



WOLVERINE NEW
STUDENT GUIDE

YOUR PATH TO SUCCESS

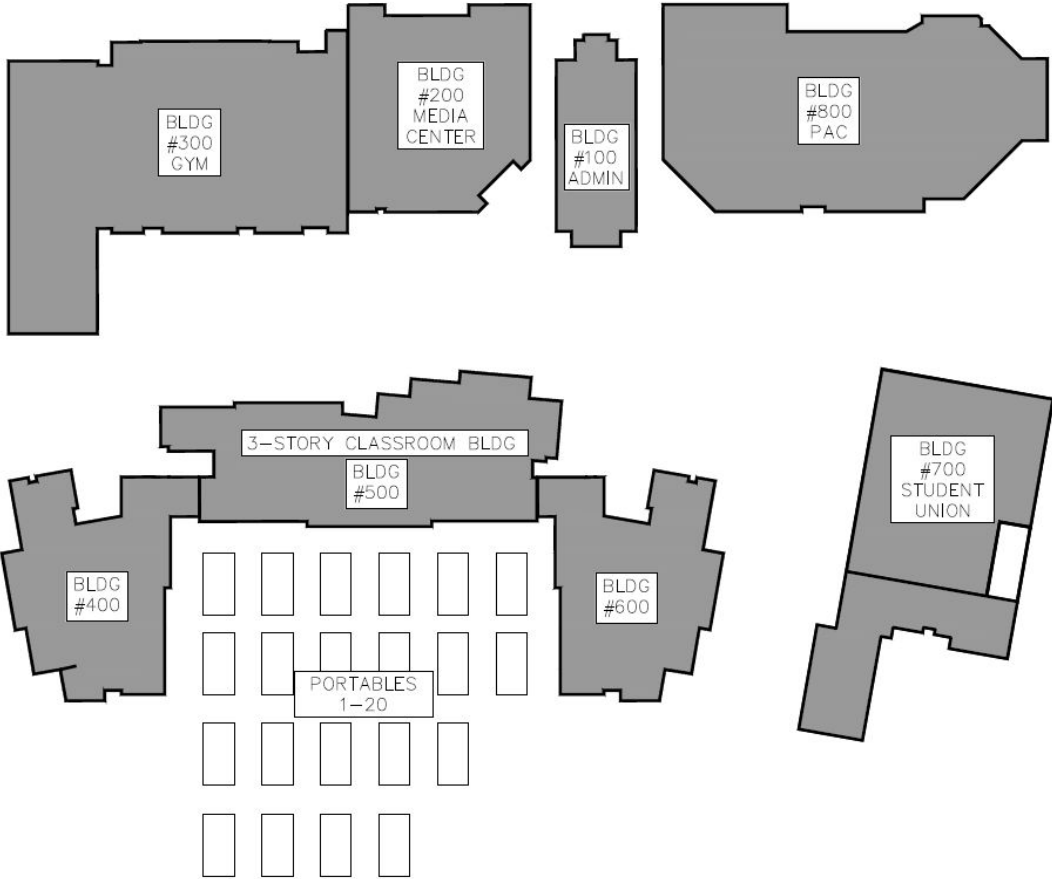
Welcome to Windermere High School!



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Campus Map

WINDERMERE CAMPUS



Bell Schedule

Windermere High School

Bell Schedule 2019-2020

Monday, Tuesday, Thursday, Friday

Lunch A		Lunch B		Lunch C	
Period	Times	Period	Times	Period	Times
1	7:20-8:14	1	7:20-8:14	1	7:20-8:14
2	8:20-9:10	2	8:20-9:10	2	8:20-9:10
3	9:16-10:06	3	9:16-10:06	3	9:16-10:06
A Lunch	10:06-10:36	4B	10:12-11:02	4B	10:12-11:02
4A	10:42-11:32	B Lunch	11:02-11:32	5C	11:08-11:58
5	11:38-12:28	5	11:38-12:28	C Lunch	11:58-12:28
6	12:34-1:24	6	12:34-1:24	6	12:34-1:24
7	1:30-2:20	7	1:30-2:20	7	1:30-2:20

Wednesday

Lunch A		Lunch B		Lunch C	
Period	Times	Period	Times	Period	Times
1	7:20-8:04	1	7:20-8:04	1	7:20-8:04
2	8:10-8:50	2	8:10-8:50	2	8:10-8:50
3	8:56-9:36	3	8:56-9:36	3	8:56-9:36
A Lunch	9:36-10:06	4B	9:42-10:22	4B	9:42-10:22
4A	10:12-10:52	B Lunch	10:22-10:52	5C	10:28-11:08
5	10:58-11:38	5	10:58-11:38	C Lunch	11:08-11:38
6	11:44-12:24	6	11:44-12:24	6	11:44-12:24
7	12:30-1:10	7	12:30-1:10	7	12:30-1:10

Buses

OCPS transports over 69,000 students during the traditional school year traveling more than 17 million miles, utilizing about 900 daily routes, with over 26,000 bus stops! Our dedicated team members work with a student population who represent 200 countries/regions and speak 167 different languages and dialects.

We operate four garage facilities serving over 1,600 district-owned vehicles such as school buses, trucks, autos, vans, and trailers. We provide mechanical repair and

maintenance for specialized power equipment such as electrical generators and operator-driven equipment including sweepers and mowers.

Questions concerning your student's transportation?

Please call transportation: 407-317-3807 (Call Center) or 407-317-3800 (main line)

Please provide some basic information so that we may assist you in a timely manner:

- Route number - the 4-digit number handwritten in white on the bus windows; this is different from the 5-digit bus number.
- School your child attends - the school designated symbols and/or colors (lion bus or green bus) are used by the schools only; Transportation cannot use them as reference.

Resources for a Good Start to the School Year

- **Find-A-Bus Application** - Go to www.ocps.net then click on Find a Bus (in *Quick Links*) and follow the instructions.
- Check the **route information** posted at the school for times and stop locations. Stop locations are also found in the **Find-A-Bus application**.
- The Transportation Services telephone number is **407-317-3800**.
- Be sure to **update** school records with **your current telephone number** so you will not miss out on important information.
- Be sure your child has some type of **identification** with their name, address, and a contact person's telephone number on them at all times.
- **FAQ's** (Frequently Asked Questions) can be found on the **Transportation Services** website in the *Quick Links* section or visiting https://www.ocps.net/departments/transportation_services/transportation_safety/transportation_f_a_q

Breakfast & Lunch

OCPS Food and Nutrition Services serves breakfast and lunch daily in our Student Union. It is recommended that you put money on your students' School Pay Account (link on our website) to pay for meals.

Status Type	Breakfast	Lunch
Free	\$ -	\$ -
Reduced	\$ 0.30	\$ 0.40
Paid (Secondary)	\$ 1.75	\$ 2.75

To ensure your student is getting a nutritious meal they can choose three to five components. If three to five components are not selected, then items will be charged at the A la Carte price. The five food group components are: Proteins, grains, Vegetables, Fruits, and Milk. For breakfast, students may select a minimum of three out of four offered food items, where one of those items must be a 1/2 cup fruit of vegetable. For lunch, students may select a minimum of three out of five total food group components and one of those components must be a 1/2 cup fruit or vegetable.

To view the breakfast and lunch menus please visit:

<https://ocpsmenus.com/menus-eula>

Lunch Schedule

Lunch schedules are based on a students 4th and 5th period classes. The letters associated with the period tell the student what lunch they have.

	Period 4	Period 5
Lunch A	4A	5
Lunch B	4B	5

Lunch C	4B	5C
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Schedule Change Requests & Drop/Add Procedures

SCHEDULE CHANGE NOTICE

All schedules are tentative and subject to change until the first day of school. Students will pick up their final schedule on the first day of school in their homeroom (see homeroom posters). Students will have an opportunity to request schedule changes through the drop/add process at the end of the first week of school. A Google Form link will be shared with students to request those changes. All requests are accommodated provided there is space, and the course fits in their schedule. Schedule change requests cannot be accepted via email.

Exceptions: EMERGENCY SCHEDULE CORRECTIONS

Students who have the following schedule errors may report to the Emergency Schedule Correction table for assistance during Open Campus:

- Blank/Empty Class Period
- Double Scheduled Period
- Lunch Conflicts (4A with 5B)

Guidance Counselors

Counselors are available by appointment only. The links to schedule appointments with each counselor are available on our website. Counselors are available for emergency walk-in appointments during all three lunch shifts daily.

A - BON: Rico Feliciano
luis.feliciano@ocps.net
x6042634

BOO - COV: Cheyenne Kiddy
Cheyenne.kiddy@ocps.net
x6042810

COW - FER: Bianca Medina
bianca.medina@ocps.net
x6042637

FES - HA: Kristin Wilkin
kristin.wilkin@ocps.net
x6042813

HE - LEE: NaQuanda Mack
naquanda.mack@ocps.net
x6042806

LEF - MED: Keyonata Granberry
keyonata.granberry@ocps.net
x6042815

MEE - PAT: Rachel Woodward
rachel.woodward@ocps.net
x6042299

PAU - RO: Jenna Rogers
jennifer.rogers3@ocps.net
x6042814

RU - THE: Jessie Pierce
jessica.pierce2@ocps.net
x6042812

THI - Z: LeAnn Lloyd
leann.lloyd@ocps.net
x6042811

Lockers

Most students do not need lockers as we are a digital 1 to 1 school and all students have a laptop. If you believe you may need a locker, please see Mr. Linehan during all lunch shifts in the student union (cafeteria).

First Day Homerooms

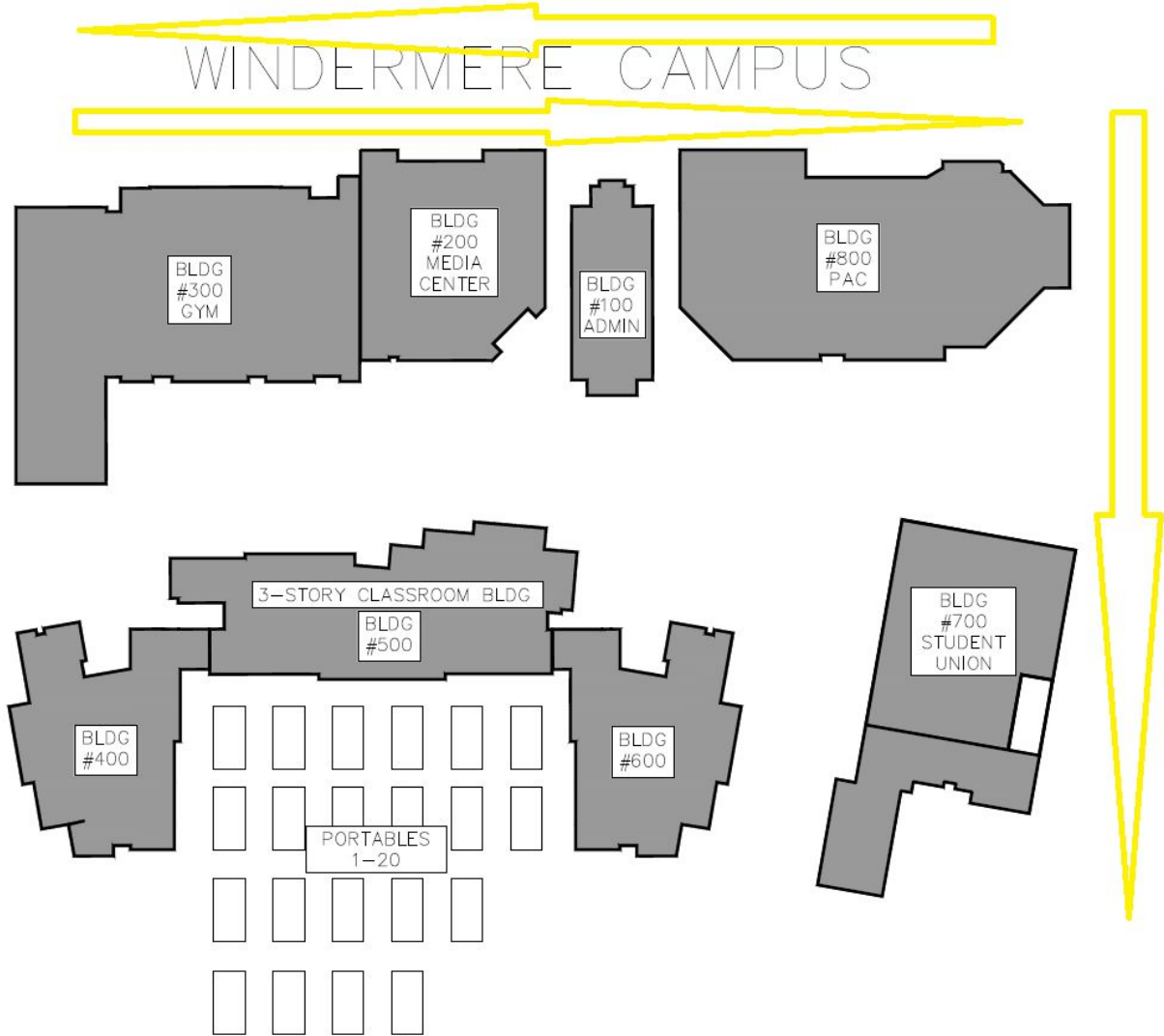
Students will pick up their final schedule on the first day of school in their homeroom. The locations are by last name. To view the homeroom assignments, please visit:

<https://tinyurl.com/WSHomeroom2019>

Digital Device & IDs

Parent Pick Up and Drop Off

Parents will enter through the North Gate/Student Parking Lot entrance. Follow the signs around and drop your students off between the student union and PAC. Signs are posted.



Late Arrival & Early Release

Students with late arrival and early release will use their printed schedule to enter and exit campus early. After the first week of school, students must get a green sticker added to the

back of their ID badge. They will provide a copy of the records clerk in Student Services to pick up their sticker during all lunch shifts.

Parking

Students must have a reserved parking space to park on campus. There are no additional spots available this year. There is a waiting list for parking spots for the 2019-2020 school year. Please contact Mr. Linehan to join the waiting list.

Skyward & Canvas Parent Accounts

Orange County Public Schools is excited to announce that we have moved to a new student information system. For parents and guardians, this means that you will no longer use Progress Book and Parent Access to view your student's information. Starting now, you will use the Skyward Family Access system. Further details and training materials can be found on the main OCPS webpage (www.ocps.net) and then select Students and Parents from the top menu. Then click on Skyward. You will need to use the "Skyward Family Access through LaunchPad" documentation to register for a LaunchPad account. You will sign into LaunchPad each time you want to access Skyward. LaunchPad will then automatically log you into Skyward Family Access. Use the "Skyward Family Access" documentation to navigate the system to see important information for your student such as grades and attendance. Please contact your school if you have any issues registering for a LaunchPad account, or using the Skyward Family Access system.

Athletics

Please visit our www.windermereHS.OCPS.net website and click on the athletics tab for all information concerning athletics on our campus.

Athletic Director: Russell Williams
Russell.williams@ocps.net
407-347-0980

Assistant Athletic Director: Fred Priest
Fred.Priest@ocps.net

Assistant Athletic Director: Mark Griseck
Mark.Griseck@ocps.net

Coaches

SPORT	COACH	EMAIL	1ST DAY OF PRACTICE AND/OR TRYOUTS
FALL			
Boys & Girls Bowling	Kier Ancona	Kier.Ancona@ocps.net	August 14th
Boys & Girls Cross Country	Taylor Washington	Trewrunner@gmail.com	July 29th
Football	Fred Priest	Fred.Priest@gmail.com	July 29th
Cheerleading	Anni MacClellan	Anni.MacClellan@ocps.net	July 29th
Boys Golf	Eric Bacon	Eric.Bacon@ocps.net	July 29th
Girls Golf	Maria Castelluci- Weber	Weber2363@gmail.com	August 5th
Boys & Girls Swimming	Trey Taunton	Trey.Taunton@ocps.net	July 29th
Girls Volleyball	Layla West	Layla.West@ocps.net	July 29th
WINTER			
Boys Basketball	Mark Griseck	Mark.Griseck@ocps.net	TBD
Girls Basketball	Misty Cox	Misty.Cox@ocps.net	TBD
Competitive Cheer	Anni MacClellan	Anni.MacClellan@ocps.net	TBD
Boys Soccer	Alex Ferreria	ASFF10@yahoo.com	TBD
Girls Soccer	Trenton Fredrick	Trenton.Fredrick@ocps.net	TBD
Girls Weightlifting	Eric Olson	Eric.Olson@ocps.net	TBD
Boys & Girls Wrestling	James Baker	James.Bacon@ocps.net	TBD
SPRING			
Baseball	Eric Lassiter	William.Lassiter@ocps.net	TBD
Girls Flag Football	Michael Stringer-Bratton	Michael.Stringer-Bratton@ocps.net	TBD
Boys Lacrosse	Richard Kaetzel	Richard.Kaetzel@ocps.net	TBD
Girls Lacrosse	Ann Bomleny	Ann.Bomleny@ocps.net	TBD
Softball	Eileen Hannigan	Eileen.Hannigan@ocps.net	TBD
Boys & Girls Tennis	Kevin Brandt	Kevin.Brandt@ocps.net	TBD
Boys & Girls Track	Jason Greer	Jason.Greer@ocps.net	TBD
Boys Volleyball	Derek Ihnenfeld	Derek.Ihnenfeld@ocps.net	TBD
Boys & Girls Water Polo	Trey Taunton	Trey.Taunton@ocps.net	TBD
Boys Weightlifting	Eric Olson	Trey.Taunton@ocps.net	TBD
Athletic Director	Russell Williams	Russell.Williams@ocps.net	TBD
Asst. Athletic Director	Fred Priest	Fred.Priest@ocps.net	TBD
Asst. Athletic Director	Mark Griseck	Mark.Griseck@ocps.net	TBD
Athletic Trainer	Jillian Sutton	Jillian.Sutton@ocps.net	TBD
Athletic Trainer	Thomas Anania	Thomas.Anania@ocps.net	TBD

FSA/EOC Score Reports

Score reports will be delivered to the schools in the coming weeks. They will be available for pick up at our Open House on October 1, 2019 at 6:00pm.

Code of Conduct

The School Board of Orange County, Florida (Board) Board Policy JIC in addition to Section 1006.07, Florida Statutes, requires the adoption of a Code of Student Conduct (Code). The Orange County Public Schools (OCPS) Code applies to all activities throughout the school, while being transported to and from school at public expense, a reasonable time before and after school, during school-sponsored activities, and any other jurisdictional area as permitted by applicable laws and regulations.

https://www.ocps.net/UserFiles/Servers/Server_54619/File/Frequently%20Updated%20Documents/Code%20of%20Conduct.pdf

Dress code

The dress and grooming of Orange County Public Schools' students shall contribute to the health and safety of the individual, promote a positive educational environment, and not disrupt the educational activities and processes of the school. These standards of dress and grooming apply to all students in the public schools of Orange County, unless a specific exemption is granted by the principal. Any request for an exemption shall be made to the principal.

1. Clothes shall be worn as they are designed. For example, suspenders should be over the shoulders, pants secured at the waist, belts buckled, no underwear as outerwear, no underwear exposed.
2. Clothing with holes, rips, tears, or inappropriate patches will not be allowed if considered obscene.
3. Bare midriffs and bare sides shall not show when arms are extended above the head.
4. Clothing normally worn when participating in a school sponsored extracurricular or sports activity may be worn to school when approved by the sponsor, coach, or principal. Examples would be cheerleader, drill-team and band uniforms, team shirts, etc.
5. Clothing that is too tight, revealing, or causes disruption is inappropriate.
6. Gang paraphernalia, garments and/or jewelry, tattoos, or other insignias, which display or suggest sexual, vulgar, drug, alcohol, or tobacco-related wording/graphics or may tend to provoke violence or disruption in school shall not be worn.
7. Headgear shall not be worn on campus during the school day, unless the headgear is approved by the principal. Headgear includes, but is not limited to, hats, visors, du-rags, bandanas, bonnets, hoodies, shower caps, sunglasses, etc.
8. Chains hanging from the neck, belt, pocket, or attached to the wallet shall not be worn.
9. Jewelry that contains any type of sharp object shall not be worn.
10. Hemlines of shorts, dresses, skirts, and skorts shall be no shorter than mid-thigh.
11. Clothing must be 3 inches at the shoulder.
12. Shoes shall be worn. The following are not acceptable:

- A. Thong sandals (K-8)
- B. Cleated Shoes (K-12)
- C. Backless Shoes (K-8)
- D. Shoes with wheels (K-12)

13. Individual schools may implement school uniforms with community input and approval of the principal's supervisor.

Any student who violates this dress policy will be subject to disciplinary action as outlined in the Code of Student Conduct and Section 1006.07(2)(d), Florida Statutes. Individual schools are expected to use the state and district dress and grooming guidelines as minimum standards; any adjustments may be made upon approval of the principal's supervisor.

Clinic Info & Medications

Our School Nurse is: Nurse Connie
Clinic Phone Number: 407-347-0980, ext. 6042229
Clinic hours are Monday thru Friday 7:00 am – 2:30 pm

Students can see the nurse only after securing a pass from their teacher. Students not being released to home will be returned to class within 20 minutes.

Chronic medical conditions such as, but not limited to, Asthma, Diabetes, life-threatening Allergies, etc. should be discussed at the beginning of the school year with the school nurse. Parents are required to complete the emergency information form each year and provide current working phone numbers of all contacts listed.

Medication Procedures:

FOR SAFETY AND SECURITY REASONS, STUDENTS ARE NOT PERMITTED TO BRING MEDICATIONS TO SCHOOL.

If a student needs to take medication during the school day, the following procedures must be followed:

- All medication must be administered by the school nurse or designated trained person
- Whenever possible, the medication should be taken at home. If medication must be taken at school, the following rules apply:
- PARENTS must bring the medication to school and must complete the authorization form
- Prescription medications must be in the original pharmacy labeled container. Parents can ask their pharmacist to provide them with two containers: one for school and one for home. Medications, including eye drops, cannot be transferred to and from school.

- Over the counter medications (for example Tylenol, Motrin, Midol) will only be accepted in the factory-sealed original container
- Inhalers, Epi-pens, Diabetic Supplies, and Pancreatic Enzymes may be carried by the student, provided the proper Self-Carry Authorization Forms are on file with the school. These forms require a physician signature and are available in the clinic. The original is kept in the clinic and the student must carry a copy in their backpack along with the medication.

In order for students to receive medication in the clinic, the Medication Authorization Form must be completed and turned in to the school nurse. Medication Authorization Forms are only good for one school year and are available on our website under the students tab on the clinic page. Parents must pick up all personal student medications maintained in the clinic at the end of each school year. Medications that are not picked up at the end of the school year will be destroyed.

Attendance and Absence Notes

Policy

No student shall be awarded a credit unless the student has been in attendance for instruction for a minimum of 135 hours. The 135 hours required for attendance for instruction corresponds to twenty (20) absences in a school year or ten (10) absences for each semester. The school may provide a student who has been in attendance less than 135 hours an opportunity to receive credit by demonstrating mastery of the student performance standards in that course of study.

Attendance Procedures

1. If a student is on campus, but not in class, the student is absent and should be marked absent.
2. Student absences are recorded as unexcused until the parent provides a written notice or required documentation to the Attendance Clerk within 48 hours of the student's return to school. No more than five (5) parent notes are allowed per semester. The reason provided on the excuse note must follow OCPS Attendance Policy, requests that fall outside OCPS guidelines will be denied. Phone calls, emails or faxes are not acceptable communications for excusing an absence.
3. Students are allowed the number of days absent, plus one (1) day to make up class assignments upon returning to school. Makeup assignments and tests are the student's responsibility to arrange with the teacher. For the purposes of makeup work, both excused and unexcused absences will be treated the same.

4. Telephone calls will be made each evening to the home phone number of any student who has been absent that day. Any changes to student contact information should be reported to the school registrar.
5. Messages for students may be taken only in case of emergencies and only from the parent/guardian.
6. PASS: Attendance will be kept by the PASS coordinator during their duration of the assignment. Teachers will record absences during this time and attendance clerk will make any necessary corrections.

Check out procedures:

Parents/Guardians must come to the Attendance Office and present a valid legal form of ID to check out a student. If the person is not on the student's contact list he/she will not be allowed to check out the student. There will be no release or permission to release by note or phone call. Students may not sit and wait for parents in the attendance office.

Pre-Arranged Absence Policy

1. If an absence is planned, and cannot be taken care of during student holidays a Pre-Arranged Absence may be requested with the Attendance office.
2. Pre-Arranged Absence forms are available in the Attendance Office.
3. Each Pre-Arranged Absence form must include a reason for the absence (flight information, Doctor's note, etc).
4. All forms and accompanying documentation must be submitted at least one week (5 days) in advance of the planned absence.
5. The administrator over Attendance, Mrs. Kennedy, will review the documentation and make a decision on whether to allow the Pre-Arranged Absence.
6. Teachers will supply work in advance on all approved Pre-Arranged Absences.
7. Students will have the amount of days absent plus one to make up all work and return it to the teacher. This same amount of time also applies to quiz and exam makeup.
8. Teachers will supply work in advance on all approved Pre-Arranged Absences.
9. Students will have the amount of days absent plus one to make up all work and return it to the teacher. This same amount of time also applies to quiz and exam makeup.

Key Administration Contacts

Last Name	First Name	Job Title	Email
GUTHRIE	DOUGLAS	PRINCIPAL,SR HIGH	8796@ocps.net
KENNEDY	ELIZABETH	ASST PRINCIPAL,SR	113283@ocps.net

LINEHAN	JOHN	ASST PRINCIPAL,SR	<i>2563@ocps.net</i>
MURCHISON	NANCY	ASST PRINCIPAL,SR	<i>18167@ocps.net</i>
PLUMBLEE	TAYLOR	ASST PRINCIPAL,SR	<i>94290@ocps.net</i>
ROBB	SHERI	ASST PRINCIPAL,SR	<i>22557@ocps.net</i>
