

Artesia High School

1002 W. Richardson
Artesia, NM 88210-1899
Telephone: 575-746-9816



STUDENT HANDBOOK

2026-2027

Administrative Staff

Rhea Lynn Kaufman	Principal
Billy Hays	Assistant Principal
Jackson Bickel	Assistant Principal
Tamera Burnell	Secretary
Angelica Rodriguez	Receptionist
Leigh Ann Thomas	Registrar

Guidance Staff

Adrienne Blackburn	Sophomore Counselor
Debbie Kinnibrough	Junior Counselor
Anessa Golden	Senior Counselor
Eva Cabezuela	Social Worker

Notice

It is the policy of the Artesia Public Schools not to discriminate on the basis of race, sex, religion, national origin, or handicap in any of its educational programs or employment practices. Inquiries regarding compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, may be directed to Mr. Brian Taylor, Athletic Director and Title IX Coordinator. Inquiries on Section 504 of the Rehabilitation Act of 1973 may be directed to Mrs. Mitzi McCaleb, Director of Health and Wellness and Section 504 Coordinator, at 301 Bulldog Blvd., New Mexico 88210.

Records of transferring students are released to receiving schools as a matter of normal practice.

Table of Contents

Academics.....	5
Graduation Requirements.....	5
Grading System.....	6
Honor Roll.....	6
Night School	6
Withdrawal Procedures	7
Student Eligibility for all Activity Participation	7
Special Instructional Programs/ Section 504.....	10
Student Attendance	10
Compulsory School Attendance Law	10
College Visit Absences	12
Secondary (6 th -12 th grade) "No Credit" Status.....	12
“No Credit” Appeal Procedure.....	13
Tardies	13
Extra Credit for Regular Attendance	13
Make Up Work for Absences.....	14
Homebound Program.....	14
Truancy.....	14
Students’ Behavior and Discipline	16
Code of Conduct	16
Jurisdiction Over Students.....	16
Door Dash.....	16
Cell Phones/ Electronic Devices	16
Penalties for Violation of Electronic Device/Cell Phone Policy	17
Artificial Intelligence (AI)	18
Dress Code	18
Dress Code Violations/Consequences.....	19
Drugs	20

Alcohol	20
Smokeless Tobacco	20
Smoking Products or Devices	20
Drug Dog Procedures	20
AHS Parking Lot Regulations	21
Notice of Search of Vehicles	22
Prohibited Activities	22
Student Services.....	24
Student ID	24
Call for a Student by a Police Officer	24
School Lockers.....	25
Library	25
Textbooks	25
Student Activity Tickets	25
Yearbook.....	25
Junior/Senior Prom	26
Bell Schedule	26
Inclement Weather.....	26
Water Safety Reminder	27
Semester Exam Schedules	27
Fall 2026	27
Senior Spring 2027	28
Junior/Sophomore Spring 2027	28

Artesia High School | Student Handbook

2026-2027

Academics

Graduation Requirements

Subject	Class of 2027, 2028
English	4 credits
Math	4 credits
Science	3 credits
History	3.5 credits
P.E.	1 credit
Health	.5 credit
Career Cluster, Workplace Readiness, or language other than English	1 credit
Electives	7.5 credits
APS Requirement (One Additional Elective Course)	.5 credit
Total	25 Credits

*** Students must earn 2 credits in one of the following: advanced placement course; honors course; distance learning course, or one credit of a dual credit course of a full curriculum distance learning course.***

Subject	Class of 2029 +
English	4 credits
Math	4 credits
Science	3 credits
History	4 credits
P.E.	1 credit
Health	.5 credit
Electives	7.5 credits
APS Local Requirement (One additional elective course)	1 credit
Total	25 Credits

Both the SAT School Day and NM-ASR exams are required to be taken by all junior students by the New Mexico Public Education Department.

Grading System

Each student can access report cards utilizing Power School. Students and parents can obtain credentials to access Power School. Questions can be directed to the front office. The following grade letter system is used in reporting to parents:

90- 100	A.....	Superior
80- 89	B.....	Above Average
70- 79	C.....	Average
60- 69	D.....	Below Average
0- 59	F.....	Failing
	NC.....	Failing

“T” Indicates that the student has not completed all required work. A reasonable length of time will be allowed for the completion of the work. If not completed in the time allotted, the final grade will average with a zero(s) for the missing work.

Students enrolled in the Night School will receive a contract which will explain how Night School grades are recorded.

Parents and students will be able to check on student progress at any time through the PowerSchool portal.

Honor Roll

The honor roll at Artesia High School will be made up of students who make the following grade points:

Highest Honors: 4.0 to 4.5 grade point average. Student must be taking four core subjects both semesters each school year. No grade below a B in either regular or honors class.

Honor Roll: 3.5 to 3.9 grade point average. Student must be taking four core subjects both semesters each school year. No grade below a B in either regular or honors class.

Students that have achieved a **core** grade point average of 3.5–3.99 after the completion of the 7th semester, and complete all graduation requirements, will graduate with honors. Students that have achieved a **core** grade point average of 4.0 and above after the 7th semester and complete all graduation requirements, will graduate with highest honors.

Night School

Night school is an alternative setting to assist students in making up missing credits to graduate. Night school has some additional rules and requirements that are outside of the regular school day. Night school will cost \$100 per class per session. Exceptions to this requirement would need approval from the principal and counselor.

- Night school for the 2026-2027 school year will be an option for Junior and Senior students who are behind in credits. For a Junior to be eligible for night school, they must have successfully attended and passed their summer school courses. If additional classes are needed to assist in getting back on track, then they may be allowed to attend night school following administration approval.
- Students must complete at least 50% of their work in each class by the end

of Quarter 1 or Quarter 3 to remain enrolled in night school.

- Students enrolled in night school must sign the night school contract at the time of registering for the night school class.
- Attendance is of the upmost importance to be successful in a class. Therefore, students enrolled in night school classes must attend each class assigned every day. Students who accumulate 10 or more absences in a semester will be dropped from that class for that semester regardless of the time frame for which the 10th absence was accumulated.
- Students must attend day school before coming to night school each day unless approved by an administrator.
- Cell phones, air pods, apple watches and meta-AI glasses are not allowed during night school. Cell phones must be kept in the teacher's designated area or kept in the student's backpack. Cell phones should be off during class time.
- No food or large snacks are allowed in the classrooms during night school. Students may have a small snack (candy bar, small bag of chips or nuts, etc.) and a drink. Items not allowed are, but not limited to, pizza, large bags of chips, food from fast food chains, etc. Teachers and administration have the right to ban an item if they deem it not to be within the intentions of this requirement. Doordash is not permitted.
- Students are required to remain in the classroom and make progress in their classes. Failure to do so can result in the student being asked to leave and being counted absent for that period.
- Students who are not enrolled in night school should not be in the night school classroom during normal night school hours.

Withdrawal Procedures

A student withdrawing from school for any reason (moving, GED, etc.), regardless of age, must have his/her parents notify the registrar in person, giving the reason and date of leaving. The registrar will assist the student and/or parent in completing the check-out procedure. All fees, books, and other bills owed by the student must be cleared before checking out.

It is essential that each student goes through the entire check-out procedure at the end of the school year to ensure that the student ends the school year with a clear record. Records will not be released until all student obligations and fines are cleared.

Student Eligibility for all Activity Participation

Eligibility for student participation in extra-curricular activities is determined by the New Mexico Activities Association's by-laws that are developed to create a level playing field for all student athletes. Changes to enrollment, home residence, academic standing, and family status are some of the factors that determine student eligibility. Parents/ guardians are strongly encouraged to familiarize themselves with the rules and regulations associated with student eligibility prior to making changes to their student's status. Transferring schools may impact a student's opportunity to participate in extra-curricular activities. New Mexico Activities Association By-Laws: <https://www.nmact.org/nmaa-handbook/>

Use of Semester Grades Only: Scholastic eligibility will be determined by *semester* grades. Eligibility checks for those deemed unable to participate at *semester* will undergo checks at designated marking periods (9 weeks) during the semester. If they are passing at the 9-week marking period, they are eligible for immediate participation that semester. Fall semester eligibility will be based on the 2nd semester (S2) grades from the previous school year.

1. **No Fs:** A student must have a minimum **GPA of 2.0 and No Fs** in order to be eligible to participate in activities/athletics at the semester.
2. **Summer Courses:** Students may make up multiple courses to attempt to gain eligibility. Any class eligible for replacement based on local district policy can be taken and have the grade replaced to gain eligibility. **The replacement classes are required to be the exact course that was listed on the official transcript (i.e., AP English must be replaced with AP English, etc.)** *Artesia Public Schools only offer the following classes during summer sessions: English I, English II, English III, English IV; Algebra I, Geometry, Algebra II, Financial Literacy; NM History, World History, US History, Government; Economics, Physical Science, Environmental Science, and Biology First Year. Elective classes are only offered to Seniors attempting to meet graduation requirements for their cohort. Additionally, students will only have the opportunity to make up three classes each summer school session. Session 1 is for Fall classes only with the exception of graduating seniors. Session 2 is for Spring classes only.*
3. **Cumulative Provision:** The cumulative provision (as defined by NMAA 6.2.1c) may only be used at the beginning of the semester and must include all semester grades beginning with the 9th grade year. **This provision may only be used if the student has no more than one F at the semester.**

In addition to the NMAA requirements, Artesia Public Schools has a higher standard and expectations for their students participating in activities or athletics. These additional requirements are described below:

4. Eligibility to participate in activities/athletics will also be determined at the end of the Q1 (1st 9-weeks) and Q3 (3rd 9-weeks) grading periods. Any student who has a **GPA below 2.0 or more than 1 F**, will be deemed ineligible for the following 9-week period.
5. Eligibility reporting dates. Eligibility will be determined three school days following a grading period. Please refer to the following guidelines for determining eligibility.

End of 2 nd Semester (S2) previous year	Must have 2.0 or higher GPA and no Fs or Cumulative (NMAA)
End of 1 st 9-weeks (Q1)	<u>May become eligible</u> if 2.0 or higher GPA and No Fs (NMAA) <u>May become ineligible</u> if below 2.0 GPA or more than 1 F (APS)
End of Semester 1 (S1)	Must have 2.0 or higher GPA and no Fs or Cumulative (NMAA)
End of 3 rd 9-weeks (Q3)	<u>May become eligible</u> if 2.0 or higher GPA and No Fs (NMAA) <u>May become ineligible</u> if below 2.0 GPA or more than 1 F (APS)
End of Semester 2 (S2)	Must have 2.0 or higher GPA and no Fs or Cumulative (NMAA)

8. A student that is not eligible by the above requirements cannot participate in any school activity that occurs outside of a regular class period.
9. A student that does not attend school **the previous seven (7) periods before an activity** is not eligible to participate in an extra-curricular activity that day. If the absence occurs on Friday, that student is not eligible to participate in an extra-curricular activity on the following Saturday. The only exception to this rule is previous permission from the high school Principal/Asst. Principal or Athletic Director.

If a student quits or discontinues participating in an extra-curricular activity due to a student or parent decision, they will report to off season and will receive a grade of “55” for the quarter they are currently enrolled. If removed due to disciplinary action, the student will report to ISS for the remainder of the grading period in addition to receiving the grade of a “55.” If they quit, after any scrimmage or games, they will receive a grade of “55” for the quarter they are currently enrolled.

Special Instructional Programs/ Section 504

Each qualified student within the district who is eligible to receive regular or special education or related aids or services, regardless of the nature or severity of the condition necessitating such programs or services, shall receive free appropriate education in the district.

For more information regarding Special Education services, please contact:

Cari Jowers—Director of Special Education
301 Bulldog Blvd.
575-746-3585
cjowers@bulldogs.org

For more information regarding Section 504 of the Rehabilitation Act of 1973, please contact:

Mitzi McCaleb- Director of Health and Wellness and Section 504 Coordinator
301 Bulldog Blvd.
575-746-3585
mmcaleb@bulldogs.org

Student Attendance

Compulsory School Attendance Law

All students shall be expected to attend school for as many days as school is in session. Under legislation, Compulsory Attendance Laws have changed. With these changes in mind, the following applies to students at Artesia High School.

Types of Absences

Definition of an Absence – When a secondary student (6th-12th grade) misses more than fifteen (15) minutes of any class period.

Excused Absences – Absences *with parent notification* to the school that their child will be absent including, but not limited to the following: personal illness, professional appointments that could not be scheduled outside school time, or serious personal and or family problems.

Unexcused Absences – An absence from a class or school day for which the student does not have an allowable excuse from a parent or doctor. Five (5) unexcused tardies also constitute an unexcused absence. **Parent notified absences after ten (ten) 10 excused absences per year, could be considered as unexcused absences.**

Official Absences – Absences due to an interscholastic extracurricular or co-curricular activity are considered “official” and are not recorded as school absences. A student must meet the eligibility requirements of the New Mexico Activities Association for an official absence to be granted.

Medical Doctor Excused Absences - Absences with written doctor notification to the school that the student was absent due to a medical appointment or a medical condition of which the student was under a doctor's care.

Court Subpoena Absences - Absences which require a student to be present in a court of law.

Out-of-School Suspension - Absences which are levied by the school administrator primarily for disciplinary reasons. A student that has been suspended from school for any reason will receive a grade of zero (0) for each day of suspension. School administrators are authorized to allow completion of work for partial credit depending upon the circumstances of the suspension.

When Absent from School

State law mandates that children be in attendance during the period when school is in session. Therefore, when a student is absent, the parent shall call the school on or before the day of the absence in order to advise the school as to the reason for the absence if a telephone is available. If a parent does not have access to a phone, either at home or at work, a note will be accepted for verification purposes. (Notification to the office must be made within one business day after the absence.) All absences not verified by parental or administrative authorization, within one business day, will be considered unexcused. For absences greater than one (1) day in length, the school should be notified each day of the absence. (The principal has the authority to consider circumstances which have merit, when considering the waiver of unexcused absences.)

Students will only be allowed ten (10) unexcused absences or fifteen (15) total (excused and/or unexcused combined) absences per semester. The only exceptions to this would be official absences, medical or dental appointments, and court mandated absences. To qualify for the exceptions, a medical/professional excused absence form must be completed and turned into the main office when the student returns to school following the appointment. Students will only be granted an exception for the periods which include the time they arrive until the time they left the medical or professional facility with allowable transportation time. For in-town appointments, 15 minutes before and after the appointment will be allowed for travel time. Example: If a student has an appointment in Roswell at 10:00 am and they are finished with their appointment at 11:00 am, but the student does not return to school that day, then the student will only receive medical excuse for only 1-4 periods since travel time should dictate the student could have been back into school by 5th period. Periods 5-7 would be counted as excused absence with parent permission and would count towards the 15 total allowable absences.

All personnel will solicit cooperation from parents in the matter of school attendance and punctuality, particularly regarding the following: The scheduling of medical and

dental appointments after school hours except in cases of emergency; the scheduling of family vacations during school vacation and recess periods.

College Visit Absences

Students are allowed up to two college visits per school year during their junior and senior years that will be considered official absences. Students must provide a note from the college or university on official university letterhead including the student's full name and date of the visit. The note must be submitted to the main office on the day the student returns to school following the campus visit. Please plan accordingly and ensure all documentation is submitted promptly.

Interventions for Student Absences

(as required by NMSA 22-12A-1)

At each of the levels described below, parents will attend a meeting with school administrators or designee and an attendance team (with the student in the secondary schools) to formulate interventions and services needed to improve student attendance. Students and families who do not respond to intervention will face consequences which may include referral to the Children, Youth, and Families Department for excessive absenteeism.

- Individual Prevention – a student misses five percent (5%) (but less than ten percent (10%)) or more of the classes or days of school.
- Early Intervention – a student misses ten percent (10%) (but less than twenty percent (20%)) or more of classes or days of school.
- Intensive Support – a student misses more than twenty percent (20%) of classes or days of school.

Procedures for Notifying Parents of Student Absences

After the third (3rd), fifth (5th), and tenth (10th) unexcused absences during the current semester, parents will be notified via Bright Arrow.

Secondary (6th-12th grade) "No Credit" Status

The Artesia Public Schools Board of Education prohibits unexcused absences. On the eleventh (11th) unexcused absence or sixteenth (16th) total absence in any one (1) class per semester, the student will be immediately placed on *"no credit"* ("NC") status for that class period. The student will not earn any credit and will receive a grade of "NC" for that class. **A grade of "NC" will be equivalent to an "F" when factored into a student's overall Grade Point Average.** If the student obtains eleven (11) unexcused absences or sixteen (16) total absences in all of his/her classes per semester, the student will be on *"no credit" status for the entire school day*. The student will not earn any credits and will receive a grade of "NC" for all of his/her classes for that semester.

Absences which are not considered toward "no credit" status are as follows: 1) Medical Doctor Excused Absences, 2) Official Absences, 3) Court Subpoenaed Absences, and Homebound Absences. Official documentation from doctor, dentist, or court should be returned to school when

the student returns to school. Medical/Professional Excused Absence form must also be completed upon returning to school to have the absence not count towards "no credit" status.

“No Credit” Appeal Procedure

A student and parent/guardian may appeal the "no credit" status and grade of "NC" at a hearing with the school administration. The hearing will be scheduled by the student and/or parent before the end of the semester. The principal/assistant principal will determine the student's final status for that semester. The student may appeal the principal's decision by submitting a written statement asking for a hearing with the Superintendent of schools. This letter should be submitted within two (2) days of the school's administrative decision. The Superintendent's decision may be appealed to the Artesia Board of Education.

Absence/Tardy/Extra Credit Duration

<i>Compulsory School Attendance Law</i>	<i>= Full School Year</i>
<i>“No Credit” Status</i>	<i>= Semester</i>
<i>Tardies</i>	<i>= 9 Weeks</i>
<i>Extra Credit Attendance Points</i>	<i>= 9 Weeks</i>

Tardies

Definition of a Tardy– Secondary Student (6th-12th grade): Arriving to any one (1) of the seven (7) class periods during the school day after the scheduled tardy bell has rung.

A secondary student (6th-12th grade) may be tardy to any one (1) class, two (2) times per nine (9)-week period, and no action will be taken. When a student receives three tardies in any one (1) class, the student will be sent to the office and the school administrator will take appropriate disciplinary action. Additional tardies will result in further disciplinary action taken by the school administrator. Tardiness of fifteen (15) minutes or more to a class (6th-12th grade) is considered an unexcused absence. The teacher shall notify the student when such incidents are recorded as absences.

All office/teacher-caused tardies will be discouraged to the utmost. When unavoidable, a pass will be issued allowing sufficient passage time. Such situations will not be considered tardies.

Five (5) unexcused tardies (during a nine-week period) shall count as an unexcused absence. Each tardy (during a nine-week period) thereafter will also count as an unexcused absence. These unexcused absences will then count towards no credit status.

Extra Credit for Regular Attendance

Students who maintain consistent and regular attendance will be rewarded at the end of each nine (9) week period with points added to their final nine (9) week grade average as follows:

- Zero (0) to one (1) day absent per nine weeks = four (4) points added to nine (9) weeks final average.

- Two (2) days absent per nine (9) weeks = three (3) points added to nine (9) weeks final grade average.
- Three (3) days absent per nine (9) weeks = two (2) points added to nine (9) weeks final grade average.

Official absences and court appearances will not be penalized regarding attendance points.

Make Up Work for Absences

Make-up work for absences is the responsibility of the student and will be allowed based on one (1) day for every day missed, not to exceed two (2) weeks. **All make-up work must be completed by the end of a grading period (9 weeks) regardless of normal make up allowances.** A student who misses only one (1) day on the day of a previously announced test will be responsible for making up the work the day he/she returns to school. **Any previously announced deadline date (i.e, major projects, long-term assignments, etc) will be due on the announced deadline date regardless of if the student is absent.**

Any student who misses a semester exam will make up those exams on the following days with prior administrative approval. Semester exams may only be made up on these days. (Fall Semester – January 5, 2026; Spring Semester –May 22, 2026). Doors for make-up exams will be open from 8:30am to 9:00am. No one will be admitted in the building to take make-up semester exams after 9:00am on testing days.

Homebound Program

If a student is hospitalized or is out of school due to pregnancy or long-term illness, the student may be placed in the APS Homebound Program. A student's parent or guardian must notify the office within two (2) days after the start of a long-term illness. The principal or assistant principal will determine whether the student should be placed in the APS Homebound Program. A student that has been placed in the APS Homebound Program must bring a written physician's statement and Exclusions and Exemptions Form (J-1982 JHD-EB in School Board Manual) to the office explaining why the student is unable to attend school.

Truancy

Definitions

Attendance- students who are in class or in a school-approved activity. Attendance is determined by each individual class period.

Early Identification- the process by which school districts promptly determine and identify students who have excessive absences and tardiness from classes or school. Early identification includes the school district's defined system for recording, reporting, and summarizing daily attendance of its students and then providing that data to the district's central administration.

Habitual Truant- a student who has accumulated the equivalent of **(10) or more unexcused absences** within a school year.

Intervention- the partnering that schools engage in with other state agencies to implement administrative remedies, provide services and provide support programs that aggressively reduce if not eliminate truancy in a school district.

Prevention- school-based innovative or proven successful programs, including alternative programs whether school-based or non-school based, that encourage regular and on-time attendance for students.

Truancy- a student who has accumulated five (5) unexcused absences within any twenty-day period.

Unexcused Absence- an absence from school or a class for which the student does not have an allowable excuse pursuant to the legislation and rules of Artesia High School.

Parental Involvement

After the third (3rd), fifth (5th) and tenth (10th) unexcused absence within the semester, parents will be notified via BrightArrow. Truancy officer, teachers, and counselors are also encouraged to contact parents.

- If a student accumulates three (3) unexcused absences, the school will notify the parent(s) via BrightArrow.
- If a student accumulates five (5) unexcused absences, the school will notify the parent(s) via BrightArrow. Upon a student's fifth (5th) unexcused absence within a semester, parent(s)/guardian(s) shall be contacted to inform them of the student's truancy, sign a contract, and request their cooperation to meet and establish a cooperative arrangement to prevent future truancy by identifying:
 - the cause(s)
 - preventative measures,
 - resources to address the causes, and
 - corrective action plan including follow-up procedures.

The parental meeting notice shall be respectful, and the meeting shall be held in a language and manner understandable to the parent(s)/guardian(s).

Additionally, after the twelfth (12th) and fifteenth (15th) absence (unexcused and excused combined) within the semester, parents will be notified via BrightArrow, stating the number of total absences for the student.

- If a student accumulates twelve (12) total absences, the school will notify the parents using a form letter that will be produced through the main office.
- If a student accumulates fifteen (15) unexcused absences, the school will notify the parent(s) via BrightArrow. Upon a student's twelfth (12th) total absence within a semester, parent(s)/guardian(s) shall be contacted to inform them of the student's truancy, sign a contract, and request their cooperation to meet and establish a cooperative arrangement to prevent future truancy by identifying:
 - the cause(s)

- preventative measures,
- resources to address the causes, and
- corrective action plan including follow-up procedures.

The parental meeting notice shall be respectful, and the meeting shall be held in a language and manner understandable to the parent(s)/guardian(s).

Students' Behavior and Discipline

Code of Conduct

Wherever you go, your actions reflect on your family, your school, and your community. Pride in them and proper consideration for others should be reflected in your actions. Courtesy, respect for yourself and respect for the rights of others should guide your behavior. Treat others with respect and thoughtfulness, and you will likely be treated kindly. Our community has always had a reputation for producing the best-behaved young people at any gathering.

Discourtesy, rudeness, vulgarity, or profanity in classrooms or on campus will not be tolerated, and those who behave in this manner may be suspended from school. Students will refrain from excessive "Public Displays of Affection" or PDA.

Jurisdiction Over Students

All officials, employees, and authorized agents of the Artesia Public Schools, whose responsibilities include supervision of students shall stand in loco parentis about students they are required to supervise at any time the responsibility of supervision exists. This authority applies whenever students are lawfully subject to the school's control, regardless of place. During such periods, public school authorities shall have the right to supervise and control the conduct of students, and students shall have the duty to submit to the school's authority.

Door Dash

For the safety and security of all students, DoorDash deliveries or any other food delivery services are not permitted on campus during school hours. This supports our commitment to a safe school community.

Cell Phones/ Electronic Devices

The Board prohibits the use of wireless communication devices by students during instructional hours and class time.

As used in this policy, "wireless communication device" means a portable electronic device capable of transmitting voice, text or data, including but not limited to a: 1) cellular phone, smartphone or smartwatch; 2) tablet computer; 3) laptop computer; or 4) gaming device. Not with standing the foregoing, a school principal may grant approval for possession and use of a wireless communication device by a student during class time or instructional hours for the following reasons:

- Health, safety, or emergency reasons.
- An individualized education program (IEP) or Section 504 Service Agreement.
- Classroom or instructional-related activities, under the supervision of the classroom teacher.
- Other reasons determined appropriate by the building principal.

School principals may also make rules, with the approval of the Superintendent, to restrict student use of wireless communication devices during non-instructional hours within school buildings and programs, on school property, in school vehicles, and/or while students are attending school-sponsored activities. Other than as set forth herein, nothing in this policy prohibits the complete prohibition of student use or possession of wireless communication devices during the school day and/or at times during which the District has supervisory authority over students, or a school requirement that wireless communication devices be stored in a designated storage area inaccessible to students. Rules related to student use of electronic wireless communication devices during non-instructional hours may differ between the schools, locations within schools, times of day, grade level, programs, and activities, and individual students may have device privileges further limited as a consequence for violation of school rules. School principals shall notify students, staff and parents/guardians of applicable rules for the use of wireless communication devices within their buildings and programs.

Neither this policy nor any school rule shall prohibit students from using wireless communication devices for:

- text-to-speech, speech-to-text or other assistive technologies that aid in disability accessibility communication, navigation or learning; or
- use of the device for a medical necessity, an accommodation for a student with a disability, or as provided in a student's individualized education program or 504 plan.

If a parent needs to contact their child, please call Artesia High School's main number (575-746-9816) and our staff will notify the student to come to the office between classes. If a student needs to contact a parent, the student may do so from the office with teacher permission. Only in an emergency will a classroom be disrupted to contact or relay a message to a student.

Penalties for Violation of Electronic Device/Cell Phone Policy

Violations of this policy or any school rule related to wireless communication devices shall result in disciplinary action and may result in confiscation of the wireless communication device. In such event, school officials may determine whether to withhold and not return the confiscated device until a conference has been held with the student's parent/guardian. School officials who confiscate a wireless communication device for violation of this policy or school rules shall not search the contents of the device without reasonable suspicion that a search will reveal evidence of a violation of school rules or the law, and then only in compliance with the student's constitutional or other rights and as provided by policy.

- 1st offense – the parent or legal guardian will be required to pick up the electronic device/cell phone from the office, and the student will be assigned Lunch detention for 1 day.
- 2nd offense - the parent or legal guardian will be required to pick up the electronic device/cell phone from the office, and the student will be assigned lunch detention for 3 days.
- 3rd and subsequent offenses – the student will not be allowed to bring the phone to school and 1 day of ISS.

* Refusal to relinquish the device, when requested by a staff member, will result in a 3-day suspension.

* Use of any electronic device/cell phone to harass, bully or intimidate another student or faculty member of the Artesia Public Schools may result in suspension or expulsion from school.

Artificial Intelligence (AI)

At Artesia High School, Artificial Intelligence (AI) tools can be valuable resources to support learning and creativity when used responsibly. Students are encouraged to use AI ethically and in ways that enhance their understanding and skills. All AI-generated work must be properly acknowledged, and students must avoid using AI to complete assignments dishonestly or to plagiarize. AI use should comply with school guidelines on academic integrity and respect for others' work. Unauthorized use of AI to bypass learning objectives or to submit work that is not the student's own will result in disciplinary action. Teachers will provide clear instructions on when and how AI tools may be used in specific assignments. Together, we commit to using AI to enrich education while upholding fairness, honesty, and respect within our school community. Refer to Board Policy for more information.

Dress Code

The district's dress code is established to teach grooming and hygiene, instill discipline, prevent disruption, avoid safety hazards, teach respect for authority, and prepare students for their future employment settings. Students shall be dressed and groomed in a manner that is clean, neat, not a health or safety hazard to themselves or others, and appropriate for the daily activities. The district prohibits any clothing or grooming that, in the school administrator's judgment, may reasonably be expected to cause disruption of or interference with normal school operations, to present a clear and present danger to the student's health and safety, or to cause a material interference with the educational environment.

The following must be adhered to:

- Shoes must be worn at all times.
- The hemline for shorts, dresses, and skirts must be of sufficient length to cover body parts in a manner appropriate for school.
- Spandex-type material, yoga pants, or leggings are prohibited when worn as outer clothing. An outer garment (shirt, sweater, dress, skirt, shorts, etc.) must cover spandex, yoga material, or leggings, and the outer garment must be of sufficient length to cover body parts in a manner appropriate for school.
- Pant stride and waistline must be in the normal position. Sagging clothing is prohibited.
- See-through or off-the-shoulder clothing is prohibited. Tops/shirts/blouses must be of sufficient length to cover the top of the trousers, skirt, or shorts if the student's hands are raised about the head. Bare midriff is prohibited. Revealing tops such as halter-tops, spaghetti straps, half-shirts, tank tops, and muscle shirts are prohibited. Top/shirt/blouse must be one complete piece on the front, back, and sides (i.e., no cut-outs, rips, tears). No bras, bralettes, or bra straps may be visible.

- Clothing with inappropriate wording or pictures is prohibited. This includes but is not limited to pictures, emblems, writings, colors, and styles of clothing that:
 - Are lewd, offensive, vulgar, obscene, or sexual in nature.
 - Advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance prohibited under state or federal law.
 - Refer to, symbolize, or promote racism, violence, cult, or gang activities.
- No student on or about school property or at any school activity shall wear, possess, use, distribute, display, or sell any clothing, jewelry, emblem, badge, symbol, sign, or other things which are evidence of membership or affiliation in any gang, or promote violence against others.
- Excessive piercings, spiked jewelry, or jewelry creating a health or safety hazard or a distraction are prohibited.
- Chains are prohibited.
- Tattoos which are lewd, offensive, vulgar, obscene, or distracting to student learning is not allowed to be visibly displayed at school or school activities.

*The district and school-site discipline matrices should be utilized for dress code violations. When possible, a student should correct a dress code violation immediately and return to class. In-school suspension and/or suspension may be warranted for certain or repeat infractions.

Dress Code Violations/Consequences

Grooming:

If the principal determines that a student's grooming violates the dress code, the student shall be given an opportunity to correct the problem at school. If not corrected the student's parent/guardian will be notified. The student shall be assigned to in-school suspension for the remainder of the day or until the problem is corrected. Multiple violations of the dress code will be considered insubordination and could result in short or long-term suspension. Students who leave campus to correct a dress code violation will have the absence during the time away from school count as an unexcused absence.

Dress:

A student whose clothing violates the dress code shall be assigned to in-school suspension either for the remainder of the day or until a parent or designee brings an acceptable change of clothing to the school. Multiple violations of the dress code will be considered insubordination and could result in short or long-term suspension. Students who leave campus to correct a dress code violation will have the absence during the time away from school count as an unexcused absence.

Drugs

The sale, distribution, transportation, use of, or possession of any inhalant unauthorized drug, or controlled substance immediately before, during, or immediately after the regular school day, or at any school sponsored activity is prohibited. This includes, but is not limited to, any and all school-sponsored activities, out-of-town trips, athletic events, field trips, or any school sponsored activity whether local or away from Artesia. Violation of this policy will result in the student being expelled from Artesia Public Schools, with loss of credit from this district. Example of possession would include, but not be limited to, ownership, in-hand, on your person, in your locker, in a vehicle parked on school property by a student, or in any property owned by Artesia Public Schools that was assigned to the student. If THC is identified in a vape pen, this would be considered a drug violation and discipline would be administered as listed above.

Alcohol

The sale, distribution, transportation, use of, or possession of alcohol immediately before, during, or after the regular school day, or at a school sponsored activity is prohibited. This includes, but is not limited to, any and all school sponsored activities, out of town trips, athletic events, field trips, or any school sponsored event whether local or away from Artesia. On the first occurrence, the student will be suspended from school for nine school days. A second occurrence during the school year will result in a long-term hearing with the Artesia Public Schools superintendent. If a student has been suspended for violation of this policy during the first semester, any violation in the second semester will result in suspension for the remainder of the semester with loss of credit from this school district.

Smokeless Tobacco

Possession or use of any type of Smokeless tobacco product on school grounds is prohibited. Violation of this policy could result in the student being suspended. Students are not to be in possession of smokeless tobacco at any time immediately before, during, or immediately after school. Students are prohibited from chewing/dipping immediately before, during, or immediately after school. This policy includes using smokeless tobacco products between classes anywhere on campus, in AHS parking lots, or property adjacent from AHS including city streets.

Smoking Products or Devices

Possession or use of any type of smoking device (E-cigs, vape pens, mods, etc) or smoking any substance on school grounds is prohibited. Violation of this policy will result in the student being suspended. Students are not to be in possession of smoking products or devices at any time immediately before, during, or immediately after school. Students are prohibited from smoking or using smoking devices immediately before, during, or immediately after school. This policy includes smoking between classes anywhere on campus, in AHS parking lots, or property adjacent from AHS including city streets. **If THC is identified in a vape, this would be a drug violation and handled in accordance with drug offenses.**

Drug Dog Procedures

1. When the principal is notified that the dogs are to search the campus, he or she will place the school in shelter in place status. People should not leave the area to which

they are assigned. No person will be physically restrained; however, any person who attempts to leave should be warned that they may be disciplined for leaving the building. A list should be created of those students who leave their assigned area or the building despite such warnings.

2. Dog(s) will be escorted by their handler, the principal or his/her designee, and a staff member who will video record the searches.
3. Person whose items (backpack, jacket, etc.) the dog alerts on will be escorted to the designated holding area by a staff member (i.e. security guard, teacher. Or principal or designee).
4. A staff member will stay in the holding area at all times with the persons assigned there. No person will be physically restrained from leaving the holding area. Instead, persons who leave the holding area will be disciplined.
5. Once the dog and handler have left the building, the principal or designee will announce on the PA that the shelter in place is concluded.
6. The principal or designee and a witness will take each person in the holding area to a private area in which an interview will be conducted.
7. Any student refusing to cooperate with the search may be subject to suspension for the remainder of the semester and/or turned over to the authorities.
8. All persons escorted to the holding area will have their parents (or appropriate individual) contacted.
9. Upon completion of all searches, the administrator will complete a memorandum to the Superintendent stating in reasonable particularity the observations, procedures, results, and consequences of the searches.

AHS Parking Lot Regulations

All students who drive to school will be required to obtain a parking permit at the beginning of the school year. The permit must be displayed on the rearview mirror of the vehicle. Parking in AHS parking lots is a privilege and not a right. This privilege may be suspended or revoked if a permit is not purchased and displayed properly. This privilege may also be suspended or revoked if the student violates any other policy at AHS pertaining to parking. Please see the policy list below.

1. All angle parking around the school painted white are for Faculty Only. The parking area in front of, by the side of, and adjacent to the Bulldog Wellness Center on Quay Avenue is reserved for the Bulldog Wellness Center ONLY. Students are not to park in front of residential housing located around the high school. This includes the streets of Richardson, 10th, 11th and Quay. **You are in violation of city laws and can receive a citation if parked in these areas.** Parking permits issued by the school are good only for school parking lots.
2. Students should only park in clearly marked spots in the parking lots. Do

not park in a spot that will create a problem for other vehicles or block traffic.

3. Students leaving the “Senior” parking lot during noon are to only make a right-hand turn onto Richardson Street. Left-hand turns onto Richardson is prohibited during noon.
4. Students are expected to use the trash bins located in the parking lots to discard their trash.
5. Students are not allowed to drive their vehicles between classes. Students should park at the beginning of school and not move their vehicle until lunch. Students should again park their vehicle after lunch and not move it again until the end of school. The only exception is driving to or from the Auditorium, Bowl, or Pit for classes.

Notice of Search of Vehicles

Students are hereby notified that any vehicle parked on school grounds will be subject to search by school officials and/or police when school officials have reason to believe that drugs, weapons or any other item, article, substance or object prohibited by state law or school policy is present in such vehicle. Principals or designated representatives of the principals can assist in inspecting vehicles parked on school grounds **with the aid of trained dogs**. Principals or designated representatives of the principals have the authority to inspect the vehicles parked on the school premises for the purpose of the general welfare of students and school.

Prohibited Activities

The commission of or participation in the activities designated and defined below is prohibited by students whenever they are subject to the control of school authorities.

1. Acts Prohibited by this Regulation:
 - A. Criminal or delinquent acts
 - B. Disruptive conduct.
 - C. Refusal to identify self.
 - D. Refusal to cooperate with school personnel.
 - E. Gang-related activities.
2. Definitions for Prohibited Acts:
 - A. “Criminal acts” are acts defined as criminal under the New Mexico Criminal Code and the Liquor Control Act. Such acts now include the crime of willful interference with the educational process of any public school.
- 1) Willful interference with the educational process of any public school by committing, threatening to commit or inciting others to commit any act which would disrupt, impair, interfere with or obstruct the lawful mission, procedures or functions of a public school.
- 2) Arson
- 3) Assault and/or battery. Fighting will result in disciplinary action ranging from a cooling off period to expulsion.
- 4) Criminal damage to property
- 5) Criminal libel
- 6) Criminal trespass
- 7) Unlawful assembly or disturbing lawful assembly.
- 8) Extortion
- 9) Larceny, robbery, or burglary
- 10) Illegal sale, possession, transportation or use of alcoholic beverages, firearms or other deadly weapons, and explosives. Artesia High School is under the jurisdiction of the Gun-Free Schools Act of 1994 (Public Law 103-882). **This requires that**

any student that brings a firearm to school will be expelled from school for a period of not less than one calendar year!

- 11) Use of telephone or computer to terrify, intimidate, threaten, harass, annoy or offend.
- 12) Sale, possession, transportation or use without prescription of a drug, substance, or immediate precursor defined as controlled substance in the Controlled Substance Act; use of a solvent for intoxication. The school official in charge will immediately remove from contact with other students anyone under the influence of alcohol, drugs or inhalants and thereupon shall contact the parent or legal guardian.

The commission of or participation in such activities in school buildings, on school property, or at school sponsored events is prohibited. Disciplinary action will be taken by the school regardless of whether or not criminal charges result. Normal disciplinary action for any of the acts defined as criminal could be long-term suspension for the remainder of the current school semester with loss of credit from this district.

B. "Disruptive conduct" means willful conduct which:

- 1) Materially and in fact disrupts or interferes with the operation of the public schools or the orderly conduct of any public-school activity, including individual classes.
- 2) Leads an administrative authority reasonably to forecast that such disruption or interference is likely to occur unless preventive action is taken.

"Disruptive conduct" includes, but is not limited to:

- 1) Willfully obstructing or preventing freedom of movement or use of property, facilities or parts of any public school, or the right of ingress or egress.
- 2) Willfully committing any act which does, (or threatens or incites others to commit any act which would reasonably be expected to) disrupt, impair, interfere with or obstruct the lawful mission, purposes, processes or procedures of the public schools.
- 3) Willfully impairing the ability of the public schools in their efforts to provide instruction.

C. "Refusal to identify self" means a student's willful refusal, upon request from school personnel known or identified as such to the person, to identify himself or herself accurately.

D. "School personnel" means all members of the staff, faculty, and administration employed by the local school board, and includes school bus drivers and aides. The term also includes authorized agents, such as volunteer chaperones, whose responsibilities include supervision of students.

E. "Refusal to cooperate with school personnel" means a student's willful refusal to obey the lawful instructions or orders of school personnel whose responsibilities include supervision of students. "Refusal to cooperate with school personnel" covers situations where students willfully disobey lawful instructions or orders from school personnel or agents (such as volunteer chaperones) whose responsibilities include supervision of students. This regulatory offense includes, but is not limited to, a student's willfully refusing:

- 1) A direction to cease any conduct which a supervisory person in charge of a class or other activity has clearly identified to the student as a hindrance to the activity.
- 2) A direction to cease engaging in disruptive conduct.
- 3) Failing to leave a school facility or school sponsored activity after being directed to do so by an administrative authority.
- 4) Failing to abide by restrictions on student privileges or other lawful conditions imposed by an administrative authority as a disciplinary measure.

F. Committing any act or using any speech, either verbal or nonverbal (gestures, handshakes, etc.), showing membership in or affiliation with a gang. Using any speech or committing any act to further the interest of any gang or gang activity.

Racialized aggression is prohibited. "Racialized aggression" is defined as an aggressive act that is intended to be harmful or demeaning and is motivated by the aggressor's racial prejudice or bias against the intended victim or victims. A link to a statewide hotline for reporting such incidents is provided on the District Website located at www.bulldogs.org.

Board Policy Exhibit J-4632 "STUDENT DISCIPLINE: A Guide to Disciplinary Actions" states: *Hazing*—Participating in harassing acts that injure, degrade, or disgrace or tend to injure other individuals. Minimum

consequence: discussion; maximum consequence: suspension.

Assault—Unlawful attempt to commit a violent injury on the person of another. Minimum consequence: suspension; maximum consequence: expulsion.

Battery—Any willful and unlawful use of force upon the person of another. Minimum consequence: warning; maximum consequence: expulsion.

Freedom of Expression—Distribution or utterance on or near school property obscene, inflammatory, libelous, slanderous or otherwise impermissible material in violation of established rules and regulations. Minimum consequence: suspension; maximum consequence: expulsion.

Board Policy J-2550 “STUDENT HARASSMENT/BULLYING/CYBERBULLYING PREVENTION” states:

Harassment, bullying, and cyberbullying are prohibited on school property.

“Bullying” means any severe, pervasive, or persistent act or conduct that targets a student, whether physically, electronically or verbally, and that:

May be based on a student’s actual or perceived race, religion, color, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or cognitive disability or any other distinguishing characteristic; or on an association with a person, or group with any person, with one or more of the actual or perceived distinguishing characteristics.

Any school administrator who receives a report of harassment, bullying, or cyberbullying shall take immediate steps to ensure a prompt investigation of the report and shall take prompt action in response to these acts upon confirmation of the occurrence through such investigation. Such action may include the least restrictive means necessary to address a hostile environment resulting from harassment, bullying, or cyberbullying that may include:

- counseling;
- mediation;
- development of a student safety support plan for protection of the targeted student;
- discipline up to but not including expulsion (see "progressive discipline" in definitions above).

Where disciplinary action is necessary, District policies and regulations pertaining to permissible penalties and procedures shall be followed as in policy. Reference Policy JK for implementation of permissible penalties within the context of progressive discipline referent to all of the surrounding circumstances including:

- the nature of the incident;
- the developmental age of the student who is bullying as well as the student who has been bullied; and any history of problem behavior from the student who is bullying.

Student Services

Student ID

All students will receive a student identification card with their picture at the beginning of their sophomore school year and are responsible for keeping their ID card through the remainder of high school. **All students should always have their ID card with them!** This card will be used for library privileges. The first card is issued at no cost to the student. A replacement card will be \$5.00.

Call for a Student by a Police Officer

In all cases where police or other law officers come to school to interrogate or apprehend a student, the principal shall make every reasonable effort to notify the parent.

School Lockers

A locker and lock will be provided to any student who desires one. A deposit of \$5.00, refundable when the student returns the lock to the office, will be required. Students may not use their own personal locks on any school owned lockers. Students are encouraged to use the book lockers before school, during lunch and after school.

Notice of Search of School Lockers

Students are hereby notified that their assigned school locker may be opened, and its contents searched by school officials and/or police at the discretion of school officials without further notice to or the consent of the student. Principals or designated representatives of the principals have the authority to inspect school lockers for the purpose of the general welfare of students and school.

Library

The library is provided for the students for research and pleasure. It is open from 8:00 A.M. until 3:45 PM Monday through Friday. The library is open during the lunch period as long as it does not become a visiting center. Books may be checked out by any student at the desk according to the rules. In order to respect the rights of all students, these rules are necessary to safeguard valuable materials:

1. General reference books such as dictionaries, encyclopedias and magazines may not be checked out. They may be used freely at the tables in the library.
2. Other books may be checked out for a period of two weeks with the privilege of renewal.
3. Books damaged beyond reasonable wear or lost must be paid for.
4. Fines on overdue books are charged at the rate of ten cents per day excluding weekends and holidays.
5. Students may not check out their own books nor return them to the shelves. The librarian checks out and checks in all books.
6. At the request of the teacher, books may be placed on reserve and checked out for only one hour or overnight.

Textbooks

The State of New Mexico provides textbooks for the students at no direct cost to the student. However, textbooks are expensive, and the taxpayer does pay indirectly. Therefore, it is a very real responsibility and obligation of the student to take the best possible care of the books which are furnished. If a student loses a book, full textbook replacement price must be paid before another book can be issued. Students will be required to pay the full replacement cost for any lost textbook, or any book damaged in such a way that it is no longer usable.

Student Activity Tickets

School issued Student IDs will now serve as a student activity ticket which entitles the student to all regular season Artesia High School athletic events held in Artesia.

Yearbook

Our AHS Annual is available for \$85.00 at the beginning of each school year. The yearbook will include QR barcodes with web addresses to view video highlights of over 130 AHS activities. Please reserve your copy as early as possible as it helps us

with ordering procedures. Annuals are available to pick up in August the following year.

Junior/Senior Prom

Junior and Senior students are invited to attend prom. Freshmen and sophomores may not attend prom. Guest passes will be issued through the office. A guest must currently be enrolled in high school as a junior or senior, or be a high school graduate, within the last year, in good standing. Guests must be under the age of 21. Students who have dropped out of school and are not enrolled in any educational program that leads to a GED or Diploma will not be permitted to attend. Students who are homeschooled are not permitted to attend, unless they are considered a guest of a current student. All Prom attendees must follow Artesia Public Schools Policies. Legal photo identification must be presented prior to the invitation being issued and guests must be cleared by the high school principals. No guest requests will be processed the week before prom.

Bell Schedule

REGULAR		
First Bell		8:05
1st	8:11 -	9:02
2nd	9:08 -	9:59
3rd	10:05 -	10:56
4th	11:02 -	11:56
Lunch	11:56 -	12:40
5th	12:40 -	1:31
6th	1:37 -	2:28
7th	2:34 -	3:25

AM ASSEMBLY		
First Bell		8:05
1st	8:11 -	8:54
2nd	9:00 -	9:43
3rd	9:49 -	10:32
4th	10:38 -	11:24
Assembly	11:30 -	12:20
Lunch	12:20 -	12:58
5th	1:04 -	1:47
6th	1:53 -	2:36
7th	2:42 -	3:25

PM ASSEMBLY		
First Bell		8:05
1st	8:11 -	8:54
2nd	9:00 -	9:43
3rd	9:49 -	10:32
4th	10:38 -	11:24
Lunch	11:24 -	12:08
5th	12:08 -	12:51
6th	12:57 -	1:40
Assembly	1:46 -	2:35
7th	2:41 -	3:25

EARLY RELEASE		
First Bell		8:05
1st	8:11 -	8:47
2nd	8:53 -	9:29
3rd	9:35 -	10:11
4th	10:17 -	10:56
5th	11:03 -	11:38
6th	11:44 -	12:20
7th	12:26 -	1:02
Lunch	1:02 -	1:25

2 HOUR DELAY		
First Bell		10:06
1st	10:11 -	10:45
2nd	10:51 -	11:25
3rd	11:31 -	12:05
Lunch	12:05 -	12:48
4th	12:48 -	1:25
5th	1:31 -	2:05
6th	2:11 -	2:45
7th	2:51 -	3:25

3 HOUR DELAY		
First Bell		11:05
1st	11:11 -	11:38
2nd	11:44 -	12:11
Lunch	12:11 -	12:43
3rd	12:46 -	1:10
4th	1:16 -	1:46
5th	1:52 -	2:19
6th	2:25 -	2:52
7th	2:58 -	3:25

REMOTE LEARNING		
1st	9:00 -	9:20
2nd	9:25 -	9:45
3rd	9:50 -	10:10
4th	10:15 -	10:35
5th	10:40 -	11:00
6th	11:05 -	11:25
7th	11:30 -	11:50

Technology Replacement Costs

District technology replacement costs for damages occurring on or after August 13, 2026: Damages charged will be at the discretion of the building principal.

Item	Cost
Keyboard replacement	\$45
Charger	\$20
Screen Replacement	\$75
Lenovo Laptop Replacement	\$900

Inclement Weather

The decision to have school on a regular schedule or place all school schedules on a “Delayed Schedule” or dismiss school will be made with the safety of all students in

mind. The decision will be communicated by the Artesia Public Schools via Bright Arrow message, website announcements, and/or announced on KSVP radio between 6:30 a.m. and 7:00 a.m. if we are to have a cancellation or a delay. When a “Delayed Schedule” is called, students at AHS are to follow the 2-hour delay bell schedule.

Water Safety Reminder

Per House Bill 532, students are encouraged to always prioritize safety when around water. Whether at a pool, lake, or beach, never swim alone, and always follow posted rules and guidelines. If you are not a confident swimmer, consider wearing a life vest and staying in areas designated for beginners. We strongly encourage all students to take swimming lessons to build water safety skills and confidence. Remember, being aware of your surroundings and knowing when to ask for help can make all the difference. Swimming lessons are provided at the Artesia Aquatic Center or visit www.redcross.org.

Semester Exam Schedules

Fall 2026

Monday, December 14, 2026

Regular Bell Schedule

Tuesday, December 15, 2026

8:11 – 9:41 1st Period Exam

9:47 – 11:17 2nd Period Exam

Student Lunch 11:17 – 12:17

12:17 – 1:47 7th Period Exam

Wednesday, December 16, 2026

8:11 – 9:41 3rd Period Exam

9:47 – 11:17 4th Period Exam

Thursday, December 17, 2026

08:11 – 9:48 5th Period Exam

9:47 – 11:17 6th Period Exam

Friday, December 18, 2026

Assembly Bell Schedule – Extended Lunch – Make-up Exams

Students are required to take semester exams at the time designated unless previous approval from the principal or assistant principal. Fall semester exams may only be made up on January 4, 2027, from 8:00am to 1:00pm. Doors for make-up exams will be open from 8:30am to 9:00am. No one will be admitted in the building to take semester exams after 9:00am on make-up testing day. Failure to take semester exams at the time designated will result in a zero (0) for exam grade.

Students should avoid scheduling vacations/trips/appointments during testing times.

Senior Spring 2027

Monday, May 17, 2027

10:05-10:56 3rd Period Exam
12:40 -1:31 5th Period Exam

Tuesday, May 18, 2027

9:08 – 9:59 2nd Period Exam
11:02 – 11:56 4th Period Exam
1:37 – 2:28 6th Period Exam

Wednesday, May 19, 2027

8:11 – 9:02 1st Period Exam
2:34 – 3:25 7th Period Exam

Thursday, May 20, 2027

Make-up Exams

Junior/Sophomore Spring 2027

Monday, May 24, 2027

Regular Bell Schedule

Tuesday, May 25, 2027

8:11 – 9:41 1st Period Exam
9:47 – 11:17 2nd Period Exam

Student Lunch 11:17 – 12:17

12:17 – 1:47 7th Period Exam

Wednesday, May 26, 2027

8:11 – 9:41 3rd Period Exam
9:41 – 11:17 4th Period Exam

Thursday, May 27, 2027

8:11 – 9:41 5th Period Exam
9:41 – 11:17 6th Period Exam

Friday, May 28, 2027

Assembly Bell Schedule – Extended Lunch – Make-up Exams

Students are required to take semester exams at the time designated unless previous approval from the principal or assistant principal. Spring semester exams may only be made up on May 28, 2027. Doors for make-up exams will be open from 8:30am to 9:00am. No one will be admitted in the building to take semester exams after 9:00am on make-up testing day. Failure to take semester exams at the time designated will result in a zero (0) for exam grade.

Students should avoid scheduling vacations/trips/appointments during testing times.

