

Dear Parents and Guardians,

Welcome to University City High School. Please take time to read this guide carefully and acquaint yourself with some important policies, procedures, dates, and activities. The high school community looks forward to sharing in your child's growth and learning experiences. We offer various opportunities for student and parent involvement, and ask you to take advantage of these opportunities throughout your child's educational journey.

At University City High School, students can choose from a diverse number of classes, as well as participate in numerous extra curricular activities such as sports, arts, clubs, and student government. We encourage participation and support of parents and community members in this endeavor. As Interim Principal of University City High School, I welcome your support of the countless opportunities for involvement. We have a dynamic and active PTO, as well as other venues to increase student and parent participation in the "High School Experience". Join us as your child travels through his or her high school educational journey.

Again, I thank you for taking the time to acquaint yourself with this guide and look forward to meeting and working with you in the near future.

Respectfully,
Christopher F. Blumenhorst
Interim Principal, University City High School

UCHS MISSION

The University City High School staff works with all students to promote intelligent thinking, responsible choices, and lifelong learning for productive citizenship.

UCHS VISION

At University City High School we commit ourselves to creating and maintaining a school that provides opportunities, encouragement, and tools for all students to become lifelong learners, critical thinkers, and responsible and productive members of society.

This will be accomplished through a qualified staff, engaged students, innovative programs, a supportive community, and a comprehensive curriculum that meets the needs of all students.

DAILY SCHEDULE

Office Hours 7:00 a.m. - 3:30 p.m.
Students' Day 7:30 a.m. - 2:25 p.m.

NEW ENROLLMENT GUIDELINES

Students entering 9th grade and students who are new to the district are required to provide the following enrollment materials:

- Birth certificate (original, if not on file)
- Immunization record (current, if not on file)
- Photo ID (parent/guardian) along with proof of guardianship if other than custodial parent.
- Occupancy permit (must list name of parent/guardian and student)

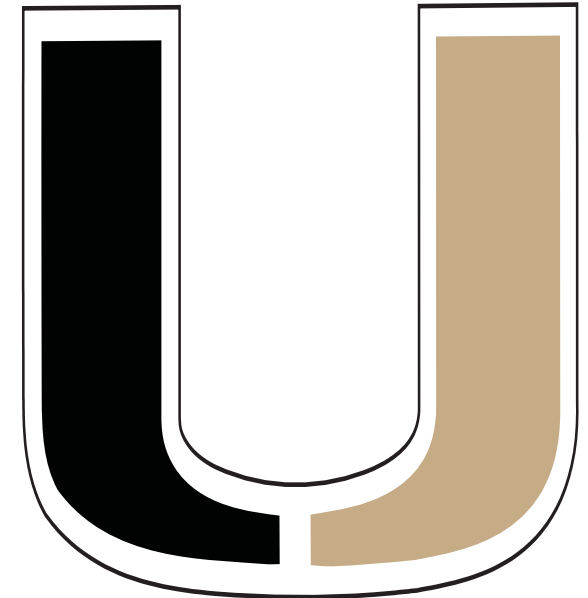
Two of the following are also required for enrollment:

- Current unpaid utility bill (electric, gas, water, trash, sewer, phone, no cell phone)
- Voter registration card (current address)
- Current lease
- Property deed
- Real estate tax receipt (previous year)
- Personal property tax receipt (previous year)
- Receipt or payment stub from rent check (previous month)
- Current paycheck stub identifying employee name and address (less than one month old)

IMPORTANT PHONE NUMBERS

School Office	290-4100
Athletics.....	290-4116
Attendance	290-4118
Business Office.....	290-4107
Cafeteria	290-4119
Clinic	290-4112
Counselor	290-4110
Registrar	290-4115
University City School District	290-4000
Interim Principal, Christopher F. Blumenhorst	290-4101
Interim Assistant Principal, Brian Rich -Students (A-G)	290-4122
Assistant Principal, Dayle Burgdorf -Students (H-O)	290-4105
Assistant Principal, D'Angello Collier - Students (PZ).....	290-4149

Applicants for admission or employment, students, parents of elementary and secondary school students, employees, sources of referral, and all professional organizations that have entered into agreements with the School District of University City are hereby notified that our School District does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability in admission or access to, or treatment or employment in, its programs and activities. Inquiries or concerns regarding the application of this notice may be referred to our School District's Compliance Coordinator for civil rights laws, Dr. Judy Sclair, Assistant Superintendent/Human Resources, 8136 Groby Road, University City, MO 63130, phone (314) 290-4023. Any person who is unable to resolve a problem or grievance arising under Title VI (race/color/national origin), Title IX (sex), the Age Discrimination Act (age), Section 504 (disability), or Title II of the ADA (disability), may contact the Office for Civil Rights, Region VII, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114; phone (816) 268-0550.



UNIVERSITY CITY HIGH SCHOOL

Student/Parent Handbook

2008-2009

University City High School
7401 Balson Avenue
University City, MO 63130

(314) 290-4100

Christopher F. Blumenhorst
Interim Principal

PHILOSOPHY

University City High School recognizes the diversity of the community it serves, the differences in abilities, levels of achievement, learning styles, cultural backgrounds and interests of its students. The school strives to provide an equitable liberal arts education for all students.

University City High School is committed to nurturing in all students the ability to think critically, to express themselves effectively, and to attain mastery of the general skills of one's highest potential and possession of lifelong intellectual curiosity. This should be accomplished within a framework, which acknowledges and respects cultural differences, provides each student with the opportunity for daily successes, and promotes a sense of self and community as well as an appreciation for our ever-changing global society.

These commitments can best be met through the shared responsibility of students, staff and parents. The faculty and administration must critically evaluate and respond to national trends in education, learning theories, methodologies and materials; while students and parents must readily acknowledge and engage themselves in the active nature of the learning process. Together we accept the responsibility to provide the necessary resources and learning environment, to instill an understanding of the rights and the responsibilities of citizenship in our democratic society, and to insist on the opportunity for each student to attain intellectual, social, personal, physical and aesthetic growth.

University City High School staff is committed to providing optimal educational opportunities in an orderly and safe environment. We will address the academic, aesthetic and social needs of each of our students by providing a diverse curriculum, sharing our academic expertise, serving as positive adult role models, and encouraging parental involvement.

STUDENTS HAVE THE RIGHT:

- to a quality education.
- to an environment conducive to learning.
- to be treated as individuals with aspirations.

STUDENTS HAVE THE RESPONSIBILITY:

- to come to school ready to learn with appropriate learning tools such as books, materials, homework (when assigned), and the desire to learn and achieve.
- to abide by the laws of the United States of America, the state of Missouri, University City and the policies of the School District of University City.
- to abide by staff members' requests and procedures.

- to follow the rules the teacher establishes within the classroom.
- to conduct themselves in such a way as to benefit the class and school.
- to complete assignments to the best of their abilities.
- to be courteous and respectful of themselves and others.

PARENTS HAVE THE RIGHT:

- to expect a quality education for their children.
- to receive information regarding the progress of their children.
- to inspect their children's education records and to have these records kept confidential.
- to hear and appeal decisions made in regard to their children.

PARENTS HAVE THE RESPONSIBILITY:

- to send their children to school ready to learn with appropriate learning tools such as books, materials, homework (when assigned), and the desire to learn and achieve.
- to abide by the policies of the School District of University City.
- to respect school rules and to help their children understand these rules.
- to assist in making the education experience as meaningful as possible for their children.
- to communicate with the school staff on an ongoing basis.

SCHOOL STAFF HAS THE RIGHT:

- to teach and conduct the educational process in an atmosphere conducive to learning.
- to give and expect cooperation from parents.
- to expect that the students will follow the rules of the school and classroom.
- to expect that students to be punctual and prepared on a daily basis.

SCHOOL STAFF HAS THE RESPONSIBILITY:

- to abide by the laws of the United States of America, the state of Missouri, University City and the policies of the School District of University City.
- to encourage in each student the desire to achieve to his or her full potential.
- to open lines of communication and keep students and parents informed of expectations and students' progress.
- to model and foster appropriate behaviors and to maintain a positive learning environment for all students.
- to provide a quality education for all students.
- to be fair, firm, and consistent with all students.

ATTENDANCE

When a student is going to be absent, please call the school Office at 290-4118. Although the school office does not open until 7:00 a.m., voice mail records early morning messages.

Regular attendance is essential for academic success, and being on time every day relates positively to school achievement. Students arriving to class after 7:30 a.m. are considered tardy. The attendance policy for the high school states that students must maintain a 93% attendance rate to participate in sports, extra curricular clubs or to attend events.

Religious holidays, bereavement (with documentation) extended illness (with a doctor's statement) will not count against students' attendance.

Parents are allowed three (3) excused absences per semester.

BUS TRANSPORTATION

Bus transportation is available to students who reside outside of walking distance of UCHS. The school buses pick students up and drop students off in close proximity to their homes. A bus schedule is available in the school office.

Proper behavior on the bus is required of all students in the interest of safety for all passengers. The cooperation of parents is required to assure every child a safe ride to and from school. Inappropriate behavior on the bus may result in the loss of bus riding privileges. Video cameras are used as part of the bus security program.

EARLY DISMISSAL

When it is necessary for a student to be dismissed early, a parent must come to the attendance office and sign the student out. Students will not be released to anyone other than parents or legal guardians

without written permission from the parents. It is important that students only be released through the office and not picked up directly from the classroom. This procedure is necessary for the protection of your child.

SCHOOL CLOSINGS

School closings due to inclement weather are announced on major television and radio stations. Unscheduled closings due to equipment failure or weather conditions may also occur. Each student should know where to go if an emergency arises and school is dismissed early.

STUDENT INVOLVEMENT

Student involvement in sports, clubs, and any structured after-school activities not only benefits the student and his or her development, but also reflects well on the student when applications are filed for colleges and scholarships. While it is very true that each student finds their way in their own time, we are here to help. So, while many students jump right into the high school scene, others need some assistance. Please know there are people who can discuss with you or your child, different ways to get involved. Counselors, Seminar Teachers, Principals, and the Athletic Director are great resources when it comes to matching students with activities, making introductions, etc. Know that we are here to help. Research indicates that students who are involved beyond the classroom tend to do better academically than those who are not involved.

STUDENT DRESS CODE

Appropriate attire for school is to be worn at all times.

1. NO halter-tops or 1/2 tank tops may be worn. Straps must be 1 inch thick.
2. Shorts should be worn and not higher than mid-thigh.
3. Splits in skirts and dresses (front, side or back) may not be higher than mid-thigh.
4. Midriff tops or other tops that expose the stomach, shoulders and/or back area may not be worn.
5. Street shoes must be worn at all times. (NO house shoes.)
6. Shirts and top coverings must be worn at all times.
7. Sleeveless undershirts may not be worn as outer clothing.
8. NO sagging pants.
9. Students are not to wear pajamas during regular school hours.
10. Head covering and sunglasses are not to be worn inside the building.

BREAKFAST & LUNCH PROGRAM

Breakfast– 7:00 – 7:20 a.m.

Lunch available at three different lunch periods –

- | | |
|---|-----------------------|
| A | 11:23a.m. - 11:53a.m. |
| B | 11:58a.m. - 12:29p.m. |
| C | 12:34p.m. - 1:09p.m. |

Breakfast and lunch may be paid for on a daily, weekly, or monthly basis. During the first week of school, students may pick-up free/reduced meal application. Those who wish to apply should complete and return this form to school.

Call 290-4119 for additional information.

CLINIC/MEDICATION

Our school is equipped to render minor first aid.

Parents will be contacted to assume the responsibility for any health care that goes beyond “first aid.”

Any prescribed medication your child should take during the regular school day must be in the original bottle, and given to the nurse.

Over-the-counter medications must be accompanied by a physician’s note. When a child takes medication on a regular basis (asthma or allergy medications), a note should be on file with the nurse in the clinic.

No medication, including aspirin and cough medicine, is to be kept in a child’s desk, purse or backpack. It is important for us to have every child’s emergency information on file so we may contact you quickly. Call our school clinic (290-4112) with any questions or medical concerns.

CONFERENCES & REPORT CARDS

Dates for parent/teacher conferences are listed in the calendar section of this pamphlet. Parent attendance at conferences is extremely important. Grades are mailed out every three weeks on the progress of your child. We highly recommend that everyone sign up for Parent/Link, which will allow you to access your child’s teacher’s grade book.

PARENT LINK

If you have access to a computer and have email address, you can check your student’s attendance, grades, etc. DAILY by using Parent Link. Contact Ms. Brooks in the Attendance Office for assistance at 290-4118. If you do not have a personal computer, computers can be accessed through the public library system. Contact us and ask how.

PARENT LINK CONNECTIONS:

- Attendance: current day and history
- Grades: term, semester, progress reports
- Teacher Grade books, assignments
- Discipline incidents

Parent Link is available to parents of Brittany Woods and UCHS students. If you have more than one child, you may have access to Parent Link information on your child at Brittany Woods Middle School and/or UCHS. Parent Link allows parents to view their children’s information from almost any web browser.

GIFTED AND TALENTED EDUCATION (GATE)

The Gifted and Talented Education (GATE) program in the School District of University City is for students in Kindergarten through grade twelve who require more challenging enrichment and accelerated learning opportunities to realize their full potential. GATE integrates critical and creative thinking, independent research, and problem-solving curricular activities.

At the high school, additional options such as a GATE seminar and an independent research elective will be implemented. In addition, there will be a GATE teacher on-site, part-time, to provide resources and support to staff and students.

For more information contact your school office for an updated brochure regarding the GATE, PEGS, honors and AP programs.

TELEPHONES/ELECTRONIC DEVICES

Telephones in the offices are for business purposes and may be used by students only in an emergency or when it is essential for students to receive information. Students are not called from a classroom to the phone. In the event of an emergency, the student will be notified with any pertinent information.

Parents are also encouraged to email teachers directly when they have questions. Teachers will return emails within 24 to 48 hours. Students may NOT have cell phones or other electronic items visible or turned on during school hours. Please refer to the District’s Student Discipline Handbook for further details regarding inappropriate possession or use of electronic devices.

TEACHER CONTACT

Teachers are always willing to meet with parents, but they are not available during scheduled class time. Arrangements can be made to meet before or after school or during the teacher’s planning time. Teachers can also be contacted using the email addresses listed under the staff roster portion of this pamphlet.

LIBRARY AND COMPUTER LAB TIMES

The Library and Computer Lab are open Monday through Friday from 7:30 am to 4:00 pm.

UCHS PTO

The UCHS PTO shines with pride when parents decide to become involved in partnership with the school to provide the best for all of our children. Meetings are held on the second Wednesday of each month at 7:00 p.m.

BAND BOOSTERS

The band booster organization is a support group for the UCHS Band and is comprised of parents/guardians and community members who support the band program. Its primary function is to help organize and implement programs that will supplement and enhance the band experience beyond what the school district can provide. Contact Daniel Shavers, Band Director - dshavers@u-city.k12.mo.us

ATHLETIC BOOSTERS

UCHS Athletic Boosters Club – A volunteer organization of parents, students, and staff organized to support, promote, and encourage the student athletes and athletic programs of University City High School. The booster’s man the concession stands at home football games, host various fundraising events throughout the year, host a summer sports camp for younger athletes, and provide financial assistance for purchases that support the athletic programs that are beyond the scope of the district’s budget. Contact: Kristin Becker - 863-1218 or Nancy Mozier - 721-7554

VISITORS

The welcome mat is always out at UCHS. Visitors are asked to check in at the main hall for identification before proceeding to any other location in the building. If you would like to meet with your child’s teacher, please call your child’s counselor or assistant principal in advance so your visit can be scheduled for a time when the teacher can meet with you.

STUDENT DIRECTORY & SCHOOL YEARBOOK

The PTO publishes a student directory in the fall for all UCHS students. It lists the name, address, and phone number for all students. Parents or students may choose not to have their child’s name included by not filling out form.

The school yearbook is published in the spring. It contains pictures of students and staff and candid shots of activities during the year. Purchasing information is available at Open House and sent home early in the school year.

IMPORTANT DATES FOR 2008-09

August	15	1st day of School for freshmen	January	5	First Day of 2nd Semester
	18	1st day of School		13	Financial Aid Night
	19	Parent Meeting		18	Dr. King Celebration
	22	School Wide Assembly	February	7	AFJROTC Military Ball
	26	Open House		12-14	Senior Play
September	18	Club Fair		26	Black History Assembly
	22	College Fair	March	3	Music in Our Schools (Instrumental)
	26	PTO Academic Award Assembly		5	Music in Our Schools (Vocal) & Arts Night
	29	Early Release		16-20	Spring Break
October	2	NHS Dinner		24	Parent/Teacher Conferences
	15	PSAT		25	Parent/Teacher Conferences
	18	Homecoming Parade, Football & Dance	April	2-4	Spring Musical
	27	Parent/Teacher Conference		23	Golden Lion Award
	29	Parent/Teacher Conference	May	1	AFJROTC Military Awards Banquet
November	11	Veterans Day Program		2	Prom
	12	Career Day Fair		7	Spring Choir Concert
December	4	Winter Choir Concert		12	Academic Award Ceremony
	13	Winter Dance Concert		16	Spring Dance Concert
	17-19	1st Semester Final Exams		19	Athletic Awards Ceremony
	22 - Jan. 2	Winter Break		26-27	Final Exams
				26	Graduation
				27	Last Day of School

ADMINISTRATORS

<u>STAFF</u>	<u>POSITION</u>	<u>ROOM</u>	<u>EMAIL</u>
Christopher Blumenhorst	Interim Principal		cblumenhorst@u-city.k12.mo.us
Brian Rich	Interim Assistant Principal (A-G)		brich@u-city.k12.mo.us
Cynthia Ross	Counselor: (A - G)		cross@u-city.k12.mo.us
Dayle Burgdorf	Assistant Principal (H-O)		dburgdorf@u-city.k12.mo.us
Al Haushalter	Counselor: (H - O)		ahaushalter@u-city.k12.mo.us
D’Angello Collier	Assistant Principal (P-Z)		dcollier@u-city.k12.mo.us
Peggy DeSutter	Counselor: (P - Z)		pdesutter@u-city.k12.mo.us
Kimberly Loomis	Athletic Director		kloomis@u-city.k12.mo.us
Pablo Flinn	SSD Coordinator		pflinn@ssd.k12.mo.us
Michael Beezley	Counselor: Intervention		mbeezley@u-city.k12.mo.us
Dr. Kathi Bailey	College Resource Coordinator		kabailey@u-city.k12.mo.us
Ponchita Argieard	Social Worker		pargieard@u-city.k12.mo.us

UCHS PTO OFFICERS 2008-2009 CONTACT INFORMATION

Judy Maffitt	Co-President	drmjms@swbell.net & judy.maffitt@att.com
Paula Crayton	Co-President	p_crayton@sbcglobal.net
Pearl Jones	Co-Vice President	pearl-jones@sbcglobal.net
Kristin Sobotka	Co-Vice President	Kristin@wuchem.wustl.edu
Jan Betts	Co-Treasurer	arnie18@charter.net
Maryanne Coley	Co-Treasurer	Coley7365@sbcglobal.net
Sheri Farber	Co-Secretary	Farber@vision.wustl.edu
Veronica Marshall	Co-Secretary	ronni8@hotmail.com