

# Memorial High School

## Parent Edition



# 2022-2023 Handbook

# Rights

## Legal Custody

A parent or guardian who has legal custody of a child and does not wish the other parent, parents, or persons to have access to the child should present the proper legal documents to the principal to establish custody rights. A parent or guardian who has gained custody of the student must present to the school legal documents before the student is permitted to enroll.

## FERPA Statement of rights

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the district receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the district to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the student of records request unless it states in its annual notification that it intends to forward records on request.) The following student directory information may be published or transmitted by Internet without prior parent consent:

- Student's name, address, telephone, date and place of birth;
- Student's participation in officially recognized activities, sports, weight and height of members of athletic teams;
- Student's date of attendance, name of school, degrees and awards received;

Parents may request in writing that the above directory information not be published or transmitted by the school district.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA are:

Family Policy Compliance Office,  
U.S. Department of Education,  
400 Maryland Avenue, SW  
Washington DC 20202-5901.

The office of the Superintendent of Schools  
shall maintain the official FERPA policy.

## Greetings Charger Family!

Memorial High School is the home of the Chargers, where our vision is Achieve and we believe "College and Career Readiness is not a Dream...it's a plan!" Memorial High School was founded in 1962 and was named "Memorial" in memory of those soldiers who fought in World Wars I & II, as well as the Korean and Vietnam Conflicts.

As you begin or continue your high school journey, you will need guidance, love and support and our Memorial family will be here to encourage and inspire you.

We hope you will take advantage of every opportunity to grow both academically and emotionally during your time with us. Memorial is large enough to offer a variety of activities and programs but small enough for all students to get involved.

Charger Strong,

## Memorial High School Leadership Team



**Dr. Grooms**  
Principal

**Mr. Vestal**  
Vice Principal

**Ms. Brown**  
Vice Principal

**Mr. Dover**  
Dean/AD

**Mr. Moss**  
Dean

**Mr. Duncan**  
Dean



**Mr. Ronning**  
A-G Counselor

**Mrs. Johnson**  
H-O Counselor

**Mrs. Kerpan**  
P-Z Counselor

**Officer Starr**  
TPS Police Officer

**Officer Gunter**  
TPS Security

**Mrs. Green**  
Social Worker

## Ways To Be Successful at MHS!

- Join our Facebook page @TulsaMemorialChargers
- Follow us on IG @TulsaMemorialChargers
- Know your teachers and schedule
- Be at school every day & Be on time to your classes
- Get your PowerSchool password from the main office
- Get involved in a club or sport
- Don't get behind in your classes
- Make new friends

# Daily Bell Schedule for 2022-23

## Memorial High School

<b>MONDAY – THURSDAY</b>	
1	8:30 – 9:30
2	9:35 – 10:25
3	10:30 – 11:20
4	11:25 – 12:15
5A – Lunch	12:15 – 12:40
5A	12:45 – 1:45
5B	12:20 – 12:45
5B – Lunch	12:45 – 1:10
5B	1:15 – 1:45
6	1:50 – 2:40
7	2:45 – 3:35

<b>FRIDAY</b>	
Advisory / Activity / Pep Rally	
1	8:30 – 9:15
2	9:20 – 10:05
3	10:10 – 10:55
Adv/Act/Pep	11:00 – 11:40
4	11:45 – 12:30
5A – Lunch	12:30 – 12:55
5A	1:00 – 1:55
5B	12:35 – 1:00
5B Lunch	1:00 – 1:25
5B	1:30 – 1:55
6	2:00 – 2:45
7	2:50 – 3:35



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# 2022-2023 STUDENT CALENDAR

FIRST DAY OF CLASSES: AUGUST 18  
LAST DAY OF CLASSES: MAY 25\*\*

» First Day of Quarter

Last Day of Quarter «

Parent Conference Days Oct. 19, March 10

Commencement Week May 15-20

Holiday/Break — No Classes

Orientation day

Aug. 16

## CLASSES NOT IN SESSION

Labor Day	September 5
Teacher PD day	September 6
Teacher PD day	September 17-18
Fall Parent/Teacher Conferences*	October 19
Fall Break	October 20-21
Teacher PD day	October 22
Civic Day	November 7
Thanksgiving	November 8
Winter Break	November 21-25
Teacher PD day	December 19-January 2
Martin L. King Jr.	January 3
President's Day	January 16
Teacher PD day	February 20
Teacher PD day	February 21
Teacher PD day	February 22
Spring Parent/Teacher Conferences*	March 9
Spring Break	March 10
Teacher PD day	March 13-17
Teacher PD day	March 18
April Holiday	April 27
	April 28

\* Please check with your school for exact dates and times

\*\* Any additional calendar days beyond May 25, 2022, naturally occurring or other, will result in an extension of the calendar or Distance Learning days could be declared.

## AUGUST 2022

SU	M	TU	W	TH	F	SA
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			

## SEPTEMBER 2022

SU	M	TU	W	TH	F	SA
				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	

## OCTOBER 2022

SU	M	TU	W	TH	F	SA
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					

## NOVEMBER 2022

SU	M	TU	W	TH	F	SA
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			

## DECEMBER 2022

SU	M	TU	W	TH	F	SA
				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

## JANUARY 2023

SU	M	TU	W	TH	F	SA
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				

## FEBRUARY 2023

SU	M	TU	W	TH	F	SA
	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				

## MARCH 2023

SU	M	TU	W	TH	F	SA
	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	

## APRIL 2023

SU	M	TU	W	TH	F	SA
						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						

## MAY 2023

SU	M	TU	W	TH	F	SA
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			

## JUNE 2023

SU	M	TU	W	TH	F	SA
				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	

## JULY 2023

SU	M	TU	W	TH	F	SA
						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					



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# 2022-2023

CALENDARIO DE ESTUDIANTES

INICIO DE CLASES: AGOSTO 18  
ULTIMO DÍA DE CLASES: MAYO 25\*\*

» primer día del trimestre último día del trimestre «

Juntas con los padres de familia oct. 19, marzo 10

Semana de graduación mayo 15-20

Festivos/Vacaciones – No hay clases

La orientación

agosto 16

## NO HAY CLASES

Día del trabajo	septiembre 5
Desarrollo profesional	septiembre 6
Desarrollo profesional	octubre 17-18
Junta de P.F. otoño*	octubre 19
Vacaciones de otoño	octubre 20-21
Desarrollo profesional	noviembre 7
Día cívico	noviembre 8
Día de acción de gracias	noviembre 21-25
Vacaciones de invierno	diciembre 21- enero 2
Desarrollo profesional	enero 3
Martin L. King Jr.	enero 16
Día del presidente	febrero 20
Desarrollo profesional	febrero 21
Desarrollo profesional	March 9
Junta de P.F. primavera**	marzo 10
Vacaciones de primavera	marzo 13-17
Desarrollo profesional	abril 27
Día festivo en abril	abril 28

\* Por favor consulte con su escuela para fechas y horarios exactos.

\*\* Cualquier día adicional después del 25 de mayo de 2022, que ocurra naturalmente u otro, resultará en una extensión del calendario o se podrían declarar días de aprendizaje a distancia.

## AGOSTO 2022

DO	LU	MA	MI	JU	VI	SA
	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			

## SEPTIEMBRE 2022

DO	LU	MA	MI	JU	VI	SA
	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

## OCTUBRE 2022

DO	LU	MA	MI	JU	VI	SA
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					

## NOVIEMBRE 2022

DO	LU	MA	MI	JU	VI	SA
	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			

## DICIEMBRE 2022

DO	LU	MA	MI	JU	VI	SA
	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						

## ENERO 2023

DO	LU	MA	MI	JU	VI	SA
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				

## FEBRERO 2023

DO	LU	MA	MI	JU	VI	SA
	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

## MARZO 2023

DO	LU	MA	MI	JU	VI	SA
	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

## ABRIL 2023

DO	LU	MA	MI	JU	VI	SA
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						

## MAYO 2023

DO	LU	MA	MI	JU	VI	SA
	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		

## JUNIO 2023

DO	LU	MA	MI	JU	VI	SA
	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

## JULIO 2023

DO	LU	MA	MI	JU	VI	SA
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					



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# IMPORTANT CONTACTS

## COUNSELORS / NEW STUDENT ENROLLMENT

A-G: Russ Ronning	833-9611	<a href="mailto:ronniru@tulsaschools.org">ronniru@tulsaschools.org</a>
H-O: Twanna Johnson	833-9656	<a href="mailto:johnstw@tulsaschools.org">johnstw@tulsaschools.org</a>
P-Z: Sherri Kerpan	833-9638	<a href="mailto:kerpash@tulsaschools.org">kerpash@tulsaschools.org</a>

## ENGLISH LANGUAGE LEARNERS

Maya Thomas	<a href="mailto:thomama@tulsaschools.org">thomama@tulsaschools.org</a>
Darling Arredondo	<a href="mailto:arreda@tulsaschools.org">arreda@tulsaschools.org</a>

## SPECIAL EDUCATION

Madison Johnson	<a href="mailto:johnsma4@tulsaschools.org">johnsma4@tulsaschools.org</a>
Loretta Palmore	<a href="mailto:palmolo@tulsaschools.org">palmolo@tulsaschools.org</a>

## ATTENDANCE

Tina Rolland	833-9603	<a href="mailto:rollati@tulsaschools.org">rollati@tulsaschools.org</a>
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## MAIN OFFICE STAFF

Connie Anderson	833-9639	<a href="mailto:anderco2@tulsaschools.org">anderco2@tulsaschools.org</a>
Lucretia Thurman	833-9613	<a href="mailto:thurmlu@tulsaschools.org">thurmlu@tulsaschools.org</a>
Erika Dover	833-9606	<a href="mailto:doverer@tulsaschools.org">doverer@tulsaschools.org</a>

## DEANS OFFICE

Alicia Guinn	833-9633	<a href="mailto:guinnal@tulsaschools.org">guinnal@tulsaschools.org</a>
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## TREASURER

Carla Evans	833-9640	<a href="mailto:evansca@tulsaschools.org">evansca@tulsaschools.org</a>
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## DISCIPLINE

Steve Moss	833-9621	<a href="mailto:mossst@tulsaschools.org">mossst@tulsaschools.org</a>
Mark Dover	833-9623	<a href="mailto:doverma@tulsaschools.org">doverma@tulsaschools.org</a>
Blake Duncan	833-9612	<a href="mailto:duncabl@tulsaschools.org">duncabl@tulsaschools.org</a>

## AP EXAMS / TCC COURSES (on-site) / EDGE

Michelle Brown	833-9635	<a href="mailto:brownmi4@tulsaschools.org">brownmi4@tulsaschools.org</a>
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## ICAP MANAGER

Brandon Coons	<a href="mailto:coonsba@tulsaschools.org">coonsba@tulsaschools.org</a>
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## PFL/CPR

Jimmy Vestal	833-9622	<a href="mailto:vestaja@tulsaschools.org">vestaja@tulsaschools.org</a>
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## ATHLETICS

Mark Dover	833-9623	<a href="mailto:doverma@tulsaschools.org">doverma@tulsaschools.org</a>
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## PSAT / SAT EXAMS & STATE EXAMS

Michelle Williams	833-7256	<a href="mailto:willimi3@tulsaschools.org">willimi3@tulsaschools.org</a>
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## HEALTH GUIDELINES / NURSE

Rachel Rogers	833-9634	<a href="mailto:rogerra@tulsaschools.org">rogerra@tulsaschools.org</a>
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## STUDENT ACTIVITIES

<b>Seniors</b>	Sommer Baker	<a href="mailto:bakerso@tulsaschools.org">bakerso@tulsaschools.org</a>
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<b>Juniors</b>	Mary Beth Prather	<a href="mailto:prathma@tulsaschools.org">prathma@tulsaschools.org</a>
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<b>Sophomores</b>	Brandi Kent/Stacy Jellison	<a href="mailto:kentbr@tulsaschools.org">kentbr@tulsaschools.org</a> <a href="mailto:jellist@tulsaschools.org">jellist@tulsaschools.org</a>
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<b>Freshmen</b>	Madison Johnson/Kelsey Kriss	<a href="mailto:johnsma4@tulsaschools.org">johnsma4@tulsaschools.org</a> <a href="mailto:krisske@tulsaschools.org">krisske@tulsaschools.org</a>
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## RESOURCES (clothing, food, housing, mental health, etc.)

Doris "Shea" Green	833-9627	<a href="mailto:greendo@tulsaschools.org">greendo@tulsaschools.org</a>
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## MEALS

[www.TulsaSchools.org/mealsites](http://www.TulsaSchools.org/mealsites)

## TRANSPORTATION

Steve Moss	833-9621	<a href="mailto:mossst@tulsaschools.org">mossst@tulsaschools.org</a>
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## EDUCATION SERVICE CENTER

746-6800	<a href="mailto:TPSinfo@tulsaschools.org">TPSinfo@tulsaschools.org</a>
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## ENROLLMENT CENTER

746-7500	<a href="mailto:enroll@tulsaschools.org">enroll@tulsaschools.org</a>
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## MHS LEADERSHIP TEAM

Principal	Dr. Rebecca Grooms	833-9693	<a href="mailto:groomre@tulsaschools.org">groomre@tulsaschools.org</a>
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Assistant Principal	Jimmy Vestal	833- 9622	<a href="mailto:vestaja@tulsaschools.org">vestaja@tulsaschools.org</a>
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Assistant Principal	Michelle Brown	833-9635	<a href="mailto:brownmi4@tulsaschools.org">brownmi4@tulsaschools.org</a>
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## HEAD CUSTODIAN

Delores Cornelius	<a href="mailto:cornede@tulsaschools.org">cornede@tulsaschools.org</a>
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## SCHOOL POLICE OFFICER/SECURITY

Jason Starr (Police) Shon Gunter (Security)	833-9675	<a href="mailto:starrja@tulsaschools.org">starrja@tulsaschools.org</a>
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## SITE TECH

Librarian	Amy Jones	833-9608	<a href="mailto:jonesam@tulsaschools.org">jonesam@tulsaschools.org</a>
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## Upcoming Events:

### August

- Advisory Schedule- August 18<sup>th</sup> and 19<sup>th</sup>
- MAP Testing for 9<sup>th</sup> and 10<sup>th</sup> grade

### September

- *No school- Labor Day (Monday, September 5<sup>th</sup>)*
- *No school- Teacher PD (Tuesday, September 6<sup>th</sup>)*
- Freshmen Day/Pep Rally- Friday, September 9<sup>th</sup> (Spirit Dress-up Day!)
- Midtown Classic Football vs. Edison- Friday, September 9<sup>th</sup> @7:00pm
- Back to School Night- Thursday, September 15<sup>th</sup> @ 5:30pm

### October

- PSAT- TBD
- Grade-level Hallway Decorating Complete- Sunday, October 2<sup>nd</sup>
- First Activity Period- Friday, October 7<sup>th</sup>
- Homecoming- Friday, October 7<sup>th</sup> (Spirit Dress-Up Day!)
- Homecoming Week Dress-Up Days (October 3<sup>rd</sup> – October 7<sup>th</sup>)
- Parent-Teacher Conferences- Monday, October 10<sup>th</sup> (4:00 – 7:00)
- Parent-Teacher Conferences- Tuesday, October 11<sup>th</sup> (4:00-7:00)
- *No School- October 17<sup>th</sup> – 21<sup>st</sup> (Fall Break)*
- Junior Day- October 14<sup>th</sup>
- Charger Card Celebration- Friday, October 28<sup>th</sup> (Honor Roll)

### November

- Student Activity Period- November 4<sup>th</sup>
- *No School- Monday, November 7<sup>th</sup>*
- *No School- Tuesday, November 8<sup>th</sup>*
- Holly Ball- Saturday, November 12<sup>th</sup> @ 7:00pm at LaFortune Community Center
- Perfect Attendance Celebration- Friday, November 18<sup>th</sup>
- *No School- Thanksgiving Break- November 21<sup>st</sup> - 25<sup>th</sup>*

### December

- Activity Period- Friday, December 2<sup>nd</sup>
- *No School- December 19<sup>th</sup> - January 3<sup>rd</sup> (Winter Break)*

### January

- Activity Period- Friday, January 6<sup>th</sup>
- MAP Testing for 9<sup>th</sup> and 10<sup>th</sup> grade
- Charger Card Celebration- Friday, January 13<sup>th</sup>
- *No School- Martin Luther King Jr. Holiday (Monday, January 16<sup>th</sup>)*
- MAP Growth Celebration- TBD

## February

- Activity Period- Friday, February 3<sup>rd</sup>
- Memorial Madness Week Dress-up Days- February 6<sup>th</sup> – 10<sup>th</sup>
- Basketball Pep Rally- Friday, February 10<sup>th</sup>
- Final Four Royal Court Game- Saturday, February 11<sup>th</sup>
- ***No School- President's Day Holiday (Monday, February 20<sup>th</sup> , and Tuesday February 21<sup>st</sup>)***

## March

- Activity Period- Friday, March 3<sup>rd</sup>
- Parent-Teacher Conferences- Monday, March 6<sup>th</sup> (4:00 – 7:00)
- Parent-Teacher Conferences- Tuesday, March 7<sup>th</sup> (4:00 – 7:00)
- Perfect Attendance Fieldtrip to Zoo- Wednesday, March 8<sup>th</sup>
- ***No School- Spring Break (March 9<sup>th</sup> – March 17<sup>th</sup>)***
- Charger Card Celebration- Super Chargers!

## April

- Activity Period- Friday, April 7<sup>th</sup>
- Senior Day- Friday, April 14<sup>th</sup> at Gathering Place
- Prom- April 15<sup>th</sup>
- ***No School Thursday, April 27<sup>th</sup> & Friday, April 28<sup>th</sup>***
- Sophomore Day- TBD
- SAT Testing- TBD
- General Science Test- TBD
- US History Test- TBD

## May

- AP Testing- Monday, May 1<sup>st</sup> – Friday, May 12<sup>th</sup>
- Senior Activities- Monday, May 15<sup>th</sup> – Friday, May 19<sup>th</sup>
- Perfect Attendance and Super Pride Card Holder Celebration- TBD
- Last Day of School- Thursday, May 25<sup>th</sup> (if there are no snow days)

## Policies & Procedures

ID Cards: For the security of our students and staff, all Memorial High School **students must wear and display IDs at all times** when on school property. Failure to display an identification card may result in disciplinary action.

- ID cards and lanyards will be supplied to each student at the beginning of the year at no charge.
- ID cards will be required to attend school-sponsored activities such as football and basketball games.
- If a student forgets their ID badge, they can receive 1 temporary ID Card to wear for the day (1 per semester). If a student forgets it again, a replacement ID will need to be purchased for \$2.00.

Random Bag Searches: Random bag and person searches will be conducted **1-3 times per month**.

Closed Campus: We are a closed campus. Students **cannot leave campus for any reason** unless a parent/guardian checks them out or they are enrolled in Tech or Concurrent Enrollment. Students leaving campus during the day will receive disciplinary action.

Food Delivery Policy: Students **may not receive any food deliveries at any time during the day**. Deliveries will be sent back to the restaurant. Any delivery driver on property will be asked to leave the campus. **Students ordering food will be subject to appropriate consequences.**

Students Opening Doors for Other Students or Visitors: All visitors **AND Students must enter through the main doors** at the front of the school. **Students caught opening any door for a visitor OR OTHER STUDENTS will be subject to disciplinary action.**

Parking Permits: **All student and staff drivers must register their car with Campus Police** and receive a Memorial High School Parking Permit. Cars **without permits are subject to fines and/or towing at owner's expense**. Students must park in the designated student parking lot.

Dress Code: Students are **required to be in dress code at all times** when on school property. Students out of dress code will be required to change clothing or will be placed in TRAICE for the remainder of the day.

(see dress code on next page)

Hall Sweeps: **Regular hall sweeps** will be conducted each week. If students get caught in a hall sweep, they will receive a verbal warning the first time and detention each additional time (per semester).

Lunchtime Procedures: Students must eat lunch in the designated areas- large cafeteria, small cafeteria, or breezeway. Students **may not go beyond the gate** by the large gym **during their lunch period** unless they have a pass or sticker from a teacher. Students may not eat or hangout in any other area of the building but the approved areas. **Students may not leave campus during lunch or order food.**

Headphones/Ear buds: Students must **only have one earbud in one of their ears** or one side of their headphones covering one of their ears before and after school, during passing periods and at lunchtime.

Hall Passes: Students are **not allowed in the hallway during class time without a pass**. Students in the hallway without a pass will receive appropriate consequences.

Portable Speakers: **Portable speakers are not allowed to be played at any time** during the day including lunchtime and in the hallways.

TRAICE: If a student is assigned TRAICE he or she will be **required** to do the following:

- **Turn in cell phone to TRAICE teacher** (phones will be returned at the end of 7<sup>th</sup> hour)
- Complete work in each subject in which they are enrolled
- **Follow the rules in the TRAICE room or further action will be taken**

Tobacco/Vapes: We have a “no tolerance” policy regarding the possession of or the use of tobacco or vapes and related paraphernalia. **Any student found in possession of or in use of tobacco or vapes and related paraphernalia will receive consequences** and TPS Campus Police or the Tulsa Police Department may be notified and a \$100.00 ABLE ticket may be issued.

Alcohol and Illegal Substances: We have a “no tolerance” policy regarding the possession or the use of alcohol or illegal substances and related paraphernalia. Any student **found in possession of or in use of alcohol or illegal substances will receive consequences** and TPS Campus Police or the Tulsa Police Department will be notified.

Student Arrival: School **doors will open at 8:00am** every morning. In case of inclement weather or if the temperature is below 40 degrees, doors will be opened at 7:45am. Students **arriving after 8:30am**, will need to get a **tardy slip** from Mrs. Rolland at the Attendance Desk.

Student Departure: All students **must be out of the building by 3:45pm**. Students will not be allowed in the building after 3:45pm unless they are with a teacher or coach.

Attendance: Students **are expected to attend all classes**, every day. A student with more than 9 absences per semester may lose credit for courses in which they are enrolled. In addition, students on transfers to Memorial may have their transfer revoked due to poor attendance. If a student must be absent for a valid reason, a parent or guardian must call the school or write a letter to explain the absence or the absence will be considered truancy and unexcused.

Tardies: Students will **receive consequences after their 5<sup>th</sup> tardy**. Consequences can include detention, student and parent conference, TRAICE and/or referral.

Make-Up Work: Students with **excused absences** will have the **same number of days they were absent to turn in make-up work** (if a student is absent 2 days, he or she will have 2 school days to turn in make-up work). Students are responsible for getting and completing their make-up work.

Classroom Detention Policy: **Teachers may give detention** for the following offenses:

- Tardies
- Inappropriate dress
- Failure to wear ID
- Inappropriate use of cell phone
- Disrespect
- Failure to follow classroom rules
- Skipping/cutting

Detention Process: **Teachers will follow the steps below** before a detention or referral is written. Detention is held on Tuesdays and Thursdays before and after school.

1. Verbal warning
2. Student Conference in hallway
3. Parent Contact
4. Detention assigned with parent contact
5. PowerSchool Referral

Hallway Behavior:

- **Walk to the right** of the hallways and do not block traffic by standing in groups.
- **Do not run** in the hallways.
- **Do not congregate** in the halls, locker areas, or commons areas area between classes.
- **Do not scream or yell** in the hallways.
- All stairwells located throughout the building are **monitored by cameras at all times**, do not sit on the stairs or congregate in stairwells.
- Students not following appropriate hallway behavior **may receive disciplinary action**.

Library Procedures: All students **must have a pass from a staff member to go to the library** during class time. The library is closed daily during 4<sup>th</sup> hour unless students are with their teacher. The library is open during both lunches but students must obtain a library sticker to go to the library at lunchtime (see Ms. Jones in the library).

Skateboards/Roller Blades: **Skateboards and/or roller blades are not permitted at school.**

Search and Seizure: Students have no right of privacy towards school staff in the contents of their lockers, desk or other school property. If there is reasonable suspicion, **TPS has the authority** to detain, search, or authorize the search of any student or property in the possession of the student for weapons, substances, intoxicating beverages, wireless devices, or stolen property.

Cell Phones: It is our expectation that students engage and participate in their own learning. To be fully engaged, students **should not have their cell phones out during class time**. Students with their cell phones out in class without specific permission from their teacher will be subject to the detention process listed previously. Students will be allowed to use their cell phones before and after school, in between classes, and at lunch.

Deliveries for Students: **Deliveries of gifts, flowers, balloons, etc. is discouraged**. Deliveries will be kept in the Main Office until the end of the day for the student.

Vending Machines: Vending machines **can be used** before and after school, during passing period, and at lunchtime.

Prescription/Non-prescription Medication: All **medication must be checked into the school nurse**, Mrs. Rogers. Written parental permission must be on file before a student can take the medicine. Students may not carry prescriptions or over-the-counter drugs on their person.

Visitors: All **visitors must enter through the main doors** at the front of the school and check in at the Attendance Desk or Main Office with a valid ID. Students caught **opening any door for a visitor** will be subject to disciplinary action.

Check-Out Procedures: Parents/guardians must **come to the Attendance Desk to check out students** and have a Valid ID. Only adults listed on the student's PowerSchool page can check students out of school.

### Important Student Information

Lunch Forms: School **lunch forms are due to the main office by October 1<sup>st</sup>, 2022**. All students are expected to turn in a school lunch form even if they do not qualify for free or reduced lunch. If a student does qualify for free or reduced lunch and does not turn in his or her form by October 1<sup>st</sup>, **they will be charged full price for breakfast and lunch including all the breakfast and lunches students received since the beginning of the year**. Lunch forms can be completed online or on paper. Paper copies can be obtained in the main office.

Lockers: Individual lockers are provided for all students. **Locker assignments will be given by 1<sup>st</sup> hour teachers**. Locks are highly encouraged, and the combination should be given to their 1<sup>st</sup> hour teacher.

Work Permit for Students 14 or 15 years of Age: For students 14 or 15 years of age that want to get a job, they must **obtain a work permit from Mrs. Anderson in the Main Office**. To receive a work permit, students must have good attendance according to the State Department of Education's guidelines.

Driver's Permit: Driver's **Permits can only be obtained from the TPS Enrollment Center** with these requirements:

PowerSchool Passwords: Student PowerSchool **passwords can be obtained in the Main Office**.

Grade Point Average (GPA): The **standard 4-point grading system** (A-4, B-3, C-2, D-1, F-0) will be used calculating the GPA on all student transcripts. Students who take **Advanced Placement** courses and **Concurrent Enrollment** (AP classes and college classes) will use a **5-point grading system** (A-5, B-4, C-3).

Counselors: Each student is **assigned a counselor based on the first letter of the student's last name**. Counselors are divided alphabetically in the following way:

- A-G: Mr. Ronning (Main Office)
- H-O: Mrs. Johnson (Main Office)
- P-Z: Mrs. Kerpan (Main Office)

Social Worker: Mrs. Green is our **school-based social worker** and is located in an office above the Attendance Desk.

Tulsa Technology Center: Students interested in attending Tulsa Technology Center during their junior and senior year, must **complete the application during their sophomore year**. Students should see their counselor for more information.

## Memorial High School Dress Code

It is hoped that a minimum amount of time is spent on enforcement of dress code. It is the responsibility of the student and the parent/guardian to follow the dress code.

**“Armpits to Fingertips, No Skin Showing.”**

**The school has the authority to decide the appropriateness of any clothing/accessory.**

<b>Shorts / Skirts / Dresses</b>	<b>Jeans / Pants</b>
<ul style="list-style-type: none"><li>▪ “Finger Tip Rule” - shorts, dresses, or skirts must be longer than the tip of the longest finger with arms fully extended against the leg (no tears, cuts, or holes in garments above this point are acceptable).</li></ul>	<ul style="list-style-type: none"><li>▪ Holes in garments are not allowed above the tip of the longest finger with arms fully extended against the leg. Use the “Finger Tip Rule” unless tights are worn underneath or the holes are patched.</li><li>▪ Sagging is not permitted; pants should be worn above the hips.</li></ul>
<b>Hats / Doo-Rags / Bandanas / Sunglasses</b>	<b>Shirts / Tops</b>
<ul style="list-style-type: none"><li>▪ Bandanas and bandana patterns are not to be worn.</li><li>▪ Students may not wear sunglasses in the building</li></ul>	<ul style="list-style-type: none"><li>▪ Tops must have sleeves</li><li>▪ No strapless, off the shoulder, or halter tops.</li><li>▪ No crop tops or any top that shows stomach.</li><li>▪ No stomach, chest, or undergarments should show at any time even while sitting or leaning.</li></ul>
<b>Language / Symbols / Graphics</b>	<b>Hoodies / Hoods</b>
<ul style="list-style-type: none"><li>▪ Clothing displaying disruptive graphics, language, symbols, or gang affiliation, etc. is not allowed.</li><li>▪ Clothing advertising alcohol, drug, or tobacco is not allowed.</li></ul>	<ul style="list-style-type: none"><li>▪ Hoodies are allowed.</li><li>▪ Hoods are not to be worn on your head.</li></ul>

### **Dress Code Violations:**

Students out of dress code will be required to change clothing or will be placed in TRAICE for the remainder of the day and parent contact will be made.

- This includes hoods/hats worn on student’s head.
- Zipping/Buttoning up a jacket is not considered “changing” clothes when wearing an inappropriate top.

Continued dress code violations will result in additional days of TRAICE and a parent/guardian meeting to complete a student success plan.

## Graduation Terms to Know

ICAP: The State Department of Education requires **all graduating classes from 2023** and on to complete an **Individualized Career Academic Plan (ICAP) to graduate**. ICAP will be completed during advisory classes.

Personal Financial Literacy (PFL): State law requires that **all students complete PFL** online or in a class **to graduate**. Login instructions can be obtained from Mr. Vestal in the Main Office.

CPR (Cardiopulmonary resuscitation): The State Department of Education requires that **all students complete CPR training to graduate**.

FAFSA: All **seniors should go online to studentaid.gov** and complete the Free Application for Federal Student Aid to determine their eligibility to receive financial aid to go to college or university.

Tulsa Achieves: The **Tulsa Achieves Scholarship** program through Tulsa Community College will **pay up to 100% of tuition and fees** for students living in Tulsa County and graduating from a public or private high school. For more information, contact your counselor.

Oklahoma's Promise: With Oklahoma's Promise, students who meet certain criteria can earn **free college tuition** at an Oklahoma public 2-year college or 4 year university. To qualify, students must apply during their 8<sup>th</sup>, 9<sup>th</sup>, or 10<sup>th</sup> grade year. For more information, contact your counselor or go to [www.okpromise.org](http://www.okpromise.org).

# BEHAVIOR MATRIX



Remember: You are free to CHOOSE,  
but you are NOT FREE  
from the CONSEQUENCES of your CHOICE!

# 2022-2023 Testing

## 9<sup>th</sup> Grade

MAP Testing  
Reading/Math  
August

MAP Testing  
Reading/Math  
January

MAP Testing  
Reading/Math  
May

AP Testing  
Optional  
May

## 10<sup>th</sup> Grade

MAP Testing  
Reading/Math  
August

MAP Testing  
Reading/Math  
January

PSAT Testing  
October

MAP Testing  
Reading/Math  
May

AP Testing  
Optional  
May

## 11<sup>th</sup> Grade

SAT  
Test  
April

State Test  
US History  
April

State Test  
Science  
April

AP Testing  
Optional  
May

ACT/SAT  
Saturdays  
October-April

## 12<sup>th</sup> Grade

ASVAB  
Test  
September

ACT/SAT  
Saturdays  
October-April

AP Testing  
Optional  
May

**CLASS OF 2026/FRESHMEN**  
*GRADUATION REQUIREMENTS: 23 Credits*

**ENGLISH- 4 (1.0) CREDITS**

- English I/Advanced English I
- English II/Advanced English II
- English III/AP Lang & Comp
- English IV/AP Lit/Concurrent

**SCIENCE- 3 (1.0) CREDITS**

- Biology I/Advanced Biology I
- Physical Sci/Chem/Env. Science  
AND a third science:
- Earth Science
- Marine Biology
- AP Chemistry
- AP Environmental Science
- AP Physics

**FINE ARTS- (1.0)**

- Music, art, drama, OR speech

**ADDITIONAL UNIT- (1.0)**

- English, math, science, history,  
world language or technology

**ELECTIVES- (6.0)**

**TESTING**

- School Day SAT (junior year)
- Science (junior year)
- US History (junior year)

**MATH- 3 (1.0) CREDITS**

- Algebra I/Advanced Algebra I
- Geometry/Advanced Geometry  
AND a third math:
- Algebra II/Advanced Algebra II  
OR
- Math of Finance

**HISTORY- 3 (1.0) CREDITS**

- US Gov (.5)/AP US Government (1.0)
- OK History (.5)
- US History/AP US History  
AND a third history:
- World History/Military history
- Ancient Medieval History
- Psychology (.5)

**WORLD LANGUAGE OR  
COMPUTER TECH (2.0)**

- Spanish I & II
- Latin I & II
- French I & II  
OR
- Fundamental of Tech AND
- Multimedia Design or
- Desktop Publishing

**ADDITIONAL  
REQUIREMENTS**

- Personal Financial Literacy
- CPR
- ICAP (Individual Career Academic Plan)
- Naturalization Test 60% or higher

**CLASS OF 2025/SOPHOMORES**  
*GRADUATION REQUIREMENTS: 23 Credits*

**ENGLISH- 4 (1.0) CREDITS**

- English I/Advanced English I
- English II/Advanced English II
- English III/AP Lang & Comp
- English IV/AP Lit/Concurrent

**SCIENCE- 3 (1.0) CREDITS**

- Biology I/Advanced Biology I
- Physical Sci/Chem/Env. Science  
AND a third science:
- Earth Science
- Marine Biology
- AP Chemistry
- AP Environmental Science
- AP Physics

**FINE ARTS- (1.0)**

- Music, art, drama, OR speech

**ADDITIONAL UNIT- (1.0)**

- English, math, science, history,  
world language or technology

**ELECTIVES- (6.0)**

**TESTING**

- School Day SAT (junior year)
- Science (junior year)
- US History (junior year)

**MATH- 3 (1.0) CREDITS**

- Algebra I/Advanced Algebra I
- Geometry/Advanced Geometry  
AND a third math:
- Algebra II/Advanced Algebra II  
OR
- Math of Finance

**HISTORY- 3 (1.0) CREDITS**

- US Gov (.5)/AP US Government (1.0)
- OK History (.5)
- US History/AP US History  
AND a third history:
- World History/Military history
- Ancient Medieval History
- Psychology (.5)

**WORLD LANGUAGE OR  
COMPUTER TECH (2.0)**

- Spanish I & II
- Latin I & II
- French I & II  
OR
- Fundamental of Tech AND
- Multimedia Design or
- Desktop Publishing

**ADDITIONAL  
REQUIREMENTS**

- Personal Financial Literacy
- CPR
- ICAP (Individual Career Academic Plan)
- Naturalization Test 60% or higher

**CLASS OF 2024/JUNIORS**  
*GRADUATION REQUIREMENTS: 23 Credits*

**ENGLISH- 4 (1.0) CREDITS**

- English I/Advanced English I
- English II/Advanced English II
- English III/AP Lang & Comp
- English IV/AP Lit/Concurrent

**SCIENCE- 3 (1.0) CREDITS**

- Biology I/Advanced Biology I
- Physical Sci/Chem/Env. Science  
AND a third science:
- Earth Science
- Marine Biology
- AP Chemistry
- AP Environmental Science
- AP Physics

**FINE ARTS- (1.0)**

- Music, art, drama, OR speech

**ADDITIONAL UNIT- (1.0)**

- English, math, science, history,  
world language or technology

**ELECTIVES- (6.0)**

**TESTING**

- School Day SAT (junior year)
- Science (junior year)
- US History (junior year)

**MATH- 3 (1.0) CREDITS**

- Algebra I/Advanced Algebra I
- Geometry/Advanced Geometry  
AND a third math:
- Algebra II/Advanced Algebra II  
OR
- Math of Finance

**HISTORY- 3 (1.0) CREDITS**

- US Gov (.5)/AP US Government (1.0)
- OK History (.5)
- US History/AP US History  
AND a third history:
- World History/Military history
- Ancient Medieval History
- Psychology (.5)

**WORLD LANGUAGE OR  
COMPUTER TECH (2.0)**

- Spanish I & II
- Latin I & II
- French I & II  
OR
- Fundamental of Tech AND
- Multimedia Design or
- Desktop Publishing

**ADDITIONAL  
REQUIREMENTS**

- Personal Financial Literacy
- CPR
- ICAP (Individual Career Academic Plan)

**CLASS OF 2023/SENIORS**  
*GRADUATION REQUIREMENTS: 23 Credits*

**ENGLISH- 4 (1.0) CREDITS**

- English I/Advanced English I
- English II/Advanced English II
- English III/AP Lang & Comp
- English IV/AP Lit/Concurrent

**SCIENCE- 3 (1.0) CREDITS**

- Biology I/Advanced Biology I
- Physical Sci/Chem/Env. Science  
AND a third science:
- Earth Science
- Marine Biology
- AP Chemistry
- AP Environmental Science
- AP Physics

**FINE ARTS- (1.0)**

- Music, art, drama, OR speech

**ADDITIONAL UNIT- (1.0)**

- English, math, science, history,  
world language or technology

**ELECTIVES- (6.0)**

**TESTING**

- School Day SAT (junior year)
- Science (junior year)
- US History (junior year)

**MATH- 3 (1.0) CREDITS**

- Algebra I/Advanced Algebra I
- Geometry/Advanced Geometry  
AND a third math:
- Algebra II/Advanced Algebra II  
OR
- Math of Finance

**HISTORY- 3 (1.0) CREDITS**

- US Gov (.5)/AP US Government (1.0)
- OK History (.5)
- US History/AP US History  
AND a third history:
- World History/Military history
- Ancient Medieval History
- Psychology (.5)

**WORLD LANGUAGE OR  
COMPUTER TECH (2.0)**

- Spanish I & II
- Latin I & II
- French I & II  
OR
- Fundamental of Tech AND
- Multimedia Design or
- Desktop Publishing

**ADDITIONAL  
REQUIREMENTS**

- Personal Financial Literacy
- CPR
- ICAP (Individual Career Academic Plan)

# Student Incentives and Fun

**Charger Cards:** Students making a 3.0 and above with no referrals each Quarter (October, January, March) will receive a Charger Card to wear on their lanyard, behind their ID. Students who earned a Pride Card will receive random rewards throughout the quarter like getting released for lunch early, sweet treats, food truck during lunch, etc. Charger Cards will be delivered each quarter to advisory classes. Students who earn a pride card during each Quarter (3 Pride Cards) will qualify for a “Super Pride Card” and will attend the end of year activity.

**Friyays!:** Students with no tardies or absences each week will be put in a weekly drawing and one lucky student will receive a \$10.00 cash award (students qualify weekly, so if you have a bad week, you can qualify for the next Friyay!).

**Student Activity Periods:** Student Activity Periods will begin Friday, October 14<sup>th</sup> and will continue monthly until May. Students will select an activity they are interested in and will report to the designated area or classroom for their activity. Activity examples include cooking, gardening, movie club, book club, indoor sports, knitting, etc.

**Perfect Attendance Activities:** Students with perfect attendance will be rewarded with activities in November, March, and May. Activities will include fieldtrips to The Zoo, Fun Zone, and school day activities.

**MAP Growth Celebration:** 9<sup>th</sup> and 10<sup>th</sup> grade students meeting their MAP Growth Goal will be honored at an assembly in January. Families of the students will be invited!

**Memorial Madness Week:** We are starting a new Memorial Tradition this year during basketball season called “The Final Four.” It will be like our football homecoming but during basketball season. The week of February 6<sup>th</sup> – 10<sup>th</sup> will be known as Memorial Madness Week. Each day of the week there will be dress-up themed days. There will also be voting to nominate “The Final Four” on the Royal Court. The Final Four will be one student from each grade level that will be honored at the Pep Rally on Friday, February 10<sup>th</sup> and the basketball game on Saturday, February 11<sup>th</sup>. The Final Four winners will receive a custom Memorial Final Four jersey to wear.

**Freshmen Day:** Ninth grade students will receive a “Class of 2026” t-shirt and enjoy a field day and their 1<sup>st</sup> pep rally on Friday, September 9<sup>th</sup>.

**Sophomore Day:** Tenth grade students will purchase a “Class of 2025” t-shirt and enjoy a field day in April.

**Junior Day:** Eleventh grade students will purchase a “Class of 2024” t-shirt and enjoy a fieldtrip to The Zoo on Friday, October 14<sup>th</sup>.

**Senior Day:** Twelfth grade students will purchase a “Class of 2023” t-shirt and enjoy a fieldtrip to The Gathering Place on Friday, April 14<sup>th</sup>.

## CHARGER CREED

I am a Memorial Charger, a living part of a proud tradition.

These are my Charger Values:

Courage: I face my fears, do the right thing and encourage others to do the same.

Honesty: I am true in my words and deeds.

Achievement: I put forth maximum effort to get where I belong.

Respect: I show respect for others, their property and myself.

GratITUDE: I show appreciation to those helping me better myself.

Empathy: I strive to understand others, to see life through their eyes.

Responsibility: I meet my obligations, I take ownership of my life.

I am a Memorial Charger. These are my Values.