

ENLOE

MAGNET HIGH SCHOOL



STUDENT HANDBOOK 2019-2020

128 CLARENDON CRESCENT, RALEIGH, NORTH CAROLINA 27610
PHONE 919 856 7918 FAX 919 670-4416



Regular Bell Schedule

Period 1	7:25 – 8:51
Loe Down	8:51 – 8:58
2nd Chance Breakfast	9:04 – 10:30
Period 2	9:07 – 10:32
Period 3 w/ 1st Lunch	
Lunch	10:36 – 11:16
Class	11:21 – 12:47
Period 3 w/2nd Lunch	
Class	10:36 – 12:02
Lunch	12:07 – 12:47
Period 4	12:53 – 2:20

MISSION STATEMENT: *Wake County Public School System will provide a relevant and engaging education and will graduate students who are collaborative, creative, effective communicators and critical thinkers.*

VISION STATEMENT: Enloe Magnet High School Gifted and Talented/International Baccalaureate Center for the Humanities, Sciences, and the Arts encourages all students to capitalize on their strengths while being exposed to a curriculum offering a wide expanse of opportunities in a dynamic environment fostered by integrity where diversity, individuality, and talents are nurtured.

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TELEPHONE NUMBERS

Main Office	919-856-7918
Main Office fax line	919-670-4416
Student Services	919-856-7918 Ext. 24686
Student Services fax line	919-670-4419
Central Office	919-431-7400
Student Assignment	919-431-7333
Transportation	919-805-3030

ADMINISTRATION

Dr. William Chavis Grade 12	Principal	Admin, All Departments
Joshua Brown jbrown14@wcpss.net Grade 10	Assistant Principal for Assessment	World Languages, Health/PE, TAs
Joseph Eno jeno2@wcpss.net Grade 10	Assistant Principal for Data & Accountability	Social Studies, English as a Second Language (ESL), ISS
Jose Espinal jespinal@wcpss.net Grade 11	Assistant Principal for Equity Affairs	English, JROTC, Gradpoint
TBA Grade 9	Assistant Principal for Support & Enhancement Programs	CTE, CTE Academies, Clerical, Custodians
TBA Grade 11	Assistant Principal of Community Engagement	Arts, Mathematics
Monica Sawyer msawyer@wcpss.net Grade 12	Assistant Principal for Teaching & Learning	Special Education, Student Services
Tiffany Scott tscott@wcpss.net Grade 9	Assistant Principal for Professional Growth & Learning	Science, Magnet Programs
Sarita Shaw, Intern sshaw4@wcpss.net Grade 9, 12	Assistant Principal Intern	Gradpoint, Media, ISS

STUDENT SERVICES

Patty Miller	Dean of Students
Toria Greene	Counselor: A-De
Chuck Small	Counselor: Di-Jh
Kelsey Dechant	Counselor: Ji-Muk
Allison Saviello	Counselor: Mul-Shem
Brooke Kearney	Counselor: Shen-Z
Yolandi Rause	SAP Counselor
Demarcus Nixon	Career Development Coordinator
Kathleen Wit	Intervention Coordinator
Kelley Schroeder	Academic Coach

LIBRARY MEDIA AND INSTRUCTIONAL TECHNOLOGY

Geri Bowen	Media Specialist
Carolyn Carr	Media Specialist
Jennifer Murray	Media Specialist
Bill Notarnicola	Instructional Technology
Joshua Brown	Testing Coordinator

FACILITIES

Mallard Newkirk	Head Custodian
William Taylor	Cafeteria Manager

DEPARTMENT CHAIRS

Career and Technical Education	Antoinette Perry-Pittman/Tabitha McDowell
English	Grace Jackson
ESL	Shelley Lee
Health/Physical Education	Sheri Jones
Library Media & Instructional Technology	Geraldine Bowen
Mathematics	Chris Lyerly/Lori Kubik
Science	Travis Martin
Social Science/History	Kevin Shanahan

Special Education	TBA
Student Services	Patty Miller
Visual and Performing Arts	Koko Thornton
World Languages	Nabeel Kandah

ACADEMICS

Evaluation of Student Progress/Requirements

Wake County Public School System is committed to maintaining rigorous performance and achievement standards for all students and to providing a fair and consistent process for evaluating and reporting student progress that is understandable to students and their parents and relevant for instructional purposes. Additional updates may be forthcoming subject to Leadership approval.

Homework

The following are school-wide expectations for homework:

The Enloe Magnet High School faculty and administration believe that homework is an integral part of the learning process.

- Homework is an extension of class work and affords students the opportunity to practice skills and apply concepts learned in the classroom.
- Students should be prepared for nightly homework in all subjects.
- Students should exercise time management skills and communicate regularly with their teachers.
- If a teacher assigns homework over a break, the teacher must give students time to complete assignments either prior to or following a scheduled holiday break. Students may choose to structure their time accordingly.
- Late homework must be accepted by the teacher throughout the quarter in order to provide the student with feedback. Late homework may receive grade deductions at the discretion of the PLT.
- Graded homework will be counted consistent in all courses as determined by the PLT and will not count more than 15% of a student's total quarter grade.
- PLTs must create and communicate in their syllabus a consistent homework plan.

Missed Work

The following are school-wide expectations for missed work:

- Students are expected to make up any and all missed work.
- If the absence is approved in advance and/or if the work is assigned by the teacher in advance, 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 may make exceptions in the case of students whose excused absences were not planned in advance, were beyond the student's control, 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 two (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.

- PLTs must create and communicate in their syllabus a consistent plan for accepting missed work and must be in alignment with the school and school system policy.

Prevention-Intervention Plan

For students at risk of academic failure, our school seeks to provide a prevention/intervention system that promotes successful completion and mastery of work. All PLTs are required to provide credit recovery opportunities for students who fail a particular grading period. For courses available in GradPoint, the PLT will determine which objectives are needed to show mastery of content. For courses not available in GradPoint, the PLT will determine an appropriate credit recovery process for students who are failing. This system must include opportunities for additional learning, assessment of learning and grade recovery to support student success; and it must include a systematic way for students to be re-assessed on their learning. The PLT plan must include objective recovery if modules/units for the course are available via GradPoint. The plan must be included in each teacher's syllabus.

Extra Credit

Extra credit is offered at the professional learning team's discretion. Where it is offered, extra credit opportunities to enhance grades must be connected to learning outcomes and consistent within PLTs.

Graduation Requirements

Content Area	Future-Ready Core Course of Study Requirements For Ninth Graders Entering 2015-2016	Future-Ready Core Course of Study Requirements For Ninth Graders Entering 2016-2017 or after	Future-Ready Occupational Course of Study Requirements
English	4 Credits I, II, III, and IV	4 Credits I, II, III, and IV	4 Credits OCS English I, II, III, and IV
Mathematics	4 Credits Math I, II, III and a fourth Math course	4 Credits Math I, II, III and a fourth Math course	3 Credits OCS Intro to Mathematics OCS Math 1 OCS Financial Mgmt.
Science	3 Credits Physical Sci., Physics or Chemistry Biology AP Environmental or Earth Science	3 Credits Physical Sci., Physics or Chemistry Biology AP Environmental or Earth Science	2 Credits OCS Applied Science OCS Biology
Social Studies	4 Credits Civics and Economics	4 Credits Civics and Economics	2 Credits OCS American History I

	World History American History I and American History II OR AP US History and another social studies elective	World History American History I and American History II OR AP US History and another social studies elective	OCS American History II
World Languages	Not required for graduation. A two-credit minimum is required for admission to a UNC system university.	Not required for graduation. A two-credit minimum is required for admission to a UNC system university.	Not required
Health and Physical Education	1 Credit Healthful Living	1 Credit Healthful Living	1 Credit Healthful Living
Specific Electives/ Other Requirements	<u>6 Credits Required</u> 2 elective credits of any combination from either: Career and Technical Education Arts Education World Languages 4 elective credits strongly recommended (four course concentration) from one of the following: Career and Technical Education JROTC Arts Education Any other subject area (social studies, science, math or English)	<u>6 Credits Required</u> 2 elective credits of any combination from either: Career and Technical Education Arts Education World Languages 4 elective credits strongly recommended (four course concentration) from one of the following: Career and Technical Education JROTC Arts Education Any other subject area (social studies, science, math or English)	Occupational Preparation: 6 credits Occupational Preparation I, II, III, IV (Completion of 300 hours of school-based training, 240 hours of community-based training, and 360 hours of paid employment) Recommended: at least one credit in an arts discipline
Additional Electives	2 credits	4 credits	4 CTE elective credits
Total	24 Credits	26 Credits	22 Credits

College Board Testing Accommodations

The College Board requires that any Special Education student or student with a 504 plan requesting accommodations based on their disability complete the process for application at <http://professionals.collegeboard.com/testing/ssd/application>. This information is linked on the Enloe High School Website and is the responsibility of the student and parent. If anything is needed from the school, the student or

parent should contact the case manager to receive the specific documents needed. The school will post deadlines on the Enloe High School website.

Report Cards

Report cards are issued at the end of each nine weeks. Evaluation is based on activities such as homework, class work, projects, reports, class participation, quizzes, tests, and examinations. The relative value attached to any activity is determined by the importance of the activity in achieving the objectives of the course.

Interim/Progress Reports

Progress or interim reports are issued at the mid-point of each nine weeks for all students.

Grading

For Students entering 9th Grade 2015-16 and beyond:

Letter Grades	AP Courses Quality Pts.	Honor Courses Quality Pts.	Reg./Acad. Courses
A (90-100)	5	4.5	4
B (80-89)	4	3.5	3
C (70-79)	3	2.5	2
D (60-69)	2	1.5	1
F (0-59)	0	0	0

PowerSchool

PowerSchool is a computer program that gives parents and students access to real-time information including attendance, grades and assignments. Parent and student PowerSchool accounts from last school year will remain active. Students transferring from one WCPSS to another WCPSS school will not need to reapply for an account, as that account and the parent account will transfer to the new school. This includes students who were at a WCPSS middle school last year. If a parent has not had access to PowerSchool, the parent will need to visit the Enloe Student Services with an official picture ID and complete the application.

Academic Concerns

All concerns and questions regarding academics should be directed first to the teacher of the course involved. Students should be encouraged to advocate for themselves before a parent gets involved. If the concern is not addressed satisfactorily, the concern or question should be directed to the Assistant Principal over the specific

department as listed on page 2 of this document. All non-academic concerns should be directed to the student's grade level Administrator as listed on page 2 of this document.

Promotion Requirements

High school grade level is based on successful completion of a predetermined set of credits for each grade level.

The requirements are as follows:

Students entering ninth grade for the first time in **2015-16**:

From Grade	Promotion Criteria	Credits
9	English I, two credits in the areas of mathematics, social studies, or science, and two additional credits	5
10	English II, one credit in mathematics, one credit in social studies, one credit in science, and one additional credit	10
11	English III and enrollment in a program which, if successfully accomplished, will result in the completion of graduation requirements.	16

Students entering ninth grade for the first time in **2016-17** and beyond:

From Grade	Promotion Criteria	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 credit in social studies, one credit in science, and two additional credits	12
11	English III and enrollment in a program which, if successfully accomplished, will result in the completion of graduation requirements.	18

Any student graduating in or after 2015 is required to successfully complete CPR instructions as outlined in NCGS 115c-81(e).

Students will be classified as 12th graders if they are enrolled in English IV even if they are concurrently taking English III.

Students may not take two core English courses in the same year unless they plan to complete all graduation requirements by the end of the school year.

NCAA Eligibility Requirements

The NCAA has established a central clearinghouse to certify athletic eligibility to Division I and II institutions. Students, who intend to participate with or without a scholarship as a freshman in college, must register with and be certified as eligible by the NCAA Eligibility Center. Please note that initial-eligibility certification pertains only to NCAA requirements for participation in Division I or II athletics and has no bearing on admission to a particular Division I or II institution. Please note the following:

- It is best to register at the beginning of your sophomore year.

- Register online at www.eligibilitycenter.org. For Division III – Contact your Division III College regarding its policies on financial aid, practice and competition.
- For the latest NCAA Division I or II requirements, go to www.eligibilitycenter.org. Please note the differences for Division I students enrolling before August 1, 2016 and Division I students enrolling on or after August 1, 2016.

If you have questions about NCAA eligibility, please contact the NCAA initial-eligibility Center toll free at 877-262-1492, or website at www.eligibilitycenter.org. This website contains a “Guide for the College-Bound Student-Athlete,” that can be ordered.

Career & Technical Education Career Clusters and Course Offerings at Enloe

To earn a concentration for graduation, students must take at least (4) technical credits in a Career Cluster; one earned must be a completer course identified by a asterisk (*). The student may earn all four credits from foundation courses or three from foundation and one from enhancement courses for the Career Cluster.

Students who complete a CTE Concentration will be eligible to take the ACT WorkKeys Assessment to earn national certification in Career Readiness.

Effective for students entering the 9th grade in the 2018-2019 school year and beyond

<p>AGRICULTURE, FOOD, AND NATURAL RESOURCES</p>  <p>Foundational Courses Foods I Foods II- Enterprise*(S/H) Personal Finance Principles of Human Services Family & Consumer Sciences Adv. Studies CTE Community College Course</p> 	<p>Enhancement Courses Entrepreneurship I(S/H) Marketing Microsoft: Excel and Access(S/H) Microsoft: Word, PowerPoint and Publisher(S/H) Principles of Business & Finance CTE Internship Career Management <i>not offered</i></p>	<p>ARCHITECTURE AND CONSTRUCTION</p>  <p>Foundational Courses Drafting I Drafting II – Architectural (H) * Drafting III – Architectural (H) Family and Consumer Sciences Adv. Studies Interior Design I Interior Design II *(S/H) Personal Finance Principles of Business & Finance Principles of Human Services Trade and Industrial Advanced Studies CTE Community College Course</p>	<p>Enhancement Courses Apparel I Entrepreneurship I(S/H) Fashion Merchandising Marketing Microsoft: Excel and Access(S/H) Microsoft: Word, PowerPoint and Publisher(S/H) Multimedia Webpage & Design CTE Internship Career Management <i>not offered</i></p> 
<p>ARTS, AUDIO/VIDEO TECHNOLOGY AND COMMUNICATIONS</p>  <p>Foundational Courses Apparel & Textile Production I Apparel & Textile Production II*(S/H) Marketing Graphics I, II & III Digital Media I Advanced Digital Media (H) * Entrepreneurship I (S/H) Family & Consumer Science Advanced Studies Fashion Merchandising Microsoft: Word, PowerPoint and Publisher(S/H) Multimedia Webpage & Design Game Art Design* Scientific & Technical Visualization I Trade & Industrial Advanced Studies CTE Community College Course</p>	<p>Enhancement Courses Career Management <i>not offered</i> Interior Design I Microsoft: Excel and Access(S/H) Personal Finance Principles of Business & Finance CTE Internship</p>  	<p>BUSINESS, MANAGEMENT AND ADMINISTRATION</p>  <p>Foundational Courses Accounting I(S/H) Principles of Business & Finance Business Law(S/H)* Business Management (S/H)(Non Co-op or Co-op)* Microsoft: Excel and Access(S/H) Microsoft: Word, PowerPoint and Publisher(S/H) Entrepreneurship I(S/H)* Entrepreneurship II(S/H) CTE Community College Course</p>	<p>Enhancement Courses Marketing Multimedia Webpage & Design Personal Finance Strategic Marketing (H) Career Management <i>not offered</i> CTE Internship</p> 
<p>HEALTH SCIENCE</p>  <p>Foundational Courses Biomedical Technology I Biomedical Technology II Health Sciences I Health Sciences II(H)* Health Sciences Advanced Studies Nursing Fundamentals Pharmacy Technician Advanced Studies(H) CTE Community College Course Emergency Medical Technology I & II @ Athens</p>	<p>Enhancement Courses Parenting & Child Development Entrepreneurship I (S/H) Foods I Marketing Microsoft: Excel and Access(S/H) Microsoft: Word, PowerPoint and Publisher(S/H) Parenting & Child Development Personal Finance Principles of Business & Finance</p> 	<p>HOSPITALITY AND TOURISM</p>  <p>Foundational Courses Entrepreneurship I (S/H) Entrepreneurship II(S/H) Foods I Foods II- Enterprise (S/H)* Marketing Principles of Business & Finance Sports and Entertainment Marketing I Sports & Entertainment Marketing II*(S/H) CTE Community College Course</p> 	<p>Enhancement Courses Marketing Advanced Studies Microsoft: Excel and Access(S/H) Microsoft: Word, PowerPoint and Publisher(S/H) Multimedia & Webpage Design Personal Finance CTE Internship</p> 

Career & Technical Education Career Clusters and Course Offerings at Enloe

To earn a concentration for graduation, students must take at least (4) technical credits in a Career Cluster; one earned must be a completer course identified by an asterisk (*). The student may earn all four credits from foundation courses or three from foundation and one from enhancement courses for the Career Cluster.

INFORMATION TECHNOLOGY		
<p>HUMAN SERVICES</p> <p>Foundational Courses Early Childhood Education I Early Childhood Education II *(S/H) Parenting & Child Development Personal Finance Principles of Business & Finance Principles of Human Services Family and Consumer Sciences Advanced Studies CTE Community College Course</p> 	<p>Enhancement Courses Entrepreneurship I(S/H) Foods I Microsoft: Excel and Access(S/H) Microsoft: Word & PowerPoint (S/H) CTE Internship</p> 	<p>Foundational Courses Adobe Visual Design Adobe Digital Design * Adobe Video Design * CTE Advanced Studies Principles of Business & Finance Microsoft: Excel and Access(S/H) Microsoft Word & PowerPoint</p>
<p>MANUFACTURING</p> <p>Foundational Courses Apparel & Textile Production I Apparel & Textile Production II *(S/H) Entrepreneurship I(S/H) Marketing Principles of Business & Finance CTE Community College Course</p> 	<p>Enhancement Courses Microsoft: Word, PowerPoint and Publisher(S/H) Microsoft: Excel and Access(S/H) Multimedia Webpage Design <i>not offered 2016-2017</i> Personal Finance CTE Internship</p>	<p>Enhancement Courses Entrepreneurship I Personal Finance CTE Internship</p> 
<p>SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS</p> <p>Foundational Courses Drafting I Drafting II – Engineering (H) * Drafting III- Engineering (H) Scientific & Technical Visualization I Scientific & Technical Visualization II(H)* Technology Engineering & Design Technology Advanced Studies CTE Community College Course</p> 	<p>Foundational Courses Intro to Automotive Service Automotive Service I Automotive Service II* Automotive Service III Entrepreneurship I(S/H) Marketing Strategic Marketing (H) <i>not offered 2017-2018</i> Trade & Industrial Advanced Studies CTE Community College Course</p>	<p>Enhancement Courses Microsoft: Excel and Access(S/H) Microsoft: Word, PowerPoint and Publisher(S/H) Personal Finance Principles of Business and Finance CTE Internship</p> 
<p>MARKETING</p> <p>Foundational Courses Entrepreneurship I(S/H)* Entrepreneurship II(S/H) Fashion Merchandising (S/H) <i>not offered 2019-2020</i> Marketing Principles of Business and Finance Strategic Marketing (H) CTE Community College Course</p>	<p>Foundational Courses Apparel I Business Law(S/H) Microsoft: Excel and Access(S/H) Microsoft: Word, PowerPoint and Publisher(S/H) Multimedia Webpage Design Personal Finance CTE Internship</p> 	<p>Enhancement Courses Apparel I Business Law(S/H) Microsoft: Excel and Access(S/H) Microsoft: Word, PowerPoint and Publisher(S/H) Multimedia Webpage Design Personal Finance CTE Internship</p> 
<p>TRANSPORTATION, DISTRIBUTION AND LOGISTICS</p> <p>Foundational Courses Intro to Automotive Service Automotive Service I Automotive Service II* Automotive Service III Entrepreneurship I(S/H) Marketing Strategic Marketing (H) <i>not offered 2017-2018</i> Trade & Industrial Advanced Studies CTE Community College Course</p>	<p>Foundational Courses Intro to Automotive Service Automotive Service I Automotive Service II* Automotive Service III Entrepreneurship I(S/H) Marketing Strategic Marketing (H) <i>not offered 2017-2018</i> Trade & Industrial Advanced Studies CTE Community College Course</p>	<p>Enhancement Courses Microsoft: Excel and Access(S/H) Microsoft: Word, PowerPoint and Publisher(S/H) Personal Finance Principles of Business and Finance CTE Internship</p> 

S/H- indicates courses offered in standard and honor levels
 H- Indicates courses offered in honors level only

Notice of Non-Discrimination: In compliance with federal law, Wake County Public School System administers all education programs, employment activities and admissions without discrimination against any person on the basis of gender, race, color, religion, national origin, age or disability.

Rev. January, 2019

International Baccalaureate Programme

The IB Diploma Programme is a rigorous pre-university course of studies that meets the needs of highly motivated students in beginning to develop skills to create a better world. The IBO mission states: “**The International Baccalaureate Organization aims to develop inquiring minds, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect.**” To this end, IBO works with schools, governments, and international organizations to develop challenging programmes of international education and rigorous assessment.

Honor Code/Cheating Policy

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 has a responsibility to promote a culture that respects and fosters integrity and honesty. Academic integrity and honesty requires that all stakeholders 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.

A. Prohibited Behavior

1. **Cheating:** 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.

2. **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.

3. 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.

B. Violations

1) Staff will intervene and reeducate students to promote positive change in student behavior.

2) A student's grade may or may not be impacted by a violation. If the violation impacts a student's grade, the school may impose academic consequences according to the following criteria: (a) when reasonably possible, the student will be expected to complete the assignment or an alternative assignment as determined by the professional learning team (PLT) guidelines and will do so in an honest manner consistent with the honor code, and (b) the student may receive full, partial, or no grading credit for the assignment as determined by PLT guidelines approved by the principal. Guidelines will consider the age of the student, the student's performance on a repeated or alternative assignment, the student's number of violations of the Honor Code during the school year, and the gravity or level of the violation.

3) A violation of the Honor Code may or may not result in a disciplinary consequence. Staff will address violations of this policy under Board Policy [4309](#), Student Behavior – Code of Conduct, Levels I-11 (Honor Code) and Level II-1 (Falsification or Deceit) as applicable.

Level I-11 (Honor Code) states: "All students are expected to adhere to the academic Honor Code. Disciplinary consequences for violations of this policy will typically be consistent with Level I violations."

Level II-1 states that, "Intentional acts of falsification or serious deceitful misconduct that threatens the health, safety, or welfare of others, or that cause a substantial detrimental impact on school operations or other individuals, are prohibited." A further description of Falsification or Deceit is set forth above in this policy.

4) Violations of the Honor Code may impact eligibility for school privileges including but not limited to athletic participation, honors, or awards. Further, this policy does not prevent consequences from being imposed by other organizations or regulations.

HONOR CODE VIOLATION

1st infraction:

- Incident will be documented in EASi
- Parent will be notified by the teacher of incident/evidence
- Teacher will notify the student's counselor for documentation of the incident and use for college requests
- Individual PLT curricular areas will provide the student with an opportunity to receive credit by creating an alternate assignment or redoing the original assignment. This information will be specifically stated in the PLT grading plan.

2nd infraction

- Same as 1st infraction, and
- Referral to grade level administrator

3rd infraction

- Both 1st and 2nd infraction consequences
- Direct Administrator consequence which may include ISS/OSS

Severe cheating that involves theft and/or distribution of course material will be an immediate referral to the administration.

2019 - 2020 Testing Calendar
SAT Testing Calendar

Test Dates	Registration Deadline
August 24, 2019	July 25, 2019
October 5, 2019	September 6, 2019
November 2, 2019	October 3, 2019
December 7, 2019	November 1, 2019
March 14, 2020	February 7, 2020
May 2, 2020	April 5, 2020
June 6, 2020	May 2, 2020

ACT Testing Calendar

Test Dates	Registration Deadline
September 14, 2019	August 16, 2019
October 26, 2019	September 27, 2019
December 14, 2019	November 15, 2019
February 8, 2020	January 10, 2020
April 4, 2020	March 6, 2020

2020 AP Exam Calendar

Week 1	Morning 8:00 a.m.	Afternoon 12 noon	Afternoon 2 p.m.
Monday May 4, 2020	United States Government and Politics	Physics C: Mechanics	Physics C: Electricity and Magnetism
Tuesday May 5, 2020	Calculus AB Calculus BC	German Lang. and Culture Human Geography	
Wednesday May 6, 2020	English Literature and Composition	European History Physics 2: Algebra-Based	
Thursday May 7, 2020	Chemistry Spanish Lit. and Culture	Japanese Lang. and Culture Physics 1: Algebra-Based	
Friday May 8, 2020	United States History	Art History Computer Science A	
	AP 2-D Art and Design, 3-D Art and Design, and Drawing – last day for coordinators to submit digital portfolios (by 8 p.m. ET) and to gather 2-D Art and Design and Drawing students for physical portfolio assembly. Teachers should have forwarded students' completed digital portfolios to coordinators before this date.		

Week 2	Morning 8:00 a.m.	Afternoon 12 noon
Monday May 11, 2020	Biology	Chinese Lang. and Culture Environmental Science
Tuesday May 12, 2020	Seminar Spanish Lang. & Culture	Latin Psychology
Wednesday May 13, 2020	English Language and Composition	Italian Language and Culture Macroeconomics
Thursday May 14, 2020	Comparative Government and Politics World History: Modern	Italian Lang. and Culture Macroeconomics
Friday May 15, 2020	Computer Sci. Principles French Lang. & Culture	Statistics

**May 2020
IB Exam Schedule**

Date	Exam	Time	Exam	Time
May 5	None	-----	History HL P1 P2	12:30-1:30 1:30-3:30
May 6	History HL P3	7:25-9:55	Global Po SL P1 Phil SL P1	12:30-2:15 12:30-2:45
May 7	Global Pol SL P2 Phil SL P2	7:25-9:30 7:25-8:55	Biology HL P1 & P2 Biology SL P1 & P2	12:30-3:45 12:30-3:00
May 8	Biology HL P3 Biology SL P3	7:25-9:00 7:25-8:45	Psych SL P1	12:30-3:00
May 11	Psych SL P2	7:25-10:25	Math HL/SL/St P 1	12:30-2:00 12:30-2:30
May 12	Math HL/SL/St P2	7:25-8:55 7:25-9:40	LangB: HL & SL Latin/Russian/Japanese/Chinese/German	12:30-2:30
May 13	Lang B: HL & SL *same as 12th Math HL P3	7:25-9:55 HL 7:25-9:35 SL/AB 7:25-9:10	None	-----
May 14	None	-----	English HL P1	12:30-3:00
May 15	English HL P2	7:25-9:40	Chem HL/SL P1 & 2	12:30-3:45 HL 12:30-3:00 SL
May 18	Chem HL P3 Chem SL P3	7:25-8:40 7:25-8:25	CompSci HL P1 SL P1 Enviro SL P1	12:30-2:40 12:30-1:40 12:30-1:30
May 19	CompSci HL P2 & P3 SL P2 Enviro SL P2	7:25-10:05 7:25-8:25	Spanish B HL/SL P1	12:30-2:30 12:30-2:30

May 20	Spanish B HL/SL P2	7:25-9:55 HL 7:25-9:35 SL/AB	Physics HL/SL P1 & 2 SPEX HL/SL P1 & 2	12:30-3:30 HL 12:30-3:00 SL 12:30-3:30 HL 12:30-3:00 SL
May 21	Physics HL/SL P3 SPEX HL/SL P3	7:25-9:10 HL 7:25-8:55 SL 7:25-9:10 HL 7:25-8:55 SL	French B HL/SL P1 Further Math HL P1	12:30-2:30 12:30-2:30
May 22	French B HL/SL P2 Further Math HL P3	7:25-9:55 HL 7:25-9:05 SL/AB 7:25-9:25	None	-----

For more information, visit <http://www.ibo.org/programmes/diploma-programme/assessment-and-exams/exam-schedule>.

Attendance

Consistent school attendance is necessary for academic success and therefore we place a great deal of emphasis on consistent school attendance. Students should be present daily unless there is a valid reason for being absent. At Enloe High School, cumulative absences (any combination of excused and an unexcused) above ten (10) in a semester or twenty (20) in one or more classes in a year are considered excessive. After ten (10) days in a semester class or twenty (20) days of accumulated absences in a year-long class and failure to meet the set expectations, the student may be subject to failure, retention, or summer school.

Students with chronic illnesses or chronic health problems and who have approved medical documentation on file with the school's attendance office will be exempt from the 10 day/20 day absence requirement of the attendance policy provided that the absences are related to the student's medical condition. Students need to submit the medical documentation to the school at the beginning of the school year.

Office personnel may not supply student attendance information by phone due to confidentiality. Parents must ask for information upon identifying themselves at the main office or attendance office.

A student must be present for at least half of the day in order to participate in any extra-curricular activities for that day. To be counted present for a class period, a student shall be in attendance at least one-half of the period.

EXCUSED ABSENCES

Valid conditions for excused absences include:

- Illness or injury which makes the student physically unable to attend school
- Isolation ordered by the State Board of Health
- Death in the family
- Medical or dental appointment or an appointment that has been approved in advance by the principal
- Court when a student is under subpoena
- Religious observance, as suggested by the religion of the student or the student's parents
- Participation in a valid educational opportunity such as travel as documented on the "Request for Excused Absence for Educational Reasons" and with prior approval by the principal

UNEXCUSED ABSENCES

Any absence not meeting the requirements of an excused absence shall be an unexcused absence. Unexcused absences involving class truancy and/or failure to follow attendance policies and procedures may result in disciplinary action. Credit given for make-up work missed during an unexcused absence will be determined in accordance with the school's attendance policy (see "Make-up Work" section).

NOTES FOR ABSENCES

When a student returns to school after being absent, the student must bring a note signed by the parent or guardian. The note should include the following information:

- Name of Student
- Student ID# and Lunch ID#
- Date(s) of absences
- Reason for absence
- Phone number where the parent can be reached during the day
- Parent signature

The student should take the note to the Attendance office or main office between 6:55 a.m. and 7:25 a.m. or during lunch. **Notes should be presented within two (2) days of the student's return to school (including physician notes).** Failure to comply will result in the absence being recorded as unexcused. All attendance notes will be collected by the attendance clerk to be recorded and filed. **Notes received after the two-day window following a student's return will not be accepted and the absence will remain unexcused.**

APPROVED EDUCATIONAL/COLLEGE VISITATION DAYS

A student who plans an educational leave and has scheduled the trip during a regular school day needs to obtain a "Request for Excused Absence for Educational Leave" form from the attendance office and have his/her parent complete the form. Seniors are allowed two (2) educational leave days, including college visits, which do not count toward absences for exam exemptions. The form should be turned back into the attendance office **AT LEAST TWO DAYS PRIOR** to the day of the visit. At that time, the attendance clerk will give the form to the administrator for approval. The student will then be given a copy of the approved form to share with his/her teachers AND a "Documentation of Educational Visit" form to be completed by a university official during the course of the visit. Once the visit has been completed, the documentation form must be returned to the attendance office. Forms received after (2) two days of the student's return will be recorded as unexcused. **Failure to submit an educational leave request form prior to the college visitation will result in an absence that will count against the student for exam exemption purposes.**

FIELD TRIPS

Students who are scheduled to go on a field trip need to have each one of their assigned teachers sign their field trip form so that the teacher will be aware of the absence. Students going on field trips are responsible for completing and submitting their assignments before or immediately following the field trip. Individual field trips must be approved prior to the trip. Failure to do so will result in an unexcused absence from school.

LATE ARRIVAL TO SCHOOL

Students who arrive to school between 7:25am – 8:09am are considered tardy and should report directly to their first period class unless they have a note from the doctor/parents they **MUST** always check in the Attendance Office. Students arriving **AFTER 8:10am** will be considered absent to 1st period and should report to the Attendance Office to check in. The only exception is students who arrive on a late bus. These students will receive a late bus pass directly from the security officer in the parking lot or the west gym lobby.

CHECKOUT INFORMATION

Anytime a student is being checked out of school, parents/guardians must present proper photo ID (Driver License/ID) to the attendance secretary and complete the check-out form. Only those who are listed in the school database will be permitted to checkout a student. Students will not be granted permission to leave campus unless parents or guardians are reached. Students who leave without checking out will receive an unexcused absence. This includes leaving for lunch and not returning to school.

In the event that a student must leave campus for a planned appointment, the student must report to the attendance office **before school** and present to the attendance clerk a note for verification. Upon verification, the attendance technician will give the student a pass to be dismissed from class at the appropriate time. At the designated time the

student will then report to the attendance office to sign out and meet his/her parent. Upon returning to school, the student must check in with the attendance clerk and present the signed check-out note.

Notes from parents requesting check-out for appointments should include the following information:

- Name of Student
- Student ID#
- Reason for early dismissal
- Phone number where the parent can be reached during the day
- Parent signature

OUT OF TOWN TRIPS

If a student is aware in advance that he/she will be absent from school, he/she should bring a letter from a parent to the attendance clerk prior to the absence. Planned absences that are not approved in advance will not be excused. We encourage students to check the calendar for dates of student holidays prior to making arrangements for trips.

MAKE-UP WORK

A student is expected to make up all work missed due to an absence (excused or unexcused). School work will be made up for absences under the following circumstances:

- If the absence is approved in advance and/or if the work is assigned by the teacher in advance, all make-up work, including tests assigned for the day of the return, is due upon the student’s return to school. Teachers should use discretion and may make exceptions in the case of students whose excused absences were not planned in advance, were beyond the student’s control, and the nature of which would not support make-up work the day of the return (e.g., death in the immediate family, serious illness).
- 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 absence. For absences exceeding three (3) days, the student may have two (2) days for each day absent to make up work. Special consideration should be given in the case of extended absence due to injury or chronic illness.
- The student is responsible for securing make-up work. Full credit will be given for make-up work for an **excused** absence as long as the work is completed as assigned and submitted within the time allotted. Enloe Magnet High School’s attendance policy allows for up to 80% of the grade earned to be given for make-up work completed for **unexcused** absences. Make-up work must be completed in the allotted time.

Senior Final Exam Exemptions

A component for Enloe High School’s attendance policy is an **exam exemption** policy for final exams for **Seniors**. In order for a Senior to be exempt from a final exam, the student must meet the attendance and grade requirements as outlined below. The exam exemption policy for the 2020-20 school year is as follows:

Semester Course

A average for the semester	2 or less excused absences
B average for the semester	1 or less excused absences
C average for the semester	0 or less excused absences

Year Course

A average for the year	3 or less excused absences
B average for the year	2 or less excused absences
C average for the year	1 or less excused absences

- No student can be exempt from a state required exam (EOC, NCFE, CTE post assessment).
- No student in a semester class can be exempt from first semester exams.
- Students may not have any unexcused absences or out of school suspension.
- Attendance notes must be turned in within the 2 day window.
- ***For exam exemption purposes, five (5) tardies to any class will convert to an unexcused absence. This will exclude the student from exam exemption consideration.***

Campus Life

Enloe High School maintains a commitment to excellence. The administration, teachers, and staff seek to maintain a positive learning environment where students are provided challenging and unique opportunities to gain knowledge and develop their full potential. It takes the efforts of the administration, faculty, students, and parents working together to maintain a safe, exciting, and productive school environment. Courteous, respectful, and acceptable behavior should be exhibited at all times.

All students should familiarize themselves with the Policies and Procedures of the Wake County Public School System outlined in the Wake County Student/Parent Handbook. All school rules and Wake County Board policies are enforced at school and at school-sponsored activities and events. The following items discussed in this section serve as guidelines for student behavior. **Selected School Board policies are highlighted for your attention.**

BUILDING ACCESS

The building will open each day at 6:55 a.m. Buses will not drop students off until 6:55 a.m. Prior to 6:55 a.m., only the front door of the building will be open. All students should plan their arrival to campus after 6:55 a.m. as we do not have student supervision until that time. At the end of the day, the building will be locked at 3:00 p.m. **Only students who are under the direct supervision of a teacher/coach will be permitted in the building. All other students should leave campus following the dismissal bell.**

CAMPUS SAFETY GUIDELINES

In order to provide for the safety and supervision of all students, students are expected to remain on campus during the instructional day. This includes lunch periods. The only exception is for juniors and seniors who have approved lunch passes and may leave during their assigned lunch period.

Once students are on campus, they must follow the appropriate check out procedures to leave. This includes having to return to your car to get a textbook, etc.

For safety reasons, there are several areas of the campus designated as “off-limits” during the instructional day: wooded area between the East and Main buildings, Clarendon Crescent, academic hallways during lunch, practice fields, breezeway, baseball field, track, any construction areas, and parking lots. If students are found in these “off-limits” areas, they will receive appropriate disciplinary action.

Students who drive or are transported by other students are to get out of vehicles upon parking and enter the building. Students are not to remain in cars after 7:25 a.m. Also, students are not allowed to sit in their vehicle during any lunch period. Students are not allowed to congregate on Clarendon Crescent before, during, or after school. Students may not use the sidewalk on Clarendon Crescent during class change.

VISITORS TO CAMPUS/TRESPASSERS

Upon arrival to campus, any visitor should report to the main office to sign in using the visitor management system. Visitors will be issued a Visitor's Identification Badge from the visitor management system to wear while on campus. IT IS VERY IMPORTANT THAT ALL VISITORS SIGN IN AT THE MAIN OFFICE SO THAT THEY WILL NOT BE CONSIDERED TRESPASSERS. For liability reasons, students may not bring visitors to school during the school day. Designated visitor parking is available in the circular drive located in front of the Main Building. Visitors are not permitted to visit classrooms without prior approval from an administrator.

PARENT VOLUNTEER REGISTRATION

We value our stakeholders and look forward to another great year of working together. All of our parents and other community members are encouraged to register as a volunteer with the Wake County Public School System. The process is relatively simple and just requires a few moments of your time.

Any new volunteer applicants for the school year must register and have a criminal background check prior to engaging in volunteer work. Applicants may register at any WCPSS site through the intranet. The volunteer system will be open daily for registration with the exception of midnight Saturday to noon Sunday. Applicants will be notified by email once their application has been approved. Applicants who are not approved will receive notice from Employee Relations.

Note: Current WCPSS employees do **NOT** need to register as a volunteer.

No individual may begin as a volunteer in any capacity on WCPSS property until the principal/department leader has received notification of the volunteer's approval. Please note that Mr. Brown, Assistant Principal, will be the contact point for all correspondence sent from the Human Resources Department regarding the status of a volunteer.

Individuals who were approved as volunteers last year MUST reactivate their volunteer status no later than 4:00 pm on October 31, 2019.

ID CARDS

Students enrolled at Enloe will be furnished, free of charge, an ID card with their picture. Students are encouraged to have their ID card with them at all times.

HALL PASSES

Students are not permitted in the halls during the school day unless they have an official 2020-20 hall pass. Students without a hall pass will be sent back to class and/or receive appropriate disciplinary action. Students are responsible for getting a hall pass from a teacher if they are in the hall during class time and especially during lunch periods. Students are not permitted out of class, with or without a pass, during the first 15 minutes and last 15 minutes of class.

LOCKS AND LOCKERS

All students will be required to formally request a locker this year. Forms to request a locker will be located in the main office. The forms need to be submitted to the office, and will be processed within 1-2 school days. Students are encouraged not to share their combinations with others as a loss prevention and/or risk of theft. The school will not be responsible for the security of any item(s) stored in lockers. Books and/or other belongings placed in an unassigned locker or in a locker designated to another student will be removed. Lockers are the property of the school and may be searched at any time by a school official. Students should contact the Assistant Principal in charge of lockers to determine the proper procedure to replace a broken or lost lock. If a lock is broken or lost by a student, the replacement cost is \$6.00. If the fine is not paid promptly, it will reflect on the student's obligation summary. Students must provide their own locks and place them on the lockers during PHYSICAL EDUCATION AND DANCE CLASSES.

LUNCH REGULATIONS

Students are expected to maintain a pleasant environment by depositing all lunch litter in trash cans and leaving tables and floors clean. Students who do not remove litter from their tables may be subject to disciplinary action. Breakfast full price is \$1.50; reduced price is \$.30; and breakfast entrée is \$1.00. Lunch full price is \$3.00; lunch reduced price is \$.40; and lunch entrée is \$2.25. No food from outside vendors can be brought into the school.

There are three places students are allowed to eat lunch on campus and they are in the cafeteria, the inner courtyard, and/or the West Gym lobby (unless they are under the direct supervision of a teacher). All trash should be deposited in the available trash cans on site.

OFF-CAMPUS LUNCH PASS (Juniors and Seniors Only)

- A parent or guardian must sign and have the signature on the lunch pass request form notarized (or signed in the presence of a school official) for **Juniors** or **Seniors** students to have off-campus lunch privilege.
- A \$10.00 fee will be charged for all off-campus lunch passes.
- The student and parent are primarily responsible for where the student goes for lunch and for his/her transportation.
- A junior and/or senior leaving campus during any lunch period other than his/her own will constitute a violation of this agreement and consequences will be assigned.
- Neither absences from, nor tardiness to, a class following the lunch period will be permitted and consequences may be assigned.
- A Junior or Senior who is referred to the administration for compulsive and excessive violations of school rules may be subject to having his/her lunch permit and/or parking permit revoked by the principal for the remainder of the school year.
- Students exercising off-campus lunch privileges are subject to the rules of student conduct as applicable to the regular school day and as adopted by the Wake County School Board.
- A Junior or Senior who transports a student off campus who does not have a valid lunch pass constitutes a violation of this agreement and will be subject to disciplinary actions which may include losing his/her lunch pass and /or parking permit for the remainder of the year.
- A \$10.00 fee will be charged to replace any off-campus lunch passes that are lost.

OFFICE TELEPHONES

Students are not permitted to use the telephones in the offices, classrooms or personal cell phones unless there is an emergency and permission is given by the appropriate school officials. A student who is sick and wishes to call home must obtain a note from the teacher and report to the Main Office or Student Services. Messages will not be taken for a student unless the call is from a parent and is an emergency. All arrangements for transportation should be clarified between the parent and student before attending school.

LOST AND FOUND

Lost and found articles should be turned into the main office. Lost items may be reclaimed from the office during the school day. Lost and found items not picked up in a reasonable time will be donated charity.

ANNOUNCEMENTS

Announcements of school activities and events are broadcast at the end of first period on the 'Loe Down morning news broadcast and over the school's intercom system (only school events and school recognized clubs/organizations). Afternoon announcements will be limited to bus changes, cancellations, and emergency announcements. All announcements must be approved by a faculty member. If an emergency announcement needs to be made other than during first period announcements, it must be approved by an administrator.

PARKING REGULATIONS

All students must clear all fees and fines prior to applying for a parking space. Permits will not be issued to students with outstanding fines or fees.

- The cost of \$170.00 per year for the parking fee is established by the Wake County Board of Education. The cost is reduced by \$17 per month beginning October 1.
- Parking permit applications will be available to any student who holds a valid North Carolina Driver's License.
- All students who park a motor vehicle on the Enloe High School campus must display the current hanging tag permit. The tag must be hung from the inside rear view mirror facing the front of the vehicle. Students who fail to properly display the tag may be ticketed, booted or towed or possibly have their parking permit revoked.
- Vehicles must be parked in assigned spaces. The only places available for student parking are assigned parking spaces. Vehicles parked in the wrong space or unauthorized spaces or areas may be ticketed, booted or towed or possibly have their parking permit revoked.

- Students in violation of the parking regulations outlined by Enloe High School will be ticketed and a fine will be assessed to their student account.
- Vehicles should be parked front-end first. Backing into spaces is not permitted.
- The safe operation of motor vehicles is required:
 - Speeding and reckless driving are prohibited.
 - Vehicles must not travel in excess of 10 miles per hour on campus.
 - Seat belts are required for drivers and all passengers.
 - The Raleigh Police Department will issue citations as necessary.
- Students are cautioned NOT to leave valuables in their vehicles. Parked vehicles should be left with windows closed and doors locked.
- A student's vehicle is subject to search and seizure per Wake County School Board Policy 6600.
- Disabled vehicles may not be left on campus overnight. If necessary, towing should be arranged by the student.
- Refunds for parking fees will be made only if the student moves from the Wake County Public School System. All refunds will be made *pro rata*, based on the monthly fee and the non-used basis.
- If a student holding an assigned parking space transfers within WCPSS during the year, he or she will be assigned a space at the new school with no further payment of fees, provided the original parking tag has been returned to the office of the previous school. If no space is available at the new school, the originating school will make the refund.
- Parking fees will NOT be refunded for:
 - Voluntary withdrawal from school
 - Long-term suspension from school
 - School-based disciplinary action related to loss of parking privilege; OR
 - Loss of driving privilege due to revocation of operator's license
- Only one tag will be issued per student. Students may register up to two of their family's vehicles. The tag may be moved from one registered family vehicle to another, but may NOT be sold or loaned to another student for his or her use. The penalty for so doing is revocation of parking privileges.
- Parking spaces may be shared by students and carpooling is encouraged. For logistical purposes or for student safety, there may be specific parameters placed around this practice.
- Inform the office immediately of any vehicle or license plate changes.
- Lost parking tags will be replaced for a \$10 fee. Report losses to the office promptly.
- School board policy 6430 prohibits the possession and/or use of tobacco products on campus. Students may not possess tobacco products or smoke in cars at any time while on the school campus.
- Loitering in the parking lot is prohibited. Students should lock their cars and leave the parking lot immediately upon arriving at school. Students need written permission from an administrator to be in the parking lot during school hours.
- Students who operate a motor vehicle on campus should fully understand the duties and responsibilities. Under School Board Policy 7180, students who violate parking regulations are subject to any or all of the following consequences:
 - Revocation of parking privilege
 - Booting of the car
 - Towing and storage of the vehicle at the owner's expense
 - Disciplinary action
 - Criminal charges as prescribed by law
- Parking a vehicle on school property is a privilege, not a right. Please review all parking regulations with your parents and call the school for clarification of any matter about which there are questions.
- All students with a parking permit must provide all necessary information requested on their parking application.
- Students choosing to park on Clarendon Crescent, Bertie Dr, or surrounding public streets are parking at their own risk.

SCHOOL CLUBS AND ORGANIZATIONS

Enloe High School is proud to offer over 100 academic and student interest clubs. All students are encouraged to become involved in at least one extra-curricular activity while here at Enloe. School clubs and organizations are categorized as either School-Sponsored or Student-Initiated. School-Sponsored clubs are defined as student council, academic, service, or honor organizations or an extension of a school-sponsored program. Student-Initiated clubs are those that do not meet one of the criteria above. More information about specific clubs, including advisors and room locations, can be found on the school website.

Instructional Technology / Media Services

The media specialists and information technology specialist provide instruction and service to students and staff in the media center.

The Media Center is open daily for students to work on school work or to read: In the morning from when the building opens until first period begins, during the school day with their class or with a pass from a teacher, during lunches as space permits, and after school for at least thirty minutes, except Wednesdays. Closings may occur on short notice due to special events. This information will be posted outside the media center doors. Students must have a pass to leave the media center at any time during a class period.

Enloe's Media Center holdings include 17,000-plus book titles, CDs, DVDs and VHS tapes, online electronic databases, and internet access. Most books may be checked out for a three-week period. If a book is not returned, the patron is charged for a replacement in the amount the media center originally paid for the book. A patron may choose to purchase a copy of the lost book and donate it to the media center. Selected reference and reserve materials may be checked out only overnight.

There are more than sixty computers in the media center for students and teachers to access a variety of electronic resources and software applications. One copy machine is available for student and staff use at a charge of \$.10 per page. Students may electronically print a maximum of five pages for free per class assignment. Color printing is not available in the school.

Students are expected to follow the media center rules and respect the media center resources. Computers may only be used for school related work. Electronic devices may only be used for school work and must be in silent mode. All students, staff, and faculty must abide by the Wake County Schools Acceptable Use Policy (AUP). No food or drink is allowed in the Media Center or in the computer lab.

FEES AND FINES

Media Center fines should be cleared with the Media Specialists. All other money owed to Enloe should be paid to the Guidance Technician in Student Services. Seniors are expected to resolve all financial obligations before graduation rehearsal. Seniors and Juniors are expected to resolve all financial obligations before applying for a parking space.

Early Release/College Release/Late Start

Early release students are expected to be off campus no later than fifteen minutes after their last assigned class. Students who are on campus after this time must be under the direct supervision of a teacher. If the student chooses to remain on campus after their last class, the student will risk losing the privilege of early release and will be assigned a class to attend. They may also be subject to disciplinary consequences from the administration. Students enrolled in an early release program will be issued a permit indicating the time they may leave campus. Students should have the permits in their possession at all times. Students with a late start are expected to be on campus no earlier than 15 minutes prior to their first class. If the student chooses to arrive early, the student will risk losing the privilege of late start and will be assigned a class to attend.

Buildings and Grounds

It is the expectation that students will take pride in the appearance of the school and school grounds. Students have a responsibility to help take care of school property and throw trash away appropriately to ensure that our buildings and campus remain clean and pleasant. Receptacles for trash are located at building entrances and throughout the campus. Damaging or defacing any school property violates School Board policy and will lead to disciplinary action. It is also important not to leave trash in the neighborhood or around the school.

POSTING INFORMATION AND ANNOUNCEMENTS

Students may display posters that are related to approved school activities such as club meetings, school activities, and events. Signs must be approved by the club advisor prior to being approved by administration. If an advisor gives approval for a sign, the advisor should print a hard copy or email an electronic copy to obtain approval from Mr. Mallory, Assistant Principal. The club will be responsible for making copies, posting and removing their signs from approved areas. Approved areas are as follows: the brick wall across from 1508 and on the bulletin boards in the 600 & 700 buildings. Special approval **MUST** be acquired to hang posters in other areas of the school. Do not use tape on the bulletin boards. Failure to follow the above regulations may result in a club being unable to post information for the remainder of the school year.

School Safety

SAFETY DRILLS

When the fire alarm signal begins, students should exit the building quickly and quietly and proceed to the designated location away from the building. A chart is posted in every room near the door showing the route to be followed in case of a fire drill. When the signal is given indicating that the drill is over, students should return to their rooms in a quiet and orderly manner.

Tornado drills are announced over the public address system along with a drill tone. Students should report to the location indicated by their teachers. Students will be instructed to get into a kneeling position and remain there until the conclusion of the drill.

Per Wake County policy and in order to be prepared for a neighborhood emergency, Enloe will conduct random lockdown drills throughout the school year. Per Wake County policy, random K9 safety searches will also be performed at the WCPSS Security's discretion.

STUDENT ACCIDENT INSURANCE

A student accident insurance program is available to all students at the beginning of the school year with enrollment in the program offered on a voluntary basis. The premium will be assumed by the respective parent or guardian. Student activities requiring student accident insurance coverage are: Interscholastic athletic program, Intramural athletic program, Marching band, Cheerleading, and any groups involving overnight trips. Students who participate in school sponsored sports must purchase this insurance unless covered by another insurance policy.

DANCES

All school rules apply at school dances. All students/guests must have a picture ID to be admitted to a school dance. Once students leave a dance, they are not allowed to return. All non-Enloe students must be accompanied by an Enloe student and must complete a Guest List Request Form which can be found on the school's website and/or in the main office.

DELIVERIES (OFF-CAMPUS FOOD, BALLOONS, FLOWERS, GIFTS, etc.)

The office will not accept deliveries of food, balloons, flowers, stuffed animals or gifts of any nature. Students are not allowed to carry balloons or flowers during the school day. This applies to special days like Valentine's Day, birthdays, etc. Food deliveries from outside vendors are not permitted (pizza, fast food, etc.).

SAFETY TIPS

- Protect your mobile devices by using a password.
- Avoid placing mobile phones in back pockets of pants/jeans where they are visible.
- Do not leave items in the PE and dance hallways. Lockers are available in both of these areas and students are encouraged to bring locks to put on these PE/dance lockers during their class period.
- Students are encouraged to clear all valuables (books, phones, electronic devices, laptops, etc.) from their cars so that nothing is visible through the windows.
- If there is an emergency during school hours, parents should call the school **NOT** their mobile phones.
- In the cafeteria (and other areas), do not be so distracted talking on your cell phone and talking to friends that you do not stay aware of your surroundings.

- Report any suspicious behavior to a teacher or administrator immediately.
- These tips apply to any high school, not just Enloe.

Behavioral Expectations

STUDENT 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 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.

WIRELESS COMMUNICATION DEVICES, IPODS, BLUETOOTH, CD PLAYERS AND LASER POINTERS

During instructional time, no student shall use, display, transmit or have in the “on” position on school property any wireless communication device including all types of cell telephones, paging devices, two-way radios, CD/MP3 players, electronic games, or any laser pointer or similar device. Instructional time begins when the students are inside the classroom. This policy also includes electronic accessories. **The school is not responsible for any lost or stolen items.** Students who refuse to cooperate are subject to disciplinary consequences. Students are encouraged not to have electronic devices or accessories visible in their cars.

If a student uses a laser pointer in a way that reasonably could or does cause physical harm, the laser pointer may be considered a dangerous instrument and the student may be charged with violation of Board Policy 6427 and disciplined accordingly.

SALE OF ITEMS

Students are not to engage in the sale of items to other students unless the sale is school-sponsored. Any sale of an item for the purpose of raising funds for school activities by the students shall have prior written approval by the principal and the superintendent. All fundraising activities should be coordinated with the administrator in charge of fundraising.

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).

Enforcement: Any school dress code enforcement actions should minimize the potential loss of educational time. When a school staff member or school administrator discusses a dress or grooming violation with a student, the adult should be the same gender as the student if practicable. Staff concerns about student attire should be discussed discretely and out of earshot of other students to the extent practicable. Teachers or staff discussing a dress or grooming violation with a student should present options for obtaining appropriate clothing (e.g., school clothing closet) or otherwise complying with this dress code (e.g., removing a problematic item). School-directed changes to a student's attire or grooming should be the least restrictive and disruptive to the student's school day.

Applicability: This policy is to be applied fairly and consistently without regard to race, gender, or other inherent traits or characteristics. Principals or their designees shall make reasonable accommodations for religious, educational, medical, or disability-related reasons and for cultural celebrations.

This policy does not apply to school-sanctioned uniforms and costumes approved for athletics, choral, band, dance, or dramatic performances. Except as specifically noted in this policy based on an exception or accommodation, this policy applies at all times when students are present on school property or in attendance at official, school-sponsored events.

CARD PLAYING/GAMBLING - Online or Offline

No student or group of students is to engage in gambling on campus or online during the school day. Students shall not participate in any unauthorized event, action, or statement which relies on chance for the monetary advantage of one participant at the expense of others.

TRESPASSING ON ANOTHER SCHOOL'S CAMPUS

No student shall be on the campus of any school except the one to which the student is assigned during the school day without the knowledge and consent of the officials of that school.

TRESPASSING ON ENLOE'S CAMPUS

No student shall be on Enloe's campus while they are suspended from school. In addition, students are not allowed to bring visitors on campus during the instructional day.

SMOKING AND POSSESSION OF TOBACCO PRODUCTS

No student shall possess, smoke, or otherwise use any tobacco product in any school building or school vehicle at any time or on the school premises or while attending or participating in a school function. Possession of the above mentioned items will result in disciplinary action as outlined by School Board Policy.

NARCOTICS, ALCOHOLIC BEVERAGES, CONTROLLED SUBSTANCES, CHEMICALS, AND DRUG PARAPHERNALIA

No student shall possess, use, distribute, sell, possess with intent to distribute or sell, or conspire to attempt to distribute or sell, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid, or other controlled substance, any alcoholic beverage, malt beverage, fortified wine, other intoxicating liquor, drug paraphernalia, counterfeit substance, any unauthorized prescription drug, or any other chemicals or products with the intention of bringing about a state of exhilaration, euphoria, or otherwise altering the student's mood or behavior. Any student violating this School Board Policy shall receive disciplinary consequences.

POSSESSION OF WEAPONS AND DANGEROUS INSTRUMENTS

No student shall possess, handle, or transmit any weapon, facsimile of a weapon, or other object that can reasonably be considered or used as a weapon or dangerous instrument.

Wake County Public School System's Code of Conduct defines a weapon as any firearm, BB gun, stun gun, mace/pepper spray, 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 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.

A dangerous instrument is defined as any object that is possessed, handled, transmitted, or used for the purpose or intent of causing or attempting to cause physical injury. Students violating this policy shall receive disciplinary consequences.

FIGHTING

No student shall hit, slap, shove, scratch, bite, block the passage of, or throw objects at another person. No student shall take any action or make comments or written messages which might reasonably be expected to result in a fight. In addition to school disciplinary consequences, students who are involved in a fight may be arrested and charged with an affray, assault, and/or disruption. Fighting will not be tolerated on campus, on school buses/bus stops, or at any school activity.

BOMB THREAT

No student shall make, aid, and/or abet in making a bomb threat or hoax by making a false report that a device designated to cause damage or destruction by explosion, blasting, or burning is located on the school premises or at the site of school activities. Any student violating this School Board Policy will be subject to receiving a long-term suspension from school for 365 days and felony charges by the local authorities.

GANG AND GANG RELATED ACTIVITIES

The WCPSS does not support or condone gang membership or gang activity. No student shall commit any act that furthers gangs or gang-related activities. Conduct prohibited by this policy includes:

- 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; communicating either verbally or non-verbally (gestures, handshakes, slogans, drawings, etc.) to convey membership affiliation in any gang or that promotes gang affiliation;
- Tagging or otherwise defacing school or personal property with gang or gang-related symbols or slogans;
- Requiring payment of protection, money or insurance, or otherwise intimidating or threatening any person related to gang activity;
- Soliciting others for gang membership;
- Conspiring to commit any violation of this policy or committing or conspiring to commit any other illegal act or other violation of school district policies that related to gang activity.

THIS HANDBOOK SERVES AS A WARNING ABOUT GANG ACTIVITY. STUDENTS IN VIOLATION OF THIS POLICY WILL IMMEDIATELY RECEIVE DISCIPLINARY CONSEQUENCES IF THEY ARE INVOLVED IN ANY GANG ACTIVITY.

FALSE FIRE ALARM

No student shall set, 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, or fire extinguishing system. Any student violating this School Board Policy shall receive disciplinary consequences.

THREAT/FALSE THREAT

No student shall 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 in jest, which causes or is reasonably likely to cause fear or a disruption to school activities.

HAZING

Hazing is prohibited. No group or individual shall require a student to wear abnormal dress, play abusive or ridiculous tricks on him/her, frighten, scold, beat, harass or subject him/her to personal indignity. This includes extra-curricular activities during Homecoming, Spirit Week, etc.

INTIMIDATION/DISRESPECT/BULLYING

Verbal, nonverbal, or physical conduct that interferes with an individual's learning environment is prohibited. Intimidation, bullying, repeated teasing or taunting, or the use of offensive or degrading language including, but not limited to, remarks that demean a person's race, religion, sex, national origin, disability, intellectual ability, sexual orientation or physical attributes are specifically prohibited. This also includes cyber-bullying. A student who violates this School Board Policy shall receive disciplinary consequences.

HARASSMENT

It is the priority of the Wake County Board of Education to provide each and every student in the Wake County Public School System with a safe, orderly and caring learning environment. To this end, the Board prohibits bullying and harassment under any circumstances. This policy is in addition to the Board's sexual harassment policy.

Harassment means any offensive verbal, nonverbal or physical conduct that is sufficiently severe, persistent or pervasive to interfere with a student's ability to participate in or benefit from an educational opportunity or activity. Prohibited conduct may include, but is not limited to, abusive jokes, insults, slurs, name-calling, threats, bullying or intimidation.

STUDENT INTERNET ACCESS AND ELECTRONIC MAIL

Wake County Public Schools is now offering Internet access and electronic mail (e-mail) for student use. Access to the internet will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with Internet users throughout the world. Families are warned that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials as well. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages; but ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the Wake County Board of Education supports and respects each family's right to decide whether or not to deny their child's access. Each child will automatically be given access to the Internet and e-mail unless the parent or guardian completes the Parental Request to Deny Access form. These forms may be obtained from the Enloe website.

Individual users of the Internet are expected to abide by the generally accepted rules of network etiquette. The following are specifically not permitted:

- Accessing, producing, posting, sending, or displaying material that is offensive in nature. This includes obscene, discriminating, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually suggestive language or images including images of exposed private body parts.
- Harassing, insulting, or attacking others.
- Attempting to damage computers, computer systems, software, or computer networks. Using another's ID or password.
- Plagiarizing or infringing copyrights of works you find on the internet. Illegal use of data in folders or work files.
- Intentionally wasting limited resources. This includes distributing mass e-mail messages, participating in chain letters, creating and participating in unauthorized newsgroups, and storing files on file servers without proper authorization.
- Employing the network for commercial purposes. Using the system for political lobbying.
- Posting personal or private information about you or other people on the internet. Arranging or agreeing to meet with someone you have met on-line.
- Attempting to gain unauthorized access to the WCPSS network.
- Engaging in any illegal activities or accessing material advocating illegal acts or violence. This includes pornography and hate literature.
- Posting information that could be disruptive, cause damage, or endanger students or staff. Posting false or defamatory information about a person or organization.
- Downloading files without prior approval from supervising staff.

- Accessing chat-rooms unless assigned by your teacher for a valid educational purpose.

In the event a student engages in any of the above referenced activities, his/her access privileges may be revoked and other disciplinary measures may result.

TARDY PROCEDURES

Students are expected to be in class on time. Arriving late to class causes a disruption to the class and a loss of instructional time. The goal of tardy procedures is to increase the amount of time for student learning. Students will walk with purpose during all transitions. Students are not allowed to congregate in the hallways, the breezeway, or at any level of the atrium during any transitions. Teachers will monitor hallways at every transition to guide students to class.

Student Services

Telephone Number: 919-856-7918 Ext. 24686

Enloe Magnet High School Office of Student Services seeks to provide a positive impact on student's academic, personal and career development through a continuum of support services that involve the school, family and community. Counselors provide individual counseling, classroom guidance, small group counseling, consultation with teachers and parents, and referral to community agencies to meet the needs of all students.

During the school year, various programs for parents and students will be offered. Dates and times for these programs will be posted in the PTSA newsletter, on the Student Services website and via Facebook, Twitter and Remind; on the Enloe website; and in school announcements. Student Services provides resources for students and parents, including college and vocational catalogues, career information files, interest inventories, and information on preparing for standardized college achievement tests. Resource materials on scholarships, grants, financial aid, and community agencies are available. Students and parents are welcome to use Student Services resources before school, during school, during lunch, and after school until 3:30 p.m.

CAREER SERVICES

An adjunct to Student Services is the Career Development Counselor who works closely with students in helping them make a smooth transition from high school to work and/or further education and obtaining information about possible higher educational opportunities. Students are encouraged to utilize the Career Development Counselor's services to assist them in their career and college planning. The Career Services Center is located in room 1934E in the East Building.

TRANSCRIPTS

Your high school transcript is a record that includes the following information: personal data, school performance, minimum admission requirements, class rank and GPA. Your transcript will reflect the courses completed along with the credits and grades earned in high school. All documents are to be requested through the web address www.wcpss.net/transcripts. Student information cannot be given out over the phone, you must request it online. The first three documents each school year are free. Additional transcripts are \$5.00 (fee is subject to change). The online system recognizes the free requests and once you click "proceed to check out" no charge is made. Online payments are made by credit or debit card. A transcript is only "*official*" when it is sent from the school *directly* to the college, university or organization without the student or parent handling it. If a transcript is ordered and mailed to the student's home or over the counter it will only be an *UNOFFICIAL transcript*.

In addition to the three free transcripts, there is no charge for one mid-year Senior Transcript with supporting documentation from the college or university requesting the mid-year grades. One Final Transcript requests will go through www.wcpss.net/transcripts and is free from Mid-May until June 30 for Seniors ONLY.

Students must follow the transcript request deadlines posted in Student Services and on the Enloe Website in order to guarantee processing and arrival by a specific date. Allow 24-48 hours for transcripts to be processed.

Transcripts will not be processed in person.

CFNC Electronic Transcript: www.cfnc.org

Senior students will have the ability to request transcripts online free. This is done through a partnership with The College Foundation of NC (CFNC). Students can apply to any North Carolina college and request that their transcripts be sent to that school. Keep the following in mind.

- Students must have or create a CFNC account.
- Students can only request transcripts to schools to which they are applying.
- **SENIORS SHOULD NOT EVER REQUEST A TRANSCRIPT BEFORE THE FIRST RANK IS RUN IN SEPT. GET THIS DATE FROM STUDENT SERVICES** because the transcript is sent electronically as soon as the student makes the request and students don't want an old Rank/GPA sent with their college application.
- While transcripts can be sent free, colleges do charge a fee for application to the school.

STUDENT ASSISTANCE PROGRAM (SAP)

The SAP program is structured to provide counseling, support and referral services for students who are at-risk because of academic, attendance, behavioral or personal issues. Enloe Magnet High School has one SAP counselor who works in conjunction with the student's assigned school counselor. Together they collaborate with teachers, parents and outside support services to advocate for the student.

MEDICATIONS AND ILLNESS

If a student is required to take a daily prescribed medication during the school day, the parent and doctor must complete Form 1702 and bring the completed form with medication to Student Services, located in the East Building. If a student feels ill during the school day, the student should request a pass from a teacher and report to Student Services. If necessary, the Student Services Receptionist will contact the parent or guardian. Only parents and/or legal guardians may grant permission for a student to check out of school.

SCHOOL NURSE

The school nurse is at Enloe two days a week. The school nurse serves a role of increasing students' awareness and knowledge of health-related issues so that improved attendance and academic performance can be achieved. In addition, the school nurse serves as a liaison between the school and community health agencies.

A student who wishes to see the school nurse should receive a pass from their teacher before visiting the nurse's office. If a student gets sick or injured at school, the student should report to Student Services. Contact will be made with the student's parent/guardian and, if necessary, the school nurse will be contacted by an administrator.

INFLUENZA AND MENINGITIS

The flu is a highly contagious respiratory illness caused by influenza viruses. It can cause mild to severe illness, and at times can lead to death. Symptoms include: fever (usually high), headache, extreme tiredness, dry cough, sore throat, runny or stuffy nose, and muscle aches. Meningococcal meningitis is another respiratory illness with symptoms that may resemble the flu. Seek immediate medical care if your child develops fever, headache, stiff neck, nausea, vomiting, confusion, sleepiness, and sensitivity to light. With any contagious respiratory illness the best method of prevention is good health habits. It is important to stay at home when sick. Avoid close contact with people who are sick, cover mouth and nose with a tissue when coughing or sneezing, avoid touching eyes, nose, or mouth and wash hands to protect from germs. Information about the flu or Meningococcal meningitis may be found at www.immunizenc.com, www.wcpss.net, or www2.wcpss.net.

STUDENT WITHDRAWAL PROCESS

Students who are withdrawing from school should report to Student Services with a parent or legal guardian three days prior to leaving Enloe Magnet High School. After verification from the student's counselor, the student will report to the Data Manager to receive the appropriate withdrawal form. Students must return all textbooks, pay all outstanding debts, obtain the required signatures, and return the completed withdrawal form to the Data Manager before the withdrawal process will be complete.

DRIVER'S ELIGIBILITY CERTIFICATE

After satisfactorily completing a 30 hour classroom course in driver education and six hours of Behind the Wheel (BTW), a student receives a Driver Education Certificate. North Carolina legislation now requires each person under 18 years of age to present a Driving Eligibility Certificate to the Department of Motor Vehicles in order to obtain a driver permit.

Driving Eligibility Certificates are issued at Enloe on Monday through Friday only in Student Services. During the school year, certificates are issued to students before school from 7:00 a.m. to the first bell, during the student's lunch

and after school until 3:30 p.m. Summer hours are Monday through Friday from 8:00 a.m. to 3:00 pm.

The following documents must be presented in order to receive a Driving Eligibility Certificate:

1. Driver Education Certificate
2. Most current semester or final yearend report card

Students must continue to pass 70% or 6 of 8 courses each semester in order to keep their permit and/or license. A student that is suspended for any period of time will fail Drivers' Education. If you have any follow-up questions, please call (919) 856-7918 extension 24686.

Athletics

Enloe has an athletic program and intramural program, which provide a wide range of athletic activities for students. School-sponsored teams compete in football, golf, basketball, soccer, volleyball, wrestling, baseball, softball, track, lacrosse, tennis, gymnastics, cross country, cheerleading, and swimming. Students are encouraged to participate in athletics and intramurals and to support the school teams. Rules of eligibility for participants on school teams are set by the North Carolina High School Athletic Association, Inc., and the Wake County Board of Education. Policies for participation are listed in the Policies and Procedures section of the Wake County Student Handbook.

CAP-7 CONFERENCE

Enloe Magnet High School is a member of the CAP-7 Conference. The member schools are Broughton, Cardinal Gibbons, Enloe, Leesville, Millbrook, Sanderson, and Southeast Raleigh.

ACADEMIC REQUIREMENTS FOR PARTICIPATION IN EXTRACURRICULAR EVENTS

Students in grades 9 – 12 shall:

1. Meet promotion requirements at their school. To be promoted, students must attain units of credit that are earned through successful completion of required courses specified by their school and Board Policy.
2. Earn passing grades in six (6) subjects for schools on an A/B form of scheduling during each semester to be eligible for participation during the succeeding semester.

ATHLETIC ELIGIBILITY RULES

To represent Enloe Magnet High School in athletics the student must:

- Be a properly enrolled student at the time he/she participates, must be enrolled no later than the 15th day of the present semester, and must be in regular attendance at the school.
- **Not** be convicted of a felony in this or any other state, or adjudicated as a delinquent for an offense that would be a felony if committed by an adult in this or any other state.
- **Not** have more than 13.5 total absences (85% attendance requirement) in the semester prior to athletic participation.
- **Not** have exceeded eight (8) consecutive semesters of attendance or have participated in more than four (4) seasons in any sport (one season per year) since first entering grade nine (9).
- Be under 19 years of age on or before August 31.
- Live with a parent or legal custodian within the Wake County Public School System administrative unit. (Must notify the athletic director if not living with a parent or legal custodian.)
- Be present 100% of the student day on the day of an athletic contest in order to participate in the event. This includes games and practices.
- Meet promotion requirements at their school to be eligible for Fall semester.
- Have passed a minimum of five (5) courses during the previous semester in a traditional schedule or three (3) in a block schedule or six (6) for schools on an A/B form of scheduling. The student must maintain at least a 1.5 overall GPA.
- Have received a medical examination by a licensed physician within the past 365 days. If the student misses five (5) or more days of practice due to illness or injury, he/she must receive a medical release from a licensed physician before practicing or playing.

- **Not** accept prizes, merchandise, money, or anything that can be exchanged for money as a result of athletic participation. This includes being on a free list or loan list for equipment, etc.
- **Not** have signed a professional contract, have played on a junior college team or be enrolled and attending a class in college. This does not affect a regularly enrolled high school student who is taking a college course(s) for advanced credit.
- **Not** participate in unsanctioned all-star or bowl games.
- **Not** participate at a second school in WCPSS in the same sport season.
- **Not** receive team instructions from the school's coaching staff during the school year outside the student's sports season. Instruction is limited to the coach and one or multiple participants in small group settings.
- **Not**, as an individual or a team, practice or play during the school day.
- **Not** play, practice, or assemble as a team with the school's coach on Sunday.
- **Not** dress for a contest, sit on the bench, or practice if the student is not eligible to participate.

The Wake County High School Athletic Participation Form can be found on the Enloe Magnet High School website and/or in the main office.

ATHLETIC SCHEDULE

Please refer to the school calendar on the website for all scheduled athletic events. Schedules are also listed on the athletic website. Events listed are subject to change due to inclement weather or administrative decision.

ATHLETIC PROGRAM STAFF

Athletic Director	Drew Womble
Trainer	Marc Mooney
Assistant Trainer	Benicia Ledford
Varsity Cheerleading	Christena Fields
JV Cheerleading	Latisa Wilson

FALL

Football (Head Coach)	Ken Blocker
Soccer(Varsity Men)	Drew Womble
Soccer (Junior Varsity Men)	Brian Wood
Volleyball (Varsity)	Shammara Jones
Volleyball (Junior Varsity)	Sheri Jones
Tennis (Women)	Steve Spivey
Cross Country	Brian Fullenkamp
Golf (Women)	John Simpson

WINTER

Varsity Basketball (Men)	Emmanuel Chapman
Varsity Basketball (Women)	Lakeisha Smith
Junior Varsity Basketball (Men)	Rod Bouknight
Junior Varsity Basketball (Women)	Donta Bush
Wrestling	Dan Morris
Gymnastics	Armond Kranick
Swimming	Brei Buzek
Indoor Track	Gerald Kennedy

SPRING

Baseball (Varsity)	TBA
Baseball (Junior Varsity)	TBA
Softball (Varsity)	Dennis Fields
Softball (Junior Varsity)	Sham Jones
Track (Men)	Gerald Kennedy
Track (Women)	Brian Fullenkamp
Golf (Men)	Aaron Strickland
Tennis (Men)	Steve Spivey
Soccer (Varsity Women)	Dave Holub
Soccer (Junior Varsity Women)	Brian Wood
Lacrosse (Men)	John Henderson
Lacrosse (Women)	TBA

Notes

Notes

July / julio 2018

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

August / agosto 2018

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
	W	W	W	W
★ 26	27	28	29	30
A	B	A	B	A

September / septiembre 2018

M/L	T/M	W/M	T/J	F/V	
	2	3	4	5	6
H	B	A	B	A	
9	B	A	B	A	13
16	A	B	A	B	20
23	B	A	B	A	27
30					
W-Dist					

October / octubre 2018

M/L	T/M	W/M	T/J	F/V
	1	2	3	4
	A	B	A	B
7	B	W	A	B
14	A	B	A	B
21	B	A	B	A
28	A	B	A	B
		A _Q	W	

November / noviembre 2018

M/L	T/M	W/M	T/J	F/V
				1
				W
4	5	6	7	8
B	A	B	A	B _R
11	H	A	B	A
18	A	B	A	B
25	B	A	B	A
		V	H	H

December / diciembre 2018

M/L	T/M	W/M	T/J	F/V	
	2	3	4	5	6
B	A	B	A	B	
9	A	B	A	B	13
16	B	A	B	A	20
23	V	H	H	H	V
30	V	V			

January / enero 2019

M/L	T/M	W/M	T/J	F/V
		1	2	3
		H	W	W
6	B	A	B	A
13	A	B	A	B
20	H	B	A	B
27	B _Q	A	W	B

February / febrero 2019

M/L	T/M	W/M	T/J	F/V	
	3	4	5	6	7
B	A	B	A	B _R	
10	A	B	A	B	A
17	V	W	B	A	B
24	A	B	A	B	A

March / marzo 2019

M/L	T/M	W/M	T/J	F/V	
	2	3	4	5	6
B	A	B	A	B	
9	W	A	B	A	B
16	A	B	A	B	A
23	B	A	B	A	B
30	A	B			

April / abril 2019

M/L	T/M	W/M	T/J	F/V
		1	2	3
		A	B	A _Q
6	V	V	V	H
13	W	B	A	B
20	B	A	B	A
27	A	B	A	B

May / mayo 2019

M/L	T/M	W/M	T/J	F/V
				1
				W
4	A	B	A	B
11	B	A	B	A
18	A	B	A	B
25	H	B	A	B

June / junio 2019

M/L	T/M	W/M	T/J	F/V	
	1	2	3	4	5
B	A	B	A	B	
8	A	B	A	B	★ 12
15	W				A _{Q/R}
22					
29					

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 de utilización

- November 1
- December 20
- Banked Hours
- February 18
- February 17
- Banked Hours
- March 9
- May 1
- Banked Hours

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, Saturdays, banked hours of instruction*, or scheduled vacation days to meet legal requirements. If Saturdays are used, they will be full instructional days. If all other options are exhausted, holidays may be used for weather make up.

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

De acuerdo a lo establecido por la Ley de Calendarios de Carolina del Norte, el Superintendente actualizará este calendario deberá ser actualizado para proporcionar días/horas adicionales, utilizando los días de salida temprana como días completos, días laborales de los maestros, sábados, horas acumuladas de instrucción*, o días programados de vacaciones para cumplir con los requerimientos de ley. Si se utilizan los sábados, estos serán días completos de instrucción. Si se terminan todas las demás opciones, se puede utilizar los días festivos 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