

Lee County High School Student Handbook 2019-2020



Home of the Yellow Jackets

Principal: Steven Ross

**Lee County High School
1708 Nash Street
Sanford, North Carolina 27330
Phone: (919) 776-7541
Fax: (919) 718-7170
Office Hours: 7:45AM-4:00PM**

Copies of our 2019-2020 LCHS Student Handbook will be also available to students in the front office and our school [website](#).



School Mascot: Yellow Jacket
School Colors: Navy and Gold
Athletic Conference: 3A-Tri County VI (Six)

Lee County Schools Vision Statement

Lee County High School will provide all students with a supportive learning environment that promotes academic achievement, mutual respect, and productive citizenship.

Mission Statement

Lee County High School, in partnership with the community, will equip students with the skills necessary to set and achieve goals that lead to positive personal and academic growth.

Lee County High School Our Values

- ❖ Rigorous Instruction
- ❖ Balanced Literacy
- ❖ Growth Mindset
- ❖ Supportive Faculty
- ❖ Empathetic Students
- ❖ Critical Thinking
- ❖ Collaborative Learners
- ❖ Respectful Environment
- ❖ Positive Communication

Lee County Schools Nondiscrimination Policy

Lee County Schools is committed to equal opportunity in education and employment and does not discriminate on the basis of gender, race, religion, ethnic origin, or handicapping condition (Title VI, Civil Rights Act of 1964). Title IX of the Education Amendments of 1972 prohibits gender discrimination in all aspects of all educational programs. Inquiries or complaints should be directed to John Conway, Assistant Superintendent at Lee County Board of Education, 106 Gordon Street, Sanford NC 27330.



Greetings from Lee County High School Administration

Lee County High School Students,

Welcome to the 2019-2020 school year. We are excited to have you as a part of our collective school family. It is our goal to provide all students with a safe and supportive learning environment. We are committed to working with you and your parents or guardians to ensure that you receive solid classroom instruction that includes a high level of academic rigor, and 21st century skills in an effort to foster a culture of motivated and hardworking students.

We hope that with clear expectations, and a focus on increasing the level of rigor in all areas, our instructional program will provide all students with the skills necessary to be successful.

This school year there will be new friends, new teachers, new knowledge, and a variety of positive opportunities for each student. We encourage you to take advantage of all that Lee County High School has to offer.

This handbook is provided to inform our students and their families about Lee County High School student policies and procedures. It contains important information that will allow you to better understand how your school operates. The information included in this handbook is specific to Lee County High School and all policies included here are in addition to the Lee County High School Board of Education Policies.

We look forward to working with all students and to 2019-2020 being a great year at Lee County High School.

Mr. Steven Ross
Principal

Lee County High School Administrative Staff

Steven Ross, Principal
Andrew Keller, Assistant Principal
Robert Newby, Assistant Principal
Ana Perez Perez, Assistant Principal
Mark West, Assistant Principal
Matt DeCerbo, Athletic Director
Erin Manuel, At-Risk Coordinator

Lee County Board of Education

Patrick Kelly, Chairman
Dr. Stephen B. Coble, Vice-Chairman
Christine Hillard
Pat McCracken
Dr. Lynn Smith
Pam Sutton
Sherry Lynn Womack

Lee County Superintendent

Dr. Andy Bryan



Lee County High School
2019-2020 Student Government Association

SGA President: Niya Lairtoo

SGA Vice President: Paulina Ramiro

SGA Secretary / Treasurer: Macey Gaines

Senior Class President: Nicolette Rojas

Senior Class Vice President: Brian Primo

Senior Class Secretary / Treasurer: Cassidy Acosta

Junior Class President: Jaden McIver

Junior Class Vice President: Virginia (Ginny) Smith

Junior Class Secretary/Treasurer: Tinsley Lett

Sophomore Class President: Chloe Edwards

Sophomore Class Vice President: Brenda Martinez

Note: LCHS Freshmen President, Vice President, or Secretary/Treasurer will be elected Fall 2019 during freshmen elections.



This handbook is the official school guide specifically for operations at Lee County High School. All students are responsible for complying with and are expected to be familiar with the Lee County Schools Code of Student Conduct and school board policies governing student behavior and conduct. All Code of Student Conduct policies can be located in the Lee County High School Student Handbook and on the [Lee County Schools](#) district website. If there is a conflict between the rules expressed in this handbook and the Code of Student Conduct policies, the Lee County Schools Code of Student Conduct policies shall take precedence.

“Serving our school and students with fidelity”
Lee County High School 2019-2020.



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**Lee County High School
Administration and Staff
2019-2020**

Principal.....	Steven Ross
Assistant Principal/12th	Andrew Keller
Assistant Principal/11th	Mark West
Assistant Principal/10th.....	Ana Perez Perez
Assistant Principal/9th	Robert Newby
Student Resource Officer.....	Anthony Rosser
Athletic Director.....	Matt DeCerbo
Office Manager Administrative Asst / Mr. Ross.....	Joy Cox
Administrative Asst. / Mr. Ross.....	Diane Frazier
Administrative Asst / Attendance Officer.....	Brenda Thomas
Bookkeeper.....	Kathleen Rosser
Main Office Receptionist.....	Zury Rodriguez
Data Manager.....	Carla Bailey
Media Specialist.....	Jane Twigg
Instructional Technology Facilitator.....	Mary Tatum
LCHS Technology Technician.....	Paula Carter
AVID Coordinator.....	Laura Watson
International Baccalaureate Coordinator (IB).....	Wendy Bryan
Career Development Coordinator.....	Sherry Baucom
College Advisor.....	Hannah Collins
CCCC College Advisor.....	Heather McKenzie
Counseling Receptionist/ Registrar.....	Idalina Garcia
Counselor, Student Last Names A-G.....	Victoria Dietrich
Counselor, Student Last Names H-O.....	Denise Riley
Counselor, Student Last Names P-Z.....	Jennifer Heitin
Counselor, ESL Students.....	Georgina Scrisu
School Social Worker.....	Sara Allen

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School Nurse.....	Jamie Hockaday
504 Coordinator.....	Denise Riley
English as a Second Language Contact.....	Christina Granados
Cafeteria Manager.....	Beth Bullard
Head Custodian.....	Marcus Johnson
At-Risk Coordinator.....	Erin Manuel

A complete list of staff with contact information can be found on the [LCHS website](#).

TRADITIONAL 10-MONTH CALENDAR 2019-2020



LEE COUNTY SCHOOLS

2019-2020 Traditional Calendar

INSPIRED.

BOARD APPROVED
November 27, 2018

Graduation Dates
June 4—Southern Lee
June 5—Lee Co. High

- First Day for Students
- Last Day for Students
- Workday for Staff (optional)
- Workday (required)
- Holiday
- Holiday for 12 month employee
- Annual Leave
- Quarter's End
- Report Cards
- Early Dismissal
- Protected

MAKE-UP DAYS
Make-up days will be determined by the Superintendent as the need arises. Per Board of Education policy, the Superintendent has the authority to designate Saturday as a make-up day.

JULY 2019							AUGUST 2019							SEPTEMBER 2019						
s	m	t	w	th	f	s	s	m	t	w	th	f	s	s	m	t	w	th	f	s
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15R	16R	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19R	20R	21R	22R	23R	24	22	23	24	25	26	27	28
28	29	30	31				25		27	28	29	30	31	29	30					

OCTOBER 2019							NOVEMBER 2019							DECEMBER 2019						
s	m	t	w	th	f	s	s	m	t	w	th	f	s	s	m	t	w	th	f	s
	1	2	3	4	5						1	2		1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6		8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19		21
20	21	22	23	24		26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

JANUARY 2020							FEBRUARY 2020							MARCH 2020						
s	m	t	w	th	f	s	s	m	t	w	th	f	s	s	m	t	w	th	f	s
			1	2	3	4						1		1	2	3	4	5	6	7
5	6	7	8	9	10	11	2	3		5	6	7	8	8	9	10	11	12	13	14
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25Q	26	27	28
26	27	28	29	30	31		23	24	25	26	27	28	29	29	30	31				

APRIL 2020							MAY 2020							JUNE 2020								
s	m	t	w	th	f	s	s	m	t	w	th	f	s	s	m	t	w	th	f	s		
			1	2	3	4						1	2				1	2	3		5R	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13		
12	13		15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20		
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27		
26	27	28	29	30			24		26	27	28	29	30	28	29	30						
							31															

JULY 2020						
s	m	t	w	th	f	s
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

When inclement weather necessitates the closing of schools, these sources of information are available:

- Tune to the radio or television stations listed here
- Check the LCS website: www.lee.k12.nc.us
- Call the LCS Central Office: 774-6226

Radio Stations
 WFJA 105.5 FM WRDU 106.1 FM
 WWGP 1050 AM WQDR 94.7 FM
 WRAL 101.5 FM WLHC 103.1 FM

TV Stations
 WRAL Channel 5
 WBF Channel 46
 WTVD Channel 11
 WNCN Channel 17

Lee County High School Schedules Daily

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Period	Bell	Bell
Warning Bell		7:50 AM
1st Period	8:00 AM	9:35 AM
2nd Period	9:41 AM	11:16 AM
3rd Period & Lunch	11:22 AM	1:23 AM
4th Period	1:29 PM	3:00 PM

LUNCH SCHEDULE

3rd Period -A Lunch	11:16 AM	11:46 AM
3rd Period -B Lunch	12:02 PM	12:32 PM
3rd Period -C Lunch	12:53 PM	1:23 PM

Early Release

Period	Bell	Bell
Warning Bell		7:50 AM
1st Period	8:00 AM	9:05 AM
2nd Period	9:11 AM	10:12 AM
3rd Period	10:18 AM	11:19 AM
4th Period	11:25 AM	12:30 AM

Two-Hour Delay Schedule

Period	Bell	Bell
Warning		9:50 AM
1st Period	10:00 AM	11:00 AM
2nd Period	11:06 AM	12:06 PM
3rd Period and Lunches	12:12 PM	1:56 PM
4th Period	2:02 PM	3:00 PM

Lunch

3rd Period-A Lunch	12:12 PM	12:42 PM
3rd Period- B Lunch	12:48 PM	1:18 PM
3rd Period -C Lunch	1:24 PM	1:54 PM

Before and After School Supervision

The building does not open up until 7:30am for supervision of students. The below areas are off limits before and after school (Without Direct Staff Supervision).

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- Student Parking Lot
- Gymnasiums
- Auditorium
- Any other unsupervised area.

Students who are (car riders) are not to be dropped off before **7:30 AM** and must be picked up by **3:30 PM** unless they are on campus at the request of a teacher, or involved in an extracurricular activity. Students who ride the bus are expected to remain in the bus area, near the fine arts building until they are picked up by their assigned bus. **Students must be under the direct supervision of a teacher or staff member to remain on the premises.** Students with after school activities must go directly to their assigned locations, this includes **after school detention (ASD)**. Being in an unauthorized area may result in administrative consequences. Non-compliance with any of the above will result in administrative/disciplinary consequences.

ATTENDANCE

Attendance Policies and Procedures

Students must be in regular attendance to do their best work in school. There is a positive correlation that exists between regular attendance and student academic achievement. Therefore, regular attendance is required of all students. Regular attendance develops patterns of behavior that are essential to professional and personal success in life. For details see **Board Policies 4400** on the [Lee County Schools \(LCS\) website](#).

When the need for an absence exists, it is imperative that the student returns to school with a note from his/her parent or guardian providing an explanation for the absence and the signature and daytime contact information of the parent or guardian. **Documentation should be turned into our attendance clerk Mrs. Thomas in the front office.**

If a student is absent for five total days for any reason, parents may be asked to have a conference at the school to write a plan to improve attendance. **As per the Lee County School's Attendance Policy, if a student accumulates nine days of absences, excused or unexcused, for any reason in any class, the student may fail the course, regardless of the student's current grade in the course.**

Absences

Attendance requirements must be met to achieve course credit. Students who miss more than 8 periods / days in a semester-long course or 16 periods in a year-long course may not receive credit for that class. Partial credit is not given for any course. **Students who miss more than the allowed number of class periods are required to attend Saturday School to make up absences in order to receive credit for the course.**

All absences, including excused, unexcused, and out-of-school suspensions, in excess of 8 per class will result in loss of academic course credit for that class unless the excessive absences are made up in Saturday School. While teachers will support students in the monitoring of absences, the **student is ultimately responsible for ensuring he or she meets the attendance requirements.** In addition to other requirements, to receive credit for any course or grades, high school students must attend each class for a minimum of 82 of 90 days per semester, and students at all other schools 164 of 180 days per year. Further details



regarding **Board Policies 4400** can be found on the [LCS website](#). If a student and/or parent believes a student's absences are due to extenuating circumstances (i.e. personal medical, death in the immediate family), please schedule a meeting with their respective grade level administrator to discuss these absences. Parents/students must ensure that the school has proper documentation for each absence immediately after the absence. **Family vacations, trips, and other outings are not considered extenuating circumstances.**

Excused Absences

Absences will be excused for the following reasons. **These days still count towards the eight day maximum for the semester.**

- Illness or injury that makes the student physically unable to attend school.
- Isolation ordered by the State Board of Health.
- Death in the family.
- Medical or dental appointment.
- Participation as a party under subpoena as a witness in a court proceeding.
- Observance of an event required or suggested by the religion of the student or the student's parent(s) with prior approval by the principal.
- Participation in a valid educational opportunity such as travel, with **prior approval** of the principal. Parents should submit an Excused Absence Prior Approval Letter at least five days preceding the absence.
- Pregnancy and related conditions or parenting, when medically necessary.
- Visitation with the student's parents or legal guardian at the discretion of the superintendent if the parent is an active duty member of the uniformed services ([Policy 4050](#)).

A student's absence from school for any reason other than those listed above **will not be considered excused.**

Verification of Absences

The attendance office will verify a student's absence as excused or unexcused based upon receipt of the absence note from a parent. Parents/guardians will be contacted by telephone on a daily basis notifying them of a student's absence. **Parents should notify the school if contact information changes.** If a student's note is fraudulent, the attendance office will notify the teacher and administration.

- Students being admitted to class should have an attendance slip, either excused or unexcused.

Check out Procedures for Early Dismissal

Students who check out for early dismissal must bring a note from his/her parent or custodial guardian to the attendance office between 7:45 – 8:00 a.m. All requests for early dismissal will



be **verified by the school prior** to the student leaving campus. Half day students and those who attend CCCC will have a permanent pass to show the security officer daily. **Students may not be signed out after 2:30.**

Students are to be properly signed out in the attendance office before they are allowed to leave. Failure to sign in and out appropriately may result in disciplinary action against the student. Students will need to pick up their check-out notes during a class change or during lunch in the front office. **Phone calls for early dismissals may not be supported. Please note that we do not interrupt class time, End of the Year Exams, and/or school-wide functions for early dismissals.** Students **are responsible** for obtaining any missed assignments due to their early dismissal. Early dismissal notes will need to contain:

- Student's Name
- Dismissal time
- Method of transportation
- Parental contact information
- Parent/guardian signature
- Reason for early dismissal.

Students who are ill will be referred to the school nurse for evaluation and documentation.

Release of Students from School

The safety of students is a paramount concern of Lee County Schools. Students are expected to remain at school for the entire time of the regular school day and will not be released early except for extraordinary reasons and under the circumstances set out in [Policy 4210](#). All requests to leave the building while school is in session must be approved by the school administration.

Leaving school without permission constitutes truancy. **Any person presenting him/herself at Lee County High School to pick up a student during the school day must present a picture ID. The individual's name must also appear in PowerSchool as an approved contact person.**

Credit for Daily Attendance

A student must attend at least 51% of a class (46 minutes of a 90-minute class and 92 minutes of a 180-minute class) in order to be counted present for that class.

Tardy Procedures

Students are expected to report on time to school and to all classes. Students have six (6) minutes to transition from one class to another. **Students who are not physically in the classroom when the tardy bell rings is considered tardy.** If a student arrives late for a class, he/she is to be admitted and the tardy is recorded in Powerschool.

To help students establish a positive pattern for punctuality, the procedures listed below will be followed upon students reporting to school late.

- A student arriving at school **Tardy and prior to 8:15am** should report directly to **first period**. The student presents a written note from his/her parent or guardian to their first period teacher stating the reason for being tardy.



- A student arriving at school **Tardy after 8:15am** should report directly to the **Attendance Office**. The student presents a written note from his/her parent or guardian stating the reason for being tardy.

Situations where a student is chronically late to class, or multiple classes in one day, will be handled through an administrative referral. All **other tardies are unexcused** with the following consequences:

- **4 Tardies – Parent contact made by teacher and documented.**
- **5 Tardies - Teacher assigns students to ASD. Students must provide their own transportation when assigned to ASD.**
- **Students who do not report to ASD will be assigned a full day of ISS; students in ISS will have to turn-in their phones and earphones to the ISS Coordinator.**
- **Students who do not report to ISS may result in one day of OSS.**
- **Students who have multiple tardies on one day may be assigned one full day of ISS.**
- **Failure to comply with ISS rules may result in OSS.**

Tardiness Due to Driving or Riding in Private Transportation

Students who use private transportation and are tardy due to car trouble, etc. shall receive **unexcused tardies**, since bus transportation is provided for students. Students who drive themselves to school and are tardy are subject to consequences listed. **Additionally, a student who has six (6) or more unexcused tardies that can be attributed to driving to school may be subject to losing his/her student parking privileges. Parking fees will not be refunded for any revocation.**

Make-up Work

A student can make up any work missed during absences, out-of-school suspensions, and field trips. The student is responsible for finding out what assignments and/or tests were missed. These assignments/tests must be completed within a reasonable time period as specified by the teacher.

ACADEMICS

Attendance Regulations for Course Credit

Academic and attendance requirements must be met to achieve credit in each course. Students that miss more than 8 days per semester in any class may not receive credit for that class. Partial credit is not given for any course. Students who fail the class due to attendance will receive an “FF” for that specific class. **Please refer to [LCSBOE Policy: 4400](#) regarding attendance.**

Saturday School

During the 2019-2020 school year students will have the opportunity to attend 5 Saturday School sessions each semester. Saturday school will begin at 8:00 AM and end at 2:00 PM. **Students must adhere to all Lee County High School Policies while in attendance to Saturday School.** The following dates are the designated Saturday Schools dates for this school year:



1st semester: November 16th, November 23rd, December 7th, December 14th, and January 11th.

2nd semester: March 28th, April 18th, April 25th, May 9th, and May 16th.

Course Enrollment and Scheduling Requirements

Students in grades 9-11 are required to take a minimum of eight courses each year. The student schedule is a list of courses that the student must be enrolled in and complete successfully in order to earn credit toward promotion to the next grade and eventual graduation from high school.

Every attempt will be made to honor and accommodate student requests for classes that interest them. All students will be expected to take the courses for which they register. School planning, such as teacher allotment, room assignments, class size, etc. is based on student registration.

The school and school district makes these plans to provide the best educational program possible. Changing schedules could adversely affect this planning and should be kept to a minimum. Requests for schedule changes **must meet one or more of the following criteria:**

- Student does not have a complete schedule.
- Student is scheduled for a class that he/she has passed.
- Student has been placed out of sequence.
- Student is in the wrong level class. (For example: assigned English II without passing English I).
- Student scheduled for a lower level course wishes to take a higher level course.
- Student is in an elective class and needs a required credit for graduation.
- Student's schedule is unbalanced between core and elective course.
- All other changes will be at the discretion of the principal.

A “**Drop/Add**” form will be given and should be completed by the student and must be signed by the parent/guardian. The student **must remain in the class(es) for which he/she is scheduled** until notification of a change has been given by the Guidance office. Until that time, students are accountable and responsible for attendance and work in the classes for which they are scheduled.

Graduation Requirements & Future Ready Core Curriculum

All **freshmen entering high school** will participate in the required Future Ready Core course of study. According to state requirements, the Future-Ready Core curriculum will require the courses listed in the chart below. Please visit the [NCDPI](#) website for more information regarding the Future Ready Core Curriculum and graduation requirements. If parents would like more information regarding the Healthful Living Curriculum, please follow the [link](#) here.



UNITS	SUBJECTS
4 Mathematics Units	NC Math I, II, III <ul style="list-style-type: none"> ● 4th Math Course to be aligned with the student's post high school plans (At the request of the a parentand with counseling provided by the school, a student will be able to opt out of this math sequence. He/she would be required to pass NC Math I and II and two other application-based math courses.)
4 English	I, II, III, IV
4 Social Studies Units	<ul style="list-style-type: none"> ● World History ● American History I & II ● Civics and Economics
3 Science Units	<ul style="list-style-type: none"> ● Earth / Environmental Science ● Biology ● A Physical Science (Physical Science, Chemistry, or Physics)
1 Health & Physical Education Unit	
6-12 Elective Units	Exact requirement depends on the type of diploma earned. See your guidance counselor for more information.
4 Unit Concentration	This will be a four-course CTE cluster concentration focused on student interests and postsecondary goals. The concentration would provide an opportunity for the student to participate in a rigorous, in-depth and linked study. Students are encouraged to continue their cluster concentration pathway through Sandhills Community College in the many College and Career Promise (CCP) programs. Please visit the Lee County Schools(LCS) website under CTE and find out more information on CTE cluster concentration and Central Carolina Community College (CCCC).

UNC System Admissions Requirements

Each university may have additional requirements. Students should refer to college catalogues of the university to which they plan to apply. Entrance requirements for the State University System are as follows:

- English 4 units
- Math 4 units (Math I, Math II, Math III, and one math beyond Math III)
- Science 3 units (Biology, Physical Science, and a laboratory science)
- Social Studies 2 units (U.S. History, Elective)
- Foreign Language (2 units of the same foreign language other than English)
- Recommended: 1 unit of math and foreign language taken during the senior year of high school
- Required: High School Diploma



Promotion Standards

Students who attend a high school in which a maximum of eight (8) credits can be earned during the school year (4x4 schedule):

- For promotion from **9th grade to 10th grade**, each student must pass a minimum of **5 units** of course credits.
- For promotion from **10th grade to 11th grade**, each student must pass a minimum of **12 units** of course credit.
- For promotion from **11th grade to 12th grade**, each student must pass a minimum of **20 units** of course credit **and** be in a position to graduate at the end of the regular school year. To enter the 12th grade, each student must have a **minimum of 20** credits. Passing English I, II, or III **is not a requirement** for promotion from one grade to another.

Honors Courses

The overall purpose of honors courses is to provide a more rigorous curriculum in which instruction is expanded and special activities focus appropriately on both depth and breadth of content. Instructors place additional emphasis on the application of content within each course and across related disciplines. Honors courses require advanced reading lists, advanced writing assignments, and independent study/projects. Additional activities may include follow-up assignments on enrichment activities and a portfolio collection of work.

International Baccalaureate Courses (IB-Program)

The IB Diploma Program is an academically rigorous and balanced curriculum that prepares students for university study and to be active participants in a rapidly evolving and increasingly global society. Students should ideally apply prior to their freshman year in high school.

Students will enter the pre-IB curriculum in order to prepare them for the expectations of the program. Students enter the Diploma program at the beginning of their junior year and must complete all components to be awarded the IB Diploma Certificate. Students may apply at any time prior to the junior year for the IB Program. Students should also apply to the AVID program for their first two years in high school. **Minimum Recommended Prerequisites include:**

- English Honors (II, III)
- Math III
- Biology
- Spanish or French I, II & III
- If registering for IB Art, Visual Art I & II World History Honors

Further information regarding our school's IB Diploma Program is located on our [IB Website](#).

Advanced Placement Courses

Advanced Placement courses expose high school students to college-level material. At Lee County High School, students may study challenging subjects of interest in a variety of areas such as: Performing Arts, English, Foreign Language, Mathematics, Science, and Social Studies. Students may enroll in an AP course if they possess the appropriate prerequisite courses and choose to participate in this advanced course of study.

These courses also provide the opportunity for students to demonstrate that they have mastered college level material by taking an AP exam. Colleges and universities can grant credit, placement, or both based on scores on exams. Students who take AP courses may take



the national exam for each course. Colleges and universities can then grant credit, placement, or both based on exam scores.

Students who wish to obtain college credit through AP courses are advised to look at the college's AP Policy; score requirements may vary between colleges. Students who have mastered the content area without being enrolled in an AP course may also choose to take the AP exam. See the Guidance Office for more information on the various AP exams that are available.

AVID Program

Advancement Via Individual Determination (**AVID**) is an elective course that prepares students for college readiness and success, and it is scheduled during the regular school day as a year-long course. Each week, students receive instruction utilizing a rigorous college preparatory curriculum provided by AVID Center, tutor-facilitated study groups, motivational activities, and academic survival skills. The course emphasizes rhetorical reading, analytical writing, collaborative discussion strategies, tutorial inquiry study groups, preparation for college entrance and placement exams, college study skills and test-taking strategies, note-taking, and research. For more information on our AVID program please see our AVID Site Coordinator Laura Watson.

Career Academies

Lee County High School has a variety of academies related to career and college readiness.

- The **Academy of Finance** connects high school students with the world of financial services and personal finance, offering a curriculum that covers banking and credit, financial planning, global finance, securities, insurance, accounting, and economics. The Academy of Finance curriculum and certification is validated by the Council for Economic Education.
- The **Academy of Hospitality & Tourism** helps students chart career paths in one of the world's largest industries, from hotel and event management to sports and entertainment, and includes the study of geography, economics, and world cultures. The Academy of Hospitality & Tourism curriculum has received industry validation from the Global Travel and Tourism Partnership (GTTP).
- The **Academy of Engineering** answers an acute need for engineers in this country by educating high school students in the principles of engineering and providing content in the fields of electronics, biotech, aerospace, civil engineering, and architecture. Academies use curriculum from Project Lead The Way, Inc. (PLTW), The STEM Academy, or Paxton/Patterson. They also benefit from the support provided by the National Action Council for Minorities in Engineering (NACME).

Distance Learning

Distance Learning provides Lee County High School students the opportunity to earn credit for graduation through courses taught online. Students interested in obtaining credit through Distance Learning should speak with their Advisor or Counselor. The principal or central office staff must approve the request.

Governor's School

Is an all-expenses paid, residential summer program for selected students who are gifted and talented in an academic field and/or performing arts. Selections are made in early winter, and

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only sophomores and juniors are eligible for consideration. Students who are nominated by themselves, parents, or teachers are then screened carefully for evidence of superior intellectual ability and talent in the field of their nomination. The number of nominations is limited. Students who would like to be considered as a nominee should mention this to his/her teacher in the field of interest and/or see their Advisor or Guidance Counselor.

Scholarships

Students who want and/or need a college scholarship should talk with their advisor or guidance counselor by the end of their junior year. Applications for scholarships should be made throughout the senior year. The counselor may provide the student with up-to-date information concerning scholarships, grants, and financial aid as well as explaining the application process for college admission and financial aid/scholarships/ student loans.

End-Of-Course Tests , NC Final Exams and CTE Post Assessments

- **2019-2020 Tentative Final Exams Schedule:**
 - Fall - 1/13, 1/14, 1/15, 1/16, 1/17
 - Spring - 5/29, 6/1, 6/2, 6/3, 6/4
 - Be mindful to avoid scheduling events during these exam times
- **End-Of-Course Test** areas include: Biology, English 2, Math 1, and Math 3. Students who are enrolled in these courses will take state-mandated final exam which counts as 20% of the course grade. Each student must score a designated minimum scale score (converted to a 100 point scale) to achieve proficiency. There will be no exemptions from End of Course, CTE Post Assessments, or NCFE tests.
- **North Carolina Final Exams** will be given in most core content areas (English, Math, Science, Social Studies) and will count as 20% of the course grade. Each student must score a designated minimum scale score (converted to a 100 point scale) to achieve proficiency.
- **State CTE Post Assessment** are given for all Career Technical Education courses which counts 20% of the course grade. Each student must score a designated minimum score to achieve proficiency.

Final Grades

Final grades are calculated according to the following percentages:

- First Quarter Grade = 40 % +
- Second Quarter Grade = 40 % +
- Final Exam, EOC, NCFE, or CTE Post-Assessment = 20% +
Total Percentage of Final Grade= 100%

Grading Scale

The conversion of grades to quality points is standardized. Implicit is a conversion of percentage grades to letter grades according to the following widely used scale and effective for all high school students in 2015-2016, 90-100 = A; 80-89 = B; 70-79= C; 60- 69 = D; < 59 = F. Grades and the corresponding number of quality points are shown below.

90-100 = 4.0	80-89 = 3.0	70-79 = 2.0	60-69 = 1.0	< 59 = 0.0	WF = 0.0
FF = 0.0	WP = 0.0	INC = 0.0	AUD = 0.0	P = 0.0	



For further information regarding weights for specific courses, please see [Lee County Schools website](#).

Progress Reports

Students will receive progress reports detailing academic progress, attendance status, areas of improvement, and/or teacher comments during each quarter period. Students should discuss progress reports with parents/guardians, get the report signed, and return them to their teachers. If you have questions or comments, contact the teacher. Teachers are required to send home progress reports in the middle of each grading period. However, some teachers may give progress reports more frequently. The below dates are scheduled for progress reports for the 2019-2020 school year.

2019-2020 Progress Report Dates	2019-2020 Report Cards Dates
First Quarter: Week of September 23rd	First Quarter: November 7th, 2019
Second Quarter: Week of December 2nd	Second Quarter: February 4th, 2020
Third Quarter: Week of February 17th	Third Quarter: April 14th, 2020
Fourth Quarter: Week of May 4th	Fourth Quarter: TBD

Parent Portal

Lee County Schools is excited to provide access to the Parent Portal feature of PowerSchool. The Parent Portal provides a live look into student achievement and attendance data. Parents can stop by the Lee County High School front office or visit the LCS website to find out more information about establishing an account to view this important information for your student. To better assist parents, LCHS will be offering a training session on a monthly basis; please check the [LCHS](#) webpage for more information and the exact days.

Early Graduation

Students who have successfully completed all local and state high school graduation requirements are eligible for early graduation. Students must take English through the regular high school program. There is an **Early Graduation Request form** available in Student Services which needs to be completed and signed by both student and parent/guardian. This must be turned in by Mid November of each school year to the guidance department. Requests are then forwarded to the superintendent for consideration. When the student completes all requirements for early graduation, the student will be notified that an official diploma will be presented at the next regularly scheduled graduation ceremony in June.

Participation in Graduation

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Students must have completed all requirements prior to the graduation ceremony in order to participate in the ceremony. All financial obligations must be paid, all attendance requirements must be met, and all academic requirements must be satisfied.

Seniors are required to **pay a fee** to cover various senior expenses. Senior fees are non-refundable, and payment of fees does not guarantee participation in activities and/or graduation exercises. **Senior fees are \$40.00. Senior fees will increase to \$50.00 if paid after April 12th, 2019.** Senior fees can be paid in full to: Mrs. Rosser, LCHS Bookkeeper.

Valedictorian and Salutatorian

In order for a senior to be considered for valedictorian or salutatorian, he/she must have successfully completed all graduation requirements and have been enrolled at Lee County High School **all four semesters of the junior and senior years.**

Graduation Marshals

Cumulative grade point average (GPA) through the first semester of the junior year determine the selection of marshals. The top students serve as marshals for graduation; the student with the highest GPA serves as Chief Marshal. Weighted grades on the four-point scale will be used for this selection.



STUDENT SERVICES

Student Services/ LCHS Counseling Department

The purpose of the LCHS Counseling Department is to serve students and all others interested in the personal and educational development of students. Students are required to have a signed hall pass when coming to the Student Services offices.

Services within the LCHS Counseling Department include: Assisting students in planning their educational futures, counseling students individually or in groups, teaching through classroom guidance, serving as a liaison with community services and agencies, and working with parents and students in the students' varied personal and academic needs. Parents and students may request a conference at any time during the school year.

The assignments of the Guidance Counselors is listed below:

Counselor, Student Last Names A-G.....	Victoria Dietrich
Counselor, Student Last Names H-O.....	Denise Riley
Counselor, Student Last Names P-Z.....	Jennifer Heitin
Counselor, ESL Students.....	Georgina Scrisu

Jacket STING

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Jacket STING (**Student-Teacher Interaction Group**) is Lee County High School's student-teacher advisory program. Every student at Lee County High School is assigned an advisor. **Advisors and advisees are scheduled to meet Aug. 26, Sept. 26, Oct. 22, Nov. 19, Jan 7, 21, Feb. 18, March 24, April 21, May (TBD)** during the regular school day. These dates are tentative and can be changed to meet the needs of the students at LCHS. During this time, planned lessons are used to help students with issues facing high school students.

Cumulative Records (Family Educational Rights and Privacy Act of 1974)

Lee County High School maintains a cumulative education record on each student. This record contains important information such as directory information, health records, attendance, subject area grades, and standardized test results. With a few exceptions, no individual or organization except the parents, students, and school personnel working directly with a student may have access to information in the student record without the written consent of the parent or eligible student. On request, local schools will forward education records to other schools where a student seeks admission or intends to enroll.

Parents or eligible students have a right to review and contest the material and may request a copy of the education record that is being forwarded. As early as possible, but not later than one week after the inspection request is made, an appointment will be made. A school official will be present to review and interpret the record. If there is an objection to any part of the record, such an objection should be put in writing to the principal.

Release of Directory Information from Student Records

Lee County Schools releases directory information when requested; this includes a student's name, address, telephone listing, electronic mail address, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members athletic teams, dates of attendance, diplomas, and awards received, the most recent previous school attended, and other similar information.

Parent(s) may object to directory information for their child being released by making a written request to the principal not later than thirty days after the release of the student handbook. Requests for inactive records after two years should be submitted to the Director of Student Services located at Lee County Schools' Central Office.

Permission to Publish Student Work

Lee County Schools reserve the right to promote academic work of students for use in district publications including, but not limited to: calendars, brochures, district website, promotional materials, advertisements, instructional materials and flyers, unless contacted in writing.

A written objection to printing a student's work should include the student's name, school, grade, teacher, date, and the printed name and signature of the parent or legal guardian and should be given to the principal not later than thirty days after the release of the student handbook.

Permission to Print Photograph

Lee County Schools reserves the right to photograph a student at school for use in district publications including, but not limited to, calendars, brochures, district website, promotional materials, advertisements, instructional materials and flyers, unless contacted in writing. A



written objection to printing a student's image should include the student's name, school, grade, teacher, date, and the printed name and signature of the parent or legal guardian and should be given to the principal no later than thirty days after the release of the student handbook.

Health and First Aid Immunization Policy

According to North Carolina public law, all students must be fully immunized before they enter school. New students have 30 days to present their immunization records to the school nurse or risk a suspension from educational services. Health problems: students should report health problems to their teachers and school nurse at the beginning of the school term or when such problems arise. Special problems include poor vision, poor hearing, diabetes, epilepsy, recent surgery, medication needs or anything that might limit a student at school.

Notification of Health Conditions

It is the parent's responsibility at the beginning of each school year, or as soon as the condition is evident, to inform the student's grade level counselor, school nurse and/or administration if there are any medical conditions that require special measures such as dietary or activity restrictions (Doctor's notes) required. It is also the parent's responsibility to notify the school to provide accurate and updated contact information.

Administration of Medication During School Hours

The use of nonprescription drugs of any kind by students K-12 is forbidden on the school grounds or at any school function unless the parent and physician request nonprescription medication be given at school. A "**Request for Medication Form**" must be signed by the doctor and parent for any long term medication of any kind given at school. Sharing prescriptive and/or non-prescriptive medication with other students is prohibited. **All medications** on campus should be stored in the Nurse's office.

The school assumes no responsibility for students who self-medicate. Students who are under a doctor's care and have prescription medicine, which may cause side effects while at school, should inform the school nurse and each teacher upon entering the class. Students who need prescribed medicine for an extended period of time should present a note from the doctor to the school nurse providing the following information: amount to be given at one time, time of day to be given, and duration of time that the medication is to be taken.

First Aid

In the case of minor accidents or injury, a student should ask for temporary aid from a teacher. If the injury is more serious, the teacher will contact the school nurse, assistant principal or principal. Our school nurse is Jamie Hockaday (ext.2643) and her office is located in the front office, administrative wing.

Grievance Procedure Title IX:

Students who believe that they have been mistreated because of discrimination in the public school may appeal to the principal for hearing said complaints. If after appealing, the student is dissatisfied, he/she may submit a request in writing to the superintendent for a review of the case. The superintendent or designated representative will arrange a conference with the student and make a decision regarding the grievance. If the decision rendered by the superintendent is unsatisfactory to the student, the student shall within ten days, give written



notice to the superintendent and request a review by the Lee County Board of Education. The Board of Education shall render its decision within 30 days of the receipt of the grievance.

Homebound

If a student is expected to be homebound or hospitalized for a period of no less than four weeks as certified by a doctor in a written statement, he/she can receive homebound instruction. Instruction may begin on the first day of absence. Please contact our school guidance department/social worker to discuss homebound services.

Section 504

Section 504 is a federal law designed to protect the rights of individuals with disabilities in programs and activities that receive federal funds from the U.S. Department of Education. Recipients of these funds include public school districts, institutions of higher education, and other state and local education agencies.

Section 504 requires a school district to provide a 'free appropriate public education (FAPE) to each qualified student with a disability who is in the school district's jurisdiction, regardless of the nature or severity of the disability. FAPE consists of the provision of regular or special education and related aids and services designed to meet the student's individual needs. (US Department of Education). For further information related to Section 504, please contact our school 504 coordinator Denise Riley at ext. 2587.

Transcript Requests

Transcripts of grades need to be sent to colleges and employers. Transcripts are free before graduation. After graduation, the cost for transcripts is \$3.00 each. Transcripts are available to students before graduation from Guidance. Please submit your request at least 24 hours in advance. Students may also request transcripts from our Lee County Schools Transcript Request site [online](#).

Withdrawals

If a student must withdraw or transfer from school (due to moving, etc.), the student must get a withdrawal form from the attendance clerk at the front office, complete the form, and submit it back to the office of Student Services. Students who are transferring need to supply the complete address of their new school so that their records may be mailed to the new school. All books must be returned and all fees paid before any records are forwarded. It is the responsibility of the student and their parent/legal guardian to take care of these matters before leaving Lee County High School.

GENERAL POLICIES & PROCEDURES

Accidents on Campus

If a student is injured at school, the student should report it immediately to the teacher whose class the student is attending. If the injury occurs between classes, it must be reported to the school nurse.



Deliveries/ Messages

Deliveries of gifts in any form to students during the school day are **NOT permitted**. If deliveries for students should be made to the school, they will be returned to the supplier. This includes, but is not limited to cakes, balloons, flowers, large stuffed animals/toys, etc... (these items are not allowed in the building). **Classes will not be interrupted to deliver messages to students except in cases of emergencies, defined as situations important to a student's safety.** This policy applies to all school days including birthdays, Valentine's Day, etc. These items are also not permitted on school buses. Parents are NOT allowed to have birthday celebrations for students on campus or in the cafeteria. Other messages for students will be left in the front office. Students wanting to receive messages should check there upon their departure from school.

Early Release Dates for Lee County Schools

Several early release dates have been scheduled for the 2019-2020 school year. The early release dates are: **Oct. 25, Dec. 20, and June 4**. All students are released from school at 12:30 on these dates. Students are expected to make arrangements for pickup prior to the early release date.

Emergency Drills

- **Fire drills** are conducted at regular intervals and are required by law. These drills are an important safety precaution. When the fire drill signal sounds, students should form a single line and leave the building by the prescribed route quickly and quietly. A chart is posted in every room, near the door, and showing the exit route. When notification is given that the drill is over, students should return to their rooms in a quiet and orderly manner.
- **Disaster drills** are performed to instruct students about safety rules to follow during a hurricane or tornado. Disaster drills are announced over the public address system. Students should report to their locations as indicated by their teacher and follow teacher instructions.
- **Critical Emergency/Total School Lockdown/ Relocation Plan** has been developed by Lee County High School in conjunction with local law enforcement. This ***Critical Incident Response*** plan will be utilized in the case of an ***extreme*** emergency at school. In the event of an extreme emergency, it is requested that parents tune into local media (TV, radio) for information regarding how to reunite with your child/children. It is essential that students follow the directions that are given during a "lockdown". **Parents of LCHS Students, please do not come to school during a "lockdown"**. Your presence may hinder or delay the emergency response plan in process. Please abide by the directions given to you through the media outlets.

Integrated Pest Management (IPM) Control Program

Each school year, each school will send out a notice regarding the Integrated Pest Management (IPM) Control Program. IPM is a comprehensive approach that combines effective, economic, environmentally sound, and socially acceptable methods to prevent and solve pest problems. IPM emphasizes pest prevention and provides a decision-making process for determining if, when and where pest suppression is needed and what control tactics are appropriate.



Through its IPM program, the school district will strive to do the following:

- Minimize any potential health, environmental and economic risks from pests or from the use of pest control methods.
- Minimize loss or damage to school structures or property from pests or from the use of pest control methods.
- Minimize the risk of pests spreading into the community; and
- Enhance the quality of facility use for the school and community.

Pesticide use will not be based solely on a monthly schedule by a contracted pesticide company. School personnel in charge of pest management will consider how and when pesticides need to be used to achieve the pest management goals.

Insurance

Lee County Schools provides insurance for students at no cost to parents. The insurance provides a limited benefit accident insurance plan for all students in grades Pre-K through 12. Student athletic insurance is also provided for student athletes in grades 7 through 12. Details regarding coverage and filing claims can be found on the Lee County Schools [website](#).

Inclement Weather/ Emergency Situations

In case of snow and other dangerous weather or emergency situations, a decision may be made to close or delay school. When the decision is made to close school, all afterschool and evening events, which include, but are not limited to; tutoring, theatre practice, meetings, field trips, off campus events, athletic practices, and games will also be cancelled.

In case of inclement weather, every effort is made to make the decision and notify broadcasters in time to begin making the announcement at 6:00 am. The district will communicate with all school stakeholders through our school phone messaging system. The decision is based on the weather forecast and information received from law enforcement agencies; the NC Department of Transportation and our own transportation staff. If the weather is bad enough to prevent opening schools on a normal schedule, closing and delay information will also be available on the Lee County School's webpage www.lee.k12.nc.us

Please note that if a student has received an out of school suspension (**OSS**) during the time school is not in session due to bad weather or other related emergency, the time at home **does not count** as an **OSS** day served. **OSS** days count only when school is in session. The student's return to school date is therefore extended in accordance with the number of days school is not in session.

Lockers

Each student has the option of being assigned a locker during the first week of school. **Only the locker that is assigned should be used by the student.** No substitutions or replacements are allowed without approval by the administration. Locker sharing is prohibited unless authorized by LCHS Administrative Staff. Appropriate fines for locker damage and lost school locks will be charged by the school. ***Please note that lockers are school system property;*** therefore, periodic locker checks can be conducted during the course of the school year. The principal (or



designee) has the legal right to open and search any locker at any time. **Students may request a locker from the bookkeeper in the main office.**

Lunch

Students are expected to follow all school rules and to show respect for others and property in the cafeteria. Students are not allowed to leave campus for lunch. Students are to remain in the cafeteria or in the plaza area during lunch. Students are **not allowed in the buildings or parking lot during lunch.** Food **may not be delivered** to students in commercial establishment containers. No one may trespass onto the campus to deliver food to any student. Purchasing items from the drink or snack machines is not allowed until 3:30 pm. Students may pre-pay for their meals. Pre-payment can be made in advance to student meal accounts or students may pay as they go through the serving lines. Lunch costs for the 2019-2020 school year:

- Breakfast-\$1.50
- Lunch- \$2.25

Any further information regarding food services at LCHS can be located on the Lee County Schools [Child Nutrition](#) web page.

Free or Reduced Lunch

Each student at Lee County High School is eligible to make application to participate in this program by having his/her parent(s) or guardian complete the form provided and turn the form into a cafeteria employee. All completed application forms are reviewed by the Lee County Schools Child Nutrition Department. A new meal application is required **EVERY** school year.

Any Lee County Schools student with a previous years status of free or reduced-price meals may participate in the Child Nutrition Program. Students will receive the same eligibility status for the first 30 operating days of the 2019-2020 school year or until a new meal application is approved. At the end of the 30 days, if no current application is on file, the student's status will automatically revert to a **full paying status**. **Applications are accepted during any time of the school year.** If you have further questions regarding the free/reduced application process, please contact our [Lee County Schools Child Nutrition Department](#).

Media Center

The Media Center is the focal point in our instructional program. Maximum use of its resources requires the cooperation of every staff member and student.

- The Media Center opens at **7:50 a.m.** and closing times are posted.
- An atmosphere conducive to student learning will be maintained. This pertains specifically to noise/voice levels in the media center. Students are expected to **WORK QUIETLY.**
- The Media Center staff reserves the right to prohibit facility use to students who choose not to conform to the Media Center and/or LCHS guidelines and expectations.
- No food or beverages should be taken into the Media Center.
- While classes are in session, students must either be with their teacher, or have a signed pass from their current teacher to use the Media Center.
- All Media Center materials that leave the center must be checked out.
- Regular books must be returned or renewed by the date set by the Media staff. Students will be charged a fine for regular overdue books.



- Students must pay for lost or damaged materials. If a lost item is paid for and later found, the student's money will be refunded minus the overdue fee. All fees must be paid before checking out more books or enjoying school privileges.
- Students must follow the Lee County Schools Internet Use Policy in order to use the Internet on campus. The Internet is **available for educational use only**. Playing games or non-educational surfing on the Internet is not acceptable. Violations of this policy will be addressed in the Student Code of Conduct.

Internet Use Policy Guidelines

The Internet is a global network and electronic highway connecting thousands of computers that will provide your child with access to a wide range of information and the opportunity to communicate worldwide. Use of the Internet for educational projects will help prepare your child for success in life and work. A major component of the Internet is the World Wide Web which provides access to a wide range of information in the form of text, graphics, photographs, video, and sound, from throughout the world. Students and teachers will have access to:

- Electronic mail (email) which is similar to regular mail service just accessed via computers.
- Canvas (LMS) an online teaching and learning tool for students and teachers that keeps parents connected to daily classroom activities. Parents can sign up for an account to see graded work assignments, class calendar, and to message their child's teacher. More information about Canvas can be found on our LCHS Canvas [link](#). Parents can also sign up for a Canvas account through the same link. We will provide training sessions throughout the school year for parents.
- Edmodo an online program that allows teachers, students, and parents to communicate and collaborate.
- Public domain software and graphics of all types, for school use. Public domain is non-copyrighted material available to all users.
- Access to many University Library Catalogs, the Library of Congress, and ERIC, a large collection of relevant information to educators and students.
- Graphical-access to the World Wide Web, the-newest and most exciting access tool on the Internet.

Personal Digital Devices

Lee County Schools (LCS) utilizes instructional technology to facilitate creative problem solving, collaboration, and 21st Century skills that students will need as responsible citizens in the global community. Students may prefer to use their personal devices for instruction.



The "Bring Your Own Device" (**BYOD**) program will allow students to bring personal devices and connect them to the LCS network to be used for instructional purposes when allowed by the classroom teachers. **Cell phones cannot be used for BYOD purposes.** Students who choose to participate in the BYOD program must follow the Personal Device Usage Guidelines and the Technology Responsible Use Policy. Students who are interested in bringing in their personal digital devices must complete the Lee County Schools BYOD Guidelines & Agreement ([BOYD Guidelines](#)) and return to their Jacket Sting Advisor. More information on BYOD for Lee County Schools can be found on our [FAQ's web link](#).



Student Email

LCS will create an email account for all high school students. All email correspondence between faculty and students must be through school-issued email account. Students who purposely change computer settings or tamper with system access/software, damage equipment, and/or access inappropriate websites and/or use their email in an inappropriate way are subject to disciplinary action including loss of computer access, revocation of Internet privileges, and/or paying for damages.

Student Government Association

Student Government Association (SGA) of Lee County High School is the student organized body charged with formulating systems to improve student life at LCHS. Through the SGA and its elected representatives students will be able to express ideas to assist in the administration of the school and participate in the management of school enterprises.

To be eligible to run for a Student Government office, a student must have a grade point average of 2.0 or higher and not have committed serious or multiple disciplinary infractions throughout the year. An officer or representative who commits serious or multiple disciplinary infractions during the year will be removed from office. Lee County High School 2019-2020 SGA Officers are listed on page 3 of the student handbook.

Teacher Workrooms

Students are not allowed into the teacher workrooms without being accompanied by a teacher. Students may not go into the teacher workrooms before, during, or after school to get drinks or snacks.

Telephones

Office telephones are for school business only and not for student use, except in emergency situations. If a student has a legitimate emergency situation or needs to return a telephone call to their parent/legal guardian, the LCHS administrative staff will be happy to place the call for you and serve as a conduit between you and your parents.

Textbooks

Students will be held responsible for all textbooks issued. If a book is damaged or lost, students will be assessed fines for the damaged or replacement cost of the book. Fines must be paid before new books are reissued. Students may be excluded from attending end of year activities until all books are returned or all fines are paid. To avoid liability for lost/damaged books, students are advised to never lend books to friends or leave them unattended. If a book is lost, students should see the teacher who issued the book for replacement costs. Please note that not all courses will use textbooks. In this case the teachers may utilize handouts and/or electronic resources for the students.



Student Parking

Any LCHS student interested in parking on campus for the 2019-2020 school year is required to complete a student application, provide appropriate documentation, and pay a parking fee. The parking fee for 2019-2020 is **\$80.00**; this fee is determined by Lee County Schools. Parking fees must be **paid in full** at the beginning of the school year.



For the 2019-2020 school year, students must present **current vehicle registration** before a parking pass may be purchased. Also, students must have **PAID ALL** outstanding school fees **before** they are able to purchase a parking pass. Students will be assigned a designated parking space once their applications have been finalized and approved.

Parking a vehicle on school property is a **privilege**, **NOT** a **right**. Please review all parking regulations with your parents. Students who park on campus must follow **ALL** school policies and procedures. Students who do not follow these outlined policies and procedures may lose their ability to park on campus for a period of time determined by the school administration. Students who violate these policies may be asked to turn in their “designated” parking pass to their administrator.

Parking Regulations

Students who operate a motor vehicle on campus should fully understand their duties and responsibilities. LCHS student drivers **are required** to notify the front office immediately if there are **any changes** in vehicle or license plate.

- Every vehicle parked on campus must display their assigned permit so that it is clearly visible from outside of the vehicle. If the permit is not clearly visible due to tint or other obstructions, parking security will stop the vehicle to request to see the permit from inside the vehicle. **The displayed permit must correspond to the parking space that students are assigned and the vehicle must remain in that space during the entire school day.** Failure to display the assigned permit may result in being ticketed or have parking privileges revoked.
- The only place available for LCHS students to park is the **student lot**. Students **may not** park in the school bus parking lot, faculty lots, visitor spaces, the areas near the stadium, or any other undesignated areas.
- Vehicles **are not to be moved** from an assigned parking space to another space **after school hours**.
- Vehicles parked in the **wrong space or in unauthorized areas** may be towed at the owner’s expense and the permit will be subject to revocation without refund.
- If an alternate vehicle is driven, the student will need to notify the front office staff and provide necessary information about the vehicle.
- Students are not allowed to buy, sell, or share their parking permits or spaces with another student. **Early graduates must turn their parking passes into the front office.**
- Students who drive to school or ride in private transportation (friend, relative, parent, etc.) and are tardy due to car trouble, etc. shall receive an unexcused tardy since bus transportation is provided for students and the student chose to use an alternate method of transportation.
- Once a student arrives on campus the vehicle must be parked in the assigned parking space. **Students must leave their vehicles immediately upon arrival to school. Students may not return to their vehicles during the school day, without permission from a member of the administrative staff.**
- At dismissal, students who drive must leave campus immediately unless they have an identified purpose for staying on campus (with teacher or involved in an extracurricular activity). Riders are to follow the same procedure, and drivers should notify riders of this rule.



- Students **may not leave campus for lunch**. Violators may have their parking privileges suspended or revoked.
- School officials **may search** all parked vehicles if they have reasonable suspicion that unlawful, dangerous, or prohibited items are inside the vehicle.
- Any student speeding or driving carelessly on campus may have parking privileges suspended for an indefinite period.
- Parking privileges may be revoked for habitual late arrivals to school.
- Loss of parking privileges is at the discretion of the school administrators.
- Student drivers who check out of school early **must present their check-out slip** to the security officer before departure. This includes **ALL** students riding in the car.
- Student drivers are **NOT** to take unauthorized students off campus at any time.
- Any student who leaves campus without proper check-out, or who takes another student off campus who has not checked out properly, will be documented for a rule violation and may lose parking privileges for the remainder of the semester. **The \$80.00 parking permit fee is non-refundable.**
- Lee County High School is **not responsible** for any vandalism, damage or theft from vehicles parked on campus.



Students who violate any of the above stated parking regulations are subject to the following consequences:

- Revocation of parking privilege
- Disciplinary action
- Towing and storage of the vehicle, at the owner's expense
- Traffic charges as prescribed by law

Valuables and Personal Property

Lee County Schools **is not responsible** for personal property on school campuses.

- **Do not bring any article of value or large sums of cash to school** in order to avoid the risk of theft. Please leave valuables such as cell phones, electronic devices, and large amounts of cash at home.
- **If personal items are brought to school, it is the student's responsibility to ensure that the devices are turned off and locked securely in a locker until the conclusion of the instructional day.**
- Consequently, school authorities **will not conduct searches or extensive investigations to recover personal property including cell phones**. Students who are enrolled in PE classes are expected to secure their valuables (locke locker) in the locker room. Furthermore, students are responsible for marking their personal belongings so that lost possessions can be identified.
- **To report a lost or stolen item, they should complete an incident report located in the main office. Again, Lee County High School will not conduct searches or extensive investigations to recover personal property including cell phones**
- Students who find "lost" property are expected to take it immediately to the main office.



Visitors

Visitors are welcome at Lee County High School. School visitors should immediately check in at the front office located in the Administrative building. Visits should not interfere with instructional time. All visitors will be issued a pass before they are permitted to go to other areas of the campus. A visitor is any person who is not enrolled as a student at LCHS or who does not work at LCHS. Visitors are **not permitted** to come on the LCHS High School campus during regular school hours (8:00 am – 3:30 pm) without the prior approval of the principal.

If a parent/legal guardian wishes to visit with a teacher to discuss an instructional concern, the parent must make contact with that teacher and come either during the teacher's planning period or after school. **No impromptu teacher conferences will be held, as this constitutes an intrusion of instruction.** To schedule a visit with the teacher, please call 919-776-7541 and leave a voicemail for that teacher or send the teacher an email.

Only the parent/legal guardian whose name/information appears in our school database (Powerschool) will be able to visit with students and/or sign them in and out of school. In the event of joint custodial agreements, it is important that this information appear in the student's Powerschool file to eliminate any confusion.

Parents/Guardians are responsible for ensuring the school has the most current contact information on file for their child.

STUDENT ACTIVITIES

Athletics

Lee County High School is a member of the 3A Tri-County 6 Athletic Conference. Lee County High School Teams have earned an outstanding reputation by playing games with a spirit of sportsmanship and fair play. All of our student athletes take on a major responsibility in continuing this tradition. In the same way, sportsmanship in the stands is as important as sportsmanship on the field. If you are found to be in gross violation of the ethics of competition or the principles of good sportsmanship, you may be barred from interscholastic contests. To be eligible to participate in any sport, a student must meet scholastic requirements, have parental consent, and have the approval of a physician. Please see our athletic director Matt DeCerbo for more specifics regarding our LCHS athletic program and [eligibility](#) requirements.

Lee County's Athletics Program fields the following teams:

Fall Sports	Winter Sports	Spring Sports
Cheerleading *	Basketball – Men *	Baseball *
Cross Country	Basketball – Women *	Golf – Men
Football *	Indoor Track	Soccer – Women *
Golf – Women	Swimming	Softball *
Soccer – Men *	Wrestling	Tennis – Men
Tennis – Women		Track & Field –
Volleyball*		Men/Women
Gymnastics		

*“Serving our school and students with fidelity”
Lee County High School 2019-2020.*



* Indicates sports fielding both varsity and JV teams

Athletic Event Prices

General admission to ALL athletic games/events is \$7.00. Athletic Booster Club memberships and passes will be available to families and students. Visit the Lee County High School Booster Club at www.yellowjacketboosters.com.

The LCHS Booster Club passes entitle holders to enter all LCHS home athletic events and games, excluding conference tournaments and NCHSAA playoffs. Please speak with a member of the athletic booster club or the athletic director Matt DeCerbo for details on family season passes.



Clubs

All students are encouraged to participate in clubs and student activities. Participating in clubs is a privilege and is contingent on being a student in good standing. Lee County High School offers a variety of clubs for after-school participation. Not all clubs offered at LCHS appear on the list below. For information on all clubs, visit the school web page. Students interested in creating or forming a new club must submit requests to **administration for approval**. For an updated list of clubs and additional information on clubs, faculty advisors, and activities, see Mr. Newby, Assistant Principal. Listed on the [LCHS Website](#) are LCHS clubs and teacher sponsors for the 2019-2020 school year.

Prom/School Dance Guidelines

The prom is open to Lee County High School juniors and seniors and their approved guests. For a student to be eligible to attend prom, he or she must pay any fees owed to the school including Senior fees **prior** to purchasing a ticket. Information about ticket sales, guest eligibility, dress, and admission will be made available in the weeks prior to the prom. **The 2019-2020 LCHS Prom is scheduled for March 7th, 2020.**

- Students must pay **ALL** fees and fines in order to be eligible to attend the prom.
- Students must also adhere to LCS Dress Code Policy for these events.
- Students who commit a Lee County High School Student Code of Conduct policy violation the week prior to or the week of the event may result in that student **NOT** be allowed to attend the prom or dance. **Prom tickets are non-refundable.**
- Students who receive an out-of-school suspension during the school year may result in that student **NOT** being allowed to attend any school sponsored dance or activity. **Prom tickets are non-refundable.**
- All students and **their guest** must submit a Prom form.
- Guests who do not attend Lee County High School will only be allowed to attend the Junior-Senior prom, upon approval.

Homecoming Fall Formal Dance Guidelines

- The Homecoming Fall Formal Dance is scheduled for **October 12th, 2019.**
- Students must also adhere to LCS Dress Code Policy for these events.
- Students who receive an out-of-school suspension during the school year may result in that student **NOT** being allowed to attend any school sponsored dance or activity.
- **Tickets are non-refundable.**



Driver Education

Students who are between the ages 14 ½ years old and 18 years old are eligible to take driver education. The course consists of 30 hours of classroom instruction and 6 hours of driving time. Students must be enrolled in school and have passed three out of four classes the previous semester to be eligible to receive a Driving Eligibility Certificate. Any questions about Driver's Education should be directed to Mr. West, Assistant Principal. Further information can be found at the [LCHS website](#).

Fundraising

All fundraising activities must be approved by the school administration. **No sales of any food or drink during school hours.** All money obtained from the sale of approved products or service must be deposited with the school bookkeeper by the end of each school day. Parent booster group fundraisers must also be approved by the school administration.

STUDENT CONDUCT: POLICIES & PROCEDURES

Lee County Schools Code of Student Conduct: [Board Policy 4300](#)

The primary purpose of the Lee County Schools is to promote learning for all students. Good teachers, a good learning environment, and regular attendance by students are all necessary to accomplish this goal. All decisions related to student behavior are guided by the board's educational objective to teach responsibility and respect for cultural and ideological differences and by the board's commitment to creating safe, orderly and inviting schools. In order to promote a good learning environment, the Lee County Board of Education establishes this Code of Student Conduct as a guide to students, parents and staff in meeting expected standards of student behavior both at school and in attendance at all school-sponsored activities. The superintendent is responsible for supervising the enforcement of the Code of Student Conduct to ensure that school disciplinary policies are uniformly and fairly applied throughout the school district.

The Lee County Schools Code of Student Conduct applies to any student who is on school property, who is in attendance at school or any school-sponsored activity, or whose conduct at any time or place, on or off campus, has a direct and immediate effect on maintaining order and discipline or protecting the safety and welfare of students or staff in the school. **Students and parents are accountable for knowing Board policies as they relate to student behavior.**

Student Responsibility for Code of Conduct

Lee County High School recognizes its responsibility to provide each student with an opportunity to receive an education and to provide an atmosphere which is conducive to learning. Lee County High School students also share this responsibility.

At Lee County High School, students are expected to demonstrate respect for themselves and others, as reflected in their dress, decorum, and interactions with school personnel and other students. They are further expected to demonstrate responsible citizenship by working cooperatively with the staff to promote a positive climate in the school.



The rules of the code of conduct prohibits certain behaviors and subject those who violate them to disciplinary actions, including the possibility of suspension or expulsion. Detailed discipline measures available to the principal are listed in [LCS Board policy 4335](#). In addition, **specific behaviors that violate civil or criminal law may also lead to prosecution within the legal system.**

The principal or designees **must contact law enforcement** if the following offenses occur on school property:

- Assault resulting in serious personal injury
- Sexual assault
- Sexual offense
- Rape
- Kidnapping
- Indecent liberties with a minor;
- Assault involving the use of a weapon
- Possession of a firearm in violation of the law
- Possession of a weapon in violation of the law
- Possession of a controlled substance in violation of the law
- Assault on school officials, employees and/or volunteer
- Homicide, including murder; manslaughter and death by vehicle
- Robbery or Armed robbery

This applies to any student who is on school property or attending any school-sponsored activity, or whose conduct at any time or place, on or off campus, has a direct and immediate effect on maintaining order and discipline or protecting the safety and welfare of students or staff in the schools.

Our focus is to provide a safe and nurturing environment, void of disruptions. We expect our parents to share in our efforts and initiatives to create the best learning environment for our students. In order for our school to operate smoothly and efficiently, the following policies and procedures have been established. Legal and appropriate instructional and disciplinary actions at Lee County High School shall include, but not limited to that which is outlined in the LCS BOE Policies.

All students will have access to the Lee County School Board's Student Code of Conduct. There are 26 Rules that describe and clarify Prohibited Conduct and Authorized Penalties. The information shared in this handbook provides an overview of student conduct expectations for Lee County High School Students. Specific information regarding discipline policies can be found at the LCS web [link](#).

Academic Honesty Policy

Excellence in education requires the highest standards of integrity and honesty with respect to academic and athletic performance. Honor Code violations include, but are not limited to: libel, slander, dishonesty, plagiarism, cheating, and violation of copyright/ Internet/computer policies.



Honor Code violations are further defined in LCS Student Code of Conduct, Rule 7. Honor Code violations are to be taken seriously by students and faculty and will be dealt with in a fair and equitable manner. **Students who cheat on their tests and/or other assignments may earn a score of 0 for that assignment with no opportunity for make-up. The teacher will notify the parents/guardians, guidance, and administration. All offenses are cumulative during the academic year and grade level. Subsequent honor code violations will result in further disciplinary consequences.** There is a specific [Honor Code](#) for IB Classes.

Bullying/Harassment

At Lee County High School, our priority is to create a safe school climate for all students. Bullying behaviors are unacceptable. Bullying or harassing behavior is any repeated, systematic pattern of gestures or written, electronic, or verbal communications, or any physical act or any threatening communication on school property; at any school sponsored function; on a school bus; or as otherwise stated in [Board Policy 1710/4021/7230](#)- Student Code of Conduct that:

- Harassment or bullying behavior is deliberate conduct intended to harm another person or group of persons. Such conduct violates this policy when any pattern of gestures or written, electronic or verbal communications, or any physical act or any threatening communication:

(1) places a **student or school employee** in actual and reasonable fear of harm to his or her person or damage to his or her property; or

(2) creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities or benefits.

"Hostile environment" means that the victim subjectively views the conduct as harassment or bullying and that the conduct is objectively severe or pervasive enough that a reasonable person would agree that it is harassment or bullying. A hostile environment may be created through pervasive or persistent misbehavior or a single incident, if sufficiently severe.

- Students need to fully understand that their **actions on or off campus**, that negatively impact the learning environment for other students at LCHS are prohibited.
- Cyber-bullying is negative electronic communication that includes, but is not limited to texts, emails, and posts to social media. NC General Statute requires that school administration notify law enforcement of **Cyber-Bullying as it is now a violation of law.**
- It is the responsibility of all students and parents to report situations of harassment or bullying that they are aware of immediately to a school staff member.
- Students are prohibited from taking pictures, audio recordings, or video recordings of staff members at any time.

Buses

Riding a bus to school is a privilege, not a right. School buses are state property. They are means of transportation provided by the state. Students who ride Lee County School buses are expected to conduct themselves in an orderly and respectful manner. **School bus stops are considered to be a part of the school campus and all school rules apply.** The bus driver



has full charge over all students riding his/her bus. The school principal or assistant principal has the authority to suspend students from riding the bus for the following infractions, that include but not limited to:

- Delaying the bus schedule.
- Fighting, smoking, using profanity, or refusing to obey the instructions of school authorities or the bus driver while riding the bus.
- Tampering with a school bus.
- Refusing to meet the bus at designated stops.
- Unauthorized leaving the bus when en-route from home to school or vice-versa.
- Playing, or throwing trash, paper, or other objects while the bus is in operation.
- Violating Lee County School Board rules and/or Lee County High School rules.
- Failing to observe established safety rules and regulations.

Once the bus has been parked and students have disembarked, the vehicle is off limits for all students until the dismissal bell sounds at the end of the school day. All Lee County High School rules for student behavior apply while riding the bus at any bus stop. In addition to bus suspensions, students are subject to any applicable code of conduct consequences listed in board policy and this handbook.

The bus driver **will not allow any students** on their bus except those that **are assigned** without **written approval** from an administrator.

Cell Phones

As per LCHS Policy, students are not to use, display, transmit or have in the “on” position, in any building, any type of wireless communication device until after the conclusion of the instructional day at **3:00 pm** or as approved by a teacher.

If a student brings a cell phone to school he/she is expected to place the cell phone in either the cell phone caddy or in any location in the classroom that the teacher has designated.

If the student refuses to put the phone away in the designated location and the phone goes off while in his/her possession, the student will have to turn on the phone to the teacher. The student will receive his/her phone **at the end of the class** as the rest of the students who placed their phones in the designated location.

Failure to follow this rule will result in the student being sent to an administrator. The administrator will then confiscate the phone for the remainder of the day until 3:00 pm.

If a student refuses to turn-in the phone to an administrator, the student may be assigned one day of OSS.

Electronic and Nuisance Items

Electronic items may be used until the bell rings to report to first period. Ipods, MP3 players, laser pens, gag items, skateboards, fidget spinner or other items that are not expressly for academic purposes should not be brought to school. The use of skateboards, rollerblades, mini bikes, scooters, and any other recreational vehicle/activities are strictly prohibited at all times on



school grounds – even when school is not in session. These items will be confiscated if used on campus.

Dress Code

According to LCS board policy [4301](#), students are expected to adhere to a dress code that is conducive to the learning environment. Presenting a bodily appearance or wearing clothing which is disruptive, provocative, revealing, profane, vulgar, offensive, obscene, promotes illegal activities or which endangers the health or safety of the student or others is prohibited. The school shall exercise appropriate discretion in implementing this policy, including making reasonable accommodations on the basis of students' religious beliefs or medical conditions.

If a student's dress or appearance is in violation of the dress code, **the student will be required to change his/her dress or appearance.** Students will not be allowed to attend classes until they are appropriately dressed. **Students will remain in ISS until a change of clothes has been provided to them.** A second or repeated violation of this policy may result in further disciplinary action.



Student dress and grooming must be appropriate, safe and not disruptive to the educational environment. The following are inappropriate and not permitted to be worn by any student (this includes males and females).

- At 8:00 am all sunglasses, head coverings (this includes do-rags) of any kind are not to be worn on campus in the buildings (gyms included).
- Clothing and accessories which can be perceived as weapons or gang related; bandannas are not permitted (even if used as a headband).
- Clothing and attire with any symbols or styles frequently associated with intimidation, violence or violent groups.
- Clothing and items with messages or illustrations which are lewd, derogatory, indecent, vulgar or advertising any product or service not permitted by law to minors such as drugs, illegal substances, tobacco and alcohol.
- Clothing, shorts, dresses and skirts which are excessively tight or shorter than mid-thigh or that does not go to the fingertips when hands are placed by your side.
- Clothing with excessive holes, see-through materials, strapless, tank tops (this includes wife beaters), and spaghetti tops.
- Clothing exposing cleavage, midriff and undergarments, sagging pants and oversized clothing.
- Clothing worn inappropriately such as unbuckled belts, inside out or backward, unfastened, pants and skirts not at waistline, rolled-up pants, and shoes not tied or secured.
- Face paint or masks are not allowed unless it is related to school activities or events.

Food and Drink

To avoid a violation of federal child nutrition laws, students may not bring nor have delivered to them food or drinks in containers from restaurants (i.e. McDonalds, Burger King, Wendy's, etc.) onto the school campus, into the buildings, or onto school buses.

- Students must eat in the cafeteria or areas designated by the administration, whether



- eating cafeteria food or lunch brought from home.
- Any food item on the cafeteria serving line touched by a student is considered to have been selected for purchase.
- Students are not permitted to stand on the retaining walls that surround the courtyard.
- All students are expected to dispose of trash in the proper containers.
- Absolutely no food or drink is allowed in classrooms except clear water in a clear bottled container.
- Students may not use any vending machine on campus until after school. Money will not be reimbursed for vending machines during the school day.

Gangs and Gang Related Activity

Lee County Schools does not support or condone gang membership or gang activity.

No student shall commit any act that furthers gangs or gang-related activities. A gang is any ongoing organization, association, or group of two / three or more persons, whether formal or informal, having as one of its primary activities the commission of criminal acts, or the purposeful violation of any LCS BOE Policy, and having a common name or common identifying sign, colors or symbols. Please refer to the [LCS BOE Policy 4328](#) for the prohibited conduct related to this policy. Students may be suspended for the remainder of the school year for violating this policy.

Hall Passes

Teachers are responsible for providing students a hall pass each time a student is given permission to leave the classroom.

- Students are **NOT** allowed to leave the classroom the **first 20 minutes** of class or the **last 20 minutes** of class.
- **Students must use the student restroom located on the same hall as their classroom.** If for any reason the student feels that the restroom is not able to be used by them, they must immediately report back to the teacher to notify the teacher of the issue. The teacher will then tell the student which restroom to use.
- The following information must always be documented on the form prior to the student's departure from the classroom:
 - Student name
 - Time of departure/Time of return
 - Date
 - Destination
 - Teacher signature



Students must also have a pass to return to a teacher's classroom during their assigned lunch period.

In-School Suspension Program

The purpose of the In-School Suspension Program (ISS) is to correct student behavior, teach students to take responsibility for their behavior, counsel students as necessary, and allow for an alternative to Out of School Suspension (OSS). The ISS Program is designed to redirect student behavior while affording continued learning in an isolated environment. ISS is not a place for students who just want to get out of class. ISS serves as an alternative consequence



to OSS administered by an administrator. Assigned consequences will be progressive as repeat offenders will be given more serious consequences. **Failure to comply with the rules and regulations of the ISS program may result in OSS. Failure to successfully complete the assigned ISS may result in OSS.**

Even if assigned to ISS, students are expected to come to school prepared to learn. Students should wear appropriate clothing and be prepared to work diligently to achieve credit for their time in ISS. **While in ISS, students will:**

- Follow the rules, and complete all assignments and any other requested work.
- Serve their ISS day the following day if absent on the assigned day.
- Serve make-up time the following day if checked out of school for any reason.
- Deliver any and all discipline notices to parents.
- Report promptly to ISS.
- Place their cell phones in a designated area.
- While in ISS, students will eat lunch in the ISS classroom at the designated time.

Language

Teachers and staff will immediately correct students who use inappropriate written language that is not protected. Inappropriate verbal language (threatening, vulgar, indecent, or profane) will result in disciplinary action.

Loitering and Off-Limit Areas

- Students are not permitted to loiter in the hallways or locker bays before school, after school, between classes, or at any other time.
- Students arriving on campus before classes begin must report to the Cafeteria or plaza area.
- During inclement weather students waiting in the buildings must NOT congregate in the halls or stairwells (no sitting on the floor or impeding the flow of student movement).
- Students are **not allowed** to congregate in the main lobby of the administration building before or after school.
- Students **must depart** from campus **no later than 3:20 PM daily** unless they are involved in an organized school activity and working under the direct and continuous supervision of a staff member.
- When staying after school, students are to arrange for pickup at the front entrance only. Students must arrange with the parent for a specific pickup time.

The following areas are **Off Limits** unless staff members are providing direct supervision or permission is granted:

- **During the School Day:** Parking lots, auditorium, academic buildings, gymnasium, locker rooms, athletic areas, hallways without a pass, bathrooms without a pass, teacher workrooms, and unsupervised outside and inside areas.
- **Before/After School/Weekends & Holidays:** No student may be on campus at any time without direct supervision of a school employee. Any student who violates this rule is subject to school discipline and possible legal action.
- **Students may NOT stay after school as spectators and or wait unsupervised for evening athletic events to begin.**



Publications

The distribution of publications and literature by anyone on campus shall be at a time and place as designated by the principal. Students wishing to distribute publications on campus should submit the publication to the principal for review. The principal shall prohibit the distribution of any written matter that is:

- Vulgar, indecent, or obscene.
- Contains libelous statements or abusive language such as language defaming a person's character, race, religion, ethnic origin, or disability .
- Causes or clearly threatens to cause a material and substantial disruption of normal classroom activity, any normal school function, or other school activity.
- Encourages the commission of unlawful acts or the violation of lawful school regulations.
- Advertises any product or service not permitted to minors by law.
- Casting the image of the school community in a negative light.

The principal or his designee will review all student-sponsored publications for appropriate content.

Prohibited Items on Campus

Items listed below will be confiscated without warning when seen and/or heard on campus during the instructional day. Parents must reclaim any confiscated items from the teacher or front office staff. **Any item lost or stolen as a result of this policy violation will not be the responsibility of the school.** Consequences for possession will be in accordance with LCS policy.

Prohibited items include but are not limited to: illegal drugs, alcoholic beverages, weapons, dangerous instruments, gang-related paraphernalia, tobacco products, clothing specified in policy, water dispensers/toys, laser pointers, water balloons, pets/non service animals, skateboards, musical instruments unrelated to school functions, personal athletic equipment including basketballs and tennis balls for outside play areas, and food from outside vendors unless approved for a special occasion by an administrator.

Safe Schools Act

All students shall comply with all state and federal laws on or off campus. This code applies to any student who is on school property, who is in attendance at school or at any school-sponsored activity, or whose conduct at any time or place, **on or off campus**, has a direct and immediate effect on maintaining order and discipline or protecting the safety and welfare of students or staff in the school.

Law permits the principal to discipline a student for an act committed off campus at any time if that act affects the order, safety, or welfare on campus.

Selling or Soliciting on School Grounds

No student is allowed to sell any item or to solicit business for any individual or group for any reason without the expressed written consent of the Principal. This is against county policy and will be subject to disciplinary action.



Skipping School or Unauthorized Leaving of Campus

A student who misses school without parental permission, who does not meet the class schedule, who leaves the bus, or who leaves the campus without permission will be considered truant. Parents will be notified when any of the above occurs. All such absences will be counted as unexcused. Students who violate this rule are subject to disciplinary action and may lose parking privileges. Any student who drives a car off campus or allows their car to be driven off campus will lose their parking privileges for the remainder of the school year.

Searches

A student's person, personal effects, locker, or vehicle may be searched whenever a school administrator has reasonable suspicion to believe that the student is in possession of illegal or unauthorized material and that the material could be found on the student, in his/her personal effects, locker, vehicle, or when there is a safety concern.

School Resource Officer & Security

Lee County Sheriff's Department provides a uniformed deputy, School Resource Officer (SRO), to maintain a safe and orderly campus. The SRO is a law enforcement officer that has the authority and duty to maintain a safe and orderly campus. Additionally, the officer is a resource for staff to educate students and parents regarding matters of law and safety.

A complete and updated text of Lee County Schools' Code of Conduct and policies and regulations may be obtained online at www.lee.k12.nc.us, at the Lee County Schools Central Office (106 Gordon Street, Sanford, N.C.), and at each individual school site.



LCHS 2019-2020 Handbook Verification/Agreement

I acknowledge that I have received a copy of the Lee County High School Student Handbook.

I further acknowledge that I am responsible for understanding and adhering to the contents of these handbooks.

I understand that failure to abide by the Lee County Code of Student Conduct and the Lee County High School policies and procedures could subject me to disciplinary action.

Student's Printed Name	Signature	Date
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Home Phone Number	Parent Cell Phone Number
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Jacket Sting Advisor	Grade
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