

UNITED TOWNSHIP HIGH SCHOOL

Frequently Asked Questions

1. What office do I contact for information pertaining to my student?

Office	Phone Number	Staff
<p>General Office</p> <p>General Information</p>	<p>752-1633</p> <p>or</p> <p>752-1600</p>	<p>Carl Johnson – Principal</p> <p>Anthony Ragona – Associate Principal</p> <p>Shannon Miller – Director of Curriculum and Instruction</p> <p>Deb Meersman – Secretary</p> <p>Irma Martinez – Secretary</p>
<p>Student Services</p> <p>Behavior and Attendance</p>	<p>A-H 752-1630</p> <p>I-R 752-1630</p> <p>S-Z 752-1665</p>	<p>Kai Killam – Dean of Students</p> <p>Abel Zertuche – Dean of Students</p> <p>Jennifer Webster – Assistant Principal</p>
<p>Counseling</p> <p>Schedules, homework requests, personal issues, career and college guidance, credits, scholarships</p>	<p>752-1640</p>	<p>Abby Demory (A – E)</p> <p>Jon-Mychel Nelson (Em – Lo)</p> <p>Stacey Drish (Lu - Rod)</p> <p>Patrick Green (Roe - Z)</p> <p>Holly Schneider – Secretary</p> <p>Marcy Johnson – Registrar</p>
<p>Nurse</p> <p>Prescriptions, medications and health issues</p>	<p>752-1647</p>	<p>Sharon Morris – Nurse</p>
<p>Athletics and Activities</p> <p>Sports, fine arts, extracurricular activities</p>	<p>752-1621</p>	<p>Mark Pustelnik – Athletic Director</p> <p>Sherri Harding – Secretary</p>
<p>Special Education</p> <p>IEP/504 information</p>	<p>752-1658</p>	<p>Angie Ashcraft – Director of Special Services</p> <p>Shari Johnson - Secretary</p>

2. **Whom do I contact if my child has a class related problem?**

The teacher is the first point of contact.

3. **What is Link Crew?** Link crew is a program which uses the experience of Junior and Senior students to help make incoming freshman more comfortable at UTHS. These older students will act as guides and mentors during the freshman-only first day of school and other activities throughout the year.

4. **When does school start for freshman students?**

August 4th ... 8:00 AM – 1:00 PM

5. **When does school start for tenth through twelfth graders?**

August 5th ... Full day of school for all students

6. **How do I sign out my child from school early?**

Please call Student Services based on Student's Last name:

- A-K ... 752-1630 (Deb Lofgren, Secretary)
- L-Z ... 752-1665 (Susan Busch, Secretary)

The student will be sent a pass and must sign out in the Student Services Office before leaving. **Please allow ample time when planning.**

7. **How do I call in an absence? Can I send a note?**

- Please call Student Services based on Student's Last name
- Phone lines are open 24 hours / 7 days a week
- Calls must be received by 8:00 AM on the day following the absence
- Handwritten notes from home do not excuse student absences

- A-K ... 752-1630 (Deb Lofgren, Secretary)
- L-Z ... 752-1665 (Susan Busch, Secretary)

8. **How do I request work if we are going on a prearranged absence (i.e. family vacation)?**

The parent must give the Student Services Office at least one week notice prior to the absence. Student Services will provide the student with a blue slip to take to their teachers.

Please note: When assignments are requested and given in advance, the work is due upon the student's return to school. Major reports, term papers, etc... will be due immediately upon the student's return to class as well.

9. **How do I request make-up work if my child is sick?**

A student must be gone **3 days** before a homework request can be made. Please call the Guidance Office to make a homework request. Keep in mind, that parents and students can always contact teachers via phone or e-mail for specific classroom information!

10. **Can students leave school during the school day?**

UTHS is a closed campus. Therefore, students are excused to leave when parents contact Student Services and the student signs out.

11. **When is lunch?**

Lunch is served from 11:47 – 1:10. Students will be assigned Lunch “A”, “B”, “C”, or “D”. “A” lunch occurs before 5th hour. “D” lunch occurs after 5th hour. Lunch “B” and “C” occur during 5th hour class. For these students, they will attend class for a period of time, be dismissed for their lunch, and then return to class after lunch to finish their 5th hour.

12. **How do I put money in my child’s lunch account?**

UTHS uses a “cashless” system. Students must have an ID to purchase lunch. Envelopes and a deposit box are provided in the front foyer, General Office and cafeteria to allow students and parents a convenient place to drop off deposits from 7AM – 3PM. Deposits made by 9AM will be credited towards the student’s account that same day. A \$20.00 minimum deposit per family is appreciated. Deposits made by check rather than cash are preferred.

13. **How can I check my child’s grades, discipline, attendance and lunch account activity?**

There are a few different ways to obtain this information. UTHS provides an on-line system called Skyward. Each family is given a username and password to access the system. In Skyward, parents are able to view current grades, attendance, discipline and activity in a student’s lunch account. If parents do not have on-line access, they can obtain grades by contacting teachers individually or their child’s counselor. Discipline and attendance can be obtained from Student Services. Lunch account activity can be obtained from the General Office.

14. **When will I be given my Skyward access code?**

Students will receive log-in and password information at school.

Parents will receive separate log-in and password information in the mail

This information will be mailed within the first few weeks of the start of the school year.

15. **What is the UTHS website?**

<http://uths.net/>

16. **Can students eat breakfast at school?**

Breakfast is served from 7:15-7:45 in the school cafeteria. A limited menu of breakfast items is available for purchase.

17. **How do I earn credits and how many are needed to graduate?**

23 units of credit (1 unit = 1 year) are needed to graduate from UTHS. Credit is received by earning a D- or higher in each course.

18. **What is grade classification based upon?**

<u>Student Grade Level Classification</u>	
Freshman	1 st year
Sophomore	2 nd year
Junior	3 rd year
Senior	4 th year

19. **What classes do I have to take to graduate?** (1 unit = 1 year)

English – 4 units of credit
Math – 3 units of credit
Science – 2 unit of credit
World History – 1 unit of credit
US History – 1 unit of credit
US Government – .5 units of credit
Consumer Education – .5 units of credit
Health – .5 units of credit
Driver's Education – .25 units of credit
Physical Education – 3.25 units of credit
Elective Credit – at least 7 units of credit

20. **What is an elective and how many can I select?**

An elective is a class that is “not” a “specific” high school requirement. Examples would include: art, music, computers, and vocational education. Although not a high school requirement, electives allow students to explore different areas of interest to help them in choosing a career pathway. Some elective credit is needed in order to graduate from high school so the student can earn a total of 23 credits.

21. **How should I choose my elective?**

Electives should be chosen to help students explore different areas of interest in helping choose a career pathway.

22. **What if I don't know my career pathway?**

During the 10th grade year, students are given an Interest Inventory to help them explore their areas of interest pertaining to a specific career. These results are shared with the student. There is a great deal of career reference material available in the Guidance Office and the Library as well.

23. **My friend said that if a student fails a class, they have to retake it. Is that true?**

If a student fails a “required class,” such as English, Math, Science, Social Studies, etc... (question # 20), they will have to retake the course in summer school, night school, or during the school day using on-line courses. However, if a student fails an “elective” class, they would not be required to retake the course.

24. **Is keyboarding a required course?**

No. Keyboarding is not a required class for graduation. Keyboarding is taught in Computer Technology A and is a pre-requisite for many classes in the business department.

25. **Does UTHS have a dress code?**

Yes. Students are to use good taste in dressing. The style should be appropriate for a school day. Guidelines for personal appearance and dress are:

- There is to be NO excessively revealing clothing.
- Shorts and mini-skirts must be mid-thigh in length; shorts should have a 4" inseam.
- All shirts or tops MUST cover the shoulders. Therefore, NO spaghetti straps, halters, or tube-tops permitted.
- The student's midriff must be covered.
- NO hats or headgear is allowed.
- Coats and jackets must be kept in the student's locker.
- All pants must be worn at or above the waist.
- Clothing cannot promote alcohol, drugs, tobacco, gangs, or illegal/violent behavior. In addition, clothing cannot display racist, obscene, lewd, sexual or offensive language.
- Shoes (not slippers) are required.

26. **Can I bring my cell phone to school?**

Yes. They are to remain out-of-sight and OFF. Phones and all other electronic devices must be turned off before 8:00am. Teachers have the option of allowing use, only in the classroom, for educational purposes. Students may use phones and electronic devices at 2:56 when the dismissal bell rings.

27. **Can I bring my book bag or purse to school?**

Yes, however book bags and purses cannot be taken into classrooms. The book bags and purses must be left in the students' locker during the school day.

28. **When does my child take Driver Education?**

Driver Education is a quarter class that is a graduation requirement. It is taken according to your child's birthdate instead of physical education class. There is a classroom portion and an optional behind the wheel portion (btw) which requires a \$50 fee (waivable) and a \$20 permit fee (nonwaivable). A child has to be in the Driver Education classroom in order to get a driving permit and has to pass both classroom and btw in order to get a license. Your child has to be passing 8 classes in their previous two semesters of school in order to get into driver education and can only be absent a limited number of days of classroom per the state of IL.

29. **Does my child have to take Physical Education?**

Yes, it is a daily state requirement and your child needs to pass 11 of the 13 quarters of P.E. in order to graduate including the last quarter of their senior year. Your child is not in P.E. when he/she is taking Health or Driver Education. It is a "choice" P.E. program in which your child can pick their activity and teacher each quarter but need to fulfill certain requirements before graduation: 2 swim, 1 total fitness, 1 rhythmic, and a CPR class. There is a PE uniform requirement– an orange UT PE shirt, black shorts or sweats, socks and tennis shoes.