



# High School Student Memorandum of Understanding

SAY Sí is committed to providing its students with the highest quality multi-disciplinary arts education, encouraging high standards of achievement and fostering excellence and leadership. In order to do this, **SAY Sí students must observe all program policies.**

## Community

- Students must model good behavior; respect themselves, others, and the programs' (as well as other students') materials and supplies.
- **No visitors** are allowed in the SAY Sí classrooms at any time.
- Drugs, weapons, and abusive language [including music] **are not permitted at SAY Sí.**
- Work areas must be cleaned daily before leaving.
- All students must be a positive and productive influence in the studio.
- Students are not allowed to leave campus for any reason without staff permission.

## Studio/Company

- Students must attend eight to ten hours of studio sessions a week.
- Each student must log and track their hours.
- All students must complete project assignments in a timely manner.
- Students are required to participate in and expected to attend every exhibition/production.
- SAY Sí students must have reliable transportation to and from SAY Sí.
- **Students must submit a copy of their report card every grading period.**
- Student meetings on Monday are **mandatory.**

## Artists - *In order to graduate from the SAY Sí program students must commit to the following:*

- Portfolio creation & development
- Development of a resume and artist statement
- Participation in at least two college visits
- Completion of FAFSA
- Application to at least three postsecondary institutions
- Application to at least four scholarships
- Notification of college acceptances and financial aid awards
- Completion of senior thesis exhibit and presentation
- Permission to track postsecondary education data\*

## Other Requirements

Academics: Students are expected to prioritize their education and maintain grades that reflect their best efforts. If a student is struggling to maintain their grades, it is their responsibility to communicate with instructors if time is needed to focus on school and improve their grades. It is at the instructor's discretion to decide whether the student can take a short leave of absence or will need to drop the program and reapply at a later time. Students who fail to maintain a C average in their academic studies *and who fail to meet with staff regarding such issues* will be suspended from the program until the next grade period. **All students must submit their academic report cards at the end of each grading period.** Failure to do so is grounds for suspension from SAY Sí.

Equipment: The use of the SAY Sí printers, copier, art materials and equipment [shop and media] should be limited to projects that fall within the context of the program. Use of the SAY Sí printers, copier, art materials and equipment for personal use is prohibited unless preauthorized from the instructors or program director.

Annual Review: Students are required to have an annual review at the beginning of each calendar year. The annual review will be based on attendance, performance and attitude and will be used to gauge the student's continuation in the program.

Communication: In order to ensure that students are able to take full advantage of the benefits of SAY Sí, it is imperative that parents and students maintain clear lines of communication with instructors and/or the program director. This includes, but is not limited to, changes in contact information (i.e. address, phone number, email address, schools etc.), issues with attendance, scheduling conflicts, family emergencies and other issues families feel are important to share with SAY Sí staff.

**Disciplinary Action**

Disregard of the above rules will result in the following: First, the student is warned. Second, a meeting is called with the student and parent. Third, if the problem persists, the student will be dismissed from SAY Sí. For violations regarding grades, attendance or behavior a student may be put on probation.

**Probation**

A student on probation must adhere to the policies, improve performance and will be closely supervised for the entirety of the next trimester. Violating probation will result in dismissal. Based on the student’s performance status and history of communication, a conference may be called to appeal dismissal under extenuating circumstances. Any leniency given is at the program instructors’ and program director’s discretion and will require a second probation period. Second violation of probation will result in automatic dismissal.

**National Student Clearinghouse\***

As part of SAY Sí’s commitment to our students and parents, SAY Sí will be using the National Student Clearinghouse to access student college enrollment and completion information. *This information is for internal use only* and will be used to measure the success of our programs’ college readiness initiatives. SAY Sí will use birthdate and/or Social Security Number to access this information through the National Student Clearinghouse Student Tracker. **SAY Sí does not share this personal identification information with outside parties.**

**Parents/Guardians are expected to:**

- Assure that students have reliable transportation to and from SAY Sí
- Participate in a financial aid workshop, including completion of student’s FAFSA
- Attend exhibitions and productions
- Ensure students fulfill the requirements of this MOU with your support

**Agreement**

This Memorandum of Understanding serves as an agreement between SAY Sí, the student and parent(s)/guardian(s).

Rules are made for the protection and wellbeing of the student body, and to promote the ideals of scholarship, character and professional behavior. SAY Sí pledges to provide the highest caliber of training possible in the arts. In return, SAY Sí expects its policies to be honored. SAY Sí wants to train the best artists possible; therefore, the signatures of the student and program staff are required on this form, signifying understanding and agreement with the above rules. Student and parent/guardian signature also gives SAY Sí permission to utilize identification information such as birthdate and/or Social Security Number to access student’s postsecondary information through National Student Clearinghouse’s Student Tracker.

Student Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Program Director: \_\_\_\_\_ Date: \_\_\_\_\_

Artistic | Executive Director: \_\_\_\_\_ Date: \_\_\_\_\_