

Welcome to Nogales High School

"Raising Student Achievement"

1905 N. Apache Blvd.

Nogales, AZ 85621

Phone: 520-377-2021

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2014-2015 School Year

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Student Name: _____

*All students will receive a daily planner at enrollment. You will be expected to carry this planner at all times while in school. The planner contains a Hall Pass and students **will not** be allowed to leave class without their planner. Students are not to borrow, loan or exchange planners under any circumstances. If planner is lost, a replacement must be purchased from the bookstore for \$5.00.*

School Fight Song

On Nogales! On Nogales!
Fight for school and fame
Take the ball right down the field
For a touchdown
Win this game
RAH! RAH! RAH!
On Nogales! On Nogales!
Fight for school and fame
Fight fellows fight, fight, fight
And win this game.

Mission Statement

By working as a team within a positive environment, all students will be successful, responsible, culturally appreciative critical thinkers.



Student Body President Message

Rebecca Chavez

Welcome Apaches, to the 2014-2015 school year! With a fresh new start filled with high expectations, positive mindsets, and greater goals to accomplish, always remember to stay determined and focused in everything that comes your way. Whether it is your first year or your last here at Nogales High School, the "Home of the Apaches," make it the best journey that you possibly can so that your high school career can always be memorable to you, and maybe even to all of your classmates.

High expectations, accountability and no excuses. Have high expectations for the goals you set for yourself. Believe that anything is possible, if you just set your mind to it. Achieve your goals throughout your years of high school by trusting yourself that **YOU** have the key to success. Strive to keep your academic and social life balanced and under your own control. Accountability is a huge part of everyday obstacles. Be responsible when it comes to turning in assignments, completing school projects and making sure you have all materials and supplies needed for your classes. We must remember to stay organized by using our student planners to write down assignments and due dates and also using it to help make a schedule for the day, in order to complete daily tasks.

High school provides students with the stepping stones to the new, exciting world known as college. As we open the new chapter of our lives, whether it is the start of high school, or almost entering college in the next year, never forget that hard work is where everything begins. Throughout these years of our lives, we will or have made mistakes, but that is how we learn. It doesn't matter how many times you've fallen, or will fall, what matters is how you get up. Don't give up on yourself. Keep trying. Learn from your mistakes and strive to be the best you can be! Join extracurricular activities, clubs and sports. Meet new people, make new friends. Stay involved with things that happen around school. Don't let these four years pass right by you. Take advantage of the opportunities given to you. Seniors, remember the countless amounts of scholarships that are offered to us and that our counselor and staff will always be there to lead us in the right direction.

Never hesitate to ask for help. There are plenty of teachers, counselors and administrators that will always be there to answer any questions or concerns that you have. Let's keep our minds open this new school year. Make good choices, stay safe and aim for the top! I wish nothing but the best for every single one of my fellow classmates. May all your greatest goals be accomplished and your most extravagant academic achievements open the biggest and brightest opportunities.

2014-2015 Student Council and Student Body

Student Body

President - Rebecca Chavez
Vice President - Jessica Gradillas
Secretary - Gemma Parra
Treasurer - Carlos Cabrera

Class of 2015

President - Wyatt Bell
Vice President - Andrea Lopez
Secretary - Zaskia Villa
Treasurer - Karla Dabdoub
Representatives - Guillermo Calderon
& Aileen Velarde
Senate - Josefina Jaramillo

Class of 2016

President - Christian Villegas
Vice President - Milee Rodriguez
Secretary - Sabrina Enriquez
Treasurer - Santa Arias
Representatives - Marissa Parra
& Tiffany Valenzuela
Senate - Amerika McDaniel

Class of 2017

President - Paola Rueda Flores
Vice President - Amber Armenta
Secretary - Victoria Sanchez
Treasurer - Athena Damon
Representatives - Grettel Garcia
& Luis Solano
Senate - Diego D'Gyves

NUSD #1 Compliance Statements

The Nogales Unified School District affirms that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in access or admission to, success or treatment in any of its educational programs, activities, or employment opportunities.

We are in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1967 as amended in 1978 and 1986, and the Americans with Disabilities Act of 1990. Additionally, a lack of English Language Skills shall not be a barrier to admission or acceptance into any program including vocational education.

NHS follows all guidelines set forth by the NUSD board approved Behavior Management Handbook for students and parents. All students receive a copy during registration. Please see administration for additional copies.

Bullying/Harassment/Hazing

NHS strives to maintain a safe learning environment and enforces NUSD rules derived from the goals of "respect for self, for property and others" by:

- 1) Promoting an open-door policy to all students
- 2) Providing bully reporting cards (cards are available to students throughout campus)
- 3) Having a school resource officer available to investigate all bullying cases

NUSD must enforce policies to prohibit harassing, intimidating and bullying other pupils through other means such as:

The use of electronic technology or electronic communication or school computers, networks, forums and mailing lists.

Reporting

***If you are a victim of bullying, know of someone who is being bullied or you wish to report any illegal activity, you can make an anonymous tip at (520-377-2021) or (520-287-9111).**

2014-2015 Class/Fees

CTE/Vocational Dept.	\$20.00 per year, per class
Art/Ceramics	\$24.00 per year, per class
Medical/Health Professions	
Scrubs and Supplies	\$100.00
I.D Replacement	\$10.00 ea.
Late fee for textbooks not returned at checkout	\$25.00 ea.
Athletic Sport Participation	\$15.00 per year
<u>Band</u>	
Band Day Shirt	\$15.00
Gloves	\$2.00
Logo Shirt	\$15.00
Shoes	<u>\$33.00</u>
Total Band Fees	\$65.00
<u>Mariachi</u>	
Mariachi Participation	\$20.00 per year
<u>Optional</u>	
Hall Locker	\$10.00 per year
School Yearbook - Adobe	\$50.00 (\$55.00 if purchased after Jan. 1 st)
Parking Lot	\$10.00 per vehicle
Class Contribution for Homecoming Floats	\$1.00
Student Activity Card	\$20.00 for all NHS home athletic events
Schedule Change	\$10.00
(Excludes all AIA and 4A tournament events which may be held on our campus)	
Family Ticket Plan	\$60.00 (4 family members)
	\$75.00 (up to 6 members)
	\$125.00 (7 or more)



2014-2015

Nogales High School

Administrators

Judith Mendoza-Jimenez-Principal

Yvette Favela-Asst. Principal

Renée Travers-Asst. Principal

Timothy Colgate - Activities/Athletic Director

Faculty

Rosa Abud	Frederick Harvey	Armando Romero
George Andres	Steve Heathman	Sharne Romero
Linda Bayless	Carloyn Hernandez	Larkin Rossitter
Donald Belche	Fred Hernandez	Victor Rubio
Katrin Ball	Helen Holt	Judy Ruhlman
Jim Bender	Diana Huicochea	Ayda Sandoval
Felix Blanco	Yasmin Jerez	Lisa Sargeant
Luke Brannen	Daniel Jimenez	Larry Schmale
Brian Bruessel	Kevin Kuhm	Cathy Sotomayor
Zachary Bunnell	Eliza Lopez	Lucia Suarez
George Davis	Robert Lugo	Mike Tackett
Melissa Dembowski	Hugo Luna	Silvia Teel
Vincent Dober	Libby McAfee	Eric Telfer
David Dombrowski	Christopher McKim	Ronald Thielke
Sigrid Engman	Marcia Mendoza	Doug Tidabeck
Nancy Farnsworth	Jigar Mehta	Ganesh Tiwari
Oscar Favela Jr.	Dipanjana Mitra	Robin Turley
Lourdes Fuentes	Magda Molina	Elizabeth Thomson
Audrey Garcia	Teresa Montano	Dora Valencia
Dora German	Martha Morgan	Jennifer Valenzuela
Rebecca Gil	Steve Morris	Gilbert Velez
Carol Gomez	Bernadette Morton	Ruben Verdugo Jr.
Mary Gomez	Blanca Ortiz	Vince Villanucci
Victor Gomez	Mary Reyes	Vladimir Vladimirov
Martin Gonzalez	Ben Reynolds	Brian Yoder
Molly Harral	Maritza Rodriguez	Melissa Zanot

Support Staff

Bookstore

Rosalva Everett
Maritza De La Cruz

Office Staff

Sandra James
Guadalupe Ruiz
Leticia Russ
Frances Romero
Esther Samaniego
Isa Valencia

Health Office

Gina Felix
Nancy Tucek, R.N.

Custodial Staff

Javier Carlon
Jose Luis Encinas
Guadalupe Fimbres
Elva Fuentes
Jose A. Garcia
Alfredo Lopez
Ubaldo Rodriguez
Jesus Valencia
Miguel Villa
Mario Yubeta

Security

George Alarcon
Joe Acosta
Frank Carrizoza
Sergio Arellano
Ernesto Lowe
Lourdes Quintero
Maria Cruz Villa

SRO

Ray De La Ossa

Teacher Aides

Jonathan Velasco
Nadia Ainsa-Miranda
Beatriz Chacon
Carmen Coss
Maria Garcia
Maria Gomez
Ana Paco
Maria Perez
Carmen Romero
Leticia Soto
Emma Trujillo

Computer Technicians

Daniel Amaya
Laura I. Espinoza
Odette Lopez

Guidance and Counseling

The goal of our Guidance Department is to provide a variety of services which will allow all students to achieve their fullest potential. ALL students and their parents are encouraged to schedule an appointment with their Guidance Counselor for discussion of any personal, academic, career, and post secondary school information.

Guidance Counselors

Yadira Higuera	Class of 2015
Issa Castillo	Class of 2016
TBD	Class of 2017
Dan Moran	Class of 2018

Classification of Students

Students in grades 9-12 shall be classified as freshmen, sophomores, juniors, or seniors depending upon the number of credits they have earned by August 15 of each year.

Freshmen (9 th grade)	Less than 5 credits
Sophomore (10 th grade)	5 credits
Junior (11 th grade)	11 credits
Senior (12 th grade)	16 credits

Registration

Freshmen, sophomores, and juniors will register during February 2015. All questions about specific course offerings, registration procedures, and graduation requirements should be directed to your guidance counselor.

Transcript and Student Records

Student education records are collected and maintained to help in the instruction, guidance, and education progress of the student. Records are maintained in the Registrar's Office in the NHS Administration building. Students and their parents have the right to review their records and follow procedures to modify records they believe to be inaccurate. However, records will not be released to any other agency without an authorized signature on a "Release of Information Form". (Directory Information may be released.) * *NCAA Eligibility see guidance counselor & Registrar.*

Directory Information

Directory Information will be released without parent/guardian or eligible student consent. If a parent/guardian or eligible student does not want the following information released, they must notify the school by October 1st or within two weeks of enrollment. Directory Information: student name, parent/guardian, address, student's date of birth, student's class designation (i.e., first and eighth grade, etc.), student's extracurricular participation, student's achievement awards or honors, student's weight and height if a member of an athletic team, student's photograph, the school or school district the student attended before enrollment in the District.

Change of Schedule/Dropping Class

Students are urged to select their classes carefully. If students wish to change their course selection, they should do this before school dismisses in May.

Class changes will **ONLY** be made during the 1st & 2nd week of each semester. A schedule fee of \$10 may be assessed. Schedule changes made during the first two weeks of a semester will allow students to add or drop classes with no loss of a semester credit. *During the first two weeks of classes NO SCHEDULE CHANGES will be made DURING INSTRUCTIONAL TIME.* A student, parent or teacher may request a schedule change. Students who enter a new class after the third week may not receive credit, unless authorized by the Administration.

Homework

As an educational workplace, Nogales High School considers homework to be a premium learning experience. When used as reinforcement, practice, or as a confirmation tool, homework serves to enhance the total education program by encouraging student learning. Homework assignments are to be turned in on time. Failure to do so may result in a reduced grade. The one exception to the above will be prolonged illness, which is defined as five or more consecutive school days in length. Absences must be excused with a note from the Doctor.

Class Loads

All 9th, 10th, and 11th grade students are required to enroll in six classes. However, 12th graders may take fewer classes if they make arrangements through their senior counselor and an administrator. With prior administrative approval, students may enroll in seven classes. (Refer to Incomplete/Make-Up work). **All athletes must be enrolled in 4 classes in order to participate. Only seniors will be allowed to be classroom/office aides.**

Independent Study (Juniors & Seniors ONLY)

Students who cannot take a class during the regular scheduled period, except for electives, can get permission to take a course independently. Approval must be acquired no later than two weeks into the semester. Student's can take (1) course per semester or (2) courses if there are conflicts with scheduling as determined by counselor. Principal's approval is required before the course can begin. Students may get more information from their guidance counselor. Applications will not be accepted after these dates: August 20, 2014 & January 17, 2015.

Retaking a Course

When a student retakes a course to improve his/her grade, the higher grade will be counted in the student's G.P.A. The lower grade will be erased, as well as the 1/2 credit. A student must declare in writing that he/she is retaking a class to improve a grade before he/she takes the class and with prior guidance counselor and principal approval. This must be filed in the Registrar's Office. **There will be a limit of three semesters that may be retaken throughout the 8 semesters at NHS.**

Incomplete Make-Up Work/Finals

A student shall have two weeks after the end of a grading period to make up incomplete grades. Additional time may be granted by administrative approval. Failure to make up incomplete/finals work will result in an "F". Whenever a student has an excused absence, he/she has three days after his/her return to school to make arrangements with the instructor for makeup work.

Special Education

NHS offers a full slate of programs for students with disabilities. Programs are available for specific learning disabilities, emotionally handicapped, and educable mentally handicapped. Other services available include audio logical services, speech services, and language development.

Alternative High School

Not all students do well in a comprehensive high school setting. Pierson Vocational High School provides individualized academic programs and smaller class sizes. For additional information, contact your guidance counselor. Permission from the principal (**only**) is required for transfer.

Visitors

School-aged visitors are not allowed on campus during regular school hours. All others must obtain a visitor's pass from administration office.

Attendance Policy

In accordance with NUSD board policy J-1550-JH the regular attendance of a child of school age is essential for success in the classroom.

For an all-day absence or single period absence, the NHS attendance office will:

- 1) Contact parents/legal guardians by phone through phone messenger.
- 2) Guidance Counselor will assign disciplinary action for single period unexcused absence. If unexcused absences continue or disciplinary action is not served, the student will be referred to administration for consequence.
- 3) The school may require documentation for an absence if the parents/legal guardians did not notify the school two days prior to the absence.

Excessive absences will result in being dropped from the class and the loss of credit.

All Day Absence Policy

STUDENTS MAY LOSE CLASS CREDIT AFTER THE 5TH UNEXCUSED ABSENCE IN A SEMESTER.

Pre-excused Absences

If it is absolutely necessary for a student to be absent on a specific date(s), advanced arrangements must be made to excuse these absences. Principal must approve of requested dates. Otherwise, they are regarded as personal business, which are unexcused. Procedures for pre-arranging an absence are:

- 1) Obtain a pre-excused absence form from the attendance office and fill out all of the pertinent information.
- 2) Take this form home for parents to sign.
- 3) Take this form to the principal for final approval.
- 4) Take this form to each teacher for his/her approval, comments and homework assignments.
- 5) When form is completed, return it to the attendance office.

Tardy Sweeps

There will be tardy sweeps conducted every period, every day throughout the school year. Teachers will be at their doors to monitor students to minimize tardies. Once the final bell rings, classroom doors will be closed. Students will report to the front of the auditorium to document the tardy if late. Consequences for tardies during a tardy sweep are as follows:

- 1st occurrence= Saturday Detention (7 - 9AM)**
- 2nd occurrence= Work Detail (4 hours)**
- 3rd occurrence= In-School Suspension (3 days)**
- 4th occurrence= Out of School Suspension (3 days)**

Note to Teachers:

- 1) The guidance counselor will monitor attendance with the assistance of the classroom teacher.
- 2) Each teacher will take attendance accurately each period of the day. All teachers are required by law to take attendance, not aides or students.
- 3) Each teacher will keep a permanent record of their students' absences and tardies in their attendance books and Powerschool.
- 4) All teachers must enforce attendance, tardy policies, and consequences.

Student Leaving Campus

Students may not leave campus during the school day unless the following procedures are followed:

- 1) Parents/legal guardian must report to the attendance office when picking up students.
- 2) If a student is requesting to drive off campus:
 - a) Parent/Guardian must submit a permission slip to attendance clerk, and
 - b) Parent/Guardian must call attendance clerk.
- 3) I.D. and Pass must be shown when leaving campus at checkpoint.
Student must receive a release form from administration before leaving campus during school hours.



Career & Technical Education Department

The Career & Technical Education (CTE) Department offers a variety of programs that will lead to many career and educational opportunities whether a student plans to attend a university, trade school or enter the workforce upon graduation. CTE courses provide the skills and knowledge that will help students succeed in today's technological world. The CTE vision is to ensure a dynamic workforce by fully developing every student's career and academic potential. The mission is to prepare Arizona students for workforce success and continuous learning.

CTE programs have a prerequisite of an introduction course or a fundamental course that is required by the Arizona Department of Education. Introduction or fundamental courses are the courses where students learn basic academic and technical competencies tied to specific careers and also prepare them for advanced application courses. The Application Level I and II courses designed for juniors and seniors provide students with specific preparation that leads to employment and/or further education upon graduation. Several courses have been articulated with Pima Community College. Students who successfully complete these courses may receive college credit through Pima Community College.

CTE Programs currently available at NHS

<u>Programs</u>	<u>Fundamentals</u>	<u>Applications</u>
Business	Introduction to Business Technology (prerequisite)	*Basic Business Mgmt & Admin Services *advanced Business Mgmt & Admin
Services		
Family & Consumer Science	Introduction to Culinary	*Early Childhood Fundamentals I *Culinary Principles *Design & Merchandising Fundamentals I/II
Construction Technology	Cabinetmaking I	Honors Cabinetmaking I/II
Transportation Technology Technologies		*Automotive *Automotive Tech II Honors Block
Multimedia	Media Arts	*Media Arts/Adobe I/II

Programs

Information Technology

Medical and Health
Professions

Fundamentals

Information Technology
Fundamentals

Medical & Health
Professions Fundamentals

Applications

*Web Page Dev.

*CISCO I/II

*Web Page Dev.

Medical and Health
Professions Applications
Block (Prerequisite)

CTE Classes offered off campus at Pierson Vocational High School for Seniors only. Space is limited and students must have met AIMS requirements.

*Articulated courses with Pima Community College for credit

NHS Honor's Curriculum

The Nogales High School Honors Curriculum includes classes in the subject areas of English, Fine Arts, History, Mathematics, Modern Languages, and Science. These course offerings are available to all students, but are recommended for highly motivated students because of the quality as well as quantity of the work expected. The NHS Honors Curriculum revolves around two programs. One is the widely acclaimed International Baccalaureate (IB) program which offers a core curriculum of six subject areas and other requirements leading to the prestigious International Baccalaureate Diploma. Students who do not choose to pursue the complete diploma may sign up for individual classes and take exams for certificates. Both the IB Diploma and the IB Certificates can earn college level credit. The other part of the Honors Curriculum is the Advanced Placement (AP) classes offered in many subject areas, which are taught at the college level and include exams that also earn college credit. Successful completion of the IB Diploma Certificates and AP Exams offers the added benefit of college credits and tuition savings.

Students are encouraged to consider and try at least one Honors course. Remember that by choosing an Honors course, you are making a decision to commit yourself to the requirements and responsibility.

Since the 1997-98 school year, Nogales High School has offered two types of Honor's Diplomas. Candidates for the IB Diploma are also eligible for the NHS Honor's Diplomas.

NHS Honor's Diploma Requirements

- ✓ Honors Course Hours-15 Honors courses
 - 3.5 G.P.A. on a **non-weighted** 4.0 scale for all classes.
- ✓ External Exams-4 or more and SAT II subject exam.
- ✓ 100 Documented Community Service hours during Junior and Senior years.
- ✓ Students must attend NHS during the 7th and 8th semesters to qualify for the Honors Diploma. G.P.A. will be determined at the end of the 7th semester.

***All Honors Courses are weighted for GPA. Weighted GPA is for Nogales High School use only. Universities do not accept weighted GPAs.**

Students enrolling in AP/IB Courses will receive high-school credit upon meeting course objectives. College credit may be granted by universities if a score of 3, 4, or 5 is earned on AP Examination or a score of 4 to 7 on IB Higher Level Examinations. IB exams must be paid in full to the NHS Bookstore by December 20, 2014 and May 1, 2015 for AP exams. All IB exams will be approximately \$110 and \$140 for registration fee. All AP exams will be approximately \$90. If any student orders an exam and does not take the exam, they will be charged full price for the exam. If a student receives Free and/or Reduced lunch, the state may offer aide and the student will pay a discounted price.

Weighted Grade Point System

Grades in Honors, Advanced Placement (AP), and IB courses for freshmen, sophomore, junior, and senior students are on a weighted system. Computed as follows: A=5, B=4, C=3, D=1, F=0. Weighted GPA is only to determine Valedictorian and Salutatorian.

Class Rank

To qualify for Valedictorian / Salutatorian, a student must attend NHS during the 5th, 6th and 7th semesters. The student with the highest cumulative GPA at the end of the 7th semester will be Valedictorian; the student with the second highest cumulative GPA at the end of the 7th semester will be Salutatorian. Weighted GPA is used to determine class rank only.

All other courses receive points on the regular schedule of:

A=4, B=3, C=2, D=1, F=0

This process encourages student enrollment in academically rigorous courses and influences overall high-school G.P.A. and class rank. Students taking college prep coursework beyond the minimum admission standards will:

- ✓ Strengthen preparation for college admission exams.
- ✓ Develop strong academic and study skills.
- ✓ Have a higher probability of acceptance into competitive college majors.
- ✓ Have a better rate of success in college.

G.P.A.'s are recalculated on a 4.0 scale by universities for admission with grades received in the 16 core requirement classes.

Weighted Courses

The following courses are on the weighted system:

- ✓ Honors Classes
- ✓ AP Classes
- ✓ IB Classes

IB Diploma Requirements

Complete 4-year plan

Extended Essay

Theory of Knowledge Course

Creativity, Action, Service (CAS) 150 hours

3 Standard Level Exams (at least 4 points each)

3 Higher Level Exams (at least 4 points each, and a 5 or higher to receive college credit)

SUMMER: Physical Education

FRESHMAN YEAR:

English: Honors English I

Math: Algebra II

Science: Physical Science

Modern Languages: Español Nivel I/II; Español IC or IIC for non-native speakers; French I

SUMMER: Geometry

SOPHOMORE YEAR:

English:	Honors English II
Math:	Honors <i>Geometry</i> or <i>Algebra II</i> ; Honors College <i>Algebra Trigonometry</i>
Science:	IB Chemistry I
History:	Honors World History
Modern Languages:	AP Spanish; IB French I

SUMMER: *Geometry*

JUNIOR YEAR:

English	IB English III
Math:	Honors College <i>Algebra Trigonometry</i> ; IB Math <i>Studies</i>
Science:	IB Chemistry II / IB Bio I
History:	IB History of the Americas
Modern Languages:	IB Spanish A/B I; AP Spanish; IB French II
TOK:	Theory of Knowledge (second semester only)

SUMMER: *US Government* (or by correspondence)

SENIOR YEAR:

English:	IB English IV
Math:	IB Math Studies; AP Calculus I; AP Statistics
Science:	IB Biology II
History:	IB 20 th Century
Modern Languages:	IB Spanish A/B II; IB French III
Social Studies:	AP Government
TOK:	Theory of Knowledge (first semester only)

For further information, please make an appointment with
Mrs. Jennifer Valenzuela, IB/AP Honors Coordinator, at (520) 377-2021 ext 2505.

Graduation Requirements

	NHS	University
English	4	4
Mathematics	4	4
Science	3	3
History:		
US/AZ Government/Economics	1	1
US/AZ History	1	1
World History/Geography	1	1
Spanish	1	2(same foreign lang.) (Spanish or French)
Physical Education	1	
Fine Arts or Vocational	1	1
Required Courses	17	16
Elective Courses	5	6
Required Credits for H.S. Diploma	22	22

Other NHS graduation requirements:

Senior Exhibition (Extended Essay is written and presented in lieu of Senior Project for students who are declared IB Candidates)

Meet or Exceed on AIMS

Writing, Reading and Math



Selecting a Program of Studies

In selecting a program of studies, the student should consider his/her previous work, present interest, abilities, and the job opportunities available prior to deciding on what courses he/she should register for. If a student plans to go to college/university, it is strongly recommended that qualifications and courses required for admission to the particular college, university, community college, technical school or vocational school of his/her choice be identified. The final high school course selection should be the result of a carefully thought out program leading to a definite end. After the program has been selected, it will not be changed without consultation with the student's Guidance Counselor and the consent of his/her parents.

Course Load/Credits

- 1) The normal class load is six subjects each semester. Students are given an opportunity to take seven subjects during a semester if the student:
 - a) Is a senior who needs the additional credit in order to graduate with his/her class.
 - b) Has approval of parent, counselor and Principal.
- 2) Credit earned at Nogales High School will be granted to students for:
 - a) Successful completion of a course which meets a minimum of fifty minutes daily, five days a week, for at least 36 weeks, or equivalent amount of time within the school year or block schedule.
 - b) Successful completion of an identified course at a pre-determined competency level independent of a time specified requirement.
- 3) Course work taken in a summer school program or during the regular school year at a school other than Nogales High School must be approved by the Principal & Guidance Counselor before it is considered for credit towards graduation at Nogales High School. Students enrolled at NHS may not take classes at a NON-DISTRICT HIGH SCHOOL WITHOUT PRIOR ADMINISTRATIVE APPROVAL. Course work counting for credit - a "P" will be posted for a passing class, but does not count on GPA.
- 4) Course work taken through correspondence may be applied toward graduation upon approval of the accrediting school by the Guidance Counselor and Administration. A limit of 3 credits through correspondence will be granted. Course work counting for credit - a "P" will be posted for passing a class, but does not count on GPA.
- 5) Course work taken through any Community College for high school graduation must be approved by the Guidance Counselor and Administration prior to Junior College enrollment or it will not be accepted for high school credit. Only a total of 3 high school credits are transferable. Three college credits

equal 1/2 high school credit. Course work counts as credit - a "P" will be posted for a passing class, but does not count on GPA. This does not apply to courses taken in the concurrent enrollment program on the NHS campus, during the regular school day.

A grade of "P" may be given only for Special Education students, Special Needs Students, or students who cannot meet regular standards due to highly unusual circumstances. All other grades are: A, B, C, D, F, or I. An "I", or "Incomplete", will automatically change to an "F" if modification is not made within two weeks of the grading period.

A "P" is also given to students enrolled as "teacher's aide".

Community College/University Entrance Requirements

The requirements for community college and/or college/university entrance differ with the various colleges/universities and are constantly being changed. Students, therefore, are urged to be aware of the entrance requirements of the college/university they plan to attend upon graduation from high school. This information may be obtained directly from the college/university the student has in mind or from the student Guidance Counselors.

NOTE: ACT or SAT examination is required for admission to the state colleges and universities. SAT examination should be taken by students who are considering going to a university/college out-of-state. It is highly recommended that they be taken during the spring of the junior year. It may be taken again later if desired.

Test dates at NHS

SAT TEST DATES

Saturday - October 11, 2014
Saturday - November 8, 2014
Saturday - December 6, 2014
Saturday - January 24, 2015
Saturday- March 14, 2015
Saturday- May 2, 2015
Saturday- June 6, 2015

ACT TEST DATES

Saturday - September 13, 2014
Saturday - October 25, 2014
Saturday - December 13, 2014
Saturday - February 7, 2015
Saturday- April 18, 2015
Saturday- June 13, 2015

Arizona Tri-University Standards

Students must meet both the general aptitude and academic competency requirements to be admissible to the Arizona Tri-University System.

Residency Classification	Class Rank	Composite Score	High School GPA (4.00=A)
Arizona Resident	Top quarter and/or	ACT - 22 and/or SAT - 1040	3.00 in 16 core courses

Academic Competency Requirements for College Entrance

Students must earn a minimum 3.0 grade point average (on a 4.0 scale) in each subject area.

English - 4 units

Math - 4 units

Laboratory Science - 3 units

Social Science - 2 units

Foreign Language - 2 units

Fine Arts - 1 unit

Student Recognition

Very Important Apache (VIA Award), Student Of the Month Breakfast, Honors Assembly after 1st, 2nd & 3rd grading period, Spring Honors Night, Special Recognition by Student Clubs and Organizations, Perfect Attendance, Principal's Merit of Excellence-Award, Senior Apache Award, Presidential Award, Senior Athletic Awards, 4-Year Perfect Attendance and Senior Convocation.

Principal's List or Honor Roll

A Student must have a grade point average of 3.5 to 3.89 in order to be on the Honor Roll and a 3.9 or above to be on the Principal's List. Honor Roll certificates will be given out after each quarter grading period.

Valedictorian and Salutatorian will be selected by the G.P.A. ranking at the end of 7th semester for each class group. To qualify for this recognition a student must have earned their 5th, 6th and 7th semester credits on our campus. Principal's List & Honor roll will be determined by *PowerSchool*.

Food Service

School food services offer a choice of breakfast, hot lunches, a la carte items and drinks. All students should take advantage of our fine lunch facilities. According to Provision 2 of the National School Lunch Act, schools in the NUSD will provide all students with breakfast and lunch at no charge to the students.

Students are not allowed to bring outside meals and/or desserts on campus. ALL food items will be confiscated and placed in the Administrative Office until the end of the school day. If parents or guardians bring food, it will be delivered to the receptionist in the Administrative Office and the students are expected to eat the lunch during the lunch hour in the Administration Office.

Library/Computer Labs

NHS students are welcome to use the library resources for research and reading pleasure. The library is automated for book check-out. Periodical indexes and book catalogs are computerized to make research easier. In addition, print material, electronic encyclopedias, almanacs, and atlases on CD ROM are available for student use. Students may use the Computer Labs located in the library and room H-13 for school-related assignments. Use of the computer labs requires an *Internet Form* to be signed by the parent and student then returned to either of the computer lab technicians. **Students must have a school I.D. to use a school computer. Privileges may be revoked if a student is found using the computer inappropriately.**

The use of the library is a privilege and students are expected to be responsible for items they use. Students who do not behave appropriately will lose their library privileges. Passes are required during the school day. No food or drink is allowed in the library.

Bookstore

Nogales High School offers a wide variety of services through the Student Bookstore. Here students may pay class fees and purchase year books, activity passes, I.D. Cards, Parking Permits, P.E. locker, Sports and Book lockers.

Bookstore hours 7:30 AM - 12:15 PM and 1:15 PM - 3:30 PM

Student Health Services

Health services are provided by the school nurse, who is a registered nurse; include emergency care, immunizations, acute illness management, chronic medical condition monitoring, counseling, and referrals.

At registration parents are required to complete the Emergency Information Card. ****Information on the card must be kept current.*** This information is used in the case of an emergency. Please make certain that a student's card is returned to the school nurse as soon as possible. If no emergency card is on file and the parent cannot be contacted, the student will not be allowed to leave campus.

- * Students will be released only to those persons identified on the emergency card.**
- * Students may not carry medicines/drugs with them during the school day. These must be left with the school nurse. *Medication from Mexico will not be given at school.**

The school nurse (or other school personnel as designated by Administration), will supervise the administration of medicines during school hours. If prescribed for the student by his/her physician, a written request will be required from the parents or guardian. Prescription medications must be kept in the original container. The container must be labeled with physician's name, patient's name, name of medication, dosage, and frequency.

When an accident or sudden illness occurs, the student should report directly to the Health Office. Aside from emergency cases, students must check out of class by obtaining a pass from their teacher prior to going to the Health Office. Students may not, under any circumstances, leave the school campus because of illness or injury, without first reporting to the Health Office.



Prohibited Items/Dress Code

Students are not permitted to carry laser pointers, plastic flex cuffs, "zip ties", blow horns or silly string on campus!

No skateboards, roller blades, roller skates or heely's are allowed on campus.

NO HATS, BASEBALL CAPS, BANDANAS, OR HAIR NETS ARE PERMITTED ON CAMPUS.

*****POINT OF EMPHASIS ON DRESS CODE*****

The following is considered unacceptable:

- ✓ Un-tucked shirts (shirts not meant to be tucked and end at the waist line are an exception).
- ✓ Sleep wear (Pajamas) including slippers.
- ✓ Bare Midriffs and see-through clothing.
- ✓ Spaghetti straps, Strapless, and Low-cut tops, Bare-back tops such as Halter tops, Racer Back shirts, and boy's muscle shirts.
- ✓ Girls' blouse straps under 2 inches wide.
- ✓ Shorts, skirts, and dresses shorter than mid thigh.
- ✓ Shirts/pants/shorts which do not fit properly; for example, excessively baggy or loose-fitting clothing or excessively tight-fitting clothing.
- ✓ Visible body piercing jewelry worn during Physical Education classes or any athletic activity. Piercing should be in good taste, not distracting and should not pose a danger to the individual or others.

Violation of dress code may result in the student waiting in the office until appropriate attire is available. Repeated offenses may result in suspension. Each occurrence will be documented.

Use of Cell Phones/Electronic Devices

Cell phones and CD/DVD/iPod/MP3 players may be carried but must be OFF and put away during the school day. If these items are displayed in class or on campus prior to the end of the school day, they will be confiscated. Refusal to give up any electronic device will result in a suspension. The first offense will result in the device being kept for 5 school days. The second offense will result in the device being kept for 4 weeks. The third offense will result in the device being kept until the end of the school year. The device must be picked up by a parent or guardian. Nogales High School is not responsible for items that are confiscated and/or stolen.

Identification Cards

Every student will be issued an identification card bearing his/her name and student number. **It must be carried at all times by the student and must be presented upon request to any administrator, faculty or staff member. Refusal to show an I.D. upon request is Insubordination.** If an I.D. is lost or stolen, a replacement I.D. will cost \$10.00 and can be purchased at the bookstore. **I.D. cards will be your Library Check Out, Lunch Card and Internet access. YOU MUST CARRY IT AT ALL TIMES!!**

Telephone Messages

Telephone messages will not be delivered to students unless there is an emergency and the caller is willing to state the emergency to an administrator. Students may use the phone in the office before school, during lunch, and after school. Teacher phones are not to be used during class time.

Lost, Stolen or Damaged Personal Property

The school district does not carry any insurance which covers replacement or repairs to lost, stolen or damaged property (such as musical instruments, iPods, MP3's, Cell Phones, etc.) belonging to an individual student, teacher or other staff member. **Individuals are responsible for any personal property that is brought to school.** Since all students should respect the property and privacy of others, the following regulations should be observed. Students are not permitted to tamper with another student's locker, lock or school equipment in the laboratories, shops, office, business classrooms, library, parking lot and vehicles, etc. Any damage or breakage, whether accidental or not, is to be reported to an Administrator. Students may be liable for disciplinary action.

Lost and Found is located in the office with the receptionist.

Closed Campus Policy

NHS is a closed campus for all students. Students may not leave during the school day without the proper parent/guardian permission.

Driving and Parking Regulations

ALL VEHICLES MUST HAVE SEAT BELTS OR THEY WILL NOT BE PERMITTED IN STUDENT PARKING LOT.

Any student who plans to drive to school **MUST** register his or her vehicle at the Bookstore. Parking stickers will be issued to licensed drivers only. Students must show current driver's license, proof of insurance, and vehicle registration to obtain a parking sticker. Students are allowed to park only in the Student Lot on the southeast side of the campus.

There will be a fee of \$10.00 for each registration sticker. Any car parked in the Student Parking Lot that does not have a sticker will be towed away at the owner's expense. Stickers are available during registration. Registration stickers are required on all vehicles that the student plans to drive on campus. If parking lot rules are not followed, parking lot stickers will be suspended or revoked. **Nogales High School is not liable for car damages on school grounds.**

Non-School Functions

Ditching classes and senior class trips are non-school functions that are not sanctioned or supervised by Nogales High School in any manner. NHS does not recognize any caravans and/or class parades other than Homecoming. Attendance & discipline policies will be highly enforced if students partake in these activities.

School Bus Policy

Tutoring buses are available on Tuesdays, and Thursdays after tutoring at 3:00pm. Only those students who attend tutoring are allowed on the tutoring buses with a signed planner from the tutoring teacher. For those students being transported to and from school, please refer to guidelines for Student Behavior policy handbook. Remember, students are only allowed to travel on the bus that was assigned during registration.

Teacher and Staff Authority

All staff members have the authority to ensure students follow NUSD Guidelines for student behavior and all state and local laws.

Athletics

All NHS Policies are in effect during any school-sponsored Extra Curricular Activity.

Philosophy: NHS believes that the opportunity for participation in a wide variety of student-selected activities is a vital part of a student's educational experience. Such participation is a privilege that carries with it responsibilities to the school, the team, other students, the community of Nogales, and to the athletes themselves. These experiences contribute to the positive climate and culture being developed at NHS. Nogales High School athletics takes pride in being associated with the *Pursuing Victory with Honor* program, and will work hard to uphold its high standards of sportsmanship.

Attendance: Athletes must attend all classes on game days unless a parent notifies the Attendance Clerk/Athletic Director about an Excused Absence/Partial Day Absence. If an athlete is determined to be in violation of the rule, he/she will be declared ineligible for the next contest. Coaches will not excuse any athlete for not attending classes. Any athlete with an unexcused absence from class the day of an event shall not participate in competition. This rule also applies to practices, if a student is unable to attend school, he/she cannot practice. This policy is supported by the Kino/Sonoran/Gila Athletic Conferences.

Transportation: Nogales High School will provide transportation on a designated route for all students involved in extra-curricular activities after the normal school day. Students riding the activity bus will be subject to all rules and regulations pertaining to normal school-time transportation. Parents may not transport student athletes to any activity except in emergency situations or upon approval by the school administration. Student athletes will be released after contests for transportation home to an immediate family member (parent/guardian) that is a legal driver. This must be in writing and only the legal parent or guardian may take the child. Transportation for summer camps and/or activities may or may not be provided by the school and will be determined on an individual basis.

Sportsmanship Rule: Our administrators, teachers, and athletic staff expect athletes to demonstrate good sportsmanship and citizenship at all times. Athletes not living up to this expectation may lose team

membership or playing time. If a student is ejected from an interscholastic contest for unsportsmanlike conduct, this may result in further suspensions or removal from the program.

Team Selection/Playing time: In some sports, there is a limit to the number of athletes that can be selected for the team. Our coaches have developed selection procedures which have been approved by the Athletic Director. Each athlete who shows up for tryouts is given a fair opportunity to demonstrate his or her skills and attitude. The head coach is the individual who makes the final determination of who makes the team.

If a student makes the team, playing time is not guaranteed. The ultimate goal of each program is to win a State Championship; therefore, the best players will play in an attempt to win the contest. Developmental programs (Freshman and JV), may allow for more playing time to develop skill levels, but playing time is still not guaranteed. **Playing time is earned on the practice fields.**

Clubs

Various clubs and organizations operate at Nogales High School for the benefit of interested students. All students are encouraged to become involved and to actively participate in the clubs of their choice.

To operate as a club, the minimum requirements for a student organization are as follows:

- 1) Adoption of Constitution
- 2) Establish by-laws
- 3) Keep minutes
- 4) Elect officers
- 5) State purpose
- 6) Have a faculty advisor

Once a club is organized, it must follow the guidelines established by the District Administrators. If traveling, an AIA approved Physical Packet is needed. (See Requirements for Athletics & Clubs)

Requirements for Athletics and Clubs

Students are responsible for meeting the following requirements in order to participate in NHS athletics:

- 1) **AIA APPROVED Athletic Packet:** Complete, sign, obtain parent/ guardian signature and return the following:
 - a) Parent's Permission for Athletic Participation - signed by parent or guardian.
 - b) Athletic Insurance - provided by parent or guardian and/or purchase school insurance.
 - c) Emergency Consent - signed by parent or guardian.
 - d) Physical Examination - The approved 2014-2015 AIA form must be used as well as the Parent Concussion Acknowledgement Form for all student athletes and overnight traveling at NHS. Examinations must be given by a physician licensed to practice in the U.S. required yearly (after March 1st).
 - e) A copy of student's Birth Certificate - if student is participating for the first time.
 - f) Health History - filled out by parent or guardian.
 - g) Annual Health Questionnaire - must be completed and signed by parent once each year.
 - h) Travel Permission Letter.
 - i) Completion of the Online Concussion Training
- 2) **Physical Examination:** Must be presented by all student athletes and overnight traveling at NHS.
- 3) **Age Limit:** A student who becomes 19 years of age before September 1st is not eligible to compete for the entire school year. *He/She may be a manager only.
- 4) **Athletic Practice Clearance:** Will be issued to the coach when items #1 and #2 above are complete; no student will be issued equipment nor permitted to practice without clearance.
- 5) **Academic Eligibility:** Athletes must be enrolled in 6 classes to participate in Athletics. Maintaining passing grades is the priority for all NHS student-athletes. Senior student athletes may participate if enrolled in 4 classes & if they are on track to graduate.
- 6) **Residence Requirements:** A student, whether an adult or not, is eligible for interscholastic competition only at the school district in which his/her parents or legal guardians are domiciled. (Residency must be verified by registration office.)
- 7) **Transfers:** A student who transfers from one high school to another without an accompanying change of residence of parents or legal guardians is ineligible to participate in interscholastic competition in the school to which he/she transfers for one calendar year from the date of transfer or until his/her parent or legal guardian moves into the school attendance zone, whichever

occurs first. **All transferring students must complete AIA 520 Form which is available at aiaonline.org.**

- 8) Non-School Participation: A student who is a member of a school team shall not practice or compete with any other group, club, organization, association, etc., in that sport during the interscholastic season of competition. This rule applies to team sports only, which are football, baseball, basketball, volleyball, soccer, softball, track relay and swimming relay teams. For purposes of this rule, the interscholastic season of competition shall begin with the first regularly scheduled game and conclude with that particular team's final game. Any student violating the above rule shall forfeit his/her eligibility for a minimum of one calendar year.

NHS Clubs and Organizations

Adobe/Yearbook	Honors
AFJROTC	Graphic Arts
Amigos Club	Key Club
Apache Car Club	MESA
Apache Geek Squad	Mariachi
Art NHS	National Honors Society
Band	SADD Club
Chess	Science Club
Culinary	Skills Club
Christian Youth Fellowship	Student Council
Drama	SEAHEC
Fashion Design	Sportsman Club
FBLA	Leo's
Flags	Interact
French	Early Childhood Dev.
Folklorico	War Cry
Science NHS	Winter Guard
GSA	Winter Percussion
JSA	Technical NHS
	Zonta

2014-2015 Sports

Boys' Basketball	Boys' Soccer
Girls' Basketball	Girls' Soccer
Baseball	Softball
Cheerleading	Boys' Tennis
Chess	Girls' Tennis
Cross Country Boys'	Girls' Track
Cross Country Girls'	Boys Track
Dance Team	Girls' Volleyball
Football	Wrestling
Golf	

NHS Athletics-Seasons

<u>FALL</u>	<u>WINTER</u>	<u>SPRING</u>
Golf	Basketball	Track
Football	Chess	Tennis
Girls' Volleyball	Soccer	Baseball
Cross Country	Wrestling	Softball
Chess		

Fall & Winter: Stunt & Cheer, NHS Dance Squad, and Flags

First Practice for Fall Sports

Fall sports - August 12, 2014

Football and Stunt & Cheer - August 5, 2014

First Practice for Winter Sports

Girls'/Boys' Basketball, Wrestling, Girls'/Boys' Soccer

November 4, 2014

First Practice for Spring Sports

February 10, 2015

2015-16 NHS Dance Squad Try-outs

NHS Flags

May 2015

(TBA)

Raising Student Achievement



Nogales Apaches

Bell Schedule

1 st	7:25	-	8:20
2 nd	8:25	-	9:25
3 rd	9:30	-	10:25
4 th	10:30	-	11:25
Lunch	11:30	-	12:00
5 th	12:05	-	1:00
6 th	1:05	-	2:00
7 th	2:05	-	3:10

Early Release Schedule

1 st	7:25	-	8:05
2 nd	8:10	-	8:50
3 rd	8:55	-	9:35
4 th	9:40	-	10:20
Lunch	10:20	-	10:50
5 th	10:55	-	11:35
6 th	11:40	-	12:10

*Set Schedule as needed

1 st	7:25	-	8:15
2 nd	8:20	-	9:15
Set Time	9:15	-	9:45
3 rd	9:50	-	10:40
4 th	10:45	-	11:35
Lunch	11:40	-	12:10
5 th	12:15	-	1:05
6 th	1:10	-	2:00

Important Disciplinary Dates

Saturday Work-Detail Dates

8:00am-12:00pm

9/13/14 10/25/14

9/20/14 11/1/14

10/4/14 2/21/15

10/18/14

Other Dates TBD

Work Detail Dates

2:00pm-6:00pm

10/30/14

2/24/15

3/14/15

Other dates TBD

Attendance Saturday School

7:00am-9:00am

*Saturday School will be held every Saturday unless specified otherwise.

The following are defined for students and parents in the Behavior Management Handbook:

Cheating=Using deceit or fraud for unfair advantage in school work.

Forgery=falsely and fraudulently making or altering a document.

Lying=Making an untrue statement with intent to deceive or mislead.

Plagiarism=to steal or pass off the ideas or words of another as one's own work.

Academic=Academic programs, academic standing, and credit may be affected.

According to the Behavior Management Handbook for Students and Parents, that every student receives when registering for your classes, the above **are** considered against the rules. Students caught violating district and board approved policies are subject to consequences.

Please seek the advice of your teacher if you are unsure about cheating, forgery, lying or plagiarism **PRIOR** to handing in an assignment as your own work. Specific classroom consequences can be found in your teacher's classroom management plan. Remember, not knowing the rules does not mean you will not be disciplined for your actions.

NHS Grammar Codes

agr	Agreement: Be sure subject agrees with verb as a singular or plural. Be sure that pronoun agrees with noun it refers to as singular or plural.
apos	Apostrophe: Use to show possession. [That is Maria's book.] Use to indicate missing letters in a contraction [That's going to make Maria mad.] Do NOT use to show possession with <i>it</i> ; use with <i>it</i> only to show contraction for <i>it is</i> . [It's (<i>it is</i>) going to be really windy.]
awk	Awkward Sentence: Re-read sentence out loud and listen for missing words or places that are too wordy and confusing.
cap	Capitalization: Capitalize first word of sentence, "I", and proper nouns. Code may indicate a missing or unnecessary capital letter.
comm	Comma Problem: Indicates either a missing or unnecessary comma.
c/s	Comma Splice: Use a semi-colon, a period, or a conjunction between two independent clauses that are both complete sentences; NEVER use a comma. Use a semi-colon when the two clauses are closely related.
comp	<p>Compound Words: Be careful of words that should or should not be combined. For example:</p> <ul style="list-style-type: none"> ➤ <i>a lot</i> is always two words (<i>alot</i> means to give a portion of something to someone) ➤ <i>everyday</i> is an adjective used to describe something common: <i>his everyday jeans</i> ➤ <i>every day</i> designates something that happens on a daily basis: <i>she came to school every day</i>
conj	Conjunction: In general, avoid beginning sentences with conjunction words (but, and, so, etc.)
end	End Marks: Consider what end mark (period, question mark, exclamation point) would be most appropriate for your sentence.
frag	Fragment: Not a complete sentence. Combine sentence fragment into existing sentence, or turn fragment into a complete sentence by adding the missing noun and/or verb.
POV	Point of View: The point of view is shifting between first person (I), second person (you), and/or third person (he/she/they).
Punc	Punctuation: Incorrect or missing punctuation.
RO	Run-on: Run-on sentence (too long/more than one). Use periods or other end-of-sentence punctuation to break this sentence down.
sp	Spelling: You have a spelling error.
tense	Tense: Decide on one tense: past or present. Whenever possible, use present tense when discussing literature or events in literature.
wc	Word Choice: Try to avoid using "generic" words like <i>stuff, get, like, etc.</i>
ww	Wrong Word: You are using the wrong word. Check the list of Commonly Confused Words.

NOGALES HIGH SCHOOL

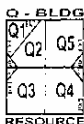
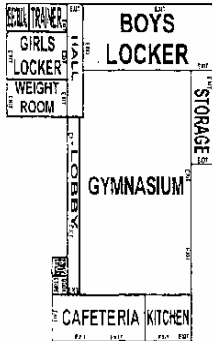
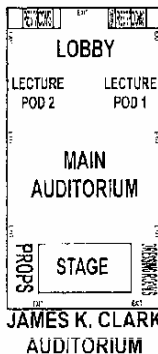
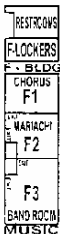
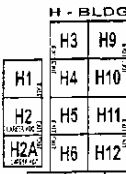
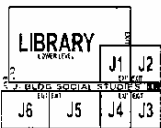
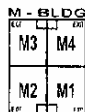
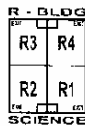
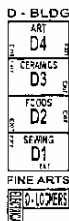
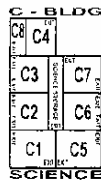
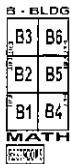
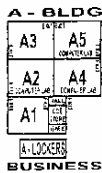
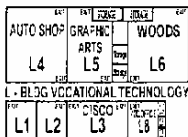
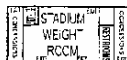
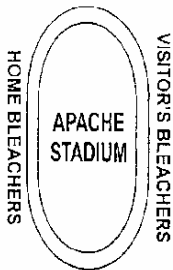
Home of the Apaches

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SECURITY CHECK POINT