



Middle 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.

Participation

- Students are required to participate in and expected to attend every WAM program virtual exhibition/production.
- Students must model good behavior and respect themselves, others, and the programs.
- All students must be a positive and productive influence in all virtual spaces, meetings and platforms, building empathy as a leadership trait.
- Drugs, weapons and abusive language [including music] are not permitted at SAY Sí virtual meetings or other SAY Sí community spaces. The safety of our spaces takes everyone's involvement and care.
- No toys, games, outside messaging, etc. can be used during virtual sessions.
- No visitors, friends or relatives are allowed in the SAY Sí virtual sessions or SAY Sí-only spaces like Trello.

Attendance Policy

WAM students must attend their studio's TWO hour-long WAM sessions every Saturday offered. Meeting links will be shared on Trello and through Text Remind. The WAM middle School schedule is as follows:

VA: Visual Arts- Saturdays at 11 AM

MAS: Media Arts - Saturdays at 12 PM

ALAS: Theatre arts - Saturdays at 1 PM

HIVE: New Media - Saturdays at 2PM

During the fall trimester, attendance will be tracked however, absences communicated in advance will not be counted against a student's placement in SAY Sí programs. All students in attendance however, are expected to be as present as possible for all virtual meetings - meaning if you are able to share video and audio please do and communicate if there is a reason you cannot. Communications about absences or other

participation issues need to be shared with instructors via email or on Trello studio cards.

With an understanding that our students may have fewer attendance hours during this time, project progress and completion will be observed as evidence of good participation. Progress will be different for each studio. For example, for ALAS, rehearsal sessions are required and if students are expected to be ready to rehearse. This may require practice and prep outside of the Saturday sessions. Students will be working independently on projects, and the studio sessions are an opportunity for students to share progress and collaborate with others.

The trimester schedule is as follows

Spring trimester: January - April

Summer trimester: May - August

Fall trimester: September - December

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 (i.e. address, phone number, email address, schools etc.), issues with attendance (i.e. when and why students cannot be present during virtual Zoom sessions and work on projects), scheduling conflicts, family emergencies and other issues families feel are important to share with SAY Sí staff. SAY Sí's Program Director is available to you for larger issues or counsel.

Process for Absenteeism

- *Student misses 2/3 allowed sessions in fall:* parents are notified.
- *Student misses maximum days allowed:* warning letter is sent including attendance policy.

- *Student misses more than maximum days allowed:* probation letter is sent stating terms of probation.
- *Student violates probation:* conference is called/dismissal letter is sent.

Probation

A student on probation must continue with exemplary performance: not miss more than the allotted number of absences for the entirety of the next semester, complete all projects and have good communication with SAY Sí staff. 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.

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. Failure to do so is grounds for suspension from SAY Sí. Leaves of absence are only permitted to bring grades up or for extenuating health or family issues.

Report cards: Students' report cards are due to SAY Sí at the end of each grading period.

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.

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. Third, if the problem persists, the student will be dismissed from SAY Sí.

Virtual Meeting Guidelines

Students should be in quiet spaces with a device they can work on independently. We do not recommend connecting to Zoom sessions when distractions are present, such as riding in a car with others or in a crowded room.

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.

Please sign and return the next page to the SAY Sí program director.



Middle School Student Memorandum of Understanding

Signature Agreement

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.

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 rules outlined in the MOU.

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: _____