

UKIAH HIGH SCHOOL

STUDENT AND PARENT HANDBOOK

2026 -2027

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School Information

Principal's Message – Allen Riedel

Welcome to the 2026–2027 school year! I am incredibly excited to join the Ukiah High family and work alongside our amazing teachers and staff to serve our students and community. We are committed to ensuring every student and family feels welcome, valued, and excited for all the opportunities our school has to offer.

Ukiah High is a place of endless possibility, and I want to personally challenge every one of our students: get involved! Find a club, a sport, an arts program, or a CTE pathway that inspires you and sparks your passion. This school belongs to all of us, and the more we actively participate, the stronger our community becomes. We are looking forward to a safe, successful year where every student is empowered to strive for excellence and get involved.

Our values at UHS are: **Integrity** - doing what is right, **Compassion** - doing what is kind. **Productivity** - doing the work. **Creativity** - daring to think differently. At UHS, we commit to challenging, inspiring, and supporting all students to gain knowledge of different perspectives in order to become successful and enriched contributing citizens in an ever-changing interdependent world.

Associated Student Body President's Message - Elijah Cohen

Coming Soon

Associated Student Body Vice President's Message - Gwendolyn Johnson

Hello Wildcats!
d

My name is Gwendolyn Dakin Johnson, and I am so happy to serve as your 2026-2027 Associated Student Body Vice President. As the school year begins I hope that every student settles into their new schedule and continues to participate in clubs or sports on campus. To the freshman class, I encourage you to find an activity on campus that interests you and to get involved. Through participating in clubs on campus, connections are encouraged and opportunities arise.

Last year the schedule changed and the student body adapted. This year I hope the transition into a new routine will be easier and that students feel challenged and excited by their academics and supported by their peers and teachers.

As your ASB Vice President, it is my goal to help facilitate inclusion, connection, and involvement on campus. The Ukiah High School student body is an active and engaging community and I look forward to the school year and the events we have planned. Thank you for taking a moment to read, good luck on your first week of school!

Bell Schedule - Link to Printable Schedule

		PLC 8:15 - 9:15		Collab 8:15 - 9:15
Monday	Tuesday - Purple	Wednesday - Gold	Thursday - Purple	Friday - Gold
1 8:30 - 9:15	1 8:30 - 10:00	Brunch 9:15 - 9:25	1 8:30 - 10:00	Brunch 9:15 - 9:25
2 9:25 - 10:10		2 9:30 - 11:00		2 9:30 - 11:00
Brunch 10:10 - 10:15	Brunch 10:00 - 10:05		Brunch 10:00 - 10:05	
3 10:25 - 11:20	3 10:15 - 11:45	U-Time 11:10 - 11:55	3 10:15 - 11:45	U-Time 11:10 - 11:55
4 11:30 - 12:15				
Lunch 12:15 - 12:50	Lunch 11:45 - 12:15	Lunch 11:55 - 12:25	Lunch 11:45 - 12:15	Lunch 11:55 - 12:25
5 1:00 - 1:45	5 12:25 - 1:55	4 12:35 - 2:05	5 12:25 - 1:55	4 12:35 - 2:05
6 1:55 - 2:40				
7 2:50 - 3:35	7 2:05 - 3:35	6 2:15 - 3:45	7 2:05 - 3:35	6 2:15 - 3:45

Bell Schedule for 2026-2027 - Frequently Asked Questions

Universal Time and Attendance: We have an important update to our daily schedule for the upcoming school year. We added a new block called Universal Time (U-Time) which is now a mandatory part of every student's schedule. This change allows us to provide all students with dedicated time for academic support, social and emotional learning, and other essential resources.

Because U-Time is counted toward state-required instructional minutes, attendance is mandatory for all students. Each student will be assigned a core U-Time teacher and attendance will be taken daily.

Missing U-Time will impact a student's overall attendance record and will be handled in the same way as missing any other class. This includes being subject to our school's attendance intervention program, which may involve our Student Attendance Review Team (SART) and Saturday School. Additionally, repeated unexcused absences from U-Time may affect a student's eligibility for school activities and field trips.

To excuse your student from U-Time, a parent or guardian must visit the attendance office in person to sign them out. We cannot accept phone calls for U-Time dismissals.

We believe U-Time will be a valuable addition to our schedule, providing students with the support they need to succeed both academically and personally.

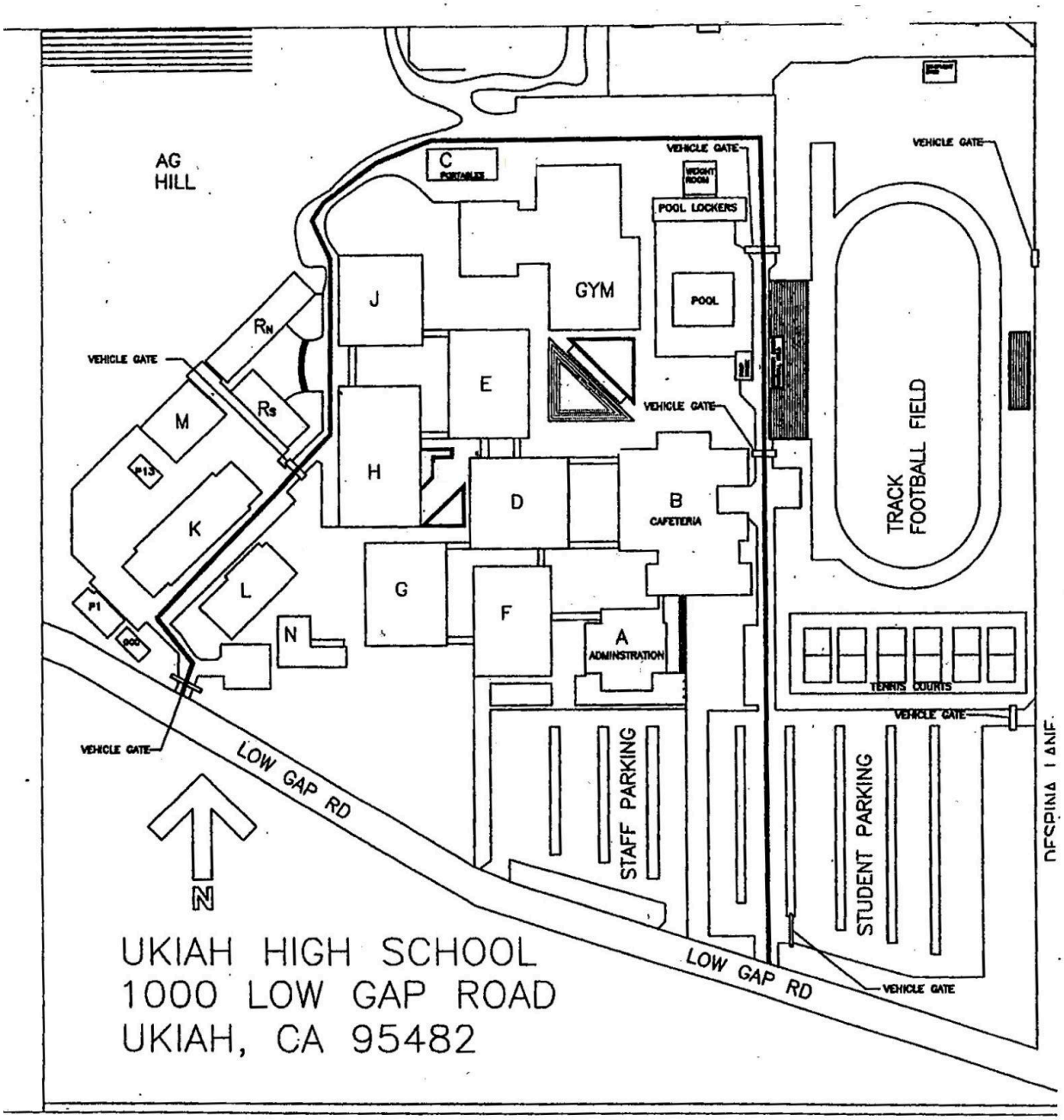
School Calendar - Ukiah Unified 2026-2027 School Year Calendar Link

Please see the link above for all UUSD school year dates, holidays, and breaks.

Important Dates

August 7	Freshman Orientation
August 10	Wildcat Welcome Day (10th-12th)
August 17	First Day of School
October 5-10	Homecoming Week
October 9	Quarter 1 Ends
November 23-27	Thanksgiving Break
December 18	Semester 1 Ends
December 21 - January 4	Winter Break
March 12	End of Quarter 3
March 29- April 2	Spring Break
June 3	End of Semester 2
June 4	Graduation

Campus Map


AG HILL
C PORTABLES
VEHICLE GATE
WEIGHT ROOM
POOL LOCKERS
GYM
POOL
J
E
H
D
B CAFETERIA
M
K
L
G
F
A ADMINSTRATION
N
P13
P1
TRACK FOOTBALL FIELD
TENNIS COURTS
STAFF PARKING
STUDENT PARKING
LOW GAP RD
N
UKIAH HIGH SCHOOL
1000 LOW GAP ROAD
UKIAH, CA 95482

Enrollment and General Information

Enrollment

Becoming a Wildcat!

STEP 1: Parent/Guardian completes the online enrollment process and provides the necessary paperwork to the main office. This includes proof of residency, birth certificate, and immunization records among other documents. Missing documents will delay the enrollment process. Students who live out of our district boundaries must submit an Interdistrict Transfer Request for approval with their home district and UUSD.

STEP 2: Student completes an in person writing sample.

STEP 3: UHS requests student's records from previous school.

STEP 4: Student and parent/guardian meet with an assigned counselor to schedule classes and to complete an educational plan. (Students with IEP's meet with a counselor and case carrier.

Student Records

Student records are confidential and maintained on our computer data system and in a student's hard copy cumulative file. Student names and addresses are shared with ASB and activity groups (i.e. yearbook, senior class, etc.), school photographer, military services recruiters, colleges, and vocational schools unless parents of students who are under 18, or students who are 18 years old or older, request that such information not be shared, (email ukiahi@uusd.net).

Transfer Grades

Students transferring from another high school will have their courses and grades transferred from their previous school onto their UHS transcript. Courses will be tagged appropriately based on how they were honored at their previous school, i.e. honors, college prep, etc. If alternative grading was used, the grades will be transferred over to our grading system. Students are expected to meet UHS graduation requirements when transferring from another school.

7 Period Day

UHS has a seven (7) period schedule, with 3 or 4 block periods each day, rotating between purple and gold days as seen on the academic calendar. Please refer to the bell schedule posted above. Students in the 11th and 12th grades, who are on track to graduate, may have the option of one or more dismissal periods (open periods) built into the beginning or end of the school day.

Universal Time (U-Time)

We're excited to introduce a new component to our daily schedule called Universal Time (U-Time), which is designed to provide dedicated time for academic, social, and emotional support. Because

U-Time is a mandatory part of our instructional day and contributes to our required yearly instructional minutes, attendance is taken daily and is mandatory for all students. Missing U-Time will be treated the same as any other class absence and may result in interventions such as the Student Attendance Review Team (SART) and Saturday School. Please refer to the bell schedule section above for specifics.

Communication

Bulletins and announcements are broadcast regularly. Sign up for our weekly parent bulletin via e-mail at ukiahi@uusd.net. Parent newsletters in English and Spanish are mailed home with progress reports.

UHS Website: https://www.ukiahhigh.uusd.net/

AERIES Parent/Student Portal: Use this to check grades, missing assignments, attendance and to register for classes. https://uusd.asp.aeries.net/Student/LoginParent.aspx

Breakfast and Lunch Program

Breakfast and Lunch are provided at no cost to all students. However, we still need families to apply to the state program. Please apply, we receive additional academic funds for qualifying students. Those families that qualify also have benefits for students such as fee waivers for college applications, SAT/ACT testing, and AP testing.

The daily menu includes: a homemade entrée, a salad bar option, sandwiches and pre-packaged meals.

Transportation

School transportation is managed by the school district, please see the district website for detailed information. Bus schedules are also posted in the main office.

Lockers

Lockers are assigned automatically to 9th graders through Aeries. Any other students can request a locker in A23. Lockers are the property of the district and issued as a privilege. Report problems regarding lockers to A23 Report thefts to the office. Don't share combinations. Don't store valuables in lockers. Do keep lockers clean! Locker gates are open 7:00 a.m.-7:00 p.m.

Lost and Found

The "lost and found" is located in the main office. Turn in "found" items to a teacher or the office immediately to ensure proper return. Found items not returned are considered stolen items. Found items are kept for 45 days.

Insurance

UHS does not maintain health insurance for students. Insurance is available to Ukiah Unified students through Myers-Stevens and Toohey Insurance Company. The policy includes accident insurance to cover the student while at school, while traveling to or from school, or while at a school sponsored

event (including participating on an athletic team). Forms may be obtained in the counseling office and Student Activities office. The school is responsible only for immediate first aid. The Board of Education does not pay any medical or hospital bills incurred as a result of accidents to a pupil while at school. The parent/guardian is responsible for payment of such bills.

Textbooks and Instructional Materials

These are distributed by teachers or through the library check out system and are issued to students to support learning. Students will be charged if these items are damaged or lost. If an item is lost, notify the school immediately so a replacement item can be issued and the corresponding bill sent as yearbooks, transcripts and diplomas will not be issued to students with outstanding fines for textbooks, chromebooks, books, other instructional materials or food services

Health Services

We have a nurse and health technician to assist students feeling ill or with health-related questions. The health office is located in the gym (left side of the foyer). If this office is unattended, please report to the main office.

Procedure for illness/accident:

Report an illness/accident to a teacher immediately. If referred to the health office, you will be given a pass by your teacher and care will be administered by a health professional. A parent/guardian will be notified.

Parent approval is required to leave campus due to illness or medical appointments.

Procedure for medications:

The health office does not maintain a pharmacy of nonprescription medications. Prescription and non-prescription medication must be taken to the health office to be registered, secured and administered. This process requires a completed parent form, doctor's signature, prescription label (if applicable), and medication instructions.

Counseling and Support Services

UHS students are fortunate to have access to a multitude of Counseling and Support Services. Our Counselors serve students based on alphabet grouping and by special programs. With about 330 students assigned per counselor, we are proud to offer more counseling services and special programs than most comprehensive high schools our size.

Counselor/Deans

UHS Counselors support students and families in a variety of ways including, but not limited to, academic planning, post-secondary planning, college admissions, scholarship applications, and concurrent enrollment. Counselors meet with their students at least two times per year, but students are encouraged to communicate with their counselor on a regular basis. The best way to connect with your counselor is to leave them a note outside their door or by email. They will send a pass at a time

that works best for the student. Counselors are an invaluable resource. When in doubt, ask your counselor for help!

Who is your School Counselor?

Alpha Group	Counselor	Phone	Office
A- Dille (10th A-Everson (11th) A-Dille (12th)	Michael DeMartini	472 - 5762	A11
Dioubate - Llamas (10th) Fausto - Lupian Garcia (11th) Corippo - Kakitapalli (12th)	Naomi Rhodes	472 - 5759	A8
Lopez - Reynoso (10th) Knoles - Quijas Garcia (11th) Keene - Quigley (12th)	Antonio Lopez	472 - 5760	A10
Rodriguez - Z (10th) Ramey - Z (11th) Poor - Z (12th)	Angelina Gutierrez	472 - 5758	A14
9th Grade	Jose Arroyo	472 - 5859	A9
Title VI/Native American	Kristin Frith	472 - 5796	A7

Social and Emotional Counseling

For students needing more support than their counselor can provide, we also offer social and emotional counseling on site at no cost to the student. Parent consent is required for students needing this level of service. Adrienne Bakewell, Jacob Bainbridge, and Alicia Bainbridge serve both UHS and South Valley School and meet with students on an individual basis. If this is something you would like, please talk to your school counselor about it.

Family Liaisons

Gloria Lopez and Arisbeth Reynoso are our bilingual Family Liaisons. Family Liaisons support in many ways, including but not limited to providing services to our Homeless and Foster Youth, connecting families with resources in the community, and supporting parents in the use of our Aeries parent portal. In addition, they can help support the completion of any documentation that goes home including free and reduced lunch applications and enrollment paperwork. Family Liaisons can also be of assistance in navigating the school system, knowing who to reach out to, setting up Independent Study, and serving as a liaison to teachers, counselors, and other school services.

Lowell Near Library Media and Tutoring Center

The Library is located at the heart of our campus. Welcome in design and operation, it's the place to be for learning, researching, thinking, and dreaming. A range of updated books, e-books, CD books, magazines, and newspapers are available. UHS students can check out up to five items for three weeks. Students will be charged for lost or damaged books. The library is open 7:45 a.m. to 4:30 pm Monday through Friday.

College and Career Center

Located in room H2, the College and Career Center is fully staffed with two College and Career Specialists. The College and Career Center serves all Ukiah High Schools and is a one-stop shop for all services related to supporting students in any college and career-related research, application, and inquiry processes. The College and Career Center offers workshops, one-on-one and group support, and coordinates grade-level-specific college campus visits. Topics include resumes, interviews, job-finding skills, trade schools, internships, and in-school work-based learning opportunities.

Supporting College Dreams

Counselors host special events throughout the year for all families. See our website for dates:

Summer Academy: a multi-week college and career-bound orientation for incoming 9th grade students.

ARC Program: Application and Research for College program provides a one-week workshop for Juniors and Seniors to explore and begin the college application process.

College selection: Help in understanding the University of California, California State University, Community College and private college systems.

College applications: Tips and assistance in completing applications including writing, editing admissions essays.

Financial Aid for College: Assistance in completing the FAFSA for student financial aid.

College and Career Readiness

There are three levels that measure postsecondary preparedness in the College/Career Indicator (CCI):

- PREPARED
- APPROACHING PREPARED
- NOT PREPARED

Prepared Level

High School Diploma and any one of the following-

1. Career Technical Education (CTE Pathway) completion plus at least a Level 3 “Standard Met” on the English Language Arts or Math Smarter Balanced Assessment (SBAC) and at least a Level 2 “Standard Nearly Met” in the other subject area.

2. At least a Level 3 “Standard Met” on both the ELA and Math SBAC.

3. Completion of two semesters of Dual Enrollment with a passing grade (Academic/CTE subjects). Dual Enrollment are courses taken through Mendocino College.

4. Passing Score on two Advanced Placement (AP) exams.

5. Completion of courses that meet the University of California (UC) A-G criteria plus one of the following criteria:

- CTE Pathway Completion
- SBAC Assessment: At least a Level 3 “Standard Met” on ELA or
- Math and at least a Level 2 “Standard Nearly Met” in the other subject area.
- One semester of Dual Enrollment with a passing grade Passing score on one AP Exam

Approaching Prepared Level

High School Diploma and any one of the following:

1. CTE Pathway Completion
2. Scored at least a Level 2 “Standard Nearly Met” on both the ELA and Math SBAC assessments
3. Completion of one semester of Dual Enrollment with a passing grade (Academic/CTE subjects)
4. Completion of courses that meet the UC A-G criteria

Not Prepared Level

Students who do not meet any measure or did not graduate are considered not prepared.

Academics

Grades: Stay focused on what counts

Course grades are determined by the individual teacher according to grading criteria published in the course syllabus. Report cards are mailed approximately 10 days after the close of each grading period. A progress report is sent at the midpoint of each quarter. A transcript with semester grades and credits will be mailed in June. Ukiah High expects teachers to update grades in Aeries on a regular basis and expects parents and students to check grades on a regular basis to avoid loss of credit.

Academic Dishonesty Policy

Please click **here** to see the policy.

Homework: Do the work you need to do

Teachers shall communicate class homework expectations to parents and students at the beginning of the school year and shall be included in the course syllabus. Following the district homework policy, students shall only be assigned up to 30 minutes of homework per class on the day of the class. Homework will not be assigned by teachers during Summer, Winter, Thanksgiving, or Spring Break. Homework is important for doing well on assessments and furthering a student's understanding of concepts taught in class. Students should strive for on time completion to support positive impacts to their grades. Tutoring in English, Math, Science, Social Science, and Spanish will be available before/after school by select teachers. Finally, students should use U-Time or Dismissal periods for homework completion and support as needed.

Final Exams: *If you do your work, finals will be easy*

Class final exam policy will be included in the course syllabus. There are 4 final exam days at the end of each semester. It is expected that all courses will include a final exam and/or student presentation during the final exam period. Missing final exam weeks could be detrimental to a student's final grade. Plan accordingly.

Credit: *Learn and earn credit*

Students receive 5 credits for each class passed with a grade D- or higher for each semester. Students should keep in mind that some courses require a C or better in order to advance to the next course. In addition, students completing UC approved A-G coursework must also receive a C or better in order for the course to count toward college entrance.

Repeating Classes: With teacher recommendation a course may be repeated. Students must improve grades by one full letter grade to earn credit. A course may be repeated only once for credit unless the student is developing progressive skills such as pottery, drawing, yearbook, welding, band, etc.

Community College Credit: UHS students are highly encouraged to take advantage of taking college courses while still in high school. Ukiah High offers a number of Dual Enrollment courses (college courses taught on our campus. Students can also take Concurrent Enrollment courses (courses taught online and/or on the community college campus). Students can earn both college and high school credit. For every one unit of college a student will earn 3.33 credits of high school in the corresponding subject area. For more information on how to sign up for a college course and guidance on what coursework will count toward graduation requirements, please see your high school counselor. All students must have counselor permission in order to take a college course (K-12 Admissions Form).

Work Experience: Earn money – and credit. Work permits are required of all students who are under 18 years of age and who are gainfully employed. Work permit forms are available in the office. Permits require a 2.0 GPA. The permit will be revoked if the GPA falls below 2.0 or if there are attendance problems. A student may appeal to permit revocation if there is serious financial need or special circumstances.

Stay the Course: *Seek out support for success*

Schedule changes are not guaranteed once school starts. Plan your classes well. Consider completing A-G College Prep requirements, balancing AP courses, and discovering your passions through completion of one of our CTE Pathways. Students should plan to sign up for an advanced course within a CTE Pathway by the beginning of their senior year to avoid denial into a beginning level CTE class.

After October 1 (first semester) or March 1 (second semester), required program change from one subject area to another will result in a mark of 'F' for that course.

UHS Course Planning Guide: *Plan well*

Our UHS Course Planning Guide is located on our UHS website and is updated on a yearly basis. This document is a useful tool for course selection. It includes course descriptions and notates which courses are A-G approved, part of a CTE pathway, and which courses are NCAA approved. The UHS Course Planning Guide has a wealth of information related to coursework at Ukiah High and is a valuable resource for course planning. Click here to access: Course Planning Guide 2026 -27

Awards: *Honor yourself! Honor Wildcat Pride*

Perfect attendance: awards are granted to students who have missed no more than three periods in a year, none for truancy.

Academic excellence: will be acknowledged with the granting of

- HONORS 3.85-3.99 GPA
- HIGH HONORS 4.0-4.12 GPA
- HIGHEST HONORS 4.13 and above

Grade point averages will be calculated for two-hundred and thirty (230) credits counted in reverse chronological order and including eight (8) semester honors courses on the five (5) point scale completed in eleventh and twelfth grade. All honors classes will be designated on the transcript.

Graduation with High Achievement and Highest Achievement: All Ukiah High School students should graduate having successfully completed either the A-G college entrance requirements or a CTE Pathway. Students who complete above and beyond A-G or CTE Pathway completion are recognized with High Achievement or Highest Achievement in our UHS Graduation Program. This should be strongly considered when selecting your classes. For more information on specific requirements, click here: UHS Graduation with Achievement Honors

Seal of Biliteracy Awards: are granted to students who achieve the highest level of Biliteracy in both English and a foreign language of study. Students meeting the Seal of Biliteracy requirements receive a Seal of Biliteracy Seal affixed to their UHS Diploma and are recognized at Graduation. This Seal is recognized by the California State Department of Education. For more information on specific requirements and pathways click here: UHS Seal of Biliteracy Pathways 2026/27.docx

Scholar Athletes. The North Coast Section honors athletes and teams for academic excellence. It is expected that all of our teams will be designated a NCS Distinguished Team (Team GPA of 3.0 or higher); all athletes will strive to earn a Scholar Athlete Award (Individual GPA of 3.5+); all teams will

strive to earn an academic pennant (earning a team GPA in the top 3 among our North Coast Section division schools).

Textbooks and Instructional Materials

These are distributed by teachers or through the library check out system and are issued to students to support learning. Students will be charged if these items are damaged or lost. If an item is lost, notify the school immediately so a replacement item can be issued and the corresponding bill sent as yearbooks, transcripts and diplomas will not be issued to students with outstanding fines for textbooks, chromebooks, books, or other instructional materials. Ensure your participation in graduation by paying your bills!

Graduation: This is the goal

If you need an alternative to the UHS diploma see below and see your counselor. Graduation diplomas are issued to students who have completed requirements for graduation. Certificates may be offered to other qualified students.

District alternative education programs at South Valley HS and independent study issue accredited diplomas. A student that voluntarily transfers to SVHS may return to UHS during the second semester if 200 credits have been earned.

Passing the California High School Proficiency Examination provides a certificate equivalent to a diploma (must be 16 years of age and completed grade 10).

Grade Level Classification: Keep up with your credits

Graduating high school is based on earning credits by passing classes

Freshman	(Grade 9)	0-50 credits
Sophomore	(Grade 10)	50-110 credits
Junior	(Grade 11)	110-160 credits
Senior	(Grade 12)	161+ credits

School Policies and Procedures

Attendance is critical to learning. The following attendance guidelines are in place to ensure your success

The Attendance Office is open and phones will be answered between 7:45 am and 4:15 pm. A voice mail message can be left at any time. Verify absences by a parent/guardian call 472-5771 on the day of absence, or bring a note from the parent/guardian to the Attendance Office upon your return to school.

Absences NOT verified by a parent/guardian are truant/cuts.

Types of Absences

Excused Absences (UUSD BP 5113: Absences and Excuses)

Subject to any applicable limitation, condition, or other requirement specified in law, a student's absence shall be excused for any of the following reasons:

1. Personal illness (Education Code 48205)
2. Quarantine under the direction of a county or city health officer (Education Code 48205)
3. Medical, dental, optometrical, or chiropractic appointment (Education Code 48205)
4. Attendance at funeral services for a member of the student's immediate family (Education Code 48205)
5. Jury duty in the manner provided by law (Education Code 48205)
6. Illness or medical appointment of a child to whom the student is the custodial parent (Education Code 48205)
7. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including, but not limited to: (Education Code 48205)

a. Appearance in court
b. Attendance at a funeral service
c. Observance of a religious holiday or ceremony
d. Attendance at religious retreats for no more than four hours per semester
e. Attendance at an employment conference
f. Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization

8. Service as a member of a precinct board for an election pursuant to Elections Code 12302 (Education Code 48205)
9. To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment (Education Code 48205) Such absence shall be granted for a period of time to be determined at the discretion of the Superintendent or designee. (Education Code 48205)
10. Attendance at a naturalization ceremony to become a United States citizen (Education Code 48205)
11. Participation in religious exercises or to receive moral and religious instruction at the student's place of worship or other suitable place away from school (Education Code 46014)
12. Work in the entertainment or allied industry (Education Code 48225.5) Such absence shall be excused provided that the student holds a work permit authorizing such work and is absent for a period of not more than five consecutive days and up to five absences per school year. (Education Code 48225.5)
13. Participation with a nonprofit performing arts organization in a performance for a public school audience (Education Code 48225.5) A student may be excused for up to five such absences per school year provided that the student's parent/guardian provides a written explanation of such absence to the school. (Education Code 48225.5)
14. Other reasons authorized at the discretion of the principal or designee based on the student's specific circumstances (Education Code 48205, 48260)

For the purpose of the absences described above, immediate family means the student's parent/guardian, brother or sister, grandparent, or any other relative living in the student's household. (Education Code 48205)

Unexcused Absences

Any absence that is not excused per Education Code 48205 is an unexcused absence/truant/cut. Any student subject to compulsory education who is absent for a full day or absent for 30 minutes or more per class period without a valid excused absence is a truant.

Methods of Absence Verification

When an absence is planned, the principal or designee shall be notified prior to the date of the absence when possible.

To verify an absence, the school must be notified within five school days of the absence by written note, email, or voice mail from parent/guardian or parent representative. Please contact the Attendance Office at 472-5771 or email kaleighlincoln@uusd.net.

Please communicate the following information when communicating a student absence:

- Name of student

- Name of parent/guardian or parent representative

- Date(s) of absence

- Reason for absence

Physician's Notes

If a student shows a pattern of chronic absenteeism due to illness, district staff may require physician verification of any further student absences. Students who have accrued ten (10) or more excused absences in a school year will be required to present a note from a physician or medical care provider for further absences to be marked as excused.

When excusing students for confidential medical services or verifying such appointments, district staff shall not ask the purpose of such appointments but may request a note from the medical office to confirm the time of the appointment.

Make-up Work for Absences

A student absent from school due to an excused, warranted, or suspended absence shall be allowed to complete all assignments and tests missed during the absence. Upon satisfactory completion, the student shall be given full credit for completed work. The teacher of any class from which a student is absent shall determine, pursuant to district regulations, what assignments the student shall make up and in what period of time. The tests and assignments shall be reasonably equivalent to the tests and assignments which the student missed during the absence

Teachers may require make-up for both class time and homework. To receive full work credit for an excused absence, the student must request the make-up work from each teacher promptly and complete it by the due date given. The parent should notify the school of the first day of absence and request student work if the absence will extend over more than 1 day.

Absences do not change the due dates for long-term assignments unless arranged with the teacher prior to the absence. Students who missed school work due to an unexcused absence will be given the opportunity to make up missed work as necessary to ensure academic progress, but a lower grade may occur. Suspended students have the right to make up missed assignments.

Communicating Absence and Attendance Information

Student attendance information is available online through the Aeries Parent Portal. The school may call parents at home or at work to verify absences. The school uses an automated calling system to notify parents of student absences.

Leaving Campus During the School Day

For the safety and security of all students, any request for a student to leave campus during the school day must be authorized by a parent or guardian. Please follow these procedures to ensure a smooth and safe departure:

General Early Dismissals:

- Before leaving campus, students must have an official pass in their possession.
- To get a pass, a parent or guardian must call or provide a signed note to the Attendance Office. This must be done before the student leaves campus.
- If a student feels ill, they must go to the Health Office first. Health Office staff will assess the student and contact a parent or guardian if the student needs to be sent home.

U-Time and School Assemblies/Rallies:

- Due to the unique nature of these scheduled events, requests for student absences from U-Time, assemblies, or rallies must be made in person by a parent or guardian at the Attendance Office.
- This procedure is in place to ensure we can account for every student's whereabouts during these specific times that are part of a students' state-required educational minutes.

Tardies

At Ukiah High School, we use a progressive discipline approach to manage student tardiness. This method is designed to help students learn positive habits and understand the importance of being on time. Instead of just punishing a mistake, we see each consequence as a step in a learning process.

Our goal is to work with students and parents to create accountability and encourage lasting behavior change. We want to prevent repeated issues by helping students understand their mistakes and make better choices in the future.

This approach means that consequences for being tardy will increase with each incident, but each step is an opportunity to learn. Our focus is on teaching pro-social behavior and helping every student succeed.

For Ukiah High School, the progressive discipline model for unexcused tardies is structured as follows:

Weekly Data will be pulled. Parents will be notified via Parent Square on Sunday, of their students' tardies for the week and will be implemented the Monday of that week.

- 6+ Tardies = campus clean up
- 11+ Tardies = Sat School and or Loss of Lunch pass for the week.
- A running tally is kept and consequences assigned weekly.
- This policy restarts every quarter.

This system has helped reduce tardies on a weekly basis as parents are being notified every week.

Students 18 or Older

Students 18 years or older may write their own notes to obtain a pass from the attendance office for medical reasons. The attendance office may verify medical appointments. Students 18 years or older wishing to write their own notes for other than a medical reason, must see an administrator to apply for a 18-year-old contract to manage their own attendance notes and documentation.

Loss of Credit

Teachers who withhold class credit because of excessive unexcused absences shall inform students and parents/guardians at the beginning of the school year or semester. When a student reaches the number of unexcused absences defined as excessive in Board policy, the student and parent/guardian shall again be notified of the district's policy regarding excessive unexcused absences. (Board Policy AR 5121)

Site-Based (Short Term) Independent Study

Site-Based (Short-Term) Independent Study may be requested for periods of 3-15 school days, not to exceed 15 school days in a single school year.

Students must be in good academic standing and have good attendance to be eligible for Site-Based Independent Study.

Students must:

- Hold a 2.0 GPA during the current and previous quarter/semester grading period
- Have an attendance record that does not exceed 10% absences for the school year.
- Have completed and been in good standing with any prior Independent Study Contracts from last school year.

All requests for Site-Based Independent Study must be submitted at least 5 school days prior to the start of the Independent Study period.

To Request Independent Study:

1. The parent or guardian makes a request for Site-Based Independent Study from the Family Liaison Office in the Administration Building, Room A-4.
    a. Call 707-472-5851 or 707-472-5778
    b. Or email Arisbeth Reynoso (arisbethreynoso@uusd.net) or Gloria Lopez (glopez@uusd.net).
2. Counselors and Administration review the student's grades and attendance. Parents will be notified if their request is denied.

3. If the request is approved, the Family Liaison office will provide the student with the Weekly Assignment Sheet to take to teachers.

4. When the student has returned the Weekly Assignment Sheet to the Liaison's office, the parent and student will need to review and sign the completed Site-Based Independent Study Contract. This contract must be signed prior to the start of the Independent Study period.

5. Parents may request a meeting with the Independent Study Supervising Teacher, to discuss any details of the contract or to receive extra support.

Upon Return from Independent Study:

1. The student must check in with the Attendance Office on the first day of their return from Independent Study, prior to attending classes. Students will bring with them all assignments completed during the Independent Study period.

2. The Attendance office will give the student an assignment verification form (half-sheet) to bring to teachers with their completed assignments. This form must be returned to the Attendance Office within two days of their return.

Failure to complete all Independent Study procedures will result in denial of all future Independent Study requests.

Restorative Practices

Ukiah High School implements restorative practices to address behavior issues. Our Restorative Justice Center is a location where students are sent if there are behavioral issues in a classroom or if a student needs extra support in regulating their actions and behavior. The RJC addresses behavioral and social-emotional needs for students as well as empowers students to take responsibility for their actions and utilizes conflict mediation strategies.

Safety and Discipline

The staff at Ukiah High School believes that:

- The ultimate responsibility for your behavior rests with you and your parents. Students are expected to follow school rules, regulations, and procedures

- Parents' concern and cooperation in dealing with any behavior problems that may arise are critical for the successful resolution of the problem.

- You will be treated with courtesy and respect by members of the staff and by fellow students. Rude or racist remarks, rowdy behavior, or other acts interfering with an individual's rights will not be tolerated.

The staff at Ukiah High School is here to help you get the finest education possible.

When problems occur, every reasonable effort will be made to rectify them to the satisfaction of all concerned. Persons who behave irresponsibly must expect to account for their behavior. Persons who

repeatedly or seriously violate the rules or rights of others will not be allowed to remain at Ukiah High School.

You are expected to know and to obey the rules and regulations of Ukiah High.

In order to insure that disruptive and/or destructive behavior will not reoccur, we will do the following:

- Communicate with parents regarding inappropriate behaviors, attempting to develop a mutually agreed upon plan for changing the student's behavior, which may include a formalized Behavior Contract.
- With parent/guardian consent, attempt to enlist the aid of various agencies in our community which deal with specific problems.
- Use all means at our disposal including canceling lunch passes, work permits, extra-curricular activities to bring about acceptable attendance and behavior.

Bullying/Cyber Bullying Policy

Ukiah High School is committed to providing a safe and respectful learning environment for all students and staff. We believe that everyone has the right to feel safe and be treated with kindness. To uphold this commitment, we have clear expectations for student conduct in line with California Education Code.

Policy on Bullying and Harassment

Bullying, harassment, threats, and intimidation of any kind are not tolerated at Ukiah High School. This includes physical, verbal, written, or other means of misconduct, such as hate violence and sexual harassment. The same policy applies to cyberbullying. Our goal is to ensure that all students can learn and thrive without fear.

Bullying and/or cyberbullying are violations of California Education Code 48900.

Reporting and Investigation

If you or someone you know is being bullied, please tell a teacher or administrator immediately. You can submit a complaint verbally or in writing. All complaints will be investigated promptly and handled with care. **You can anonymously report any bullying that you might witness or be a victim of** on our website, on the form, Reporting a Concern.

When a report of off-campus bullying is made, administrators will investigate to understand how the behavior may impact a student's safety at school, their attendance, or their academic performance. In cases of **cyberbullying**, we encourage individuals with information to save and print any electronic messages and report them to school staff for investigation.

Consequences for Violations

Any student who engages in bullying on school grounds—or off campus in a way that disrupts school activities or attendance—will face disciplinary action. This may include suspension or expulsion, in

accordance with district policies. Our primary goal is to address the behavior, support the student who was targeted, and ensure the well-being of our entire school community.

Closed Campus

Ukiah High School is a closed campus. Students may not leave the campus without a pass to leave from the Attendance Office. This includes going to a parked car to retrieve class materials. Students who leave school during lunch must have a Lunch Pass from the Student Services Office in A23. Students who disobey this rule or who go to any of the Out of Bounds areas will be subject to disciplinary consequences. The following areas are considered Out of Bounds during the school day:

- Across Low Gap Road and in Low Gap Park (8:00 am to 4:15 pm) or west of school on Low Gap Rd.
- On or around the Pomolita or other school campus (including the athletic fields). The cemetery or the adjoining properties or homes in the adjacent neighborhoods.
- The Ukiah High School vineyards, farm, or any area farther west. The stadium and UHS athletic playing fields are also out of bounds.
- The Gym and P.E. area for students who do not have P.E. at that hour. Loitering along streets, parking lots, or shop classroom areas.

Digital Hall Pass

MiNGA is the electronic pass system used at Ukiah High School. Anytime a student is out of class during class time, they must create an active digital pass using MiNGA. Digital Hall Passes are enabled on designated computers in all classrooms. Students will ask a teacher for permission to leave the classroom, and if permission is granted, they will create a pass to their destination.

Students who are out of class without permission or an active pass will receive detentions or other disciplinary action.

Lunch Passes

Students in grades 10-12 (with 50+ credits) may apply for a lunch pass. Applications are online on our website. A lunch pass allows a student to leave campus during lunch to go home or to a business where food is sold. It does not give permission to loiter or congregate near campus. Students must abide by all school rules during lunch even when off-campus. Misuse of a lunch pass or returning late from lunch may result in pass cancellation of up to four weeks.

Cell Phones and Electronic Devices

Ukiah High School Cell Phone Policy

To create a consistent and effective learning environment, Ukiah High School adheres to a school-wide cell phone policy. This policy applies to all students and will be enforced in every classroom, every day.

Policy Overview: Upon entering every classroom, students must place their cell phones in the designated phone storage area for the entire duration of the class period. Phones should be powered off or silenced before being stored. The use of cell phones, including but not limited to texting, social media, and taking photos or videos, is prohibited during class time unless a teacher gives explicit permission for an academic purpose.

Progressive Consequences for Non-Compliance

To ensure the policy is followed consistently and fairly, the following four-step progressive consequence system will be used:

- **First Offense:** The teacher will issue a verbal warning and remind the student to place their phone in the designated storage area. The teacher will document the incident.
- **Second Offense:** The teacher will confiscate the phone for the remainder of the class period. The student may retrieve the device from the teacher at the end of class. The teacher will contact the parent/guardian to inform them of the policy violation.
- **Third Offense:** The teacher will confiscate the phone and turn it into the school's main office. The parent/guardian must pick up the phone from the office at the end of the school day.
- **Fourth Offense and Beyond:** The teacher will confiscate the phone and turn it into the main office. The parent/guardian must schedule and attend a meeting with a school administrator to retrieve the phone and discuss the student's continued non-compliance with the school rules. Phones will be grounded for 5 days and submitted to A23 in the morning and picked up by students at the end of day.

This policy is designed to help students focus on their learning and engage more fully in the classroom. Your cooperation is essential to its success. We appreciate your partnership in creating a productive and distraction-free learning environment for all students at Ukiah High School. *NOTE: this policy will be reviewed by site leadership and any updates will be communicated directly.

Computer Use

All students receive a Chromebook for use during the school year and must abide by the district Acceptable Use Policy Agreement and Chromebook Contract. Any loss or damages must be paid for before receiving transcripts, diplomas, or participating in the graduation ceremony.

Dances

Our dances are a great opportunity for students to celebrate and socialize. We want everyone to have a safe and fun experience. The ability to attend dances is a privilege that comes with the responsibility of maintaining good academic standing, attendance, and behavior. Please review the following expectations for all attendees:

Tickets and Entry

- **UHS MiNGA ID** is required for entry to all dances.
- Dances are an optional school activity, and a **ticket purchase is required** for entry.
- Students needing **financial assistance for a ticket** should speak with their counselor; we have financial support available to ensure all students can attend.
- Once a student leaves the dance, **re-entry is not permitted**.

- Doors will close one hour after the start time of the dance.

Guests

- Guests from outside Ukiah High School **must be pre-approved** by the established deadline.
- Involuntary transfer students or middle school students are not permitted as guests.

Conduct and Safety

- Loitering on campus outside the designated dance area is not allowed.
- To ensure student safety, **breathalyzers may be used** at the school's discretion upon entry to the dance and when a student is suspected of being under the influence of alcohol.
- Students who are in **possession of or under the influence of drugs or alcohol** (including nicotine vapes) will face appropriate school discipline and/or be referred to support programs. Additionally, they will be denied participation in all school activities, including field trips, until cleared by an administrator.

Attending Other School Dances

Ukiah High School students may request permission to attend dances at other schools. Attending another school's dance as a guest is a privilege. Please be aware that:

- All **Ukiah High School and Ukiah Unified School District rules and policies apply** to students attending other school events.
- Violations of school rules at another school's dance will be subject to appropriate **UHS disciplinary action**.

We believe that by working together, we can ensure a positive and safe experience for everyone at our school dances and when representing our school in the community.

Parking Lot

Parking on campus is a privilege, follow these guidelines:

1. Parking permits applications must be obtained in the office A-23

2. Park in designated parking spaces in the student parking lot, nose-in. UPD regulates parking on the campus. Violation of parking rules may be cited.

3. Vehicles are subject to search. By entering any Ukiah High School parking area, the person driving any vehicle is deemed to consent to complete search of the vehicle, all its compartments and contents, by school officials or law enforcement personnel, for any reason whatsoever. This notice applies to all vehicles of any type and is in force 24 hours a day. CVC 21113 (A).

Resources in place to promote school safety:

- **Campus Supervision:** Administrators, Deans, and Campus Supervisors monitor the campus. All teachers and employees also supervise the campus. Seek support and report concerns immediately to any employee… anywhere.
- **Identification Cards:** Students should carry their digital Ukiah High ID card (MiNGA) and be ready to provide them to school or bus employees upon request.
- **Emergency Procedures:** All classrooms include emergency procedure postings.
- **SRO**: A School Resource Officer from the Ukiah Police Dept. is stationed at UHS to assist students and ensure safety.
- **Site Council:** The School Site Council meets monthly. The council includes parent and student representatives. School safety and discipline is on each agenda. The council also oversees our goals and their progress and development
- Our student information system is used in the event of an emergency. Please keep contact information up to date by call 472-5750 or email us at ukiahi@uusd.net

Dress Code

The California Administrative Code, Section 302, allows schools to establish and maintain a dress code. Good taste, health, safety and promoting a positive learning and working environment are factors in determining our dress policy. The dress code is reviewed annually.

Dress Appropriately: Ukiah High School students recognize the importance of wearing clothing that follows the district's dress code policy as stated below in the Student Handbook. Ukiah High School students recognize that a positive and enforceable dress code is a shared responsibility between students and staff.

What is considered inappropriate? Specific guidelines for inappropriate clothing is something that is:

1. Promoting violence.
2. Promoting violation of laws (Marijuana, alcohol, violence, etc)
3. Advocating racial, ethnic, or religious prejudice.
4. Unsafe for a work environment (i.e. bare feet or lack of protective clothing in shop classes).

Gang Related Clothing. Any student wearing or carrying overt gang paraphernalia or making gestures that symbolize gang membership shall be referred to the principal or designee. The student's parent/guardian shall be contacted and the student sent home to change clothes if necessary. The following gang-related items have been identified as being unsafe or disruptive and therefore not allowed while at school or school sponsored activities (This may change throughout the year with new information from Law enforcement).

1. Any clothing that is disruptive to the educational process
2. Any article of clothing with personalized monikers, whether hand or machine lettered

3. Any clothing or article that identifies a student as a gang member or associate. No more than two items of clothing that are the same color. (Red or Blue)
4. Any clothing that promotes the use of intoxicants/drugs/alcohol/tobacco.
5. Red/blue colored lanyards, bandannas, bandanna belts, or any colored paisley bandannas; Any associated white supremacy or Neo-nazi symbols or images such as Confederate flag or swastikas; any color do-rag or hairnet. In general headbands or bandannas are not allowed.
6. Red or blue cotton braided belts or lanyards; belt buckles with “N”, “S”, 3 , 4 , 13, 14, 33, 44, 81, 707, “Califas” or marijuana leaves or other known gang related symbols.
7. Red/blue baseball caps, athletic wear with large “N” or “S” letters.
8. Red or blue shoelaces; including laces with red or blue strands or designs.
9. Clothing with the number 3, 4, 13, 14, 33, 44, 81, or roman numerals XIII, XIV, X4, X3, 707, “Califas”.
10. Gang related tattoos must be covered by shirt or band aids at all times.

Athletics and Student Life

Athletic Resources

We are the Wildcats!

UHS is one of ten teams competing in the North Bay League (NBL) within the North Coast Section (NCS) of the CIF.

For the most up to date information please check out our Athletic Website.

Fall	Winter	Spring
Cross-Country Football Golf (Girls) Tennis (Girls) Volleyball Water Polo Cheer Golden Cats Dance Team	Basketball (Boys and Girls) Soccer (Boys and Girls) Wrestling (Boys and Girls)	Baseball Golf (Boys) Softball Swimming (Boys and Girls) Tennis (Boys) Track (Boys and Girls)

Athletic eligibility

2.0 GPA with no more than 2 F’s, on track to graduate, sign/abide by athletic rules, and a physical exam

Activity Resources and Guidelines

You are the ASB – Associated Student Body!

As a Wildcat you are eligible for membership by simply purchasing an ASB stamp for your I.D. Card. These are available in the Student Activities office in the “B” building. The stamp entitles the student to admission to all ASB sponsored events (no door charge) and gives discounts on other school functions and events

Homecoming!
Ukiah High School sponsors the largest homecoming celebration in the free world.

Clubs and Clubs Day!

Instrumental Music	Audrey McCombs	B1
CSF	Kyle Kirkley	E12
Mock Trial		
STEM	Adam Lane	H14
Club Name	**Advisor**	**Room**
Interact	Liz Johnson Ward	F11
Environmental	Brenna Raugewitz	H12
Club Latino	Carmen Matus	G4
FFA	Amy Jirout	M4
History Travel Club	Jeff Bergmann	F8
Floral	Amy Jirout	M3
Scrubs	Brendan Turner	J5
MESA	Ramirez/Torres	R7/R9
Women's Empowerment	Claire Merritt	F9
Art	Rose Easterbrook	J7
Ceramics	James Persky	J6
MTG	Zackary Anderson	F1
DND	Zackary Anderson	F1
Mycology	Desiree Rodriguez	F5
NAYC	Kristin Frith	N2
MC Student Organization	Evan Willig	6210
Wild Minds	Paul Krasts	E6
MC Snapshots	Casey Van Beek	6220
Disc Golf Club	Kris Swett	C6

Poultry	Amy Jirout	M3
Fashion	Katrena Dursteler	J8
French	Desiree Rodriguez	F5
Vocal Music	Josh Smalls	B2
MC Writers Club	Evan Willig	1848
Chess Club	Bobby Taylor	F3
Neurodivergent Club	Gretel Palmerin	R6
Patient Care Club	Melissa Plaza	
MC Art Club	Casey Van Beek	6220
MC Chess Club	Casey Van Beek	6220
Child Development	Katrena Dursteler	J8
Facing Faith Christian	Andrea Tarin	F8
MC Fashion Club	Evan Willig	6210
No Fear Queer	Kathyrn Fried	E1
Model United Nations		R1
Ukiahilite	Joy Kinney	E7
German Club	Kimberlee Hennessey	F12
Newcomers Club	Osvaldo Lopez	N1
Acorn Club	Adam Lane	H14
Whine and Cheese	Adelaida Torres	R7
Business Club	Teel Gordon	R2
Card Sharks	Kyle Kirkley	E12
UHS Dance Club	Rachel Porter	B2
Pickleball Club	Thomas Fragoza	C38
Drama Club	Chris Douthit	Theatre
First Responders Club	Brendan Turner	J5
Imagine and Learn	Katrena Dursteler	J8
Needle Point Society	Liz Ward	G8
Class of 2027	Aaron Ford	B3
Class of 2028		
Class of 2029		
Class of 2030		

Wildcat Writers Assoc	Micheal Riedell	E3