



SAY Sí High School Student Memorandum of Understanding

As a leading creative youth development organization, SAY Sí is committed to creating a premier, inclusive, dynamic, and nurturing educational environment for San Antonio's youth through dedication to Creativity, Leadership, Equity, and Community. In order to do this, SAY Sí students must observe all program policies.

Community Agreements

- Students must model good behavior; respect themselves, others, and the programs.
- All students must be a positive and productive influence in all spaces, meetings and platforms, building empathy as a leadership trait.
- Drugs, weapons and abusive language (including music) are not permitted at SAY Sí meetings or other SAY Sí community spaces. The safety of our spaces requires everyone's involvement and care.
- No toys, games, outside messaging, etc. can be used during sessions.
- No visitors, friends or relatives are allowed in the SAY Sí sessions or SAY Sí-only spaces like Trello.
- COVID-19 Precautions: All students, staff and guests must follow shared & posted SAY Sí safety protocol such as wearing a mask, not eating inside the building (or with a minimum distance of 6 feet from another person if weather requires eating indoors), and social distancing.

Participation

- Attendance Requirement: Students must attend at least one weekly studio class and the weekly student meeting on Mondays at 5 pm. Students are strongly encouraged to attend twice a week to stay on top of their projects.
- Missing a class counts as an absence regardless of the reason or whether instructors are notified ahead of time or afterward. If a student is late to their class, they may be marked absent. Chronic tardiness and/or missing more than the maximum amount of absences will result in probation during the following trimester. If a student violates probation it is grounds for dismissal.
- Communications about absences or other participation issues need to be shared with instructors via email, text or phone.
- With only one day a week required, quality engagement, project progress, and completion will be observed as evidence of good participation. Progress will be different for each studio. For example, for

theatre or film production, rehearsal weeks require mandatory attendance during all sessions in the week.

- All students must complete project assignments in a timely manner.
- Students are required to participate in and expected to attend every high school program exhibition/production.

The trimester schedule is as follows:

<i>Spring trimester:</i>	<i>January - May</i>
<i>Summer trimester:</i>	<i>June - July</i>
<i>Fall trimester:</i>	<i>August - December</i>

Artistry

In order to graduate from the SAY Sí program, students must commit to the following:

- Portfolio creation & development
- Development of a resume, short artist profile (or biography), and artist statement
- Participation in at least two college visits
- Completion of the FAFSA
- Application to at least three post-secondary institutions
- Application to at least four scholarships
- Notification of college acceptances and financial aid awards
- Completion of senior thesis exhibit and presentation
- Registering to vote as soon as eligible
- Permission to track postsecondary education data (*see National Student Clearinghouse heading below*)

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 leave 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 grading period. All students must submit their academic report cards at the end of each grading period. Failure to do so is grounds for dismissal from SAY Sí.

- **Equipment:** The use of 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 pre-authorized by instructors or Programs-Administrator.
- **Annual Review:** Students are required to have an annual review at the end/beginning of each school 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. Parents/caregivers are welcome to reach out to instructors regarding student progress/performance at any time throughout the year.
- **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. This includes, but is not limited to: changes in contact information (e.g. address, phone number, email address, schools, etc.), issues with attendance (e.g. when and why students cannot be present during class or work on projects), scheduling conflicts, family emergencies, and other issues that are important to share with SAY Sí staff. SAY Sí's Directors and Administrators are available to you for larger issues or counsel.

Breach of MOU

- Disregard of these agreements will result in the following:
 - First, the student is communicated with to address the issue.
 - Second, if speaking with the student does not result in positive progress, a meeting is called with the student and parent/caregiver.

- 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" with a period of observation for improvement.

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 personally identifiable information with outside parties.

Parent/Caregiver Expectations

- Participate in a financial aid workshop, including completion of student's FAFSA
- Attend exhibitions and productions
- Ensure students fulfill the requirements of this MOU
- Contribute to a community of support for SAY Sí *as able*: including volunteerism, donating and/or fundraising

This Memorandum of Understanding (MOU) serves as an agreement between SAY Sí, the student, and parent(s)/guardian(s) and these signatures represent that all parties have read and agree to all terms outlined. Policies are made for the protection and well-being 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 signatures 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.



High School Student Memorandum of Understanding

Signature Agreement

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Student Printed Name: _____ Date: _____

Student's Signature: _____ Date: _____

Parent Printed Name: _____ Date: _____

Parent's Signature: _____ Date: _____

Studio Program Director: _____ Date: _____

SAY Sí Programs Director: _____ Date: _____