as excused or unexcused and notify teachers. The Parent/Guardian will receive a voice recording at home indicating that your student has missed one or more classes for that day regardless if the absence is excused or unexcused or if you submitted a note. It is not necessary to call Myers Park when your child is absent from school. If you know your student will have an extended absence, please contact your guidance counselor.

#### **Tardiness**

Our expectation is that students will arrive to school on time. Oversleeping, missing the bus, car maintenance problems, or being transported late by a private vehicle is not considered an excused tardy. Students are expected to remain at school and be on time for all of their classes for the remainder of the day. Myers Park uses a student management center (SMC) that allows teachers to deal effectively with students who are tardy. Students who are tardy to class must go to a designated area (SMC) to receive a pass and have their tardy recorded. Multiple visits to (SMC) are dealt with by an administrator and will result in consequences. Students may not enter into a classroom late without an excused pass signed by a faculty member.

### **Leaving School Grounds**

Students are not permitted to leave campus without permission from an administrator. All students who leave school grounds without permission will be considered truant and will face subsequent disciplinary actions. Students with parking permits who leave campus without permission will lose their parking privileges. When an emergency situation or student illness occurs, students should report directly to the Attendance Office where a parent/guardian will be notified and dismissal arrangements will be made. All students leaving campus for any reason must sign out in the Attendance Office.

### **Attendance Recovery**

CMS regulations require students to have no more than 10 absences in a class for credit to be awarded in a course. Absences above the 10 class maximum must be “recovered” by making arrangements with the teacher of record in order for credit to be awarded in the class.

### **D. Media Center**

The Myers Park Media Center is open from 6:45 am until 3:30 pm Monday – Thursday and 6:45 am until 2:45 pm on Fridays. Students are welcome to visit the library during the school day with a signed and dated pass from the teacher whose class they are registered and coming from.

### **E. Change of Address**

Any change in a student’s address and/or telephone number should be reported to the Guidance/Student Services Office. In order to change your address, you must bring in three pieces of identifying information indicating that the new address is your current residence.

### **F. Visitors**

*VISITORS:* All visitors must report to the Main Office, sign in, and wear a visitor’s pass in a clearly visible area.

### **G. Health and Medication**

The public health nurse is on campus regularly every day and can be contacted by phone. The CMS Medication Policy states:

- Any prescription or over the counter medication, (even aspirin or Tylenol), must be kept in the school office.
- There must be a current medication authorization form on file signed by the parent and doctor.
- Forms are available in the main office and in the CMS Student Handbook.
- Immunization records are necessary for enrollment for those students newly enrolled in CMS or who have been outside the system for a period of time.
- It is critical that the school nurse or counselor be informed of any medical or emotional condition that could be a problem at school. All students should have a blue emergency locator card completed each school year. These cards will be in your information packet and should be returned to the student’s homeroom teacher. For questions or concerns please contact Ms. Amy Lattimore RN at the school.

## H. Parking

### **General Information:**

Seniors will be given priority. All eligible drivers must meet the driving requirements listed in the MPHS Student Parking Contractual Agreement Form signed by a parent or legal guardian. All eligible drivers must have a 2.5 GPA on their 2nd Semester report card as of the end of last school year and maintained each semester thereafter.

### **Revocation:**

- Students caught using a vehicle in order to violate other rules in the Code of Conduct, including but not limited to leaving campus without permission, will lose their parking permit for the remainder of the school year.
- Students caught transporting other students off campus without permission will lose their parking permit along with passengers that may have driving eligibility.
- Students parking on CMS or Myers Park High School property without a current MPHS student parking permit will be towed at the owner's expense and forfeit their opportunity for a parking permit at a later date. Towing cost is approximately \$120.00.
- Students will not move their vehicles during the school day unless they have early dismissal or administrator permission.

## I. MPHS Student Publications

***Newspaper*** - The Myers Park Hoofprint

***Literary Magazine*** - The Pegasus

***Yearbook*** - The Mustang

**MPHS School Colors** - Green and White

**MPHS Mascot** - Mustang

## J. PTSO

The PTSO is an organization composed of parents, teachers, and students whose objectives include acting as a liaison between the school and community, serving as an advisory group, making suggestions and recommendations for the improvement of school programs, and providing volunteer services in many school activities. The PTSO is a national organization and is open for membership to anyone.

## K. Booster Clubs

Booster Clubs are organized parent groups whose purpose is to support various extracurricular activities at Myers Park. The Athletic Department, Band, Chorus, and Debate programs all have Booster Clubs to provide traveling and equipment expenses.

# Student Schedule

Block	Time	
<b>Breakfast</b>	<b>6:45-7:00</b>	
<b>1<sup>st</sup> Block</b>	<b>7:15-8:53</b>	
<b>2<sup>nd</sup> Block</b>	<b>9:00-10:30</b>	
<b>3<sup>rd</sup> Block</b> (1 <sup>st</sup> Lunch)	<b>Class 11:00-12:38</b>	10:30-10:53 (1 <sup>st</sup> Lunch) <i>MC 5, 7, 8, 19-28; Auto; V; MA; M</i>
<b>3<sup>rd</sup> Block</b> (2 <sup>nd</sup> Lunch)	<b>Class 10:37-10:57</b> <b>Class 11:26-12:38</b>	10:57-11:20 (2 <sup>nd</sup> Lunch) <i>LA 200-300 (2nd and 3rd Floors)</i>
<b>3<sup>rd</sup> Block</b> (3 <sup>rd</sup> Lunch)	<b>Class 10:37-11:23</b> <b>Class 11:51-12:38</b>	11:23-11:46 (3 <sup>rd</sup> Lunch) <i>LA 100; SET 2nd and 3rd Floors; SC Math</i>
<b>3<sup>rd</sup> Block</b> (4 <sup>th</sup> Lunch)	<b>Class 10:37-11:49</b> <b>Class 12:16-12:38</b>	11:49-12:12 (4 <sup>th</sup> Lunch) <i>S; MC 12-18</i>
<b>3<sup>rd</sup> Block</b> (5 <sup>th</sup> Lunch)	<b>Class 10:37-12:15</b>	12:15-12:38 (5 <sup>th</sup> Lunch) <i>Gym; SC WL; A; SET 1st Floor</i>
<b>4<sup>th</sup> Block</b>	<b>12:45-2:15</b>	

# A/B Day Schedule 2018 – 2019

## AUGUST 2018

Monday	Tuesday	Wednesday	Thursday	Friday
27A	28B	29A	30B	31A

## SEPTEMBER 2018

Monday	Tuesday	Wednesday	Thursday	Friday
3 Holiday	4B	5A	6B	7A
10B	11A	12B Early Release Day	13A	14B
17A	18B	19 Teacher Workday	20A	21B
24A	25B	26A	27B	28A

## OCTOBER 2018

Monday	Tuesday	Wednesday	Thursday	Friday
1B	2A	3B	4A	5B
8A	9B	10A	11B	12A
15B	16A	17B	18A	19B
22A	23B	24A	25B	26A
29B	30A End of Quarter	31 Teacher Workday		

## NOVEMBER 2018

Monday	Tuesday	Wednesday	Thursday	Friday
			1B	2A
5B	6A	7B	8A	9B
12 Holiday	13A	14B	15A	16B
19A	20B	21 Annual Leave	22 Holiday	23 Holiday
26A	27B	28A	29B	30A

## DECEMBER 2018

Monday	Tuesday	Wednesday	Thursday	Friday
3B	4A	5B Early Release Day	6A	7B
10A	11B	12A	13B	14A
17B	18A	19 Teacher Workday	20 Winter Break/ Annual Leave	21 Winter Break/ Annual Leave
24 Winter Break/ Holiday	25 Winter Break/ Holiday	26 Winter Break/ Annual Leave	27 Winter Break/ Annual Leave	28 Winter Break/ Annual Leave
31 Winter Break/ Holiday				

## JANUARY 2019

Monday	Tuesday	Wednesday	Thursday	Friday
	1 Winter Break/ Holiday	2 Teacher Workday	3B	4A
7B	8A	9B Early Release Day	10A	11B
14A	15B	16A	17B	18A End of Quarter
21 Holiday	22 Teacher Workday	23B	24A	25B
28A	29B	30A	31B	

## FEBRUARY 2019

Monday	Tuesday	Wednesday	Thursday	Friday
				1A
4B	5A	6B	7A	8B
11A	12B	13A	14B	15A
18 Teacher Workday	19B	20A	21B	22A
25B	26A	27B	28A	

## MARCH 2019

Monday	Tuesday	Wednesday	Thursday	Friday
				1B
4A	5B	6A	7B	8A
11B	12A	13B Early Release Day	14A	15B
18A	19B	20A	21B	22A
25B	26A	27B	28A End of Quarter	29 Teacher Workday

## APRIL 2019

Monday	Tuesday	Wednesday	Thursday	Friday
1B	2A	3B	4A	5B
8A	9B	10A	11B	12A
15 Spring Break	16 Spring Break	17 Spring Break	18 Spring Break	19 Spring Break
22B	23A	24B	25A	26B
29A	30B			

## MAY 2019

Monday	Tuesday	Wednesday	Thursday	Friday
		1A	2B	3A
6B	7A	8B	9A	10B
13A	14B	15A	16B	17A
20B	21A	22B	23A	24B
27 Holiday	28A	29B	30A	31B

## JUNE 2019

Monday	Tuesday	Wednesday	Thursday	Friday
3A	4B	5A	6B	7A End of Quarter
10 Teacher Workday	11 Teacher Workday	12 Teacher Workday	13	14

Any school day missed due to severe weather will be added to the next make-up day on the CMS academic calendar. This ensures the entire calendar will not be affected. For example, if school is closed on February 4, a B day, the make-up day, February 18, would be a B day to replace it



Every Child. Every Day. For a Better Tomorrow.

**2018-2019**

**Teacher/Staff Holiday and Workday Calendar**

<b>Teacher Workdays</b>	<b>August 16-17, 20-24, 2018</b>
<b>First day of school</b>	<b>August 27, 2018</b>
<b>Labor Day Holiday</b>	<b>September 3, 2018</b>
Early Release Day	September 12, 2018
<b>Teacher Workday</b>	<b>September 19, 2018</b>
<b>Teacher Workday</b>	<b>October 31, 2018</b>
<b>Veterans Day Holiday</b>	<b>November 12, 2018</b>
<b>Annual Leave Day</b>	<b>November 21, 2018</b>
<b>Thanksgiving Holiday</b>	<b>November 22-23, 2018</b>
Early Release Day	December 5, 2018
<b>Teacher Workday</b>	<b>December 19, 2018</b>
<b>Winter Break</b>	<b>December 20, 2018 - January 2, 2019</b>
<b>Annual Leave Day</b>	<b>December 20-21, 2018</b>
<b>Holidays</b>	<b>December 24-25, 2018</b>
<b>Annual Leave Days</b>	<b>December 26-28, 2018</b>
<b>Holiday</b>	<b>December 31, 2018 – January 1, 2019</b>
<b>Teacher Workday</b>	<b>January 2, 2019</b>
Early Release Day	January 9, 2019
<b>Martin Luther King, Jr. Holiday</b>	<b>January 21, 2019</b>
<b>Teacher Workday</b>	<b>January 22, 2019</b>
<b>Teacher Workday</b>	<b>February 18, 2019</b>
Early Release Day	March 13, 2019
<b>Teacher Workday</b>	<b>March 29, 2019</b>
<b>Spring Break/Annual Leave Days</b>	<b>April 15- April 18, 2019</b>
<b>Holiday</b>	<b>April 19, 2019</b>
<b>Memorial Day Holiday</b>	<b>May 27, 2019</b>
<b>Last day of school</b>	<b>June 7, 2019</b>
<b>Teacher Workdays</b>	<b>June 10-12, 2019</b>

*School will not be in session for students on the holidays, breaks and teacher workdays listed above unless a make-up day is scheduled.*

<b>Make-up Days:</b>	1. December 19	5. March 29
	2. January 2	6. June 10
	3. January 22	7. June 11
	4. February 18	8. June 12

In compliance with federal law, Charlotte-Mecklenburg Schools administers all education programs, employment activities and admissions without discrimination against any person on the basis of gender, race, color, religion, national origin, age or disability.