

UTICA HIGH SCHOOL

260 Jefferson Street, PO Box 677, Utica, Ohio 43080
(740) 892-2855



August 3, 2017

Dear Parents, Guardians, and Students:

Welcome to the start of the 2017-18 school year! We hope you are having a great summer and that our students are looking forward to returning to school. The staff at Utica High School is committed to your academic and extra-curricular success. It is our goal to make your experience a positive one. Your cooperation in this process is essential!

For your convenience, we have allotted the following iPad and class schedule pick up dates and times for **SOPHOMORES, JUNIORS AND SENIORS ONLY:** (there will be no meeting for these students)

August 14 th	8 a.m. – 11 a.m.	UHS Main Office
August 15 th	1 p.m. – 3 p.m.	UHS Main Office

FRESHMAN & NEW STUDENT ORIENTATION/IPAD PICK UP will be held **August 14th at 6:30 p.m.** in the Utica High School Cafeteria. **Parents are urged to attend with their student(s).**

Students will be permitted to sign out their iPad provided the **\$50 insurance payment** has been made (cash or check made payable to UHS) and the following forms have been completed and turned in:

- Emergency Medical Form
- Signature Form
- Health History Form (only if there have been changes)
- Immunization Record with current Meningitis Vaccine (12th graders only)
- Address Verification (If address has changed or we have requested it)

*****Parking Permit Registration Forms** for students wishing to park on school property may also be turned in at this time. **Students will have 10 days from the start of school to get this turned in before parking privileges are revoked.**

Documents and forms are available on the district website at www.northfork.k12.oh.us. Once you have downloaded the forms, simply type in the requested information. You can then print, **sign where required (electronic signatures are not acceptable)**, and bring the forms to the school when you pick up your iPad. **PLEASE NOTE: It is only necessary to print and return the forms listed above.** The Student Handbook and other documents can be read and saved to your computer. Copies of all of these documents will also be available in the Main Office, however it will be save time if you have them filled out in advance.

Student class schedules have been created to accommodate as many course requests as possible. Each student and teacher has been considered in the creation of this schedule. We chose the best solutions possible when conflicts arose. Please see the guidance counselor to resolve any conflict. Schedule changes to accommodate convenience or personal preference will not be permitted. **If you are scheduled for more than one study hall either semester, please contact the Guidance Department at (740)-892-2072 to schedule an elective class.**

Please see the attached information. Contact us with any questions or concerns at (740) 892-2855. We are anticipating an exciting new school year and look forward to seeing you!

Sincerely,



Mark Bowman
Principal



UTICA HIGH SCHOOL

North Fork Local School District 260 N.
Jefferson Street – P.O. Box 677
Utica, Ohio 43080-0677



Scott Hartley
Superintendent

Mark Bowman
Principal

“To inspire achievement and accountability that maximizes quality learning.”

Greetings:

Welcome to Utica High School. I wanted to let you know about a software program that we use in the North Fork Local School District. ProgressBook is a web based software application that allows parents to access classroom information using the Internet. Parents will be able to view homework assignments, view messages from your child's teacher, view cumulative progress of your child, and maintain a login account for students in grades 9-12. Something relatively new is the ability to view your student(s) report card online. Schools fees must be paid and your parent access account must be created before you will have access to the online report card. Everything contained within this site is encrypted as it travels across the internet to prevent 'hackers' from having access to your student(s) information. Please remember to keep your username and password secure at all times.

In order to access ProgressBook, you will need to email Mrs. Watson at klwatson@northfork.k12.oh.us to obtain a parent registration key and a list of directions for how to setup your parent access account. You will have the ability to link multiple children to your account so that you only require one login. Once you have an account created, please do not share your login information with your child. Students can obtain their own, student registration key, and create their own student access account.

Thank you for your continued support of the North Fork Local School District.

Sincerely,

Kimberley L. Watson
Staff/Student Technology Training Coordinator
Email: klwatson@northfork.k12.oh.us
Phone: 740-892-2691
Cell: 740-485-8854

IMPORTANT REMINDERS

SCHOOL HOURS: 7:00 – Breakfast served in the high school cafeteria
7:10 – Students dismissed from buses to report to cafeteria (students may not be in hallways)
7:15 – Students may access lockers
7:27 – Warning bell
7:30 – Students must be seated in first period classroom
2:18 – Dismissal

STUDENT PICK UP/DROP OFF: Please see the enclosed map for student pick up/drop off routing and entrance information.

BREAKFAST: A **free breakfast** is available to every student at Utica High School and is served in the cafeteria beginning at 7:00 a.m.

FREE/REDUCED LUNCHES: To quickly and confidentially apply for meal benefits for your children, visit lunchapp.com. Application forms are also available at the Board Office or in the main office of the high school.

REPORTING LATE OR ABSENT STUDENTS: Please call the high school attendance line at (740) 892-2855 before 8:30 a.m. if your child will be late or absent. Voicemail is available 24 hours a day if you need to leave a message before or after school hours. **Students must turn in a written excuse from a parent or professional within three days or the absence will be considered unexcused.**

MEDICATION: If it is necessary for your child to take medication at school, a parent or guardian must bring the medication to the main office in its original container accompanied by either a physician's request (for prescription medication) or a parent request (for over-the-counter medication). **Medications cannot be transported on the school bus.** Request forms are available in the main office.

DRESS CODE: The dress code at UHS is strictly enforced. Please refer to the Student Handbook for details.

CELL PHONES: Students are permitted to bring their cell phones to school but must abide by school and classroom usage rules.

SCHOOL FEES: For your convenience, school fees can be paid online at <https://www.spsezpay.com/NorthFork/ezpay/Login.aspx>.

STUDENT PROGRESS: ProgressBook is the easiest way to access classroom information and stay engaged in your child's education. See the attached letter for more information. Contact your child's teacher at any time via email or by calling the school during normal hours if you have any questions or concerns about their progress.

REPORT CARDS: Report cards will be accessible online.

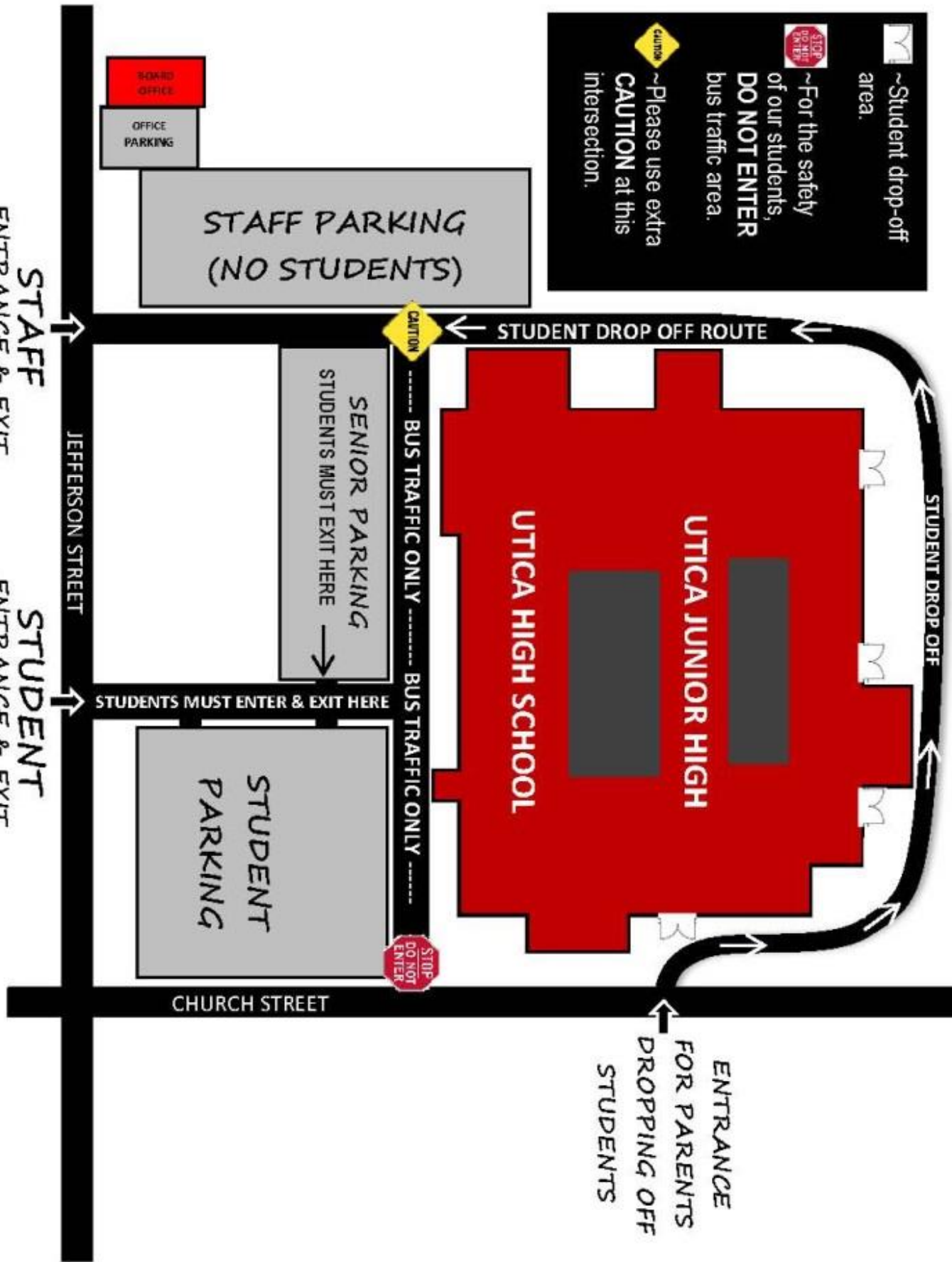
PARKING PERMIT: Students who wish to drive to school **MUST ACQUIRE A 2017/18 UHS PARKING PERMIT.** Registration forms are available in the high school office and require a valid Driver's License, proof of insurance and a parent signature. As a mandatory part of the registration process, students must agree to submit to random drug testing. **Students will not be permitted to park on school property without a parking permit.**

YEARBOOKS: Yearbooks can be ordered at Jostens.com or by visiting the Guidance Office. Yearbooks ordered between **August 14 and August 18 are at the "LOWEST PRICE OF THE YEAR" of just \$35.** Please make checks payable to **UTICA HIGH SCHOOL.**

 ~Student drop-off area.

 ~For the safety of our students, **DO NOT ENTER** bus traffic area.

 ~Please use extra **CAUTION** at this intersection.



ENTRANCE FOR PARENTS DROPPING OFF STUDENTS

STAFF ENTRANCE & EXIT

STUDENT ENTRANCE & EXIT

STAFF PARKING (NO STUDENTS)

SENIOR PARKING
STUDENTS MUST EXIT HERE →

STUDENT PARKING

STUDENTS MUST ENTER & EXIT HERE

JEFFERSON STREET

CHURCH STREET

STUDENT DROP OFF ROUTE

STUDENT DROP OFF

CAUTION

STOP DO NOT ENTER

BUS TRAFFIC ONLY