



WAKE COUNTY
PUBLIC SCHOOL SYSTEM

LEESVILLE ROAD HIGH SCHOOL

Anthony J. Muttillio, Ed.D.

Principal

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July 12, 2017

Dear Leesville Road High School Students and Parents:

I hope that all of you are having a restful and relaxing summer. Preparations for the upcoming 2017-2018 school year are well underway, and we are looking forward to an outstanding year.

The purpose of this communication is to help facilitate a smooth opening of school on August 28 for our students. This packet includes important information for the start of the 2017-2018 school year. Students will also receive information specific to their grade levels. Freshmen will receive information pertaining to Pride Launch, our freshman orientation. Sophomores will receive their student parking form. Juniors and Seniors will receive both a student parking form and off-campus lunch form. Please read all forms carefully and note that all fines and fees must be paid prior to obtaining an off-campus lunch or parking pass. **Also, please note that this year only online payments will be accepted for parking or lunch passes.** This entire packet is posted on the main page of our school's website at <http://www.wcpss.net/leesvilleroadhs>.

We will continue to utilize SMART Lunch as a structure to combine lunch with opportunities for students to receive help from teachers, utilize the media center, and participate in clubs and intramurals. However, we will closely analyze participation and academic achievement data this year. If we don't see increases in student attendance in tutorials as well as improvements in grades, we will strongly consider abandoning SMART Lunch for other options. Please help us by talking with your child about the importance of using SMART Lunch for more than an extended lunch period.

We will host our fall Meet the Teacher Open House on August 24 from 6:00 p.m. to 8:00 p.m. The evening will begin with a general information session in the gymnasium, and then parents will be given the opportunity to follow their child's schedule and learn about specific class curriculum and procedures. In order to have enough space in the classrooms for parents, students should not attend. They will hear this information at Freshmen Orientation or when school begins. If you are unable to attend the Open House, all information will be distributed on the first day of school.

Families will receive a second summer email during the first week of August that will include information on accessing class schedules, drop/add procedures, and information from parent groups.

I look forward to working with all of you during the 2017-2018 school year.

Warm regards,

Anthony J. Muttillio

Si necesita servicios de traducción gratuitos para comprender los procesos escolares, llame al (919) 852-3303

إذا كنت بحاجة إلى خدمات الترجمة المجانية للتعرف على سير العمليات بالمدرسة، اتصل بالرقم (919) 852-3303

Si vous avez besoin de services de traduction gratuits pour comprendre les procédures scolaires, appelez le (919) 852-3303

यदि आपको विद्यालय की प्रक्रियाओं को समझने के लिए निःशुल्क अनुवाद सेवाएं चाहिए, तो (919) 852-3303 पर कॉल करें

학교/교육 과정에 관한 무료 번역 서비스가 필요하시면 다음 번호로 연락하여 주십시오 (919)852-3303

Nếu quý vị cần sự thông dịch miễn phí để hiểu phương pháp trường học, xin vui lòng gọi số điện thoại, 919-852-3303

如果您需要免费翻译服务来了解学校流程，请致电 (919) 852-3303

Summer Hours

June 12-August 16, 2017

Main Office 870-4250 Student Services 870-4250, Option 1	Monday – Friday	7:00 a.m. – 3:00 p.m.
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Important Calendar Dates

August 1 8:00 AM - 12:00 PM	<u>Schedule Access and Adjustments</u> <ul style="list-style-type: none">• Schedules are due to be posted through PowerSchool after July 25.• Students and parents can access schedules through PowerSchool.• View our forms page here to access information and create a PowerSchool account. You may also pick up forms in the Student Services Office.• Families new to Wake County will receive their PowerSchool access information via mail during the week of July 17.• A schedule adjustment session will be held on August 1 from 8 a.m. to 12 p.m. in the Media Center.• Further details about schedule adjustments will be included in the second summer mailing.
August 23 8:00 AM – 10:30 AM	Pride Launch (Freshman Orientation) for students and parents
August 24, 6:00 PM - 8:00 PM	Fall 2017 Semester One Open House

Bus Transportation

All families should have received a postcard from the Transportation Department in June stating your child's bus service for the 2017-2018 school year. If you did not receive a postcard or you need to request a change to your bus service, visit the transportation website at <http://www.wcpss.net/Domain/30> by July 25th. Requests submitted after July 24th may not be processed prior to the first day of school. As a general rule, if a student was eligible for bus transportation last year and rode the bus last year, you do not need to do anything to register your child; the bus assignment will automatically carry forward to this year. If your child was eligible for bus transportation last year but did not ride the bus, you will need to register by July 24th if

your child will ride the bus during the 2017-2018 school year. Bus routes for traditional calendar schools will be scheduled to be posted on the transportation website and in PowerSchool accounts on August 18.

Fall Athletic Tryouts *

Fall sports begin prior to the first day of school. In order to participate in tryouts, athletes must receive a ticket to play to ensure proper eligibility. Tickets to play for fall sports will only be given out July 12 & July 28 from 9:00 a.m. to 12:00 p.m. and July 24 from 4-7 p.m. in Room 1301 in the Murphy Building. Prior to receiving a ticket to play, athletes must complete all nine pages of the WCPSS/LRHS Athletic Participation Forms. The packet can be accessed through our website at <http://bit.ly/29HH0VF>. Part of this packet requires all athletes to have a completed physical exam form. The physical exam must be current within one year of tryouts and athletic participation. **Athletes without a ticket to play will not be able to try out for a sports team.** If you have questions, Mr. Jack Rogers, Athletic Director, can be contacted at jrogers@wcpss.net.

Cheerleading (JV & Varsity) (kreinhardt@wcpss.net)	July 31, August 1 August 2	4:30 - 7:30 PM (Multipurpose Rm) 1:00 PM (Multipurpose Rm.)
Cross Country (coach.hale@icloud.com)	August 1-4	7:15 - 9:00 AM (Track)
Football (csmothers@wcpss.net)	July 30 July 31	10:30 PM (Locker Room) 12:01 AM
Women's Golf (rpatterson@wcpss.net)	August 7-9	9:30 AM (Falls Village Golf Course)
Men's Soccer (JV & Varsity) (pdinkenor@wcpss.net)	Begin August 1 (every weekday until further notice)	8:00 - 10:00 AM and 4:00 - 6:00 PM (Practice Soccer Field)
Women's Tennis (monicasheahenderson@gmail.com)	August 1	8:00 -10:00 AM (LRHS courts)
Volleyball (JV & Varsity) (ehensler@wcpss.net)	July 31 August 1	7:30 -10:00 AM and 6:00 - 8:00 PM (Main Gym) 8:00 - 10:00 AM (Main Gym)

*** Dates are subject to change. Please refer to the LRHS website for the most current information.**

Class of 2018 Senior Portraits

Prestige Portraits is communicating information about 2018 Senior Portraits through a new text messaging campaign. If you are interested in receiving occasional reminders, information, and special offers from Prestige, you can text "Leesville" to 99000. Also, you can go to prestigeportraits.com to schedule your session now. Portraits need to be taken by mid-November in order to be included in the yearbook.

2018 Yearbook Information:

The 2018 *Menagerie* will be available for pre-order through jostensyearbooks.com beginning in early September. The price will start at \$70 and will increase as the year progresses. Distribution will take place at school during the final week of May. Families of seniors will

receive senior ad information in the mail during September; recognition ads range in price from \$125 (eighth of a page) - \$375 (full page). The deadline for ads is November 15. Business ad space is also available in the yearbook. Contact Joni Amerson at jamerson1@wcpss.net if you are interested in advertising your business.

School Portraits and ID Cards:

Lifetouch will be on campus Thursday, September 7 for underclassmen portraits. Students are scheduled throughout the day according to their last names. Lifetouch provides Leesville ID cards for all students who have their photos taken.

Seniors will have the opportunity to have retakes taken on campus Wednesday, August 30. Lifetouch will be back on campus February 22 for cap and gown photos for seniors.

AP Assignments

AP summer assignments are posted on the school's website at <http://bit.ly/29P5BHy>. If you have questions regarding AP summer assignments please contact Student Services at 919-870-4250, option 1.

Band News and Notes

The Ninth Grade Band, Concert Band, and Symphonic Band enjoyed a very successful year! The bands were awarded "superior" and "excellent" ratings in the NC Music Performance Adjudication Festival and all gave outstanding concerts throughout the year!

The 2017-2018 LRHS Band Program is well on its way to another truly outstanding year. The Symphonic Band had its first summer rehearsal on June 12th and will meet at school for Pre-Band Camp during the week of July 17-21 at 5:00pm. During these rehearsals, the seniors will teach marching fundamentals. The 23rd Band Camp for the Symphonic Band will be held from July 24th through July 30th at Lees-McRae College in Banner Elk, NC. The purpose of Band Camp is to learn the Fall Marching Show and to prepare for the upcoming season. The Ninth Grade Band and Concert Band will begin their rehearsals once the school year begins.

Those who might be interested in becoming a member of the LRHS Band Program need to speak with Ms. Alyssa Montgomery to schedule an audition. You may call 919-870-4250, x 24568 or email amontgomery@wcpss.net to do so. To find out more about the activities of the Band Program, please visit our website, leesvilleband.org.

Student Email

Student email has now moved to Outlook. Students can access their new email accounts by logging into the WakeID Portal and selecting the Outlook icon. Students must print or save any information they wish to keep from their Lotus Notes email account in another location by Friday, Sept. 15. See wcpss.net/studentemail for more information.

Parents of Freshmen or Transfer Students New to LRHS

Pride Launch Freshmen Camp will be Wednesday, August 23 from 8-10:30 and you must register if you or your student(s) plan to attend! Please visit the LRHS homepage for the registration link or enter it from below. Questions can be directed to mprice5@wcpss.net.

https://docs.google.com/a/wcpss.net/forms/d/1jvf28xpGTD6z8nRVdoNy3IUkQ30l3_0Pm7PNVehabHk/viewform

Booster Clubs

If you wish to have an informational table at Pride Launch Freshman Camp for the parents and students to visit, please contact Mr. Price at mprice5@wcpss.net.

SAT Registration Deadlines

2017-18 Test Dates	Test	Regular Registration Deadline (postmark/submit by)
August 26, 2017	SAT & Subject Tests	July 28, 2017
October 7, 2017	SAT & Subject Tests	September 8, 2017
November 4, 2017	SAT & Subject Tests	October 5, 2017
December 2, 2017	SAT & Subject Tests	November 2, 2017
March 10, 2018	SAT Only	February 9, 2018
May 5, 2018	SAT & Subject Tests	April 6, 2018
June 2, 2018	SAT & Subject Tests	May 3, 2018

Students may register for the SAT via the College Board at www.collegeboard.com. Please note that LRHS is an SAT testing site.

AP Test Registration

AP test registration dates will be announced at a later date, but they typically begin in mid February. AP tests will be free again this year unless students are taking a test for a course not offered at LRHS. The fee is \$94, but is subject to change per the College Board. AP testing begins May 7, 2018.

State ACT Test Date

All juniors are tentatively scheduled to take the ACT at LRHS on February 27. The make-up date is March 20. Any change of date will be communicated. No other grades are eligible to take the ACT during this test administration.

National ACT Test Dates

The ACT test dates are September 9, October 28, December 9, February 10, April 14, June 9, and July 14. More information about this test can be obtained from the Student Services office.



2017-2018 Student Parking Form

Leesville Road High School Students who possess a valid North Carolina driver's license may request a parking space by mail. The parking fee established by the Wake County Board of Education for the 2017-2018 school year is \$170. Fees will be reduced by \$17 per month beginning October 1. To request a space, please read the rules on the back of this form governing the operation of a vehicle on the campus and fill out the requested information. Additional copies of this form will be available in the school's main office.

Online payments, available on our website, are the only means of payment accepted.

Please note that all students must clear all fees and fines prior to applying for a parking permit. Permits will not be issued to students with outstanding fees or fines at Leesville Road High School or any other school in the Wake County Public School System.

Name of Student		Grade for 2017-18	
Parent Phone #		Date of Birth	
Home Address			
1st Vehicle	Year/Make/Model/Color		
	License Plate Number		
2nd Vehicle	Year/Make/Model/Color		
	License Plate Number		
Please attach a photocopy of your North Carolina Driver's License to this form. <i>Your application will not be processed without (1) the completed application, (2) Online School Payment receipt and (3) the photocopy of the license. (We do not make photocopies at school)</i> Incomplete applications will not be processed.			

Please return this form in an envelope marked **"Parking Request"** to the following address by August 7:

Leesville Road High School
8410 Pride Way
Raleigh NC 27613

Completed Parking Applications received by August 7 will be processed and passes mailed to the address of record. After that time they can be picked up in the Murphy Building Lobby on the night of Open House, August 24, from 4:30 to 6:00 pm.

While spaces are available, students may purchase a parking space throughout the year. Fill out and drop off all paperwork to the main office. There will be a 24 hour waiting period. **DO NOT** bring a vehicle to campus until your parking request has been processed and you have received your parking tag.

No parking request will be processed without signed validation of the following statement:

As evidenced by my signature, I agree to all of the enclosed rules pertaining to operating a vehicle on the Leesville Road High School campus. Furthermore, I am aware that towing a vehicle at the expense of the owner is one option that may be exercised for failing to abide by these rules.

Student Signature		Date	
Parent Signature		Date	

Please see reverse page for rules pertaining to this privilege. ➔

2017-2018 Leesville Road High School Parking Regulations

1.	The parking fee established by the Wake County Board of Education for the 2017-2018 school year is \$170 . Beginning October 1, fees will be reduced by \$17 per whole month.
2.	Parking permit applications will be available to drivers with a valid North Carolina Driver's License only as announced by the principal.
3.	All students who park a motor vehicle on the Leesville Road 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 will be ticketed or have their tags revoked.
4.	Vehicles must be parked in assigned spaces. The only spaces available for student parking are located in the student parking lot. Students may not park on the roads on, or surrounding, the campus. Furthermore, students may not park in any faculty parking lot, along the curb, in the back circle, or on the campuses of Leesville Road Elementary School or Leesville Road Middle School. Vehicles parked in the wrong space, or in unauthorized areas, <u>may be towed</u> at the owner's expense and the permit will be subject to revocation without refund.
5.	Vehicles should be parked front-end first. Backing into spaces is not permitted.
6.	The safe operation of motor vehicles is required. Vehicles must not travel in excess of 10 miles per hour on campus. Seat belts are required for drivers and <u>all</u> passengers.
7.	Speeding and reckless driving are prohibited. Exiting from the student parking lot in the afternoon will be held until buses clear the area. Citations will be issued as necessary.
8.	Supervision is provided for parking lots; however, Leesville Road High School and the Wake County Public School System are not responsible for damages to, or theft from, vehicles. Students are cautioned NOT to leave valuables in their vehicles. Parked vehicles should be left with windows closed and doors locked.
9.	A student's vehicle is subject to search in the case of reasonable suspicion regarding the presence of drugs, alcohol, stolen property, or other contraband in the car.
10.	Disabled vehicles may not be left on campus overnight. If necessary, towing should be arranged by the student.
11.	Refunds for parking fees will be made if the student moves out of the Wake County Public School System. All refunds will be made <i>prorate</i> .
12.	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.
13.	Parking fees will NOT be refunded for: <ul style="list-style-type: none"> a. Voluntary withdrawal from school (dropping out); b. Long-term suspension from school; c. School-based disciplinary action related to loss of parking privilege; OR d. Loss of driving privilege due to revocation of operator's license. All other refund requests are at the discretion of the principal.
14.	Only one tag will be issued per student. Students may register up to two of their family 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 doing so is revocation of parking privileges. Spaces may NOT be shared by students other than siblings.
15.	Inform the office immediately of any vehicle or license plate changes.
16.	Lost parking tags will be replaced once. Report lost tags to the office promptly.
17.	School Board Policy 4309, 1-8 prohibits the possession and/or use of tobacco products, including but not limited to, cigarettes, e-cigarettes, pipes, chewing tobacco, snuff and any other items containing or reasonably resembling tobacco or tobacco products, on campus. Students may not possess tobacco products or smoke in cars at any time while on any part of any school campus.
18.	Loitering in the parking lot is prohibited. Students need to leave the parking lot immediately upon arriving to school. Written permission from an administrator must be obtained to be in the student parking lot during school hours.
19.	Students who operate a motor vehicle on campus should fully understand their duties and responsibilities. Under School Board Policy 4342, students who violate parking regulations are subject to any or all of the following consequences: <ul style="list-style-type: none"> a. Revocation of parking privilege; b. Ticketing; c. Towing and storage of the vehicle, at the owner's expense; d. Disciplinary action; AND/OR e. Criminal charges as prescribed by law.
20.	Handicapped parking is only available as needed on an assigned basis. Tag must be obtained from the City of Raleigh.
21.	Parking a vehicle on school property is a privilege, not a right. Please review all parking regulations and call the school for clarification of any matter about which there are questions.
22.	All students must clear all fees and fines prior to applying for a parking permit. Permits will not be issued to students with outstanding fees or fines at Leesville Road High School or any other school in the Wake County Public School System.
23.	Per WCPSS Board Policy 4342, students are permitted to park on school premises as a matter of privilege, not of right. The school retains the authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. School officials may search the interior of a student's motor vehicle based on reasonable suspicion. Such patrols and inspections may be conducted without notice, student consent, and without a search warrant.

2017-2018 Off-Campus Lunch Form

The Lunch Pass Pick-Up will be held August 24 in the Murphy Building lobby from 4:30-6:00 pm. Submit this completed form prior to August 7 to ensure your lunch pass is ready for pick up on August 24. Please read the 2017-2018 Off-Campus Lunch Rules on the back of this form. There will be a **cost of \$10.00** for the lunch pass.

Please note that all students must clear all fees and fines prior to applying for an off-campus lunch pass. Passes will not be issued to students with outstanding fees or fines at Leesville Road High School or any other school in the Wake County Public School System.

In order to secure a 2017-2018 Lunch Pass, a junior/senior should either:

- 1) Complete the information below, have it signed by a parent and notary, pay online and include receipt, and return completed form to school (by mail or directly to the main office) by August 7. This procedure will ensure that your pass is ready for pick-up at the Lunch Pass Sign-up. **An online payment receipt for \$10.00 must be included.**
- 2) Pay for lunch pass online, bring notarized form or a parent to sign and receipt for payment to lunch pass pickup on August 24.

I, _____, hereby request a lunch pass
(**STUDENT'S PRINTED NAME**)

and agree to comply with the conditions set forth and any other lunch pass policies which may be announced at a later date. This includes settling all fines and fees before signing and turning in this form.

Student Signature	
GRADE 2017-2018	

I, _____, hereby request that my
(**PARENT'S PRINTED NAME**)

son/daughter named above be issued a lunch pass to leave campus during his/her regularly-scheduled lunch period according to the conditions and policies set forth by Leesville Road High School.

Parent Signature		Date	
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State of North Carolina: County of Wake(SEAL)

I, _____, a Notary in and for said County and State,

hereby certify that _____ personally appeared before me and acknowledged

(Parent's Name)

the due execution of the foregoing instrument. This _____ day of _____, 201__.

_____ My Commission Expires: _____

Notary Public

Date

Please see reverse page for rules pertaining to this privilege.➔

2017-2018 Off-Campus Lunch Rules

Please note the following stipulations regarding lunch passes:

1. The lunch pass is the property of Leesville Road High School and may be revoked at any time in cases of inappropriate use.
2. A student who leaves campus must follow the checkout procedure if he/she is unable to return to class. The procedure involves having the student's parent/guardian contact the school attendance office immediately after determining that the student cannot return to school following lunch.
3. Providing transportation to students who do not have lunch passes is prohibited.
4. **Exit and entry of the campus must take place from the student parking lot.** The lunch pass is expected to be displayed each day the student leaves campus.
5. Duplicate lunch passes will be issued through the main office. The cost is **\$10.00** to replace it. However, a one week time frame will be observed before a duplicate lunch pass will be issued. All requests for a duplicate lunch pass must be accompanied by a written parental request with a working contact number.
6. The lunch pass allows the junior or senior to leave campus during his/her regularly-scheduled lunch period, provided he/she has the lunch pass in his/her possession at the time.
7. The student and parent are responsible for transportation to and from campus during lunch periods.
8. The school assumes no liability for any accident or injury incurred in the exercise of using this lunch pass.
9. **Students exercising off-campus lunch privileges are subject to the rules of student conduct as applicable to the regular school day adopted by the Wake County School Board and Leesville Road High School.**
10. Littering on public or private property will result in the revocation of the lunch pass and disciplinary action.