

Fuquay-Varina High School

Student/Parent Handbook 2022-2023



Table of Contents

Principal's Message	2
22-23 Academic Calendar	3
FVHS School Personnel	4
Bell Schedules	5
Health Guidance	6
Academics	6
WCPSS Graduation Requirements:	6
Course Registration	6
Academic Concerns	6
FVHS Grading Scale and Grade Point Average (GPA Quality Points)	7
Student Services	7
Student Assistance Program (SAP)	7
Transcripts	8
Course Weight (Exams)	8
Exams and Exam Exemptions	8
Make-Up and Late Work	8
Attendance Policies and Procedures	9
Reporting Student Absences	9
Tardies	9
Late Arrival Procedures	9
Student Check-Out Procedures	9
Student Code of Conduct	10
Consequences for Behavioral Infractions	11
Conference with Administrator	11
Alternative Learning Center (ALC)	11
Out of School Suspension (OSS)	11
Long-Term Suspension	11
Athletics	12
Participation	12
Attendance on Day of Athletic Event	12
Team Roster	12
Sportsmanship	12
General Info	13
Emergencies	13
Fines/Fees	13
Lunch/ Off Campus Passes	13
Media Center	13
Messages/ Deliveries for Students	14
Parking on Campus	14
Technology Usage	14
Transportation	14
Visitors	14

Principal's Message

Greetings Students and Parents,

Welcome to the new school year at Fuquay-Varina High School (FVHS). FVHS is a diverse comprehensive high school that prides itself for its rigorous educational offerings, community support, and student leadership.

Our school community has endured quite a few changes these past few years, and we are excited to begin another school year in our beautiful facility on Bengal Boulevard. Our school continues to grow, and we expect that we will have approximately 2,000 students this year.

One of our goals is to ensure that students have numerous opportunities to be involved in. Also, with our large footprint, you will notice that there are spaces across campus for you to collaborate, work, and enjoy with your peers. These include, but are not limited to, the courtyard, collaborative spaces, and Media Center. Having these spaces along with the multitude of clubs and organizations provides students with a vast number of safe and productive activities to participate in.

At FVHS, we have an excellent tradition of student scholarship. Our students are the best part of FVHS and our parent organizations are very supportive and involved. The faculty and staff have high expectations and we work to academically challenge students with rigorous coursework. Our staff also provides social guidance while developing close relationships with our students as we all work to ensure that every student graduates on time. This year, we are building a culture that embodies the values of 'Bengals ROAR.' We desire for everyone to have **Respect**, take **Ownership**, **Achieve** at high levels, and remain **Resilient**.

We expect that all stakeholders understand that success is awarded through grit, persistence, and effort. It is expected that our students will grow throughout their academic tenure at FVHS and that every student thrives and is prepared to be productive after they graduate.

Please explore our website, at www.wcpss.net/fuquayvarinahs, to discover information about our school. Also, please feel free to follow us on Twitter using the handle @FuquayVarinaHS to see the happenings of our great school. If you have questions, please call the school at 557-2511. We are looking forward to a great 2022-23 school year together, and as always...
ROLL BENGALS!

Sincerely,
Mr. McCotter
Your Proud Principal

22-23 Academic Calendar



2022-2023 Traditional Calendar Calendario Tradicional

July / julio 2022

M/L	T/M	W/M	T/J	F/V
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

August / agosto 2022

M/L	T/M	W/M	T/J	F/V
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
W	W	W	W	W
★ 29	30	31		

September / septiembre 2022

M/L	T/M	W/M	T/J	F/V
				1
				ER 2
5	6	7	8	9
H				
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
W				

October / octubre 2022

M/L	T/M	W/M	T/J	F/V
3	4	5	6	7
10	11	12	13	14
W				
17	18	19	20	21
24	25	26	27	28
31				

November / noviembre 2022

M/L	T/M	W/M	T/J	F/V
	1	2	3	4
		CO	W	
7	8	9	10	11
14	15	16	ER	H
21	22	23	24	25
28	29	30	V	H

December / diciembre 2022

M/L	T/M	W/M	T/J	F/V
				1
				2
5	6	7	8	9
ER				
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
H	H	H	V	V

January / enero 2023

M/L	T/M	W/M	T/J	F/V
2	3	4	5	6
H				
9	10	11	12	13
16	17	18	19	20
H				
23	24	25	26	27
30	31			

February / febrero 2023

M/L	T/M	W/M	T/J	F/V
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
V				
27	28			

March / marzo 2023

M/L	T/M	W/M	T/J	F/V
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
		Q/MS	W	

April / abril 2023

M/L	T/M	W/M	T/J	F/V
3	4	5	6	7
V	V	V	V	H
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
			W	

May / mayo 2023

M/L	T/M	W/M	T/J	F/V
1	2	3	4	5
8	9	10	11	12
15	ER	16	17	18
22	23	24	25	26
29	30	31		
H				

June / junio 2023

M/L	T/M	W/M	T/J	F/V
				1
				2
5	6	7	8	9
			★	
12	13	14	15	16
W	W			
19	20	21	22	23
26	27	28	29	30

LEGEND / LEYENDA

- ★ First and last days
Primer y último días de clase
- H Holiday
Día Festivo
- W Teacher Workday
Día de trabajo del maestro
- V Vacation Day
Día de Vacaciones
- ER Early Release Day
Día de Salida Temprana
- Q End of Nine Weeks
El Final de Nueve Semanas
- R Report Card
Boleta de calificaciones
- CO Calendar out
Día de vacaciones entre ciclos

Days available for weather make-up in order of utilization / Días disponibles para recuperación de clases por orden



In accordance with the NC Calendar Law, if the school district must close schools, the superintendent will update this calendar to provide additional days/instruction by using scheduled teacher workdays, Saturdays, limited hours of instruction*, or scheduled vacation days to meet legal requirements. If Saturdays are used, they will be full instructional days. If all other options are exhausted, holidays may be used for weather make up.

* Hours accrued by schools over the required 1025 instructional hours.

De acuerdo con la Ley de Calendario de Carolina del Norte, si el distrito escolar debe cerrar las escuelas, el superintendente actualizará este calendario para proporcionar días / tiempo adicionales utilizando los días laborales programados para los maestros, los sábados, las horas de instrucción acumuladas * o los días de vacaciones programados para cumplir con los requisitos legales. Si se utilizan los sábados, serán días completos de instrucción. Si se agotan todas las demás opciones, los días festivos se pueden utilizar para compensar el clima.

* Horas acumuladas por las escuelas, por encima de las 1025 horas requeridas de instrucción.

MORE INFORMATION / MÁS INFORMACIÓN
www.wcpss.net/calendars

FVHS School Personnel

Administration

Name	Position	Alpha	Contact
Terrance McCotter	Principal	All Students	tmccotter2@wcpss.net
Eric Thomas	Assistant Principal	A-Cr	erthomas@wcpss.net
Kenny Collishaw	Assistant Principal	Cu-Hi	kcollishaw@wcpss.net
Kristi Leak	Assistant Principal	Ho-Mc	kleak@wcpss.net
Tara Aman	Assistant Principal of Instruction	Me-R	amant@wcpss.net
Benjamin Olin	Assistant Principal	S-Z	bolin@wcpss.net

Student Services

Name	Position	Alpha	Contact
Pat Moore	Dean of Students		pmoore1@wcpss.net
Xana Harrington	Guidance Counselor	A-Cr	aharrington2@wcpss.net
Cynthia Wood	Guidance Counselor	Cu-Hi	cwood6@wcpss.net
Tricia Myers	Guidance Counselor	Ho-Mc	tmyers1@wcpss.net
Michelle Montgomery	Guidance Counselor	Me-R	mmontgomery4@wcpss.net
Lindsay Kamal	Guidance Counselor	S-Z	lkamal@wcpss.net
Doris Fearon	SAP		dfearon@wcpss.net
Dana Sobha	Registrar		dhsobha@wcpss.net
Tracy Bruining	Secretary		tbruining@wcpss.net
Jennifer Klink	Data Manager		jklink@wcpss.net

School Phone Number: 919-557-2511

Bell Schedules

<u>Normal Schedule</u>			<u>Early Release Schedule</u>		
Period	Time	Length	Period	Time	Length
1st Period	7:25 - 8:54	89 min	1st Period	7:25-8:32	67 min
Announcements	9:00 - 9:02	2 min	2nd Period	8:38-9:45	67 min
2nd Period	9:02 - 10:31	89 min	3rd Period	9:51-10:58	67 min
A Lunch	10:31 - 11:08	37 min	4th Period	11:04-12:11	67 min
3rd Period B Lunch Class Time	10:37 - 12:06	89 min	Announcements	12:11-12:13	2 min
3rd Period A Lunch Class Time	11:14 - 12:43	89 min	Dismissal Bell	12:13	
B Lunch	12:06 - 12:43	37 min	Grab Lunch & Go	12:13-12:18	5 min
4th Period	12:49 - 2:18	89 min	ER Days: 9/2, 11/10, 12/5, 12/21, 3/24, 5/9		

<u>1-Hour Delay</u>			<u>2-Hour Delay</u>		
Period	Time	Length	Period	Time	Length
1st Period	8:25 - 9:39	74 min	1st Period	9:25 - 10:24	59 min
Announcements	9:45 - 9:47	2 min	Announcements	10:30 - 10:32	2 min
2nd Period	9:47 - 11:01	74 min	2nd Period	10:32 - 11:31	59 min
A Lunch	11:01 - 11:38	37 min	A Lunch	11:31 - 12:08	37 min
3rd Period B Lunch Class Time	11:07 - 12:21	74 min	3rd Period B Lunch Class Time	11:37 - 12:36	59 min
3rd Period A Lunch Class Time	11:44 - 12:58	74 min	3rd Period A Lunch Class Time	12:14 - 1:13	59 min
B Lunch	12:21 - 12:58	37 min	B Lunch	12:36 - 1:13	37 min
4th Period	1:04 - 2:18	74 min	4th Period	1:19 - 2:18	59 min

Health Guidance

Covid-19

As the status of Covid-19 pandemic has evolved constantly, FVHS will continue to follow WCPSS guidance regarding Covid-19. Please see the following link for the [WCPSS Covid Dashboard](#), which will be updated with the evolving precautions that both WCPSS and FVHS will take to keep our students, staff, and community in a safe and welcoming environment.

Academics

WCPSS Graduation Requirements:

All students must have 26 credits to graduate from Fuquay-Varina High School, including both required and elective courses. The [WCPSS High School Planning Program Guide](#) provides detailed information regarding WCPSS graduation requirements.

Course Registration

During course selections, a student and their parents should carefully review the chosen course of study and make appropriate decisions in order to satisfy graduation requirements. Teachers and Student Services personnel are available to assist students and parents throughout this process. Course offerings are subject to sufficient student enrollment as well as adequate staffing. Please visit the FVHS Student Services Registration Page for information on course selection and changes. Be advised that schedule changes are not accepted for elective courses (this includes AP courses), teacher choice or lunch changes.

Students are not allowed to drop a course after the first ten days of the semester. If a student withdraws after the ten day period and an emergency situation does not exist, a failure (WF) is noted as the grade, and the course is counted as a course attempted with no quality points earned.

Academic Concerns

Students and parents with academic concerns pertaining to specific courses are expected to first contact the teacher of the course with their concerns. Depending on the circumstance, it may also be necessary to include the student's assigned counselor

FVHS Grading Scale and Grade Point Average (GPA Quality Points)

A GPA is a numerical value that indicates student performance in their courses on average. Each course is allotted a certain number of quality points based on the academic course level.

Letter Grade	Numerical Score	GPA Quality Points (Academic)	GPA Quality Points (Honors)	GPA Quality Points (AP)
A	90-100	4	4.5	5
B	80-89	3	3.5	4
C	70-79	2	2.5	3
D	60-69	1	1.5	2
F	0-59	0	0	0
WP	-	0	0	0
WF	-	0	0	0

Student Services

Each student is assigned an academic counselor based on the student's last name that will help them navigate their journey at FVHS. Your academic counselor can assist you with all inquiries regarding course selection, social/emotional needs, as well as college and career planning. Please refer to the chart below for alpha based information, as well as the student services [page](#) for more detailed information.

Counselor Name	Alpha	Contact
Xana Harrington	A-Cr	aharrington2@wcpss.net
Cynthia Wood	Cu-Hi	cwood6@wcpss.net
Tricia Myers	Ho-Mc	tmyers1@wcpss.net
Michelle Montgomery	Me-R	mmontgomery4@wcpss.net
Lindsay Kamal	S-Z	lkamal@wcpss.net

Student Assistance Program (SAP)

The SAP Coordinator assists in implementing programs and instructional activities designed to support students who are at risk (family planning, in transition, etc.). The coordinator provides counseling and support services to students and their families, develops support groups, provides training and in-person instruction to staff, parents, students and teachers.

SAP	Email
Doris Fearon	dfearon@wcpss.net

Transcripts

A student's transcript is a record that includes the following information: personal data, school performance, minimum admission requirements and attendance. A student's transcript will reflect the courses completed along with the credits and grades earned throughout high school. Instructions for sending transcripts to colleges and universities, scholarship programs, the NCAA can be found [here](#). In order for a transcript to be considered official, it must be sent from the high school to the organization without the student or parent handling it.

Course Weight (Exams)

Grades are assigned based on the student's demonstrated level of mastery in each course based on the assignments provided. The semester grade will be taken from the two nine-week quarter grading periods and the final exam. The final grade will be determined by the following percentages indicated in the table below.

Item	Weight
1st Quarter	40%
2nd Quarter	40%
Final Exam	20%

Exams and Exam Exemptions

Students will be given final examinations at the end of their course at the conclusion of each semester. The format of the exams will vary based on the course (EOC, CTE Post-Assessment, Teacher Made Exam). All students are expected to take the final exam unless they meet the senior exemption requirements for the appropriate course. In advance of the exams, a detailed exam schedule will be shared with students and families.

Seniors may be exempt from Teacher Made Exams (not state mandated exams) if their overall grade in the course is a C or higher.

Make-Up and Late Work

A student is expected to make up the full amount of missing work when missing class. It is the responsibility of the student to arrange to make up all the work at the convenience of the teacher. Assignments not turned in by the designated time and date are considered late. ([22/23 FVHS Grading Plan Link](#)) Any missing work reflected on a Progress Report must be turned in by the next Progress Report for a Late Grade. This does not apply at the end of the Grading Quarter. This does not apply to AP courses. Late work policies for AP courses are determined by the individual AP teacher.

*Please see each class syllabus for specific class grading information.

Attendance Policies and Procedures

Reporting Student Absences

In the event of an absence or tardy, it is the responsibility of the student to present to the attendance office a note signed by the parent/guardian citing the reason for the absence or tardy. The note must include a telephone number where the parent can be reached during school hours. Attendance notes should be presented within 2 school days of the student's return to school. Failure to comply with the standards previously outlined will result in an unexcused absence.

For more specific details regarding absences please visit the [Revised WCPSS Board Policy 4400](#)

Tardies

All students should be in their assigned classroom or designated location at the start of each period before the tardy bell rings. Any student who has an unexcused tardy is subject to the following:

- 1-3: Teacher marks student Tardy in PowerSchool, TalkingPoints sent to parent/guardian, warning given.
- 4-6: Teacher marks student Tardy in PowerSchool, TalkingPoints sent to parent/guardian, lunch detention issued
- 7-9: Tardy Referral, conference with intervention, student assigned ISS
- 10 or more: Conference with parent, Tardy Contract with student, assigned ISS, lunch pass taken if applicable

Late Arrival Procedures

If a student arrives to school after the 7:25 bell, they should report to the attendance office to check in. Students should provide documentation of the reason for late arrival to be excused. If the student was at a doctor's appointment, please provide a note from the doctor's office if possible. In lieu of the note, a parent may come into the attendance office and sign the student in. Once a student has been checked in, they will receive a pass to class. Any late arrivals that do not have proper documentation will be seen as unexcused and classified as skipping.

Student Check-Out Procedures

Any student who needs to leave school early should present a note to the attendance office, including the reason for checking out, as well as the date and time in order to be excused. This note must be signed by a parent or guardian and must include a phone number for verification. The student should present this note to the attendance office before the school day begins to have the note verified and to receive a permission slip to be released from class at the appropriate time. The student should report to the attendance office to sign out. A parent or guardian may also sign a student out through the attendance office. Students are not permitted to be checked out after 1:55 PM. Students must be present for at least half of the duration of class to be counted present.

R

espect

- *Treat others as you want to be treated*
- *Have high expectations for yourself and others*
- *Take care of our building and grounds*

O

wnership

- *Take responsibility for your words and actions*
- *Take care of your own space, be good stewards*
- *Help hold each other accountable*

A

chievement

- *Do your work with fidelity*
- *Have an attitude of continuous growth*
- *Set short and long term goals*

R

esilience

- *Maintain work ethic and persistence*
- *Learn from your mistakes and failures*
- *Don't give up*

Consequences for Behavioral Infractions

All students are expected to follow the WCPSS Student Code of Conduct ([English](#), [Spanish](#)), which provides a common understanding amongst students, parents, and teachers of what is expected of students in WCPSS in addition to the standards set by Fuquay-Varina High School. In all cases involving discipline, effort will be taken to establish communication with the parent/guardian. Administrative disciplinary actions may vary based on the infraction but are not limited to:

Conference with Administrator

Upon receiving a disciplinary referral, the student's administrator may schedule a conference with the student in order to discuss interventions that address the behavioral infraction.

Alternative Learning Center (ALC)

If the behavioral infraction becomes a significant distraction to the classroom environment, the student's administrator may have the student removed from the classroom temporarily to complete their assignments in the Alternative Learning Center. Students are expected to complete all assignments in ALC on time.

Out of School Suspension (OSS)

Students who commit major behavioral infractions or who are repeat offenders may face out of school suspension (OSS), which is a denial of school attendance and a denial of participation in or attendance at school-sponsored activities. While designated on out of school suspension, students may not attend any school function or be present on school grounds. Violators may face additional suspension and/or trespassing charges. A suspended student will not be allowed to participate in or practice any extracurricular events (athletics, clubs, concerts, field trips, etc.)

Long-Term Suspension

Long term suspension is defined as suspension from school for longer than 10 days up to the remainder of the school term. In the case of firearm or explosives and other serious violations highlighted in the Wake County Public School System Board Policies, students may be suspended for 365 days.

Additional information can be found here regarding [FVHS Student Code of Conduct](#).

Participation

FVHS is a member of the Greater Neuse 4A Conference and the North Carolina High School Athletic Association. Students are encouraged to participate in and support our athletic programs. In order to participate, students must complete the [22/23 WCPSS High School Athletics Participation Form](#). A current physical/ medical examination is one of the necessary components to receive this form. Additionally, all students should register on [DragonFly](#) before participating in workouts or tryouts.

Attendance on Day of Athletic Event

A student must be in attendance at school for the full duration of the school day on the day of any athletic game or practice they participate in. Any exemption to this rule will require administrative approval and will most likely require proper documentation for the tardy or absence.

Team Roster

Once an athlete has been placed on a team's roster, the athlete may not withdraw from that roster and try out for another team until the original team's season has ended. Dual participation will be determined on an individual basis. An example of dual participation would be playing soccer while kicking for the football team.

Sportsmanship

Fuquay-Varina High School values sportsmanship in the utmost respect. Regardless of a student's participation as an athlete or spectator, each student is expected to demonstrate the highest level of respect for competitors, fans, self, and fellow team members. Exhibiting poor sportsmanship will result in disciplinary action including but not limited to removal from the event or game, denial of participation in future competitions, and in some cases suspension from the team and/or school. Body paint is prohibited at all NCHSAA sanctioned athletic events. Spectators with body/face paint will be denied admittance into the event and asked to leave the premises if not removed.

For more detailed information regarding athletics, please refer to the [FVHS Athletics Website](#)

Emergencies

Any student wishing to receive assistance for an illness or accident is to report to Student Services and sign-in with staff. Students too sick to remain in class are considered too sick to remain at school. For this reason, students are asked to go to the Attendance Office to call a parent/guardian to pick them up from school when checking into the health room. Regarding chronic health concerns, a Public Health Nurse, though not on campus daily, is assigned to Fuquay-Varina High School and appointments can be made through your counselor. Students that need approved medication administered from school staff are to report to the attendance office.

Fines/Fees

Students are expected to pay class dues of \$20 each year as well as any fines/fees incurred from failure to return textbooks, materials, uniforms, equipment, etc. Failure to pay fines and fees will prohibit a student's eligibility for a parking pass and/or off-campus lunch passes. In addition, failure to pay fines and fees may result in student ineligibility for prom, athletic tryouts, etc. Seniors with outstanding fees will not be permitted to participate in graduation.

Lunch/ Off Campus Passes

Off-campus lunch passes are only eligible for juniors and senior students. Other students must remain on campus for lunch. Parents must complete an off-campus lunch permit form before their student is eligible to exercise this privilege. Students with off-campus lunch passes must not allow an unauthorized student to leave campus with them during lunch. Failure to comply with the conditions of the off-campus lunch policies may result in a suspended or terminated permit, parking pass, as well as other disciplinary consequences. Students with appointments that may exceed the lunch period must follow checkout procedures. Students returning late from lunch may lose their lunch pass for a day and/or lunch detention the following day. The last week of each month, grades will be monitored for students with off-campus lunch permits. If a student is failing any course, administration has the option to withhold the student's lunch pass until the passing grade is reflected.

Media Center

The FVHS media center encourages staff and students to be lifelong learners. We strive to create an atmosphere that is supportive of independent reading, allows exploration of informational resources, and fosters collaborative learning. The Media Center is open 6:55 AM-3:30 PM. At times, the media center may be closed during lunch and after school. If so, this will be reflected through signage on the doors.

Messages/ Deliveries for Students

We will not interrupt instruction to deliver messages or items to students. Our office staff will not accept delivery of flowers, balloons, or food from a restaurant. We appreciate your assistance in ensuring uninterrupted delivery of instruction.

Parking on Campus

Only students who have been issued official parking permits will be allowed to park on the Fuquay-Varina High School campus on school days (6:45 AM-3:30 PM). No student drivers are permitted to enter or exit the visitor/staff parking areas on campus. Students who park on campus without an official parking permit will be subject to disciplinary consequences, including but not limited to the following: ineligibility to receive an official parking permit, “booting” of the vehicle with a possible fee for removal of the boot, towing at the owner’s expense. Fuquay-Varina assumes no liability for damages that may occur when a vehicle is parked illegally on campus or when it is “booted” or towed and stored.

Technology Usage

Students will have adequate access to technological resources to support their learning at FVHS. While digital devices are allowed, staff reserves the right to determine when these devices may be used. WCPSS provides students with a WCPSS student email account, for which FVHS provides students with all login information. Students are expected to use their WCPSS student accounts when communicating with staff. Parents and students should review [WCPSS Board Policy](#) Codes 3225, 4312, 7320 for acceptable use of technology. Students who fail to adhere to WCPSS policy regarding technology are subject to disciplinary consequences.

Transportation

School transportation is a privilege, not a right. When riding in a school vehicle, students must observe the directives of the driver and are still subjected to following the WCPSS Code of Student Conduct as well as any school policies regarding student behavior. Failure to comply with both WCPSS rules may result in suspension from the bus. Covid-19 protocols will be identical on school provided transportation as they are in the building.

Visitors

All visitors are required to report directly to the main office upon entering the school building. Furthermore, visitors are required to register as a visitor in the main office and wear a visitor badge provided by the school at all times while on campus.

Students from other WCPSS schools, as well as out of town visitors are not permitted to visit Fuquay Varina High School’s campus during regular school hours without the permission of the principal. Students are not allowed to have visitors on campus.