



# PHS Parent / Guardian Quick Reference Guide



## Support Staff

<b>Office/Person</b>
<b>Administration</b>
Kari Kadlub, Principal
Norm Brown, Asst. Principal
Jennifer Ingersoll, Asst. Principal
Samantha Del Valle, Asst. Principal
Nora Light, Asst. Principal
<b>Clerical Staff</b>
Tiffany Dorman – Principal’s Secretary
Angie Guy - Bookkeeper
Tammy Pinson – Data Entry
Brenda Simonds - Registrar
Linda McCabe – Front Office Secretary
Mary Smith – Guidance/ESE Secretary
Sharon Larock – Clinic Assistant
Monica Virgen – BCE Student
<b>Student Discipline Assistants</b>
Pam Lowery
Barry Grayling
Ricky Giles
<b>Student Services</b>
Grade 9 – Kalania Montaque
Grade 10 – Ashley Amiot
Grade 11 – Megan Johnson
Grade 12 – Abby Greek
Cambridge – Sarah Johansen
Social Worker – Melba Hoover
Psychologist – Christina Leon
School Nurse – Margaret Polk
Career Specialist – Mignon Edwards
<b>Additional Support Staff</b>
SRO – Brian McDougal
SSAP – Cindy McCarthy
ICT Specialist – Ariel Huey
Media Assistant- Lynne Roberts
Online Lab IA – Carolyn Calcaterra
Plant Manager – Ricky Messer
Asst. Plant Manager – Bradley Ellison
Cafeteria Manager – Debbie Smith
Asst. Café Manager – Sheila Helms

## School Information

36850 State Road 52  
 Dade City, FL 33525  
 Phone: (352) 524-5500  
 Fax: (352) 524-5591  
 Website: phs.pasco.k12.fl.us  
 College Board ID: 100-345

## Important Calendar Dates

<b>August</b>	<b>January</b>
11-15 Teacher Planning Week	1-2 No School - Winter Break
12 Secondary Registration	5 Teacher Planning Day
15 District Inservice Day	12 Report Cards
18 Students’ First Day	19 No School - Martin Luther King Day
28 Adult Ed. Graduation	29 Adult Ed. Graduation
<b>September</b>	<b>February</b>
1 No school - Labor Day Holiday	13 Progress Reports
9 Open House	9-13 FTE Week
19 Progress Reports	16 No School - Presidents’ Day
<b>October</b>	<b>March</b>
13-17 FTE Week	13 End of Third Quarter
17 End of First Quarter	16-20 Spring Break
20 Teacher Planning Day	23 Teacher Planning Day
27 Report Cards	30 Report Cards
<b>November</b>	<b>April</b>
3-7 Homecoming Week	3 No School
8 Homecoming Dance	17 Grad Bash
11 No School-Veteran’s Day	22 Secretary Appreciation Day
17 Progress Reports	27 Progress Reports
19 Great American Teach In	<b>May</b>
24-28 No School - Thanksgiving Break	4-8 Teacher Appreciation Week
<b>December</b>	20 Seniors Last Day
16-19 Semester Exams	25 No School - Memorial Day
19 End of First Semester	29 Semester Exams
22-31 No School-Winter Break	29 Graduation
	<b>June</b>
	1-2 Semester Exams
	3 Students’ Last Day
	4-5 Teacher Planning Days
	11 Report Cards

## Pasco District Vision Statement

Our vision is to create a community which works together so all Pasco County students will reach their highest potential.

## PHS Mission Statement

The mission of Pasco High is to create a collaborative environment that nurtures learning, mutual respect, and a strong work ethic, thereby helping to develop future citizens for the challenges that lie ahead.

# PRIDE, HONOR, SUCCESS=Pirates in Pursuit of Excellence

## Make-up Work

Excused absences guarantee students the right to make up work assigned on the day(s) of absence at full credit. The student is responsible for asking the teacher for assignments and make-up tests within two class meetings with the teacher. The teacher shall specify a reasonable period of time for completion of make-up work. In no case shall the time be less than one full calendar day for each day missed. Work due to be turned in on the day of the excused absence will be turned in upon return and be given full credit. Students served in Detention/ISS will be entitled to complete make-up work while in Detention/ISS at full credit. The principal shall have the authority to modify these conditions with a confirmed hardship.

## Visitors

- Visitors must have a badge/visitor sticker in order to be on campus beyond the main office.
- Parents may only visit classrooms after receiving administrative approval and prior teacher notification. We ask for 24 hours to approve.
- Non-students, including graduates, may NOT visit classrooms during student contact hours.
- Students may NOT have visitors.
- Food deliveries are NOT allowed.

## Pasco High School Coaching Staff

SPORT	COACH	SPORT	COACH
Athletic Director	McHugh	Basketball (B)	Webb
Head Football	McHugh	JV Basketball (B)	TBD
Asst. Football	Ward	Basketball (G)	P. Broner
Asst. Football	Colding	JV Basketball (G)	S. Broner
Asst. Football	Fortunato	Softball (G)	TBA
Asst. Football	Bittiker	JV Softball (G)	Neel
Asst. Football	Hochstetler	Baseball (B)	Fortunato
Swimming (B)	Johnson	JV Baseball (B)	Q. Jones
Swimming (G)	Graham	Weightlifting (B)	Colding
Swimming Asst	I. Long	Weightlifting (G)	Lowery
Soccer (B)	TBD	Track (B)	Grayling
JV Soccer (B)	W. Lowery	Track (G)	N. Graham
Soccer (G)	D. Herndon	Asst. Track	Lowery
JV Soccer (G)	Hernandez	Tennis (B)	Wilks
Volleyball	Tejada	Tennis (G)	Charlick
JV Volleyball	A. Amiot	Cheerleading	A. Payne
Wrestling	DeAugustino	JV Cheerleading	L. Booker
Asst. Wrestling	TBD	Cross Country (B)	Grayling
Golf (B)	Wilks	Cross Country (G)	Lowery
Golf (G)	Charlick		

## Hall Passes

**Passes:** Students **must** have a valid pass when in the hallways. Teachers will not issue a hall pass during the first or last 10 minutes of class.

## Student Tardiness to Class

**Tardy:** A student is tardy when the student is not in the assigned seat or station when the bell rings.

(<15 minutes = Tardy, >15 minutes = Skipping)

**Procedures:** Teachers are responsible for marking tardies in eSembler

**Tardies start over each nine weeks, as do the consequences.**

## BELL SCHEDULE

Period	Class Times
<b>Period 1</b>	7:35 – 8:25
<b>Period 2</b>	8:30 – 9:20
<b>Period 3</b>	9:25 – 10:15
<b>Period 4</b>	10:20 – 11:10
<b>Period 5</b>	11:15 – 12:05
<b>Period 6</b>	12:10 – 1:00
<b>Period 7</b>	1:05 – 1:55

## Media Center Procedures

**All periods including lunches**

In order to be admitted to the Media Center during school hours, students must obtain a specific Media Pass from their teacher. Passes will be given out in the cafeteria. Therefore, students wishing to use the Media Center during their lunch period must obtain a pass from an administrator during lunch.

## eSembler

We encourage every student and parent/guardian to obtain an eSembler account in order to keep up to date records for grades and attendance.

The link to set up an account is

<https://grades.pasco.k12.fl.us/default.asp>

## AP Testing

### Monday, May 4

(AM) Chemistry & Environmental Science  
(PM) Psychology

### Tuesday, May 5

(AM) Calculus AB, BC

### Wednesday, May 6

(AM) English Literature and Composition

### Thursday, May 7

(AM) Spanish Language & Computer Science  
(PM) Art History

### Friday, May 8

Studio Art (Portfolios Due)  
(AM) United States History  
(PM) European History

### Monday, May 11

(AM) Biology  
(PM) Physics B & Physics C

### Tuesday, May 12

(AM) United States Government and Politics

### Wednesday, May 13

(AM) English Language and Composition  
(PM) Statistics

### Thursday, May 14

(AM) World History  
(PM) Macroeconomics

### Friday, May 15

(AM) Microeconomics

## Important Websites

### Pasco High School

<http://pchs.pasco.k12.fl.us>

### Canvas

<https://pasco.instructure.com>

### Esembler (Grades and Attendance)

<https://grades.pasco.k12.fl.us/>

### Pasco County School District

<http://www.pasco.k12.fl.us/>

### Pasco Education Foundation

<http://www.pascoeducationfoundation.org/>

## College Prep Testing

ACT	SAT	PSAT
Sept 13	Oct 11	Oct 15
Oct 25	Nov 8	
Dec 13	Dec 6	
Feb 7	Jan 24	
April 18	March 14	
June 13	May 2	
	June 6	

**PLAN Testing Window:**  
Oct. 28 – Nov. 1

## Florida End-Of-Course (EOC) Assessment Windows

December 1-19, 2014	Algebra 1, Biology, Geometry & U.S. History
April 28-May 9, 2015	U.S. History
May 5-9, 2015	Biology
May 12-16, 2015	Algebra 1
May 19-23, 2015	Geometry

## FSA Assessment Windows

October 6-17, 2014	Retakes 11 <sup>th</sup> , 12 <sup>th</sup> , 13 <sup>th</sup> and Retained 10 <sup>th</sup>
March 2-13, 2015	Retakes 11 <sup>th</sup> , 12 <sup>th</sup> , 13 <sup>th</sup> and Retained 10 <sup>th</sup>
March 23-April 10, 2015	Retakes 11 <sup>th</sup> , 12 <sup>th</sup> , 13 <sup>th</sup> and Retained 10 <sup>th</sup>
April 13, 2015 – May 8, 2015	Retakes 11 <sup>th</sup> , 12 <sup>th</sup> , 13 <sup>th</sup> and Retained 10 <sup>th</sup>

## Student Grading and Honor Roll

### Computation of Grade Point Average (GPA)

$GPA = 4 (\# \text{ of A grades}) + 3 (\# \text{ of B grades}) + 2 (\# \text{ of C grades}) + 1 (\# \text{ of D grades}) + 0 (\# \text{ of F grades})$

Divide Total Number of Semester Grade

Honors courses will be weighted as follows: A = 4.5 B = 3.5 C = 2.5 D = 1.5 F = 0

Advanced Placement courses will be weighted as follows: A = 5 B = 4 C = 3 D = 2 F = 0

High School A = 90 - 100 = 4 points B = 80 - 89 = 3 points C = 70 - 79 = 2 points D = 60 - 69 = 1 points F = 0 - 59 = 0 points I = Incomplete

### Secondary Honor Roll Student Selection

Identification of students for honor roll will be determined as follows:

GPA = Quality points divided by total number of grades

Three levels of honor roll exist: Straight "A" honor roll: Grade of "A" in all subjects. High honor roll: 4.0 GPA and above, Honor roll: 3.2 GPA (rounded to the nearest tenth) to 3.99 GPA.

## Dress Code Policy

Dress code regulations must be maintained at all times.

Students out of dress code receive a discipline referral and they will be isolated from class until their dress is corrected.

Shorts or skirts must be no more than 4" above the knee.

Jeans cannot expose the skin more than 4" above the knee.

Tank tops, spaghetti straps, halters, sexually implicit or explicit clothing, pajamas, spandex, bikinis are NOT allowed.

Shirts must not dip lower than an imaginary line from armpit to armpit and must be long enough to overlap tops of pants, shorts or skirts.

Boys must wear their pants securely at the waist and all shirts must have at least a 4" sleeve (shoulder to arm). Muscle or sleeveless shirts and athletic jerseys are NOT allowed.

Decorations, symbols, motors, or designs imprinted or attached to the body or clothing which are offensive to good taster or the maintenance of decorum, or which to advertise tobacco, alcohol, drugs, guns, violence, or which identify them as members of a secret antisocial groups or gangs shall NOT be worn to school or school functions.

Hats or head coverings are NOT allowed unless previously approved.

**The principal or designee will make final decisions on the appropriateness of dress.  
Habitual offences will result in a discipline referral**