Student-Parent Handbook 2025-2026



ONCE A WILDCAT,
ALWAYS A WILDCAT

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Morenci High School does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. Career guidance is offered to all potential and current program participants in a manner that is free from bias, inclusive, and non-discriminatory. The following department has been designated to handle inquiries regarding the non-discrimination policies:

Morenci Unified School District
PO Box 1060; Morenci, AZ 85540
928-865-2081

For further information on notice of non-discrimination, visit **https://ocrcas.ed.gov/contact-ocr** for the address and phone number of the office that serves your area, or call 1-800-421-3481.

PRINCIPAL'S WELCOME

Hello Wildcat Families!

Welcome to another exciting school year at Morenci High School!
I am proud to serve as your principal and want you to know that my door is always open — I'm here to assist in any way I can. Our school offers great opportunities for students in a safe, supportive, and welcoming environment. Our dedicated teachers are committed to helping every student succeed and grow. Working as a team, we will make this a fantastic year!

Sincerely,

Don Goodman
Morenci High School Principal

Once a Wildcat, Always a Wildcat!

MISSION STATEMENT

We are Morenci. We mine the future by promoting student academic growth in a value-driven culture where student opportunities are expanded and technology is integrated responsibly.

CATS CODE

We are Morenci: We care about each other. Act respectfully. Try our best. Show pride and perseverance.

ALMA MATER

High upon the rugged mountain
Glorious to view
Stands our gallant Alma Mater
Loyal, brave and true.
Lift the chorus; speed it onward;
Never let it die.
Hail to thee, dear Alma Mater
Hail, Morenci High.

MHS FIGHT SONG

On Morenci! On Morenci! Fight, fight through that line.
Kick the ball right through the goal post we'll score sure this time.
Boom! Rah! Rah!
On Morenci! On Morenci! Fight on for her fame.
Fight fellows, fight and we will win this game!

BOARD OF EDUCATION

Ron Campbell.....President
Kelly Baker ……...Vice-President
Steve Leyba ……..... Member

DISTRICT ADMINISTRATION

Jennifer Morales..……Superintendent
Erika Aguallo……...Business Manager
Roberta Abril…..……..….. Payroll Supervisor
Carleen Salazar……...Admin Secretary
Carina Maldonado..…….....Accounts Payable

HIGH SCHOOL ADMINISTRATION

Don Goodman……..……..High School Principal
Tiffany Powers….……...Assistant Principal/Athletic Director
Joe Garcia….……..……..Academic Counselor
Alexa Aguilera…….……...Behavioral Counselor
Ilsa Castillo……Academic Coach
Sherry Carbajal...……..Career&Technical Education Director
Christina Chavez……Director of Special Education

FACULTY

Alexa Aguilera……..….Math
Anthony Aguinaga….……...…….……Welding/Carpentry
Julie Baker…….…...English/History
Bria Brown.……..……Graphic Design/Yearbook
Leonisa Calapini...……..……..Science
Sherry Carbajal…….…...SPED
Benedetta Cargile....……..…….....Band/Music
Nicolas Carrasco.……..……Physical Education
Ilsa Castillo..……..……...Math
Jenna Chavez.……...…….....History
MarilouCortez……..……Science
Amanda Davis..…..…….……..……...English/Freshman Academy
Joe Garcia…….……English
Sabrina Gonzales……..……Spanish
Frankie Gonzalez……...Health/Freshman Academy
Esther Kessler……..……..English
Kenneth Lester……..Government/History
Linda Madrid...….……..……Empowerment School
Krista Mahan...…….……..Distance Learning Monitor
Siobhan Manrique……..... English/History
Denita Marble.……Culinary Arts
Sabyn Martinez…….……..……..Math/Health
Terry Montoya…….……..……SPED/Art
Gary Rees…….……Math
Renee Still…….……Math
Sheridan Valdez…….……Science
Beatriz Wilkinson…….……Spanish/Art/EL
Casey Woodall…….……...Physical Education

HIGH SCHOOL OFFICE and SUPPORT STAFF

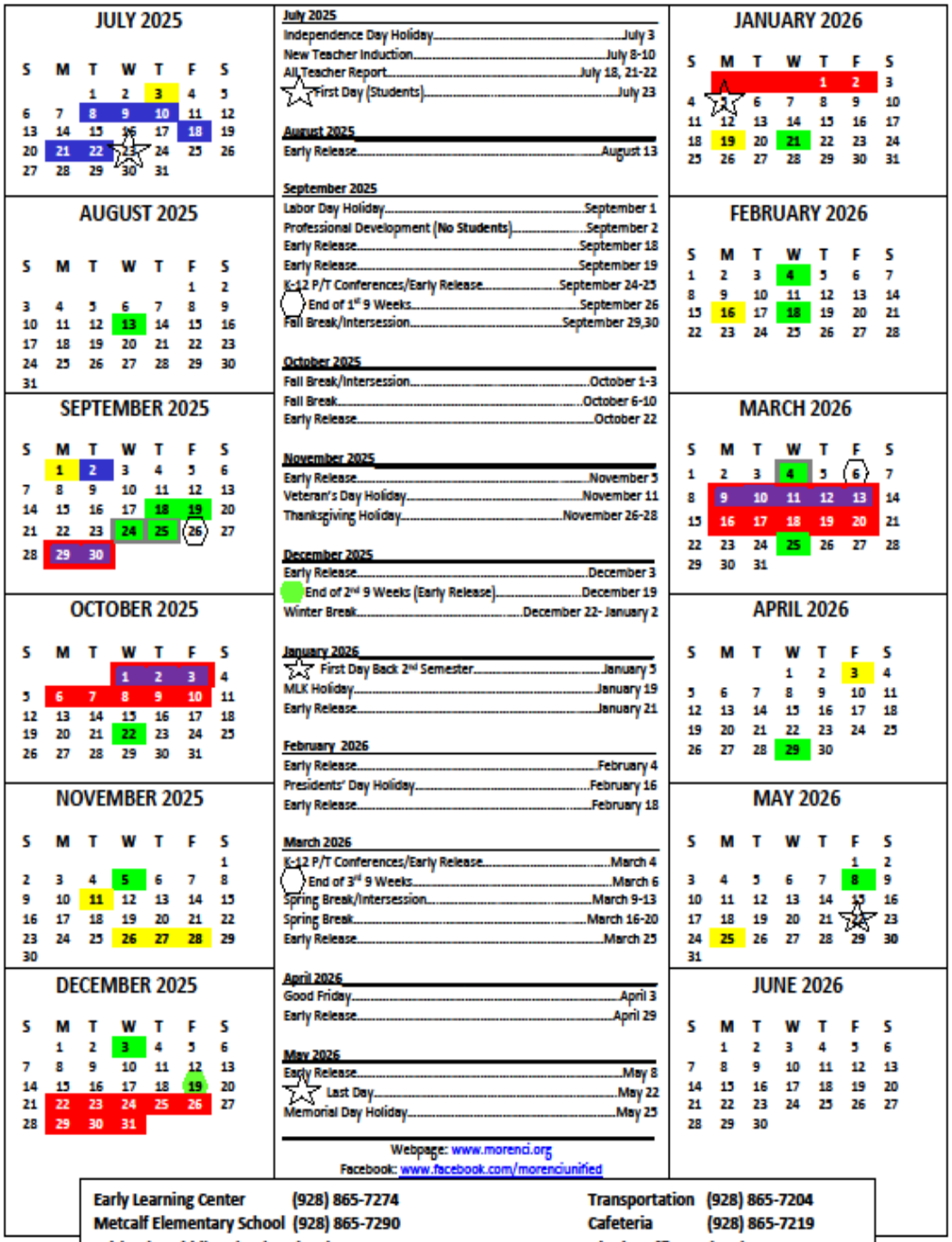
Florene Billingsley	Linda Madrid	Rebecca Ullery
Nancy Connell	Pam Mennen	Juana Verlander
Alicia Ferrell	Rego Padilla	Albert Wagley
Elizabeth Gabbert	Margo Ray	Denise Wilkes
Tasha Harguess	Lisa Reynolds	Rita Yanez
	Brenda Street	

HIGH SCHOOL STUDENT COUNCIL OFFICERS

Breann Roybal… ...…..…….……...… President
TBD ...…….……....Vice-President
Alannah Suarez……..…….…...… Secretary
Ximena Esparza…...……...…….....Treasurer
Rozlyn Funari….…….…..... Marshal
Sophee Bernard …….…....Historian
Alexa Aguilera…….…….....Sponsor

Morenci Unified School District #18 - 2025-2026 DISTRICT CALENDAR

Teacher Work Day	Early Release (Students Only)	Holiday – School Closed	Parent/Teacher Conferences	Intersession	Break



Early Learning Center	(928) 865-7274	Transportation	(928) 865-7204
Metcalf Elementary School	(928) 865-7290	Cafeteria	(928) 865-7219
Fairbanks Middle School	(928) 865-3501	District Office	(928) 865-2081
Morenci High School	(928) 865-3631	Wildkitten Den	(928) 865-0631

BELL SCHEDULE - MORENCI HIGH SCHOOL

7:55 AM……..5 Minute Warning Bell
8:00 – 8:55 AM…….....Period 1
8:58 – 9:53 AM…..…….Period 2
9:56 – 10:26 AM ……...Cat Academy
10:29 – 11:24 AM ……..Period 4
11:27 – 12:22 PM…….……...Period 5
12:22 – 1:07 PM…….....……...Lunch
1:12 – 2:07 PM……..…….....…….Period 6
2:10 – 3:05 PM…….....Period 7

SCHOOL BUILDING ACCESS AND REGULATIONS

Visitors to our school receive their first impression from the appearance of our campus. A clean well-kept facility helps create a positive learning environment and communicates how well we feel about ourselves to others. It is our hope that as a member of our school community, you will fulfill your individual responsibility to preserve and protect our school facility.

A few fundamental rules are essential for the successful operation of any organization. As part of a school community we must obey these rules to ensure the rights of all community members.

1. Students wishing to enter the school building before school or at lunch must check in with the office. The student entrance is located at the southwest main entrance, between the nurse's office and the Band Room.
2. The building will be open to students **no earlier than 7:30am.** Students are allowed to enter the building through the student entrance and stay near the MPR hallway until the start of school.
3. Students will be allowed to use the inner patio area, Multi-Purpose Room and student entrance hallway to await the start of classes. Students are not to be in the building after 3:45pm unless under the direct supervision of school personnel.
4. Running, shouting, excessively loud or otherwise dangerous behavior in the halls is not permissible.
5. Except for water bottles, food and drink are not allowed in classrooms.
6. No one is to be in the halls during class time without a digital pass. Teachers are responsible for seeing that no student leaves a class without a digital pass or before a bell rings for class dismissal.
7. Students may use the office phone only during passing periods, unless there are extenuating circumstances.

NOTIFICATION OF PARENT/STUDENT RIGHTS UNDER FERPA AND A.R.S. § 15-142

Right to Inspect and Review Records
Under the Family Educational Rights and privacy Act (FERPA), parents and students over 18 years of age have the right to inspect and review the student's education records. To request access, submit a written request to the school administrator. Access will be provided within 45 days.

Right to Request an Amendment
If a parent or eligible student believes a record is inaccurate or misleading, they may request an amendment in writing. If the school denies the request, they will be informed of their right to a formal hearing.

Right to Privacy Records
Schools must have written permission to release personally identifiable information, except in limited situations where FERPA allows disclosure without consent (such as to school officials with a legitimate educational interest or in response to a legal requirement).

Right to File a Complaint
Complaints related to possible FERPA violations may be submitted to:
Student Privacy Policy office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

Additional Information
Noncustodial and divorced parents have equal access to education records unless restricted by a court order. Records are automatically sent to a student's new school upon transfer. Education records may include academic history, attendance, health records, and discipline records.

Directory Information
The district may share basic student information-like name, grade level, awards, honors, and participation in school activities or sports-with colleges, potential employers, official school vendors (such a yearbook companies), and state agencies. We do not share this information for marketing or advertising purposes.

As required by A.R.S. § 15-142, we do not release student addresses, phone numbers, or email addresses without written permission, unless it is for school-related purposes and the parent or student has not opted out.

To opt out, a new form must be submitted each year by October 1. Forms are available at www.morenci.org or in the school office.

This notice is shared annually during the first three weeks of school and with all newly enrolled students.

Military Recruiter Opt-Out
Federal law requires the district to provide high school students' names, addresses, and phone numbers to military recruiters unless a parent or eligible student opts out. **This form is available in the school office and must be submitted each year.**

ATTENDANCE AND CREDIT POLICIES

REPORTING ABSENCES

In accordance with state education regulations, parents/guardians must call the high school office to report each day a student is absent. Voicemails may be left outside of school hours. Students who miss five or more days in a semester are considered to have excessive absences. Leaving without permission is considered truancy.

STATE BOARD OF EDUCATION RULES (from State School Law): "No pupil shall be permitted to leave school at recess or any other time before regular hours for closing school, except as he or she is excused. Pupils may be required to bring an excuse from parents or guardian". **STUDENTS OUT OF SCHOOL FIVE OR MORE DAYS IN A SEMESTER ARE CONSIDERED TO HAVE EXCESSIVE ABSENCES.** School law and regulations passed by the legislature in 1973-74, and revised by the State Board of Education, make it mandatory that all public schools list and report to the State Board the reasons for student absences. To comply with this regulation, we request that:

1. When the student is absent, the parents should call the front office as soon as possible to account for EACH DAY the student is absent. Parents/guardians may leave a voicemail during non-school hours.
2. A student may not leave the school at any time without first getting permission from the office. Students leaving school without permission will be considered truant (ditching). This includes those who leave school during lunch and do not return.

DEFINITION OF A CLASS PERIOD

To be counted as present for a class period, a student must be physically present for at least 45 minutes of the 55-minute class period. If a student is in class for less than 45 minutes due to arriving late, leaving early, or both-they will be marked absent for that class period. This attendance threshold overrides any previous policies related to being marked absent after a set number of minutes late.

EXCUSED VS UNEXCUSED ABSENCES

An absence will be considered excused only when original documentation is submitted from one of the following: a licensed medical provider, a dentist or orthodontist, a legal professional, such as a court appearance, an appointment with a lawyer, a meeting with a probation officer. **Both reported and unreported absences count toward absence totals unless excused by one of the previous mentioned options.**

LOSS OF CREDIT-EXCESSIVE ABSENCES

Arizona Revised Statuses (ARS) Section 15-803 B defines “excessive absences” as more than 10% of the scheduled days for a semester. ARS Section 15-803 B.1 directs school boards to prescribe rules for the punishment of excessive absenteeism pursuant to ARS Section 15-803. The Governing Board policy states a high school student may not receive credit for each class in which they are absent more than 12 times during a semester.

1. Absences caused by confirmed extenuating circumstances do not count as part of the twelve days.
2. ***Reported and unreported absences*** count toward loss of credit totals. The school must receive **ORIGINAL** supporting documentation signed by an attending professional (doctor, dentist, lawyer, etc.) and include the associated dates. If a student is required to accompany a parent or guardian to any of the above appointments, a written note from the provider including the **student’s name specifically**, will also qualify the absence as excused.
3. Suspensions do not count toward student absence totals when considered for loss of credit.
4. School-related activities that occur out of class do not count as absences.
5. The school day for all students will be the same length. This includes dual credit and credit recovery. (Exceptions with administrative permission).
6. Students are not to be excused from class to attend another class unless approved by both teachers.
7. If a student is enrolled in a credit recovery program, an educational contract may be put in place.
8. Policy and procedures may change in the event we have online school for any reason.

Students who exceed the 12 unexcused absences limit may lose academic credit for the course, **regardless** of their grade. This loss will appear on the transcript and may affect graduation eligibility.

CREDIT RECOVERY DUE TO ATTENDANCE LOSS

Students are not enrolled in credit recovery due to loss of credit until the following semester, unless they are second-semester seniors, in which case they may begin during the same semester with administrative approval. Students placed in credit recovery may be required to sign an educational contract outlining attendance and academic expectations. These procedures are subject to change if remote or online learning becomes necessary.

APPEAL PROCESS FOR LOSS OF CREDIT

Students who lose credit due to excessive absences may appeal through the following steps:

1. Paper work from the Academic Counselor will be given to the student to fill out with relevant documentation explain any extenuating circumstances.
2. Appear before the Attendance Committee to present the case.
3. The Committee will review all materials and make a final determination.

If the appeal is approved, credit is conditionally reinstated. If the student maintains satisfactory attendance the following semester, the credit will be permanently restored. If the appeal is denied or if the student later exceeds attendance limits again, the student must retake the course in person or complete it through an approved credit recovery program. The student also becomes ineligible for future appeals.

TARDY PROCEDURES

The tardy policy at MHS restarts at the beginning of every semester. Tardies not excused by a medical, dental, or legal professional, are considered **unexcused** and will be handled according to the following procedure:

1st – 5th Tardy ……Referral to office – Teacher imposed discipline
(All teachers are required to have consequences for being tardy in their class)
6th Tardy..... 3 days lunch detention and parent phone call
7th Tardy……. 5 days lunch detention
8th Tardy……. 8 days lunch detention and parent phone call
9 or more ….……..….10 days lunch detention and parent phone call for each subsequent tardy

Note for Remediation Days: After the first day of remediation during Cat Academy, students must report directly to their assigned remediation class for Cat Academy. Any tardiness after this point is considered unexcused unless the teacher formally releases the student.

MAKE-UP WORK

Make-up work will be allowed for those students who have absences or who are suspended from school. These students have as many days as they were absent to make up all work including tests. Students are encouraged to talk to their teachers to make arrangements to get their make-up work done and tests completed.

PROTECTED TIME

To reduce the impact of classroom interruptions during the **first 45 minutes of classroom instruction** the following practices will be followed. Students:

1. are to be in their assigned room when the bell rings.
2. are NOT allowed to go to their locker.
3. will not be issued bathroom passes, unless it is an emergency.
4. will not be called or sent to the office unless necessary.
5. will not interrupt other classes.
6. will not be interrupted with messages.

EMERGENCY DRILLS

Fire:

Regular fire and emergency drills will be held during the school year. Familiarize yourself with the fire and emergency exit plans posted in each room. Students must follow the teacher's instructions to leave the building and report to the designated area at the football field. Our objective is to clear the building in less than 60 seconds. Under no circumstances should students tamper with fire extinguishers. Tampering with fire alarms or fire protection equipment is a serious infraction of policy and may be cause for restriction from class or school for the remainder of the semester with loss of credit. Class time

lost during drills may be made up by extending the school day. This action may be taken at the discretion of the Superintendent of Morenci Public Schools.

Emergency Lockdown:
MHS has an emergency lockdown plan that will be put into action in a dangerous situation. In the event that a lockdown is necessary, the students will be locked in their classroom with their teachers until the emergency is presumed safe by Law Enforcement or Administration.

VISITORS

Visitors must sign in with the office upon arriving. Visitors, other than parents, are not allowed to attend classes.

CAFETERIA

It is the goal of MUSD to provide students with high quality nutritious lunches at a reasonable price. The menu is designed to meet federal guidelines of a nutritionally balanced meal. Students may purchase the traditional lunch or opt to go through the salad bar line. Milk is served with either meal. Additional milk or juice may be purchased. The cost of each meal is $2.75. Lunches may be purchased on a daily basis with cash or through a debit card account set up at the cafeteria. Information about free and reduced-price lunches may be obtained from the cafeteria director.

STUDENT COUNCIL CONCESSIONS

A concession stand is operated by the high school Student Council in the Multi-Purpose Room and will be open each regular school day during the lunch period. Students may eat lunch in the Multi-Purpose Room, the patio area, or cafeteria. No food items are to be consumed in other parts of our campus. All refuse must be placed in the appropriate trash containers.

PERSONAL PROPERTY AT SCHOOL

All personal property including money, electronic devices, shoes, band instruments, etc., brought to or left at school or damaged while at school are the responsibility of the student. The school and its employees are not responsible for any items of this sort that are lost, stolen, or damaged.

VEHICLE OPERATION

Students with a driver's license are permitted to drive cars, motorcycles, trucks and UTVs to school. The student driver must observe all driver safety rules and school policies regarding parking, thoroughfare direction, and restrictive speed limits. Upon registration, students requesting to park on MHS or District property must provide a valid driver's license in order to receive a parking pass. If you do not have a parking pass, you are not permitted to park on property. Failure to comply will result in loss of driving privileges.

1. Students may not drive ATV's on campus. UTV's are acceptable, as long as it is registered for "street" use.
2. Students are not permitted to occupy parked vehicles before school or during the lunch period.
3. There is a 5 MPH speed limit on our campus and a 15 MPH speed limit in close proximity to all school facilities. These limits should be strictly observed.
4. Students are not allowed to drive cars to the cafeteria.
5. The Senior parking lot is reserved for senior students, faculty and visitors.
6. Underclassmen are to park in the football stadium parking lot.
7. Car rallies are not authorized and are not approved by Administration.
8. Bikes, skateboards etc. are to be secured or stored upon arrival to school. The school is not responsible for lost or stolen items. Neither skateboards nor bikes will be allowed in the building. Also, they are not to be ridden on campus during the school day.
9. Students are not permitted to ride in the back of trucks.

CELL PHONES/ELECTRONIC DEVICES

The use of cell phones, music players, video games, smart watch, and all other electronic devices by students are not allowed during the learning time. Students may use these devices before school, during lunchtime (12:22 – 1:07), and after school. If a device is being used or is visible during the learning time, devices will be confiscated. The first time the student has their device confiscated they will be able to pick it up at the end of the day from the front office. If a device is confiscated again, parents will need to come to school and pick it up regardless of the student's age. Offences are tracked during the duration of the school year, not by semester. Additional consequences are shown in the discipline matrix.

WIRELESS COMMUNICATION DEVICE POLICY

In compliance with new Arizona state law requiring schools to limit use of wireless communication devices during the school day (A.R.S. § 15-120.05), Morenci High School will implement the following policy to promote safe, focused, and distraction-free learning environment.

Students are not allowed to use cell phones, earbuds and headphones (wired or wireless), smart watches, tablets and other personal wireless or communication devices during instructional time. This includes, in classrooms, in restrooms or in hallways during instructional time.

Students who need to call home may request to use the phone in the front office. Parents/guardians who need to contact a student during the school day may call the main office at 928-865-3631. Students will also be available during lunch (12:30-1:15 PM).

VIOLATIONS & CONSEQUENCES

First **Classroom** Offense: The device(s) will be confiscated by the **teacher**, the student will receive a verbal warning, and a parent/guardian will be notified. The device(s) will be returned at the end of the class period.

First **Administrator** Offense: The **administrator** will confiscate the device(s), the student will receive a verbal warning, and a parent/guardian will be notified. The device(s) will be available in the office at the end of the school day.

Second Offense: The device(s) will be confiscated and referred to the office, the student will be assigned three days of lunch detention, and a parent/guardian will be notified. The devices will be available in the office at the end of the day.

Third Offense: The device(s) will be confiscated and referred to the office, the student will be assigned five days of lunch detention, and a parent/guardian will be notified. The device(s) will be available in the office at the end of the day.

Fourth Offense: The device(s) will be confiscated and referred to the office and a parent/guardian will be notified. The device(s) will be available in the office at the end of the day. The student will lose any privilege with respect to electronic communication devices for the duration of the semester. Further violations will result in additional disciplinary measures, including behavior contracts or suspension of other privileges.

We appreciate your cooperation as we work together to encourage responsible technology habits and support uninterrupted learning.

CHROMEBOOKS / TEXTBOOKS AND MATERIALS

Students are responsible for any damage to any school issued materials. Students are required to bring all necessary materials to class.

LIBRARY AND LIBRARY BOOKS

Students have access to books in our library. While in the student's possession these books are their responsibility. Fines will be assessed for damaged or lost books as well as overdue library books. Students will be charged $.10 per day for each day a book is overdue for a maximum fine of $5.00 (30 days). Library books that are 31 days overdue will be considered lost and students will be charged $7.50 for a paperback book or the replacement cost of a hardbound book. The library is open to students every period of the day for the entire year with the exception of the first and last week of school.

1. Students may check out library books between 8:00am and 3:30pm. The library is closed during lunch.
2. Materials are permitted to be checked out for a maximum of 10 days before needed to renew.
3. Students are expected to obey all library regulations and procedures. Destructive, disruptive, and uncooperative behavior may result in loss of library privileges.

LOCKERS

Lockers are furnished without charge by the school to the student as a convenience to the student but remain the property of the school and are subject to its control and supervision (students have no reasonable expectation of privacy, and school personnel may inspect lockers, desks, storage areas, etc., at any time with or without notice). Students should take proper care of this school-owned property and should keep lockers neat and clean. Do not paint or decorate the lockers. Lockers can only be decorated by seniors in their assigned hallway. Misuse of lockers forfeits the student's privilege of their use. Under no

circumstances are students allowed to use a locker not specifically assigned to them. Students should notify the office if their locker is not working properly.

LOST AND FOUND

Items that are found on campus or turned in will be kept at the front office. Students may check with the office to identify lost items. Any items not claimed by the end of the school year will be donated to charitable organizations.

STUDENT HEALTH INFORMATION

If there is a medical problem that causes a student to need frequent access to our restroom facilities, please supply the nurse with the proper documentation from a medical professional.

If you have any of the following symptoms do not come to school:

1. A temperature over 100 degrees
2. Vomiting
3. Diarrhea
4. A rash on any part of your body
5. A heavy cold with a hacking cough
6. A sore throat where white spots can be seen or with a fever
7. Red, itching, or burning eyes along with a discharge

If you are injured or become ill during school hours, report to the nurse's office for evaluation after notifying the teacher in charge. If the nurse is not available, report to the office for help. Only the nurse or office staff can administer acetaminophen or Ibuprofen with parent permission. Notify the school nurse of any allergies or health problems so that appropriate emergency treatment may be given at the school or hospital. An immunization record must be on file in the nurse's office. Arizona requires all students to be immunized against measles, rubella, polio, and diphtheria.

CHRONIC ILLNESS

Some students face health challenges that make regular school attendance difficult. Morenci High School supports these students through documentation, 504 plans, and flexibility. A Chronic Illness Form must be submitted. It is available from the high school front office. Office staff can assist in the process of documenting a chronic illness.

MENTAL HEALTH SERVICES

The Arizona Department of Education has partnered with Cartwheel to offer virtual mental health counseling to K-12 students and Staffulty. Its aim is to provide rapid and accessible care. Services include individual, family, and parent guidance therapy, as well as psychiatry and medication management. A key feature is the quick access to care, with no waitlists and flexible appointment scheduling that is often available within a week. All services are delivered via telehealth, requiring parental consent, and are designed to be very affordable through insurance partnerships. Cartwheel also emphasizes bilingual support and close collaboration with schools to ensure comprehensive student well-being.

ANNUAL PHYSICALS

Students wishing to participate in sports or marching band must have a physical on file with the school nurse. Physicals must be done for each school year. Physicals may be offered free of charge during the school year, or students may arrange for a physical at his or her expense.

HEALTH INSURANCE

Participation in sports and marching band requires health insurance. Students that are not covered by a parental health plan may be eligible for an affordable accident insurance plan. Options may include 24-hour coverage for your student or coverage during school hours and events. You may pick up an application in the nurse's office.

ADMINISTERING MEDICINES TO STUDENTS

Under certain circumstances, it may be necessary for a student to take medicine during school hours. The following requirements are to be met:

1. A written physician's order stating the name of the medicine, the dosage, and the time it is to be given.
2. Written permission from the parents to administer the medicine to the child.

3. The medicine must come to the nurse's office in the prescription container. Students are not permitted to carry medication.

STUDENT REGISTRATION INFORMATION

Students will pre-register for fall classes during the preceding spring semester. Students new to our district will register in classes needed as indicated on student transcripts.

DROP / ADD

1. Students are allowed to drop/add classes during the first week of any semester. Students are not allowed to add high school classes after the first week of any semester. One (1) class change is allowed.
2. Students are allowed to drop college classes and receive NO CREDIT through the first 4.5 weeks of any semester with parent approval. (Students may not enroll in another class, and schedules will be adjusted to accommodate this drop).
3. Students who drop a class after 4.5 weeks of any semester will receive a withdrawal letter grade of "NC" and a percentage grade of "0". They will also receive no credit for the dropped class and may be placed in study hall.
4. Dropping a class after 4.5 weeks will affect eligibility.
5. Students must inform the counselor if a college class has been added or dropped.

TRANSFERRING CLASSES / TEACHERS

Dissatisfaction with teacher expectations should be first addressed with the teacher in a private after-class conference involving the teacher and student. If a solution is not agreed upon, a student may then ask for a conference with an Administrator and Counselor. Before transfers are granted, all parties must agree there is a valid legitimate reason.

WITHDRAWAL PROCEDURE

The parents or guardians of students who leave our school district for any reason need to contact the office to withdraw their student. If a Chromebook has been issued to a student, it must be returned with all accessories within 5 school days. After 5 school days, a police report will be filed for stolen property. A student will be automatically withdrawn after 10 consecutive absences without parent notification.

STANDARDIZED TESTING PROGRAMS

Morenci Schools may test a student's achievement through state adopted programs. Some of the purposes of these tests are:

1. To assist the teacher in identifying areas within the student's educational development requiring remediation
2. To assist and guide curriculum development
3. To indicate academic growth

These tests may measure a student's proficiency in the following basic areas: language arts, mathematics, science, and the use of resources. When test results become available they will be mailed to the address on file.

SCHOOLINKS

Schoolinks is a comprehensive college and career readiness program whose objective is to assist students in identifying personal career interests and/or post-high school education goals. Each high school student will have a plan to allow for efficient course selection and a timely graduation. An ECAP through the Schoolinks program is a graduation requirement for both MHS and the Arizona Department of Education.

REQUIRED CREDITS FOR HIGH SCHOOL GRADUATION

The Governing Board of MUSD has set the following requirements for graduation from MHS starting with the class of 2012:

- **4 credits in Math:** Algebra I, Geometry, Algebra II, and an additional math course with significant math content or a rigorous computer science class with significant math content.
- **4 credits of English:** Students must complete and pass English I and English II at Morenci High School before taking any English course through EAC. It is strongly recommended that students complete and pass English III at MHS before enrolling in English 101 with EAC, or take English III concurrently with English 101 (11th grade year). Students must pass English I, II, III and IV, or equivalent.

- **3 credits in Social Studies:** World History/Geography (10th grade), United States History (11th grade), .50 credit in Economics (12th grade) and .50 credit in Arizona Government (12th grade).
    - Students also must correctly answer 60 of 100 questions listed on a test that is identical to the civics portion of a naturalization test used by the United States Citizenship and Immigration Services.
- **3 credits in Science** in preparation for proficiency at the high school level on a state required test (Students who are University bound are encouraged to take Chemistry).
- **1 credit in Physical Education:** after the first year, a physical education class is counted as an elective credit. Four years of Band counts as a PE Credit.
- **.50 credit in Freshman Academy** or other elective if registering as a Sophomore or higher**.**
- **.50 credit in Health**
- **1 credit in Fine Art or CTE:** Fine Art: Art, Adv. Art, CTE are Career & Technical Education/GIFT classes: Culinary I, II & III, Welding I & II, Carpentry I & II, LNA, Cosmetology, Sports Medicine, Industrial Electrician and Business Management I and II.
- **5 elective credits**
- **Students must have an ECAP created through the Schoolinks program in place and must update it and keep it current.** The ECAP must be completed in order to graduate.
- **Pass the Civics Test (House Bill 2064, beginning with the graduating class of 2017)** Students are required to score 60% or higher in order to graduate from high school or obtain a high school equivalency certificate as stated on the azed.gov website: In 2015, the Arizona legislature passed the American Civics Act (House Bill 2064). This bill will require students, beginning with the graduating class of 2017, to pass a civics test based on the United States Immigration and Naturalization civics questions. Students will be required to score 60% or higher in order to graduate from high school or obtain a high school equivalency certificate. As a courtesy, the Arizona Department of Education, with help from the Maricopa County Education Service Agency and Arizona educators, has developed a mostly multiple choice version of the required test.

A total of **22** credits are required for graduation. Cat Academy is worth .25 credit per semester, and all other classes are worth .50 credit. Therefore, to obtain 4 credits in English, a student must pass 8 *semester* classes. It is important that a student wishing to graduate in four years makes sure he or she fulfills the necessary requirements. College entrance requirements differ slightly. **Students must make up any classes not passed in order to obtain credits needed for graduation! These classes are either made up during summer school, online credit recovery classes during the school year, or during the following school year if their schedule permits.** Students receive dual enrollment credit (Morenci High School credit and EAC credit) when they take and pass a course from Eastern Arizona College.

Students who receive D's in Eastern Arizona College courses will only receive high school credit for these courses, but not college credit. Eastern Arizona College issues credit for their courses when students receive grades of C or higher. If a student repeats an Eastern Arizona College course for a higher grade, the student will not receive a duplicate high school credit for repeating the course previously taken.

IMPORTANT INFORMATION REGARDING TAKING COURSES THROUGH EASTERN ARIZONA COLLEGE

IMPORTANT: **If students wish to take courses through Eastern Arizona College at Morenci High School to receive dual credit, the following course outline must be followed:** Students must enroll and be admitted at Eastern Arizona College at www.eac.edu. Students will then take an Accuplacer placement exam to see what courses they place into for English, Math, etc. Students in 10th grade who are on track with credits will be administered this placement exam during Semester 2. ***Students who take an Accuplacer placement exam are not automatically enrolled in EAC classes if they receive qualifying test scores.***

Students who receive D's in Eastern Arizona College courses will only receive high school credit for these courses, but not college credit. Eastern Arizona College issues credit for their courses when students receive grades of C or higher. If a student repeats an Eastern Arizona College course for a higher grade, the student will not receive duplicate high school credit for repeating the course previously taken.

English: Students must complete and pass English I and English II at Morenci High School before taking any English course through EAC. It is strongly recommended that students complete and pass English III at MHS before enrolling in English 101 with EAC, or take English III concurrently with English 101 (11th grade year). Students must pass English I, II, III and IV, or equivalent.

Math: Students must complete and pass Algebra I, Geometry, and Algebra II at MHS before taking any math course through EAC.

Social Studies: Students must complete and pass World History/Geography, U.S. History, Arizona Government, and Economics at MHS. History courses taken through EAC will not replace any MHS graduation requirement Social Studies courses. Students also must correctly answer 60 of 100 questions listed on a test that is identical to the civics portion of a naturalization test used by the United States Citizenship and Immigration Services.

Foreign Language: If you will be enrolling in an Arizona university upon graduating from high school, you will need to have 2 years of a foreign language in high school, so you will need to pass and complete at least 2 credits of Spanish; Spanish I and Spanish II.

Science: Students must complete and pass Biology and Chemistry at MHS before taking any Science course through EAC.

A total of 22 credits following this arrangement are required for graduation. Each semester class is worth .50 credit. Therefore, to obtain 4 credits in English, a student must pass 8 semester classes.

HIGH SCHOOL ATTENDANCE REQUIREMENTS FOR STUDENTS TAKING EAC DUAL CREDIT CLASSES

Any student taking EAC Dual Credit classes will be required to attend Morenci High School from the time the semester begins even though their EAC classes do not begin at that time. Attendance will be taken for those classes. At the end of the semester, students will be allowed to leave campus during the time that they have their EAC classes after final exams have been taken (if they have the proper paperwork on file) and SchoolLinks has been updated. It is mandatory for college students to attend MHS at the beginning of the semester before college classes begin. Remember, you are a Morenci High School student first, and must comply by the high school rules.

GRADUATION REQUIREMENTS AND REQUIREMENTS FOR ADMISSION TO ARIZONA'S PUBLIC UNIVERSITIES

SUBJECT	MHS GRAD REQUIREMENTS	STATE OF ARIZONA HS GRAD REQUIREMENTS	CURRENT UNIVERSITY ADMISSION REQUIREMENTS
ENGLISH	**4 CREDITS**	**4 CREDITS**	**4 CREDITS**
MATHEMATICS	**4 CREDITS**	**4 CREDITS**	**4 CREDITS**
SCIENCE	**3 CREDITS**	**3 CREDITS**	**(LAB) 3 CREDITS**
SOCIAL STUDIES	**3 CREDITS**	**3 CREDITS**	**2 CREDITS**
FOREIGN LANGUAGE	**NONE**	**NONE**	**2 CREDITS**
***CTE/FINE ART**	**1 CREDIT**	**1 CREDIT**	**1 CREDIT**
P.E.	**1 CREDIT**	**NONE**	**NONE**
ELECTIVES	**5 CREDITS**	**7 CREDITS**	**6 CREDITS**
FRESHMAN ACADEMY	**1/2 YEAR**	**NONE**	**NONE**
HEALTH	**1/2 YEAR**	**NONE**	**NONE**

**Based on the University, the credit may be one of the following: 1 year fine arts OR 1-year career AND technical education; Either fine areas OR career AND technical education; 1 year fine arts/CTE*

TRANSFER CREDITS

1. MHS accepts credits received from accredited high schools, charter schools, and private high schools.
2. MHS will accept credit hours from post-secondary educational institutions that are recognized by a national accrediting agency. The class must not be offered and/or have been previously attempted by the student at MHS. Three hours of college credit is equal to .50 high school credit.
3. MHS will accept a maximum of four credits received from correspondence schools and alternative educational institutions such as home school programs, religious schools, and alternative schools.
4. Correspondence classes require prior approval for credit. The student must have attempted the class at MHS or prove there is insufficient time remaining prior to graduation to take the class during the normal school day.
5. Alternative educational credits will be accepted as elective credits and will not satisfy core class requirements for graduation from MHS.
6. Alternative educational credits may be counted as satisfying core classes that are required for graduation with the following stipulations:
    a. The student must have passed the subject while enrolled in the alternative educational school.
    b. The student will score 70% or higher on a comprehensive exam.

c. The student's transcript will reflect that the student received .50 credit for each semester. No grade will be issued.
d. The .50 credit will be included, without quality points, when determining class rank.

REPORT CARD

Progress Reports are issued every nine weeks and disbursed at parent/teacher conferences. Students receive .5 credit for each successful semester grade.

98% - 100%	= A+	84% - 87%	= B	70% - 73%	= C-	0 % - 59%	= F
94% - 97%	= A	80% - 83%	= B-	68% - 69%	= D+	P = Passing	
90% - 93%	= A-	78% - 79%	= C+	64% - 67%	= D		
88% - 89%	= B+	74% - 77%	= C	68% - 69%	= D+		

GRADE CLASSIFICATION

All students will be classified freshmen their first year in high school, sophomores their second year, juniors their third year, and seniors their fourth year in high school.

FINAL EXAM POLICIES

1. Weight: Final exams count for 20% of the semester grade. Final exams may be split into two exams, a midterm and a final exam, which average for the 20% weight.
2. Requirement: Final exams are mandatory for all high school courses. The only exception to this rule is for seniors, who are not required to take final exams for the spring semester.
3. Attendance: Attendance is required for designated final exam days and will not be excused unless there is an emergency (i.e., illness, funeral, court, etc.). Documentation from a doctor or other entity will be required as proof of absence. All other absences will result in a ZERO for the final exam.
4. Missed Exam: If an exam is missed, please contact the Principal, who will determine if the absence was unavoidable and excused. If the student is eligible for an early exam or make-up exam, the student will be referred to the Academic Coach, who will coordinate with the teacher(s) and student to take the exam.
   a. First-semester final exams must be completed no later than the first 5 days of the second semester.
   b. Second-semester final exams must be completed no later than the first 3 weekdays following the last day of school.

GRADE POINT AVERAGE (GPA)

A student's grade point average is based on his academic grades, with an "A" equaling four grade points, a "B" equaling 3 grade points, a "C" equaling two grade points, a "D" equaling one grade point, and an "F" equaling 0 grade points.

ACADEMIC RANKING INFORMATION

CLASS RANKING / QUALITY POINTS

A high school student is ranked among peers based on quality points. Only the highest twelve classes per academic year (6 per semester) will be calculated toward quality points. Classes taken during summer may be counted towards the Fall semester of the upcoming year.

Class rank will be determined by total number of quality points. The more difficult classes receive the highest quality points. Each student's total quality points are determined by multiplying the percentage grade earned at the end of each semester by the quality points indicated.

1.0 Quality Points: All Other Class Offerings and beginning with the class of 2017 and beyond; Office Aide, Nurse's Aide, and Counselor's Aide.

1.25 Quality Points: Algebra II, Pre-Calculus, Statistics/Consumer Math, Chemistry, Spanish II-IV, and any college class offered at Morenci High School.

Note: Students who transfer to MHS beginning in 11th grade (until 12th grade) may not bump out MHS students in the top 10 that have been enrolled at MHS since the beginning of their 9th grade year.

Students who transfer from other school districts will undergo an Administrative evaluation of their transcripts to determine *class rank* placement. If no percentage grade is provided, then quality points will be administered in the following manner:

A+ = 98%	B+ = 88%	C+ = 78%	D+ = 68%	F = 59%
A = 95%	B = 85%	C = 75%	D = 65%	
A- = 90%	B- = 80%	C- = 70%	D- = 60%	

TOP 10 STUDENTS

The top ten students of each high school graduating class will be recognized during the graduation ceremony as they will have first row seating. Valedictorian and Salutatorian will be recognized during the graduation ceremony as well.

EXTRA-CURRICULAR PARTICIPATION

Eligibility to represent Morenci High is a privilege attained by meeting specific academic standards. In order to be eligible to participate in athletic contests, to serve as student body or class officers or be involved in an activity which represents the school, students must be making satisfactory progress toward graduation as defined by the eligibility policies. Students may be required to complete assignments prior to participating in an event.

ACTIVITY PROGRAMS

Each student should examine the activities offered and select those in which he or she would like to participate and enjoy. Activities should be planned carefully. Students are encouraged to participate in co-curricular and extra-curricular activities as part of the total educational experience.

CLUBS

The following clubs and organizations are sponsored at Morenci High School:

Student Council	Art Club	Industrial Arts
Spanish Club	Students Standing Strong Club	Paw Express
Copper Cat	Science Club	Knowledge Bowl/Academic Decathlon

SPORTS

The following sports are offered at Morenci High School:

Band & Flag	Golf	Softball
Baseball	Boys Basketball	Girls Basketball
Cheerleading	Cross Country	Football
Tennis	Track	Volleyball
Wrestling	Swim	Soccer

NO PASS/NO PLAY POLICY

Eligibility Applies to MHS Sanctioned Events

1. Grades will be checked every Monday at 3:15pm, by Administration.
2. If a student has an "F" (59.9% or lower) they will be placed on probation for 1 week. The student has until the following week to increase their score to a passing grade. If the grade is still not passing, they will be ineligible until the following grade check.
3. If a team is scheduled to go out of town before Monday @ 3:15pm, the student will not travel with the team if they were ineligible the week prior.
4. If a student is failing a class the Monday before a break, (i.e., Christmas Break or Spring Break etc.) they remain ineligible during the break until 3:15pm, on the Monday that school resumes.
5. Students may have the opportunity to become eligible during breaks by earning credit through intersession. Not all classes/courses will be offered during intersession.
6. In the case that a teacher does not enter any grades for the week, ineligible students will be declared eligible until the following grade check.

7. Grades will only be checked on Monday's at 3:15pm. The only exception will be in the event that a holiday falls on Monday, in that case, grades may be checked at 8:00am on Tuesday morning.
8. At the beginning of each Semester, the first eligibility check will be run approximately after the first full week of school in session. All students will be eligible until this check is completed.
9. If a teacher makes a mistake on a student grade, the teacher will notify the Athletic Director by email or in person that the student in question needs to be considered for eligibility. The Athletic Director will make the final decision for eligibility.
10. Individual eligibility will be reviewed and determined at the discretion of the high school administration.
11. Dropping a class after 4.5 weeks will affect eligibility

CONFLICTING EXTRA-CURRICULAR ACTIVITIES

It is the mission of Morenci High School to provide our students with a well-rounded education; therefore, we encourage our students to participate in extra-curricular activities. If there is a conflict in which a student must choose one activity over another, it is expected that the student will participate in the activity in which there is an actual competition.

HONOR SOCIETY INFORMATION

Morenci High School sponsors several honor societies including:

National Honor Society	Quill and Scroll Honor Society
National Art Honor Society	Tri-Music Honor Society
National Spanish Honor Society	Mathematics National Honor Society
National Science Honor Society	National Technical Honor Society

Selection to any of these honor societies is a privilege rather than a right. For NTHS, completion must be 2 years in the same state approved CTE program and meet all of the requirements. Students who are considered for membership will supply additional information supporting their candidacy to a faculty selection committee. In addition, teachers are surveyed regarding the student's leadership, character, citizenship and service to school and community. Honor Society packets are available from the honor society advisors for review. Failure to maintain membership standards may result in disciplinary proceedings. These may include warning, probation, or dismissal.

MEMBERSHIP FOR NATIONAL HONOR SOCIETY AT MHS

1. Membership in the National Honor Society chapter at MHS shall be known as active, honorary, and graduate. Active members become graduate members at graduation. Graduate and honorary members have no vote in chapter affairs.
2. Membership in this chapter is an honor bestowed upon deserving students by the faculty, and shall be based on the criteria of Scholarship, Service, Leadership, and Character.

   Eligibility:
   a. Candidates eligible for selection to this chapter must be members of the sophomore through senior class.
   b. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for a period of one semester at Morenci High School.
   c. Morenci High School National Honor Society Standards are set by the NHS standards. The National Honor Society is reserved for students that challenge themselves academically. Morenci High School uses a GPA of 3.00 and above, as well as quality points as criteria to induct *members into National Honor Society*.

Target: Students must receive an 85% or better in all of their classes from 9th grade and above to ensure their eligibility in National Honor Society. Quality points are awarded by multiplying the percentage a student receives in a class by the amount of quality points the class is worth. Regular classes are worth 1 quality point, while higher level classes are worth 1.25 quality points. During their 11th grade year, students have an opportunity to acquire 2 classes (or more if they take courses from Eastern Arizona College) worth 1.25 quality points, those being Chemistry and Algebra II. During their 12th grade year, students have an opportunity to acquire 3 classes or more worth 1.25 quality points. They are required to take 2 years of higher level math courses (one their 11th grade year and one their 12th grade year), and can qualify and take as many courses from Eastern Arizona College as they can in their schedule.

Below is the criteria and breakdown of how students qualify for NHS:

11th Grade = 3.0 GPA and 2592.50 Quality Points

12th Grade = 3.0 GPA and 3718.75 Quality Points

- **9th grade:** 6 classes weighted at 1.0 per class receiving an 85% or better in each class: 1020 quality points/school year and a GPA of 3.0 or better
- **10th grade:** 6 classes weighted at 1.0 per class receiving an 85% or better in each class: 1020 quality points/school year
- **11th grade:** 85% in 2 higher level courses weighted at 1.25 and 85% or better in 4 regular level courses weighted at 1.0, for a total of 2592.50 Quality Points at the end of Semester 1
- **12th grade:** 85% in 3 higher level courses weighted at 1.25 and 85% or better in 3 regular level courses weighted at 1.0, for a total of 3718.75 Quality Points at the end of Semester 1

Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on their service, leadership, and character.

SELECTION OF MEMBERS for National Honor Society at MHS

1. The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members who are the honor society advisers at MHS and who are appointed by the principal. The chapter adviser shall be the sixth, non-voting, ex-officio member of the Faculty Council. Prior to notification of any candidates, the chapter adviser shall review with the principal the results of the Faculty Council's deliberations.
2. Prior to selection, the following shall occur:
   a. Students' academic records shall be reviewed to determine scholastic eligibility.
   b. Students who are eligible scholastically ("candidates") shall be notified and asked to complete and submit the Candidate Form for further consideration for selection.
   c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.
   d. The Faculty Council shall review the Candidate Form, disciplinary records and faculty evaluations in order to determine membership. (NOTE: May insert other means of evaluation, such as essays, interviews, outside recommendations, etc.)
   e. Any student who fails to meet the minimum requirements for membership may appeal the decision of the Faculty Council.

Appeals Process for Honor Society Membership Denial:

   a. Appeals are allowed if requested by the student in writing to the honor society advisor. The appeal should be well written and should state the reason(s) why an appeal of the Honor Societies' Advisory Committee/Faculty Council is warranted.
   b. The request for an appeal must be requested no later than 30 days after initial notification through email or letter is given to the student regarding membership denial.
   c. Once a request for appeal is received by the honor society advisor, the advisor will arrange a meeting with the Honor Societies' Committee/Faculty Council who will determine if an appeals meeting is warranted. If a meeting is warranted, a date for the meeting will be scheduled when all members can be present. A letter will be sent to the student and parents through Certified Mail.
   d. At the appeals meeting, the Honor Societies' Committee/Faculty Council, the student, and the students' parents are the only people to be present. The student will be allowed to present reasons why a change of the council's decision is desired, and the council will be allowed to pose questions of the student. By speaking clearly and with purpose, the student will be demonstrating the NHS pillar of Leadership. The parents' role is to provide needed support for their child only.
   e. When the student has sufficiently presented his/her case and the council is satisfied that all questions have been answered by the student, the student and parent will be excused from the meeting. The council will then meet to discuss what transpired at the meeting and to determine if the student should be offered membership into NHS. The council can consider allowing the student membership with certain stipulations (i.e. probation during a set amount of time with special requirements to be met). The honor society advisor for which the matter is being held cannot vote on the decision. Any member with a conflict of interest must also recuse himself/herself from voting. A majority vote by the council members that can vote is required.
   f. Once the Faculty Council has voted on membership, the NHS advisor will meet with the principal who will make the final decision on membership. The student and the parents will be notified of the decision by email to the student's school email address and by letter sent by postal mail.

3. The selection of new, active members shall be held once a year during the second semester of the school year.
4. Candidates become members when inducted at a special ceremony.

5. An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of his/her membership and signed by the Principal [*alt., adviser*].
6. An active member of the National Honor Society who transfers to this school will be *automatically* accepted for membership in this chapter. The Faculty Council shall grant to the transferring member one semester to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his/her membership.

NOTE: The selection process used at the local level may vary from the procedure outlined above however such variations must still conform to the national constitution.

DISCIPLINE and DISMISSAL for National Honor Society at MHS

1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the Morenci High School chapter of the National Honor Society. A member of the National Honor Society is expected to maintain his/her academic standing and take an active role in service and leadership to his/her school and community.
2. If a member's cumulative grade point average falls below the standard in effect when he/she was selected, he /she will be given a written warning and a time period for improvement. If the cumulative grade point average remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council that may include dismissal from the chapter.
3. Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to, DWI/DUI, stealing, destruction of property, cheating, truancy, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.
4. Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absence, excessive tardiness, etc.) will receive written warning notification. A conference may be requested by either party (Faculty Council or student/parent). If the member is involved in another violation of the school conduct code, the member may be dismissed.
5. In all cases of pending dismissal:
    a. The member will receive written notification indicating the reason for possible dismissal from the adviser/Faculty Council. The member and adviser will discuss the written notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing must still be held (see below).
    b. The member will be given the opportunity to respond to the charge against him/her at a hearing before the Faculty Council prior to the vote on dismissal (in accordance with due process identified in **Article X** of the National Constitution). The member has the opportunity to present his/her defense either in person or in writing. [Note: This is the member's choice. Chapters may not deny the right to appear in person.] The Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.
    c. The results of the Faculty Council vote will be reviewed by the principal, and then if confirmed, expressed in a letter sent to the student, parents, and principal. Dismissed members must surrender any membership emblems to the adviser.
    d. The Faculty Council's decision may be appealed to the building principal and afterwards through the school district discipline policy.
    e. When a student is dismissed or resigns, he/she is no longer a member and may never again be considered for membership in the National Honor Society.
6. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

DANCES / SOCIALS

All dances are well chaperoned by faculty sponsors. A student attending Morenci High School may invite another student attending MHS, a recent graduate, or a student attending another school. Forms are available in the front office and are due week prior to the dance for approval.

1. Dances must end by midnight.
2. Guests are to be accompanied by a Morenci student and cannot be over the age of 21 or enrolled in a middle school. Permission slips must be completed and approved 2 days prior to the day of the dance
3. Students or guests leaving the dance may not return.

JUNIOR - SENIOR PROM

One of the most memorable events of the school year occurs in the spring when members of the junior and senior classes and guests, together with the faculty and Board of Education, gather for the annual Prom. Cost should be a consideration when preparing and decorating for the prom. Decorating may begin one week prior to Prom. Guest passes are required for non-Morenci Students.

ASSEMBLIES

Assemblies are provided for various purposes during our school year. Attendance is mandatory for those assemblies occurring during the regular school day.

1. Seating is organized according to classes.
2. Students are not to occupy the balcony area of the gym during assemblies.

LEADERSHIP PROGRAMS

Eligibility for leadership programs such as Boys/Girls State and HOBY will be determined by both the Morenci High School Site Council and faculty of Morenci High School.

Note: Selection of a student for any of the aforementioned leadership programs will result in that student being ineligible for any other leadership programs for the duration of school year. (Example: A student who is selected for Boys State cannot attend HOBY).

TECHNOLOGY

Students at MHS will have access to a Chromebook for use on a 1:1 basis. These devices will go home with students. The Chromebook is provided with a case, charger and stylus. The case is to remain on the Chromebook at all times. Students may bring their Chromebook to the technology department or school office if the case needs to be removed for cleaning. Students are encouraged to leave their charger at home and bring their device fully charged to school each day.

Students are expected to use their devices with care and report any damage or loss to their teachers, school office or directly to the tech department as soon as possible. Lost or stolen devices will be disabled by the tech department and will require a police report being filed by the parent before a new device can be issued.

All students using MUSD devices and network resources must have a signed MUST Student Technology Acceptable Use Policy (AUP) in their file before being issued a devices or using network resources. The AUP will be required each new school year, regardless if using a personal or school device.

The device, case, charger and stylus must be returned to the school at the end of the school year, if the student withdraws or there is no longer a need. Failure to return the device will result in a police report being filed, the device being disabled, and the student may not receive a device if the student re-enrolls at a later time. Please refer to the AUP and insurance policy/paperwork for additional information.

STUDENT CONDUCT INFORMATION

A student shall be defined as any person who is regularly enrolled in good standing in an educational program provided by or approved by the district and carried on in premises owned and controlled by the district. Students are expected to obey all rules and regulations adopted by the Governing Board and obey any order given by a member of the faculty or staff relating to school activities. A student who engages in conduct prohibited by District Policy JK-EA will warrant disciplinary action. (A copy of this policy is available on the District website.)

ACADEMIC INTEGRITY

At Morenci High School, academic integrity is a shared responsibility. We expect students to take pride in completing their own work honestly and ethically. Academic integrity means doing what's right, even when no one is watching—completing your own assignments, giving proper credit when using someone else's ideas, and refusing to engage in or support cheating of any kind.

Academic dishonesty includes, but is not limited to: copying another students work, submitting someone else's writing or project as your own, using unauthorized told or assistance, and helping others to cheat. These actions undermine the learning process and erode trust in the classroom.

We understand that students make mistakes, and not all violations are the same. Consequences are assigned based on the severity of the offense, the intent behind it, and whether it is a repeat occurrence.

Types of violations and consequences

Level 1 – Minor Violations

Examples: Copying a few answers on a homework assignment; getting too much help from a family member or friend; using a translator or AI tool for a short task without permission.

Possible Consequences: Redoing the assignment for reduced credit; a warning from the teacher; parent/guardian notification; from lunch detention to 3 days in-school suspension.

Level 2 – Moderate Violations

Examples: Plagiarizing part of an essay or project; copying a quiz; using notes or devices during a test without permission; letting someone copy your work.

Possible Consequences: A zero on the assignment or the assessment; a referral to administration; conference with the student, teacher, and parent/guardian; academic probation or loss of class privileges; from 3 days in-school suspension to 3 days WASP.

Level 3 – Severe Violations

Examples: Cheating on a final exam or a major test; submitting an entire essay, project, or paper written by someone else (including AI); repeated instances of cheating or plagiarism; tampering with grades or impersonating another student.

Possible Consequences: Failing the assignment or entire course; suspension from class or school; ineligibility for awards, honors, or leadership roles; notation of academic dishonesty on transcript (if applicable); from 5 days of WASP to 5 days off-campus suspension.

Level 4 – Extreme Violations

Examples: Stealing an answer key; disturbing answers to other students.

Possible Consequences: From 9-day suspension to long-term suspension.

(Cross-reference the Discipline Matrix on pages 24-25)

Student Rights and Support

Students have the right to understand the allegation, present their side, and appeal decisions through a school-based review process. Teachers will clearly define expectations for independent work, citation, and use of technology-including when AI or translation told may or not be used. If a student is unsure, it's always better to ask than assume.

Academic integrity is a habit that lasts beyond high school. By honoring this commitment, students prepare themselves for future success built on trust, effort and real achievement.

Each student and parent/guardian will review and sign an acknowledgment form at the start of each school year.

STUDENT CONDUCT ON SCHOOL BUSES

The Governing Board of the Morenci Unified School District requires students to conduct themselves on the bus, prior to boarding the bus, and subsequent to leaving the bus in a manner consistent with established standards for classroom behavior. Students who become serious disciplinary problems related to school transportation may have their riding privileges suspended. In such cases, the parents of the students involved become responsible for seeing that their children get to and from school safely. Students riding on special-activity buses are under the direct supervision of the bus driver in cooperation with sponsor(s). Students who do not conduct themselves properly will be denied the privilege of riding on special-activity buses. (Policies EEACC, JFCC)

PROBATION OF STUDENTS

Following a series of small disturbances by a student or a major disturbance or other action that is destructive to the educational process of the individual or the student body, the principal may inform the pupil and parents that the student is remaining in school "on probation." Written reasons for the probation will be sent to the parents or guardians and made available to the student, along with the precaution that further misconduct might lead to suspension or expulsion.

STUDENT DISCIPLINE

Amends 15-841 relates to suspension and expulsion of students. A teacher is allowed to remove a student from the classroom and send him or her to the Principal's office if the teacher has documented that the student repeatedly interferes with the teacher's ability to communicate with the other students in the room, their ability to learn, or the teacher has determined that the pupil's behavior is so unruly that it seriously interferes with the teacher's ability to communicate or teach. Administration must employ appropriate discipline management techniques that are consistent with rules adopted by the local district governing Board. If the teacher refuses to let the student back in class, the placement review committee (one is created at each school) will determine the placement of the student. The committee will also make recommendations to the school board regarding the readmission of the expelled student. The process of readmitting a student to the same class or admitting him or her to a new classroom must not exceed three business days.
Signed by the Governor April 10, 1997, Chapter 82, Laws 1997

Any person may report a violation of student disciplinary rules to an administrator. The Administrator will then make an investigation of the charges as deemed appropriate and will institute appropriate proceedings. Depending upon the nature of the violation, student discipline shall be progressive i.e.; generally, a student's first violation should merit a lighter penalty than subsequent violations. The Administrator should take into account all other relevant factors in determining an appropriate penalty. In order to promote effectiveness of student discipline, the assistance of parents in enforcing rules for student discipline is invited and encouraged.

STUDENT DUE-PROCESS RIGHTS

The authority to suspend a student for up to ten days after an informal hearing is held rests with the Superintendent or designee. If a clear and present danger to students or staff is present, the Principal may immediately remove the student from school with a notice and hearing following as soon as practical. The person imposing it shall report each suspension within five days to the Governing Board. [A.R.S. 15-843 (1) (K)] In all cases, except summary suspension where a clear and present danger is evident, the student shall remain in school until applicable due-process procedures are instituted. Students will not be released early from school unless parents have been notified. A recommendation to suspend for over 10 days or expel shall be through the principal and forwarded to the superintendent. The authority to suspend for over 10 days or expel rests solely with the Board. All expulsions requested shall have supporting data indicating the due-process procedure followed, the alternatives attempted, and the various District and approved agency resources used by the teachers, Principal, support staff, and parents to help the student adjust to the school environment.

STUDENT VIOLENCE / HARASSMENT / INTIMIDATION / BULLYING

The Governing Board of the Morenci Unified School District believes it is the right of every student to be educated in a positive, safe, caring and respectful learning environment. The Governing Board further believes a school environment that is inclusive of these traits maximizes student achievement, fosters student personal growth, and helps a student build a sense of community that promotes a positive participation as citizens in a society.

To assist in achieving a school environment based on the beliefs of the Governing Board, bullying in any form will not be tolerated.

1. Bullying: may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that:
    a. has the effect of physically harming a student, damaging a student’s property, or placing a student in reasonable fear of harm or damage to property.
    b. is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm.
    c. occurs when there is a real or perceived imbalance of power or strength.
    d. may constitute a violation of law.
2. Manifestations of bullying: through written, verbal, physical or emotional means:
    a. verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor-spreading either directly through another person or group or through cyber bullying.
    b. exposure to social exclusion or ostracism.
    c. physical contact including but not limited to pushing, hitting, kicking, shoving or spitting.
    d. damage to or theft of personal property.
3. Cyberbullying: any act of bullying committed by use of electronic technology or electronic communication devices including:
    a. telephonic, social networking and other Internet communications, on school computers, networks, forums and mailing lists, or other District-owned property.
    b. by means of an individual’s personal electronic media and equipment.
4. Harassment: intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students.

a. Including, but are not limited to, stalking, hazing, and social exclusion, name-calling, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics.
b. May be related, but not limited to, race, religious orientation, sexual preference, cultural background, economic status, size or personal appearance.
c. Can be direct or indirect and by use of social media.

5. Intimidation: intentional behavior by a student or group of students that places another student or group of students in fear of harm of person or property.
    a. Can be manifested emotionally or physically, either directly or indirectly, and by use of social media.
6. Prohibitions and discipline
    a. Prohibited on school grounds, property, buses, bus stops, school events and activities.
    b. Prohibited through electronic technology, electronic communication on school computers, networks, forums or mailing lists.
    c. If occurs outside of school but has negative effect during school
    d. All suspected violations of law will be reported to local law enforcement
7. Reporting
    a. Needs to be reported by the student experiencing bullying or by a student who believes another student is being bullied.
    b. Needs to be reported to the principal or another school employee. If a school employee becomes aware of or suspects bullying, they shall immediately notify as school administrator. All information will remain confidential.
    c. Initial report may be done verbally, but a detailed description of incident must be provided on the MHS Bullying Complaint form (made available from school) within 1 school day of verbal report.
    d. If the principal is the employee that observes, is informed of or suspects bullying, the principal will document the concern in writing.
    e. Employee failure to report bullying may result in disciplinary action up to suspension without pay or dismissal.
    f. Retaliation towards student or staff that reported bullying will not be tolerated, and will be subject to the disciplines set out in District policies.
    g. At the time of the student report, student shall receive a written copy of student rights, protections and support services available.
    h. Parents will be notified of the report.
    i. Investigation
    j. Principal will investigate ALL reports of bullying.
    k. If it has been determined that bullying occurred, discipline will be administered using Boards Policies JK, JKD and JKE
        i. JK: Temporary removal, Confinement, Restraint and seclusion
        ii. JKD: Student suspension
        iii. JKE: Student expulsion
    l. Regardless of the outcome, principal will meet with involved students to review the findings.
    m. Subject to the restrictions in FERPA, parents/guardians of involved students will be informed of findings.
8. Documentation
    a. Must be maintained by District for no less than 6 years.
    b. If information is given to persons other than school officials or law enforcement, all individually identifiable info will be redacted (FERPA regulations must be enforced).
9. Dissemination of information
    a. Must occur during the 1st week of each school year.
    b. Be provided to each incoming (new) student during registration.
    c. Be posted in each classroom and common areas of school.
    d. Be summarized in the student handbook and on District website.
    e. Be provided to staff members at the beginning of each instructional year (and on 1st day for new employees).
10. Additional information
    a. Superintendent will establish procedures designed to protect the health and safety of all students who are physically harmed as the result of bullying.
        i. Procedures for contacting emergency medical services
        ii. Procedures for contacting law enforcement authorities
    b. Submitting a false report will subject the student to discipline up to and including suspension or expulsion.

c. Law enforcement authorities will be notified anytime District officials have a valid belief that the incident is a violation of the law.

DETENTION OF STUDENTS

Reasonable detention before school, during break-time, at lunch, or at the close of the school day is permitted provided appropriate consideration is given to student transportation, weather, and other extenuating circumstances. However, a student shall not be denied the privilege of eating.

PUBLIC DISPLAYS OF AFFECTION

Displays of affection between high school students are not permitted. All students are to refrain from public displays of affection while on campus. Kissing, inappropriate touching, and other displays of affection are not permitted.

DISCIPLINARY ACTIONS

The following chart shows the types of disciplinary actions that may be taken with respect to problem areas. In each instance several actions are possible. If a student has demonstrated excellent behavior and then becomes involved in a problem area, school officials certainly would want to consider the record of that student's good behavior before any action is taken. If a student continually has been involved in problem areas, then the disciplinary action probably would be the maximum action listed. Such factors as the length of time since the student's last problem, his attitude, etc., may be taken into account before any action is taken. Disciplinary action will be at the discretion of the administrator.

Students will be assigned to ISS (In-School Suspension), WASP (Work Alternative Suspension Program), or SUS (Off-Campus Suspension) at the Administrators' discretion. Our discipline policy is progressive so the more a student is referred to the office, the more days they will typically receive in these discipline programs. The severity of the discipline infraction is also considered when determining the number of days that students will be assigned. ISS is held in the room adjacent to the band room and is supervised. Students will be assigned to ISS from 7:45am-3:30pm. Students assigned to WASP report to the high school office at 7:45am and work for half a day with the maintenance crew. At lunchtime, these students report to the ISS room and spend the afternoon doing homework. Upon Administration's discretion, a student may be placed in WASP for the entire day. If this occurs, the student will be responsible for making up any work they were not able to complete that day. When a student is placed in ISS or WASP, teachers will receive a notification email. Teachers must have work posted on Schoology and provide students with any additional resources they may need. Students who do not finish their work have to remain in ISS until they do finish.

Discipline Matrix

INFRACTION	Minor	Serious	Severe	Extreme
Arson- Law Enforcement will be notified				
Minimum	N/A	N/A	3 Days SUS	LTS
Maximum	N/A	N/A	9 Days SUS	Expulsion
Assault/Fighting- Law Enforcement may be notified				
Minimum	N/A	3 Days SUS	5 Days SUS	LTS
Maximum	N/A	5 Days SUS	9 Days SUS	Expulsion
Alcohol/Tobacco/Vaping/Marijuana- Law Enforcement will be notified				
Minimum	3 days SUS	5 Days SUS	9 Days SUS	LTS
Bullying/Harassment				
Minimum	N/A	5 Days SUS	7 Days SUS	LTS
Maximum	N/A	7 Days SUS	9 Days SUS	Expulsion
Cell Phones/Electronic Devices				
Minimum	1st: Warning	2nd: 3 days LD & parent phone call	3rd: 5 days LD & parent conference	4th: loss of privileges
Defiance of Authority/Truthfulness				
Minimum	Warning/LD	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days SUS	3 Days WASP	5 Days SUS	LTS
Disruptive Conduct				
Minimum	Warning/LD	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days SUS	3 Days WASP	5 Days SUS	LTS

Dress and Appearance- See Dress Code Regulation				
Minimum	Warning	3 Days LD	3 Days ISS	5 Days SUS
Maximum	1 Day ISS	3 Days ISS	5 Days WASP	9 Days SUS
Drugs- Law Enforcement may be notified				
Minimum	N/A	N/A	LTS	Expulsion
Drug Paraphernalia- Law Enforcement notified				
Minimum	N/A	5 Days ISS	LTS	Expulsion
Emergency Alarm Activation Without Emergency				
Minimum	N/A	5 Days SUS	9 Days SUS	LTS
Endangerment of Others				
Minimum	Warning/LD	3 Days SUS	5 days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 days SUS	LTS
Forgery and Cheating				
Minimum	Warning/LD	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
Gambling				
Minimum	Warning/LD	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
Initiation/Hazing				
Minimum	N/A	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
Littering				
Minimum	Warning/LD	3 Days WASP	5 Days WASP	9 Days SUS
Maximum	1 Day WASP	5 Days WASP	5 Days SUS	LTS
Misrepresentation/Extortion/Theft- Law Enforcement may be notified				
Minimum	Warning/LD	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
Obscenity/Defamation				
Minimum	Warning/LD	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
Public Display of Affection- Other than holding hands				
Minimum	Warning/LD	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
Tardiness				
Minimum	6th: 3 Days LD & parent phone call	7th: 5 Days LD	8th : 8 Days LD & parent phone call	9+: 10 Days LD & phone call
Threats				
Minimum	Warning/LD	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
Traffic- Law Enforcement may be notified				
Minimum	Warning/LD	3 Days ISS	5 Days WASP	Loss of privileges
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
Truancy (Ditching)				
Minimum	1 Day ISS	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
Vandalism/Destruction of Property- Law Enforcement will be notified				

Minimum	Warning/LD	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
State/Federal/Local Laws- Law Enforcement will be notified				
Minimum	Warning/LD	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
School Policy/Rules				
Minimum	Warning/LD	3 Days ISS	5 Days WASP	9 Days SUS
Maximum	3 Days ISS	3 Days WASP	5 Days SUS	LTS
Unauthorized Entry- Law Enforcement will be notified				
Minimum	N/A	N/A	3 Days SUS	LTS
Maximum	N/A	N/A	9 Days SUS	Expulsion
Weapons/Dangerous Items- Law Enforcement will be notified				
Minimum	N/A	N/A	3 Days SUS	LTS
Maximum	N/A	N/A	9 Days SUS	Expulsion

ISS = In-School Suspension
WASP = Work Alternative Suspension
LTS = Long Term Suspension (Longer than 10 days)
SUS = Off Campus Suspension
Expulsion = Permanent Removal from School
LD = Lunch Detention

ALL discipline is at the discretion of Administration. The matrix will be used as a guide.

DRESS CODE REGULATION

Decency in attire is essential because it tends to influence our attitudes and behavior. In matters concerning dress, we realize that the school community is more sensitive than the general population. We believe it is important for the home and school to encourage appropriate characteristics of student dress. A student's wardrobe should be conducive to sitting in desks, getting up and down, bending, and kneeling. Clothing should be neat, clean, inoffensive, decent, and offer protection for all classroom activities while at MHS. In order to clarify what is considered appropriate, the following has been developed with faculty and student input:

Shirts / Tops

- No undergarments may be showing at any time.
- No strapless, spaghetti straps, tube tops, halter tops, sheer or see-through, backless, one shoulder or off the shoulder shirts may be worn (unless a garment with appropriate strap width is worn underneath).
- Shirts must cover the complete midriff (front and back) when arms are raised.
- Low-cut necklines are prohibited. Shirts must cover all visible cleavage and must appropriately cover the chest area.



Skirts / Dresses

- The tops/upper portion of any dress worn must abide by the requirements outlined in the *Shirts/Tops* category.

- When seated, skirts and dresses must be at mid-thigh or longer.

Shorts / Pants

- When standing, shorts must reach at least mid-thigh or lower
- Tops of shorts and pants must be worn at the hips or higher (no sagging).

Accessories

- Bandanas are not allowed (defined as a large handkerchief).
- Sunglasses may not be worn inside (without extenuating circumstances).
- No spiked jewelry or accessories will be allowed.
- Footwear with a hard or rubber sole must be worn at all times.
- Non-religious headwear including, but not limited to hats, beanies, hoods and do-rags, are not to be worn in the building as they will be confiscated.

All Clothing / Accessories

- Anything worn that displays references to illegal or controlled actions/substances (including tobacco, alcoholic beverages, drugs, and/or violence etc.) will not be allowed.
- Any combination of clothing which, upon guidance from law enforcement agencies, is considered gang related (subject to change) i.e. bandanas, hair nets (unless handling consumables), metal belt buckles with gang monograms, dangling belts, chain accessories, slippers, do-rags etc. is not allowed.
- Anything worn that displays sexually suggestive or provocative wording or images is not allowed (including clothing and accessories containing the phrase, "I love boobies" or "Virginity Rocks").
- Anything worn which displays symbols which reference hatred, hate crimes, violence, anti-social behaviors, or that offend or intimidate is not allowed.
- Anything worn that has rips, tears, frays, or that is see-through or distressed may not expose any more than what is outlined in the previous categories.

*Some elements of the dress code may be relaxed during Homecoming weeks, only if students are participating in the approved spirit days. Limitations and requirements for skin exposure will not be changed.

*During Prom/Dances, the dress code may be relaxed; clothes must be conducive to dancing. Dress code will be monitored by the dance chaperones.

Clothing considered inappropriate but not defined by policy or regulation will be dealt with on an individual basis by the administration. The dress code may be altered as determined necessary by the administration. Administration will provide clothing the student is able to change into. If a student refuses to change, there may be additional consequences administered.

Coaches and club sponsors have authority to impose a dress code for trips and other functions unique to their club. It is not the intention of Morenci High School to strictly enforce the dress code at formal dances because we recognize that formal dresses are often strapless or have spaghetti straps. If the dress appropriately covers the body and is not in poor taste, it will be permissible at formal dances. The administrator and the sponsors who chaperone the dance will be responsible for making this determination. The dress code will be enforced at all other after school functions. Students not in compliance will be asked to leave and will be subject to the same disciplinary measures that apply to the regular school day. **(**Policies JICA, JICA)

COLLEGE INFORMATION

EASTERN ARIZONA COLLEGE COURSES AND FEES

Students must apply for admission to Eastern Arizona College online at www.eac.edu. Once they are accepted as EAC students, they will need to take the Accuplacer Placement Exam and receive certain scores as designated by EAC to be able to enroll in classes. Courses offered via ITV (Interactive Television) and Web Courses are available for qualified students at Morenci High School. Students must also meet the credit requirements at Morenci High School to be able to enroll in EAC courses. Costs for college classes and textbooks are incurred by Morenci School District. However, if a student fails, is dropped by the EAC instructor, or withdraws from the class past the EAC withdrawal date, they are responsible for reimbursing Morenci High School for the cost of the class. The reimbursement cost for failed, withdrawn, or dropped classes after the drop date is **$200.00** per class.

ADMISSION REQUIREMENTS FOR ARIZONA UNIVERSITIES

I. GENERAL APTITUDE

Unconditional in-state students must:

1. Rank in the upper 25% of their high school graduating class; or
2. Have a 3.0 GPA on a 4.0=A scale; or

3. Have a score of 22 or more on the American College Test (ACT); or
4. Have a score of 1040 on the Scholastic Aptitude Test (SAT).

Conditional in-state students:

1. Rank at least in the upper 50% of their high school graduating class; or
2. Have a 2.5 GPA on a 4.0=A scale; or
3. Lack no more than one credit in two curriculum areas (i.e., curriculum areas listed below under Competencies), however, not in both mathematics and laboratory sciences. Deficiencies must be made up within one calendar year of admission. Conditional admission may require participation in special programs.

II. COMPETENCIES

These requirements may be met by combination of high school courses, college courses and test scores. A minimum grade point average of 2.0 is required in each of the six competency areas. Please check with each individual college's website for more specific information.

1. Four English credits which are composition and literature-based courses, such as journalism, business communications, speech and other often include some emphasis on grammar or composition, but if they are not devoted exclusively to the study of English, they may not be substituted for a regular English course.
2. Four Mathematics credits: One year Algebra I, one year Geometry, one year of Algebra 2, and one for which Algebra 2 is a prerequisite.
3. Three laboratory Science credits: One year each from among the following: Chemistry, Physics, Earth Science, Biology, or laboratory-based integrated science course.
4. Two Social Science credits including one credit in History, which includes at least one course in US/American History, and at least one additional year of study in one other social science field, such as: European or World History, Economics, Sociology, Geography, Government, Psychology, Anthropology; or Free Enterprise.
5. Two foreign language credits in the same foreign language; or
    a. The equivalent of one year of transferable study in the same foreign language at a regionally accredited institution of higher education of any combination on high school and college credit equivalent to two years of high school study.
6. One Fine Arts credit; or
    a. Any combination of two semesters of high school fine arts courses; or
    b. Completes three transferable semester units at a regionally accredited Institution of higher education.

To complete an application for admission, each university may require applicants to take additional standardized tests for placement in basic proficiency courses. The universities will calculate high school grade point averages based on the new required college preparatory courses.

III. FINANCIAL AID

Financial aid is money available to students and families to assist in paying for educational expenses. Its purpose is to **supplement, not replace** the amount you and your family can afford. Financial aid comes in a variety of forms including scholarships, grants, loans, and work-study employment. Financial aid usually comes in a "package", or a combination of different kinds of assistance. Some students are eligible for special aid, such as veteran's benefits or vocational rehabilitation. For most kinds of financial aid, students must be enrolled at least half time and show that they are making satisfactory progress in their program of study. Some student aid programs also have special requirements and guidelines.
There are four basic types of financial aid:

a. **Scholarships**: You can receive a scholarship based upon a special ability you may have such as high grades, athletic talent or musical abilities. Scholarships do not have to be repaid.

b. **Grants:** A grant may be available to those with financial need or a special talent. Grants do not have to be repaid.

c. **Loans:** Students and sometimes parents can borrow money for school. Payments on Federal Student Loans begin when students leave school. **Students have to repay loans whether**

they graduate or not. Many loan programs have low interest rates and favorable repayment plans.

d. **Employment:** Some students can have part-time jobs on campus or in the community. Many employment opportunities provide training and experience in interesting jobs.

Why Apply for Financial Aid if We Know Our Student Won't Qualify?

If students are applying for scholarships, most colleges require students to complete the FAFSA. This helps the colleges determine the amount of scholarship money to award each recipient. There are also some scholarship applications that require FAFSA completion. FAFSA results may also determine if a student is able to work on-campus.

When to Apply for Financial Aid

Students who are seniors can begin applying for financial aid on October 1st of their senior year. They will be applying for financial aid for the next academic year. When filing for financial aid, students must use their parent's prior, prior year tax information. For example, a student who is a senior and will graduate in May 2022 should apply for financial aid for the 2022-2023 academic year, using their parent's 2022 tax information. Students and parents should never guess or estimate amounts when filling out the FAFSA. The government will be verifying that the tax information matches the information provided on the FAFSA. Parents and students need to always keep a signed, printed copy of their completed 2022 Tax Return in order to turn it in to the college that the student will be attending.

The MHS Counseling Department in conjunction with Eastern Arizona College provide seniors with information and assistance in filling out a financial aid form during their senior year. **Seniors should listen to daily announcements and visit the Counselor's Schoology page** for information regarding financial aid and other important information as previously mentioned. Students and parents can read more about financial aid at **www.fafsa.ed.gov** and **https://studentaid.ed.gov/sa/**. ***Be aware:*** Students and parents should never have to pay to complete a financial aid form, nor should students have to pay to apply for a scholarship!

MORENCI HIGH SCHOOL

2025-2026

I have read the Morenci High School Student-Parent Handbook and understand all school policies and regulations. I have had the opportunity to ask questions for clarification of the policies and regulations I did not understand.

PRINT Student Name	Grade
SIGN Student Name	Date