

NEW MEXICO SCHOOL FOR THE ARTS  
HIGH SCHOOL

**NON-DISCRIMINATION POLICY**

New Mexico School for the Arts (the “School”), a statewide public high school, provides access to a rigorous mastery arts and academic high school education for youth with passion and aptitude in the arts, leading to post-secondary learning, careers in the arts, and lives that contribute to society. The School is committed to providing an environment which is free of discrimination and in which all individuals are treated with respect and dignity. The School will not tolerate discrimination, discriminatory harassment, or retaliation against anyone for complaining about discrimination or discriminatory harassment. This Non-Discrimination Policy (“Policy”) applies to all members of the community, including students, employees, trustees, volunteers, visitors and independent contractors and their employees, and to interactions with others who visit or work at or with the School.

1. **Non-Discrimination Policy.** The School admits students of any race, color, national or ethnic origin, sex, gender identity, sexual orientation, culture, and religion to all of its rights, privileges, programs, and activities generally accorded or made available to students of the School. The School does not discriminate on the basis of race, color, national or ethnic origin, sex, gender identity, sexual orientation, culture or religion, age or disability in employment practices, in the administration of their educational policies, admissions policies, financial assistance and scholarship programs, and other art and school-administered programs. The School will operate all classes, programs, activities, financial aid and scholarship programs in a racially nondiscriminatory manner. The School does not discriminate on the basis of race, color, national or ethnic origin, sex, gender identity, sexual orientation, culture or religion, age or disability against applicants, students, employees, trustees, volunteers, visitors and independent contractors and their employees.
2. **Admissions Policy.** The admissions criteria will be designed in compliance with this Non-Discrimination Policy to admit students who demonstrate exceptional promise, aptitude, and passion for the arts. The admissions process will be conducted in a manner that provides equal opportunity for admission to each prospective student. Students will be admitted to the greatest extent possible and without jeopardizing admissions standards in equal numbers for each of the state’s congressional districts.
3. **Statement of Policy.** Brochures and catalogues dealing with student admissions, programs, and financial aid at the School will include a statement of the Non-Discrimination Policy substantially similar to the following:

**Notice of Nondiscriminatory Policy as to Students**

*The New Mexico School for the Arts admits students of any race, color, national and ethnic origin, sex, gender identity, sexual orientation, culture and religion or with any disability to all of the rights, privileges, programs and activities generally accorded or made available to its students. The New Mexico School for the Arts does not discriminate on the basis of race, color, national or ethnic origin, sex, gender identity, sexual orientation, culture, disability and religion in administration of its educational policies, financial aid programs and arts and other programs.*

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All other written and electronic advertising used by the School as a means of informing prospective students of its programs shall include a reference to its nondiscriminatory policy in a form that is substantially similar to the following:

*The New Mexico School for the Arts admits students of any race, color, national or ethnic origin, sex, gender identity, sexual orientation, culture, disability and religion.*

4. **Publicity.** The School will make its non-discrimination policy known to all segments of the general community that it serves. The promotional activities and recruiting efforts of the School that are conducted in each geographic area of the State of New Mexico shall be reasonably designed to inform students of all racial segments in the general communities within the area of the availability of the New Mexico School for the Arts. The School will use one of the two methods described below to publicize its non-discrimination policy.

**(A) Newspaper.** Notice of its non-discrimination policy may be published in those newspapers of general circulation in New Mexico that are reasonably likely to be read by all racial segments of communities it serves within New Mexico. The notice must appear in a section of the newspaper likely to be read by prospective students and their families and it must occupy at least three column inches. It must be captioned in at least 12 point bold face type as a Notice of Nondiscriminatory Policy as to Students, and its text must be printed in at least 8 point type. The notice must be in substantially the same form as that set forth above in paragraph 3. The publication must be repeated at least once annually during the period when students are being solicited by the New Mexico School for the Arts or, in the absence of a period of solicitation, during the registration period for the New Mexico School for the Arts.

**(B) Media.** Notice of its non-discrimination policy may be made by using broadcast media if the broadcast is designed to be reasonably effective and makes the non-discrimination policy known to all segments of the general community served by the New Mexico School for the Arts. Appropriate documentation of each broadcast shall be retained in the records of the School, which would include copies of the tapes or script used and records showing that there were adequate number of announcements made during hours when the announcements were likely to be communicated to all segments of the general community, that these announcements were of sufficient duration to convey the message clearly and that they were broadcast on radio or television stations likely to be listened to by substantial numbers of members of all racial segments of the general community. Announcements must be made during periods when the New Mexico School for the Arts is soliciting students or, in the absence of a solicitation program, during the registration period of the New Mexico School for the Arts.

5. **Public Disavowal.** The New Mexico School for the Arts will publicly disavow or repudiate any statement which is purported to have been made on its behalf that is contrary to its publicity of its racial non-discrimination policy as to its students to the extent that the Head of School becomes aware that any such statement has been made.

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6. **Written Certification.** To the extent legally required, the Head of School will certify annually that to the best of his or her knowledge and belief the School has satisfied the applicable non-discrimination requirements.
7. **Record Keeping Requirements.** The School will maintain records and timely file all reports on the racial composition of student applicants, students, faculty, and administrative staff in accordance with applicable federal and New Mexico state law. The School will maintain for a minimum period of three years, beginning with the year after the year of compilation or acquisition, the following records for the use on proper legal request:
  - 1) Racial Composition. Records indicating the racial composition of the student body, faculty, and administrative staff for each academic year.
  - 2) Financial and Scholarship Awards. Records indicating financial aid and scholarship awards made on a racially nondiscriminatory basis.
  - 3) Copies of all brochures, catalogues, advertising and electronic websites dealing with student admissions, programs, financial aid and scholarships.
  - 4) Copies of all materials used by or on behalf of the School to solicit contributions.

The racial composition of the student body, faculty and administrative staff may be an estimate based upon the best information readily available to the School, without requiring student applicants, students, faculty or administrative staff to submit information to the School that is not otherwise required by the School. The School will maintain for each fiscal year a record of the method by which racial composition is determined. The School will not release personal information or personally identifiable records except in accordance with applicable federal and New Mexico state laws and regulations. Similarly, the School will not maintain records which are prohibited under federal or New Mexico state law.

8. **Amendments.** Any amendment to this Non-discrimination Policy shall be made in writing and shall be adopted by resolution of the Governing Council for the New Mexico School for the Arts.

The Amended Non-Discrimination Policy was amended by resolution of the Governing Council of the New Mexico School for the Arts, effective as of October 6, 2015.

New Mexico School for the Arts

  
\_\_\_\_\_  
SHERRY THOMPSON,  
Chair of the Governing Council

Attest:

  
\_\_\_\_\_  
PAULA TACKETT,  
Secretary of the Governing Council