



3525 N. State Route 48  
Lebanon, OH 45036-1099  
513-932-5677 or 1-877-547-5102  
Fax: 513-933-3950  
Website: [www.mywccc.org](http://www.mywccc.org)

August , 2011

Dear Parent(s)/Guardians:

As summer comes to a close, another new, exciting school year is rapidly approaching. We are looking forward to working with you and your child to provide him/her with a quality education that prepares students for post-secondary options and 21<sup>st</sup> century career opportunities.

One of our primary goals is to ensure that your child begins the new school year with a positive and encouraging experience. To help ensure this, we have compiled this student packet to help answer questions AND to find out more about your child. Several of the forms included in this packet must be completed and returned. **The first day of school for the WCCC Juniors is August 23, 2011. The first day of school for the WCCC Seniors is August 24, 2011.** Please review the following information:

Attendance Guidelines

WCCC Attendance Agreement *(bring completed form to career-tech teacher by end of first week)*

Student Dress Code Guidelines *(bring completed form to career-tech teacher by end of first week)*

Student Race and Ethnicity Disclosure Form *(bring completed form give to career-tech teacher by end of first week)*

Family Educational Rights and Privacy Act (FERPA)

WCCC Discrimination/Harassment Information

Visitor Information

School Accident Insurance Letter

Asbestos Reinspection Report Notice

2011-2012 Fee Sheet

Student Vehicle Registration Form *(bring completed form to front office)*

Emergency Medical Form *(bring completed form to career-tech teacher by end of the first week)*

Student Information *(bring completed form to career-tech teacher by end of the first week)*

WCCC School Calendar

Free/Reduced Lunch Packets *(bring completed form to front office)*

Students may register their vehicles for parking spaces (which are limited) beginning August 17–19 from 7:30- 3:00 PM. All passes will be assigned on a first-come, first-served basis, until all spaces are filled. Also schedules will be available for pick up at this time. There is no fee charged for parking.

We want to also inform parents and students that the standard lunches this year will be \$2.80 per day for regular lunch.

There will be no change given back to student in the lunch line so please plan lunch money accordingly. We need to get all students fed within their scheduled lunch. NOTE: Free and reduced lunch packets are included in this mailing. If applicable, based on family income, please fill out and return these forms to us as soon as possible so that we can begin processing for your child.

If you have any concerns or questions that need more immediate attention, please feel free to contact one of the building administrators listed below.

Sincerely,

**Mr. Gary Patton**

Director of Secondary Education  
Ext. 5202

**Mr. Jeff Lumpkin**

Asst. Director of Secondary Education  
Ext. 5230

**Mrs. Kim Gambill**

Asst. Director of Student Development  
Ext. 5240