

# Gaston Early College of Medical Sciences

## Student Handbook

### 2022 - 2023



#### **School Vision**

To develop lifelong learners who possess the courage to lead and the compassion to heal.

#### **School Mission Statement**

To provide students the opportunity to earn a high school diploma and an Associate's Degree in preparation for future careers in healthcare.

#### **School Purpose**

GECMS is an early college application public high school focused on providing students interested in a career in healthcare the opportunity to graduate high school in four years with an associate's degree from Gaston College at no cost (no fees/tuition). Students interested in attending must submit an application during the district's choice window in February and participate in the lottery. Enrollment priority is given to students with parents who did not continue education beyond high school. Extra-curricular sports, band, chorus, etc. are not provided nor are students permitted to participate at their zoned school.

#### Degrees Offered

Associate in General Education (AGE) in Nursing  
Associate of Applied Science in Biotechnology  
Associate of Applied Science in Health Information Technology  
Associate of Applied Science in Human Services (5th year required)

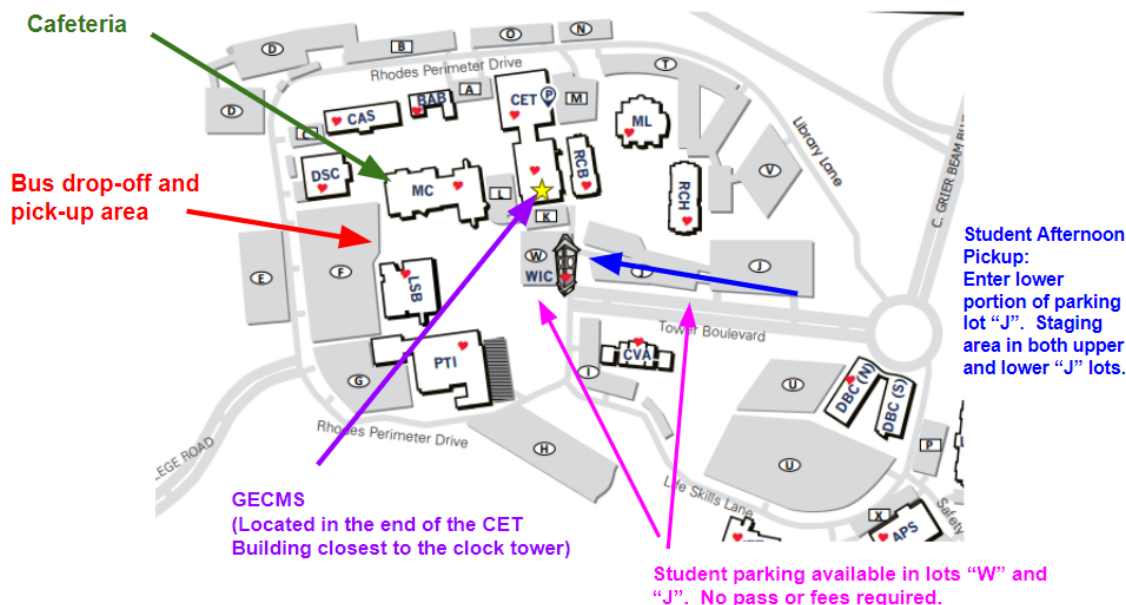
#### **Disclaimer**

Gaston Early College of Medical Sciences (GECMS) students are expected to be familiar with the Gaston County Schools Student Code of Conduct and the policies, procedures, and practices outlined in the GECMS Student Handbook. They are required to comply with all policies outlined here and in Gaston County Schools Board Policy. All Code of Student Conduct policies are contained in the GECMS Student Handbook, which is located online at <https://www.gaston.k12.nc.us/Page/12212>.

Additionally, GECMS students are also considered Gaston College students. They must comply with the academic and student codes of conduct governing the college campus. Students are accountable to all Gaston College policies and practices that apply to their status as early college students. The Gaston College Student handbook is located at <https://www.gaston.edu/student-code-of-conduct/student-handbook/>.

## Campus Map and Directions

<b>Mailing Address</b> 201 Highway US 321 South Dallas, NC 28034	<b>Street Address*</b> 300 Rhodes Perimeter Dr. Dallas, NC 28034 <i>*GPS is inaccurate. Directions below.</i>
<b>From Hwy 275/279</b> Turn onto Gaston College Road Right onto Rhodes Perimeter Dr. Turn Left to remain on Rhodes Perimeter GECMS Straight Ahead in CET Building	<b>From Hwy 321 (US Route 321)</b> Turn on C Grier Beam Blvd At round-about, 2nd Right onto Tower Blvd Right onto Rhodes Perimeter Dr. GECMS Straight Ahead in CET Building



## Staff and Contact Information

Phone: (704) 923-8480

Fax: (980) 888-7121

**Website:** <https://www.gaston.k12.nc.us/EarlyCollegeofMedicalScience>

**Facebook:** <https://www.facebook.com/GastonEarlyCollegeofMedicalSciences/>

Staff Member	Position	Email
Beverley Bowman	Principal	bgbowman@gaston.k12.nc.us
Susan Tippet	Dean of Students	sstippet@gaston.k12.nc.us
Misti Elting	College Liaison	elting.misti@gaston.edu
Desiree Lackey	School Counselor	dmlackey@gaston.k12.nc.us
Darla Mellon	Financial/Data Secretary	dhmellon@gaston.k12.nc.us
Charlcie Morgan	Receptionist/ Testing	cgmorgan@gaston.k12.nc.us>
Angela Congelli	Science Teacher	ahcongelli@gaston.k12.nc.us
Andrew Jones	Science Teacher	adjones@gaston.k12.nc.us
Karen Greene	English Teacher	kbgreene@gaston.k12.nc.us
Lisa Neisler	Spanish Teacher	lcneisler@gaston.k12.nc.us
Tommy Ramkissoon	Social Studies Teacher	teramkissoon@gaston.k12.nc.us
Renesha Rodriguez	Math Teacher	rlrodriguez@gaston.k12.nc.us
Susan Tippet	Math Teacher	sstippet@gaston.k12.nc.us

# Gaston Early College Calendar 2022-2023

JULY	AUGUST	SEPTEMBER
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OCTOBER	NOVEMBER	DECEMBER
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JANUARY	FEBRUARY	MARCH
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APRIL	MAY	JUNE
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Gaston Early College High School  
201 Highway 321 South, Dallas, NC 28034 (704) 922-2405

Gaston Early College of Medical Sciences  
300 Rhodes Perimeter Drive, Dallas, NC 28034 (704) 923-8480



Calendar Key	Optional Teacher Workday	Annual Leave
	Mandated Teacher Workday	First & Last Day of School
	Holiday	Report Cards Distributed

## CALENDAR DATES

July 4	Holiday (Independence Day)
August 2	Optional Teacher Workday
August 3-5	Mandated Teacher Workdays
August 8	Mandated Teacher Workday
August 9	Students' First Day
August 22	Fall Semester College Classes Begin
September 5	Holiday (Labor Day)
September 23	Optional Teacher Workday
October 11	End of First 9-Week Grading Period
October 18	9-Week Report Cards Distributed
October 20	Parent-Teacher Conferences
October 21	Optional Teacher Workday
November 11	Veterans Day Holiday
November 23	Teacher Annual Leave
November 24-25	No School for Students
December 16	Holidays (Thanksgiving)
December 17	End of Second 9-Week Grading Period
December 19-20	Fall Semester College Classes End
December 21-23	Teacher Annual Leave
December 26-29	No School for Students
December 30	Holidays (Winter)
January 2-3	Teacher Annual Leave
January 4	Holiday (New Year's Day)
January 5	Mandated Teacher Workdays
January 6	Students' First Day of Spring Semester
January 9	9-Week Report Cards Distributed
January 16	Spring Semester College Classes Begin
January 17	Holiday (Martin Luther King Jr. Day)
February 10	Optional Teacher Workday
March 6-10	Optional Teacher Workdays
March 14	End of Third 9-Week Grading Period
March 21	9-Week Report Cards Distributed
March 23	Parent-Teacher Conferences
April 6	Teacher Annual Leave
April 7	No School for Students
April 10-11	Holiday (Spring)
April 12	Teacher Annual Leave
May 11	No School for Students
May 12	Optional Teacher Workday
May 13	Spring Semester College Classes End
May 18	Gaston College Graduation
May 19	Early College High School Graduation
May 19	Students' Last Day
May 22-23	End of Fourth 9-Week Grading Period
May 24-26	Mandated Teacher Workdays
May 29	Optional Teacher Workdays
May 29	Memorial Day Holiday

## Inclement Weather Makeup Days

December 19 January 3 March 6 March 7 April 12

The Board of Education reserves the right to use early release days and Saturdays as makeup days for inclement weather. The Board may add days of employment to end of the school year.

Testing dates will be available on the district website after they are determined by the state.

The Gaston County Board of Education approved the 2022-2023 school calendar on March 21, 2022.

Calendar design by the Gaston County Schools Communications Department

Bell Schedule		
Time	Description	Lunch
8:15-8:55	Arrival (Breakfast)	1st Lunch: 11:00 - 11:30 2nd Lunch 11:40 - 12:10 3rd Lunch 12:20 - 12:50
9:00-10:15	1st Period	
10:20-11:00	Advisory	
11:05-12:55	2nd Period (Lunch)	
1:00-2:15	3rd Period	
2:20-3:40	4th Period	

2022-2023 Gaston Early College & Early College of Medical Sciences Grading & Assessment Calendar						
Grading Period	Days	Dates*	Report Card Distribution	Interim Reports**	Check-In / Benchmark Window	Exams
1st Nine Weeks	44	Aug. 9-Oct. 11	Oct. 18	Sept. 6 - 9	ALL: Sept. 28 - Oct 4	Dec. 12 - 16
2nd Nine Weeks	43	Oct. 12-Dec.16	Jan. 6	Nov. 7 - 10	Biology: Oct. 24 - 28 ALL: Nov. 28 - Dec 2	
3rd Nine Weeks	43	Jan. 4-Mar. 14	Mar. 21	Jan. 30-Feb 3	ALL: Feb. 17 - 24	May 15 - 19
4th Nine Weeks	43	Mar. 15-May 19	Mailed home during workdays	Apr. 17 - 21	Biology: Mar. 14 - 20 ALL: April 26 - May 2	

\*Interim Reports: Printed interim reports should be distributed to all students for the first grading period of each semester. The remaining interim reports should be distributed to students whose grade is below a C, or whose grades have dropped more than one letter grade.

\*\* There are 2 State Check-Ins, per semester, for Math I, English 10, & Math III. Biology has 3 State Check-Ins per semester.

## EXAM EXEMPTION (Teacher-Made Exams ONLY)

Purpose– Encourage excellent attendance/academic performance

Qualifications:

"A" Average end of the semester & 4 or fewer absences (Excused or Unexcused)

OR

"B" Average & 3 or fewer absences (Excused or Unexcused)

Note: Assigned days in OSS (out-of-school suspension) are considered absences under board policy. If a student misses more than 15 minutes of a class period, they are coded as absent for that period. School-related activities are not considered absences. If the student meets the above qualifications and desires to take the teacher-made exam, the exam may improve but not diminish the student's final grade. Tests required by the state, including End of Course (EOC) tests may not be exempted. Students that meet the above criteria to be exempt from a teacher-made exam, will be expected to "check in" through Canvas on the day of the exam in order to be counted as present for that day. Gaston County Schools Exam Exemption Policy

**\*\*This Policy is only for Gaston Early College of Medical Sciences High School Classes not Gaston College classes**

## ARRIVING AT SCHOOL

Student supervision begins at 8:15 AM. Upon arrival, students are to report to their designated areas: 9th graders–cafeteria; 10th graders–Student Center. Breakfast is available in the cafeteria from 8:15 - 8:50; however, when needed, breakfast will be extended to accommodate students on late buses. At 8:45AM, students are to report to their classes. Tutoring is available before school but should be arranged with the teacher the day before. Students should NOT be wandering around campus. After being dropped off, they are expected to report to their designated areas!

## SCHOOL CLOSINGS / INCLEMENT WEATHER

When school must be canceled due to severe weather or emergency situations, announcements will be made on the local radio and TV stations (including Channel 21). Please do not call the school. When school is canceled, delayed, or dismissed by Gaston County Schools due to inclement weather, GECMS will follow the decision made by Gaston County Schools. In the event that Gaston College is open and Gaston County Schools is closed, GECMS students enrolled in college classes are expected to complete assignments as assigned by the College faculty safely from home; transportation to GECMS during inclement weather is not required or recommended. When classes are officially canceled by Gaston College due to inclement weather or any other reason, GECMS will follow the decision made by the College.

## STUDENT PARKING

Student parking is a privilege, and all students' motor vehicles on campus may be subject to search by school officials as outlined in the Gaston County Board of Education Policy Manual. GECMS students with a valid NC driver's license must register with Gaston College to receive a parking sticker. The following are the GECMS student parking regulations:

1. Students are not permitted to go to their cars during the school day unless prior approval has been received from Mrs. Bowman.
2. Parking decals should be displayed on the front interior driver's side windshield at all times.
3. Students may not sit in cars or "hang around" in the parking lot at any time. Students must come directly into the building in the morning and leave immediately at dismissal.
4. Leaving campus once you arrive, via bus or car, is prohibited.
5. Students are to refrain from reckless driving and/or speeding while on school grounds.
6. Students must follow the directions of any school personnel directing traffic.
7. Always lock your vehicle and place valuables out of sight.
8. Students who do not adhere to these guidelines are subject to losing their driving/parking privileges.

Parking on the campus is a privilege and not a right. Therefore, it is mandatory that ALL students adhere to the following in order to remain in good standing with the school: Provide Mrs. Morgan with vehicle information including driver's license number. Park in the designated parking area(s). Follow the protocol as determined by the Gaston College Police. Maintain an cumulative GPA of 2.5 The schools (GECMS and Gaston College), will not be held liable for any articles taken from the car.

## BUSES

It is a privilege to ride a bus. Misbehavior on GCS buses will result in school discipline that can include loss of bus-riding privileges. Students must ride their assigned bus. Without administration's approval & a parent note, students may not ride home on a bus with another student.

## DRIVER'S LICENSE LEGISLATION

Before enrolling in driver's education, students must have a 93% attendance rate in their prior semester. A student must also pass 3 out of 4 courses each semester in order to receive and maintain a Driving Eligibility Certificate. Students who do not meet the criteria will be reported to the DMV and will have their permit or license revoked. If pursuing driver's education, students will need to obtain a copy of their transcript from our data manager. Transcripts must then be taken to our local North Carolina Driving School. Student transcripts are available from our data manager on school days from 8:00 am – 3:00 pm. You may register for any class by contacting the North Carolina Driving School at 704-922-1960. Our local North Carolina Driving School is located at 1012 B Philadelphia Church Rd., Dallas, NC.

## MEDICATIONS

The Gaston County Board of Education has an established policy regarding the administration of medication to students while at school. GECMS will follow the procedures outlined in school board policy. An *Authorization of Medication for Students in School* form must be filled out by the parent/doctor. All forms and medication should be delivered to the secretary at the front desk upon the immediate arrival to school. Administration of medication will be the responsibility of the school nurse and/or front office staff.

## POSTERS/BANNERS

No posters or decorations will be displayed on the walls or in the windows of the hallways without prior permission from an administrator.

## TOBACCO PRODUCTS / POSSESSION

GCS Policy states that students shall not possess or use tobacco/tobacco products while on school property or during school-sponsored events. Gaston College is also a tobacco-free campus. This includes all electronic cigarettes and e-cigarette materials. [GCS Tobacco Policy](#)

## COUNSELING DEPARTMENT

GECMS has one school counselor and one Gaston College Liaison. They are available to all students, teachers, and parents. They help with career and academic planning, student mentoring, student internships, and other school-related activities. The school counselor also provides personal counseling services related to individual student needs, materials on career pathways, specific occupations, college, and university selection, scholarship and financial aid are available in the counseling offices. Please visit the counseling webpage located on the school's website.

## EXPECTATIONS FOR CONTINUED ENROLLMENT

The approved criteria for continued enrollment at GECMS are:

- Maintain a 2.5 GPA
- Maintain 94% attendance (medical exceptions see GCS High School Policy)
- Maintain satisfactory progress in academic areas
- Maintain good standing with behavior
- Receive semi-annual review from staff to determine eligibility for the following semester.

## COLLEGE COURSE GRADES

College courses do not issue report cards, therefore the grades will NOT be reported on a student's report card until the end of the semester. Therefore, it is the responsibility of the student to monitor his/her performance and progress in each class. The College Liaison and Counselor will meet regularly with students to discuss their grades in college courses. The College Liaison will get a monthly report (via AVISO) containing all college grades for all students. The results of this report are shared with school administration and teachers as needed to best support our students of GECMS. At the end of each semester, students may obtain their final college course grade online by accessing Self service at [www.gaston.edu](http://www.gaston.edu).

## COLLEGE TEXTBOOKS

GECMS provides books for all college courses. Students are responsible for returning college textbooks to the high school immediately following exams. Students are responsible for replacing or reimbursing GECMS any lost or damaged books.

## COLLEGE ACADEMIC SUPPORT

If you have questions regarding college courses, your student will need to complete a [FERPA](#) release to receive information. Once completed, parents are also strongly encouraged to contact the GECMS College Liaison, Mistii Elting at 704 923 8484 or [elting.misti@gaston.edu](mailto:elting.misti@gaston.edu). If you have questions regarding progress in a high school class, please email or call the appropriate teacher. Tutoring Services will be offered as deemed necessary by the teacher.

## COLLEGE TRANSCRIPTS

Visit the Business Office to pay the \$7 fee for an official copy of a Gaston College transcript. Payment can be made by Cash, Personal Check, Money Order, Visa, MasterCard, American Express, or Discover. Visit the Office of Records and Registration (Myers Center, 2nd Floor) to complete the **Transcript Request Form** and pick up your transcript. Photo ID required.

## HIGH SCHOOL TRANSCRIPTS

GECMS transcripts are available upon request from the office. In order to obtain an official copy of a transcript, or have an official copy sent to another school or organization, students must request from the GECMS Data Manager, Mrs. Darla Mellon; [dhmellon@gaston.k12.nc.us](mailto:dhmellon@gaston.k12.nc.us).

## LIBRARY/MEDIA CENTER SERVICES

A collection of books, magazines, newspapers, DVDs and other media are available for students in the Gaston College Library. In addition, supplies, equipment, and space are provided for students to prepare projects and presentations. There is a minimal charge for photocopies, computer printouts, index cards, term paper covers, poster paper, construction paper and transparency film. Students are welcome to use the Library when their class is scheduled and also before and after school. The library will open at 8:00 am each school day and will close at 9:00 pm.

**HIGH SCHOOL TESTING REQUIREMENTS 2022-2023** As required by federal, state and local policy and practices, students are required to participate in all assessment/testing systems. This includes at least the PSAT, PreACT, ACT, End-of-Course tests, teacher-made final exams and district assessments.

## STUDENT ENRICHMENT OPPORTUNITIES

Students are encouraged to apply for and participate in summer programs and other enrichment activities during the school year such as leadership conferences, camp programs, essay contests, NC Summer Ventures in Science and Math, etc. When possible, application information will be available at the front desk, GECMS website, Twitter, Facebook, and School Canvas Course. For more information see the school counselor.

## TRANSFERRING OR WITHDRAWING

A student who needs to transfer to another school at the end of a semester should obtain and complete a withdrawal form from the data manager's office, as well as receive approval from GECMS administration and Gaston County Schools. Once a student transfers or withdrawals from GECMS, they cannot obtain re-admittance to the school.

## ATTENDANCE

Class attendance is an essential part of academic achievement and the learning process. With this in mind, students are expected to be in attendance each school day. In the event an absence occurs, students are required to present written documentation from a parent or guardian stating the reason for the absence. Absence notes must be presented within three (3) school days after you return to school and be turned into the front office.

## LEAVING SCHOOL EARLY

If a student must leave school early, he/she must bring a written note from a parent/guardian to the main office upon arrival at school. The note should state why he/she needs to leave early, give the approx. time he/she will be leaving, and have a telephone number to call for verification. Upon parent/guardian arrival, he/she must sign the student out in the front office. If a student drives to school, he/she signs out in the front office after the office has validated the notice with a family member. In an effort to not interrupt a class session, please make every attempt to schedule early dismissals at the end of the class period. When your parent or guardian arrives, have him/her sign you out at the front desk. The parent or guardian must present a government ID. Only parents, guardians, or individuals on the emergency contact form may sign out a student. \*Once a student leaves campus, he/she may only return with a doctor's note or court note.

*\*Neither GECMS staff members, nor parents, may interrupt college classes for early dismissal. Students are responsible for notifying their college instructor in advance of the need to leave class early.*

## CLASS ATTENDANCE AND TARDIES

In order to maximize learning, you need to attend all your classes. Get in the habit of arriving to each class on time and remaining in class for the entire class period. In the event a student is late to class without prior approval, the student will be subject to consequences ranging from verbal warnings to out of school suspension. The more tardies you accumulate, the more severe the consequence. If you miss more than 15 minutes of instruction per class, the result is an absence for that class.

## TARDY POLICY

- 3rd tardy, notification will be sent home with documentation in the schools Educational Handbook.
- 4th and 5th tardy, notification will be sent home; documentation in the schools Educational Handbook; the student will receive lunch detention and a face to face parent conference will be scheduled.
- 6th - 9th tardy, notification will be sent home; documentation in the schools Educational Handbook; the student will receive at least one (1) hour of after school detention and a face to face parent conference will be scheduled
- After the 9th tardy (in a semester), the student will be considered as "not in good standing"; notification will be sent home; the student will also receive at least one (1) day of out of school suspension (OSS); and a face to face parent conference will be scheduled to discuss the students placement for the following semester.

## COLLEGE COURSE ATTENDANCE

College instructors will issue attendance policies at the beginning of each course. College classes have a limited number of allowed absences. Once absences exceed the allowed number, students may be dropped from college courses or receive no credit for the course. Each instructor develops and maintains their own attendance and tardy policy. This policy is written in their syllabus. If Gaston Early College of Medical Sciences is not in session, but Gaston College is in session, students are expected to report to their college class unless the community college or the college instructor communicates otherwise.

## ARRIVING TO SCHOOL LATE

When students arrive at school late, they should go directly to the main office with their excuse for being late. Students are required to bring a written note from a parent or guardian. Students should get an admittance slip from the front office staff and report to the class they are scheduled for at that time. Give the admittance slip to the teacher.

## ABSENCES AND MAKE-UP WORK

Maximizing student academic performance is our priority. As such it is essential that you make up missing assignments following an absence from class. You are required to make up missed work from excused and unexcused absences. Make-up work is YOUR responsibility! Upon your return from an absence, you should communicate with your teacher regarding missing assignments. You have three (3) school days to arrange for make-up work with each of your teachers. Work missed must be completed as directed by each teacher within the agreed-upon time frame.

## LATE WORK

Late work will be penalized 11 points per day, up to 33 points and will not be accepted after 3 days. Any extenuating situations will require documentation.

## SKIPPING CLASS

If a student chooses to miss a college or high school class and goes to another area on or off campus during this class, he or she is skipping. Students who skip a class for any reason will receive disciplinary consequences. Students CANNOT skip a class to work on assignments for another class.

# Student Safety

Safety for all is the top priority at GECMS. School personnel follow a variety of procedures to enhance the safety of our school. These procedures include regular fire, tornado, and lock-down drills, metal detecting, and being actively aware of the environment. All visitors must report to the Main Office to receive a visitor's badge upon entering campus. Additionally, weapons and illegal or dangerous substances or objects are NOT allowed on school grounds at any time. If you have to question whether something is appropriate to have on campus or not, it's probably best to exercise caution and good judgment... don't bring it to school. All persons and property are subject to random search and seizure allowable by law and Board of Education policy.



## VISITORS AND METAL DETECTION

All visitors must sign in and out of the school office to acquire a visitor's identification badge. All persons entering the campus are subject to being screened by a screening device and/or searched.

## DELIVERIES

No deliveries to students will be accepted including food, flowers, balloons, gifts, and stuffed animals at any time throughout the school year.

## GENERAL STUDENT EXPECTATIONS

GECMS is a great school with high expectations for all aspects of our school. Students are expected to align their behavior to these expectations. While the Gaston County Code of Conduct outlines many behavioral expectations and consequences, the following are specific to expectations at Gaston Early College of Medical Sciences. In addition to the expectations and consequences outlined in those documents, students in violation of school rules may forfeit their opportunity to attend Gaston Early College of Medical Sciences.

### GASTON ALERT (GC Alert Emergency Notification System)

Gaston College uses an alert service that notifies the campus community if an emergency situation occurs or is imminent, including campus closings. The service provides important information to your gaston.edu email account and, if you entered your mobile phone information, as a text message to your mobile phone. Because text to a mobile phone is limited in size, the email will often contain additional information.

**FIRE AND TORNADO DRILL REGULATIONS** State law requires regular drills regarding fire and tornado safety. GECMS expects full student cooperation in all related drills. Use of the intercom and bell systems are the primary means of signaling the need for the drills. In addition to this, all GECMS staff are trained in our safety systems. Above all, follow the instructions of the staff member in charge.

## LUNCH EXPECTATIONS

Appropriate behavior in the cafeteria is expected at all times. **All food and drink must be consumed in the cafeteria.** Please push your chairs under the table, dispose of all trash in the proper containers and clean around your area. **Students are not to leave campus during the lunch period.** GECMS maintains a closed lunch policy. No outside food is allowed. Ninth and tenth graders will remain within the designated areas within the lunch area. Upperclassmen have the privilege to eat outside of the cafeteria. Students are not allowed to return to the main building without a teacher. Students are not allowed to leave GECMS to purchase food from the college's bookstore/café or any of the area restaurants during the school day. [TITAN Online Link](#) [Gaston County School Nutrition](#)

**Meal Prices: Breakfast \$1.40 Lunch \$3.00**

## SCHOOL BOOK BAG PROCEDURES

Students are allowed to carry bookbags at school. Book bags are subject to random inspection by school officials according to the Gaston County Board of Education policy.

## CELL PHONES AND OTHER ELECTRONICS

Consistent with Gaston County School's policy, GECMS allows students to possess cell phones and other electronics (including MP3 players, headphones, earbuds, radios, tape and CD players, beepers, electronic games, etc.) on campus. However, these items are to remain out of sight during instructional time. If a cell phone or other electronic device disrupts the learning process or you are using the phone anytime during the regular school day, the cell phone will be taken, placed in the main office, and returned to a parent. Repeat violations of this policy will result in disciplinary action, including suspension from school.

**First Offense:** Device is taken, turned into the office and returned to the student at the end of the day.

**Second Offense:** Device is taken, turned into the office. The parent will pick up the phone at a mutually agreed time.

**Third Offense:** Device is taken, turned into the office. The parent will pick up the phone at a mutually agreed time. Student will serve 30 minutes of ASD (After School Detention)

**Fourth Offense:** Device is taken, turned into the office. The parent will pick up the phone at a mutually agreed time. Student will serve 60 minutes of ASD (After School Detention)

**\*\*Any offense beyond the fourth one, will result in out of school suspension.**

*GECMS is not liable for loss or damage to student cell phones.*

## EARBUDS / HEADPHONES

Earbuds are not to be worn in the classroom without permission. Abuse of privileges with the technology could result in its confiscation or the distribution of alternate assignments that do not require technology.

## DRESS CODE

Students must wear appropriate clothing for school. Undershirts, tank tops, "spaghetti" straps and sleeveless T-shirts are not acceptable school clothing. Clothing must not create a distraction/disturbance in the educational setting (i.e. clothing with offensive and/or inappropriate language/images, clothing that exposes undergarments, or sheer clothing). Pants should be worn around the waist and have no holes/rips above mid-thigh. Plunging necklines are not permissible. Other items that are not acceptable school wear include: sunglasses, hats/head-coverings, hanging chains, spiked jewelry, pajamas, bedroom slippers, etc. Leggings and similar skin-tight clothing made of stretchy material may be worn only under shorts, skirts, dresses, and/or shirts that meet length requirements. This is not an "all-inclusive" list, and students will be dealt with on a case by case basis in accordance with GCS Student Dress Code Guidelines.. \*Clothing will be provided for students needing appropriate attire. All items must be returned to the front office on the next day in the condition they were loaned.. Repeated dress code violations will result in appropriate disciplinary action.

*\*Since field trips are different in nature and purpose, each individual trip will have a specific dress code that will be announced in advance. Students must comply with the dress code in order to participate.*

## BRINGING VALUABLES TO SCHOOL

Students are asked to bring only necessary money and valuables to school. The school is not responsible for students' personal items.

## PUBLIC DISPLAY OF AFFECTION

Public displays of affection are not appropriate in a school setting. GECMS has a no-touch policy; therefore, students are prohibited from displaying PDA on campus. Continued violation of this policy will result in school discipline.

## SCHOOL SUPPLIES

Gaston County Schools students are not required to bring any supplies with them to school in order to access our educational programs. If you would like to purchase personal supplies for your child, this list may act as an optional guide. While the following items are not requirements, donations by parents, businesses, civic organizations, or faith-based organizations are always greatly appreciated.

## CHROMEBOOKS

Students will be issued a chromebook in a carrying case to continue their educational growth through a blended learning environment. All chromebooks need to be fully charged each day and kept in the case. Please be advised that students are NOT permitted to put any stickers or foreign objects onto the device without permission from the administration. If it is found that a student does not comply with the above statement, he/she will be fined accordingly.

**Responsible Use Policy for Technology (RUP):** Please refer to the links provided below to understand the requirements for all technology devices. [GCS Technology Responsible Use Policy](#) [GCS Internet Safety Policy](#)

*\*Students are responsible for the replacement costs of a lost or missing Chromebook and for damage beyond normal wear and tear. If damage to the Chromebook is too extensive, students may be responsible for the cost of a full replacement of the Chromebook.*

## GECMS Academic Integrity Policy

It is the responsibility of every student, staff member, and teacher at GECMS to maintain the highest standards of academic integrity.

Violations of GECMS's Academic Integrity Policy include, but are not limited to:

- Cheating includes taking, possessing, or using any academic material (test information, research papers, notes, etc.) without permission; receiving or giving help during tests; copying or attempting to copy another person's paper, exam, assignments, or similar materials, or other graded work; or allowing another to copy such paper, exam or graded work. In addition, use of any unauthorized electronic devices during a testing situation may be in violation of the policy as well.
- Plagiarism is defined as representing one's own another's work or ideas, or any part thereof, published or unpublished. It includes copying a phrase, sentence, or passage from another's work and not identifying or citing that source; failing to cite a source fully, inadequate paraphrasing or summarizing; or attempting to pass off as one's own a paper written by another.
- Collusion is unauthorized or otherwise dishonest cooperation on an assignment. While collaboration is a positive skill to be encouraged and cultivated for designated assignments, it is not appropriate for every activity. Collusion is intentionally helping or attempting to help another to commit an act of academic dishonesty. Collusion includes intentionally allowing another to copy from one's paper during an examination or test; intentionally distributing test questions or substantive information about the material to be tested before the scheduled exercise; collaborating on academic work knowing that the collaboration will not be reported and/or taking an examination or test for another student. Instructors should make expectations about appropriate ways and times for collaborations clear to students. Students should seek clarification when in doubt.

Violation of this policy in any class will result in parent contact by the classroom teacher and an academic consequence. Repeated violations of this policy will also result in an administrative conference with student, teacher, and parent.

The Gaston College Academic Dishonesty policy is defined in detail in the Gaston College Student Handbook in Appendix C. The consequences for committing Academic Dishonesty in a Gaston College Class are defined in the [Student Code of Conduct in the Gaston College Handbook](#).

## Report Cards:

Issued—Every 9 Weeks; Interims—Every 4.5 Weeks High School Grading Scale:

<b>A:</b> 90 – 100	<b>B:</b> 80 – 89	<b>C:</b> 70 – 79	<b>D:</b> 60 – 69	<b>F:</b> 59 and below
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### Associate of Applied Science in Biotechnology

Biotechnology involves applying living organisms and their components to the development of new products and industrial processes. Gaston College's Biotechnology program is designed to meet the increasing demand for skilled laboratory technicians in a wide range of biological and chemical engineering fields. Students completing this degree will be well prepared as they continue their education to pursue 4-year degrees and beyond.

#### Total College Hours: 67

Graduates will:

- Apply knowledge of cellular and molecular structure and function to written scientific reports and communications.
- Illustrate the proper use of a variety of laboratory techniques and procedures with accuracy, precision, and safety.
- Integrate the laboratory and lecture components of the program through the use of an experimental approach.

#### GECMS Required Courses (4-years)

English 9, 10, 11, 12	ENG 111, 112
Math 1, 2, 3	MAT 152, 171, 172
Earth/Environmental Biology	BIO 111, 112, 168, 169, 250, 275
Chemistry	CHM 151, 152, BTC 181
World History	PSY 150
Civics	SOC 210
Amer. History	PHI 240
Financial Literacy	ACA 122
Health and PE	HEA 110
Spanish I, II	SPA 111

### Associate in General Education (AIG) in Nursing

This degree is designed for students who wish to begin their study toward the Associate in Nursing degree at Gaston College and/or a Baccalaureate Degree in Nursing from a 4-year institution. Students wishing to pursue a registered nursing degree from Gaston College must apply for admission in their senior year. If selected, the student will begin nursing classes the following fall after graduation.

#### Total College Hours: 61

Graduates will demonstrate competencies in the following areas:

- Information Literacy and Educational Technology
- Communication
- Mathematical and Scientific Reasoning
- Humanities and Fine Arts
- Social and Behavioral Sciences

#### GECMS Required Courses (4-years)

English 9, 10, 11, 12	ENG 111, 112, 231
Math 1, 2, 3	MAT 152, 171,
Earth/Environmental Biology	BIO 155, 168, 169, 275
Chemistry	CHM 151,
World History	PSY 150, 241
Civics	SOC 210, 220
Amer. History	ART 111
Financial Literacy	MUS 110
Health and PE	HIS 111
Spanish I, II	HEA 110
	ACA 122

### Associate of Applied Science in Health Information Technology

In this program, students will gain a combination of health care, business, and computer technology skills, such as maintaining records, organizing clinical databases and assigning proper clinical and billing codes. Coursework is a combination of general education and program-specific courses, potentially allowing students to transfer credits to a 4-year university. Students may sit for the Registered Health Information Technician (RHIT) certification exam.

#### Total College Hours: 71

Graduates will:

- Ensure the quality of patient records
- Use computer applications to assemble and analyze patient data
- Understand coding diagnoses and procedures in patient records for reimbursement and research

#### GECMS Required Courses (4-years)

English 9, 10, 11, 12	ENG 111, 112
Math 1, 2, 3	MAT 143
Earth/Environmental Biology	BIO 168, 169
Chemistry	MED 121, 122
World History	PSY 150
Civics	ART 111
Amer. History	ACA 122
Financial Literacy	HIT 110, 114, 112, 220, 226, 124
Health and PE	HIT 210, 214, 215, 216
Spanish I, II	CIS 110
	DBA 110

### Associate of Applied Science in Human Services

This program prepares students for entry-level positions in institutions and agencies which provide social, community, and educational services. Along with core courses, students take courses which prepare them for specialization in specific human service areas, such as substance abuse, gerontology, and at-risk youth. In the 5th year, students will participate in fieldwork experiences. Graduates may continue their education at a 4-year institution.

#### Total College Hours: 57

Graduates will:

- Develop a basic understanding of the causes, nature, and consequences of human behavior.
- Develop an understanding of how to assist others in managing their behavior in order to achieve their full potential in educational, social, therapeutic, and vocational settings.

#### GECMS Required Courses (4-years)

English 9, 10, 11, 12	ENG 111, 112, 231
Math 1, 2, 3	
Earth/Environmental Biology	BIO 110
Chemistry	
World History	PSY 150, 241, 281
Civics	SOC 210 PHI 240
Amer. History	ACA 122
Financial Literacy	HSE 110, 112, 123, 125, 225
Health and PE	HSE 210, 227, 212, 220
Spanish I, II	SAB 135, DDT 110, GRO 120
	OST 137, WBL 111, 115, 121, 125

