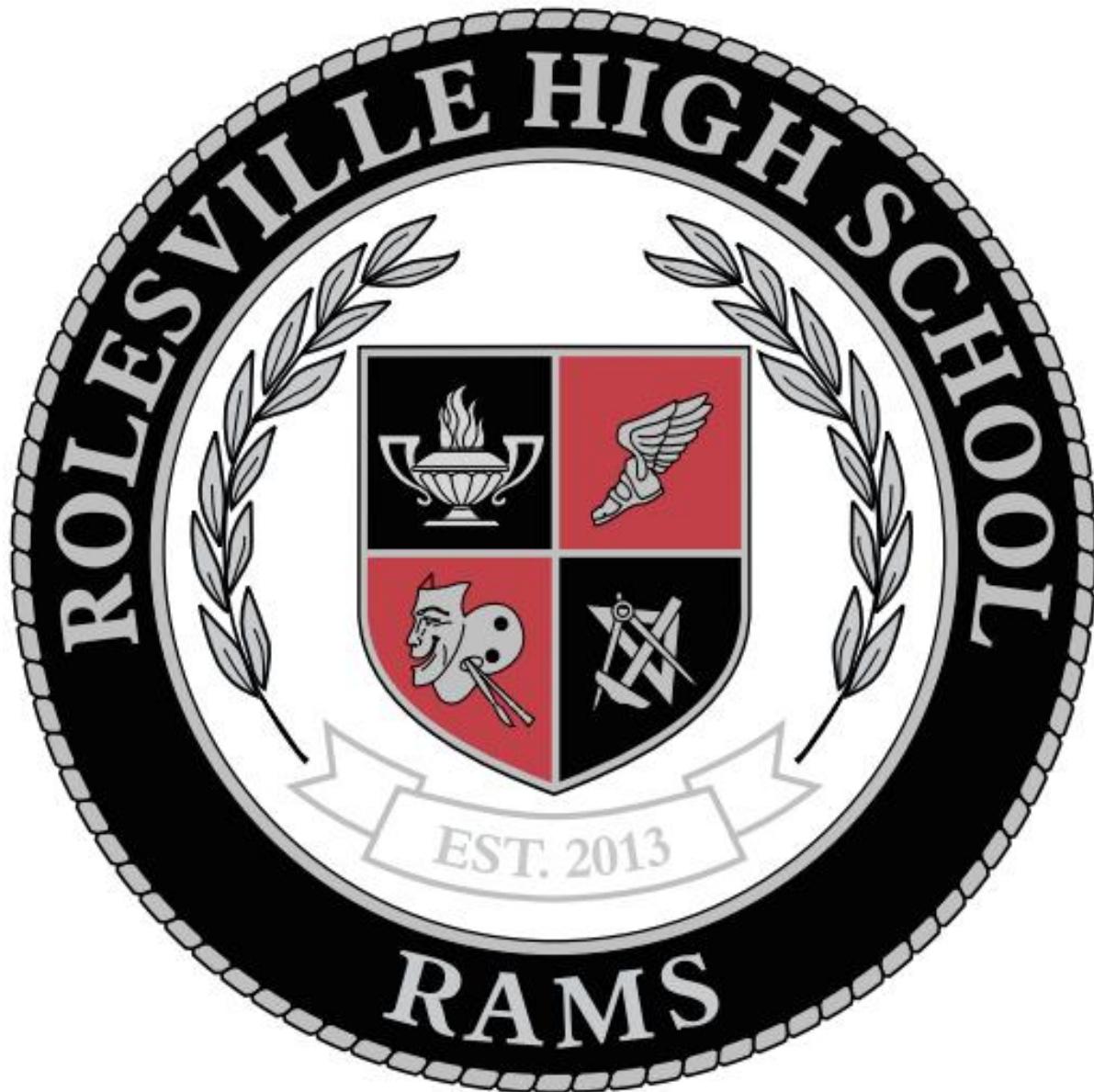


# Rolesville High School

## 2021-2022 Student Handbook



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## Welcome Message from Administration

Welcome to Rolesville High School for the 2021-22 school year! We hope that you all are as excited as we are about what is sure to be an outstanding school year in Ram Country. As a school, we are strong believers that everyone plays a huge role in the overall success of students and our school as a whole. As such, we want to do our very best to ensure that all members of our school community—especially students and parents—are informed when it comes to what is happening at our school, as well as the policies and procedures that will guide all of what we do.

As such, we have developed this student-parent handbook, which provides some key details that will surely interest you. Please keep in mind that this handbook was designed for use in conjunction with the *WCPSS Student/Parent Handbook* along with the *WCPSS High School Program Planning Guide*. Both of these documents can be found at [www.wcpss.net](http://www.wcpss.net). We hope this information will be helpful as we start a new school year, and we look forward to working with you.

## Mission Statement

Rolesville High School will provide a relevant and engaging education and will graduate students who are collaborative, creative, effective communicators and critical thinkers.

## Vision

Rolesville High School students will be prepared to reach their full potential and lead productive lives in a complex and changing world.

## Core Beliefs

- Every student is uniquely capable and deserves to be challenged and engaged in relevant, rigorous, and meaningful learning each day.
- Every student is expected to learn, grow, and succeed while we eliminate the ability to predict achievement based on socioeconomic status, race, and ethnicity.
- Well-supported, highly effective, and dedicated principals, teachers, and staff are essential to success for all students.

## Contact Information



**Address:** 1099 E. Young St., Rolesville, NC 27571

**Main Office Phone:** 919.554.6303

**Fax Number:** 919.589.6471  
**Student Services Fax Number:** 919.589.6522  
**Website:** <http://www.wcpss.net/rolesvillehs>  
**Twitter:** @RolesvilleRams

**Other Important Contacts:**

**Attendance Office:** 919.554.6303 ext. 20400  
**Media Center:** 919.554.6303 ext. 20355  
**Transportation:** 919.554.6303 ext. 48748  
**Student Services:** 919.554.6303 ext. 20403

**Administration Contact Information:**

| <b>Administrator</b>                         | <b>Supervision &amp; Student Discipline Assignments</b>  | <b>Email Address</b> |
|--|--|----------------------|
| Mrs. Dhedra Lassiter<br>Principal            | <ul style="list-style-type: none"><li>● Administrative Supervision of Fine Arts</li><li>● Liaison to PTSA and WCPSS Board of Education</li></ul>   | dlassiter@wcpss.net  |
| Mrs. Lisa Allred<br>Assistant Principal      | <ul style="list-style-type: none"><li>● Administrative Supervision of Special Education, English, School Improvement</li><li>● Discipline: Assist 9th Grade, Last Names A-Z</li></ul>              | lallred@wcpss.net    |
| Ms. Jessica Chambliss<br>Assistant Principal | <ul style="list-style-type: none"><li>● Administrative Supervision of World Languages, ESL, Social Studies</li><li>● Discipline: 10th-12th Grades, Last Names A-GI</li></ul>                       | jchambliss@wcpss.net |
| Mr. Brandon Garland<br>Assistant Principal   | <ul style="list-style-type: none"><li>● Administrative Supervision of Freshman Academy, Intervention, Science</li><li>● Discipline: 9th Grade, Last Names A-Z</li></ul>                            | rgarland@wcpss.net   |
| Mrs. Kelly Nilles<br>Assistant Principal     | <ul style="list-style-type: none"><li>● Administrative Supervision of CTE, Student Services</li><li>● Discipline: 10th-12th Grades, Last Names Nj-Z</li></ul>                                      | knilles@wcpss.net    |
| Mr. Nick Wheeler<br>Assistant Principal      | <ul style="list-style-type: none"><li>● Administrative Supervision of Healthful Living, Math, Custodial Services, and Athletics</li><li>● Discipline: 10th-12th Grades, Last Names Go-Ni</li></ul> | nwheel@wcpss.net     |

# School Calendar



| July / julio 2021 |     |     |     |     |
|-------------------|-----|-----|-----|-----|
| M/L               | T/M | W/M | T/J | F/V |
|                   |     |     | 1   | 2   |
| 5                 | 6   | 7   | 8   | 9   |
| 12                | 13  | 14  | 15  | 16  |
| 19                | 20  | 21  | 22  | 23  |
| 26                | 27  | 28  | 29  | 30  |

| October / octubre 2021 |     |     |     |     |
|------------------------|-----|-----|-----|-----|
| M/L                    | T/M | W/M | T/J | F/V |
|                        |     |     | 1   |     |
| 4                      | 5   | 6   | 7   | 8   |
| 11                     | 12  | 13  | 14  | 15  |
| W                      |     |     |     |     |
| 18                     | 19  | 20  | 21  | 22  |
| 25                     | 26  | 27  | 28  | 29  |
| Q                      |     |     |     | 30  |

| January / enero 2022 |     |     |     |     |
|----------------------|-----|-----|-----|-----|
| M/L                  | T/M | W/M | T/J | F/V |
| 3                    | 4   | 5   | 6   | 7   |
| 10                   | 11  | 12  | 13  | 14  |
| Q                    |     |     |     |     |
| 17                   | 18  | 19  | 20  | 21  |
| H                    | W   |     |     |     |
| 24                   | 25  | 26  | 27  | 28  |
| 31                   |     |     |     | 19  |

| April / abril 2022 |     |     |     |     |
|--------------------|-----|-----|-----|-----|
| M/L                | T/M | W/M | T/J | F/V |
|                    |     |     | 1   |     |
| 4                  | 5   | 6   | 7   | 8   |
| 11                 | 12  | 13  | 14  | 15  |
| V                  | V   | V   | V   | H   |
| 18                 | 19  | 20  | 21  | 22  |
| 25                 | 26  | 27  | 28  | 29  |
| 16                 |     |     |     |     |

## 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
- Q End of Nine Weeks  
El Final de Nueve Semanas
- R Report Card  
Boleta de calificaciones

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

September 16  
banked day  
banked day  
banked day  
January 18  
February 18

## 2021-2022 TRADITIONAL CALENDAR Calendario Tradicional

| September / septiembre 2021 |     |     |     |     |
|-----------------------------|-----|-----|-----|-----|
| M/L                         | T/M | W/M | T/J | F/V |
|                             |     |     | 1   | 2   |
| 6                           | 7   |     | 8   | 9   |
| H                           | W   |     |     | 10  |
| 13                          | 14  | 15  | 16  | 17  |
| 20                          | 21  | 22  | 23  | 24  |
| 27                          | 28  | 29  | 30  | 19  |

| November / noviembre 2021 |     |     |     |     |
|---------------------------|-----|-----|-----|-----|
| M/L                       | T/M | W/M | T/J | F/V |
| 1                         | 2   | 3   | 4   | 5   |
| Dist W                    |     |     |     |     |
| 8                         | 9   | 10  | H   | 11  |
| 15                        | 16  | 17  | 18  | 19  |
| 22                        | 23  | 24  | 25  | 26  |
| 29                        | 30  |     |     | 17  |

| December / diciembre 2021 |     |     |     |     |
|---------------------------|-----|-----|-----|-----|
| M/L                       | T/M | W/M | T/J | F/V |
|                           |     |     | 1   | 2   |
| 6                         | 7   | 8   | 9   | 10  |
| 13                        | 14  | 15  | 16  | 17  |
| 20                        | 21  | 22  | 23  | 24  |
| 27                        | 28  | 29  | 30  | 31  |
| H                         | V   | V   | H   | H   |

| March / marzo 2022 |     |     |     |     |
|--------------------|-----|-----|-----|-----|
| M/L                | T/M | W/M | T/J | F/V |
|                    |     | 1   | 2   | 3   |
| 7                  | 8   | 9   | 10  | 11  |
| 14                 | 15  | 16  | 17  | 18  |
| 21                 | 22  | 23  | 24  | 25  |
| 28                 | 29  | 30  | 31  | 21  |
| W                  |     |     |     |     |

| May / mayo 2022 |     |     |     |     |
|-----------------|-----|-----|-----|-----|
| M/L             | T/M | W/M | T/J | F/V |
| 2               | 3   | 4   | 5   | 6   |
| W               |     |     |     |     |
| 9               | 10  | 11  | 12  | 13  |
| 16              | 17  | 18  | 19  | 20  |
| 23              | 24  | 25  | 26  | 27  |
| 30              | 31  |     |     | 20  |
| H               |     |     |     |     |

In accordance with the NC Calendar Law, if the school district must close schools, the superintendent will update this calendar to provide additional days/time by using scheduled teacher workdays, banked hours of instruction\*, or scheduled vacation days to meet legal requirements. 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 a lo establecido por la Ley de Calendarios de Carolina del Norte, el superintendente actualizará este calendario para proporcionar días adicionales de instrucción debidos a la cierre de los maestros, horas acumuladas de instrucción\*, o días programados de vacaciones para cumplir con los requerimientos legales. Si se terminan todas las demás opciones, las fiestas pueden utilizarse como días de recuperación de clases debido al mal tiempo.

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

MORE INFORMATION / MÁS INFORMACIÓN  
[www.wcpss.net/calendars](http://www.wcpss.net/calendars)

## Bell Schedules

| Monday-Thursday Schedule |                    | Friday/Advisory Schedule |                    | 2 Hour Delay Schedule   |                    |
|--------------------------|--------------------|--------------------------|--------------------|---|--------------------|
| <b>1st Period</b>        | 7:25-8:53          | <b>1st Period</b>        | 7:25-8:47          | <b>1st Period</b>   | 9:25-10:24         |
| <b>2nd Period</b>        | 8:58-10:30         | <b>2nd Period</b>        | 8:52-10:40         | <b>2nd Period</b>   | 10:29-11:29        |
| <b>3rd Period</b>        | 10:35-12:43        | <b>3rd Period</b>        | 10:45-12:48        | <b>3rd Period</b>   | 11:34-1:12         |
| <b>A Lunch</b>           | <b>10:30-11:10</b> | <b>A Lunch</b>           | <b>10:40-11:19</b> | <b>A Lunch</b>  | <b>11:29-12:09</b> |
| <b>Academy</b>           | <b>11:25-11:55</b> | <b>Academy</b>           | <b>11:30-12:00</b> | <small>Freshmen report to lunch assigned to 3rd period department</small> |                    |
| <b>B Lunch</b>           | <b>12:03-12:43</b> | <b>B Lunch</b>           | <b>12:08-12:48</b> | <b>B Lunch</b>  | <b>12:32-1:12</b>  |
| <b>4th Period</b>        | 12:48-2:18         | <b>4th Period</b>        | 12:53-2:18         | <b>4th Period</b>   | 1:17-2:18          |

\*\* Additional bell schedules (1-hour delay, etc.) can be found on the RHS website when needed. There are no Early Release Days scheduled for the 2021-2022 school year. Additional Teacher Workdays have been added throughout the calendar to allow for staff Professional Learning; students do not report to school on these Teacher Workdays.

## Academics

**Academic Concerns:** Parents and/or students who have academic concerns should make contact with the teacher first via email, Talking Points or leaving a message for the teacher through the school secretary at the main school number (919.554.6303). If there are outside circumstances that are impacting academic performance, it may be appropriate to also involve the student's guidance counselor. Contact information for staff members can be found on the RHS website under the staff directory.

**Assessments of Student Learning:** As a part of each course that students take at RHS, they will be evaluated using a variety of assessments—some formal and others informal. Specific details regarding such assessments will be determined by individual professional learning teams (PLTs), which consist of teachers who teach the same subject within an academic department.

**Blended Courses:** This year, we will continue to offer blended classes, in which honors and academic sections of certain courses are combined. Blended courses for the 2020-2021 school year include the following:

|                   |                              |                      |
|-------------------|------------------------------|----------------------|
| Animal Science I  | Health Science I             | Microsoft (MS) Excel |
| Animal Science II | Foods II (opt IN for Honors) | MS Word/Powerpoint   |

While academic and honors students will be taught within the same class, it is important to note that students will receive differentiated instruction appropriate to the course they are taking. So, while all students will be held to high standards and will have the same overall learning objectives, at times they will be given different activities and assignments to practice these objectives and to demonstrate their mastery of learning.

As a part of this arrangement, all students enrolled in any of the courses listed above **will automatically be enrolled in the honors level of the course at the start of the school year**; however, students who feel that they are not prepared to succeed at the honors level will have the option of switching out of the honors section and into the academic section. To make this request, students and their parents/guardians will simply need to fill out this form (found on the RHS website) and return it to the teacher of the course by **August 31, 2021** for Fall semester and **January 27, 2022** for Spring semester.

**Final Exams:** Students taking Biology, English II, Math I and/or Math III will take the state-mandated End-of-Course (EOC) exam. Students taking CTE courses will take the state-mandated CTE post-assessment, complete a credential, or a PBM. Students in other courses will either take a state-mandated North Carolina Final Exam (NCFE) or a teacher-made exam. Per board policy, EOC and non-EOC exams typically count for 20% of a student's final grade in a course.

### Senior Exam Exemptions

High schools will continue the same practices for 2021-2022 as we did the previous two years. Specifically, seniors who have an anticipated final grade of C or better are exempt in courses where there is not a requirement for a state exam, post assessment, or field test. Absences are not considered in the exemption process. The principal is the final authority in determining exemption status.

**Grade Point Averages:** To calculate GPA, the total of all quality points a student earns will be divided by the number of courses taken. Advanced Placement (AP) courses and Honors courses carry additional quality points (see chart below) depending on when the student entered high school. The results are rounded to the fourth decimal place to determine class rank.

For students entering 9th grade *in or after* 2015-2016:

| Letter Grade | Academic | Honors | AP/CCP |
|--------------|----------|--------|--------|
| A            | 4        | 4.5    | 5      |
| B            | 3        | 3.5    | 4      |
| C            | 2        | 2.5    | 3      |
| D            | 1        | 1.5    | 2      |
| F            | 0        | 0      | 0      |

**Grading Scale:** Per the State Board of Education's policy, students are graded on a 10-point scale as outlined below.

*A (90-100)*      *B (80-89)*      *C (70-79)*      *D (60-69)*      *F (Below 60)*  
*I = Incomplete*      *WP = Withdrawal, no penalty*      *WF = Withdrawal with an F*

**Grading Composition:** For grade composition, Professional Learning Teams will determine grade categories and the weights each assignment category will carry. The purpose of grades is to communicate mastery of skills and content to parents and students. Grades should not include assignments that are not tied directly to content and skills. For example, academic grades will not include parent signatures on documents or submission of supplies.

Rolesville High School does not offer assignments for extra credit. Grades should reflect student understanding of the content and skills. As such, the grade should communicate to the student and parents the level of content and skill mastery.

The Student and Parent Portal to PowerSchool gives students and parents access to real-time information including attendance and grades. Parents and students who had access to PowerSchool during the 2019-2020 school year will be able to log into the system using the same account information. Individuals who do not remember their login information or who are new to Wake County Schools can request access by contacting our Data Manager (Ms. Jane Stever) at 919.554.6303, ext. 20398. Parents will get a different access ID for each child. Please keep these in a secure and private location so that you are the only one to have access to this information. If there is a situation where a parent or legal guardian should not receive access to student data, please notify the school immediately.

**Homework:** At Rolesville High School, we believe homework assignments should be purposeful continuations or extensions of the instructional program. Furthermore, homework should help students become responsible, self-directed learners, improve their academic achievement and provide reinforcement opportunities (Wake County Board Policy 5510). In accordance with WCPSS Board Policy, homework should not exceed 10% of a student's academic grade for a marking period. Individual departments will determine percentages for homework and communicate this to students and parents. If a department combines homework with another category, homework itself should still not count more than 10% of a student's grade. In

accordance with WCPSS Board Policy, homework should take no more than 30 minutes per subject and no more than 90 minutes total. Advanced Placement (AP) and College and Career Promise (CCP) courses may have more rigorous homework loads.

**Honor Code:** Members of the Rolesville High School community should embody personal honor, integrity, and responsibility upholding the honor code in all that they do. Per **WCPSS Policy 4310**, academic honesty is essential to excellence in education and is directly related to the Board's educational objectives for students to promote integrity and self-discipline in students. As all schoolwork is a measure of student performance, academic honesty facilitates an accurate measurement of student learning. Each student, parent, family and staff member must promote a culture that respects and fosters integrity and honesty. Academic integrity and honesty require all stakeholders to share responsibility in the fulfillment of this policy. In fulfilling these responsibilities:

- students will collaborate with their peers to foster a culture of academic integrity; refrain from participating, either directly or indirectly, in any form of cheating or plagiarism; and adhere to the honor code;
- parents and family will actively support the honor code by encouraging their child(ren) to foster and uphold a culture of academic integrity;
- staff will establish and annually teach expectations regarding academic integrity and honesty; and promote the honor code.

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#### **Prohibited Behavior**

**Cheating** is an academic deception where a student intends in some way to receive or attempt to receive credit for work not originated by the student, to give or receive unauthorized assistance, or to give or receive an unfair advantage on any form of academic work. Cheating includes, but is not limited to: copying from another student's examination, assignment, or other coursework with or without permission; allowing another student to copy work without authorization from a teacher or administrator; taking an examination, writing a paper, or completing any other assigned academic task on another student's behalf; using notes or resources in any form, including written or online, without authorization; sharing or accepting from another, without authorization, any examination content, questions, answers, or tips on an assessment or assignment through the use of notes, scratch paper, social media, or any type of written, oral, or electronic communication.

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**Plagiarism:** Plagiarism is using passages, materials, words, ideas, and/or thoughts of someone or something else and representing them as one's own original work without properly crediting the source. Plagiarism includes, but is not limited to: copying text, images, charts, or other materials from digital or print sources without proper citation; intentional misrepresentation of work as your own by paraphrasing of items from digital or print sources without proper citation; using translation tools or resources to translate sentences or passages without permission; using a thesis, hypothesis, or idea obtained from another source without proper citation.

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**Falsification or Deceit:** Intentional acts of falsification or serious deceitful misconduct that threaten the health, safety, or welfare of others, or that cause a substantial detrimental impact on school operations or other individuals are prohibited. Falsification or deceit includes, but is not limited to: falsifying another person's name on a school-related document such as a test or report; buying or selling test questions or answers; copying secure test materials and providing the materials to others; paying for or receiving anything of value to complete a school assignment.

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**Violations of the Honor Code:** When a student cheats, plagiarizes, or falsifies, the student has violated a trust, and the logical consequence is to limit the privileges which show we trust the student. The following consequences will be assigned:

- **1st Offense:** Student/teacher conference, parental notification, documentation of the incident, advisers of extra-curricular activities will be notified, no participation in SGA for 2 semesters, Honor Society notified if a member, and student can redo the assignment (highest grade earned can be 60%).
- **2nd Offense:** documentation of the incident, advisers of extra-curricular activities will be notified, no participation in SGA for 2 semesters, Honor Society notified if a member, and student can redo the assignment (highest grade earned can be 50%). Students may be assigned administrative disciplinary consequences.
- **3rd Offense and after:** Student/teacher conference, parental notification, documentation of the incident, advisers of extra-curricular activities will be notified, no participation in SGA for 2 semesters, Honor Society notified if a member, and student cannot redo the assignment (a ZERO is given). Students may be assigned administrative disciplinary consequences.

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**Pledge:** Each RHS student will be asked to sign the RHS Honor Code as follows:

*As members of the Rolesville High School community, we commit ourselves to act honestly, responsibly, and above all, with honor and integrity in all areas of campus life. We are accountable for all that we say, do and write. We are responsible for the academic integrity of our work. We pledge that we will not cheat.*

**Honor Rolls:** Because we believe that recognizing students and their achievements are important, we will recognize students who excel in the classroom by publishing two honor rolls at the end of each nine week period and celebrating at the end of 1st semester. Freshman Academy will have additional academic recognitions for students throughout the year.

- A Honor Roll is for students who earn an A in all subject areas for each quarter.
- A/B Honor Roll is for students who earn an overall grade point average of 3.0.

**Late Work:** RHS students are expected to complete and turn in assigned work when it is due. Work that is submitted after the due date will be penalized, but not by more than 10 percent per day, with a maximum deduction of 40 percent of original credit. School-wide cut-off dates for submitting late work are provided in the table below. Please note that there is one date per quarter. The first cutoff date refers to the final date at which work from the first half of the quarter can be submitted for credit, and the second cut-off date refers to the final date at which work assigned after the first cut-off date will be accepted for credit. After these dates, the decision to accept late work will be determined by individual departments and PLTs. Please note that policies for late work may differ in Advanced Placement (AP) courses.

|           | <u>Quarter 1</u> | <u>Quarter 2</u> | <u>Quarter 3</u> | <u>Quarter 4</u> |
|-----------|------------------|------------------|------------------|------------------|
| Dates Due | Oct. 18          | Jan. 4           | Mar. 17          | May 25           |

**Missing Work:** Missed work is work a student misses because he/she is absent from class. Below are some specific details regarding how missing work will be dealt with.

Assuming that we will return to a face-to-face setting, the following parameters will be in place.

- If the absence is approved in advance and/or if the work is assigned by the teacher before the absence, all make-up work, including tests assigned for the day of return, is due upon the student's return to school. Teachers should use discretion and make exceptions in the case of students whose excused absences were not planned in advance and the nature of which would not support make-up work the day of return.
- If the make-up work has NOT been assigned in advance, for absences of one (1) to three (3) days, the student will have one day for each day absent. For absences exceeding three (3) days, the student may have (2) days for each day absent to make-up work. Special consideration will be given in the case of extended absences due to injury or chronic illness (WCPSS Board Policy 6000).

**Reporting of Grades:** The Student and Parent Portal to PowerSchool give students and parents access to real-time information including attendance and grades. Parents and students who had access to PowerSchool during the 2019-2020 school year will be able to log into the system using the same account information. Individuals who do not remember their login information or who are new to Wake County Schools can request access by contacting our Data Manager (Ms. Jane Stever) at 919.554.6303, ext. 20398. Parents will get a different access ID for each child. Please keep these in a secure and private location so that you are the only one to have access to this information. If there is a situation where a parent or legal guardian should not receive access to student data, please notify the school immediately. In addition, report cards are issued to all students at the end of every nine weeks, and interim reports are issued to all students at the midpoint of the grading period, except for Freshman Academy core classes (more details can be found in the Freshman Academy Rams Handbook on the RHS website). Below are tables that provide *anticipated* dates by which interim reports and report cards will be distributed.

#### Interim, Quarter End and Report Card Dates

|                    | Semester 1       |                  | Semester 2       |                  |
|--------------------|------------------|------------------|------------------|------------------|
|                    | <u>Quarter 1</u> | <u>Quarter 2</u> | <u>Quarter 3</u> | <u>Quarter 4</u> |
| Interims (Week of) | Sept. 20         | Nov. 29          | Feb 14           | May 2            |
| Quarter Ends       | Oct. 25          | Jan. 14          | Mar. 25          | June 10          |
| Report Cards       | Nov. 5           | Jan. 21          | Apr. 1           | After June 10    |

## Attendance

Attendance is taken very seriously at Rolesville High School. The staff and administration believe there is a high correlation between attendance and achievement; therefore, regular attendance is crucial to student success. Rolesville High School is a place for serious study where each person respects oneself, other people and property. Below are some specifics in terms of what is expected from students in regards to attendance.

**Absence Notes:** Upon return from an absence, students are required to bring a note from a parent, doctor, or court to the Attendance Office. If there is a death in the immediate family, a note accompanied by a copy of the obituary or program is required. Notes must be brought to the Attendance Office within two (2) school days of returning from the absence and presented BEFORE the start of first period or during lunch. Absences not documented within two (2) days will be classified as unexcused. Absence notes should include the following:

- Student's name (first and last – no nicknames)
- Date of absence
- Reason for absence
- Parent/guardian signature
- Home and work phone number of parents/guardians

A student absence form will also be posted to the Rolesville HS website that parents and students can simply complete and submit to the Attendance Office. Students can also bring in written notes as long as the information above is included in the note.

**Checking In:** Students who arrive at school late must sign in at the Attendance Office even if they arrive between classes or at lunch. If the student has been to a medical appointment, he/she should bring a note from the medical office. Please note, if half of the class is missed, the student will be marked absent for the entire class period. Habitually late students will receive disciplinary consequences and may lose parking privileges and/or off-campus lunch privileges.

**Check Out – With Note:** A student who needs to leave school before the end of school (doctor/ dentist/ court note must be on letterhead) should present a note to the Attendance Technician before the start of first period indicating the following: student name, date/time of absence/appointment, reason for leaving, parent/guardian signature, home/work telephone of parent/guardian. It is then the student's responsibility to come sign out at the Attendance Office before they leave. Students who return to school before the day is over must sign back in or they are marked absent for the rest of the day.

**Check Out – Without Note:** If a student needs to check out early and does not have a note, a parent or guardian must go to the Attendance Office and check the student out. Phone calls, faxes, and emails will not be accepted. NO student may be checked out after 1:50pm. Students who leave campus without following proper sign-out procedures will receive a permanent unexcused absence in classes missed, and they will be considered skipping. Skipping will warrant disciplinary consequences.

\*If a student drives to school and does follow procedures to check out, their parking privileges may be taken away.

**Educational Opportunities:** Students who will be absent from school for educational opportunities can request that the absences be excused. To do this, students are required to complete the Request for Excused Absence form, which is available in the Attendance Office. The Request for Excused Absence form is posted on the WCPSS website. The form should be turned in to the Attendance Office a **minimum of three days prior** to the absence to allow time for the principal's review. Upon the principal's approval the absence will be coded as an Educational Opportunity. In requesting an excused absence for an educational opportunity, please keep in mind that the intent of the experience should be educational from the outset and comparable to what the student would experience in school. Family trips and vacations that were not designed, initially, to be educational will not be excused. Juniors and seniors going on college visits should also use this form and then bring back verification of their visit from the college. Seniors are allowed two (2) college visits per year that do not count towards exam exemptions. Juniors are allowed one (1) college visit per year as an educational opportunity.

**Excused vs. Unexcused Absences:** Per School Board Policy 6000R&P Part C., excused absences are those that result from:

- Illness or injury which makes the student physically unable to attend school
- Isolation ordered by the State Board of Health or the Wake County Health Department
- Death in the **immediate** family
- Medical, dental, or other appointment with a health care provider for the student (or for a child for whom the student is the parent)
- Court appearance when a student is under subpoena
- Religious observance, as suggested by the religion of the student or parent
- Participation in a valid Educational Opportunity with prior approval as documented on the "Request for Excused Absence for Educational Reasons"
- A catastrophic event or natural disaster

Other absences, such as oversleeping, missing the bus, traffic, car trouble, or absences from class without permission are considered unexcused. Students who are absent from class without permission may face disciplinary consequences.

**Participation in Interscholastic Activities:** Per board policy, all students participating in interscholastic activities must be present in school for the entire day in order to participate in activities, performances, or practices, except where specifically exempted by a physician.

**School-Sponsored Event Participation:** Students will not be counted absent from school when participating in school sponsored events (e.g., athletic competitions, assemblies, programs, etc.). If students fail to attend the event, however, they will be marked with an unexcused absence.

**Tardies:** Classroom instruction is key to student success. As such, students are expected to be in their assigned classes at the start of each period. Students who fail to be in their assigned classroom at the sound of the bell must report directly to class. Students who appear for class more than 10 minutes late without a pass are to receive a discipline referral for skipping. Below are the consequences that will be administered to students who are late to individual classes:

- 1st, 2nd, 3rd Violation – Warning from classroom teacher and document in PS
- 4th Violation – Parent Contact (via Talking Points/email or phone) and BCC: administrator
- 5th and 6th Violation – Teacher/PLT determined consequence (ex. before-school, lunch, after-school detention, parent contact)
- 7th Violation – Administrator referral\*\* (classroom teacher writes referral in ECATS - should include dates of all tardies from PS)
- 8th Violation – Administrator referral & Parent Contact by student's administrator (classroom teacher writes referral in ECATS)
- Additional Violations - Administrator Referral (classroom teacher writes referral in ECATS)

\*Students who are more than 10 minutes late to a class will be written up for skipping, which will result in additional consequences.

\*\*Tardies may also result in revocation of off-campus lunch passes and/or parking passes.

\*\*\*Students who are assigned ISS for a partial or full day will not be allowed to participate in any school-sponsored events (e.g., sports practices, games, productions, etc.).

\*\*\*\*Failure to serve an assigned consequence will result in additional consequences being assigned by an administrator.

## Athletics

Rolesville High School is a community that not only provides opportunities for students to learn and grow within the classroom, but also outside as well. One way that we do this is by providing a wide variety of athletic teams that we encourage students to participate in.

Below is a list of the different sports teams that we will field during different seasons. Additional information regarding student athletics can be found on the school website under the Athletics tab. There is also a separate athletics website that students and parents can reference for additional information.

| Fall  | Winter  | Spring   |
|---|---|--|
| Football (V/JV)<br>Men's Soccer (V/JV)<br>Women's Volleyball (V/JV)<br>Cheerleading (V/JV)<br>Women's Tennis (V)<br>Women's Golf (V)<br>Cross Country | Men's Basketball (V/JV)<br>Women's Basketball (V/JV)<br>Cheerleading (V/JV)<br>Swimming & Diving<br>Indoor Track<br>Wrestling<br>Women's Gymnastics | Women's Soccer (V/JV)<br>Women's Softball (V/JV)<br>Men's Baseball (V/JV)<br>Men's Lacrosse (V/JV)<br>Women's Lacrosse (V/JV)<br>Men's Tennis<br>Men's Golf<br>Stunt |

**Academic Requirements for Athletic Participation:** All students participating in interscholastic activities must meet all NCHSAA and WCPSS eligibility requirements and physical requirements to participate. This includes fulfilling requirements for minimum GPAs as well as attendance requirements among other things. Athletes will receive a copy of the Rolesville HS Statement of Discipline and team policies.

**Admission to Games:** General admission for Varsity Football is \$7; admission to all other athletic games is \$6 in the NAC VI conference. Any price changes will be advertised through the Athletics Department. Rolesville Athletic Club memberships will be available to families and students. This membership entitles holders to enter all RHS athletic events/games, excluding conference tournaments and NCHSAA playoffs. Please speak with a member of the athletic booster club for information on family season passes.

**School Spirit & Sportsmanship:** Rolesville High School students are encouraged to attend sporting events to support our student athletes and the teams they represent. With that being said, it is important that all students and visitors demonstrate good sportsmanship during these events. Athletes and spectators alike are expected to conduct themselves in a respectful way towards visiting fans, coaches, and referees/officials. RHS cheers should be positive and of an appropriate nature. Failure to abide by these expectations and/or failure to conduct oneself in a manner that appropriately represents RHS may result in disciplinary action, revocation of privileges, and/or dismissal.

**Student Athlete Registration:** All student athletes now have to complete paperwork online to be eligible to participate in athletic activities at RHS. To do this, students should go to [www.wakecountyathletics.com/rolesvillehs](http://www.wakecountyathletics.com/rolesvillehs) and click on the "Athletic Registration" tab. In addition to completing this online registration, student athletes must also turn in a required medical history and physical. This will not be completed online; it must be turned in physically to Head Athletic Trainer Raymond Watkins prior to participation in any athletic activities. Further questions on this process can be directed to the Athletic Director Tom Kinkelaar ([tkinkelaar@wcpss.net](mailto:tkinkelaar@wcpss.net)).

## Discipline & Code of Conduct

All students are responsible for complying with and are expected to be familiar with the WCPSS Code of Student Conduct and school board policies governing student behavior and conduct. All Code of Student Conduct policies are contained in the WCPSS Student/Parent Handbook, which is distributed to all students and parents at the beginning of each school year or upon enrollment in the WCPSS. If there is a conflict between the rules expressed in this handbook and the Code of Student Conduct policies, the WCPSS Code of Student Conduct policies shall take precedence.

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The Wake County 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 are accountable for knowing Board policies presented in the WCPSS Student/Parent Handbook found at <http://wcpss.net/handbook>.

Rolesville 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. RHS students also share this responsibility. Students are expected to show good citizenship at all times and to follow instructions given to them by any teacher or staff member. Students who do not fulfill their responsibilities will be dealt with fairly but firmly to protect the rights of all students and staff members. Students are expected to be familiar with all rules of behavior in the Code of Student Conduct.

As outlined in the WCPSS Student/Parent Handbook, the Code of Student Conduct rules are leveled, indicating the severity of violation and type of consequence. In any given situation, based on the unique circumstances of a situation, the principal may utilize a different level of intervention than is indicated on the chart. Various interventions may be considered to address a student's behavior including restorative practices, detention, referrals to the counselor or community resources. Below is a breakdown of the aforementioned levels.

The following language comes directly from Policy 4309 Student Behavior - Code of Conduct.

*The Code of Student Conduct rules are leveled according to the seriousness of the behaviors and range of potential disciplinary consequences.*

**Level I:** Level I rule violations can generally be addressed with non-disciplinary interventions or non-exclusionary discipline consequences. Except in the very limited circumstances described in Rule II-20, Level I rule violations may not result in out-of-school suspension.

**Level II:** Level II rule violations involve more serious misconduct that may warrant short-term suspension of up to five (5) school days when, in the judgment of the principal or designee, non-disciplinary interventions and non-exclusionary discipline consequences are insufficient to address the behavior and prevent its recurrence. Principals may impose a short-term suspension of six (6) to ten (10) days or recommend a long-term suspension of eleven (11) days or more based on one or more aggravating factor(s) regarding the severity of the violation and/or safety concerns, provided such aggravating factor(s) are listed in the written suspension notice.

**Level III:** Level III rule violations are more severe in nature and may support long-term suspension. The principal may impose a short-term suspension of ten (10) days or less or decline to impose any suspension based on mitigating factors.

**Level IV:** The only rule in Level IV is one that reflects a statutory prohibition on the possession of a "firearm" or "destructive device" (as defined in the rule) on school property or at a school-sponsored event. State law requires principals to recommend a 365-day suspension for all violations of this rule. Only the Superintendent or Board of Education may modify this outcome. A level IV violation is always extremely serious and is treated as such.

**Level V:** Level V allows for permanent expulsion of a student from the Wake County Public School System for violation of one or more Level II, III, or IV rules in this Code if the following criteria are met: (1) the student is fourteen (14) years old or older; (2) both the principal and the superintendent/designee recommend expulsion; (3) the superintendent and Board determine, consistent with the Board's "Due Process" policy, that there is a significant or important reason not to offer the student alternative educational services; and (4) the Board determines, by clear and convincing evidence, that the student's continued presence in school constitutes a clear threat to the safety of other students or school staff. Additionally, any student who is registered as a sex offender under [Article 27A of Chapter 14 of the North Carolina General Statutes](#) may be expelled in accordance with these procedures. If such a student is offered alternative education services on school property, the student must be under the supervision of school personnel at all times.

## LEVEL I

**I-1 Compliance with Directives:** Students shall comply with all lawful and reasonable directives of school employees, including but not limited to directives to identify oneself, to remove oneself from a dangerous or disruptive situation, or to report to a designated person or location.

**I-2 Mutual Respect:** Mutual respect is expected between students and staff. Students will refrain from words (written or oral) and/or gestures that demean, degrade, antagonize, or humiliate a school employee, volunteer, visitor, or other student(s). Examples may include ridiculing, cursing at, or aggressively or angrily shouting at an employee, volunteer, visitor, or other student(s).

**I-3 School/Class Attendance:** Students will attend school each school day except in the case of excused absences. Students will be on time to school and on time to class, will refrain from entering unauthorized areas, and will remain at school and in the designated locations for the duration of each school day unless excused.

**I-4 Appropriate Language:** Cursing or use of vulgar, profane, or obscene language, oral or written, is prohibited. If such language is directed at a school employee, volunteer, visitor, or other student(s), such conduct should be treated under Rule I-2.

**I-5 Student Dress Code:** Student dress will adhere to the standards set out in the [Student Dress Code](#) policy.

**I-6 Electronic Devices:** Personal technology devices (including, but not limited to smart phones, tablets, and laptops) may be used by students for instructional purposes with the permission and under the supervision of the teachers in compliance with the Technology Responsible Use policy. The use of personal technology devices to engage in misconduct (e.g., bullying, harassment, or threats) may result in consequences under rules in this Code. Malicious or intentionally destructive use of technology devices or resources (e.g., hacking, password theft, or introduction of viruses) may result in consequences under Rule II-3. The school system assumes no responsibility for personal technology devices brought to school.

**I-7 Trespassing:** Students shall not be on the campus of any school except the one to which the student is assigned without the knowledge and consent of the officials of that school. Students who remain at school after the close of the school day or come onto school grounds when school is not in session without permission will be considered trespassers. If the student does not leave when instructed to do so, he/ she may be prosecuted. A student under suspension from school is trespassing if he/she appears on the property of any school or at any school sponsored activity during the suspension period without the express permission of the principal. Students who trespass on school property to engage in other forms of misconduct (e.g., fighting/physical aggression or theft) may be subject to consequences under other applicable rules in this Code, and the act of trespassing may be considered an aggravating factor.

**I-8 Tobacco, Vaporizers, and Nicotine Products:** Student health and well-being is of the highest priority. For this reason, no student shall violate the Board's "Use of Tobacco and Nicotine Products" policy. Students are specifically advised that this policy prohibits vaporizers and liquids used in vaporizers even if they do not contain tobacco or nicotine.

**I-9 Gambling:** Students shall not participate in any unauthorized games of chance in which money or items of value may be won or lost.

**I-10 Integrity:** Students are expected to be honest and forthright with school staff and volunteers. Lying, intentionally misleading, and actively concealing the truth from staff and volunteers are prohibited. Dishonest acts or statements that violate other rules in this Code may result in consequences under those other rules. Integrity may also be considered as an aggravating factor in connection with other forms of misconduct.

**I-11 Honor Code:** All students are expected to adhere to the academic [Honor Code](#) policy. Disciplinary consequences for violations of this policy will typically be consistent with Level I violations. However, serious violations of the [Honor Code](#) may be addressed under Rule II-1 Falsification or Deceit.

## LEVEL II

**II-1 Falsification or Deceit:** Intentional acts of falsification or serious deceitful misconduct that threaten the health, safety, or welfare of others, or that cause a substantial detrimental impact on school operations or other individuals, are prohibited.

**II-2 Inappropriate, Illustrations Images, or Other Materials:** The possession of illustrations, audio or video recordings, written materials, graphics, or other print or digital documents, media, or files which significantly disrupt the educational process or which are profane, pornographic, or obscene is prohibited.

**II-3 Hacking and Unauthorized Computer Access:** Students will comply with all state and federal laws and regulations governing access to computers, computer networks, stored data, passwords, and other technology systems and resources and will refrain from all forms of computer or network "hacking," whether criminal or not. Any willful or knowing effort to obtain unauthorized access; to steal; to maliciously alter, modify, or destroy; to introduce viruses; or otherwise to cause harm to any such computer, computer network, stored data, or other technology resource is a violation of this rule.

**II-4 Substantially Disruptive or Dangerous Behavior:** Students will not make oral or written statements or intentionally engage in conduct that, despite efforts by staff to intervene or redirect the behavior, (1) substantially disrupts the educational environment or (2) threatens the health, safety, or welfare of staff or students. Statements or conduct that "substantially disrupt" the educational environment may include, for example, intentionally blocking entrances or exits or obstructing the flow of traffic within or outside of the school building, intentionally interfering with or interrupting school activities such that teaching and learning are compromised, or engaging in loud or boisterous conduct that significantly distracts others from peaceable and orderly school activities.

Words or conduct that would otherwise be a Level I violation (e.g., failure to comply with directives or unacceptable language) may also constitute a violation of this Level II rule if they (1) persist directly following attempts by staff to intervene or redirect the behavior and substantially disrupt teaching, learning, or the orderly conduct of school activities or (2) inherently threaten the health, safety, or welfare of staff or students. Examples include, but are not limited to, continuing to shout or use profanity directly after intervention or redirection, continuing to engage in disruptive rough-housing or horseplay directly after intervention or redirection or in a manner that is reasonably likely to cause injury, or throwing objects directly after intervention or redirection or in a manner that is reasonably likely to cause injury.

**II-5 School Transportation Disturbance:** Disturbances on school buses or other transportation vehicles or near streets at school bus stops can put many students at risk. Any physical or verbal disturbance which occurs on school transportation vehicle or at a bus stop and which interrupts or interferes with the safe and orderly operation of the vehicle or otherwise puts others at risk of harm is prohibited.

**II-6 False Fire Alarm or Reported Emergency:** Smoke and fire alarms and other emergency systems are vital for the safe operation of schools and must not be tampered with. No student shall set off, attempt to set off, or aid and abet anyone in giving a false fire alarm. No student shall interfere with or damage any part of a fire alarm, fire detection, smoke detection, fire extinguishing system, or emergency escape system.

**II-7 Fire Setting/Incendiary Material:** Fires and fire-setting materials pose a risk of harm to everyone in the school environment. The possession of any incendiary material (including but not limited to matches, lighters, or lighter fluid) or the use of any material reasonably likely to result in a fire on school property is prohibited.

**II-8 Property Damage:** Students shall not intentionally damage or deface or attempt to damage or deface any school property or the personal property of another.

**II-9 Theft:** Students shall not steal, attempt to steal, or knowingly be in possession of stolen property.

**II-10 Extortion:** Students shall not obtain or attempt to obtain money, property, or other items of value or compel another person to take action or refrain from action against that person's will by means of force, intimidation, or threat.

**II-11 Indecent Exposure/Sexual Behavior:** Students shall not engage in behavior, whether consensual or non-consensual, which is lewd, indecent, or of a sexual nature.

**II-12 Harassment/Bullying:** Students shall not engage in conduct prohibited by the Board's "Prohibition against Discrimination, Harassment, and Bullying" policy.

**II-13 Sexual Harassment:** Students shall not engage in conduct prohibited by the Board's "Prohibition against Discrimination, Harassment, and Bullying" policy.

**II-14 Threat/False Threat:** Students shall not make any threat through written or verbal language, sign, or act which conveys a serious expression of intent to cause harm or violence. Furthermore, no student shall make a false threat of harm or violence, even jokingly, which causes or is reasonably likely to cause fear or a disruption to school activities.

**II-15 Physical Aggression/Fighting:** Physical aggression toward and fighting with students, staff, or visitors are prohibited. A student who is attacked may use reasonable force in self-defense, but only to the extent necessary to get free from the attack and notify proper school authorities. A student who exceeds reasonable force may be disciplined even though someone else provoked or initiated the fight.

The prohibition on fighting and physical aggression includes, but is not limited to:

- a. Choking, hitting, slapping, shoving, scratching, spitting, biting, blocking the passage of, or throwing objects at another person in an aggressive, confrontational or dangerous manner.
- b. Taking any action or making comments or writing messages that might reasonably be expected to result in a fight or physical aggression.

**II-16 Report Firearm or Destructive Device:** Any student who has reason to believe that another student possesses or intends to bring a "firearm" or "destructive device," as defined in Rule IV-1, onto any school campus or to any school activity shall report this information to school or law enforcement authorities immediately.

**II-17 Hazing:** No group or individual shall require a student to wear abnormal dress; play abusive or ridiculous tricks on him or her; or frighten, scold, beat, harass, or otherwise subject him or her to personal indignity as a condition of inclusion in group or as a ritual associated with group membership. Hazing is prohibited even if the person hazed consents to the conduct.

**II-18 Search and Seizure:** Students may not refuse to allow and may not seek to impede any search or seizure of their person or belongings that is authorized under the Board's "Student Searches" policy.

**II-19 Aiding and Abetting:** Students shall not assist or facilitate others in violating any Level II, III, or IV rule in this Code.

**II-20 Repeated / Willful Violations of Level I Rules:** A student may be subject to out-of-school suspension of up to two (2) days under this Rule for repeated, willful violations of any Level I rules, but only if (1) the school has documented at least three prior violations of the same Level I rule prior within the same academic semester; (2) appropriate MTSS

*non-disciplinary interventions have been attempted and documented with each of those last three violations; and (3) school administrators have contacted the student and parent to warn them of the possibility of out-of-school suspension before the final incident that leads to the suspension.*

LEVEL III

**III-1 Narcotics, Alcoholic Beverages, Controlled Substances, Chemicals, and Drug Paraphernalia:** Drugs and alcohol present serious risks of harm to all persons, especially adolescents, and drug and alcohol overdoses and abuse result in well over 100,000 deaths each year in the United States alone. Addiction can start slowly and take hold before a person realizes he or she is addicted. It can destroy relationships, shatter dreams and ambitions, and lead to imprisonment, brain damage, disfiguring injury, and death. Students who are struggling with addiction or who are tempted or feeling pressured to use intoxicating drugs or alcohol are urged to seek help immediately from a parent, teacher, counselor, administrator, or other trusted adult. No student will face disciplinary consequences for coming forward, proactively, to seek help while not in possession of or under the influence of contraband.

*That said, the Board has a solemn duty to adopt policies that are reasonably designed to keep its school and students safe. To that end, the Board strictly prohibits all narcotics, alcoholic beverages, unauthorized prescription drugs, and similar substances at schools and school-sponsored activities. Specifically, no student shall possess, use, distribute, sell, possess with intent to distribute or sell, conspire or attempt to distribute or sell, purchase, or be under the influence of any narcotic drug, opioid, hallucinogen, amphetamine, barbiturate, marijuana or cannabis product, anabolic steroid, controlled substance, alcoholic beverage, drug paraphernalia, counterfeit substance, unauthorized prescription drug, or any other chemical or product with the intention of bringing about a state of exhilaration, euphoria, or of otherwise altering the student's mood or behavior. The proper use of a drug authorized by valid medical prescription from a legally authorized health care provider shall not be considered a violation of this rule when the drug is taken by the person for whom the drug was prescribed.*

*The following definitions apply to this rule:*

- a. *Possession: Having the prohibited substance on the student's person or in another place where the student, either alone or jointly with others, has control over it. This may include, but is not limited to, possession of a prohibited substance in an automobile, locker, book bag, or desk.*
- b. *Use: The consumption, injection, inhalation, ingestion, or absorption of a prohibited substance into a student's body by any means.*
- c. *Under the influence: Having used a prohibited substance such that it continues to influence a student's mood, behavior, or learning to any degree.*
- d. *Counterfeit Substance: Any substance that is described or presented with the intention of deceiving another into believing that it is a substance prohibited under this rule.*
- e. *Unauthorized Prescription Drug: Any prescription drug or medication that is used or possessed by someone other than the person for whom the prescription was written.*
- f. *Drug Paraphernalia: Objects that are used or intended to be used for ingesting, injecting, inhaling, or otherwise introducing a substance prohibited by this rule into the body, including but not limited to pipes, vaporizers, rolling papers, and syringes. Relevant evidence may be considered in determining whether an object is drug paraphernalia.*
- g. *Conspiracy: An agreement by two or more persons to commit an unlawful act in violation of this rule.*
- h. *Sell: To exchange a substance prohibited by this rule for money, property, or any other benefit or item of value.*

*i. Possess with Intent to Distribute/Sell: Intent to distribute or sell may be determined from relevant evidence such as the amount of the prohibited substance found; the manner in which it was packaged; the presence of packaging materials such as scales, baggies or other containers; and the statements or actions of students.*

*j. Distribute: To transmit a prohibited substance to one or more other students, with or without compensation. For purposes of this definition, a student has not "distributed" a prohibited substance (but may be guilty of "possession" or "use") if the student's sole involvement is to share or pass a prohibited substance with other students in the course of using it, so long as the student was not the one who brought the prohibited substance onto school property or otherwise made it available to other students.*

*When a first infraction of this rule involves solely possession, use, conspiracy to possessor use, and/or being under the influence of a substance prohibited by this rule, and a long-term suspension recommendation for violation of this rule is not supported by any other rule violations that independently support long-term suspension, an alternative to long-term suspension shall be offered.*

*The alternative shall consist of a short-term suspension of five (5) days on condition that the student participates in and completes an approved Alternative Counseling and Education (ACE) program. The program shall be designed by the superintendent and agreed to in writing by the parent, guardian, student, and school principal. Parents, guardians, and students shall be provided information by school authorities concerning approved ACE programs. Declining this opportunity or failing to meet any requirements of the ACE program reactivates the underlying long-term suspension or alternative education assignment.*

**III-2 Gang and Gang Related Activity:** *The Board believes that gangs and gang-related activities pose a serious safety threat to students and staff members of the Wake County Public School System and can significantly disrupt the educational environment. Even actions that are not innately dangerous, such as displaying hand signs, wearing items of particular colors, and speaking with special jargon can substantially increase the risks of criminal activity and physical injury when those signs and signals are used to support, signal, promote, or encourage gang activity or affiliation. Students who feel pressured to participate in or condone gang activities are urged to seek help from teachers, administrators, parents, and law enforcement officers.*

*a. No student shall participate in any gang-related activities. For purposes of this rule:*

*i. A gang is any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of criminal acts, and having a common name or common identifying sign, colors or symbols.*

*ii. Gang-related activities are any activities engaged in by a student on behalf of an identified gang; to perpetuate the existence of an identified gang; to promote the common purpose and design of an identified gang; or to represent gang affiliation, loyalty, or solidarity.*

*b. Conduct prohibited by this rule includes:*

*i. Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblems, badges, symbols, signs, visible tattoos and body markings, or other items, with the intent to convey or promote membership or affiliation in any gang;*

*ii. Communicating either verbally or non-verbally (gestures, handshakes, slogans, drawings, etc.), with the intent to convey or promote membership or affiliation in any gang;*

*iii. Tagging, or otherwise defacing school or personal property with symbols or slogans intended to convey or promote membership or affiliation in any gang;*

*iv. Requiring payment of protection, money or insurance, or otherwise intimidating or threatening any person in connection with gang-related activity;*

- v. *Inciting other students to intimidate or to act with physical violence upon any other person in connection with gang-related activity;*
  - vi. *Soliciting others for gang membership;*
  - vii. *Committing or conspiring to commit illegal act in connection with gang-related activity.*
- c. *When a first infraction involves only the wearing of gang-related attire, the student shall receive a warning and be allowed to immediately change or remove the attire as an alternative to disciplinary action.*
- d. *The Superintendent or Superintendent's designee shall regularly consult with law enforcement officials to identify examples of gang-related items, symbols and behaviors and shall provide each principal with this information. Parents and students shall be notified that such information is maintained in the principal's office, that it is subject to change, and that the principal's office may be consulted for updates. In providing this information for parents and students, the school system acknowledges that not all potential gang indicators connote actual membership in a gang.*

**III-3 Weapons/Dangerous Instruments/Substances:** *No student shall possess, handle, or transmit any weapon, facsimile of a weapon, dangerous instrument/substance or other object that can reasonably be considered or used as a weapon or dangerous instrument/substance. This does not apply to any student who finds a weapon or dangerous instrument/substance on school property or receives it from another person on school property and who immediately reports the weapon or dangerous instrument/substance to school or law enforcement authorities.*

*The following definitions apply to this rule:*

- a. *Weapon: Any firearm, BB gun, stun gun, air rifle, air pistol, ammunition, power loads, fireworks, knife, slingshot, leaded cane, blackjack, metallic knuckles, razors, razor blades except cartridge razors used solely for personal shaving, box cutter, mace, pepper spray, and other personal defense sprays, and any sharp-pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance.*
- b. *Dangerous Instruments/Substances: Any object or substance that is possessed, handled, transmitted, or used for the purpose of causing or attempting to cause physical injury.*
- c. *Facsimile of a Weapon: Any copy of a weapon that could reasonably be perceived to be a real weapon.*

Note: Refer to Level IV: Rule IV-1 for violations involving Firearms/Destructive Devices.

**III-4 Assault on a Student:** *No student shall cause or attempt to cause serious physical injury to another student. For the purposes of this policy, serious physical injury shall refer to any significant or aggravated bodily injury, including but not limited to broken bone(s), loss or chipping of teeth, loss or impairment of vision, loss of consciousness, internal injuries, scarring or other disfigurement, significant bleeding, lacerations resulting in sutures, significant bruising, severe or prolonged pain, any injury requiring hospitalization for any period of time, and/or any injury resulting in medical treatment beyond simple first aid procedures.*

**III-5 Assault on School Personnel or Other Adult:** *No student shall cause or attempt to cause physical injury to any school employee or other adult.*

Note: *If a teacher is assaulted or injured by a student and as a result the student is reassigned to alternative education services, long-term suspended, or expelled, the student shall not be returned to that teacher's classroom unless the teacher consents.*

**III-6 Assault Involving Weapon/Dangerous Instrument/Substances:** *No student shall assault another using a weapon, dangerous instrument, or dangerous substances.*

Note: Refer to Level IV: Rule IV-1 for violations involving Firearms/Destructive Devices.

**III-7 Bomb Threats:** No student shall make a bomb threat or hoax by making a false report that a device designed to cause damage or destruction by explosion, blasting, or burning is located on the school premises or at the site of school activities, or by placing or concealing an object or artifact on school property or the site of school activities so as to cause any person to reasonably believe the object or artifact to be a bomb or other destructive device.

**III-8 Threats of Mass Violence:** No student shall, by means of communication to any person or group, threaten to commit an act of mass violence on educational property or at a curricular or extracurricular activity sponsored by a school. For purposes of this rule, "mass violence" is physical injury that a reasonable person would conclude could lead to permanent injury (including mental or emotional health) or death to two or more people.

#### LEVEL IV

**IV-1 Firearm/ Destructive Device K-12:** As required by state law, any student in grades K-12 shall be recommended for suspension for 365 calendar days for bringing a "firearm" or "destructive device" onto school property or to a school-sponsored event off school property, or for possessing a "firearm" or "destructive device" on school property or at a school-sponsored event off school property. School property includes any property owned, used, or leased by the Board, including school buses, other vehicles, and school bus stops. Principals are required to refer to the law enforcement system any student who brings a firearm or weapon to school.

The following definitions apply to this rule:

- a. **Firearm:** A weapon, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; or any firearm muffler or firearm silencer. The term does not include an inoperable antique firearm, BB gun, stun gun, air rifle, or air pistol.
- b. **Destructive Device:** An explosive, incendiary, or poison gas bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or device similar to any of the devices listed in this definition.

Violation of this rule shall result in suspension from school for 365 days unless modified by the Superintendent or Board on a case-by-case basis.

The 365-day suspension does not apply to any student who finds the firearm on school property or receives it from another person on school property and who delivers the weapon, immediately, to school or law enforcement authorities.

#### LEVEL V

Level V is the most serious level in this Code. While there are no separate Level V rules, the violation of one or more Level II, III, or IV rules in this Code becomes subject to Level V sanctions – meaning that a student may be permanently expelled from the Wake County Public School System – if all of the following criteria are met: (1) the student is fourteen (14) years old or older; (2) both the principal and the superintendent/designee recommend expulsion; (3) the superintendent and Board determine, consistent with the Board's "Due Process" policy, that there is a significant or important reason not to offer the student alternative educational services; and (4) the Board determines, by clear and convincing evidence, that the student's continued presence in school constitutes a clear threat to the safety of other students or school staff.

Additionally, any student who is registered as a sex offender under [Article 27A of Chapter 14 of the North Carolina General Statutes](#) may be expelled in accordance with these procedures. If such a student is offered alternative education services on school property, the student must be under the supervision of school personnel at all times. This is a consequence of last resort. Principals are urged to consult with their area superintendents before recommending a student for permanent expulsion.

## General Student Information

**Technology Responsible Use:** Students and staff are responsible for the proper and appropriate use of school technology. Devices have been provided by the school system to support learning and teaching. Responsible use of school system technological resources is use that is ethical, respectful, academically honest, and supportive of student learning. As such, all who are involved in these endeavors must follow WCPSS Board Policies 3225/4312/7320. The devices and support materials are to be used as directed and as set for use by county officials. Likewise, all are expected to comply with legal requirements such as copyright infringement laws. Parents will be required to give students permission to use school equipment if the student is not old enough to complete the permission form for him/herself. Students who do not follow these requirements will be subject to disciplinary actions which may include revocation of technology privileges.

### Cafeteria and Lunch Procedures:

Below are specific guidelines regarding cafeteria use and expected lunch behaviors. **Note that as we navigate the pandemic, requirements and restrictions may change the way we conduct lunch periods and activities.**

- The cafeteria is off limits to students unless it is their scheduled lunch.
- During a student's scheduled lunch, there are authorized areas for students to be in. These areas consist of the cafeteria or the media center with permission. Students are not authorized to be in any other place during their lunch unless they are under the direct supervision of a teacher.
- Within the first ten (10) minutes of lunch, students are expected to determine their location where they will eat lunch. Beyond this point, there should be no movement up and down the stairs.
- The dress code does apply during lunch time.
- Students are expected to clean up after themselves and deposit their litter in a trashcan.
- Students are not permitted to loiter in the cafe. Students not in line should find a seat in the cafeteria
- With respect to electronics, students are permitted to use electronic devices during lunch. However, phones and other electronic devices should only be audible to the owner. Speakers are not permitted at RHS.

**Clubs & Organizations:** 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. Clubs must be approved and have a staff sponsor. Ms. Chambliss is the contact for student clubs. Students may post information about elections and other approved club activities on the cork strips and bulletin boards located throughout the campus. Posting with tape or other adhesives in undesignated areas is prohibited and will be taken down. Administrator signature is required on all postings; student organization postings larger than 8.5 x 11" will not be approved. For a list of clubs and additional club information, visit the RHS website link under the Activities tab. Fine Arts playbills and approved Student Council election posters in designated areas will be permitted at a larger size.

**Decorum:** All students are expected to act in accordance with all school policies and guidelines established within this handbook. There are also unspoken rules that we expect students to uphold. This includes, but is not limited to, using appropriate volume in the hallways, refraining from excessive shows of affection with others, etc.

**Deliveries:** Deliveries of flowers, gifts, balloons, food, etc. will not be accepted by the school for students. Additionally, drop off of projects, homework, equipment, etc. will not interrupt the flow of class. Students will be called to pick up items during lunch or after school; students will not be able to pick up items during class.

**Dress Code:** Per WCPSS Policy Code 4316 Student Dress Code Students are expected to adhere to standards of dress and appearance. Our guiding principles for the student dress code are similar to those experienced and expected in the workplace: attire that furthers health and safety of students and staff, enables the educational process, and facilitates the operations of the school. Parents are asked to partner with the school district to monitor student attire to help adhere to the guiding principles set forth in the policy. To promote these goals, students may not wear or carry clothing, jewelry, book bags, or other personal articles that:

1. Depict profanity, vulgarity, obscenity, or violence;
  2. Promote the use or abuse of alcohol, tobacco, or illegal drugs;
  3. Are prohibited under Policy 4309 III-2 (Gang and Gang Related Activity) or any other provision of the Code of Student Conduct;
  4. Threaten the health or safety of staff or students; or
  5. Are reasonably likely to create a substantial disruption of the educational process or operations of the school.
- Specifically:
- a. Students must wear clothing that covers their skin from chest to mid-thigh with opaque (non-see-through) fabric in front, back, and on the sides.
  - b. Students must wear shoes at all times except when changing for physical education or athletic practices or events or when specifically directed otherwise by a teacher or administrator.
  - c. Clothing must cover undergarments (waistbands and straps excluded).
  - d. Breasts, genitals and buttocks must be covered with opaque (non-see-through) fabric.
  - e. Clothing must be suitable for all scheduled classroom activities including physical education, science labs, wood shop, and other activities where unique hazards exist.
  - f. Specialized courses may require specialized attire, such as sports uniforms or safety gear.
  - g. Head coverings (including hats, hoods, sweat bands, and bandanas) are generally prohibited in the school building. However, students may wear head coverings in the school building as an expression of sincerely held religious belief (e.g., hijabs or yarmulkes) or cultural expression (e.g., geles) or to reasonably accommodate medical or disability-related issues (e.g., protective helmets).
- Implications: If a student's dress or appearance is such that it constitutes a threat to the health or safety of others, distracts the attention of other students or staff from their work, or otherwise violates this dress code, administration may require the student to change his or her dress or appearance. A second or repeated violation of this policy may result in disciplinary action.
    - If you are addressed for inappropriate attire, your options will be:
      - To call a parent to bring a change of clothes.
      - To change into something provided by the front office.
    - Failure to comply may result in other disciplinary consequences beyond simple dress code infractions.
    - Please be mindful that repeat dress code violations may compromise your ability to participate in school-sanctioned activities (e.g., attending school dances, participating on sports teams, attending pep rallies, etc.) and/or might prevent you from different privileges typically granted to students (e.g., obtaining a parking space, getting off-campus lunch pass, etc.).

**Driver Education:** Per state law, all students are now required to pass at least 70% of their classes to obtain or maintain a learner's permit or a driver's license. Since most students at RHS will carry a course load of four (4) classes, this means that students must be passing three (3) of their four classes to maintain eligibility. Students may take driver education without meeting the course passing requirements; however, they will not satisfy the driver eligibility rules and will not be eligible to receive a learner's permit or a driver's license. For more information on Driver Education, please see or contact Linda St. Clair ([rhsdrivered@gmail.com](mailto:rhsdrivered@gmail.com)).

**Hall Passes:** Students have the responsibility for obtaining a hall pass that is signed and dated by a teacher with a destination listed any time they are out of class during class time, including when working in the pod. Students who are out of the classroom during class time without a note are in an unauthorized area and subject to disciplinary action. If a student needs to return to a teacher for a particular reason, the student must have a pass to return to a specific place at a specific time. Passes must be issued by teachers and should indicate the following information: student name, time of departure/return, date, destination and teacher signature. Teachers are responsible for enforcing school-wide expectations for use of the common hall pass with the required information. Students are expected to use the RHS common pass on the colored paper for each floor.

Students who are in pods must have a pass (with student name, date, time) from their teacher. Any student in a pod without a pass from a teacher in that pod will be sent back to their classroom and/or ISS. Teachers should write referrals for students who are in a pod other than where their classroom is during instructional time.

**Lockers:** Students who desire a locker will be assigned one for the year if they request one. Students will be informed of the process to request a locker at the beginning of the school year. Students may only use the locker that has been assigned to them. The school cannot assume responsibility for lost or stolen items. Lockers remain the property of Wake County Public Schools and may be searched at any time by school officials with or without a student's permission. Only combination locks may be used on school lockers and the combination should be given to the assigning teacher. Unsecured lockers will be emptied and secured.

**Media Center:** The Media Center is a central resource to our school's instructional program. The media center will typically open in the morning at 7:00am and will close at 3pm Monday-Thursday and during school hours on Friday. An atmosphere conducive to learning will be maintained. The Media Center staff reserves the right to prohibit facility use to students who choose not to conform to Media Center and/or Rolesville High School guidelines and expectations. Students wishing to go to the media center during class must request a pass from their assigned teacher. A book drop is provided for students to return books outside the media center.

**Messages for Students:** Students will not be called from class for incoming telephone calls. In an emergency, the parent/legal guardian must clearly state the nature of the situation and this must be cleared by an administrator before a student will be notified. Other messages will be left in the Student Services office where students should check before they depart school.

**Movement Throughout Building:** All students are expected to abide by all traffic patterns within the school building. The stairs near the Ram mural on the first floor will not be used in the morning. Stairs in the Commons have painted rails to indicate direction: black goes up and red comes down. Stickers can also be found at the landings to help direct you. Please walk on the right side of the hallways. External stairwells on the end of academic pods should only be used for exiting at the end of the day as these doors will be locked from the outside. Students may enter the building beginning at 7am. Coaches and music instructors will explain procedures for how students will be able to drop off equipment that needs to be stored during the day. In the afternoon, students who ride the bus should use the exterior stairs closest to the bus lot (x400 pod and x700 pod side) to reach the bus lot. Students who are walking to the student parking lot should use the exterior stairs closest to the x600 pod and x900 pod. Athletes should use the RAM stairwell to the 2nd floor and then access the locker rooms by way of the Weight Room hallway. All students should exit the building by 2:30pm or be with a supervising adult for a school-sanctioned event.

**Off-Campus Lunch:** Eligible juniors and seniors who have purchased a lunch pass and submitted appropriate paperwork are allowed to go off-campus for lunch. Any student who goes off-campus is expected to abide by all rules and regulations outlined on the Off-Campus Lunch Application. Abuse of this privilege will result in revocation.

**Requirements for School-Sponsored Events:** School functions including athletic contests, dances, prom, plays, assemblies, performances, field trips, etc. are extensions of the school day; therefore any expectations of student behavior that applies to the school day also applies at all functions of Rolesville High School whether on or off campus. Prior to certain school-sponsored events, students will be notified of conduct expectations prior to school-sponsored events. These expectations will pertain to discipline and even expected procedures for participation in the said events. (e.g., how and when to purchase tickets). Violations of these expectations or any WCPSS Level-2 policy violation or higher may result in that student NOT being allowed to attend any school sponsored event including athletic competitions, prom/dances, etc. Receiving an out-of-school suspension during the school year may also disqualify students from attending certain school-sponsored events. Furthermore, all students and their guests who are not students at RHS must submit a prom form at the time of ticket purchase, and all school fines must be cleared before purchasing a ticket.

**Staying After School:** All students are to clear the building **by 2:30 p.m.** unless they are under the direct supervision of a teacher or coach. Students who remain on campus after 2:30 should wait outside at the front of the building for their ride. Students who remain in the building without authorization are subject to disciplinary action.

**Student Parking:** Eligible juniors and seniors are able to purchase parking spaces for the year. These parking spaces are the only places students are allowed to park. Parking in undesignated areas or on private property is not permissible and may result in booting, towing, fining, and/or further disciplinary actions by the school and possibly law enforcement if involving prohibited off-campus parking. Student drivers must exit the parking lot by 2:40 pm unless they are staying after school with a supervising teacher.

**Telephone Use:** Students may use the school telephone in Student Services during the school day only with the permission of a staff member. (Also see Electronic Devices Policy) In cases of an emergency, with permission from a staff member, students will be given permission to use their cell phone.

**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 textbooks 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.

**Valuables:** It is recommended that students refrain from bringing valuables, large sums of money, expensive jewelry, etc. to school. Students are also cautioned against leaving money or valuables in lockers especially if unlocked. Students are responsible for marking their personal possessions so that lost possessions, if found, can be identified. **The school is not required to investigate or search for lost or stolen items.** This includes the loss or theft of electronic devices. Students who find items which do not belong to them should take the property to Student Services for entry into Lost and Found.

## Safety & Security

**Accidents on Campus:** If a student is injured at school, the student has a responsibility to report it immediately to the teacher whose class the student is attending. If the injury occurs between classes, report to Student Services.

**Emergency, Fire, and Disaster Drills:** Fire drills at regular intervals are required by law and 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, 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 intercom. Students should report to their locations as indicated by their teacher and follow teacher instructions.

**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 athletic practices and games, will also be cancelled. Refer to local television stations for updates as well as the WCPSS website for cancellations and make-up dates. If a student has received an out of school suspension 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 out of school suspension day served. Out-of-school suspension (i.e. 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.

**Lockdowns & Relocation:** The WCPSS Security Department in conjunction with local law enforcement and Wake Emergency Services division have developed a **Critical Incident Response** plan to be utilized in the case of an **extreme** emergency at school. In the event of an extreme emergency we request that parents tune in to local media (TV, radio) for information regarding how to reunite with your child/children. It is critical that you follow the directions as given. **Parents should not come to Rolesville High** as their presence may hinder or delay the emergency response plan in process. Please abide by the directions given to you through the media outlets.

**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 or administration if there are medical conditions that require special measures such as dietary or activity restrictions. It is also the parent's responsibility to notify the school to provide accurate and updated contact information.

**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. In other words, the law permits the principal to discipline a student for an act off campus at any time if that act affects order, safety, or welfare on campus.

**Searches & Seizures:** A student's person, personal effects, locker, or vehicle may be searched whenever a school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized material and the material can be found on the student, in his/her personal effects, locker, or vehicle.

**SROs and Security Officers:** To help maintain security, WCPSS provides the assistance of a uniformed security officer. Additionally the Rolesville Police Department provides two uniformed police officers. SROs are law enforcement officers that have the authority and duty to maintain a safe and orderly campus. Additionally, the officers are a resource for staff to educate students and parents regarding matters of law and safety.

**Visitors:** Upon arrival to campus visitors must report to the Main Office to sign in and be issued a Visitor's Badge to wear while on campus. Visitors are not allowed beyond the Main Office unless accompanied by a staff member. Students may not bring visitors to school during the school day. Visitors who do not follow these procedures may be issued a trespass notice. **During the pandemic, we will all be required to wear a mask and practice social distancing procedures. For the safety of everyone, we will be happy to conduct business on the phone or online, whereas it is at all possible.**

### Student Services

Student Services seeks to provide a continuum of support services that positively impact the personal, academic, and career development of the students within our school. Counselors provide individual counseling, group guidance, small-group counseling, consultation with teachers and parents, and referrals to community agencies to meet the needs of all students. Students are assigned a counselor based on the first letter of their last name. Counselor information for the 2019-20 school year is provided below.

| Counselor            | Assignment/Caseload  | Email Address        |
|----------------------|--|----------------------|
| Mr. Tracy Miller     | Dean of Students<br>Early Graduates, Foreign Exchange Coordinator, CCP | temiller@wcpss.net   |
| Ms. Amy Samek        | Counselor, Last Names A-Ca, 12th grade activities                      | asamek@wcpss.net     |
| Ms. Toni Calabrese   | Counselor, Last Names Ce-Gh, 9th grade activities                      | tcalabrese@wcpss.net |
| Mr. Austin Laws      | Counselor, Last Names Gi-K, Intervention                               | alaws@wcpss.net      |
| Ms. Paula Lucas      | Counselor, Last Names L-N, 10th grade activities                       | plucas@wcpss.net     |
| Mrs. Veronica Davila | Counselor, Last Names O-Sa, ELL/SEL                                    | vdavila@wcpss.net    |
| Ms. Jessica McQuaig  | Counselor, Last Names S-Z, 11th grade activities                       | jmcquaig@wcpss.net   |
| TBD                  | Student Assistance Counselor (SAP)                                     | TBD                  |

**Appointments with Counselors:** The Counselors enjoy working with students on a one-on-one basis. We encourage students to meet their Counselor early on in their high school career and build a relationship with them. You can find your Counselor on our Student Services [Directory](#).

Use the appointment link on your Counselor's individual page to choose a day and time that works best with your schedule, using your school email. Follow the steps to set up the appointment. Once you complete the steps, the appointment will automatically populate in your school google calendar and you will receive a confirmation email in your school email. \*If you do not use your school email, the appointment will be canceled. \*

You can also send your Counselor an email from your school email account. In the email, be specific. Let your Counselor know what you need. The Counselor will email you a response or set up a time to meet with you in person or virtually. Sending an email will take longer than using the appointment app on the website to select an appointment time.

On your appointment day and time, you can either show your teacher the appointment in your school google calendar, or you can forward the confirmation email to your teacher. You will still need a pass from a teacher to come to the Student Service Office for your appointment.

**Course Adjustments:** Students and parents are expected to carefully consider course selections during the course registration process, as this information is used to develop a balanced master schedule to serve the diverse needs of our entire student body. Consequently, schedule changes will only be made during the first few days of the school year for the following circumstances:

- increase in rigor (i.e., switching from Academic English II to Honors English II)
- missing a course needed for graduation (seniors only)
- hole in student's schedule (i.e., missing a 3rd period class)
- student has already taken and passed a class, for High School Credit, he/she is scheduled to take
- student is in a class with a prerequisite and hasn't taken prerequisite course
- student is scheduled for the same course twice

**Course Withdrawal:** Except when approved by the principal, students are not allowed to drop a course after the first ten days of school. 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.

**Early Graduation Requirements:** For graduation prior to one's class, a student must:

- show satisfactory mastery of high school academic skills and concepts
- show a need for early graduation
- meet the graduation course and testing requirements that were effective the year of enrollment in the ninth grade for the first time
- meet the credit requirements for the year of intended graduation.

**Early (Mid-Year) Graduation:** Seniors who wish to graduate at the mid-year of their senior year through acceleration, will need to consult with their school counselor during their Junior year regarding graduation credits and all local requirements.

**Graduation Requirements:** Graduation from Rolesville High School requires completion of a minimum of 26 credits. All students are expected to complete course requirements under the Future Ready Core Course of Study in order to earn a diploma. This course of study was designed to prepare students for college learning and careers of today and the future. For a more detailed explanation on graduation requirements, please see the WCPSS High School Program Planning Guide, which again, is available online at [www.wcpss.net](http://www.wcpss.net).

| Curriculum     | Units Required | Required Courses   |
|----------------|----------------|--|
| English        | 4              | English I, II, III, and IV   |
| Mathematics    | 4              | Math I, Math II, Math III, and a 4 <sup>th</sup> math course to be aligned with student's post high school plans   |
| Science        | 3              | Earth/Environmental Science, Biology, & Physical Science or Chemistry  |
| Social Studies | 4              | 4 Credits Entering high school Fall 2019 and before: World History (or AP World History), American History I: Founding Principles, American History II (or AP US History & 1 additional social studies elective), and American History: Founding Principles, Civics & Economics<br><br>Entering high school Fall 2020 and beyond: The State Board of Education is reviewing options for Social Studies Graduation requirements. Once final decisions have been made at the state level, we will update this section. |

|                      |           |   |
|----------------------|-----------|---|
| Second Language      | -         | Not required for graduation; however, 2 credits required to meet minimum UNC System admission requirements  |
| Health and PE        | 1         | Healthful Living  |
| Required Electives   | 6         | 2 elective credits of any combination from either: Career and Technical Education (CTE), Arts Education, or Second Language<br><br>4 elective credits strongly recommended (four course concentration from one of the following: CTE, Arts Education or any other core subject area). |
| Additional Electives | 4         | Courses from any subject area   |
| <b>Total Credits</b> | <b>26</b> | <b>Total credits needed to earn a diploma</b>   |

*\*\*Special needs students (excluding Academically Gifted students and pregnant students) who do not satisfy all graduation requirements will receive a graduation certificate and be allowed to participate in graduation exercises if the student completes twenty credits by general subject area and completes all IEP requirements.*

**Graduation Recognition:** In May 2016, the Wake County Public School System adopted a new policy regarding the recognition of top students within the graduating class. Instead of naming valedictorians and salutatorians, Rolesville HS will recognize students using the Latin honors system that is currently used by many colleges and universities across the nation. Below are the designations that students can receive based on their cumulative GPAs:

- Cum laude - GPAs of 3.75-3.99
- Magna cum laude - GPA of 4.0-4.249
- Summa cum laude - GPA of 4.25 or higher

**Promotion Requirements:** High school students shall be promoted by attaining units of credit that are earned through successful completion of specific required courses as illustrated in the chart below.

| From Grade | Requirements for Being Promoted   | Credits |
|------------|---|---------|
| 9          | English I, two credits in the areas of mathematics, social studies or science and three additional credits                            | 6       |
| 10         | English II, one credit in mathematics, one in social studies, one in science, and two additional credits                              | 12      |
| 11         | English III and enrollment in a program that, if successfully accomplished, will result in the completion of graduation requirements. | 18      |

**Transcript Requests:** The Wake County Public School System provides each currently enrolled senior with three (3) official transcripts per year at no charge. After receiving written permission from the parent, these transcripts will be sent to any college, university, or organization requested. In order for a transcript to be "official," it must be sent from the high school office to the college, university, or organization without the student or parent handling it. In addition to the three free transcripts, there is no charge for the following:

- Mid-year senior year transcript
- Final transcript after graduation
- Transcript for any scholarship or award requested by the high school scholarship committee

**UNC System Admissions:** Below are the minimum requirements for admission to colleges/universities within the UNC System. Please keep in mind, however, that some campuses require a more competitive transcript for final admission. In addition, private colleges and out-of-state universities may have different admission requirements. Students should consult their school counselors and college catalogs for further information. Below is a breakdown of the credits required for admission consideration to colleges/universities within the UNC System.

- **Six (6) credits in language, including:**

- Four (4) credits in English (English I, II, III, and IV)
  - Two (2) credits of a language other than English
- **Four (4) credits in mathematics:** Math I, II, III, and a higher level math course with Math III as a prerequisite.
- **Three (3) credits in science, including:**
  - At least one (1) credit in a life or biological science (for example Biology)
  - At least one (1) credit in a physical science (for example, Physical Science, Chemistry, or Physics)
  - At least one (1) laboratory course
- **Two (2) credits in social studies, including:**
  - One (1) credit in American History\*

\*Completion of the Future Ready Core Course of Study satisfies the minimum requirements for admission to colleges/universities within the UNC System.

\*\*An applicant who does not have a credit in American History may be admitted on the condition that at least three (3) semester hours in the subject will be passed by the end of the sophomore year.