

# **nsaa** new school for the arts & academics

A Visual & Performing Arts & Academics

High School and Middle School

Ronald F. Caya, Founder

Katy Ferrell-Cardenas, Executive Dean

Dear Parents,

You are receiving this letter because your son or daughter has been placed on academic probation due to his or her progress report or report card grades. All students with either more than one F, or with one F and 2 Ds, are on academic probation a minimum of two weeks, until they make significant improvements in their classes. We have or will be meeting with your child to explain this, and the steps that must be taken.

Academic Probation as defined in the Code of Conduct:

*The student may not participate in performances or exhibit artwork during this time, but continues to attend all classes. The student is also expected to participate in tutoring through NSAA's program, or with an outside organization at parental discretion. Study hall may also be recommended. The duration of academic probation is individually determined; generally, it lasts until significant progress is made in the class(es) concerned.*

Your student **must** attend tutoring at lunch or seek extra help from the teacher during their office hours. He or she must also check in with each teacher at least once a week, to make sure requirements for assignments are clear and that no responsibility has been overlooked. They are responsible for following these intervention plans.

It is the responsibility of each student to make up failed credits on their own time and at their own expense if need be.

In order to be returned to good standing and extracurricular activities, your student has been given a grade verification page that each teacher will complete it as they make progress after two weeks and parents must sign it as well. If this shows improvement (no longer having more than one F, or one F and 2 Ds), the student will be released from probation and full privileges will be restored. If, at that time, progress has not been made, we will consider adjusting the student's schedule to remove him or her from one or more electives in favor of study hall.

If you have any questions regarding this letter, feel free to call or email. Also remember to check with teachers by email for current progress, and review their website calendars for current important assignments and test dates.

Sincerely,

Katy Cardenas  
Executive Dean