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The Animas Board of Education recognizes the District's responsibilities in meeting the needs of homeless students. Therefore, the Board directs the Superintendent to develop and disseminate guidelines that detail the rights of homeless students. **If applicable**, these guidelines are to be disseminated to staff, families, students, the public, and homeless service providers and must emphasize that such students will have all programs, services, and transportation that other students enjoy. Also, any student considered to be in a homeless situation, may continue to attend the school of origin and receive all services for which he/she is eligible.

46 **References: The No Child Left Behind Act of 2001**

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4 As required by New Mexico Statute, the Animas Public Schools shall address all state
5 approved academic content areas and performance standards.

6
7 All first, second and third grade classes shall provide daily instruction in reading and
8 language arts, including phonemic awareness, phonics and comprehension, and
9 mathematics.

10
11 All first, second and third grade classes shall provide instruction in art and music. ~~and a~~
12 ~~language other than English.~~

13
14 In fourth through eighth grades, instruction that meets academic content and performance
15 standards shall be provided in the following subject areas:

- 16
17 • reading and language arts skills, with an emphasis on writing and
18 editing for at least one year and an emphasis on grammar and writing
19 for at least one year;
- 20 • mathematics;
- 21 • language other than English;
- 22 • communication skills;
- 23 • science;
- 24 • art;
- 25 • music;
- 26 • social studies;
- 27 • New Mexico History;
- 28 • United States History;
- 29 • geography; and
- 30 • physical fitness.

31
32 In grades four through eight the District shall offer electives that contribute to academic
33 growth and skill development and provide career and technical education.

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46 **References: NMSA 1978, Section 22-13-1**

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3 During the ninth grade or at the end of the eighth grade, each student shall prepare an
4 individual program of study for grades nine through twelve. This program of study shall
5 be signed by a student's parent/guardian.

6
7 Successful completion of a minimum of twenty-three (23) **four (24)** units for the class of
8 ~~2007-2008~~ and ~~twenty-four (24) units for the class of 2008-2009~~ aligned to the state
9 ~~academic content and performance standards~~ shall be required for graduation. These
10 units shall be as follows:

- 11
- 12 • four (4) units in English, with a major emphasis on grammar and
- 13 literature;
- 14 • three (3) units in mathematics, at least one of which is equivalent to
- 15 Algebra I level or higher; **students entering grade 9 in the 2009-2010**
- 16 **school year, will be required to successfully complete four (4) units in**
- 17 **math, with at least one unit equivalent to Algebra II or higher.**
- 18 • ~~two (2) units in science, one of which shall have a laboratory~~
- 19 ~~component, provided however that students entering the ninth grade~~
- 20 ~~beginning in the 2005-2006 school year (class of 2008-2009), three (3)~~
- 21 ~~units of science shall be required, one~~ **two** of which shall have a
- 22 laboratory component;
- 23 • three and a half (3 1/2) units in social science, which shall include
- 24 United States History and Geography, New Mexico History, World
- 25 History and Geography, Government and Economics;
- 26 • one (1) unit in Physical Education ~~or other physical activity;~~ **(three**
- 27 **seasons of team sports is equivalent to one unit of physical education)**
- 28 • **one (1) unit in communication skills or business education, with a**
- 29 **major emphasis on writing and speaking and that may include a**
- 30 **language other than English; students entering grade 9 in the 2009-**
- 31 **2010 will be required to successfully complete at least one (1) unit**
- 32 **from the following courses: career cluster course, work place readiness**
- 33 **or a language other than English in lieu of the aforementioned**
- 34 **communication skills requirement;**
- 35 • ~~eight (8) elective units that meet state board content and performance~~
- 36 ~~standards~~ **may complete the required remaining twenty-four (24) units;**
- 37 • one (1) unit in Keyboarding/computer skills
- 38 • half a unit (1/2) in Health Education
- 39 • Student Service Learning may be offered as an elective
- 40 • **Students entering grade 9 in the 2009-2010 school year, are required to**
- 41 **earn at least one unit in an advanced placement course, an honors**
- 42 **course, a dual credit course or a distance learning course.**

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45 **References: NMSA 1978, Section 22-13-1.1**

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4 Final examinations shall be administered to all students in all classes offered for credit.

5
6 A student shall not receive a high school diploma who has not passed the state graduation
7 examination in the subject areas of reading, ~~English~~, math, writing, science and social
8 science ~~which will include a section on the constitution of the United States and the~~
9 ~~constitution of New Mexico.~~

10
11 If a student exits from the District at the end of grade twelve without having passed the
12 state graduation examination, he/she shall receive an appropriate state certificate
13 indicating the number of credits earned and the grade completed. If within five years
14 after a student exits from the school system and he/she takes and passes the state
15 graduation examination, he/she may receive a high school diploma.

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46 **References: NMSA 1978, Section 22-13-1.1**

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5 The Animas School District will establish and maintain a standardized testing program
6 that can be used, communicated and interpreted by school personnel and by district
7 patrons.

8
9 The program will provide:

- 10
11 1. A qualitative assessment of the educational program of the district for
12 purposes of reporting the overall status of the district and charting the
13 growth of its pupils, grades, schools, and areas from year to year.
14
15 2. Data for preparing appropriate reports to the Board of Education.
16
17 3. Interpretation and use by the teacher, counselor, and administrator so that
18 the test findings may be used to improve the guidance and counseling of
19 individual children and the development of a high quality curriculum.
20

21 The program will reflect:

- 22
23 1. The academic growth of pupils according to their own mental capacities
24 and to local and national norms.
25
26 2. Adequate and financially feasible training for involved school personnel.
27
28 3. Assessment of the growth of pupils in the basic skills and subject matter in
29 the elementary and secondary grades.
30

31 The district program shall incorporate any test required by state law and/or regulations.
32

33 It shall be the responsibility of the Superintendent to ensure that all standardized tests are
34 handled, stored, prepared for and administered in accordance with ~~SBE~~ PED Regulation
35 6.10.7 NMAC and in accordance with any precautionary instructions provided with the
36 tests.
37

38 All school staff, including administrators, teachers, volunteers and office personnel who
39 come in contact with standardized tests, shall familiarize themselves with basic principles
40 of standardized test security.
41

42 Test examiners shall:

- 43
44 • administer the test according to the directions and specifications in the test examiners
45 manual and during the designated test administration window.
46

1 • return the tests to the school or district as directed.

2 **Testing Program of the School District (Continued)**

435-2

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5 It shall be a prohibitive practice to:

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7 • photocopy or reproduce in any other fashion, including paraphrasing, any portion of a
8 standardized test including a student's answer.

9

10 • teach from, possess or in any way disseminate a photocopy or other reproduced or
11 paraphrased standardized test or portion of a standardized test.

12

13 • copy copyrighted test preparation materials for the purpose of distribution.

14

15 • provide students with a review of specific test questions or answers before, during or
16 after a test.

17

18 • permit secure standardized test material to remain unattended in an unlocked room.

19

20 • coach or otherwise inappropriately assist with the selection or writing of student
21 answers.

22

23 • take standardized test material off campus unless specifically authorized by the
24 District Test Coordinator of the Assessment and Evaluation Unit of the ~~SDE~~ **PED**.

25

26 Violating any part of this section could result in suspension, termination or revocation of
27 the staff member's licensure.

28

29 An Individual Education Program (IEP) team is charged with the responsibility to
30 determine how students with disabilities will participate in assessment programs. The
31 IEP team must agree that the student is eligible according to the criteria as set forth by the
32 New Mexico Alternate Statewide Student Assessment System and is documented on the
33 student's current IEP.

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4 Fieldtrips are designed to fulfill the Animas Public Schools' curricular standards and
5 objectives through activities that enhance pupil learning in ways not easily reproduced
6 within the school context.

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8 The decision to use instructional time for a classroom fieldtrip should be carefully
9 considered. The amount of instructional time used for a fieldtrip should be in proportion
10 to the significance and/or number of curricular objectives. Fieldtrips should provide
11 learning experiences that cannot be provided in school through another format such as
12 bringing a speaker to the classroom. Further, fieldtrips must be aligned with state
13 standards, district curriculum and the Educational Plan for Student Success.

14
15 Promotion of and solicitation for any trip not sponsored by the Animas Public Schools as
16 a part of the curriculum shall be prohibited in school facilities. Neither students nor staff
17 may promote a trip at school.

18
19 Upon the approval of the administration, a Senior Trip may be allowed, with the
20 understanding that students will not be allowed to travel outside of the continental United
21 States and must not travel more than 300 miles one way. Overnight stays are not allowed
22 on Senior Trips.

23
24 Fieldtrips beyond the boundaries of the continental United States require approval of the
25 Board of Education according to the guidelines of the administrative regulations.