

**McKinley Academy est.
2017
Student/Parent Handbook
2021-2022**

McKinley Academy (MA) is a Gallup McKinley County Schools Program, located on the campus of the University of New Mexico-Gallup (UNMG). Students attending McKinley Academy have the opportunity to graduate with an associate degree from UNM, as well as graduating from Gallup McKinley County Schools with a high school diploma. MA opened in the Fall of 2018, with an initial Freshman cohort of students that will graduate in the Spring of 2022.

MA is based on the principle that academic rigor, combined with opportunity, is a powerful motivator for students to work hard and meet the challenge. Since 2002, the Early College High School Systemic Approach has been implemented in more than 200 schools in 28 states and the District of Columbia. These schools are designed so that students can simultaneously earn a high school diploma and college credits which may, in turn, earn an associate degree or up to two years of credit toward a bachelor's degree; tuition free.

Eighth grade students living in McKinley County can apply each spring for the opportunity to be part of the freshman class, as determined by an application, letter of intent written by the student, letter of recommendation and interview process. Our Freshman class will participate in an accelerated curriculum. Freshmen students will take four (4) core courses; (English, Math, Science and Social Studies) and one (1) college elective course through UNM per semester. Many of these elective college courses are taught by GMCS/MA teachers. Freshmen students will only be accepted at the beginning of a new school year (Semester 1).

10th, 11th and 12th grade students will be required to take the AccuPlacer* exam (or equivalent admission requirement as determined by UNM-G). This exam determines your entry level courses of English and Math. Students must score high enough on the test (or meet equivalent requirements) to be placed in a college level English and/or Math course in order to be considered for acceptance into MA. This, along with an interview, review of recent grades and overall high school information, will determine the final decision regarding acceptance. Senior students will only be accepted at the beginning of a new school year (Semester 1). 10th and 11th grade students may apply mid-year and will undergo the same process for possible admission as at the start of a new school year.

Section 504 of the Rehabilitation Act of 1973, at 34 Code of Federal Regulations Section 104.4(a), prohibits the District from, on the basis of disability, excluding students from participation in any program or activity of the District.

* If you have any requests, questions, or concerns regarding disability-related accommodations for the ACCUPLACER exam, please contact Danny Matkovich, Counselor/Section 504 Chair at McKinley Academy, at 505-721-4203 or dmatkovi@gmcs.org.

Message to Parents and Students:

This handbook contains valuable information for you and your student. Please familiarize yourself with its contents. This handbook is written to explain procedures, rules and regulations for the operation of McKinley Academy. The handbook is designed to be used as a reference guide for students, parents/guardians and staff to help them become better acquainted with the Academy. The handbook does not, nor was it intended to, cover all situations that may occur during the course of the school year. Situations that are not covered by this handbook will be handled at the discretion of administration and in accordance with GMCS district policies. Parents/guardians and students will be consulted in these situations:

If student feels he/she is experiencing a problem then: The student must address the issue or problem him/herself with the instructor. This is an important part of the maturation process.

If the parent/guardian believes it is appropriate to get personally involved, after a student has previously addressed the problem, to clarify an issue or solve a problem, first contact the MA teacher (ONLY) directly. Contact with The University of New Mexico Gallup instructors is strictly prohibited, except by the student themselves. All inquiries of UNM instructors MUST go through the McKinley Academy counselor. The counselor will then direct the student in proper UNM procedures. FERPA laws prohibit instructors from communicating with anyone other than the student themselves. Instructors are not allowed to speak with any MA staff member or a student's parent regarding the student. This may seem unreasonable for students so young, but if they are taking UNM classes with a UNM instructor, they are considered a college student and must adhere to the college rules and regulations.

If that communication does not resolve the situation, the student should contact the MA Principal for guidance.

*Please give MA personnel the opportunity to work through the situation cooperatively with you and your student. When you contact school personnel, try to remain as objective and open minded as possible. We realize you are representing the interests of your child or student and family. We will strive to be professional and equally objective about the situation.

Administrative staff, as well as teachers, will monitor grades of Freshmen students. Students not performing at MA standards may be called in for an administrative conference along with parents and, perhaps, instructors. This conference may result in a student being put on warning, or a conference to determine the best learning environment for the student, being placed on an Academic Probation contract or another action as is deemed appropriate by MA Counselor and Administration. Keep in mind, MA is a Program, not a school.

It is more difficult to monitor the progress of 10th, 11th, and 12th grade students. FERPA laws prohibit UNM instructors from speaking with anyone other than the student themselves about grades and performance. Students and parents need to keep in mind that these are college courses and instructors are not required to follow high school rules. The student is 100% responsible for monitoring and knowing what their grades, in any particular class, are.

If they are struggling or they missed a class, they need to speak to the instructor themselves.

Instructor's information is provided by each teacher on their syllabus given at the beginning of a term. All UNM instructors are required to provide students with a syllabus at the start of a course. MA will not be able to track or counsel regarding grades until the term is over and grades have been submitted to us. It is the student's responsibility to reach out to a counselor if they are struggling academically in a class. The counselors will do everything they can to assist the student in remedying the situation.

Registration Process for MA

Incoming Freshman (MUST be current GMCS 8th grade students)

1. Complete the MA application (available at GMCS website or from MA Office in UNM), write a short student letter of interest and obtain a letter of recommendation from someone other than a family member (teacher, clergy, doctor etc...). Once all three items are together, turn them into MA Office or email them to school secretary.
2. MA will set up an interview with student and parent.
3. Administration will review interview, application, transcript, grades, and any other information administration deems relative to student in order to determine admission.
4. Parent/student are notified of admission determination at time of interview, unless reasons for delay are presented. Parent and administrative staff will be asked to sign the document outlining the process and requirements for admission and the interview outcome.
5. If accepted, parent and student are asked to complete the UNM Application for Admission and the UNM FERPA agreement immediately so that the UNM application process and registration may begin immediately.
6. More paperwork will follow.
7. All new students must attend the New Student Orientation before the semester begins.

10-12 Grade Students (MUST be current GMCS 9, 10, 11th grade students)

1. Complete the MA application (available at GMCS website or from MA Office in UNM) and turn into office or email MA secretary.
2. Obtain an AccuPlacer test voucher from MA office. The AccuPlacer* exam is given at the UNM Student Services Center, M-F, 8:30am -3:30pm. Appointments are not required. The AccuPlacer is not a timed test.

Section 504 of the Rehabilitation Act of 1973, at 34 Code of Federal Regulations Section 104.4(a), prohibits the District from, on the basis of disability, excluding students from participation in any program or activity of the District.

If you have any requests, questions, or concerns regarding disability-related accommodations for the ACCUPLACER exam, please contact Danny Matkovich, Counselor/Section 504 Chair at McKinley Academy, at 505-721-4203 or dmatkovi@gmcs.org.

Results will be provided to student at the time the test is completed.

3. Once test results are available, student will return the results to the MA Office and an interview will be set up for student and a parent.

4. A student must meet the cut score set by UNM-G on the AccuPlacer exam to be placed in either college level English and/or college level Math courses in order to be eligible for enrollment at MA.
5. Administration will review interview, application, transcript, test scores and AccuPlacer test scores, and any other relevant information to determine admission status.
6. Parent/student notified of admission determination at time of interview, unless reasons for delay are presented. Parent and administrative staff will be asked to sign the document outlining the process and requirements for admission and the interview outcome.
7. An administrator or counselor may ask a student to take all or part of the AccuPlacer exam again if the original scores are extremely close to passing range.
8. If accepted, parent and student are asked to complete the UNM Application for Admission and the UNM FERPA agreement immediately so that the UNM application process and registration may begin immediately.
9. More paperwork will follow.
10. All new students must attend the New Student Orientation before the semester begins.

GMCS and McKinley Academy Relationship

McKinley Academy is a program within the Gallup McKinley County School District. It is not a school, but rather a program within the GMCS district. Students remain enrolled in their home school, determined by their home address. While the student is enrolled in their home school, all their academic requirements (exceptions may occur, but are rare) are provided by McKinley Academy and UNM Gallup campus.

Students will attend classes at the UNM Gallup branch and will be required to follow and adhere to all rules and regulations designated by McKinley Academy and UNM-G. Despite a student's biological age, they are considered to be college students while attending McKinley Academy and are expected to behave in such a manner. This includes self-discipline and dedication to their studies. Students that miss class will suffer and not be successful in this atmosphere.

College instructors can drop a student from a class, without notice or warning, if a student misses 3 or more class meetings. The instructor is under no obligation to inform the student, nor McKinley Academy administration, of the action. Students are also required to behave in a manner befitting a college student both in the classroom and while on campus. Rowdy, noisy, disruptive, disrespectful, inappropriate students will be counseled about the behavior required by a college student. Counselors and administrative staff will determine what, if any, actions will be taken.

Students that have academic struggles will also be counseled and together with administration and parents will determine the best course of action for the student. It is the goal of McKinley Academy and all its staff to see students succeed and excel in all ways possible.

Once grades are posted at the end of each semester, counselors will monitor and investigate all students, classes and instructors. If they find a student did not do well academically a meeting will be arranged with the student and, possibly, parent. Student will be placed on an Academic Probation Contract with MA, and possibly UNM-Gallup. This contract will advise the student that their current

academic situation is not conducive to a successful experience at MA and that further actions may have to be taken after the following semester grades are posted. The student must improve on their grades the following semester or a recommendation of the student returning to their home school may be in the best interest of the student.

Freshmen to Sophomore Transition Protocol:

Students must meet certain criteria to remain in the McKinley Academy program as they transition from a Freshman to a Sophomore at McKinley Academy. If they do not meet the following criteria, the student will be transitioned back to their home school for the following school year. Students in this situation are welcome to reapply to the MA program in the future. One of the following criteria must be met for students to remain at McKinley Academy:

1. Students must have a 3.0 cumulative high school GPA after the most recent semester.
2. Students must have a 2.7 or higher cumulative high school GPA and a B or higher in their most recent English or Algebra class.
3. Students meet Accuplacer cut score(s) for English 1110 and/or Math 1215, set forth by UNM-Gallup.

If you have further questions, please contact one of our counselors (Mr. Matkovich or Ms. Rodriguez) at McKinley Academy 721-4200.

GMCS and UNM Relationship

GMCS and UNMG have formed a partnership to provide educational needs to high school students. Students begin taking college level courses their Freshman year (1-2 college elective courses during the 9th grade school year) and are introduced to the rigor, self-discipline and requirements in order to be successful in a college setting. It is the goal of MA to have students take all college courses once they reach their Junior year (grade 11).

There may, of course, be instances where the student will be taking high school level courses with MA teachers. This is, more often than not, the result of not passing the AccuPlacer exam in one or the other subject matters (English or Math). Students who have not passed an AccuPlacer subject will continue to take the test at the counselor's direction. MA counselors will monitor a student's progress and success every step of the way, making sure students stay on track to graduate with their class with a diploma.

College level courses will fulfill NM state high school graduation requirements while at the same time accumulating college credits. Students may acquire enough college credits to obtain an Associate Degree, in addition to their high school diploma. Counselors will monitor and facilitate this possibility in every way possible. Students and parents must keep in mind that even if an associate degree is not obtained, the college credits are still valid and, in most cases, are transferrable to most universities including, but not limited to, UNM main campus in Albuquerque.

MA students may enroll in the CTE program with counselor's permission, if openings are available, during their Junior and/or Senior year.

During the time a student is enrolled with McKinley Academy all college tuition, books and supplies are paid for by the Gallup McKinley County School District. Students/parents have no monetary requirement to UNM.

A student is considered a graduate during the month of May of their graduation year. After graduation, the district will no longer be responsible for any tuition or other costs incurred while taking college classes at UNM-G or any other college institution. This includes, but is not limited to, summer classes during the summer following the student's graduation from high school or any time thereafter. College financial obligations are assumed by MA and the GMCS district ONLY during the time the student is enrolled in a GMCS home school and in the McKinley Academy program That obligation ends once a student graduates from high school or leaves the program.

Parent/Teacher Conferences

MA will follow the P/T Conference schedule set by GMCS district. On these scheduled days there will only be conferences for the 9th grade students. Times available for conferences will be determined by MA Administration and parents will be informed. Due to the high academic rigor at MA, it is highly recommended that ALL parents attend conferences. However, keep in mind there are 100 freshman students at MA so conferences should be short and concise with the teachers providing information on how the student is doing in that particular class. If parents have an issue or are requesting specific information, other than general, they need to contact the teacher and set up an appointment. Parent/Teacher conferences are not the time for lengthy discussions.

Parent Advisory Committee

McKinley Academy initiates a partnership with 4-6 parents of students to form a Parent Advisory Committee. This committee will work with MA Administration to form a bridge between staff, parents and students to attempt to resolve any issues occurring with the Academy.

Parents and Synergy

Parents have the ability to access their student's current academic grades through Synergy. Synergy is accessible using a student's GMCS ID number and their 8-digit birthdate. However, Synergy is ONLY used by GMCS staff members. UNM is not tied into Synergy. Therefore, all 9th grade parents and students will be able to see current grades for the 4 core classes they are taking but they will NOT be able to see the grades for the UNM elective course. MA teachers are required to input grades weekly by the Administration, so that parents are able to accurately see their student's progress. Students in grades 10-12 will only be able to see courses they are taking with the McKinley Academy teachers (if any). They will not be able to see any UNM grades. This is why it is so vitally important that students keep an open line of communication with their UNM instructors. Also, remember that no one, other than the student, may reach out to a UNM instructor to inquire about grades, assignments etc... UNM issues a date each semester in which instructors must have their grades finalized in their system. It is only after this time that MA staff may see the grade a student earned in the UNM class.

Report cards are only sent to Freshman students. Students in grade 10-12 will be able to see the grades for their UNM courses through their MyUNM.

Individual Education Plans

All student IEPs will be updated and followed at McKinley Academy. Notification will be scheduled through EDC. GATE teachers will set up visits with students individually to work around the student's school schedule.

UNM Parent/Student/MA Communication

McKinley Academy is an Open Campus for students in grades 10-12. Students at MA can and will be taking various classes at many areas of the UNM-G campus as well as at many different times. Our students are not all together in one place very often. Therefore, it is extremely important that we have working phone numbers for students and parents at all times. When a student is accepted into MA both parent and student will be sent a Remind invitation to join the class group and the class parent group. It is really important that the student and parent accept the invitation so that they can receive the messages sent by MA staff. ALL messages sent by McKinley Academy will begin with "Fr MA:" so that parents and students will know that the message is from us. McKinley Academy only sends messages that are relevant, so it is vital that individuals accept and join the requested group.

Because there is not an intercom system at MA, students are allowed to have their cell phones with them during the school day. However, many MA teachers request cell phones be placed in a separate location during class time. Students will follow the guidelines established by each teacher or professor and will not abuse cell phone use during class time.

Tutoring

Tutoring services are available to all grade levels at McKinley Academy. Freshman students can receive extra help 30 minutes before school begins and 30 minutes after school ends. Many teachers also welcome students in the classrooms during lunch. MA teachers are also, as a rule, available for tutoring and help at other times if previous arrangements are made. 10-12 grade students also have MA teachers available for any high school classes they are taking. UNM CAL (Center for Academic Learning) provides daily tutoring for all UNM courses. CAL is open from 8 am to 5 pm, Monday through Friday. MA encourages students to use this service to get advice and guidance for any questions regarding a UNM course, assignment, project etc... Many UNM instructors require students to take their papers to the CAL Center for help and to get this help validated.

Drivers Education

McKinley Academy offers a Driver's Education Class for students in grade 10 or higher. Freshman students will be asked at the end of the school year if they are interested in taking the course and will be scheduled either Semester 1 or Semester 2 depending on their birthdate and/or availability. As with everything at McKinley Academy there is no charge to the student/parent. Students will be awarded a

Certificate of Completion for the course at end of semester if they have completed all requirements. The class covers course work only, practical driving takes place at home with a parent or guardian, as per NM state law.

Grading System:

MA staff will utilize the standard Gallup McKinley County School's grading system for 9th grade core courses. MA instructors will grade assignments in a timely manner and will update grades in Synergy on a regular basis for high school core courses. Synergy is an essential communication tool for students, parents, and instructors for all GMCS courses. However, it is not available for any UNM courses, this includes the Period 5 college elective credit that freshmen students take each semester. Synergy may be accessed through the district website: www.gmcs.k12.nm.us. For information regarding your student and/or parent account, please contact the school. UNM staff will utilize their own system for submitting grades. MA personnel are unable to see grades for UNM courses prior to final grades being published. It is important that students maintain an open line of communication with UNM instructors regarding their academic progress. FERPA laws prohibit sharing information with anyone other than the student; including parents and MA staff. All students are required to sign a FERPA agreement in order to be enrolled. UNM grades are typically not provided to McKinley Academy personnel until several days after the semester has ended. Do not ask GMCS personnel for any UNM grades. They do not have access to them. Once the UNM instructors have posted and finalized their grades thru the University of New Mexico, they will in turn be transferred to Synergy by MA counseling/secretarial staff. After that has occurred GMCS personnel will be able to see all students' grades. Students may also see these same grades through MyUNM.

GMCS courses taught by GMCS teachers will be graded using a 4.0 scale. UNM dual enrollment courses will use a 5.0 scale. All CTE courses will remain on a 4.0 scale. Class ranks and GPAs will be calculated after each semester by a member of the GMCS STARS team as they input the student's info into their home school and calculates accordingly with the home school's population.

Academic Requirements:

Students at MA have the opportunity to make tremendous progress in reaching short-term and long-term educational goals. In order to maximize a student's experience, specific criteria have been established to define student success.

1. Students must maintain a minimum grade point average (GPA) of 2.5.
2. If a course is not passed with a letter grade of a "C" or better, a student must, in collaboration with MA and/or UNM administration and counselor, fulfill required intervention. This may include, but not be limited to, signing Academic Probation contract, participated in required tutoring, meet with administration and parent etc... Student may be encouraged to return to home school in order to not fall behind in Class Year credits.
3. A cumulative GPA below 2.5 may impact a student's eligibility with dual credit coursework.
4. Students placed on Academic Contracts will be reviewed at the end of the following semester. Administration and counselors will discuss student's performance and determine whether further action needs to be taken.

McKinley Academy Grading Scale UNM Grading Scale for High School credits

A	90-100%	4.0
B	80-89%	3.0
C	70-79%	2.0
D	60-69%	1.0
F	59% & below	0
A	90-100%	5.0
B	89-80%	4.0
C	79-70%	3.0
D	69-60%	2.0
F	59% & below	0

*The marking system is as follows:

A= outstanding in thoroughness, accuracy and performance

B= above average in performance

C= average in performance

D= below average in performance, but acceptable for graduation credit

F= failing work, not acceptable for graduation credit

W= withdrawal

+ and – may be given with any A, B, C and D grade

High School Requirements:

All courses taught at MA meet New Mexico and/or Common Core State Standard requirements for high school graduation. All courses also meet the New Mexico content standards with related benchmarks and performance standards.

High School Graduation Requirements (24 units)

English – 4 units

Mathematics – 4 units (one must be equivalent to Algebra II or higher)

Science – 3 units (two must have a laboratory component)

Social Studies – 3.5 units

- a. New Mexico History – 0.5 unit
- b. World History – 1 unit
- c. U.S. History – 1 unit
- d. Government – 1 unit

Physical Education – 1 unit

Health – 0.5 unit

Career or Foreign Language – 1 unit

Electives – 7 units

Bus Schedules

Monday thru Friday:

All buses arrive at MA between 7:45am and 8:20am.

These buses come from the other high schools after picking up students from their individual routes.

Monday thru Thursday:

At the end of the school day there will be single buses at the bus stop at MA/UNM. These individual buses will take students to the various high schools. At the high schools, students will disembark and proceed to the individual buses that go out to the various routes and home.

If students are staying at their home school for sports or other activities, they may do so.

Students riding county buses (Tohatchi, Thoreau, Navajo Pine, Crownpoint and Ramah) will be dismissed from MAH at 3:00pm (CPH may leave earlier) to catch their bus.

Students riding in-town buses to HMH and GHS are dismissed at 3:25pm. Students are not allowed to enter their home schools between bus connections from MA and the home school.

Early Release Fridays:

Process is as above with the exception of dismissal times for early release.

Students riding county buses will be dismissed from MA at 12:30pm.

Students riding in-town buses to HMH and GHS are dismissed at 1:00pm.

Lunch is served at 12pm on Early Release Fridays.

Days when MA UNM students have classes but GMCS district does not:

There are a few days when UNM, and therefore McKinley Academy, has classes, but the rest of the district does not. On these days, students must obtain their own ride to their home school. Once at the home school there will be buses to transport them to MA/UNM at regular times.

Same holds true for school dismissal. Buses will transfer students to the home schools and from there the students must get their own transportation home.

This situation only pertains to students taking UNM courses (grades 10-12). All 9th grade students will follow the GMCS school calendar.

Checking freshmen students in/out:

All visitors are expected to report first to the MA Administration office in Calvin Hall Room #106 upon arriving at campus and then sign the student in or out.

Administrative personnel will get your student out of class. Parents/Visitors will not be allowed to go directly to a classroom unless previous arrangements with teacher has been arranged.

Conferences are expected to occur during non-instructional time and scheduled by mutual agreement with the teacher.

Students are required to check out in the Administration Office anytime they plan on leaving and school is in session. Front office must have parental approval (phone call or a verified note) for students to check out.

MA is a closed campus for freshmen students. They are required to be on campus from the hours of 8:20am until official dismissal.

If a student is leaving early for a school activity or sporting event, student must come to office and sign out.

Signing Freshmen Students in/out:

Students leaving an assigned class and/or campus for any reason must checkout with the Administration Office prior to leaving campus. Parent/Guardian must call the office at 505-721-4200 to give permission for student to leave campus and instructions as to how the student will be leaving (i.e. being picked up by a person on the PA form, meeting individual at another campus location etc...) OR preferably, come in personally and sign the student out. All individuals that are allowed to pick up your student must be listed on the PA form. These individuals must be at least 18 years old and hold a valid driver's license or ID. (Individuals may be added/deleted over the course of the school year by

contacting the student's home school Secretary.) Copies of any legal documents restricting contact with any student, must be kept in the student's file in the Office. A written note with a tangible signature, an email to the Secretary from a parent/guardian or a verified phone call may be an acceptable form of documentation releasing a student from class or campus. Students and/or individual checking out the student will be required to sign in/out in the Office. Due to the rigorous academic schedule at MA please do not check your student out unless it is absolutely necessary. Try and schedule appointments for Friday afternoons when we observe an early release time or scheduled days off of school. **Freshmen students will follow the GMCS school calendar at all times.**

McKinley Academy Laptop Guidelines

GMCS and McKinley Academy expect that all members of the school community will use the computer systems in a responsible, appropriate, and legal manner. Use the following as a guide when working with district laptops.

1. Each laptop is assigned to one student only. Do NOT allow others to use your laptop.
2. Students will not create or use additional accounts on their laptops other than the one assigned by GMCS and/or UNM. Local accounts or any account which bypasses management or security may result in the immediate loss of the laptop. This includes the use of any website which allows users to bypass web/internet restrictions.
3. During school hours, any video games (including web based & widget games) or movies are prohibited unless directly related to a school assignment or activity.
4. The possession of any content (music, pictures, movies, games, etc...), which may be construed as profane, pornographic, or offensive will result in disciplinary action, outlined in the Secondary Behavior Handbook, found on the GMCS website.
5. Email (or any other electronic communication) should be used only for legitimate and responsible communication between students, faculty, and the outside world. Rude, profane, abusive, threatening, or otherwise inappropriate language is not permitted.
6. Students may access only those files that belong to them or which they are certain they have permission to use. Students are expected to follow all copyright laws. The sharing or transferring of copyrighted materials is prohibited! This activity is illegal and may result in the loss of the laptop for everyone involved. When in doubt, ask first.
7. Files stored within the school computer systems (both laptop and file servers) should be limited to those relating to formal school courses or activities.
8. Laptops and accessories are property of GMCS and are loaned to the students for educational use. Any abuse, markings, stickers, or adhesive residue found on these items will result in fines being issued to cover repairs necessary to return these items to like-new condition.
9. Any damage to laptops or accessories caused by malice, assault, vandalism, or similar actions will result in a police report and possible criminal charges being filed.
10. Any loss of a laptop (theft, fire, misplaced etc...) will require a police report and investigation to satisfy the terms of the insurance policy. Prosecution will be pursued for any fraud or other criminal activity.

Access to the GMCS laptops is a privilege, not a right. Violating the letter or spirit of the above guidelines may result in the loss of the laptop, disciplinary action(s), criminal charges and/or fines.

Students will be provided with the Student Laptop Use Agreement that must be signed by parent and student prior to being issued a MA laptop and/or hotspot.

Bell Schedules

Freshmen Schedule

McKinley Academy Fall 2021

Breakfast 8:00-8:20

1st Period 8:25 – 9:44

2nd Period 9:44 – 10:58

3rd Period 10:58 – 12:12

Lunch 12:12 –12:45

4th Period 12:45 – 1:59

5th Period 2:00 – 3:00

County Buses & Pick Ups 3:00

City Buses 3:25

- All Freshmen will have an online 6th hour course: College & Career Readiness
- This class will count for one elective credit per semester.
 - Each student's first hour teacher will be the instructor of the 6th hour class

Friday Schedule		Delayed Start Schedule	
Breakfast	8:00 - 8:20	Breakfast	10:00 - 10:20
1st Period	8:25 - 9:05	1st Period	10:20 - 11:10
2nd Period	9:05 - 9:45	2nd Period	11:10 - 12:00
3rd Period	9:45 - 10:25	Lunch	
4th Period	10:25 - 11:05	3rd Period	12:00 - 12:30
*6th Period (Friday only)	11:05 - 12:00	4th Period	12:30 - 1:20
Lunch	12:00 - 12:30	5th Period	1:20 - 2:10
Dismissal (All)	12:30		2:10 - 3:00
		County Buses & Pick Ups	3:00
		City Buses	3:25

Counseling Services

McKinley Academy's counseling and guidance program implements a comprehensive counseling and guidance program that supports the academic, career, personal and social development of students. MA counselors will develop and implement individual schedules for each student with the ultimate goal of acquiring and completing courses required by the state of NM to graduate with a high school diploma. Counselors will focus on getting 10th, 11th and 12th grade students as many UNM courses as possible that will fulfill the graduation requirements as well as accumulate college credits. There will be times when a UNM course is not available for a specific requirement for a student and MA teachers will then provide the required course for the student. Counselors will make every effort to provide a working schedule for all students participating in athletics (football, soccer, basketball, track, dance, cheer etc...). Counselors will make every effort to only schedule students for classes during the established school hours. There are often classes offered outside of these hours that students are interested in. Parents will be required to complete an agreement form for any class outside of school hours that a student wishes to take, agreeing to the student's participation as well as self-transportation.

UNM Gallup implements many online courses. Often a subject is only taught online and there are not "live" teacher options. Students must be prepared to be successful by being self-motivated, organized, and punctual and aware of all requirements, assignments and due dates for every course they are enrolled in.

Students are discouraged from dropping and/or withdrawing from UNM courses. Especially after the pre-determined "Drop" date. Counselors schedule students for courses they need and/or will benefit from. Dropping the course is putting the student at risk of not completing required courses to graduate and affects a student's transcript; both high school and collegiate. Students must pass college courses with a "C" or higher in order to receive college credit. "C-" and lower grades can be replaced on a collegiate transcript if the course is retaken and a higher grade is obtained. However, grades are never replaced on a high school transcript. "C-, D+, D and D" grades still fulfill course requirements on high school diplomas but will significantly lower a student's GPA. If a college course is repeated to replace a grade on a college transcript, it must be paid for a second time. This is costly to MA and GMCS. Students must make every effort to complete and pass ALL courses.

Counselors at McKinley Academy are also available to students for issues unrelated to academics. Our staff is available to any student needing help or guidance and will help facilitate communication with parents and/or other professionals.

2021-2022 Gallup McKinley County Schools Calendar:

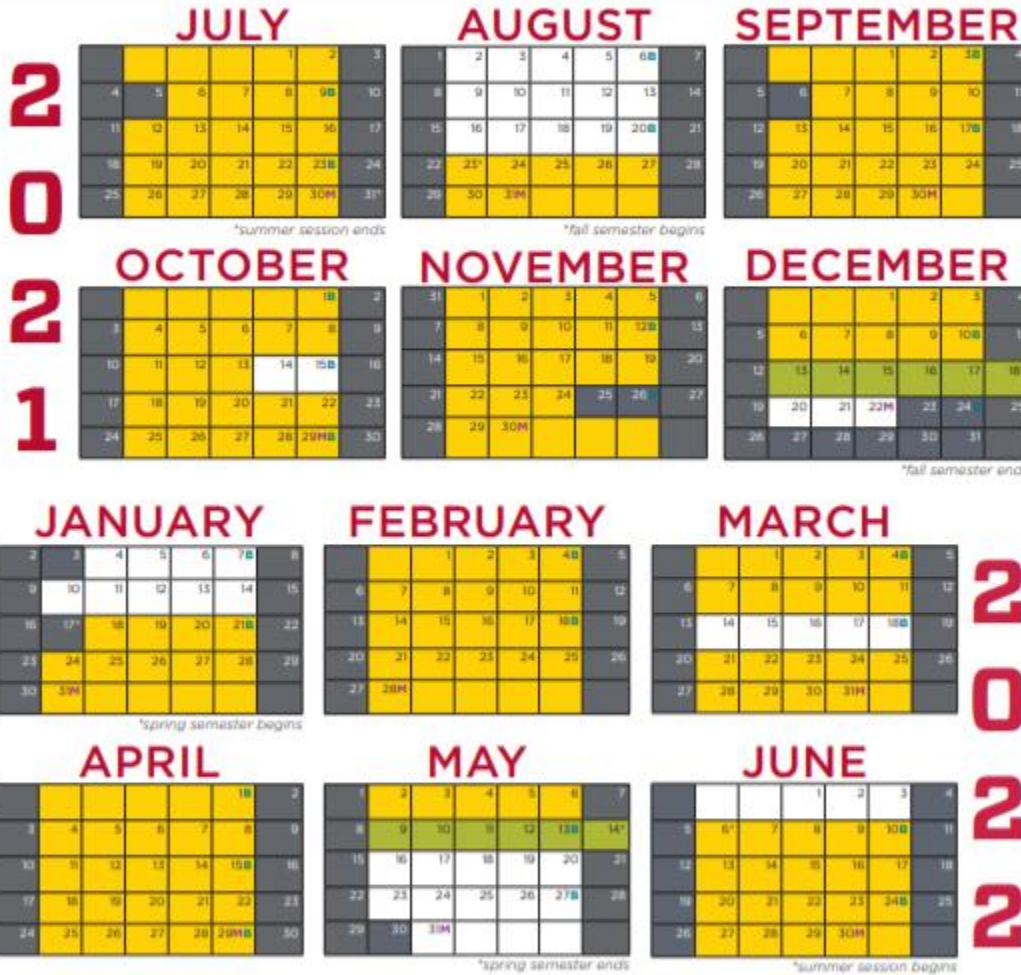
GALLUP MCKINLEY COUNTY SCHOOLS | 2021-2022 CALENDAR

<p>4 Independence Day</p>	<p>JULY '21</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> <td>3</td> </tr> <tr> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> </tr> <tr> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> </tr> <tr> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> </tr> <tr> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> <td>31</td> </tr> </tbody> </table>	S	M	T	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	<p>JANUARY '22</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> </tr> <tr> <td>9</td> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> </tr> <tr> <td>16</td> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> </tr> <tr> <td>23</td> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> </tr> <tr> <td>30</td> <td>31</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	S	M	T	W	Th	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						<p>3 Students Return 6 Early Release 17 M.L. King Day</p>
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<p>11 Indigenous Day 7 End of Q1 8 & 11 Fall Break 14 Early Release 31 Halloween</p>	<p>OCTOBER '21</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> </tr> <tr> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> </tr> <tr> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> </tr> <tr> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> </tr> <tr> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> </tr> <tr> <td>31</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							<p>APRIL '22</p> <table border="1"> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>Th</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> </tr> <tr> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> </tr> <tr> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> </tr> <tr> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> </tr> <tr> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> </tr> </tbody> </table>	S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	<p>15 Good Friday 17 Easter Sunday 25 Navajo Sovereignty</p>
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2021-2022 University of New Mexico Calendar:



2021-2022 Campus Calendar



- Weekends/Observed Holidays
- Classes in Session
- Fall/Spring Finals
- B - Biweekly paydays
- M - Monthly paydays

For more details on the academic calendar visit registrar.unm.edu. For more details on the payroll calendar visit payroll.unm.edu. Observed holiday dates are approved by the UNM President's Office and are subject to change. Visit hr.unm.edu/calendars for updates.

2021-2022 Observed Holidays

Independence Day | July 5
 Labor Day | Sept. 6
 Thanksgiving | Nov. 25-26
 Winter Break | Dec. 23, 2021-Jan. 3, 2022
 Martin Luther King Jr. Day | Jan. 17, 2022
 Memorial Day | May 30, 2022

Human Resources
 505-277-MyHR (6947) | hr.unm.edu | hrinfo@unm.edu

