



**HILLSIDE HIGH SCHOOL JROTC
3727 Fayetteville Street
Durham, NC 27707**

**LEADERSHIP, EDUCATION, & TRAINING
(LET) III & IV JROTC SYLLABUS, SY 2020-21 CHIEF WARRANT OFFICER FOUR (RET) OTHA W. HESTER
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Mission: "Motivate Young People to Be Better Citizens"

1. Course Description- LEADERSHIP EDUCATION AND TRAINING (LET) III & IV

The Hillside High School JROTC Program prepares high school students for responsible leadership roles and making them aware of their rights, responsibilities, and privileges as American citizens. The program is a stimulus for promoting graduation from high school, and it provides instruction and rewarding opportunities that will benefit the student, community, and nation.

The third-year of Leadership Education and Training provides additional leadership situations. In this year students will not only be more involved as teachers and leaders within the cadet battalion, but they will also do more independent studies in the areas of communication, leader, first aid, history, map reading, career opportunities, and technology awareness. The wearing of the uniform and the extracurricular activities are the same as for LET I

The fourth-year cadets are responsible for the daily cadet administration and perform as commanders and staff officers. They act as assistant instructors in some subject areas for other JROTC classes. They continue to develop their leadership skills and plan special unit events such as the military ball and the annual awards banquet as well as several Leadership camps.

Learning Outcomes

This program intends to teach cadets to:

1. Maximize potential for success through learning and self-management
2. Develop leadership skills
3. Incorporate principles and mental and physical wellness into behaviors and decisions
4. Build effective relationships with peers, co-workers, and the community
5. Apply physical and political geography to building global awareness
6. Correlate the rights and responsibilities of citizenship to the purposes of U.S. government
7. Relate events in U.S. history to choices and responsibilities Americans have today
8. Characterize the role of the military and other national service organizations in building a democracy and maintaining peace in the democratic society

Program Instruction Units

LET Level	Class Time	Lab Time	Total
3	59 hrs.	54 hrs.	113 hrs.
4	30 hrs.	38 hrs.	68 hrs.

Weekly Schedule Breakdown

- Mon....Physical Training (PT)
- Tue.....Matthews (Class) / Hester (Drill)
- Wed....Hester (Class) / Matthews (Drill)
- Thu.....Matthews (Inspection/Class) / Hester (Inspection/Drill)
- Fri.....Hester (Class) / Matthews (Drill)

Daily Schedule Breakdown

Classes are 90 minutes each. Here is the daily classroom breakdown:

1. Cadet Creed
2. Pledge
3. Roll Call
4. Class Motto
5. Class/Drill



2. Application Process:

- a. To participate in the HHS Army JROTC Program, new students must complete an application each year:
 1. Must have an overall weighted GPA of 2.0
 2. Have no failing grades in the current semester
 3. Have no excessive amounts of unexcused absences from all classes for the semester
 4. No disciplinary actions in or out of school.

The application should be completed by the student, but a parent/guardian should review it before it is submitted. Application deadline is February 28th. Applications can be obtained from Hillside High School’s JROTC Department or Student Services.

Academic Probation

b. If a current cadet GPA falls below a 2.0, he/she will automatically be placed on “Academic Probation”. When a cadet is placed on academic probation, he/she must achieve a 2.0 by the end of the following semester to remain in the program. If the cadet cannot achieve a 2.0 by the required stated time, he/she will be removed from the program. If a cadet is on academic probation and achieves a 2.0 GPA at a later date, they will be eligible to return to JROTC. If a cadet is placed on academic probation, a letter will be sent home to the parents/guardians.

c. Occasionally, circumstances beyond the control of the student cause poor academic performance. For this reason, JROTC has developed an appeal mechanism. If you feel that your child’s circumstance should be considered in the decision related to their continued eligibility to enroll, please contact HHS JROTC. The JROTC Instructors will provide additional information concerning the appeal process.

d. Incoming high school freshmen (first semester freshmen) do not have to worry about their GPA, but they must be willing to adhere to the policies and procedures directed by the US Army, US Army Cadet Command, Hillside High School, and Hillside High School JROTC.

3. Grading System:

- a. Every cadet will receive a grade in the following areas:
 - * Test and Quiz..... (50%) Product
 - * Classwork & Homework (50%) Process

A=90-100	B=80-89	C=70-79	D=60-69	F=0-59
4pts 3.5-4.0	3pts 2.5-3.49	1.5-2.49	1.0-1.49	0 pts Below 1.0 average -1 pt. no credit

- b. Cadets will receive 1 (one) credit per semester as needed to graduate from high school.
- c. If a cadet has an unexcused absence and an assignment was given on that day, the work cannot be made up.
- d. Cadets are eligible for exemption from their final exams in JROTC if they have a:
 1. Letter grade of A with three or less absences in class (includes excused and unexcused)
 2. Letter grade of B with two or less absences in class (including excused and unexcused)

4. Wearing the JROTC Cords or Stole:

a. Cadets can wear the official JROTC Cord (red, white, & blue), the HHS JROTC Academic Cord (black, gold, & red), and JROTC Stole, if they meet certain criteria. To be eligible for the JROTC Cord and Stole, a cadet must participate eight semesters in the JROTC program. The HHS JROTC Academic Cord is awarded to the top three seniors with the highest GPA.

5. Classroom Decorum:

For All Cadets Assigned To the Hornet Battalion

Cadets must maintain an acceptable standard of conduct and be of good moral character. All cadets should be honest, self-reliant, and have a sense of personal and social responsibility in performing unit and other academic assignments. They must exhibit self-discipline and respect for constituted authority through observance of rules/regulations and by prompt and regular attendance (Cadet Command Regulation 145-2).



Classroom: *DO NOT ENTER THE JROTC CLASSROOM PRIOR TO 9:00 AM. If you miss the first 45 minutes of class, you will be marked absent (The following items will be corrected by demerits and/or write-ups).

- a. No food, drinks, or chewing gum are allowed in class (Durham Public School Policy).
- b. Do not wear hats, saggy pants, halter tops, short-shorts, miniskirts, or use electronic devices in class (DPS Policy).
- c. **NO CADET WILL ENTER THE CLASSROOM WITH ANY EXPOSED ELECTRONIC DEVICE!**
- d. Do not sit in an instructors' chair, touch an instructor's desk, place personal items on an instructors' desk/bookcase, or take things off an instructors' desk!
- e. Do not sit on any desks, tables, or cabinets!
- f. Cadets are not allowed to "hang-out" in the JROTC classroom. No passes to JROTC will be honored. If a cadet is needed by any JROTC instructor, the instructor will make a verbal or written request to the cadet's teacher, requesting the cadets presents in the JROTC room.
- g. Be on your best behavior while in the classrooms, absolutely no horse playing or fooling around.
- h. **Public Display of Affection (PDA) will not be tolerated in or around the classroom (kissing, hugging, hand holding, etc...).** This pertains to all males and females.
- i. The JROTC classroom will remain clean and neat at all times.
- j. The JROTC classroom is off limits to all cadets and students during both lunch periods (this also applies to staff personnel)!
- k. If a cadet has a personal issue and wishes to talk to an instructor, the cadet must make arrangements to see an instructor before school.
- l. Instructors office is off limits to all cadets! Cadets cannot use the microwave or refrigerator.
- m. **A cadet who has disciplinary issues (including other classes) will not be allowed to continue in this program (Cadet Command Reg. 145-2).***
- n. If a cadet accumulates excessive unexcused absences or tardies, he/she **WILL NOT** be allowed to return to JROTC.
- o. All cadets (including "Lottery cadets/career path") must maintain a "C" average in JROTC if he/she wishes to remain in the HHS JROTC program.
- p. No begging for food or money.
- q. Only senior and junior cadets are allowed to leave campus for lunch, if they possess an "Off Campus Lunch Pass".
- r. **No cadet will eat lunch in the theater lobby, in the JROTC classroom nor the inner corridor located outside the inside door of the JROTC classroom. The lunchroom/outdoors is the only place where a cadet can eat their lunch.**
- s. No cadet will be permitted to eat lunch outside of their designed lunch period (35 minutes). If a cadet leaves campus to eat lunch during their assigned lunch period, they must consume their food before returning to campus. If they are caught by the tardy bell before their return to campus, they will receive a tardy and their parents will be contacted. Below you will find the sequence of consequences for all JROTC violations:

Consequences:

- 1st Infraction....Classroom Consequence (demerits/parents or guardian contacted).
- 2nd Infraction...Teacher logs Incident (demerits/parents or guardian contacted).
- 3rd Infraction....Contact Parents/Guardians, Conference with Guidance/Intervention Team. Teacher logs Incident.
- 4th Infraction....In-school Suspension for class period the next day. Admin Approval and Placement. Teacher logs Incident



5th Infraction....Saturday School Detention/Work Detail

6th Infraction....Referral to Administration for ISS/OSS placement/Placed on the "Do Not Return List".

t. JROTC INSTRUCTORS WILL NOT GIVE A CADET A RIDE HOME OR BRING THEM TO SCHOOL FOR ANY REASON. SO DON'T ASK! IT IS THE RESPONSIBILITY OF A PARENT/GUARDIAN TO DROP OFF AND PICK UP THEIR CHILD!

6. Uniform Policy:

Physical Training Uniform Wear

a. On **Monday's & Thursday's**, cadets will dress out in appropriate physical training (PT) attire (shorts, sweats, T-shirts & sneakers). If a cadet refuses to dress out, but participate, he/she will receive **50%** for a grade. If a cadet refuses to dress out and refuses to participate, he/she will receive a **0%**.

b. A cadet can only be excused from PT if they have a valid written excuse from their doctor, parent, or guardian.

c. **All cadets will have seven minutes to change for PT.** After seven minutes, a cadet will lose 5 points for every minute they are not in formation.

ASU Uniform Wear (Class A & B)

d. Each cadet is issued an Army uniform at no cost to the cadet. **The uniform is "Dry Cleaned Only"**. If the uniform is damaged, the cadet (or parents/guardians) must replace it or pay for the items). Cadets must purchase their own solid black socks and solid white crew neck T-shirts. All cadets will wear a white crew neck T-shirt with their uniform.

e. Cadets will receive a weekly test grade for the wear of the Army Service Uniform (Blues). Cadets who fail to wear their uniform will make a **"0%"**. A cadet will not be able to make up this grade if they have an unexcused absence.

f. **Cadets must wear the ASU's (Blues) for the entire day unless excused by the SAI or AI.** Cadets must receive prior permission from their instructors to not wear their uniforms on Friday. If a cadet removes their uniform without permission or decides to wear the uniform improperly before or after they leave their JROTC class, they will receive a **"0%"**.

g. When a cadet has an excused absence on uniform wear day, he or she must wear the uniform on the day they return. **The cadet must present a note from their parents for the absence to be considered excused.** If not, they will receive a **"0%"** and the grade cannot be made-up.

h. At the end of the semester, all cadets are required to turn in a freshly dry cleaned uniform. A cadet will receive three letter grades of "A", if the grey shirt, blue jacket, and blue pants have been properly dry cleaned. **Please do not place this uniform in a washing machine.** If you destroy this uniform, you will be required to replace it. The cost for this uniform is \$365.16.

i. **No cadet will be allowed to wear a uniform, if they are not in compliance with Army Regulations. If a cadet refuses to maintain proper compliance, the cadet will not be allowed to wear the uniform until they are within standards. The cadet will receive a "zero" until they are in compliance.**

j. **If a cadet has Physical Education (Gym), he/she will change for their class and upon completion of class, change back into their JROTC uniform. If a cadet refuses to change for their Physical Education classes, they will receive a "0" in JROTC for the Wednesday Uniform Inspection, if the physical education teacher reports the violation to the JROTC department. Wearing of the Army Uniform constitutes a test grade!**

7. Female Cadets:

a. Earrings may be screw-on, clip-on, or post-type earrings, in gold, silver, white pearl, or diamond. The earrings will not exceed six-mm or $\frac{1}{4}$ inch in diameter, and they must be unadorned and spherical. Earrings cannot be worn in the PT uniform or the Army Combat Uniform (ACU).

Authorized Female Finger Nails

b. Finger nails for a female cadet can be no more than a $\frac{1}{4}$ inch beyond the finger tips. Clear polish is the only polish that can be used. French tips are authorized (**Army Regulation 670-1**).



Authorized Female Hairstyles while in Uniform

c. A female cadet’s hair cannot touch the collar of their uniform nor can they wear unnatural hair color. If a hair bun is worn on back of the head, it cannot be larger than one’s fist. A female cadet will not wear unnaturally colored hair.

8. Male Cadets:

a. Male cadets are not authorized to wear earrings in uniform.

Authorized Male Finger Nails

b. Male finger nails cannot extend beyond the finger tips nor can they be polished.

Authorized Hair Styles for Males

c. A male cadet cannot wear braids, extensions, twisties, dreadlocks, afros, mohawks, mullets, cornrows, excessively long hair, uncombed hair or unnaturally colored hair, nor will they wear beards or excessive sideburns (Army Regulation 670-1). Hair must have a neat tapered appearance. All male cadets must have a presentable haircut by the first day of the second week of school. If a cadet cannot comply with these directives, they will be dropped from the class.

d. Males will keep sideburns neatly trimmed. Sideburns may not be flared; the base of the sideburn will be a clean-shaven, horizontal line. Sideburns will not extend below the lowest part of the exterior ear opening.

e. Males will keep their face clean-shaven when in uniform. Mustaches are permitted. If mustaches are worn, they will be neatly trimmed, tapered, and tidy. Mustaches will not present a chopped off or bushy appearance, and no portion of the mustache will cover the upper lip line or extend sideways beyond a vertical line drawn upward from the corners of the mouth.

9. Staff Positions:

To be a part of the Command Staff (including shop heads/officers), a cadet must have a **GPA of 2.2 and failing no classes**. To be a shop assistant, a cadet must have a minimum of a **“C” average in JROTC, failing no classes, and a GPA of 2.0. There will be no exceptions!**

10. Extra-Curricular JROTC Activities:

* Color Guard * Air Rifle * Drill Team * Raider

In order to participate, cadets must carry a **C average in JROTC and maintain a 2.0 GPA**. A cadet cannot have **any failing grades in any of their current classes** if they wish to participate in any Extra-Curricular Activities.

11. Extra-Curricular Participation:

All LET III & IV cadets are required to participate in two parades. LET I & II cadets will be individually selected to participate in these events.

12. JROTC Cadet Leadership Challenge (JCLC)

All senior level cadets (**Battalion Commander, Executive Officer, and Command Sergeant Major**) are required to attend JCLC during the summer of their freshman, sophomore, or junior year. A cadet must be in good academic and behavioral standing to be considered to attend camp.

13. Merit/Demerit System:

The Merit/Demerit system is designed to provide recognition of performance outside of the class room, superior performance inside of the classroom, motivating cadets to be all they can be as citizens, and encouraging cadets to adhere to a high standard of conduct, self-discipline and personal appearance. Good performance is rewarded by merit points, unsatisfactory performance by demerits points. The points associated with the merit system are important factor in the determination of the cadet’s overall alphabetical grade. Merit points are also used in the selection of cadets for positions of greater responsibility and for awards and decoration. If you notice any positive or negative behaviors going on, do NOT hesitate to contact an instructor or member of the command team.

Merit Award List

Outlined below is a list of actions that merits can be awarded for and the minimum amount of merits to be awarded. This list is not all inclusive:

<u>Action</u>	<u>Merit</u>
Exceptionally neat uniform.....	5



Exceptional Conduct.....	6 (requires no ISS/OSS for six weeks)
Community/School Support.....	1 per 15 minutes worked
Service Learning.....	To be determine by instructor
Outstanding Drill Performance.....	5
Academic Excellence.....	10 (grade of A in all subjects)
A/B Honor Roll.....	5
Superior Leadership.....	5
Special Team Training.....	1 per week if no scheduled training missed
Special Team Competition.....	5 per event
Superior Special Team Performance.....	10 per event
Extra Duty within the Battalion.....	1 per 15 minutes worked
Perfect Attendance.....	5 per six weeks

Demerit List

Outlined below is a list of actions that demerits can be awarded for and the minimum amount of demerits to be awarded per offense. This list is not all inclusive:

<u>Offense</u>	<u>Demerit(s)/Number of Pages Written</u>
Cheating on test.....	zero on exam & F
Cutting Class.....	1
Insubordination, direct disobedience.....	1
Inappropriate Language.....	1
Unexcused absence from JROTC Instructions.....	1
Use of alcohol/tobacco products/illegal substance.....	Referral
Deliberate or careless abuse of JROTC property.....	1
Uniform not worn on uniform day.....	2
Brass not shined.....	1
Brass improperly located.....	1
Dirty or not pressed uniform.....	1
Shoes not shined.....	1
Button missing or unbutton.....	1
Cap not worn with uniform (when directed).....	1
Beard or other hair on face (exception medical profile).....	2
Article of uniform missing.....	1
Earring worn by male on any part of body (in uniform).....	1
Hair not worn within regulation standards (male & female).....	2
Earrings worn be female other than two authorized by regulation.....	1
Moving or talking in ranks.....	2
Begging for food/money.....	2
Asking instructor for a ride home.....	2
Disruption of class.....	2
Failure to bring pencil or other required material to class.....	1
Inattention, indifference in class (sleep).....	1
Eating, drinking, or chewing gum in class.....	2
Violation of school, classroom guidelines.....	2
Combing, picking hair, or other grooming.....	1
Sitting in instructors chair.....	2
Touching instructors desk/touching items on instructors desk.....	2
Public Display of Affection (PDA = kissing, hugging, holding hands).....	3 (Theater lobby/JROTC room/front corridor)
Cursing or obscene gestures towards an instructor.....	Placed on "Do Not Return List"
Conduct unbecoming of a cadet (catch-all).....	2

Note: ISS/OSS for cadet officers results in loss of status as an officer and reduced in rank in addition to demerits for infraction. Cadet Senior NCO's will be reduced to Corporal in addition to demerits for infraction. Special team commanders will lose their status as commander if assigned to ISS/OSS.



For each demerit:

A cadet must write a separate paper(s) for each indiscretion and read it before his/her class. A cadet has 24 hours to complete this task. The demerit(s) will be removed after the reading.

- If a cadet does not prepare and read their paper(s) in front of the class on day 2, he/she will receive another demerit. Now the cadet must prepare two separate papers pertaining to the current and past indiscretion(s) and read it before their class. They will be given another day to prepare the paper(s). Parents/guardians will be contacted.
- If the cadet does not read their two papers in front of the class on day 4, they will receive a formal write-up through DPS. Also, the cadet will be:
 - Demoted to Private
 - Placed on the "Do Not Return List".

* Merits will not cancel out Demerits, but Demerits will cancel out Merits

* All personnel in command positions (Battalion Commander/Battalion Executive Officer/Battalion Command Sergeant Major) will lose their positions if they receive five demerits within a semester.

* If a cadet has any demerits by the end of the grading period, their overall class grade will be dropped one letter grade.

ACKNOWLEDGEMENT OF JROTC SYLLABUS

The signed individuals acknowledge their understanding of the Hillside High School JROTC Syllabus.

Print Students Name: _____ Signature: _____ Date: _____

Print Parents Name: _____ Signature: _____ Date: _____

Parents Telephone: _____ Parents Email: _____



Hornet Battalion Cadet Data Sheet

Last Name (Cadet): _____ First: _____ MI: _____

DOB: __/__/____ Gender: (Circle) Male / Female Student ID: # _____
Mo dd yyyy (look on your schedule)

Race: (Circle One) - African American, American Indian, Asian, Caucasian, Hispanic, Native Indian, Pacific Islander, Other

Number of Times/Semesters Successfully Completed JROTC #: _____

US Citizen: (Circle one) YES / NO

Cadet Home Address: Street: _____ Apartment # _____

City: _____, State: _____ Zip: _____

Home Phone: () _____ Work: () _____ Cell: () _____

School Year (Graduation): 20____ Enrolled: (New school year) __/__/____
mo dd yyyy

(1) Parent/Guardian Name: _____

Relationship: _____

Street: _____ Apartment _____

City: _____ State: _____ Zip: _____

Home Phone: () _____ Work: () _____ Cell: () _____

Email: () _____ US Citizen: (Circle one) YES / NO

2) Parent/Guardian Name: _____

Relationship: _____

Street: _____ Apartment _____

City: _____ State: _____ Zip: _____

Home Phone: () _____ Work: () _____ Cell: () _____

Email: () _____ US Citizen: (Circle one) YES / NO

-----To Be filled Out by Instructors Only: -----

LET Level: _____ Company: _____

Platoon: _____ Squad: _____

