

Mission Early College High School



2024-2025 STUDENT HANDBOOK OVERVIEW



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PHOENIX PLEDGE

•MECHS students are expected to “pledge” to: respecting each other and themselves in all their actions, take care of themselves and one another, and to be honest and trustworthy in all they do. This pledge extends to their life/activities outside of school. Parents are asked to help support this pledge, as we are a Phoenix Family and look out for one another! Students and parents are asked to help us all adhere to the MECHS Core Values of: Organization, Perseverance, Integrity, and Kindness.



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ACADEMICS



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ACADEMIC STANDING

- **TSI Standards:** Students must meet Texas Success Initiative (TSI) standards to start college coursework.
- **Tutoring:** Students who don't meet TSI standards should attend tutoring sessions.
- **GPA Requirements:** Students must maintain a GPA of 2.0 or higher each term to stay eligible for college courses.
- **Academic Probation/Suspension:**
 - Academic Probation: Term GPA below 2.0 requires students to improve their academic standing.
 - Academic Suspension: Two consecutive semesters or overall GPA below 2.0 leads to suspension.
 - Students on probation or suspension must contact the EPCC counselor and copy the MECHS counselor.
- **Reinstatement:** Submit a Petition for Reinstatement with EPCC/UTEP if on probation/suspension.
- **Scholarship Opportunity:** Students with an associate degree and a GPA of at least 3.0 before their senior year might qualify for a UTEP scholarship.



ACCOMMODATION

- Students with SPED/504 accommodations are required to directly submit them to the Center for Students with Disabilities' for consideration at EPCC/UTEP. MECHS submits accommodations to College Board (CB) for AP, SAT, and PSAT testing consideration, but CB may decline the approval of the accommodation; it is the responsibility of the student to provide MECHS with approved CB accommodations (they mail them directly to you). SPED and 504 students are required to attend their meetings at MECHS with regard to their disability.



ADVANCED COURSES

- **Course Types:** All core classes are advanced: Honors, Dual Credit (DC), Advanced Placement (AP), or On Ramps (OR).
- **Honors:** Same curriculum as general courses but with increased rigor.
- **Dual Credit (DC):** Earns college and high school credit concurrently with a minimum grade of 75, taught by EPCC-credentialed instructors.
- **Advanced Placement (AP):** College Board-approved curriculum aimed at achieving scores of 3/4/5 on AP exams for potential college credit.
- **On Ramps (OR):** Dual Credit courses credentialed via UT Austin.
- **AP Exam Requirement:** Students must take the AP exam for each AP course in May and strive for success. Failure to take the exam results in assessed fees, payable before graduation or withdrawal.
- **Exam Proactivity:** Students must follow college course exam expectations and ensure no tests are missed.



CLASS STRUGGLES

Immediate Action: Students struggling with class content must promptly communicate with their teacher and attend tutoring.

Learning Center: Students should also seek help at the Learning Center for additional support.

Proactivity: It is crucial for students to be proactive in seeking assistance for their coursework.

Mandatory Tutoring: If a teacher recommends or requires tutoring, attendance is mandatory. Failure to attend will be treated as a disciplinary issue.

Parental Support: Parents are expected to reinforce the importance of attending required tutoring.

EPCC Classes: Students struggling in EPCC classes must immediately contact their instructor and attend the EPCC Tutoring Center. Poor performance can impact college standing and financial aid, affecting their status at MECHS.



HOMework

- Parents need to ensure that students have means and the time to complete homework required of their classes and that it is always turned in on time! With the exception of projects and studying, most classes will not assign homework due to the required lesson cycle/90-minute classes.



THE PHOENIX LEARNING CENTER

- The (Phoenix) Learning Center is in P29 and generally open daily from 8-5, to include during lunch. Our SCEI Coach and UTEP Tutors are available to assist students with their schoolwork; students can also earn Loss of Credit (LOC) hours while there. Teacher/SCEI Coach/administrative referrals to the Learning Center however, are NOT optional and failure to attend can result in disciplinary consequences for insubordination.



LESSONS

- Students are expected to take notes during presentations/lectures, annotate readings, and participate in subject-related class discussions. Students are not to be distracted/off-task during class nor disrupt learning. Students will not be allowed to sleep in class; parents are expected to ensure their child is getting “a good night’s sleep” each evening to help their child be prepared for class each day and positively contributing to their education.



ORGANIZATION

- MECHS students are expected to keep their schoolwork organized, updated, and neat, as their experience at and expectations from MECHS are aimed at preparing them for a successful completion of a university degree. All MECHS students are provided with an agenda which students are expected to keep up with and utilize. Parents are asked to help ensure their child is being diligent in their course preparation.



TESTING

- All MECHS students are required to take the EOC, TSI, SAT, and PSAT test when scheduled. Students who fail to take an AP test(s) will be assessed various fees, which must be paid before graduating/withdrawing from MECHS. Students with college classes must ALWAYS make arrangements ahead of time to ensure they are present as scheduled for MECHS testing dates. The assessment schedule for the 24-25 school year is on next slide, and parents are to ensure there are no scheduling conflicts on these dates and that students are NOT pulled out of/absent from school.



TESTING

Dates	Assessment Type	Target Group
Sep 23-27	MP1 checkpoint	non-college students
Oct 25	PSAT/NMSQT testing	Sophomores
Nov 18-22	possible interim/benchmark testing	EOC subjects
Dec 3-4	STAAR/EOC retake	June failures
Dec 9-13	EPCC/UTEP Final Exams	college students
Dec 9-19	MP2 final exams/projects	non-college students
Feb 3-14	possible interim/benchmark testing	EOC subjects
Mar 3-7	MP3 checkpoint	non-college students
Mar 26-28	TELPAS testing	ESL students
Apr 4	SAT testing	Juniors/select Seniors
Apr 8 & 10	Eng 1 EOC & Eng 2 EOC	Freshmen/Sophomores
Apr 15 & 17	Bio EOC & US History EOC	Freshmen/Juniors
Apr 23	Alg 1 EOC	class roster
May 5 (PM)	AP European History & AP Microeconomics	class rosters
May 5 (AM)	AP Human Geography exam	Freshmen
May 7 (AM)	AP English Literature exam	Seniors
May 8	AP Statistics (AM) & World History (PM)	class rosters/Sophomores
May 13 (PM)	AP Environmental Science exam	class rosters
May 15 (AM)	AP Spanish Language exam	class rosters
May 16	AP Physics (AM) & AP Psychology (PM)	Juniors/class rosters
May 5-16	EPCC/UTEP Final Exams	college students
May 19-30	MP4 final exams/projects	non-college students
Jun 17-19	STAAR/EOC retake	April failures

Dates above are subject to change, as needed/instructed.



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TUTORING

- All MECHS teachers offer tutoring before/after school and/or during lunch; each teacher has their own schedule. The Learning Center in P29 is also available for tutoring and assistance with schoolwork. Any time a student attends tutoring they should maintain and keep track of such on an LOC log.

Campus Tutoring Schedule 8:15AM-8:50AM				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
All Subjects	Math, Science	Soc Stu, CTE	RLA, Electives	All Subjects
Phoenix Learning Center Hours				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Before School/Lunch/ After School	Before School/Lunch/ After School	Before School/Lunch/ After School	Before School/Lunch/ After School	Before School/Lunch/ After School



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BEHAVIOR/EXPECTATION



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ATTENDANCE

Mandatory Attendance: Students must attend all scheduled classes at MECHS and college courses on time.

Responsibility: Students need to know the college calendar and how it differs from SISD.

Non-Attendance Consequences: Missing college classes can result in an "F" or instructor-initiated drop/withdrawal.

Leaving Campus: Students cannot leave MECHS without parent/guardian check-out, except for in-person EPCC/UTEP classes.

Online Courses/Study Hall: Students must stay on campus during these periods.



ATTENDANCE

Credit Recovery: Lost credits due to absences must be recovered before the next semester.

Extended Learning: Attendance may be required during intersessions and June.

Absence Documentation: Submit justification for absences within 72 hours to avoid unexcused absences.

Perfect Attendance Incentives: Provided by the campus and District.

Automated Notices: Parents might receive notices for absences during testing or field trips, updated within 72 hours.



BULLYING

Definition: Bullying involves repeated use of force, coercion, hurtful teasing, or threats to abuse, dominate, or intimidate, characterized by an imbalance of power.

Distinction: Bullying is different from general conflict, which lacks the power imbalance.

Reporting: Students should report bullying or disruptive conflict directly to administration instead of responding negatively, especially on social media.

Consequences: Students who bully or cause continuous conflict may be returned to their home campus.



PASSES

- **Restrictions:** In general, no passes issued in class during the first and last 20 minutes.
- **Restroom Use:** Students are asked to use restrooms during transitions, before/after school, and lunch.
- **Emergencies:** Students are asked to obtain a pass for restroom or nurse visits during emergencies or illness.
- **Revoked Privileges:** Pass privileges can be revoked for misuse (e.g., taking too long, frequent requests, coordinating visits.)
- **Office Visits:** Pass is required for office visits; and should be avoided during instructional time.



DELIVERIES

- MECHS staff will NOT accept deliveries of any kind for students. Parents are to ensure nothing is delivered to students during instructional time, to include food. Food deliveries are allowed ONLY during the lunch hour; students must wait for it themselves outside in front of the main building as our staff will NOT accept delivery. Students must ensure they are NOT tardy to class after lunch AND they are NOT allowed to take food to ANY class during instructional time.

DISCIPLINE

- MECHS administration will practice progressive and restorative disciplinary measures whenever possible if a student fails to comply with behavior expectations. At MECHS, our “SAC” (aka in school suspension) is generally held in the back-office area. SAC policies are detailed in the student handbook.



DRESS CODE

- **Purpose:** Maintain a conducive learning environment and represent the campus well.
- **Prohibited Items:**
 - Face/head coverings indoors (except safety masks)
 - Hats, caps, doo-rags, hoodies
 - Tops without straps or with thin straps, off-shoulder tops, low-cut or revealing tops
 - Midriff-baring tops
 - See-through/translucent clothing
 - Visible undergarments
 - Bottoms worn below the waist
 - Short dresses, skirts, and shorts (higher than mid-thigh)
 - Long key chains, chains on pants, wallet chains
 - Belts not worn properly
 - Shoes without backs (flip-flops, slippers, slides)

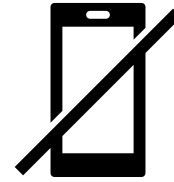


DRESS CODE

- **Grooming:** Use scented products sparingly and maintain personal hygiene to avoid body odor. Concerns will be referred to the school nurse.
- **Compliance:** Students violating the dress code will be asked to change and remain in SAC until they do. Insubordination will lead to disciplinary action and parental contact.
- **Parental Responsibility:** Ensure children arrive at school in compliance with MECHS/SISD/EPCC/UTEP dress code expectations.



ELECTRONIC DEVICES



Device Use: Personal electronic devices must be OFF during the instructional day unless permitted by staff for educational purposes.



Confiscation: Devices may be confiscated by any staff member if used improperly. Parents must retrieve the device after school from administration and pay a \$15 fine.



Non-Compliance: Refusal to turn over the device or continued misuse will result in disciplinary consequences.



Classroom Policy: Teachers may require students to turn in their cell phones during class periods. Compliance is mandatory.

EVENTS

- MECHS hosts several events for students/parents outside of the instructional day (such as: Fall Festival, Blast to the Past [Spring], senior activities, Prom, Homecoming, Stole Ceremony, Open House, etc.) We encourage MECHS students and their families to attend as it helps foster our “MECHS Family” feeling and contributes to a students’ socialization. Parents ought to ensure their child is always picked up by a responsible adult at the end time of the event. MECHS behavior expectations remain in effect at any campus/SISD event as students are to keep in mind that they represent MECHS and themselves.



LOSS OF CREDIT

- **Attendance Requirement:** Students must attend 90% of classes to receive credit. Failure results in "LOC" (Loss of Credit) on report cards.
- **Credit Recovery:**
 - Attend P29, tutoring sessions, or weekend/intersession academic activities.
 - Fill out LOC log with the Assistant Principal's office.
 - Recover credits before the next semester to remain at MECHS.
- **Banking Hours:** Students can bank LOC hours for future use.
- **Log Management:** Students keep their own logs and submit only when full LOC hours are completed.



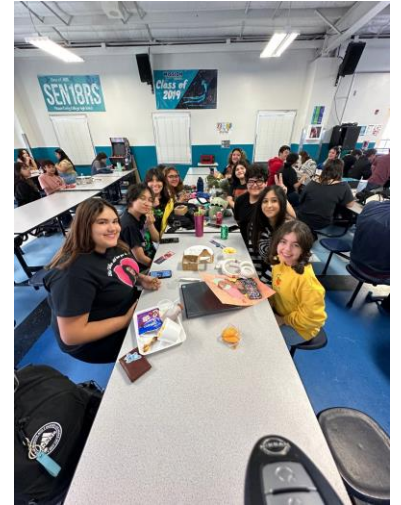
LOSS OF CREDIT

- **Extended Learning:** Be available for learning opportunities during intersessions and June.
- **Consequences of Excessive Absences:** May lead to academic probation/suspension, loss of event participation, and high school/college credit.
- **Communication:** Report extenuating circumstances causing excessive absences to the Assistant Principal for consideration by the MECHS Attendance Committee.



LUNCH

- **Closed Campus:** Freshmen and Sophomores cannot leave campus during lunch.
- **Upperclassmen Privileges:** May leave campus during lunch but can lose the privilege for tardiness, leaving early, reckless driving, or irresponsible behavior.
- **Cleanliness:** Students must clean up after themselves and dispose of their trash.
- **EPCC Cafeteria:** Students may utilize but must behave properly to maintain the privilege.
- **Food Deliveries:** Allowed only during lunch; students must personally receive deliveries outside the main building.
- **Class Tardiness:** Students must not be late to class after lunch and cannot bring food to class during instructional time.



PROBATION

- Excessive and/or uncorrected behavior concerns may result in a student being placed on a “probation” contract which will require improvement and parental cooperation in order for the student to remain enrolled at MECHS.



STUDY HALL

- **Campus Restrictions:** Students cannot leave campus during Study Hall or online classes, including going to EPCC.
- **Designated Areas:** Students must stay in common outdoor areas, the cafeteria, or the Learning Center, not in unassigned classrooms or the parking lot.
- **Office Area:** Students should only be in the office area for specific school purposes.
- **Study Hall Use:** Meant for completing schoolwork. They should not be treated as a free period.
- **Privilege:** Study Hall is a privilege that can be revoked for failing grades, misbehavior, or excessive absences.



TARDIES

- Students are expected to be physically IN class before the tardy bell rings; leaving one's belongings in class will NOT suffice. Teachers will have their own tardy consequences and are required to advise parent/administration if tardies persist, which can lead to disciplinary consequences.



COLLEGE DECORUM

When at EPCCC/UTEP, students are expected to:

- 1) Be respectful of all facilities, staff and students &
- 2) Compose themselves with maturity.

The dean will notify MECHS administration of any concerns they may come across. While MECHS students may not yet be adults when attending these facilities, they are expected to conduct themselves with proper decorum.



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COMMUNICATION/AWARENESS



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COMMUNICATIONS

- Students at MECHS are expected to check their student email daily and respond timely and appropriately. Parents are expected to have their contact information (email/phone) consistently updated with the MECHS registrar and to respond to communications from the school.
- Once students are enrolled in a college class, students must also check their EPCC/UTEP email account daily.

EPCC/UTEP EMAIL

- It is imperative that students access their EPCC Banner/UTEP Miner email accounts regularly. They must keep up with information related to their associate degree. It is there that students can keep track EPCC courses they need to request, their grades, academic status, etc.



ISSUES/CONCERNS

- **Direct Resolution:** Attempt to resolve concerns directly with the staff member first, politely and professionally.
- **Escalation:** If unresolved, contact MECHS administration immediately.
- **District Involvement:** Only escalate to the SISD District offices if campus administration cannot resolve the issue.
- **FERPA Compliance:** EPCC/UTEP staff cannot discuss student information with parents without the student's presence and permission.
- **Safety Concerns:** Report immediately to administration.



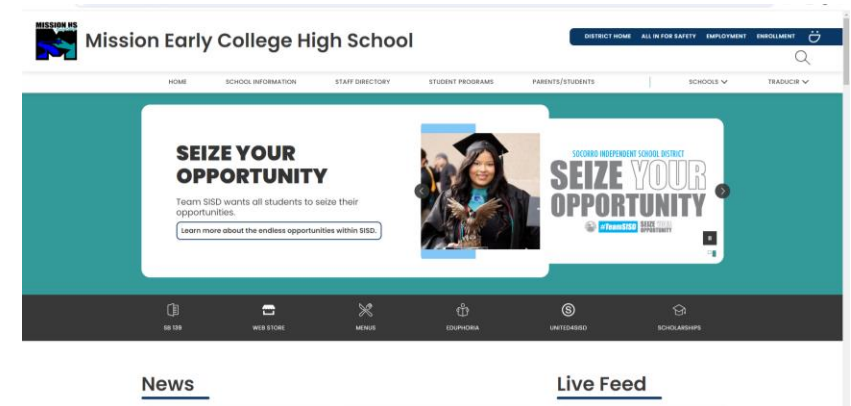
SOCIAL MEDIA

- **Parental Monitoring:** Parents should monitor their child's social media use to ensure a positive representation of their child, the MECHS community, and their family.
- **Approval Required:** Students must get principal approval before creating any social media account or content that references MECHS.
- **Consequences:** Inappropriate posts or texts may result in removal from MECHS at the administration's discretion.



WEBSITE

- The MECHS website provides a plethora of information for students/parents; we encourage you to peruse it. MECHS merchandise can be purchased via the My School Bucks store.



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COLLEGE



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COLLEGE BOUND

•**Early College Start:** Students begin taking college courses in their Freshman year.

•**Goals:**

- Achieve success in college classes.
- Complete a bachelor's degree within two years of graduating from MECHS.
- Obtain an associate degree by the end of Junior year to qualify for UTEP during Senior year.

•**Requirements:**

- Stay on track with the EPCC degree plan.
- Meet all EPCC/UTEP registration deadlines and academic criteria.

Self-Advocacy: Students must manage their college degree plan like traditional college students.

Support: MECHS counselor, administration, and Go Center Specialist will assist students in this process.



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COLLEGE LEVEL CONTENT

Enrollment: MECHS students will take courses with traditional and older college students, encountering college-level material.

Decorum: Maintain proper behavior, presenting scholarly and mature writing and verbal responses without plagiarism.

Responsibilities: Students must submit, maintain, and review their coursework and grades.

Content Awareness: EPCC/UTEP do not censor library materials or internet content; students must use good judgment in researching appropriate content.

Parental Role: Parents should monitor their child's research and be aware of the older peers in college courses, discussing appropriateness.

Behavior: MECHS administration expects scholarly and appropriate behavior, adherence to deadlines, and no plagiarism.



COLLEGE PROGRESS REPORTS



Self-Monitoring: MECHS students must track their own college course grades and address any concerns directly with their EPCC/UTEP lecturer or professor.



No Progress Reports: College courses do not issue progress reports, and parents cannot view grades directly.



Parental Involvement: Parents should regularly have their child log into their college Blackboard account to monitor grades and ensure they seek help if needed.



Senior Requirement: In the Spring, seniors must provide proof of grade progress to MECHS staff for any college courses required for high school graduation.

EPCC COURSES



Counselor Communication: The counselor will email students with instructions for requesting EPCC courses, including strict campus-imposed deadlines.



Prerequisites and Co-requisites: Pay attention to course prerequisites and co-requisites when selecting classes.



Transportation & Campus Restrictions: Transportation is provided only to Valle Verde (VV) and Mission del Paso (MdP) campuses; registration for other campuses is not allowed, and no "W" (workforce) courses are permitted.



Course Restrictions: No online summer courses or face-to-face courses during MECHS 1st, 2nd, or 5th periods. Students cannot take college classes during the SISD Winter Intersession or terms that conflict with the SISD calendar.

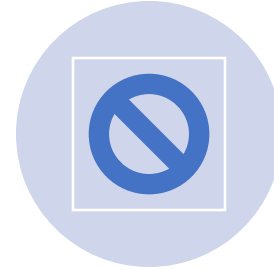
EPCC COURSES



SCHEDULING INSTRUCTIONS:
FOLLOW THE MECHS COUNSELOR'S EMAIL INSTRUCTIONS CAREFULLY, AS STUDENTS/PARENTS DO NOT DIRECTLY SCHEDULE OR PAY EPCC. THE COUNSELOR WILL PROVIDE FEEDBACK IF A COURSE SELECTION IS NOT ACCEPTED.



GRADE REQUIREMENTS: THE FALL SEMESTER OF MANY DUAL CREDIT CLASSES IS A PREREQUISITE FOR SPRING ENROLLMENT. A MINIMUM GRADE OF 75 IS REQUIRED TO CONTINUE.



SOPHOMORE RESTRICTIONS: ONLINE EPCC COURSES ARE NOT ALLOWED UNTIL AFTER THE SOPHOMORE YEAR.



SUMMER CLASSES: ALL MECHS STUDENTS ARE REQUIRED TO TAKE SUMMER CLASSES AT EPCC.

EPCC COURSE WITHDRAWALS

No Withdrawals Allowed: Students cannot withdraw from EPCC courses, including dual credit, due to them failing. They are expected to take proactive measures to pass.

Exceptions: Course withdrawals will only be approved by the principal in cases of extenuating circumstances.

Completion Requirement: Students must complete all enrolled courses to ensure they stay on track for their associate degree.

Campus Restrictions: Students may not leave campus during EPCC/UTEP online course times or Study Hall periods.

Withdrawal from MECHS: If a student wishes to withdraw from MECHS, a meeting with an administrator is required to discuss transfer plans and reasoning.



EPCC → SISD GRADE CONVERSION

EPCC Grade	District Conversion	Letter Grade
79-100	Same as EPCC Grade	
78	79	C
77	78	
76	78	
75	77	
74	77	
73	76	
72	76	
71	75	
70	75	
69	74	
68	74	
67	73	
66	73	
65	72	
64	72	
63	71	
62	71	
61	70	
60	70	
0-59	65	F



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GRADUATIONS

Contact: MECHS Student Activities Director, Drew Dungan oversees graduation.

Regalia Purchase: Seniors can buy caps, gowns, tassels, rings, and letterman jackets from Jostens on campus. The black gown for MECHS can be used for associate/bachelor degree graduations.

- **Participation:** Seniors are expected to participate in the MECHS ceremony.

Commencement

- **Details:** MECHS graduation is the first SISD ceremony, held at 8am in the Don Haskins Special Event Center at UTEP, typically late May/early June. June 6, 2025, 8:00 a.m.
- **Attendance Requirement:** Seniors and parents must attend a graduation meeting to participate in the ceremony.
- **Graduation Requirements:** Students must meet all SISD graduation requirements to walk in the ceremony; participation can be revoked for disciplinary issues.
- **EPCC Ceremony:** MECHS students who complete their associate degree are encouraged to attend EPCC's commencement in December or May.



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CAMPUS SUPPORTS



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CLASS MEETINGS

- Crucial information and assistance is disseminated by administration, college personnel, counselors, etc. Regularly. MECHS offers classroom meetings, whole classification meetings, lunch time sessions, evening sessions, etc. It is extremely important that students attend and pay attention to the information provided and that they take the initiative to attend voluntary meetings. We ask students to be proactive in their learning and future and take advantage of the variety of opportunities provided to them.



EPCC COUNSELING

- Rosa Lopez (rlope131@epcc.edu) serves as the EPCC counseling/advising liaison for MECHS students. Students will be taught by the MECHS counselor (in information sessions offered) how to access and audit their EPCC courses and degree plan progress. The MECHS counselor, Go Center Specialist, and administrator can also assist, however.



INTERSESSIONS

MECHS students are sometimes required to attend school during the 1st week of an intersession and/or the 1st two weeks of June, in the mornings; it is imperative to plan accordingly. Additionally, please keep in mind that EPCC/UTEP classes adhere to their own calendars which college students must be familiar with.



SOCIAL AND EMOTIONAL SUPPORTS

- **Counselor Role:** The MECHS counselor, Wendy Dorado is the mental health expert on campus.
- **Communication Encouraged:** Students and parents should promptly report any concerns affecting the student's mental health or well-being, including family-related issues.
- **Available Resources:** MECHS offers various internal (SISD) and external community resources, coordinated by the campus CIS coordinator.
- **Confidentiality:** Conversations with the counselor are confidential, except in cases where a student may harm themselves, is being harmed, or intends to harm others. Staff are legally required to report such information to the counselor.

Social and Emotional Learning



MILITARY CONNECTED FAMILIES

MECHS has earned the Purple Star Designation for supporting military families.

- **Military Family Involvement:** Military parents are encouraged to engage in the school community, and military-connected students are invited to participate in special District and campus events.
- **Support Team:** The CIS is the Military Liaison for families, and Mark Renteria, a retired Army Captain and Social Studies teacher, serves as the Military Liaison for students. Reach out to them for support.



SAFETY

- As required by state law, MECHS conducts regularly scheduled safety drills throughout the school year. When doing so, access to come onto the campus may be prevented momentarily. All students, staff and/or campus visitors **MUST** comply with drill instructions and always take them seriously. Anyone with a safety concern should immediately contact the Assistant Principal. Exterior doors to buildings at MECHS (to include classroom portables) are to remain locked during the school day.



SUMMER SCHOOL

- **Mandatory Attendance:** MECHS students must attend summer classes to stay on track with their associate degree.
- **Course Rigor:** EPCC summer semesters are compressed, requiring students to keep up with the fast pace and rigor.
- **Credit Recovery:** Students who have lost credit or failed a STAAR test may need to attend summer school at MECHS or during the Fall/Spring Intersession. Students and parents should plan to be available for school in June for STAAR, Loss of Credit, or Plato Online Learning Credit Recovery.



COLLEGE TEXTBOOKS

- Most MECHS classes requiring a physical textbook will have a classroom set available for the student's use when needed. Many other classes utilize electronic resources available to the student. EPCC textbooks/access codes are to be obtained from the Receptionist. Students will be required to pay for any materials loaned to them that may have been lost/damaged.



BUS TRANSPORTATION

- **Eligibility:** SISD students can access bus transportation with a valid MECHS ID.
- **Privilege:** Bus transportation is a privilege that can be revoked due to disciplinary issues.
- **Campus Transportation:** Buses are provided to the Valle Verde (VV) EPCC campus and UTEP for in-person classes only; no transportation is provided to other EPCC campuses.
- **Route Information:** Bus routes are available on the SISD and MECHS websites.
- **After School Bus:** An activity bus runs Monday-Thursday at 5:15 PM during the regular school year for students needing to stay after school. (Will begin Monday.)



UTEP ECCHS SCHOLARSHIP

- **Eligibility:** MECHS students who complete an associate degree at EPCC before their Senior year with a minimum 3.0 GPA may qualify for a UTEP scholarship.
- **Tuition-Free Enrollment:** The scholarship allows students to attend UTEP tuition-free during their Senior year, concurrently with MECHS.
- **Orientation Requirement:** Eligible students must attend UTEP's New Student Orientation (NSO), facilitated by MECHS.
- **Support:** The MECHS Go Center Specialist assists with UTEP enrollment, and UTEP provides a workshop on class enrollment and choosing a major.
- **Credit Hours:** The scholarship covers 9 semester hours, with the option for students to pay for additional hours if they fit within their high school schedule.



LAPTOP DEVICES

- SISD provides students with a mobile device for educational purposes. Students are required to use it as part of the learning environment throughout the instructional year and bring the District-issued device to school daily. Students should NOT use a personal device on campus in lieu of their District-issued device! DETAILED EXPECTATIONS ARE NOTED IN THE HANDBOOK.



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MISCELLANEOUS



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PARKING/DRIVING ON CAMPUS

- **Student Parking:**

- Fee: \$20 processing fee
- Requirements: Valid Texas driver's license, current Texas liability insurance, proof of payment, and a completed application for an EPCC decal.
- Location: Parking lot across from the main building
- Consequences: Parking without a valid EPCC decal may result in fines/citations that could block registration.

- **Vehicle Searches:**

- All vehicles on campus are subject to search without the owner's permission.

- **Parent Drop-Off/Pick-Up:**

- Location: Designated parking lot in front of and across from the main building.
- Restrictions: No drop-off/pick-up allowed in front or side of the main building, as it is a Fire Lane. No stopping is allowed in front of the building.
- Visitor Parking: Available spaces in the lot across the main building or in designated Visitor spots.



REGISTRATION

- Parents will always be required to fully complete the SISD online pre-registration each Spring (to include uploading requested documents.) Parent/student will need to finalize MECHS registration in person; a message is always emailed out ahead of time by the principal, with details.



SCHEDULE CHANGES

- Per SISD regulations, students may only request schedule changes the 1st four days of each semester, and for legitimate reasons (such as conflict with college schedule, duplicate course, lacking a core class, etc.) Only one request per student, per semester will be accepted, via the required form; no requests will be accepted otherwise. Teacher preferences will not be considered and due to MECHS' small teaching community, there may only be one teacher for each specific class.



VISITORS

- **Entry Requirements:** Non-students and non-employees must enter through the main building's front doors, present an official ID, and obtain a visitor's pass.
- **Visitor Pass:** Must be visible at all times while on campus.
- **Restrictions:** Visits are not allowed during instructional time unless pre-approved by administration.
- **ID Requirements:** No one is allowed on campus without a visitor's pass, student ID, or employee ID.
- **Student Responsibility:** Students must immediately inform a MECHS employee if they see someone without proper identification or an unrecognized adult without a badge or pass.



VOLUNTEERS

- MECHS not only welcomes but encourages various community members to volunteer! Those interested in doing so can contact our Community in Schools (CIS) representative for details and/or visit the following link:

<https://www.sisd.net/page/volunteer>.

