

July 8, 2024

Lewisville High School
NJROTC
1098 W. Main St
Lewisville, Tx 75067

SUBJ: REQUIREMENTS, STANDARDS AND EXPECTATIONS OF LEWISVILLE HIGH SCHOOL NJROTC CADETS, SCHOOL YEAR 2024-2025

Dear Parents and Cadets,

The Lewisville High School NJROTC program had a remarkable year! Our cadets earned the prestigious Distinguished Unit with Academic Honors award, showcasing their commitment to excellence. We also expanded our offerings with exciting new Drone and Robotics programs and continued to shine in Drill and Field Meet competitions. Your cadets are thriving in this dynamic environment, and their success is built upon your unwavering support. Here's some basic information to help you stay involved in their NJROTC journey.

REQUIRED PAPERWORK

Cadets and parents **MUST** complete the required paperwork to stay in the program. This paperwork will be given to your cadet the first week and **MUST** be returned in a timely manner. In keeping with the personal responsibility portion of the program, the return of paperwork is graded as follows:

- Returned within 5 school days: 100%
- Returned within 6 or more days: Drop one letter grade for each day late.

The following documents will be passed out for cadets to complete and return. Do not wait for a physical to return the whole package. Physical may be returned later.

- Standard Release Form (2 Pages) CNET – GEN 5800/4
- Health Risk Screening (2 Pages) NSTC 5761/113 (11-12)
- Cadet Personal Data Form
- Student Code of Conduct – DD Form 3203
- LISD Preparticipation Physical Evaluation – Medical History

NOTE: These forms are required each school year that a cadet participates, and cadets will not be allowed to participate in any out of school events without these documents.

PARENTS KEEP THIS DOCUMENT FOR FUTURE REFERENCE

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COMMUNICATION

Students will be communicated with via the Remind App. They will need to install the app and join “Lewisville NJROTC all hands” using the class code @lhsrotca . Group texts or chats not on the Remind app are highly discouraged.

UNIFORMS

The United States Navy provides NJROTC uniforms at no cost to cadets. Parents and cadets sign an agreement to care for the uniform, including maintenance, cleaning, and preventing damage. Parents are financially responsible for lost or damaged uniform items. Uniforms must be maintained, and this includes weekly cleaning of items which can be laundered at home.

- Service Khaki Short Sleeve Shirt (NSU)
 - Wash according to tag instructions
 - Do not use bleach
 - Treat collar with stain remover
 - Tumble dry
 - Iron as soon as you remove from dryer
 - Hang as soon as ironing completed
- Black Trousers / Female Pants (NSU)
 - May launder (cold water)
 - Do not use bleach
 - Tumble dry
 - Iron with WARM iron (Permanent Press Setting)
 - Hang as soon as ironing is completed
- Service Dress Blue Uniform / Relax Fit Jacket / Sweater
 - Dry Clean Only
- Physical Training Uniform
 - Launder cold water
 - Tumble dry lower heat (high heat will shrink)

REQUIRED UNIFORM ACCESSORIES

Although cadets are issued all uniforms required, they must purchase their own accessories such as t-shirts, underwear, socks, bras, etc. Recommend that these items are used for uniform wear only. The following applies:

- Plain White Crew Neck T-shirts are required for both male and female cadets
- Socks must be black. Recommend thin black dress socks with white athletic socks worn under. This will prevent blisters
- Females – bra’s must be worn. White regular or sports style required

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GROOMING

Cadets must maintain a neat appearance approaching military standards. Uniform inspections are held weekly, and grading will include grooming standards. Failure to comply with grooming standards will result in a lower inspection grade and being unable to participate in NJROTC meets.

GRADING

Grading is separated into three categories combined and averaged for a term/semester grade (each with a specific weight). These areas are:

- Uniform Wear and Military bearing: 25%
- Physical Fitness participation: 25%
- Drill participation: 25%
- Academics: 25%

The academic grades are results of quizzes or tests. This category includes homework if given, projects and reading assignments.

The Physical Fitness grade is based on participation and correct wear of the US Navy issued PT Uniform. This is a participation grade – dress out and participate and they will receive a 100% for the day. Should they fail to dress out, they will receive a 70% as a grade, a 65% the second missed opportunity, a 60% the third and then a zero for all future PT sessions not in appropriate uniform. PT days are Tuesdays, and cadets must bring proper PT gear.

The Uniform Wear and Military Bearing grade are the easiest to excel in, and the easiest way to fail the course. If a cadet will not wear the uniform they should not be in the NJROTC program and will be removed from the program. Uniform inspections are on Wednesdays. Cadets must wear the uniform to school and maintain a complete and correct uniform throughout the school day. If they choose to change without permission, it will be considered a missed uniform day and grade penalties will apply. Cadets must coordinate ahead of time absences or issues conflicting with Uniform wear on Wednesday. If they fail to wear the uniform or remove the uniform without permission, they will be assigned a grade of 0%.

Note: Parents, this program is meant to challenge your cadet and they are responsible for the wear of their uniform. The days we wear the uniform are fixed and change only for special events such as our Annual Military Inspection. The cadets must plan ahead and not put uniforms in the cleaners the day before a uniform day. Cadets should clean and press their uniforms after they wear them, then hang them up for the next inspection. Please do not write an excuse for your cadets. Support them and

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assist them but make them responsible for their own actions. I will not accept a note from a parent stating that uniforms are in the cleaners.

MANDATORY EVENTS

The following events are required as part of the program and will be graded.
Attendance is mandatory:

Out of School Events:

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|----------------------|-----------|
| • Homecoming Parade* | 2 October |
| • Navy Ball | 8 Feb |
| • Awards Night* | 30 April |

During school events:

- | | |
|-----------------------------|-------------|
| • Area Managers Inspection* | 12 December |
| • Unit Photos | 20 November |

*= Parents are invited and encouraged to attend

DISENROLLMENT

At the discretion of the Senior Naval Science Instructor, and with the approval of the school's administration, a cadet will be dis-enrolled based upon the following criteria:

- Refusal to wear uniform properly and for the full day
- Fail to keep an acceptable standard of academic achievement
 - Sophomores failing any class will result in one semester disenrollment
 - Juniors failing any class will result in disenrollment for their senior year
- Exhibiting character traits such as lying, cheating, stealing or hazing
- Unauthorized possession or use of illegal drugs or substances
- Failure to keep an acceptable standard of conduct (exhibiting disrespectful behavior to teachers and administration)
- More than ten days of unexcused absences

If a cadet continues to exhibit an indifference to and a lack of interest in citizenship and leadership training, as demonstrated by non-participation in unit events, they will be disenrolled for the follow-on semester. Cadets are expected to understand flag etiquette, which includes standing and participating in the pledge of allegiance. Failure to do so will also result in disenrollment for the following semester.

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CADET PARENT ORGANIZATION (BOOSTER CLUB / CPO)

Lewisville High School NJROTC is in dire need of volunteers to support our Cadet Parent Organization, which is an IRS designated, not for-profit, tax-exempt organization. The CPO is our primary coordinator for fund raising opportunities that support the unit. Those funds are paramount to provide for drill and field meets, as well as supporting our annual Military Ball.

The annual Military Ball is the premier social event of the year. It is a formal event with male cadets in Service Dress Blue and the female cadets in formal attire. Cadets are encouraged to ask non cadets' guests. The Ball consists of a dinner, a military ceremony and dancing. The Cadet Parent Organization will supplement the cost of tickets via fundraising activities.

SCHOLARSHIP OPPORTUNITIES

Lewisville High School NJROTC exceeded all expectations last year in assisting in getting cadets accepted into colleges and earning scholarships. As a Distinguished Unit with Academic Honors, I am able to nominate up to 3 cadets to the United States Naval Academy.

DRILL DYNAMICS

This year we have purchased a contract with Drill Dynamics to provide a “getting off the ground workshop” for our cadets starting on July 31st through August 2nd. This is a rare opportunity to receive varsity level drill training that will allow us to compete at the next level.

We have an outstanding NJROTC unit here at Lewisville High School, but Gunnery Sergeant Gold and I need the parents help to continue our excellent tradition. Please feel free to email us at markleyj@lisd.net or goldj@lisd.net with any questions, comments or concerns.

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