

# University High School

2021-2022

## TITAN OATH

**T**ake responsibility for my actions

**I** will be respectful of others

**T**omorrow's another day

**A**lways put forth my best effort

**N**ever, ever give up!



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# University High School

Home of the Titans!

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## **School Board of Volusia County**

Mrs. Linda Cuthbert, Chairman  
Ms. Jamie M. Haynes, Vice Chairman  
Ms. Anita Burnette  
Mr. Rubin Colon  
Mr. Carl G. Persis

## **Superintendent of Schools**

Dr. Scott Fritz

## **Volusia County School District Vision Statement**

*Ensuring all students receive a superior 21<sup>st</sup> century education.*

## **University High School Mission Statement**

At University High School we believe in the potential of every student. We are committed to preparing students for success in a rapidly changing world. Together we are a vibrant, close-knit learning community of diverse backgrounds, talents and perspectives.

*Follow the Creed: Knowledge, Strength, Courage, Respect*

## Assistance Directory

| <b>Administrative Staff</b>             | <b>Extension</b> |
|---|------------------|
| Ms. Karen Chenoweth                     | 46209            |
| Mrs. Pearsall, Administrative Assistant | 46209            |
| Mr. Boles, Assistant Principal          | 46207            |
| Dr. Hughes, Assistant Principal         | 46227            |
| Mrs. Grieve, Assistant Principal        | 46223            |
| Mr. Cunningham, Assistant Principal     | 46225            |
| Mr. Carter, Assistant Principal         | 46307            |

| <b>School Counseling Staff</b>   | <b>Extension</b> |
|----------------------------------|------------------|
| Ms. Marracino, Guidance Director | 46217            |
| Mr. Thomas                       | 46333            |
| Ms. Rickman                      | 46258            |
| Ms. Baldwin-Moore                | 46283            |
| Ms. Morse                        | 46253            |
| Ms. Hickox                       | 46252            |
| Mrs. Hermenegildo                | 46211            |
| Ms. Herbold, Registrar           | 46299            |
| Ms. Jones, Guidance Secretary    | 46219            |

| <b>Office</b>                   | <b>Extension</b> |
|---------------------------------|------------------|
| Ms. Cedeno, Main Office         | 46200            |
| Mrs. Hahn, Athletic Director    | 46255            |
| Ms. Hastedt, Activities Office  | 46259            |
| Ms. Tejeda, Attendance          | 46264            |
| Ms. Rivera-Hutchins, Bookkeeper | 46215            |
| Ms. Merk, Textbooks/Obligations | 46262            |
| Mrs. Dean, Discipline Office    | 46306            |
| Ms. Allen – ESE Office          | 46205            |

# Expectations for Success

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At University High School, we believe everyone has the right to learn without disruption. Please do your part to make this campus a high-quality learning environment by:

**Be prepared for class and on task at all times. Please bring the following:**

- Text, paper, and pencil/pen daily.
- Completed homework.
- Other materials required by the teacher.

**Be on time**

- Be in the classroom/designated area when the tardy bell rings.
- Attend class daily and each period.

**Accept responsibility**

- Do your best academically every day.
- Follow all University High School/District dress code and behavior expectations.
- Follow all Volusia County School Board Code of Conduct expectations.

**Make a positive contribution to University High School**

- Refrain from inappropriate language and open displays of affection.
- Behave appropriately in school and at school related events.
- Take care of your school and school materials.
- Demonstrate pride in your school and show consideration for others.

# Academics

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## Credit Retrieval

The Credit Retrieval Lab is voluntary, computer-based program with limited enrollment that serves students who are deficient in academic credits required to graduate. You must have failed the course required for graduation in order to enroll in the Credit Retrieval Lab. See your School Counselor for more information.

## Coursework

Your teachers will provide you with specific information for each course you take in their course syllabi found on the school website. Visit [www.uhstitans.com](http://www.uhstitans.com) and click faculty and then select teacher. Be sure to keep course information in your notebook for easy access. In addition, you will receive textbooks and materials which you must return at the end of the course. Policies concerning homework, make-up work, and late work will also be provided by your teachers.

## Grades

The following is the grading system for Volusia County Schools, grades 9-12

| Grade | Grade Range | Points |
|-------|-------------|--------|
| A     | 90-100      | 4      |
| B     | 80-89       | 3      |
| C     | 70-79       | 2      |
| D     | 60-69       | 1      |
| I     | In Progress | 0      |
| F     | 0-59        | 0      |

Your teachers will explain how grades are earned in each course you take.

## Grade Classifications

|           |  |
|-----------|--|
| Freshman  | You must be promoted & assigned from 8 <sup>th</sup> grade |
| Sophomore | You must earn 5 credits                                    |
| Junior    | You must earn 11 credits                                   |
| Senior    | You must earn 17 credits                                   |

## Honor Roll

The VCSB recognizes honor roll students by earning the following criteria:

- A weighted 3.0 GPA or higher
- A letter grade of "C" or above and, All conduct grades of "1"
- No grade of D, F, or I

# Academics

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## Media Center

The University High School Media Center is open most days between 8:15 AM and 3:30 PM\* for students to check out books, work on class projects, complete research or study. We ask that you respect other students by working quietly while in the center. To use the center during school hours, students must be accompanied by their teacher or have a pass signed by their teacher. Students needing to conduct Internet research must have a student ID and a signed pass from their teacher. Students may check out two books at a time with their student ID. Overdue books are assessed a \$0.05 a day fine and capped at \$3.00 per book. Students will also be assessed fines for damaged books or unpaid copies and printing. Copying in b/w is \$0.10 a page and color is \$0.50.

## Computer Lab and Internet Policy

University High School supports students' use of the Internet. To use the computers, students must have a "VCS Electronic Information Service Acceptable Use Agreement for Students" (AUP) on file in the media center. Students may access other Internet sites only under the supervision of a Media Specialist or teacher. Students are expected to conduct their research in a responsible, ethical, efficient, and legal manner.

Plagiarizing from an Internet site or any copyrighted material is considered a serious offense. Students may not check their e-mail accounts, engage in on-line gaming, or access social networking sites using campus computers. Students engaging in any of these activities will receive a referral for immediate disciplinary action as well as suspension from further computer use. Tampering with computer hard drives, programs, systems or set-ups, or the production of illegal or inappropriate material may result in suspension, expulsion and/or possible barring from all campus labs and/or arrest.

Students must use a jump drives or their "one drive" for saving data. Printing from the computer is \$0.10 a page for b/w and \$0.50 for color.

No food, gum, or beverages are allowed in the center or any computer labs. For more information please visit us online at [www.uhstitans.com/media](http://www.uhstitans.com/media)

\*Times are subject to change due to meetings and other center activities. Students needing access before 8:15 AM or after 3:30 PM should speak with the media specialist.

# Campus Life

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## Announcements

Daily Announcements will be posted at [www.uhstitans.com](http://www.uhstitans.com), be sure to check it out. For student convenience the announcements will be posted outside the Student Activities office, 2B-110 and outside the main lobby on both bulletin boards located under the stairwell. The guidance office also has two bulletin boards; one bulletin board for scholarships and college information and the other for community service hour information. Our school website contains a wealth of information: [www.uhstitans.com](http://www.uhstitans.com) . Connect-Ed phone calls will also be scheduled from time to time to share weekly announcements. Be sure to have your updated phone numbers on file with UHS. These are a few of the ways you can learn about special school events, test and graduation information, and recognition of individuals and clubs. Take advantage of your right to be in the know regarding UHS activities.

## Bus Service

Bus Service is provided for students who live at or beyond a two-mile radius from school. Students should be at their bus stops at least 10 minutes before the scheduled pick up time. Students who use VCSB buses for transportation are expected to abide by all rules and regulations addressed in the VCSB Code of Conduct Handbook as well as the UHS Student Handbook.

## Food Services – School Way Café

On behalf of myself and the café staff we would like to welcome each and everyone to University High School. For 2019-2020 school year we are going to have one lunch period. The regular price for lunch is \$2.25; reduced lunch is .40 and free is free. There will be complimentary breakfast for all students every day. Additional a la carte items can be purchased in the cafeteria. The a la carte items for breakfast and lunch are different prices. All prices are subject to change. Some locations may be limited to what is being sold. You will be given you're your own individual number to access your lunch account. This number is for you and you are responsible for this account. You will be asked for your lunch number and name for verification. It is all of our responsibility to dispose of our own trash and keep the area neat and clean. Thanks in advance for all of your help!

If you need to apply for the free and reduced program just follow the link below. If you were eligible for free and reduced lunch last year (18-19), you will remain in the program for the first couple of weeks. A new application has to be filled out by the end of August 2019 to keep receiving the services. So get them in early...you may pick up an application from the office or the easiest way is to go on line and fill one out.





# School Meal Charge Procedure

## Volusia County Schools

### I. Purpose

The purposes of this procedure are to: 1) ensure compliance with federal reporting requirements for the USDA Child Nutrition Program; 2) provide oversight and accountability for the collection of outstanding student meal balances; and 3) establish a uniform meal process throughout Volusia County Schools (VCS). The provisions of this procedure shall apply to students who pay full-price and reduced-price for school meals.

While the USDA Child Nutrition Program does not require that students who pay full-price and reduced-price for school meals be served a meal without payment, VCS has established this procedure as a courtesy.

### II. Procedure

Each student who does not have cash in-hand or funds in his/her meal account to pay for a meal, will receive five (5) school meals. The account will be charged at the normal meal price based on student eligibility. The cost of each meal will be debited from the student's account, placing the account into a negative balance. After the five (5) school meals, students will be offered an alternate meal. Students will receive a sandwich and a juice, and their meal account will be charged \$0.40.

This procedure only pertains to school meals. No students may charge ala carte items.

Parents/Guardians are responsible for all meal payments to the school. Notices of balance deficiencies are sent to parents/guardians by *Volusia Connect* calls daily. Parents/guardians will also receive negative balance letters.

Students/Parents/Guardians may pay for meals in advance with cash or a check payable to the school; or online through [www.myschoolbucks.com](http://www.myschoolbucks.com). Please note this online service has a minimal service fee.

Parents/Guardians should maintain funds in student meal accounts to prevent students from being without meal money on any given day. Any remaining funds for a student at the end of the school year will be carried over to the next school year.

School Way Café uses a computerized point of sale/cash register system that maintains records of all monies deposited and spent for each student. Families may create an account on [www.myschoolbucks.com](http://www.myschoolbucks.com) to monitor student spending at no charge. There is also a free feature to set low balance notifications. Families can replenish funds online or in person at the school.

If a student is without meal money on a consistent basis, school personnel will review and contact parents or guardians as needed. If financial hardship exists, parents and families are encouraged to apply for free or reduced-price meal benefits for their child by visiting: <http://myvolusiaschools.org/schoolwaycafe/Pages/Free-and-Reduced-Meal-Applications.aspx> to apply for meal benefits.

Currently, breakfast is complimentary to all students enrolled in Volusia County Schools.

A written copy of this procedure will be provided to all households and transfer households distributed from the school.

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information is available in languages other than English. To file a complaint alleging discrimination, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; fax: (202) 690-7442; or email: [program.intake@usda.gov](mailto:program.intake@usda.gov). This institution is an equal opportunity provider.

# Campus Life

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## Hall Passes

If you are out of class, you must have a teacher pass to do so. Students needing to visit other areas of campus must have a signed yellow pass. Students needed by administration/guidance will receive a pass from that office.

## PE Uniforms

PE uniforms (shirt and shorts) are mandatory for all students in our physical education classes. The cost will be \$20.00 for the set. Extra shirts or shorts can be purchased for \$10.00 each.

## Lockers

Arrangements can be made for a hall locker through the Activities Office, room 2B-110 by completing a request form and paying a \$10.00 fee. The student will then be assigned a locker and issued a school lock. Please lock your locker at all times. University High School is not responsible for items lost or stolen from lockers. Lockers may not be shared and can be searched at any time.

## Lost and Found

Lost and Found is located in the Main Office, 1B and the discipline office building 3. If you find a lost item, please take it to Lost and Found so the owner can claim it. Articles not claimed within a reasonable time will be discarded. Student must show school ID to claim property.

## Posting Announcements

All posters, advertisements, etc. posted around campus at University High School must be stamped "APPROVED: STUDENT ACTIVITIES" before they are displayed. You may have them stamped, approved in the Activity Office, room 2B-110. All posters, advertisements, flyers, etc are to be posted in the **designated areas only**. The designated areas for posting announcements, posters, flyers, etc is as follows:

- The cafeteria on the walls and the glass windows with blue tape, do not post on the glass doors.
- The giant cork board located under the 1B stairwell.

It is the responsibility of each person posting information to also remove the material displayed before noon the day following its validity period.

***\*Any prior outstanding obligations must be taken care of before a student can purchase lockers, ID's, etc.***

# **Campus Life**

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## **School Hours**

School hours are from 8:30 – 3:30 PM. Students are to leave campus immediately when school is over. If you are involved in an approved school activity beyond these hours, you must be supervised and should plan to be picked up immediately when the activity is completed.

## **Student Photo ID's**

Every student at University High School will receive a student ID and lanyard at no cost. You must have your ID in your possession at all times on UHS campus. Student ID's will be considered part of our dress code. This badge will not only assist with the safety and security on campus, it will also serve beneficial to you such as: checking out textbooks and library books, entrance to UHS functions and events. If you need a reprint of your badge it will cost \$5.00 for the badge and \$5.00 for the lanyard. Juniors and Seniors can purchase a student ID with lunch out for \$30.00. You may obtain your student ID in the student activities office, 2B-110.

## **Visitors**

All visitors must enter and exit through the Main Office (1B). Visitors are required to check in and obtain a visitor's pass.

# Policies and Procedures

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## Accidents and Injuries

If you are involved in an accident or receive an injury on school grounds, at practice sessions, or during any athletics/extracurricular event sponsored by the school, you must immediately report to the teacher, coach, or sponsor in charge or to an administrator to complete an accident report.

## Attendance and Tardiness

If you are absent from school a written excuse from the parent/guardian to the Attendance Office is required by the next day. The information should include the student's name, student's grade, alpha code, the date of and reason for the absence, and the parent or guardian's name and telephone number. Students should be aware that their non-attendance could result in driving privileges being revoked. Parent/guardian will be contacted by the school for students who have been issued a detention.

## Cell Phone & Electronic Devices

Cell phone use is restricted during instructional time. Please see VCSB Cell phone and Electronics Policy for more details. The use of electronic devices such as cell phones and MP3 players during class time is prohibited. During lunch and in between classes, electronic devices may be used, but students must only use ONE ear bud/earphone for safety reasons.

## Emergency Information

Every student must have an emergency card on file. You will receive a card to complete during the first week of school. Please update pertinent information and return to University High School during the first couple of weeks of school.

## Messages/Deliveries to School

If your parent needs to get an emergency message to you, they should contact the Main Office at (386) 968-0013 extension 46200. Only emergency messages will be delivered to students. The administration reserves the right to determine what constitutes an emergency. **STUDENTS MAY NOT HAVE BALLOONS, BOUQUETS OR FOOD DELIVERED TO SCHOOL.** These deliveries will be stopped at the front desk.

## **Parking Lot Regulations**

All cars parked on school grounds must have a visible University High School parking permit for the current year, available for purchase in the Activities Office for \$48.00. Students must present a valid driver's license, current registration, and proof of insurance in order to obtain a parking permit. The privilege of parking on campus is reserved for those who abide by school policies and procedures. Students must park in the designated student parking lot (Lot 1) only and in a legal parking spot. Students are not permitted in the parking lot during school hours. Under NO circumstances are students allowed to park in the faculty/visitor parking area. When students arrive in the morning, they must exit their vehicle and wait in the cafeteria patio area until the first bell. Students must have a 2.0 GPA at the end of every 9 weeks to keep their parking permit.

## **Smoke Free/Tobacco Free Campus**

For your health and ours, University High School is a Tobacco Free Environment.

## **Withdrawals**

To officially withdraw or transfer from University High School, parents or legal guardians are REQUIRED to come in for an Exit Interview with their child and his/her counselor prior to withdrawal. All records and/or recommendations will be held until all school financial obligations are met.

## **Health Services – Medications**

The UHS Clinic is located in building 1B for emergency first aid and other health related services. Be sure to get a Clinic Pass from your teacher if you need to visit the Clinic. All medication, prescription or non-prescription, must be registered through the UHS Clinic. Medication Registration forms may be obtained in the clinic office and must be completed by the parent AND physician.


# Obligation and Payment Options

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## Obligations

Students will receive obligations for items such as but not limited to: overdue, lost or damaged textbooks, elevator keys not returned, lost uniform items and media fines. For broken classroom items, teachers will determine the extent of damaged instructional materials and charge accordingly. Students with unpaid obligations will not be able to participate or purchase tickets for extra-curricular activities such as but not limited to Homecoming, Grad Bash or Prom tickets.

Obligations can be paid for via check or cash in the Titan Textbook Room 1B-104, the Activities Office which is 2B-110 OR view your obligations and pay by credit card online at our school's website <http://www.uhstitans.com/> click on the green MAKE A PAYMENT

 button then click on the gray STUDENT OBLIGATIONS tab located at top of page. If this is the first time using the on-line payment option an account will need to be created (See On-line Payment Option). If you have any questions stop by 1B-104 or call 968-0013 Ext 46262.


## Textbooks

The school furnishes textbooks and workbooks to students. Normal wear is expected as a result of daily use; however, unreasonable damage to textbooks will result in monetary fines. Lost textbooks will be paid for by the students and replaced immediately. Some classes may require students to buy additional materials for completing assignments. Each student has a textbook account and is responsible for the materials checked out to them. All textbooks must be returned at the completion of the course, school year or upon withdrawal from the class and/or school. Textbook check-out and return is located in the Titan Textbook Room, 1B-104.

## On-line Payment Option

An on-line payment option using credit card is available at our school's website: <http://www.uhstitans.com/>

Be advised that there is a small handling fee for online orders.

Click on the green MAKE A PAYMENT  button to pay for select classes/club fees, sports pay-to-play, lockers, PE uniforms, yearbooks, etc. See website for complete list of items for purchase.

- If this is the first time using the on-line payment option you will need to first create an account.
- Click on gray SIGN IN tab located at top of the page then fill in username, email, first name, last name, password, confirm password, password hint and answer fields.
- Click CREATE NEW button.
- Enter student's first and last name, and student ID. The middle name is not required. The first and last name fields are not case sensitive, but the student ID field is. You must enter a "1" before alpha ID and alpha ID must be in ALL CAPS (ex. 1ABCD).
- Click on HOME tab to select items for purchase OR the STUDENT OBLIGATIONS tab to pay for obligations owed. Add items to cart then select Check Out.
- Step 1 Assign Student Profile to Activity (Click drop down box and select student profile)
- Step 2 Complete BILL TO information
- Step 3 Complete PAYMENT information
- Step 4 REVIEW ORDER information, check user agreement statement box then click PLACE ORDER
- Please remember to print a receipt for your records.

# Student Activities

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## School Clubs and Groups

Joining a club can add fun to your high school experience and give you a chance to make new friends and gain some valuable life skills. If you are interested in joining a club or organization, contact the Activities Office, extension 46259 for more information and for eligibility requirements for each club. University high School offers a wide variety of clubs and groups for students to join and get involved in extracurricular activities. Including:

### SGA: Student Government Association

- Senior Class
- Junior Class
- Sophomore Class
- Freshman Class

### Honorary Societies

- Rho Kappa – Social Studies Honor Society
- National Honor Society
- Mu Alpha Theta – Math Honor Society
- Tri Music Honor Society
- NEHS – National English Honor Society
- Quill & Scroll International Honor Society – Journalism Honor Society

### Some of our Special Interest Clubs

- Academic Team
- Anime Club
- ASL Club: American Sign Language
- A/V Club: Audio/Visual
- Earth & Surf Club
- Enviro Thon Team
- GSA Club
- FCA: Fellowship of Christian Athletes
- FFA: Future Farmers of America
- Video Gaming Club
- Interact Club
- Key Club
- Latin Dance Club
- UHS Criminal Justice Club
- Project 396
- Robotics
- Science Olympiad
- T.E.C. Titan Engineering Club

### Publications

- \*Yearbook
- \*Newspaper

### Performing Arts

- \*Band/Color Guard
- \* Chorus
- \* Drama
- \* Guitar
- \*Innovations Dance

### Academy & Class Clubs

- \* Academy of Finance
- \* Biomed
- \* Culinary Club
- \* ESOL Club
- \* JROTC
- \* Teen Sert
- \*Gaming

# Student Activities

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## Athletics

The Volusia County School Board and University High School recognize the value of athletic participation and the value and skills that can be gained by such participation. Our interscholastic athletic program is designed to be part of the overall school curriculum and serves to aid in the education and personal development of the student-athlete. Athletics are seen as an extension or “extra” curricular part of the total educational program and should never place the academic program in a secondary role. The opportunity to participate in the athletic programs should be regarded as a privilege that carries responsibilities to one’s self, his or her family, school and community. Please note that participation in extra-curricular activities carry additional fees and responsibilities outside the traditional curriculum program. University High School offers many sports teams throughout the year, including:

- Fall Sports
  - Football
  - Girls Volleyball
  - Boys and Girls Swimming
  - Boys and Girls Golf
  - Boys and Girls Bowling
  - Boys and Girls Cross Country
  - Cheerleading
  
- Winter Sports
  - Boys and Girls Basketball
  - Boys and Girls Soccer
  - Wrestling
  - Girls Weightlifting
  - Cheerleading
  
- Spring Sports
  - Baseball
  - Softball
  - Boys and Girls Tennis
  - Boys and Girls Track and Field
  - Boys Weightlifting

*\*Sport offerings are subject to student interest and budget restrictions.*



# *Follow the Creed...*

## *Knowledge*

Every day gather information and gain understanding about our world so we are better prepared to find solutions and create a better future for all.

## *Strength*

Be strong in mind, body and spirit. We exercise each to be able to overcome any challenge.

## *Courage*

Standing up for what we know is right in spite of our fear.

## *Respect*

Recognize and appreciate the contributions of all starting with ourselves. Different is not wrong.