

University City High School



STUDENT/PARENT HANDBOOK



2018-2019

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District Overview (Values, Vision, Mission)

VALUE STATEMENTS

We value...

- Engaging in open communication with our stakeholders.
- Being accountable for student learning and achievement.
- Demonstrating integrity by operating with high ethical standards.
- Promoting collaboration that leads to innovation.

VISION STATEMENT

The School District of University City...

Where all students graduate college and are career ready.

MISSION STATEMENT

We will... Transform the life of every student every day.

University City High School Faculty

Mr. Mike Peoples, Principal, University City High School	290-4101
Mr. Christopher Blumenhorst, Principal, Lieberman Learning Center	290-4331
Mr. T-Herbert Jeffrey, Assistant Principal	290-4149
Ms. Kimberly Austin, Assistant Principal	290-4122
Dr. Samuel Martin, Dean of Students	290-4104
Dr. Matt Brooks, Athletic Director	290-4106
Mr. David Lewis, Safety & Security	290-4127
Dr. Stephanie Berry CCC-SLP, SSD District Administrator	290-4124
Attendance Office	290-4118
Ms. Ericka Harris, Library Media Specialist	290-4217
Ms. Madison Mauck, School Nurse / Clinic	290-4112
Ms. Christine Woodward, Social Worker	290-4114
Ms. Linda Pritchard, A + Coordinator	290-4212
Guidance Office	
Ms. Bella Quintal, Secretary	290-4110
12th Grade & 10th Grade Last Names H-O: Mrs. Katy-Jane Johnson, Guidance Counselor	290-4105
9th Grade & 10th Grade Last Names A-G: Ms. Kimberly Merrill, Guidance Counselor	290-4093
11th Grade & 10th Grade Last Names P-Z: Ms. April Money, Guidance Counselor	290-4123
Ms. Robyn Murry, Registrar	290-4115
Department Chairpersons	
Mr. Brian Ashley, SSD Department Co-Chairperson	290-4143
Ms. Marnie Claunch, Arts	290-4246
TBD, Business Education	290-4107
Ms. Marietta Myers, English Language Arts	290-4117
Ms. Kristen Vosevich, Mathematics	290-4265
Ms. Sherry Wibben, Science	290-4223
Mr. Matthew Horn, Social Studies	290-4207
Mr. Matthew Tuths, Foreign Languages	290-4098
Ms. Kym Green, Physical Education	290-4215
Anonymous Tip Line	290-4444

2018-19 District Calendar

- 4 Independence Day/
District Closed
16 11-Month Employees
Return
30-31 New Teacher/Staff
Orientation

JULY 2018						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 1-4 Winter Break
7 No School/Staff PD
8 Classes Resume
21 M.L. King Day

T-18 S-17

- 1-3 New Teacher/Staff
Orientation
6 Building Level PD
Staff Opening Day (pm)
7-8 District PD
9-10 Teacher Work Day
13 Teacher Work Day (.5)
Freshman Orientation (.5)
14 First day of school

AUGUST 2018						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

T-19.5 S-14

- 15 Early Release/District PD
18 Presidents' Day
21 Parent Teacher
Conference
22 Parent Teacher
Conference (.5)/No
School

T-18.5 S-17

- 3 Labor Day
26 No School/Staff PD
27 Parent Teacher
Conference
28 Parent Teacher
Conference (.5)/No
School

SEPTEMBER 2018						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

T-18.5 S-16

- 15 Early Release/
Recordkeeping Day
15 Quarter Ends (45 days)
18-22 Spring Break
22 Schools and Offices
Closed
25 Classes Resume

T-16 S-16

- 19 Early Release/
Recordkeeping Day
19 Quarter Ends (45 days)
22 No School/Staff PD

OCTOBER 2018						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

T-23 S-22

- 19 Early Release/District PD
(.5)

T-22 S-22

- 20 Early Release/District PD
21-23 Thanksgiving Break

NOVEMBER 2018						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

T-19 S-19

- 21 Early Release-HS Exam
22 Early Release/
Recordkeeping (.5)
Last Day of School
22 Quarter/S2 Ends
(43 days)
23 Teacher Work Day
27 Memorial Day

T-17 S-16

- 20 Early Release for HS
Exams
21 Early Release/
Recordkeeping (.5)
21 Quarter/S1 Ends
(41 days)
22-31 Winter Break

DECEMBER 2018						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

T-15 S-15

- 14 Last Day of work for
11-month employees

**T-186.5 (plus 3 Holidays)
S-174
PD-7.5**

Schools Closed	District Closed	First or Last Day of School	△ Early Release Day	⬡ Snow Days
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Revised 8.2018

University City High School

Doorways to Success

Truth • Courage
• Wisdom •

Letters • Arts
• Sciences •

Ideals • Service
• Character •



We ARE “The U!”

At University City High School,
we strive for excellence in everything that we do.

Values are the underpinning of
excellent character and a life of integrity.

They are a crucial statement of our community’s beliefs and guide us
as we transform the life of every student, every day.

Each day, we enter the building under nine core values:
truth, courage, wisdom, letters, arts,
sciences, ideals, service and character.

Teachers and students are encouraged to reflect
upon the meaning of these words and their personal beliefs.

We believe that each individual in University City
plays a key role in upholding these values
at school and in the community.



THE SCHOOL DISTRICT OF
UNIVERSITY CITY
Transform the Life of Every Student Every Day!

UNIVERSITY CITY HIGH SCHOOL SCHOOL CALENDAR

AUG. 2018

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
			X	X	X	
5	6	7	8	9	10	11
	PD	PD	PD	T	T	
12	13	14	15	16	17	18
	T/F	U*	U*	U*	U*	
19	20	21	22	23	24	25
	U	A	B	C	U	
26	27	28	29	30	31	
	U	A	B	C	U	

NOV. 2018

Su	M	Tu	W	Th	F	Sa
				1	2	3
				C	U	
4	5	6	7	8	9	10
	U	A	B	C	U	
11	12	13	14	15	16	17
	U	A	B	C	U	
18	19	20	21	22	23	24
	U	UR	X	X	X	
25	26	27	28	29	30	
	U	A	B	C	U	

FEB. 2019

Su	M	Tu	W	Th	F	Sa
					1	2
					U	
3	4	5	6	7	8	9
	U	A	B	C	U	
10	11	12	13	14	15	16
	U	A	U	C	BR	
17	18	19	20	21	22	23
	X	U	U	PTC	PTC	
24	25	26	27	28		
	U	A	B	C		

APR. 2019

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
	U	A	B	C	U	
7	8	9	10	11	12	13
	U	A	B	C	U	
14	15	16	17	18	19	20
	U	A	U	C	BR	
21	22	23	24	25	26	27
	U	A	B	C	U	
28	29	30				
	U	A				

SEPT. 2018

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
	X	A	B	C	U	
9	10	11	12	13	14	15
	U	A	B	C	U	
16	17	18	19	20	21	22
	U	A	B	C	U	
23	24	25	26	27	28	29
	U	U	PD	PTC	PTC	
30						

DEC. 2018

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
	U	A	B	C	U	
9	10	11	12	13	14	15
	U	A	B	C	U	
16	17	18	19	20	21	22
	U	U	E	ER	ERS	
23	24	25	26	27	28	29
	X	X	X	X	X	
30	31					
	X					

MAR. 2019

Su	M	Tu	W	Th	F	Sa
					1	2
					U	
3	4	5	6	7	8	9
	U	A	B	C	U	
10	11	12	13	14	15	16
	U	A	U	C	BR	
17	18	19	20	21	22	23
	X	X	X	X	X	
24	25	26	27	28	29	30
	U	A	B	C	U	
31						

MAY 2019

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	
		B	C	U		
5	6	7	8	9	10	11
	U	A	B	C	U	
12	13	14	15	16	17	18
	U	A	B	C	U	
19	20	21	22	23	24	25
	E	ER	ERS	TM	M	
26	27	28	29	30	31	
	X	M	M	M	M	

OCT. 2018

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
	U	A	B	C	U	
7	8	9	10	11	12	13
	U	A	B	C	U	
14	15	16	17	18	19	20
	U	A	U	C	BR	
21	22	23	24	25	26	27
	PD	A	B	C	U	
28	29	30	31			
	U	A	B			

JAN. 2019

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
		X	X	X	X	
6	7	8	9	10	11	12
	PD	U	A	B	C	
13	14	15	16	17	18	19
	U	A	B	C	U	
20	21	22	23	24	25	26
	X	A	B	C	U	
27	28	29	30	31		
	U	A	B	C		

ABCU CLASS TIMES SCHEDULE

U* Day	U Day	A Day	B Day	C Day
Seminar 7:25-8:56	1st period 7:25-8:42	1st period 7:25-8:42	1st period 7:25-8:42	2nd period 7:25-8:42
1st period 9:01-9:38	2nd period 8:25-9:15	2nd period 8:47-9:59	3rd period 8:47-9:59	3rd period 8:47-9:59
2nd period 9:43-10:20	3rd period 9:20-10:10	4th period 10:04-11:16	Seminar 10:04-11:16	4th period 10:04-11:16
3rd period 10:25-11:02	4th period 10:15-11:05	5th period 11:21-1:03	5th period 11:21-1:03	6th period 11:21-1:03
4th period 11:07-11:44	5th period 11:10-12:30	6th period 1:08-2:20	7th period 1:08-2:20	7th period 1:08-2:20
5th period 11:49-12:56	6th period 12:35-1:25	U* Day Lunch	U Day Lunch	A-B-C Day Lunch
6th period 1:01-1:38	7th period 1:30-2:20	A lunch: 11:44-12:14	A lunch: 11:05-11:35	A lunch: 11:16-11:46
7th period 1:43-2:20		B lunch: 12:26-12:56	B lunch: 12:00-12:30	B lunch: 12:33-1:03

KEY/LEGEND

A = "A" Day
B = "B" Day
C = "C" Day
U = Full Schedule
U* = Seminar plus Full Schedule
E = Exams
F = Freshmen Only
M = Make-Up Day (if need)
PD = Professional Development
PTC = Parent Teacher Conference
R = Early Release
S = End of Semester
T = Teacher Workday
X = No School

Alma Mater

Hail, Hail to U. City High;
All Hail to our gold and black.

Hail, Hail to U. City High;
Our Friendship may she never lack.

Ever faithful, ever true;
As we raise our song anew...

Of the days we've spent with you;
All hail, U. City High.

Introduction

School Profile

UCHS consists of grades nine through twelve, with a total student enrollment of approximately 900. In this comprehensive high school, from which 80% of the students go to college or seek additional training beyond high school, a diversified curriculum offers the student many choices in both subject matter and level of difficulty. In the past four years, National Merit honors have been awarded to an average of six students each year and commendations to an average of thirteen. Awards have been won by students in arts, business education, English, mathematics, music, science and most other fields.

Co-curricular programs offer a wide range of activities from athletics to approximately thirty clubs/organizations including the school newspaper, U-Times, and yearbook, Dial. Athletic honors won by the school teams in recent years include MSHSAA District Title in boy's basketball and state champions in football (2015), boys and girl's track and wrestling.

The school is a center of activity from early morning classes to late night (evening classes of the School for Continuing Education). The Charles E. Banks auditorium, Joylynn Pruitt Ed.D. Library Media Center, Edward Crenshaw gymnasium and Hasan Houston basketball court are often used by community as well as school organizations.

The school colors are black and gold. The school mascot is a lion.

School Organization

The school is organized under the direction of a building principal who is responsible for the overall supervision of the building, programs and serves as an instructional leader; two assistant principals and a dean of students are responsible for teacher evaluation, student attendance, support services, student discipline, and a variety of other administrative responsibilities; a business manager is responsible for the operation of the business office; and an athletic director is responsible for administering the physical education department and athletic events. (See School Faculty on inside cover.)

Discipline

Please Refer To The District's "Discipline Handbook"

The School District of University City has designed a separate handbook relating to discipline procedures for the entire school district. Your child has received a copy of the "Discipline Handbook." Please ask him or her to share it with you. If your child has not received his or her copy, please contact the school to obtain one.

Positive Behavioral Interventions & Supports

Improving student academic and behavior outcomes is about ensuring all students have access to the most effective and accurately implemented instructional and behavioral practices and interventions possible. PBIS provides an operational framework for achieving these outcomes. More importantly, PBIS is NOT a curriculum, intervention, or practice, but IS a decision making framework that guides selection, integration, and implementation of the best evidence-based academic and behavioral practices for improving important academic and behavior outcomes for all students. (PBIS.org)

Emergency Procedures

Student Insurance

Student insurance through the school district is available to all members of the student body at a nominal cost. Information is mailed home before school opens. It is recommended that you participate in this group accident insurance program as the school district does not insure students separately. It is further recommended that parents insure any personal valuables brought to school, such as musical instruments, for their full replacement value, as the school district does not insure students' property. This insurance can often be added to parents' homeowners' policy.

Emergency Evacuation Drills

Emergency evacuation plans are posted in each classroom for fire, tornado and earthquakes. When the alarm sounds, remain calm, wait for instructions from your teacher, and then move quietly to the designated area. The first student to the exit should hold the door until the last student is out. Always move away from the building during fire drills. Stay with your class and do not re-enter until the signal is given.

Emergency School Closing

In the event of emergency closing of schools due to inclement weather or other factors, families will be notified by a School Reach call, District website, Facebook and Twitter postings. School closings are also announced on major television and radio stations. Unscheduled closings due to equipment failure or weather conditions may also occur. If an emergency should arise at school, parents will be notified. Make sure the school has a working phone number at all times.

Curriculum

A major advantage of UCHS is the number of courses available; they are designed to prepare students for further education and/or the world of work. Each year, well over one hundred courses are taught in 14 subject areas:

Art: Performing	Family and Consumer Sci-	Industrial Technology	Science
Art: Visual	ence	Mathematics	Social Studies
Business	Health	Physical Education	Special Education
English	Foreign Languages		

Special Programs

A variety of programs involving community resources such as Supervised Business Experience and Work Internship are described in the Academic Planning Guide. See your counselor for details.

Advanced Placement Program

Advanced Placement (AP) courses follow a national curriculum provided by The College Board, the publishers of the SAT college entrance exam. These courses give students the opportunity to earn college credit while still in high school. Each May, AP exams are offered to students as they complete their coursework. Students earning a minimum score on the exam will receive either elective credit or course replacement credit, depending on the college or university policy. Parents and students are encouraged to review these policies on the college website for the colleges in consideration. These are college-level courses that reflect a student's willingness to follow the demands and rigor of college-level studies. AP courses assist students in stretching themselves to think and learn at a higher level and will help students stand out in the college admission process. A fee is required for each AP exam. The following AP courses are offered at UCHS:

- | | |
|-----------------------|---------------------------------|
| • AP Biology | • AP Language and Composition |
| • AP Physics | • AP Literature and Composition |
| • AP Calculus AB | • AP Latin |
| • AP Calculus BC | • AP Spanish |
| • AP Chemistry | AP U.S. History |
| • AP Computer Science | • AP Government |
| • AP Studio Art | • AP World History |

Dual Enrollment

Dual enrollment is an option available to senior students. Students may enroll in a college-level course for college and/or high school credit while attending their senior year of high school. Enrollment in a class that is below college level will be taken for high school credit only. To be eligible, seniors must:

- Have a cumulative 3.0 GPA or higher;
 - Have met or are meeting all graduation requirements through the regular high school program;
- and
- Enroll in a college course that is not available in the high school program, either because it is not offered or because of a conflict of time in the schedule.

Dual enrollment courses are available through the University of Missouri-St. Louis, St. Louis Community College, and Harris-Stowe State University, as well as other area colleges. This option is open to seniors only and requires parent, counselor, and administrator approval prior to enrollment.

Dual Enrollment Forms should be obtained from the guidance office. As most college and university semesters do not coincide with high school calendars, forms must be completed and submitted by the following deadlines:

- For first-semester classes, the high school deadline is May 1 of the previous spring for college classes beginning in August.
- For second-semester classes, the high school deadline is December 1 for college classes beginning in January.

University City High School students are not eligible for late-start classes. In the case of a student beginning a college course before the end of first semester, the student is responsible for working with his/her academic counselor and classroom teacher to make arrangements for class work and final examinations. Students must be aware that the colleges have the final say in these courses.

To arrange dual enrollment courses, students must meet with their counselor after locating the course they wish to take. The counselor will examine records and write the permission letter for all qualifying students.

Dual Credit

Dual Credit is an opportunity for qualified junior and senior students to enroll in college courses that earn both high school graduation and college credit simultaneously without having to leave the high school campus. Dual Credit is a platform that provides for a seamless transition from secondary to postsecondary education. It involves close collaboration between high school and college educators through on-going communication and planning for an integrated program of study. There are several benefits and challenges associated with dual credit courses.

Benefits:

- Provides a head start on postsecondary core requirements
- Lowers cost of college (credits earned are discounted to the student)
- Extends the variety of classes available to high school students
- Provides greater opportunity for a coordinated, seamless education
- Serves as a “controlled” introduction to college life
- Allows increased and easier transition to college.
- Challenges:
- Occasional lack of student maturity, self-discipline, and motivation for college classes
- Completing the course work along with other high school courses

Although there is a cost involved when taking dual enrollment courses, it is a benefit to the student to take advantage of obtaining college credit because tuition costs are given at a discounted rate.

UCHS offers two courses for dual credit at the high school. These courses include:

- College Prep Algebra (Math 140)
- Human Anatomy and Physiology (Biology 109)

St. Louis Community College Articulated Credit

WHAT IS ARTICULATED CREDIT? Articulated credit is college credit earned while a student is in high school. The credit is awarded for a high school course that is associated with a comparable college-level course, for which there is a signed articulation agreement developed by St. Louis Community College (STLCC) faculty and agreed upon by administration at both the high school and college level. Articulated credit can be applied at STLCC toward an Associate in Applied Science degree or certificate program.

What classes at University City High School are articulated with STLCC?

- Computer Applications I & II
- Web Design
- Drafting Design I
- Accounting I & II
- Child Development I & II

So if I take these courses and earn articulated credit can it only be applied to STLCC? Yes. These articulation agreements are exclusive with STLCC Career and Technical Education programs. These credits are not transferrable to other colleges or universities.

Course Levels

Many courses are offered at the advanced and intermediate levels. In addition, Advanced Placement courses are offered in several subject areas including Foreign Languages (AP French, AP Spanish, AP Latin), Mathematics (AP Calculus AB and BC), English (AP Literature and Composition and AP Language and Composition), Sciences (AP Chemistry, AP Physics, AP Biology) and History (AP World History and AP Government).

For a detailed description of each course offered at UCHS, students and parents are supplied with an Academic Planning Guide. Descriptions include the number of units and levels for each course, the prerequisites, and the semester each course is taught. Books are available in the Guidance Department and the Main Office.

Additional Resources

The resources listed below are available to students needing additional academic support.

- **The Computer Lab:** The computer lab is located in the library. Teachers may sign up to bring classes into the computer center. Students may use the center for class work on an individual basis before school, during lunch, and after school.
- **The Library:** The Library/Media Center contains reference materials, books and periodicals which are selected to meet the academic and personal interests of our students. The library is located in the west wing of the first floor at the Balson Street entrance. It is open to students between the hours of 7:25 a.m. and 3:30 p.m. Except during lunch hours, all students going to the library must have a pass from a teacher.
- **The Science Lab:** The Science Lab is a student computer laboratory. The regular intended use for the Science Lab is by science students in the molecular biology and environmental chemistry curriculums.

Promotion Requirements

Students need the following credits to be a:

FRESHMAN	Eighth grade students must pass 6 1/2 courses of the eight courses taken. They must repeat any core course failed. Any student who is 16 years of age or older and who has not passed the eighth grade must obtain the permission of the middle school and high school principals to enroll at the high school.
SOPHOMORE	6 credits: Students will be reassigned to freshman status if they do not have five credits.
JUNIOR	12.5 credits: Students will be reassigned to sophomore status if they do not have eleven credits.
SENIOR	19 credits: Students who do not have 19 credits in September will be reassigned to junior status

Early Senior Graduation

Seniors may depart from school before their graduation date if the criteria detailed below have been met.

- All graduation requirements have been fulfilled.
- Written parental consent is submitted to the guidance counselor.

- The student makes a formal application at least one semester before the proposed completion date. Late applications are accepted only if extenuating circumstances merit special consideration.
- Student has secured employment or is enrolled in a post-high school education program.

He/she is considered a student of University City High School until the normal graduation ceremony in May. As such, he/she may participate in all student activities during the second semester that do not require regular attendance in school. All fees must be paid prior to graduation. Final approval for early departure is made by the administration in conjunction with the counselor. If interested, see the counselor for an early departure application form.

Graduation Requirements

(The requirements for graduation are as follows and are in accordance with the requirements established by the State Board of Education)

Subject Area

Communications Arts	4 credits
Social Studies: United States History (1 credit) and Government (0.5 credit)	3 credits
Mathematics: College Prep Missouri Certificate required four (4) credits of math	3 credits
Science.....	3 credits
Fine Arts	1 credit
Practical Arts	1 credit
Physical Education.....	1 credit
Health Education.....	0.5 credit
Personal Finance	0.5 credit
Electives: General (4 credits) and Core (3 credits)	7.0 credits
TOTAL	24 CREDITS

Grading

The grading scale is based on the set goals, objectives and skills to be achieved by the students as developed by the staff members in each department. The basic grading scale is used for all reports and consists of grades as shown below:

SYMBOL	MEANING	GRADE POINT
A 90-100%	Outstanding achievement of the goals, objectives and skills of the course.	4
B 80-89%	Very good achievement of the goals, objectives and skills of the course.	3
C 70-79%	Satisfactory achievement of the goals, objectives and skills of the course.	2
D 60-69%	Minimum achievement of the goals, objectives and skills of the course.	1
F below 60%	Minimum achievement not met or withdrawal from class after 1st or 3rd quarter.	0
CR	Satisfactory completion of pass/fail class.	NA
NO	Unsatisfactory completion of pass/fail class; violation of attendance policy but subsequent completion of course requirements.	NA
EX	Medical excuse from physical education.	NA
EXC	Repeat of a course.	NA
W	Withdrawal from class while passing before the end of the 1st or 3rd quarter.	NA
I	Incomplete work, contract completed with teacher to finish	NA

Grade Reports

UCHS adopted an alternative grade report schedule in an effort to provide more specific and current information to parents. Instead of quarterly grade notifications provided every nine weeks, term grades are now sent every six weeks for all students.

Grade Point Average

Grade point average (GPA) is calculated by dividing the grade points earned by the number of courses attempted. Courses that are dropped while passing the first or third quarter, pass/fail courses, and audited courses are not used in computing the grade point average.

Class Rank

Each student is given a scholastic ranking within his/her grade level each semester. Rank is determined by listing grade point averages in numeric order (4.0 GPA = rank of 1). Rank compares scholastic accomplishments among the students in each grade level.

Appealing a Grade

Teachers have the ultimate authority for assigning grades. Students may ask teachers to reconsider grades. If students wish to appeal a teacher's decision, they may discuss the grade with their counselor or the department chairperson in the subject in which the course was taken. Students may request a joint conference at this level. If the outcome is not satisfactory, students may appeal to the school principal. The principal may make a recommendation to the teacher, who still has the final authority to issue the grade.

Pass/Fail

Any student enrolled in UCHS may take one course each semester on a pass/fail basis if designated in the first six (6) weeks of each semester. An application for pass/fail may be obtained from the counselor and must be signed by the student, the student's parent, the counselor, the teacher, and the Guidance Chairperson before the end of the first or third quarter. The student who chooses to take a course on a pass/fail basis must participate in the class in a normal manner and fulfill the requirements of the course. He will do the assignments, take examinations, and be considered by the teacher as a regular member of the class. The teacher will assess the student's work by indicating that he receives credit for the course or that he receive no credit for the course.

A course taken on this basis will not be used in figuring the grade point average or class rank. A student may not change the grading status of a semester course after the first or third quarter. A course taken on a pass/fail basis may be dropped in accordance with the same procedure as other courses.

Auditing a Class

A student may audit one class per semester and must declare his/her intention by the end of the third week of the semester, unless a new student to the District. An application for auditing privileges may be obtained from the counselor and must be approved by the teacher, the counselor, and the principal. A student may audit for review purposes or for advancement purposes. No credit may be earned nor can the course be taken for credit later. The teacher has the right to determine the work required for an auditor. No grade or credit is to be given at any time.

Independent Study

Students are allowed to take one course per semester on independent study for credit. An application for independent study may be obtained from the counselor and must be signed by the student, parent, teacher, counselor, and principal by the end of the third week of the semester. Independent study may be arranged only for courses which are not offered or for courses which are offered but cannot be scheduled due to conflicts. See your counselor or the principal for more details.

Correspondence Course

A student may take a maximum of two correspondence courses to be used for high school credit. These courses are taken to make up lost credit or to take a course not offered at the high school. Check with your counselor for more details or to appeal for an increase for more correspondence courses.

Transcripts

Only semester grades are recorded on transcripts. Transcripts are updated at the end of each semester and summer school to show cumulative credits earned, grade point average, and class rank. Transcripts will be sent to other schools or colleges if no outstanding fines are owed. NO transcripts of seniors will be sent to colleges, the military or prospective employers if fines are owed to the high school.

Career, College, Guidance Services

GUIDANCE OFFICE:(314) 290-4110

Your Counselor

Every student has a counselor to help him/her make decisions and plan for the future. Counselors are generalists in that they carry out such guidance functions as scheduling, testing, guidance, and monitoring of student progress. They are specialists in that they help to assess student strengths, weaknesses, and special needs in an effort to help students realize their potential. Several times during the year counselors will send for students to discuss academic progress, scheduling for next year, or revising and/or updating four-year plans. Students can always see counselors by asking the secretary in the guidance office to send a pass when the counselor is available. Current schedule changes will only be made after school (2:35 - 3:30 p.m.) UCHS has three (3) counselors for grades 9-12. Your counselor is determined by your grade level. (See inside cover for names and contact information.)

Social Work Services

UCHS also has a social worker who works as the liaison between the school, home and the community, while linking students, their families and school staff with community resources.

College/Career Services

UCHS Guidance Department is well equipped with resources to provide assistance to students planning post-secondary education. Materials are available describing a step-by-step process which helps juniors and seniors and their parents understand the procedures involved in planning for college. These include the following:

- Testing procedures and dates tests are given (PSAT, SAT, ACT, Achievement (ACH), Advanced Placement (AP), and ASVAB)
- College admission requirements and application procedures
- Scholarships and financial aid

Testing Schedule

ASVAB Nov. and May: Juniors

EOC Dec. Eng/Math April: Bio/Gov/Hist/ May: Alg1/Alg2/Geo

Final Exams Dec. and May: All senior high students

The tests listed below are strongly recommended. They are used by colleges/universities in determining admission, placement and/or scholarship awards.

PSAT Oct.: Sophomores and Juniors

ACT Test Date..... Registration* Deadline.....Late Registration - Additional Fee

October 28, 2017..... September 22, 2017September 23-October 6, 2017

December 9, 2017 November 3, 2017November 4-17, 2017

February 10, 2018 January 12, 2018January 13-19, 2018

April 14, 2018..... March 9, 2018..... March 10-23, 2018

*Online registration (fees and services) is available at <http://www.actstudent.org>.

General Testing Information

ACT Aspire: The digital, longitudinal assessment system connects student performance from elementary grades through high school. It includes summative assessments that measure how much students have learned over time, as well as aligned classroom-based assessments that help educators better understand students' learning needs in individual classes throughout the school year. It identifies foundational skill deficiencies earlier, which will provide the opportunity to quickly address weaknesses and build on strengths.

PSAT: The Preliminary Scholastic Aptitude Test is a shorter version of the Scholastic Aptitude Test, administered once a year on the third Tuesday in October at the high school. Most college-bound students take the PSAT as sophomores and juniors to practice test-taking conditions similar to the SAT. PSAT scores are helpful in making plans for college.

PSAT/NMSQT: The PSAT is combined in the junior year with the National Merit Scholarship Qualifying Test. This test gives juniors the opportunity to enter the scholarship competition administered by the National Merit Scholarship Program and National Program for Outstanding African American Students.

SAT and ACT: The Scholastic Aptitude Test measures mathematical and verbal abilities that have been shown to be related to success in college. The American College Test measures achievement in four areas (mathematics, verbal, science, and social studies) and serves as a predictor to success in college. Students should check the college handbook to determine which test is required. Counselors can provide a schedule for test dates and registration forms.

College Board Achievement Tests: College Board Achievement Tests measure knowledge in 14 specific subject areas and the ability to apply that knowledge. Many colleges require one or more achievement tests to be taken, usually in the spring of the junior year or the fall of the senior year. Test dates and registration deadlines are the same as for the SAT.

Advanced Placement Tests: Advanced Placement Tests also measure knowledge in specific subject areas. Many colleges allow students who score well on these tests to place out of freshman level college courses. Seniors taking advanced level courses should consult their teachers or counselor about the Advanced Placement Tests.

Final Exams: Senior high students take final exams in all courses at the end of each semester. These exams are required of all students and are 1-1/2 hours in length.

ASVAB: The Armed Services Vocational Aptitude Battery is given twice a year. This test battery is given to all juniors to assess aptitudes for various career areas.

End of Course Exam: The Missouri Assessment Program assesses students' progress toward mastery of the Show-Me Standards which are the educational standards in Missouri. The Missouri Assessment Program includes required End-of-Course assessments in the subject areas of Algebra I, Biology, English II and Government. Additional End-of-Course assessments are available in American History, English I, Algebra II and Geometry. End-of-Course assessments are taken when a student has received instruction on the course-level expectations for an assessment, regardless of grade level. All EOC assessments are available only online. (Unless a Braille, Large Print or Paper/Pencil form is needed.)

Recruitment

Students are permitted to visit with college, career, and other representatives in the Guidance area. An advance schedule for these visits is available on a monthly basis and is updated weekly. This schedule is posted in the Guidance Office and in each English teacher's classroom.

Financial Aid/Scholarships

UCHS counselors and the College/Career Resource Coordinator have information about financial aid and scholarships. A Financial Aid Workshop will be given each year by an expert in the field of financial aid to discuss the application process.

Thinking About Technical School?

North and South County Technical High Schools offer students in grades 10-12 the opportunity to earn professional licenses and certifications, college credits through articulation and dual enrollment agreements, and advanced placement in 12 apprenticeship programs. Course offerings range from traditional technical fields, such as precision machining and construction, to high-demand fields such as health sciences and network administration. Students must complete an application for admission. For additional information, please see your counselor and visit www.sssdmo.org/ssd_services/tech_ed.html. A complete list of courses is listed below delineated by career cluster.

Advanced Manufacturing

- Precision Machining
- Welding

Arts and Communication

- Architectural Design and Geospatial Technology
- Fashion Design
- Graphic Design
- Graphic Production and Printing

Business and Information Technology

- Business and Financial Management
- CISCO Networking Academy
- Hospitality, Tourism and Event Planning
- Web and Computer Programming

Construction

- Carpentry
- Construction Trades
- Electrical Trades
- Heating, Ventilation and Air Conditioning
- Plumbing

Human Services

- Cosmetology
- Culinary Arts
- Early Childhood Education

Medical, Plant and Animal Sciences

- Health Science
- Landscaping and Horticulture
- Veterinary Assistant

Public Safety

- Emergency Medical Technician
- Firefighting
- Homeland Security
- Law Enforcement

Transportation

- Auto Body
- Automotive Technology
- Diesel Technology

Career Pathways

(Practical Arts)

WHAT IS A CAREER PATH? The state of Missouri has identified six Career Paths as a way to help students become aware of and explore careers in a logical and meaningful way. They include Arts and Communication, Business, Management and Technology, Health Services, Human Services/Transportation, Industrial and Engineering Technology, and Natural Resources and Agriculture.

WHAT IS A CAREER CLUSTER? Missouri uses 16 Career Clusters as a way of organizing occupations and careers to assist educators in tailoring rigorous coursework and related activities for all students. The Career Clusters include all occupations, even those not usually found in career and technical education.

WHAT IS A CAREER PATHWAY? Occupations within a Career Cluster are further grouped according to shared commonalities such as skill sets or common roles. This grouping is called a Career Pathway. Each cluster contains two to seven Career Pathways. Career Pathways assist educators in the development of a coordinated and non-duplicative sequence of courses that identifies both secondary and postsecondary education elements, includes challenging academic and career and technical education content, and culminates in one or more of the following: technical skill proficiency, a credential, a certificate, or a degree at the secondary or postsecondary level.

WHO CAN HELP ME UNDERSTAND CAREER PATHWAYS? Your guidance counselor as well as any Career and Technical Education teacher can assist you in understanding Career Pathways – just ask!

WHAT IS AN EDUCATIONAL DEVELOPMENT PLAN (EDP)? An EDP is a student's scope and sequence of coursework and related activities based upon their chosen Career Path or Career Cluster. It is a roadmap that includes graduation requirements, approved coursework for the student's educational and career goals, and developmentally appropriate, work-based learning experiences. An EDP is developed cooperatively with the student, parent/guardian, and the student's counselor and teachers. The plan is reviewed annually and is revised as needed. For more information please see course description book on page 28.

Online Learning: E2020

E2020 is a computer-based instructional program designed to provide students with the opportunity to fulfill requirements for graduation through credit recovery of a previously failed course. All course work is aligned to Missouri State Standards and the Common Core Standards. Students are able to learn at their own pace and make meaningful academic gains. E2020 provides learning opportunities for students in traditional, non-traditional, at-risk, home-bound, or other alternative settings to recover credits through online courses in a flexible and engaging environment. Counselors and administrators can assign, monitor, and assess student progress through management, tracking, and reporting tools.

E2020 provides classes for students in grades 9-12 in the elective and core content areas including mathematics, science, language arts, and social studies courses. Enrollment requirements are as follows:

- Student may be enrolled in E2020 courses for credit recovery or advancement.
- Student may be enrolled in the E2020 class during the regular school schedule in lieu of an elective class.
- Student may also be enrolled outside the school day for credit recovery.
- Attendance guidelines for online classes offered during the school day will be the same as regular classes.
- Student may not be enrolled for more than two (2) courses at one time.
- Student will be subject to the student conduct code while working online

If a student is enrolled in the course during the day, student will be assigned to the computer lab. The teacher/computer lab aid will help with technical problems but does not instruct the student. The teacher will take attendance; help with any problems accessing the course or online materials, any technical issues, or computer problems.

College Bound

College Bound provides promising high school students with the academic enrichment, social supports, and life skills needed to apply, enroll, and succeed in four-year colleges. The College Bound program begins in the spring of freshman year and select students remain in the program throughout high school and college. The program includes weekly sessions focused on college knowledge, financial literacy, career exploration, weekend study sessions at Washington University, summer programs on college campuses, ACT prep, assistance applying for financial aid, college tours, application assistance, internships, community service, cultural field trips, and support for students in college.

Prerequisites include 2.5+ cumulative GPA, entering sophomore or junior year and must be enrolled or willing to enroll in college prep courses.

Co-Curricular Activities

The student activities program, in balance with the academic program, contributes to the total education available to each student. Students may gain valuable experiences and friendships through participation in activities, and they are encouraged to become a part of at least one interest group.

Clubs and organizations welcome all interested students. Early in September a club day will be held. At this time, each group will distribute materials and answer questions about activities and organizations. Meetings and activities are publicized on bulletin boards and during second hour announcements. New clubs or organizations may be formed by making application to the student activities director. Clubs must have a statement of purpose, make a positive contribution to students and school, and be sponsored by a school staff member.

Eligibility for Participation

Most activities are open to all UCHS students. The activities which require 80 or more hours of co-curricular time and are not a credit course, carry a grade point average requirement for participation. The school board policy on eligibility states that, in such activities, students should have a 2.5 or better current grade point average (GPA) must have earned three (3) credits in the previous semester and must currently be enrolled in three (3) credits. Students, who fail to attain a 2.5 current grade point average, may be placed on academic probation by the athletic director. To remain eligible, the student must follow the guidelines of the academic probation contract.

Clubs And Organizations

The following is a listing of current available clubs. Some clubs may not become active due to lack of participation or interest during the year. Because new groups are formed each year, if you are interested in an organization and it isn't listed below, feel free to contact the activities director for more information.

Art Club

Art-oriented students meet after school for art projects, sketching and occasional visits to art galleries. The Art Club usually sponsors a club fair in September featuring all of the Fine Arts.

Requirements: interest in visual arts

Blood Drive

The Blood Drive Committee sponsors an annual spring drive.

Broadcast Journalism Club

The Broadcast Journalism Club will teach students about the principles of journalism as it pertains to broadcast. Students will learn how to write, report and edit stories, as well as the fundamentals of operating video equipment and computer software. Students will produce and air documentaries, news magazines, and announcements for the school and community.

Family, Career and Community Leaders of America (FCCLA)

This organization is designed to promote personal growth and leadership development through family and consumer sciences education. Focusing on the multiple roles of family members, wage earners and community leaders, members develop skills for life through character development, creative and critical thinking, interpersonal communications, practical knowledge and vocational preparation.

Requirements: Enrollment in Family and Consumer Sciences course

Fall Play

Auditions are held each Fall for productions held in the University City High School Auditorium. Plays change each year. Listen to the announcements for try-out dates and more information.

Future Business Leaders of America (FBLA)

This organization is designed to promote competent, aggressive business leadership; to help students understand American business enterprise; establish career goals; encourage scholarship, high character and self-confidence; facilitate transition from school to work or higher education. Main activities include local, district and national awards programs as well as competition between local, state and national chapters along with National Leadership conferences.

Requirements: enrollment in a business education class: Keyboarding Applications, Accounting, Business Technology, Computer Applications or Business Economics.

Gay Straight Alliance

GSA, or Gay Straight Alliance, works to promote awareness and support for the LGBT community in University City and beyond.

Key Club

Key Club is a community service organization. Members organize service events at UCHS and in the community.

Hours are also documented and used for Service Medals, Scholarships, and college resumes.

Kinesis Dance Club

This club offers students an opportunity to participate in the study, performance and production of different styles of dance through dance concerts, choreography, master classes, teaching and visits to other schools.

Mentors

Mentors are juniors and seniors who mentor incoming freshmen. Mentors are expected to guide the freshmen through their first year of high school. Mentors are to involve freshmen with tutoring, after school activities, and be a resource when needed. (See Additional Programs/Initiatives.)

Mock Trial

The Mock Trial Team is composed of UCHS students on all grade levels. The team is part of the annual Mock Trial Competition sponsored by the Bar Association of Metropolitan St. Louis (BAMSL). Students who participate on the team further develop basic life and leadership skills such as listening, speaking, writing, reading and analyzing. Cooperation, respect, teamwork, good sportsmanship, understanding how the law works, and increased understanding of the judicial process are all part of the Mock Trial experience. The tradition of success achieved by the team throughout the past years has brought pride and respect for the team collectively and for each team member individually.

Requirements: Be willing to work hard and cooperatively with adults and student coaches.

National Honor Society

Students meeting the requirements will be evaluated by the faculty council on the basis of leadership, service and character. Individuals selected must maintain these standards in order to maintain membership. (See guidance department for brochure.

Requirements: seniors, juniors and sophomores who have a 3.3 accumulative GPA or higher, selection by faculty council evaluation.

Spectrum

This group meets as a forum for poetry, prose, short stories and other forms of literary expression. An annual magazine is published for release in May. The editorial staff is made up of students and faculty sponsors.

Requirements: 2.0 current GPA, interest in literature/art

Spring Musical

Students interested in performing arts, stage production, singing, dancing, set construction, lighting design, auditorium sound and other aspects of drama showcase their skills and help produce the largest production of the school year. Traditionally held in March, it features the orchestra, dance, chorus and drama classes. Costumes, set design and construction, stage support and technical creations are provided by student crews. Over 100 students participate in 6 -10 weeks of preparation and rehearsals for four performances. Recent musicals include Hello Dolly, Grease, Guys and Dolls, West Side Story, Dream Girls, and The Wiz.

Requirements: 2.0 Current GPA, try-out, and 93% attendance

Student Council

Students are involved in decision making at UCHS. During the second semester, the student body elects a representative to the school board, a president of the student council, and a vice-president of the student council to serve during the following school year. Student council representatives are elected in home-room classes in September. The council elects a treasurer, two secretaries and a parliamentarian.

Student Representative to the School Board

The University City Board of Education has a non-voting student member to give input on Board matters from the students' point of view. This position is a link between the highest governing body in the District— the Board of Education— and the student body at the high school.

2014-2015 Student Rep: Taylor Bass

Turning Resources and Energy into New Directions (TREND)

This is a national organization advocating a lifestyle free of the use of alcohol, tobacco and other drugs. Working together with the National Council on Alcoholism and Drug Abuse, this organization encourages students to make healthier choices in spite of pressures and stresses in their daily lives, such as T.A.T.U. (Teens Against Tobacco Usage), an educational group that goes to elementary schools in our district to prevent substance abuse.

U-Serve

As the community service component, U-Serve's goal is to expose students to a variety of community service experiences and volunteer opportunities. UCHS students are becoming more active as volunteers and are expressing a heightened interest in community involvement, both locally and beyond. This activity is open to all students at UCHS. Lists of volunteer projects will be given to Seminar students on B days and PA announcements will be made. Sign-up sheets will be available at locations throughout the building and website for students wishing to sign up for volunteer positions. UCHS students typically put in more than 10,000 hours of time volunteering for organizations such as Habitat for Humanity, Operation Food Search, U. City in Bloom, U. City Children's Center, Family Haven Homeless Shelter, Children's Hospital Sports Camp, the Scholar Shop, Make a Wish Foundation, and Kid's Place. (See Additional Programs/Initiatives for A+ information.)

Publications

The U-TIMES is University City's student newspaper. It is published every three weeks by the Journalism class and provides an excellent opportunity for all students to keep current on happenings at the high school. Students who are interested in staff positions should contact Ms. Williams for further information.

The DIAL is the yearbook of University City published by, for, and with the cooperation of University City students. It is a comprehensive record of the school year told in pictures, short articles, and features. Students interested in being on the yearbook staff should apply in February; see your counselor and Ms. Williams for further information.

SPECTRUM is the student literary magazine which serves as a forum for student fiction, poetry, and art work. Members of SPECTRUM select and edit the selections for the magazine. All students are encouraged to submit work for consideration.

Dances

Most dances are scheduled from 7:00 - 11:00 p.m. Homecoming Dance and Prom may have a different time schedule.

Only UCHS students with a valid School I.D. card will be admitted to dances. Guests may be invited to Homecoming Dance, Prom, and Sweetheart Dance. The host student must register his/her guest with the sponsor of the dance prior to the function. The guest must enter the dance at the time the UCHS student is admitted. The guest may not be younger than 14 (or in middle school) or over 20 years of age. Suspended students will not be admitted. Once a student or guest leaves the dance, he/she will not be allowed to return.

- Students or guests who display disruptive behavior of any kind will be requested to leave the dance and the premises.
- Smoking and alcoholic beverages are not permitted on school grounds - inside or outside of the building.
- Any dress that may be too revealing must be pre-approved by the school administration.
- Students with a debt to the school must pay ALL of their fines before being allowed to attend a school dance.

Awards

In May of each year at a special awards ceremony, recognition is given to students who have earned special honors. Parents, teachers, and students attend this evening function. Included are honor awards for academic excellence, special awards, citizenship awards and more.

- **Book Awards:**
 - **Harvard:** Junior who best represents University City in academic performance, contributions to the school, citizenship, and community development.
 - **Princeton:** Strong personal commitment to community services while maintaining excellence in academics.
 - **Tuskegee:** A student who might attend Tuskegee University, maintained excellence in academics and participates in school activities.
 - **Wellesley:** Outstanding female member of the junior class.
 - **Yale:** Junior who demonstrates exemplary personal character and intellectual promise.
- **72nd District Outstanding Student Leadership (Rory Ellinger) Award:** The Late Rory Ellinger, former University City Board of Education President and Missouri State Representative, initially coordinated this award for high school seniors who reside in the 72nd representational district in Missouri and show outstanding student leadership skills and abilities.
- **Academic Letters:** These awards are given by the PTO to students with a 3.0 G.P.A.
- **Attendance Awards:** These awards are given to every student with no absences for any reason for the previous year.
- **Bev Frazier Award:** is a scholarship that is presented to a graduating senior who took earth science and continued excellence in science over their high school career.
- **Class Officers and Club President:** Leadership awards are given to all class officers and presidents of major school organizations.
- **County Youth Leader Representative:** This award is given to a junior class officer or representative who has shown outstanding student leadership in the previous year.
- **Departmental Award:** Each department gives certificates and medals for outstanding achievement in the subject area.
- **Herff Jones Lion Award:** This award is given to a graduating University City High School senior who has displayed exemplary school spirit throughout their high school career.
- **Joe Hale Continuing Scholarship:** This award is given to a UCHS student who demonstrates former UCHS teacher Joseph D. Hale's values of life-long education in science and is committed to intellectual and personal growth.
- **Erica Mosely Award:** This award is given to a student who shows extraordinary service to the community and outstanding leadership.
- **McConnell Award:** Yearly, this award is given to a junior who exemplifies character, determination, commitment and integrity.
- **Camp Miniwanca Leadership Award:** This scholarship is awarded to the high school junior who represents the "best" in student leadership at UCHS. Since 1925, high school students from around the world have come together at the American Youth Foundation's National Leadership Conference held at Camp Miniwanca to explore, discover and develop their personal best and develop leadership skills needed to make a difference in their homes, schools, communities and in the wider world through Tools for Team Leadership©.

- **Most Improved Student Awards:** These awards are given to two students. The Dr. J. E. Cummings award is given to the student whose grade point average has improved most significantly during the first semester. A second award is given to the student who has most improved his/her overall attitude during the year.
- **Peacemaker Award:** A student who works to promote greater harmony and peace in the school building.
- **Scholar Athletes:** This award is given each year to two students (one boy and one girl) who are outstanding athletes, are participants in two or more interscholastic sports, have a 3.0 or better cumulative scholastic average, and are outstanding sportsmen and leaders.
- **Sue Shear Scholarship:** This scholarship is awarded to a female student who has been accepted at a college or university, has demonstrated leadership qualities, and shows promise of future civic involvement.
- **Valedictorian and Salutatorian:** These awards are presented to the seniors who have the highest and second highest class rank at the end of the eighth semester. Recipients must have attended UCHS eight semesters. These awards are presented at Graduation.
- **Virginia Dicus Award:** This award is given to a senior who demonstrates service and leadership promoting unity and tolerance among all students.

Additional Programs/Initiatives

A+ Program UCHS certified in 2013 for the Missouri A+ School Program that offers scholarship opportunities for eligible graduates who attend a participating state community college, vocational/technical school or college/university. Student eligibility includes 50 hours of tutoring, a 95% attendance record, good citizenship, 17 or higher on ACT Math and a minimum of a 2.5 GPA. Last year, UCHS had more than 30% of UCHS students participate with efforts to increase the numbers steadily.

Life Plan interactive mentoring program guides students through a series of lessons to assess students' readiness for the road of life, to look for potential pitfalls along the way and to learn about the importance of creating a personal, sustainable Life Plan. The plan guides students towards achieving their dreams by incorporating their values, strengths, dreams, goals and developing their inner-self. Students also establish a personal board of directors who serve as role-models and mentors.

Mentoring Programs including Determined Strong Women and Man of Valor are sponsored by the MARS Organization and are housed at University City High School. These programs provide mentoring and social-emotional learning supports for UCHS students.

Athletics

UCHS offers an extensive athletic program for both male and female students under the leadership of the athletic director and a staff of outstanding coaches. Following is a list of sports offered by seasons. The athletic director, whose office is located in the gym, is available to answer questions.

A medical physical, proof of insurance, parental permission and fourteen days of practice are required before athletes are allowed to compete.

Intramural activities are open to all students throughout the year as facilities permit.

Fall Sports

Football
Cross Country
Field Hockey
Soccer (Boys)
Softball
Swimming (Boys)
Tennis (Girls)
Volleyball

Winter Sports

Basketball
Swimming (Girls)
Wrestling

Spring Sports

Baseball
Soccer (Girls)
Tennis (Boys)
Track
Waterpolo

Poms and Cheerleading are offered in the fall and winter seasons.

For up-to-date, accurate and complete scheduling information directly from the athletic department, visit www.high-schoolsports.net.

Fight Song

On U. City, on U. City,
Fight right through that line,
Run that ball clear round (*rival's name*)
Touch down sure this time!
Rah! Rah! Rah!
On U. City, on U. City,
Fight on for her fame,
Fight fellows, Fight, Fight, Fight,
For victory

Sports Try-Out Dates

(2017-18 SY)
Fall Sports
July 31, 2017
Winter Sports
Wrestling & Basketball: October 30, 2017
Girls Swim: November 6, 2017
Spring Sports
February 26, 2018

Information for Spectators at Athletic Events

1. Students may not bring radios, laser pointers, signs or noise makers to athletic contests.
2. Positive school spirit demonstrated at all athletic events is the best support for our teams.
3. When schools visit UCHS for athletic contests, they are our guests—please treat them as such. When we go to play other schools, we are their guests and can expect to be treated as such.
4. UCHS is a Smoke-FREE campus.

Athletic Eligibility

The School District of University City is a member of the Missouri State High School Activities Association and abides by the rules and regulations pertaining to eligibility for student athletes and the rules and regulations as established by the Board of Education. Students need to give particular attention to the following regulations:

1. Students should be good citizens at school and in the community.
2. If a student is not permitted to attend school for disciplinary reasons, he/she is not allowed to participate in interscholastic athletics.
3. The Missouri State academic eligibility standard requires that:
 - a student pass three (3) credits of work the semester previous to his/her participation in interscholastic athletics.
 - student athletes must sign the department "Code of Ethics" prior to participation.
 - UCHS students must have a 2.5 or better current grade point average (GPA).
4. All students participating in interscholastic athletics must be enrolled in courses offering at least 3 units of credits.
5. If a student athlete is absent from school on the day of an athletic contest, he/she is not allowed to participate without prior permission from the school principal. If a student is absent on Friday and an athletic contest is on Saturday, the student must receive permission in advance from the school principal to participate. Student-athletes MUST maintain a 93% attendance rate in order to remain eligible.
6. During the sports season, a student who represents his/her school by competing in an interscholastic athletic contest cannot compete as a member of a non-school competition in that same sport. He/she may compete in organized non-school competition in other sports in which member schools compete interscholastically if he/she does not practice for or compete in the non-school competition on the same day he or she practices or competes for the school.
7. Student athletes must have medical insurance coverage.

National College Athletic Association (NCAA) Eligibility Standards

Core Courses: NCAA Division I requires 16 core courses. This rule applies to any student first entering any Division I college or university. As of 2013, NCAA Division II also requires 16 core courses.

Test Scores:

- Division I has a sliding scale for test score and grade point average.
- Division II has a minimum SAT score requirement of 820 or an ACT sum score of 68.
- The SAT score used for NCAA purposes includes only the critical reading and math sections. The writing section of the SAT is not used.
- The ACT score used for NCAA purposes is a sum of the four sections on the ACT: English, mathematics, reading and science.
- All SAT and ACT scores must be reported directly to the NCAA Eligibility Center by the testing agency. Test scores that appear on transcripts will not be used. When registering for the SAT or ACT, use the Eligibility Center code of 9999 to make sure the score is reported to the Eligibility Center.

Attendance Policy

University City Board of Education Policy JED was approved as of the 2012-13 school year.

ATTENDANCE OFFICE: (314) 290-4118CLINIC: (314) 290-4112

The Board of Education has established the following rules regarding attendance, absences and excuses for students. These rules are intended to comply with Missouri Compulsory Attendance Law (167.031 RSMo.), which establishes compulsory attendance for all children between the ages of seven and sixteen unless their education is provided by other acceptable means or otherwise excusable under the law.

Excusable Absences

In case of absence, it is the responsibility of the parent/guardian to notify the school within 48 hours. If the school is not notified on the day of absence, a note from the parent/guardian will be required on the first day of the student's return to school. The absence will be recorded as unexcused if a note or telephone call is not received. Parent calls which are not excused are marked as verified at the high school to insure students can still make up missed work. Excusable absences include, but are not limited to:

- Illness of the student (Doctor's statement may be required to support such multiple day absence for medical reasons or chronic conditions causing absenteeism).
- Days of religious observance.
- Death in the family
- Family emergencies, which necessitate absence from school. The school must be notified in advance when such absences are foreseen.
- Parent/Guardian may excuse three (3) days per semester of absenteeism for health reasons which will be counted as excused and not negatively impact the excessive absence rule.
- The following procedures should be followed by students who are absent so as to prevent academic difficulties:
- The student shall obtain assignments from appropriate staff members. Assignments shall be obtained in advance if the absence is foreseen.
- Students shall be responsible for completing missed work in accordance with individual school procedure.

Unexcused Absences

Attendance patterns for all students will be monitored. Absences which are not clearly excusable will be investigated by the principal and/or staff and appropriate action taken.

Excessive Absences

High School students are required to have 90% attendance or better to be able to participate in sports (including practice), to participate in extracurricular clubs or to attend events. Students not meeting the criteria cannot participate in activities unless they are class related. This includes all absences, excused, unexcused, or verified. Students or their families can appeal to the Principal and appeals will be granted for documented medical issues, religious holidays, etc.

High School students are not eligible to participate in sports (including practice), to participate in extracurricular clubs or to attend events on any day that they are absent all day from school or on a Saturday following a Friday absence. Students or their families can appeal to the Principal and appeals will be granted for documented medical issues, religious holidays, etc.

When unusual or extreme circumstances occur, exceptions to this regulation will be made only by administrative discretion on an individual basis. Any absence not accounted for will be considered an unexcused absence.

Class Skips

Skipping class is a very serious offense. Students who do not go to class deprive themselves of the learning opportunities available in the classroom. Students who skip class by choosing to remain in any area of the school building or school grounds or who leave the school grounds without permission during the school day will be subject to disciplinary action.

Tardies

Students are expected to arrive for class on time. A student is considered tardy if the student is not in the classroom when the tardy bell rings. Any exceptions to the items cited above shall be approved by the Board of Education.

School Policies

Alcohol/Drugs/Tobacco

UCHS is an alcohol/drug/tobacco-free environment. Use by faculty, students, staff or visitors is prohibited in the building and on school grounds at all times. This school board policy will be strictly enforced. Students found smoking will be assigned in-school suspension as indicated in the Discipline Code. Students using alcohol or other drugs will be reported to the University City Police Department and will face strong disciplinary action.

Book Fines

The school issues many books and other materials to students free of charge. Students must take proper care of school property and will be charged for damaged or lost books. Teachers issue books by number and will fine students if the same book is not returned in good condition. If a book is stolen from a school locker, fines may be waived if the theft is reported immediately according to the procedures.

Cafeteria: Closed Lunch

Lunch is closed for all students; they will not be permitted to leave the school building during the lunch periods. Students are to eat lunch only in the cafeteria area. Students will not be allowed to eat in the stadium area. Students should not ask parents or others to deliver commercial food items to the school because no food deliveries are allowed. Deliveries of commercial foods, i.e., pizza, chicken, subs, hamburgers, Chinese food, are strictly prohibited.

Cafeteria Expectations

Lunch is a time for students to relax, enjoy the company of friends and nourish their bodies. So that everyone can enjoy lunchtime, it is important that all students observe the following expectations:

- Students are to go to the appropriate lines to make their purchases, then report back to a table.
- Food can only be purchased up to five minutes before the end of the lunch period.
- Students are to use good table manners at all times.
- Students are allowed to talk in conversational tones with their table mates. Students are not allowed to shout across the cafeteria to students at other tables.
- As in any location in the building, students are expected to walk at all times in the cafeteria.
- Running is NOT allowed.
- Students are to clean their tables before leaving the cafeteria.
- Students must remain in the cafeteria or other designated areas for the entire lunch period.
- Food and drink may only be consumed in the Cafeteria – not in hallways, etc.

Cafeteria: Meal Services

The School District of University City is partnering with the U.S. Department of Agriculture to offer a free, nutritious, meal program to all students in the District. All students enrolled in District schools are automatically eligible to participate in the meal program at no charge and with no additional application required. Breakfast and lunch will be served to all students. The meals served follow U.S. Department of Agriculture guidelines for healthy school meals. For more information about the new meal program, visit www.ucityschools.org or call the Food Services office at (314) 290-4068.

Electronic Devices

Electronic devices are NOT permissible during academic class times. Violators will have to turn said items over to the staff member and will need a parent/guardian to pick it up. Refusal to reply to the staff member request will result in a two (2) day OSS.

Prank items: Any item which can be used in a destructive or disruptive prank is strictly prohibited on campus. Possession of items, such as water guns, firecrackers, shaving cream, water balloons, etc., will result in a major out-of-school suspension.

Hall Passes

The hall pass policy is essentially a no hall pass policy. Teachers are to issue only in exceptional circumstances. Students have five (5) minutes between classes to get a drink of water, use the rest room, go to lockers, use the telephone, etc. Do NOT ask for passes for these or similar reasons. These things must be taken care of during passing periods, on your lunch time, or before or after school.

Hallway Behavior

Students are expected to behave in an orderly, safe manner in the hallway:

- Use calm voice
- Use appropriate and respectful language
- Move to class following warning bell
- Eat and drink only in designated areas
- Use of radios, tape players, portable CD players or headphones in approved locations
- Walk with attention to safety of self and others

Harassment

Sexual or racial harassment is forbidden at UCHS. It is defined as treating someone differently because of his or her sex. It generally makes the victim feel uncomfortable or offended by words or behavior that is uninvited, unwanted, and unwelcome.

Racial harassment is defined as treating someone differently because of his or her race. It causes the victim to feel uncomfortable, offended or ignored.

Sexual harassment and/or racial harassment will NOT be tolerated at UCHS. If a harassment incident is encountered, it should be brought to the attention of a teacher or administrator immediately. Harassment offenders will be punished by verbal reprimand, referral to professional counseling, and/or suspension. The administrator will determine the consequence at the time it is reported.

Identification Badges

All students, staff, administrators, and visitors are required to have ID (Identification) badges while in the UCHS building. ID badges are to be worn on your person at all times. Student ID photos will be taken during registration/orientation which is included in the \$15 registration fee. This charge will entitle the student to one (1) ID badge and one (1) lanyard. Retakes due to loss or for any other reason will cost an additional \$5.00 for a permanent ID badge and \$2.00 for each temporary ID badge. During the school year, ID pictures can be taken immediately after school in the main office.

P.A. Announcements

Special announcements for clubs and organizations may be made after written permission is obtained from the sponsor and the activities director. Forms are available in the main office. Listen to the announcements carefully each day in your second period class to learn about upcoming events.

Parking

Students are allowed to drive to school but may not park on the faculty or visitor parking lot. Students must park where permitted on the streets around the high school building. Students who park in an illegal parking place are subject to detention, according to the discipline code, and/or to a fine, according to the City of University City's Regulations and/or towing at the owner's expense.

Restricted Areas

The Teachers' Lounges and the Teachers' Workroom are strictly off limits to students. No student should be in these areas for any reason. Teachers will not send students to get their mail, get scan sheets, use the Xerox machines, get a soda, etc. (Also, telephones in these areas are for teacher use only, and students may not use office phones.)

Skateboards/Skateboarding

Skateboards, rollerblades and skateboarding are not allowed on school premises. One or more In-School Suspension (ISS) days or after school detention will be assigned to violators of this school policy.

Transportation

For those students eligible for transportation, school buses pick up and drop students off in close proximity to their homes. Safe and respectful behavior on the bus is required of all students. The cooperation of parents is required to assure every child a safe ride to and from school. During the first week of school, we will review behavioral expectations for the bus. Bus expectations are outlined in the Discipline Guide. Inappropriate behavior on the bus may result in the loss of bus riding privileges. Bus routes and times are posted on the District website at www.ucityschools.org/BUS.

Appropriate School Wear and Consequences

School clothing should be functional and reflect the attitude of the student toward learning. Cleanliness, good grooming, neatness and modesty are standards of personal appearance that should prevail in student dress each day. The administration has the discretion to determine what is proper and appropriate. In the event that a student wears inappropriate clothing, parents/guardians may be called to bring in a change of clothes.

Property

Locker Rules

Being responsible for private property is an important part of your education. Students are provided with lockers to store their coats, hats and books. Lockers are assigned by the seminar period teacher and are located near the seminar period classroom. Students are required to use school issued locks on their hall lockers. A \$5.00 rental fee for a lock is paid by the student when registering for the first year at the high school. Lost locks must be replaced and will cost \$10.00 to be replaced.

Gymnasium lockers are also provided for every student in physical education classes or athletics. Physical education students must provide their own locks.

1. Students are allowed only one locker.
2. No locks other than those issued by the school may be used. All other locks will be removed by the school and confiscated.
3. The school does not assume responsibility for damage to the lock or locker, or any type of theft, or loss of any student's property from a locker or otherwise. Any theft or break-in should be reported immediately to the grade level principal.
4. Locks and lockers remain the property of the school and may be opened and searched at any time the administration feels there is a possibility of theft, illegal activity, or any other disruption to the school.
5. Locker and lock number information must be registered and changes reported to your principal immediately. Failure to report locker information is a violation of the school rules.

NOTE: Lockers are property of The School District of University City and items in such are on District property. Therefore, the District reserves the right to search lockers at any time, with probable cause.

Reporting Theft And Lost Articles

Students should report any theft immediately to the grade level principal. There will be a form to complete and, in many cases, the police will be called to take a report. If the office is closed, report the theft to the principal's office or any other administrative office and complete the written report the following day in the grade level principal's office. If a written report is completed at the time of the theft, and it is determined that the student took reasonable precautions against theft, fines may be excused for any school property lost in the theft.

Community Involvement

Kinds of Involvement: Parental involvement in the educational process is essential for a successful school. Parents are encouraged to support the school through participation in such activities as:

- Open House
- Parent - Teacher Conferences
- Athletic Boosters
- Parent - Teacher Organization (PTO)
- Band Boosters

Communication: Newsletters are published throughout the year to keep the community informed of activities. The PTO and the high school principal jointly send out newsletters to provide information about the school and PTO activities, communicate needs of the school so we can join together to produce the best school year possible and highlight student and staff achievements.

Visitors

All visitors must report to the Main Office, sign the visitor register, and receive a visitor badge that must be worn at all times while in the building. Parents are always welcomed but are encouraged to make an appointment to see a teacher, principal, or visit classes. NO student-age visitors, except alumni, will be allowed to visit. At no time are students allowed to bring babies or small children to school

The Lieberman Learning Center

The Lieberman Learning Center (LLC) is an option that provides a learning experience for students apart from the traditional high school environment. The goal of the program is to provide an opportunity for students to continue earning credits during a period in which they may experience difficulty in meeting expectations and requirements of the traditional high school. The LLC will provide:

- Flexible schedules,
- Smaller class sizes,
- An opportunity for more individualized instruction, and
- An opportunity to earn credit through employment and/or community service.

The program is not intended for first-year freshmen. Students will be admitted to the program through an application process. A student, parent/guardian, counselor, social worker, or administrator can initiate an application through the guidance office. After the counselor has spoken with the student and a parent/guardian, the application is sent to the LLC, along with a copy of the student's transcript, and attendance and discipline records. The application is then evaluated based upon the number of specific credits needed to determine if the LLC can assist the student. Students are then notified of acceptance into the program. All students accepted into the program must attend, along with a parent/guardian, a conference with the program administrator prior to being admitted.

Applications are accepted by June 1 for the fall semester and by December 15 for second semester. Student acceptance for second semester will be based on available space.

Student Grievance Procedure

Civil Rights, Title IX & Section 504

Students have the right to file a formal complaint alleging noncompliance with regulations outlined in Title VI of the 1964 Civil Rights Act*, Title IX of Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.1.

Level One - Principal or designee (Informal and Optional - may be bypassed by the grievant).

1. A student with a grievance of discrimination on the basis of sex, race, national origin or disability may first discuss it with the principal, with the object of resolving the matter informally.
2. A student with a complaint of discrimination on the basis of sex, race, national origin or disability may also discuss it with the teacher, counselor or building administrator involved.

Level Two - Civil Rights, Title IX and Section 504 Coordinator (Supt./designee)

1. If the grievance is not resolved at level one and the grievant wishes to pursue the grievance, he/she may formalize it by filing a complaint in writing on a Compliance Violation Form, which may be obtained from the Civil Rights, Title IX and Section 504 Coordinator.
2. The complaint shall state the nature of the grievance and the remedy requested.
3. The filing of the formal, written complaint at level two must be within fifteen (15) school days from the date of the event giving rise to the grievance or from the date the grievant could reasonably become aware of such occurrence.
4. The grievant may request that a meeting concerning the complaint be held with the Civil Rights, Title IX and Section 504 Coordinator.
5. The grievant may be accompanied at that meeting by a parent or guardian.
6. The Civil Rights, Title IX and Section 504 Coordinator shall investigate the complaint and attempt to solve it.
7. A written report from the Compliance Officer, coordinator, regarding action taken (recommended) will be sent within fifteen (15) school days after receipt of the complaint and meeting.

Level Three - Board of Education

1. If the complaint is not resolved at level two, the grievant may proceed to level three by presenting a written appeal to the President of the Board of Education within ten (10) school days after the grievant receives the written report from the Superintendent (designee).
2. The grievant may request a meeting with the Board of Education.
3. The Board of Education has the option of meeting with the grievant to discuss the appeal.
4. A decision will be rendered by the Board of Education at its next regularly scheduled meeting following the meeting with the grievant.
5. The grievant will be notified in writing of the Board's decision within ten (10) school days after Board of Education Action.

This procedure in no way denies the right of the grievant to file formal complaints with the Missouri Civil Rights Commission, the Office for Civil Rights, or other agencies available for mediation or rectification of rights grieved.

Title VI*, Title IX and Section 504 Coordinator, c/o School District of University City, 8136 Groby Road, University City, MO 63130. Office hours: 8:00 a.m. - 4:30 p.m.

*Not required by federal regulations but recommended as good administrative policy.

State and Federal Regulations/Notices:

Missouri Department of Elementary and Secondary Education

Every Student Succeeds Act of 2015 (ESSA) Parents Right to Know

Dear Parent or Guardian:

Our district is required to inform you of information that you, according to the Every Student Succeeds Act of 2015 (Public Law 114-95), have the right to know. Upon your request, our district is required to provide to you in a timely manner, the following information:

- Whether your student's teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether your student's teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
- Whether your student's teacher is teaching in the field of discipline of the certification of the teacher.
- Whether your child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, a building receiving Title I.A funds must provide to each individual parent:

- Information on the level of achievement and academic growth of your student, if applicable and available, on each of the State academic assessments required under Title I.A.
- Timely notice that your student has been assigned, or has been taught for 4 or more consecutive weeks by, a teacher who has not met applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

Every Student Succeeds Act of 2015 (ESSA) Complaint Procedures

This guide explains how to file a complaint about any of the programs¹ that are administered by the Missouri Department of Elementary and Secondary Education (the Department) under the Every Student Succeeds Act of 2015 (ESSA)².

Missouri Department of Elementary and Secondary Education - Complaint Procedures for ESSA Programs - Table of Contents

General Information

1. What is a complaint under ESSA?
2. Who may file a complaint?
3. How can a complaint be filed?

Complaints filed with LEA

4. How will a complaint filed with the LEA be investigated?
5. What happens if a complaint is not resolved at the local level (LEA)?

Complaints filed with the Department

6. How can a complaint be filed with the Department?
7. How will a complaint filed with the Department be investigated?
8. How are complaints related to equitable services to nonpublic school children handled differently?

Appeals

9. How will appeals to the Department be investigated?
10. What happens if the complaint is not resolved at the state level (the Department)?

1. What is a complaint?

For these purposes, a complaint is a written allegation that a local education agency (LEA) or the Missouri Department of Elementary and Secondary Education (the Department) has violated a federal statute or regulation that applies to a program under ESSA.

2. Who may file a complaint?

Any individual or organization may file a complaint.

3. How can a complaint be filed?

Complaints can be filed with the LEA or with the Department.

4. How will a complaint filed with the LEA be investigated?

Complaints filed with the LEA are to be investigated and attempted to be resolved according to the locally developed and adopted procedures.

5. What happens if a complaint is not resolved at the local level (LEA)?

A complaint not resolved at the local level may be appealed to the Department.

6. How can a complaint be filed with the Department?

A complaint filed with the Department must be a written, signed statement that includes:

1. A statement that a requirement that applies to an ESSA program has been violated by the LEA or the Department, and
2. The facts on which the statement is based and the specific requirement allegedly violated.

7. How will a complaint filed with the Department be investigated?

The investigation and complaint resolution proceedings will be completed within a time limit of forty-five calendar days. That time limit can be extended by the agreement of all parties.

The following activities will occur in the investigation:

1. **Record.** A written record of the investigation will be kept.
2. **Notification of LEA.** The LEA will be notified of the complaint within five days of the complaint being filed.
3. **Resolution at LEA.** The LEA will then initiate its local complaint procedures in an effort to first resolve the complaint at the local level.
4. **Report by LEA.** Within thirty-five days of the complaint being filed, the LEA will submit a written summary of the LEA investigation and complaint resolution. This report is considered public record and may be made available to parents, teachers, and other members of the general public.
5. **Verification.** Within five days of receiving the written summary of a complaint resolution, the Department will verify the resolution of the complaint through an on-site visit, letter, or telephone call(s).
6. **Appeal.** The complainant or the LEA may appeal the decision of the Department to the U.S. Department of Education.

8. How are complaints related to equitable services to nonpublic school children handled differently?

In addition to the procedures listed in number 7 above, complaints related to equitable services will also be filed with the U.S. Department of Education, and they will receive all information related to the investigation and resolution of the complaint. Also, appeals to the United States Department of Education must be filed no longer than thirty days following the Department's resolution of the complaint (or its failure to resolve the complaint).

9. How will appeals to the Department be investigated?

The Department will initiate an investigation within ten days, which will be concluded within thirty days from the day of the appeal. This investigation may be continued beyond the thirty day limit at the discretion of the Department. At the conclusion of the investigation, the Department will communicate the decision and reasons for the decision to the complainant and the LEA. Recommendations and details of the decision are to be implemented within fifteen days of the decision being delivered to the LEA.

10. What happens if a complaint is not resolved at the state level (the Department)?

The complainant or the LEA may appeal the decision of the Department to the United States Department of Education.

1 Programs include Title I, A, B, C, D, Title II, Title III, Title IV.A, Title V Revised 4/17

2 In compliance with ESSA Title VIII- Part C. Sec. 8304(a)(3)(C)

Local education agencies are required to disseminate, free of charge, this information regarding ESSA complaint procedures to parents of students and appropriate private school officials or representatives.

Confidentiality of Students (FERPA)

The School District of University City ("District") complies with the Family Educational Rights and Privacy Act ("FERPA"), which affords parents/guardians ("parents") and students who are at least age 18 ("eligible students") the following rights:

RIGHT TO INSPECT: Parents or eligible students have the right to inspect and review the student's "educational records," as that term is defined under FERPA, within 45 days of the date upon which the District receives a request for access. Parents or eligible students should submit to their School Principal a written request identifying the records to be inspected.

RIGHT TO PREVENT DISCLOSURE: Parents or eligible students have the right to prevent disclosure of educational records to third parties with certain limited exceptions. The District will attempt to limit the disclosure of information contained in educational records to those instances when prior written consent has been given for the disclosure. However, upon request, the District will disclose information to officials of other schools in which a student seeks or intends to enroll. The District may also disclose information under the provisions of FERPA that allow disclosure without prior written consent, as well as directory information (unless you have refused to permit such disclosure of directory information), in accordance with FERPA regulations. The District will disclose educational records to school officials who have a legitimate educational interest in the records. Officials include those persons employed by the District, whether paid or unpaid, as an administrator, supervisor, instructor, or support staff member, including health or medical staff; persons retained by or under contract to the District to perform a special task, such as an attorney, auditor, etc.; or persons who are employed by the District's law enforcement unit. School officials have a legitimate educational interest if the officials are: performing a task related to a student's education; performing a task related to the discipline of a student; providing a service or benefit relating to the student or student's family, such as health care, counseling, job placement, or financial aid; or maintaining the safety and security of the campus.

DESIGNATION OF DIRECTORY INFORMATION: The District has designated certain information contained in the educational records of its students as directory information for purposes of FERPA.

Directory Information is information contained in an educational record of a student that generally would not be considered harmful or an invasion of privacy if disclosed. The district designates the following as Directory Information: Name; Grade level; Parent/legal guardian name; Date and Place of birth; Dates of school attendance; Most-recent previous school attended; Whether Diploma received and date of receipt; Awards; Team and activity membership/participation; Weight and height of athletic participants; Student artwork or course work displayed in the district; Photographs, videos, digital images and recordings of students at public events, unless the district determines, in its sole discretion, that the release of such items would be considered harmful or an invasion of the student's privacy or if the release of such items could be considered a closed record under federal or state law.

In addition to the Directory Information addressed above, the following information may be disclosed as part of an internal school directory and to organizations, school foundations, or booster clubs that are recognized by the Board and created solely to work with the district, its staff, its students and parents for the purposes of promoting the district or raising funds for district activities. Such information may also be released to governmental entities, including but not limited to law enforcement, the Children's Division of the Missouri Department of Social Services and federal and state agencies. The district designates the following as Limited Directory Information: Student's/Parent's addresses, Student's/Parent's telephone numbers and Student's/Parent's email addresses.

The District may disclose directory information for any purpose in its discretion without the consent of a parent of a student or an eligible student. Parents of students and eligible students have the right, however, to refuse to permit the designation of any or all of the above information as directory information. In that case, the information will not be disclosed except with the consent of a parent or student, or as otherwise allowed by FERPA. Any parent or student refusing to have any or all of the designated directory information disclosed must file written notification to this effect with the principal of the school which the student attends. In the event a notification of refusal is not filed, the District assumes that neither a parent of a student or an eligible student objects to the release of the directory information designated.

MILITARY RECRUITER ACCESS/STUDENT RECRUITING INFORMATION: Upon request of military recruiters, the District is required by law to provide access to secondary students' names, addresses, and telephone listings. The District is also required to provide military recruiters with the same access to secondary school students as is provided generally to post secondary educational institutions or to prospective employers. However, any secondary student or parent of a secondary student may request that the student's name, address, and telephone listing not be released without prior written consent of the parent. Requests that a student's name, address, and telephone listing not be released to military recruiters must be submitted, in writing, to the District's Executive Director of Student Services.

RIGHT TO REQUEST AMENDMENT: Parents or eligible students have the right to request that the District correct any parts of an educational record believed to be inaccurate, misleading or otherwise in violation of your rights. A request should be submitted to the District's Executive Director of Student Services. Parents or eligible students must identify, in writing, the part of the record sought to be corrected and specify why it is inaccurate/misleading. If the District decides not to amend the record, it will notify the parents or eligible student and provide information on the right to a hearing to present evidence that the record should be changed.

RIGHT TO COMPLAIN TO FERPA OFFICE: Parents or eligible students have the right to file an external complaint regarding the District's implementation of FERPA, and such complaint may be filed with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202.

Protection of Pupil Rights Amendment (PPRA)

The federal Protection of Pupil Rights Amendment ("PPRA") affords parents certain rights regarding a school district's initiation of certain federally funded surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education: Political affiliations or beliefs of the student or student's parent; Mental or psychological problems of the student or student's family; Sex behavior or attitudes; Illegal, anti-social, self-incriminating, or demeaning behavior; Critical appraisals of others with whom respondents have close family relationships; Legally recognized privileged relationships, such as with lawyers, doctors, or ministers; Religious practices, affiliations, or beliefs of the student or parents; or Income, other than as required by law to determine program eligibility.
- Receive notice and an opportunity to opt a student out of: any other protected information survey, regardless of funding; any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the District or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- Inspect, upon request and before administration or use: Protected information surveys of students; Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and Instructional material used as part of the educational curriculum.

These rights transfer to from the parents to a student who is 18 years old or an emancipated minor under State law. The District has adopted policies regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The District will notify parents of these policies at least annually at the start of each school year and after any substantive changes. The District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement: Collection, disclosure, or use of personal information for marketing, sales or other distribution; Administration of any protected information survey not funded in whole or in part by the U.S. Department of Education; and Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights under the PPRA have been violated may file a complaint with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-5920.

State Policy Regarding Reading Assessment, Reading Improvement Plans and Student Retention

Enacted in 2001, Senate Bill 319 clarified reading assessment as defined in Missouri Revised Statute § 167.645. Senate Bill 319 calls for the early assessment of students' reading skills and requires school districts to intervene with students who are reading below grade level. The law requires:

- Assessment of students in grades 3-6 (with some exceptions) to determine their reading level.
- Individualized "Reading Improvement Plans" for students in grades 4-6 who are substantially below grade level in reading.
- Additional reading instruction for students with Reading Improvement Plans.
- Retention of students in grade 4 if they are reading below the third-grade level. (Several exceptions to this requirement are specified in the law).

English Language Learners (ELL)

If a child's native or home language is not English, the School District of University City has a procedure in place for identifying enrolling students (Home Language Survey). Qualified staff (certification in English as a Speakers of Other Languages) will assess the learning needs for each ELL in reading, writing, speaking, listening and comprehension. Instruction services for ELL's include direct English language instruction and appropriate content modifications. The School District of University City will provide notification to parents within 30 days from the start of the school year that their child is being placed in an English language program. If a child enters the program during the school year, this time frame is two weeks. ESOL staff will provide parents with timely notification of student progress in conjunction with the quarterly progress reports.

McKinney-Vento Homeless Assistance Act

The McKinney-Vento Homeless Assistance Act (McKinney-Vento) is a federal law that protects the educational rights of homeless students to eliminate barriers to the enrollment, retention, and success of homeless students; and to ensure they receive equal access to the same free, appropriate public education as is provided other students.

Who is Homeless?

According to McKinney-Vento, homeless children and youth include individuals who lack a fixed, regular and adequate nighttime residence. This includes the following situations:

- Sharing the housing of others (known as doubling up) due to loss of housing or economic hardship;
- Living in motels, hotels, trailer parks or camping grounds;
- Living in emergency or transitional shelters;
- Abandoned in hospitals;
- Living in a nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation;
- Living in cars, parks, abandoned buildings, substandard housing, bus or train stations, or similar settings.

McKinney-Vento also recognizes unaccompanied youth who are homeless. According to the act, an unaccompanied youth is a youth not in the physical custody of a parent or legal guardian.

Rights Under McKinney-Vento

McKinney-Vento assures every student experiencing homelessness has the right to:

- Immediate enrollment, even if the child or youth is unable to produce records normally required for enrollment, such as previous academic records, medical records, or proof of residency;
- Remain in the school of origin, if in the student's best interest;
- Receive transportation to/from the school of origin; and
- Receive services comparable to services offered to other students in the District.

To seek assistance under the McKinney-Vento Act, or to file a complaint regarding the placement or education of a homeless student, please contact the School District of University Homeless Coordinator:

Mr. Gary Spiller, Executive Director of Student Services
The School District of University City
8136 Groby Road
St. Louis, MO 63130

(314) 290- 4045 / gspiller@ucityschools.org

Board of Education Policy IGBCA, Programs for Homeless Students, provides additional information regarding the District's programs for students experiencing homelessness..

Notice for Students With Disabilities

All responsible public agencies are required to locate, evaluate and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including non-resident children attending private schools; highly mobile children, such as migrant and homeless children; and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The Special School District of St. Louis County in partnership with the component Districts assure that a free, appropriate public education is provided to all eligible children with disabilities between the ages of 3 and 21 under their jurisdiction. Disabilities include autism, deaf or blindness, emotional disorders, hearing impairment and deafness, mental retardation, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment or blindness and young child with a developmental delay.

The Special School District in partnership with the School District of University City assure that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri's First Steps program.

The Special School District in partnership with the School District of University City assure that personally identifiable information collected, used or maintained by the districts for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and or reviewed by their parents or guardians. Parents or guardians may request amendment to the educational record if the parent or guardian believes the record is inaccurate, misleading or violates the privacy or other rights of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act.

The Special School District of St. Louis County has developed a local Compliance Plan for implementation of State Regulations for the Individuals with Disabilities Education Act—2004.

ADA Accommodations

The School District of University City wants all parents, staff and community members to be able to attend and enjoy District events. If you are in need of special assistance or accommodations in order to participate or attend a meeting or event in the School District of University City, contact the office of Operations at (314) 290-4044.

Notice of Non-Discrimination

Applicants for admission or employment, students, parents of elementary and secondary school students, employees, sources of referral and applicants for employment and all professional organizations that have entered into agreements with the School District of University City are hereby notified that the District does not discriminate on the basis of race, color, national origin, sex, age or disability in admission or access to, or treatment or employment in, its programs and activities. In addition, the District provides equal access to the Boy Scouts of America and other designated youth groups.

Any person having inquiries concerning the District's compliance with the laws and regulations implementing Title VI of the Civil Rights Act of 1964 (Title VI), Title IX of the Education Amendments of 1972 (Title IX), the Age Discrimination Act, Section 504 of the Rehabilitation Act of 1973 (Section 504), Title II of the Americans with Disabilities Act of 1990 (ADA) or the Boy Scouts of America Equal Access Act, is directed to the respective Compliance Coordinator listed below, who oversees the School District's efforts to comply with the laws and regulations implementing the laws and regulations cited above.

The School District has established grievance procedures for persons unable to resolve problems arising under the statutes above. The School District's Compliance Coordinator will provide information regarding those procedures upon request.

Any person who is unable to resolve a problem or grievance arising under any of the laws and regulations cited above may contact the Office for Civil Rights, Region VII, at 8930 Ward Parkway, Suite 2037, Kansas City, Missouri 64114 or 816-268-0550.

Adult and Employee Compliance Coordinator
Department of Human Resources
Ronald E. McNair Administrative Building
School District of University City
8136 Groby Road, University City, MO 63130
(314) 290-4022

Student Compliance Coordinator
Department of Student Services
Ronald E. McNair Administrative Building
School District of University City
8136 Groby Road, University City, MO 63130
(314) 290-4045

Board of Education Policies:

Technology Usage / Board Policy: EHB

(phones, computers, laptops, printers, copiers, cameras, etc.)

The School District of University City's technology exists for the purpose of maximizing the educational opportunities and achievement of district students. Research shows that students who have access to technology improve achievement. In addition, technology assists with the professional enrichment of the staff and Board and increases engagement of students' families and other patrons of the district, all of which positively impact student achievement. The district will periodically conduct a technology census to ensure that instructional resources and equipment that support and extend the curriculum are readily available to teachers and students.

The purpose of this policy is to facilitate access to district technology and to create a safe environment in which to use that technology.

Definitions: For the purposes of this policy and related procedures and forms, the following terms are defined:

Technology Resources – Technologies, devices and resources used to access, process, store or communicate information. This definition includes, but is not limited to: computers, modems, printers, scanners, fax machines and transmissions, telephonic equipment, audio-visual equipment, Internet, electronic mail, electronic communications devices and services, multi-media resources, hardware and software.

User – Any person who is permitted by the district to utilize any portion of the district's technology resources including, but not limited to, students, employees, School Board members and agents of the school district.

User Identification (ID) – Any identifier that would allow a user access to the district's technology resources or to any program including, but not limited to, e-mail and Internet access.

Password – A unique word, phrase or combination of alphabetic, numeric and non-alphanumeric characters used to authenticate a user ID as belonging to a user.

Authorized Users

The district's technology resources may be used by authorized students, employees, School Board members and other persons such as consultants, legal counsel and independent contractors. All users must agree to follow the district's policies and procedures. Unless authorized by the superintendent or designee, all users must have a signed User Agreement on file with the district before they are allowed access to district technology resources.

Use of the district's technology resources is a privilege, not a right. No potential user will be given an ID, password or other access to district technology if he or she is considered a security risk by the superintendent or designee.

User Privacy

A user does not have a legal expectation of privacy in the user's electronic communications or other activities involving the district's technology resources, including e-mail and access to the Internet or network drives. By using the district's network and technology resources, all users are consenting to having their electronic communications and all other use monitored by the district. A user ID with e-mail access will only be provided to authorized users on condition that the user consents to interception of or access to all communications accessed, sent, received or stored using district technology.

Electronic communications, downloaded material and all data stored on the district's technology resources, including files deleted from a user's account, may be intercepted, accessed or searched by district administrators or designees at any time in the regular course of business to protect users and district equipment. Any such search, access or interception will be reasonable in inception and scope and shall comply with all applicable laws.

Technology Administration

The Board directs the superintendent or designee to create procedures governing technology usage and to assign trained personnel to maintain the district's technology in a manner that will protect the district from liability and will protect confidential student and employee information retained on or accessible through district technology resources.

Administrators of computer resources may suspend access to and/or availability of the district's technology resources to diagnose and investigate network problems or potential violations of the law or district policies and procedures. All district technology resources are considered district property. The district may maintain or improve technology resources at any time. The district may remove, change or exchange hardware or other technology between buildings, classrooms or users at any time without prior notice. Authorized district personnel may install or remove new programs or information, install new equipment, upgrade any system or enter any system to correct problems at any time.

Content Filtering and Monitoring

The district will monitor the online activities of minors and operate a technology protection measure ("filtering/blocking technology") on the network and all district technology with Internet access, as required by law. The filtering/blocking technology will be used to protect against access to visual depictions that are obscene or harmful to minors or are child pornography, as required by law. Filtering/Blocking technology are not foolproof, and the district cannot guarantee that users will never be able to access offensive materials using district equipment. However, district employees will monitor student usage and enforce the operation of the filtering/blocking technology and district rules prohibiting access to inappropriate material. Evasion or disabling, or attempting to evade or disable, a filtering/blocking technology, firewall or other safeguard installed by the district through the use of proxies or any other means is prohibited.

The superintendent, designee or the district's technology administrator may fully or partially disable the district's filtering/blocking technology to enable an adult user access for bona fide research or for other lawful purposes. In making decisions to fully or partially disable the district's filtering/blocking technology, the administrator shall consider whether the use will serve a legitimate educational purpose or otherwise benefit the district.

Online Safety, Security and Confidentiality

In addition to the use of filtering/blocking technology, the district will take measures to prevent access by minors to inappropriate matter on the Internet and World Wide Web or materials harmful to minors when using district technology including, but not limited to, supervising and monitoring student technology use and online activities, careful planning when using technology in the curriculum, and instruction on appropriate resources. The district will also take measures to protect the safety and security of minors when using electronic mail, chat rooms and other forms of electronic communications. The superintendent, designee and/or the district's technology administrator will develop procedures to provide users guidance on which materials and uses are inappropriate, including network etiquette guidelines.

All students will be instructed on safety and security issues. Instruction will address:

1. appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms;
2. the dangers of sharing personal information about themselves or others when using electronic mail, social media, chat rooms or other forms of direct electronic communications; and
3. cyberbullying awareness and appropriate responses to cyberbullying.

Students are required to follow all district rules when using district technology resources and are prohibited from sharing personal information online unless authorized by the district. All users will abide by state and federal law and Board policies and procedures when communicating information about personally identifiable students to prevent unlawful disclosure, dissemination and use of student information or student records.

All users are prohibited from using district technology for “hacking” purposes, including but not limited to gaining unauthorized access to a technology system or information; connecting to other systems in evasion of the physical limitations of the remote system; copying district files without authorization; interfering with the ability of others to utilize technology; secure a higher level of privilege without authorization; or introducing computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology.

Closed Forum

The district’s technology resources are not a public forum for expression of any kind and are to be considered a closed forum to the extent allowed by law. The district’s webpage will provide information about the school district, but will not be used as an open forum.

All expressive activities involving district technology resources that students, parents/guardians and members of the public might reasonably perceive to bear the imprimatur of the district and that are designed to impart particular knowledge or skills to student participants and audiences are considered curricular publications. All curricular publications are subject to reasonable prior restraint, editing and deletion on behalf of the school district for legitimate pedagogical reasons. All other expressive activities involving the district’s technology are subject to reasonable prior restraint and subject matter restrictions as allowed by law and Board policies.

Records Retention

Trained personnel shall establish a retention schedule for the regular archiving or deletion of data stored on district technology resources that complies with the Public School District Records Retention Manual as well as the General Records Retention Manual published by the Missouri Secretary of State. In the case of pending or threatened litigation, the district’s attorney will issue a litigation hold directive to the superintendent or designee.

The litigation hold directive will override any records retention schedule that may have otherwise called for the transfer, disposal or destruction of relevant documents until the hold has been lifted by the district’s attorney. E-mail and computer accounts of separated employees that have been placed on a litigation hold will be maintained by the district’s information technology department until the hold is released. No employee who has been so notified of a litigation hold may alter or delete any electronic record that falls within the scope of the hold. Violation of the hold may subject the individual to disciplinary actions, up to and including termination of employment, as well as personal liability for civil and/or criminal sanctions by the courts or law enforcement agencies.

Violations of Technology Usage Policies and Procedures

Use of technology resources in a disruptive, manifestly inappropriate or illegal manner impairs the district’s mission, squanders resources and shall not be tolerated. Therefore, a consistently high level of personal responsibility is expected of all users granted access to the district’s technology resources. Any violation of district policies or procedures regarding technology usage may result in temporary, long-term or permanent suspension of user privileges. User privileges may be suspended pending investigation into the use of the district’s technology resources.

Employees may be disciplined or terminated, and students suspended or expelled, for violating the district’s technology policies and procedures. Any attempted violation of the district’s technology policies or procedures, regardless of the success or failure of the attempt, may result in the same discipline or suspension of privileges as that of an actual violation.

Damages

All damages incurred by the district due to a user’s intentional or negligent misuse of the district’s technology resources, including loss of property and staff time, will be charged to the user. District administrators have the authority to sign any criminal complaint regarding damage to district technology.

No Warranty/No Endorsement

- The district makes no warranties of any kind, whether expressed or implied, for the services, products or access it provides.
- The district’s technology resources are available on an “as is, as available” basis.
- The district is not responsible for loss of data, delays, nondeliveries, misdeliveries or service interruptions. The district does not endorse the content nor guarantee the accuracy or quality of information obtained using the district’s technology resources.

Programs for Students With Disabilities / Board Policy: IGBA

(Districts Served by a Special School District)

It is the policy of the Board of Education to provide a free and appropriate education for students with disabilities, including those who are in need of special education and related services.

General: Any individual who knows or has reason to suspect that a student has a disability is expected to promptly contact the school’s principal or guidance counselor.

The district will notify all parents and students of its obligations as required by law.

Students Eligible for Special Education Services under the IDEA: The district will operate its own early childhood special education (ECSE) for resident students who are three and four years old. The Special School District of St. Louis County (SSD) will offer special education services and programs for resident students ages five through twenty. All services offered will comply with applicable federal and state laws governing special education services.

Students Placed in Private Schools by Their Parents: In general, the School District of University City has no obligation to provide a free, appropriate public education (FAPE) or special education and related services to any student enrolled in a private school by his or her parents. A proportionate amount of IDEA Part B funds will be expended on the group of privately placed students as a whole, as required by law.

Parents of a student previously enrolled in the district who choose to unilaterally place the student in a private school because of a dispute regarding FAPE will not be reimbursed for tuition costs except as required by law.

Mediation: The Board of Education authorizes the executive director of student services to legally bind the school district to a mediation agreement affecting any student enrolled in the district's ECSE program developed in accordance with the IDEA and Missouri law and further authorizes the executive director of student services to contact an attorney for legal advice prior to making any decisions regarding any student enrolled in the district's ECSE program. Mediations involving other district students receiving special education services and programs will be handled by SSD representatives.

Resolution: The Board of Education designates the executive director of student services to represent the school district in resolution meetings and gives the executive director of student services decision-making authority on behalf of the district regarding any student enrolled in the district's ECSE program. The executive director of student services has the authority to sign and legally bind the district to a settlement agreement reached at the resolution meeting affecting any student enrolled in the district's ECSE program. Resolution meetings involving other district students receiving special education services and programs will be handled by SSD representatives.

Special School Children, Subject to Assignment

A student, once receiving services through SSD, will only be assigned to a district classroom as required by the Individualized Education Program (IEP) of the student.

Early Childhood Special Education

The School District of University City shall operate its own early childhood special education program for resident three-year-old and four-year-old children. In so doing, the district assumes the following responsibilities for those children (SSD still assumes these responsibilities regarding the special education of children ages 5 to 21) as required by law:

1. Parental notification and request for permission to screen.
2. Recommendation to the parent of alternative intervention strategies for the child.
3. Screening review process for the purpose of identifying students with disabilities.
4. Development of an IEP.
5. Placement in educational programs and maintenance of least restrictive environment.
6. Notification and maintenance of least restrictive environment.
7. Conducting hearings initiated by the district or parent.
8. Determining whether a student with a disability is in need of a surrogate parent. Within 30 days after the enrollment of a student with a disability or a student who is suspected of having a disability or of the district receiving notice that a student with a disability within its jurisdiction may be in need of a person to act as a surrogate parent, the special education director will determine whether a surrogate parent should be appointed. If it is determined that the student needs a surrogate parent, the executive director of student services for the district will document the date of the determination by the district. A request for the appointment of a surrogate parent shall be made on the appropriate DESE form and sent to the Division of Special Education within ten days of the executive director's determination of need.
9. All other obligations required by law.

Children Three and Four Years of Age

When identifying children three and four years of age who qualify for special education but are not yet eligible for kindergarten, the district will use any of the disability categories, including that of Young Child with a Developmental Delay (YCDD). When a child so identified reaches kindergarten age, his or her eligibility will continue to be determined using any of the disability categories, including that of YCDD. A child who is not identified as eligible for special education services prior to reaching kindergarten age will be identified using disability categories excluding that of YCDD.

Qualified Students with Disabilities Not Eligible for Special Education Services under the IDEA

The district seeks to identify, evaluate and provide free and appropriate education in the least restrictive environment to all qualified students with disabilities within the definitions of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA).

Professional Development for Special Education

The district and SSD are responsible for ensuring that their respective staff members are properly trained to implement their individual special education responsibilities. District employees will cooperate in identifying needed professional development activities related to special education. The district will forward identified needs in this area, if any, to SSD and will make staff available to attend professional development activities conducted by SSD.

Allocation of Instructional Resources

The district and SSD representatives will meet at least annually to review allocation of instructional resources. This meeting normally occurs in the spring to allow adequate planning time for providing sufficient instructional space and other resources to meet the educational needs of students with disabilities within the district during the following school year. The district will ensure that facilities, services and activities provided to students with disabilities are comparable to those available to students without disabilities.

School Volunteers / Board Policy: IICC

The Board of Education recognizes that community and parent volunteers make valuable contributions to the district's schools and encourages volunteer participation in district programs. Further, parent and community involvement are essential components of high student achievement. The Board endorses a volunteer program and expects its professional staff to encourage and strengthen community and parent involvement in the schools.

The superintendent or designee will create appropriate procedures for attracting, screening and training community and parent volunteers. Volunteering in the district is a privilege, not a right. The district will conduct screening and criminal background checks before any volunteer is placed in a position where he or she will be left alone with a student. The district may decline the services of any volunteer for any legal reason. All information collected on volunteers will be considered confidential to the extent allowed by law and will only be used to protect the students or minimize disruption to the educational environment.

Although volunteers will provide support services, they are not substitutes for the professional building staff. Volunteers will work under the direction and supervision of district staff.

Visitors To District Property/Events / Board Policy: KK

District Property

Parents and patrons of the district are welcome to visit district schools and attend district events; however, all visitors during business hours, including Board members, shall sign or check in at the principal's office prior to proceeding elsewhere in the building and must wear identification tags while on district property. Groups of visitors wishing to visit district schools or facilities must notify the superintendent as far in advance as possible. The district discourages parents or others from using the school as a site for visiting students and may refuse the use of the school for that purpose.

Students dismissed earlier from other schools are not permitted to be on the campus of any other school in the district.

The Board and administration will not tolerate any person whose presence disturbs classes or district activities or hinders the instructional process. Visitors to district property may not possess weapons, including concealed weapons, on district property, on district transportation or at any district function or activity sponsored or sanctioned by the district unless the visitor is an authorized law enforcement official or is otherwise authorized by Board policy.

Visitors to district property must comply with district policy on vehicle idling set out in ECF.

Appropriate Behavior

The School District of University City believes that district events are a vital part of the total educational program and should be used as a means for developing positive social interaction, good sportsmanship and appropriate behavior, in addition to knowledge and skills. Well-organized and well-conducted programs contribute to the morale of the student body and strengthen school-community relations.

To this end, the Board encourages district patrons to exhibit good sportsmanship, citizenship, ethics and integrity at all district events and at all times while on district grounds. The district will work with the Missouri State High School Activities Association (MSHSAA) and other organizations to promote good behavior by the patrons at athletic and other events. The Board will work with parents, alumni associations and local service organizations to keep appropriate behavior a top priority. The superintendent will establish procedures for crowd control at district events consistent with this policy.

Persons Prohibited on or Near District Property or Transportation

The district prohibits all persons who have pled guilty or nolo contendere to or have been convicted of or found guilty of violating the following provisions from being on or within 500 feet of any school building, district property, district activity or any vehicle used to transport students:

1. Any of the provisions in Chapter 566 of the Missouri Revised Statutes.
2. Incest, § 568.020, RSMo.
3. Endangering the welfare of a child in the first degree, § 568.045, RSMo.
4. Use of a child in a sexual performance, § 568.080, RSMo..
5. Promoting a sexual performance by a child, § 568.090, RSMo.
6. Sexual exploitation of a minor, § 573.023, RSMo.
7. Promoting child pornography in the first degree, § 573.025, RSMo.
8. Furnishing pornographic material to minors, § 573.040, RSMo.
9. Any offense committed in another state, a foreign country, or under tribal, federal or military jurisdiction that, if committed in this state, would be a violation listed above

Despite the prohibition in this section, the superintendent may grant permission for a parent, guardian or custodian of a student to be on district property for the limited purpose of attending meetings with district staff or other events. Permission will be granted sparingly, if ever, and only in situations where the parent, guardian or custodian will be supervised at all times. If the superintendent does not grant permission, the parent, guardian or custodian may seek permission from the Board. The superintendent will inform the principal and other relevant district staff of the scope of the permission granted.

Registered Sex Offenders

Sex offenders required to be listed on the Missouri Highway Patrol's sex offender registry, or who have pled guilty, pled nolo contendere or been convicted of crimes for which the law currently requires offenders to be listed, regardless of when those crimes were committed, are not allowed on district property or at district activities held on district property except to attend meetings of a public governmental body. The superintendent may also make exceptions for parents, guardians or custodians of students enrolled in the district if the person's presence is necessary to transport the student, may benefit the student educationally, or in situations where the parent, guardian, or custodian will be supervised at all times. This section may not apply to a student entitled by law to be on school grounds for educational services if the student's presence is necessary to obtain those services. The exceptions cited in this section do not apply if the person is otherwise prohibited or banned from district property by other sections of this policy.

Disruptive Conduct

If a visitor's conduct becomes disruptive, threatening or violent, the superintendent, principal or designee may require the visitor to leave. In extreme situations, the superintendent or designee may inform the visitor that he or she is not welcome back on district property or at district events indefinitely or for a specific period of time. During any period of prohibition, the visitor will not be allowed on district property except to attend a meeting of a public governmental body. The superintendent may make exceptions for parents, guardians or custodians of students enrolled in the district if the person's presence is necessary to transport the student, may benefit the student educationally, or in situations where the parent, guardian or custodian will be supervised at all times. This paragraph does not apply if the person is otherwise prohibited or banned from district property by other sections of this policy.

Enforcement

If a visitor prohibited from district property or events under this policy is on district property, district staff will contact law enforcement and/or escort the person from district grounds and inform the person of the district policy prohibiting his or her presence.

The superintendent, principal or designee may file a report or sign a complaint with law enforcement on behalf of the district. The Board grants the superintendent or designee the authority to consult an attorney for guidance or to seek a court order banning the visitor from district property. A visitor denied access to district property may request to address the Board on the matter in accordance with Board policy.

