



***LETSGETITDONE!***

600 EAGLE DRIVE  
DESOTO, TEXAS 75115  
(972) 230-0726

Please note: For the 21-22 school year, we have also developed an addendum. The addendum addresses COVID-19 Protocols. The separate document is a companion document to this document which outlines our standard operating protocol.



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The *mission* of DeSoto ISD is to ensure students, without exception, learn and grow at their highest levels. Our *vision* is to inspire curiosity and consciousness, develop character, build courage, and nurture compassion.

# 2021-2022 ACADEMIC CALENDAR

FIRST DAY OF SCHOOL: August 16, 2021  
LAST DAY OF SCHOOL: May 27, 2022

### IMPORTANT DATES:

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Labor Day	Sept. 6
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6th Six-Weeks (Apr. 11 – May 27)

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3rd – 5th	8:00 – 3:50
Middle	8:30 – 4:10
High School	7:30 – 3:20
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*Approved by the DeSoto ISD School Board  
on Monday, March 22, 2021.*

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### KEY

■ Student Holiday/Professional Development

■ Student & Staff Holiday

■ Inclement Weather Make-up Day

■ Student Holiday/Teacher Workday

◇ STAAR/EOC Testing

◇ Beginning & End of Six Weeks

○ First & Last Day of School

△ Semester Exams/Early Release (Secondary Only)

UPDATED: APRIL 8, 2021

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Acknowledgment of Electronic Distribution of DHS Student Handbook

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<b>Report Format</b>	A report may be made orally or in writing. The principal or designee shall reduce any oral reports to written form.	
<b>Notice of Report</b>	When an allegation of bullying is reported, the principal or designee shall notify a parent of the alleged victim on or before the third business day after the incident is reported. The principal or designee shall also notify a parent of the student alleged to have engaged in the conduct within a reasonable amount of time after the incident is reported.	
<b>Prohibited Conduct</b>	The principal or designee shall determine whether the allegations in the report, if proven, would constitute prohibited conduct as defined by policy FFH, including dating violence and harassment or discrimination on the basis of race, color, religion, sex, gender, national origin, or disability. If so, the District shall proceed under policy FFH. If the allegations could constitute both prohibited conduct and bullying, the investigation under FFH shall include a determination on each type of conduct.	
<b>Investigation of Report</b>	The principal or designee shall conduct an appropriate investigation based on the allegations in the report. The principal or designee shall promptly take interim action calculated to prevent bullying during the course of an investigation, if appropriate.	
<b>Concluding the Investigation</b>	Absent extenuating circumstances, the investigation should be completed within ten District business days from the date of the initial report alleging bullying; however, the principal or designee shall take additional time if necessary to complete a thorough investigation.	
	The principal or designee shall prepare a final, written report of the investigation. The report shall include a determination of whether bullying occurred, and if so, whether the victim used reasonable self-defense. A copy of the report shall be sent to the Superintendent or designee.	
<b>Notice to Parents</b>	If an incident of bullying is confirmed, the principal or designee shall promptly notify the parents of the victim and of the student who engaged in bullying.	
<b>District Action Bullying</b>	If the results of an investigation indicate that bullying occurred, the District shall promptly respond by taking appropriate disciplinary action in accordance with the District's Student Code of Conduct and may take corrective action reasonably calculated to address the conduct. The District may notify law enforcement in certain circumstances.	
<i>Discipline</i>	A student who is a victim of bullying and who used reasonable self-defense in response to the bullying shall not be subject to disciplinary action.	66
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UPDATED: APRIL 8, 2021

972-223-6566

www.DeSotoISD.org

200 E. Belt Line Rd. DeSoto, TX 75115



**ACKNOWLEDGMENT OF ELECTRONIC DISTRIBUTION OF  
DHS STUDENT HANDBOOK**

My child and I have been offered the option to receive a paper copy of or to electronically access at [www.DeSotoISD.org](http://www.DeSotoISD.org) the DeSoto High School Student Handbook and DISD Student Code of Conduct for 2021–2022.

I have chosen to:

- ☐ Receive a paper copy of the Student Handbook and the Student Code of Conduct.
- ☐ Accept responsibility for accessing the Student Handbook and the Student Code of Conduct by visiting the Web address listed above.

I understand that the handbook contains information that my child and I may need during the school year and that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the Student Code of Conduct. If I have any questions regarding this handbook or the Code of Conduct, I should direct those questions to my child's assigned house principal at 972-230-0726.

Printed name of student: \_\_\_\_\_

Signature of student: \_\_\_\_\_

Signature of parent: \_\_\_\_\_

Date: \_\_\_\_\_

## WELCOME TO DeSOTO HIGH SCHOOL, HOME OF THE EAGLES!

August 12, 2021

Dear DeSoto High School Student,

Welcome to DeSoto High School for the 2021-2022 school year!

The faculty and administration are pleased to present this handbook to both you and your parents. You will find the information helpful as you plan successful experiences here at DeSoto High School. In addition, you will find helpful information on the website at [www.desotoisd.org](http://www.desotoisd.org). Any updates or changes to the DeSoto High School Student Handbook will be posted on the high school website.

We all know that the choices you make are largely a result of the options you are provided. The DeSoto High School faculty and administration believe this handbook is a starting point for helping you make informed choices that are good for both you and DeSoto High School. We are excited to have you as a member of our DeSoto High School family.

Sincerely,

*Monica Smith*

DeSoto High School Principal

### DeSoto Fight Song

O' when those DHS Boys fall in line  
We're gonna win this game another time  
And for the DHS we love so well  
And for the Eagle we'll yell  
Green, White, Fight, Fight, Fight  
Fight, Fight, Fight, for every yard  
We're gonna circle in and hit 'em hard  
We're gonna beat those (name of rival team) on the sod  
Hey, D (clap 3x) H (clap 3x) S (clap 3x) Eagles  
What, what, D,H,S, Eagles,  
DHS Eagles, Go Eagles GO!!!!

### DeSoto School Song

DeSoto, DeSoto, you're a grand ol' school  
Best we know  
DeSoto, DeSoto, you taught the golden rule  
We love you so.  
See our colors-green and gold on high wave to the sky  
We will fight to honor you, and to you we will be true  
For we love you alma mater, Dear!  
Rah! Rah! Rah! DeSoto!!!!

### School Mascot

Eagle



### School Colors

Green, Gold, and White

## **DeSoto ISD JURISDICTION**

The DeSoto Independent School District has authority and control over its students during the regular school day and while going to and from school on district transportation. This jurisdiction includes any activity during the school day on school grounds, attendance at any school-related activity, regardless of time and location, and any school-related misconduct, regardless of time and location.

## **PREFACE**

This Student Handbook contains information students and parents are likely to need to ensure a successful school year. The handbook is organized alphabetically by topic. Throughout the handbook, the term "the student's parent" means parent, legal guardian, or other person who has agreed to assume school related responsibility for a student.

Students and parents also need to be familiar with the DeSoto Independent School Districts Student Code of Conduct, which sets out the consequences for inappropriate behavior, is required by law, and is intended to promote school safety and an atmosphere conducive to learning.

The Student Handbook is designed to be in harmony with board policy and the ***Student Code of Conduct***. Please be aware that the handbook is updated yearly, while policy adoption and revision may occur throughout the year. Changes in policy or other rules that affect Student Handbook provisions will be made available to students and parents through newsletters or other communications.

In case of conflict between board policy or the ***Student Code of Conduct*** and any provisions of the Student Handbook, the current provisions of board policy or the ***Student Code of Conduct*** are to be followed. After reading through the entire handbook with your child, keep it as a reference during this school year.

## **DeSoto High School MISSION STATEMENT**

The mission of DeSoto High School is to ensure all students learn and grow at their highest levels in a safe, student-centered environment that prepares them for postsecondary readiness.

## **DHS CIVILITY SECTION**

Members of the DeSoto High School staff will treat parents and other members of the public with respect and expect the same in return. Campus administrators must keep classrooms and administrative offices free from disruptions and prevent unauthorized persons from entering school/district grounds.

Accordingly, this policy promotes mutual respect, civility, and orderly conduct among campus employees, parents, and the public. We do not intend for this policy to deprive any person of his or her right to freedom of expression. Rather, we seek to maintain, to the extent possible and reasonable, a safe, harassment-free workplace for our students and staff. In the interest of presenting teachers and other employees as positive role models, we encourage positive communication and discourage volatile, hostile, or aggressive actions. This school seeks public cooperation with this endeavor.

**1. Disruptive Individual Must Leave School Grounds.** Any individual who disrupts or threatens to disrupt school/office operations, threatens the health and safety of students or staff, willfully causes property damage, uses loud and/or offensive language that could provoke a violent reaction, or who has otherwise established a continued pattern of unauthorized entry on school district property will be directed to leave school or school district property promptly by the school's principal or other administrative officer.

**2. Directions to Staff in Dealing with Abusive Individual.** If any member of the public uses obscenities or speaks in a demanding, loud, insulting, and/or demeaning manner, the administrator or employee to whom the remarks are directed will calmly and politely warn the speaker to communicate civilly. If the abusive individual does not stop the behavior, the district employee will verbally notify the abusing individual that the meeting, conference, or telephone conversation is terminated; and, if the meeting or conference is on district premises, the employee shall direct the abusive individual to leave promptly.

**3. Provide Policy and Report Incident.** When a staff member determines that a member of the public is in the process of violating the provisions of this guideline, the staff member should provide a written copy of this guideline at the time of the occurrence. The staff member will then immediately notify his or her supervisor and provide a written report of the incident.

The Civility Guideline is not intended to deprive any person of the right to express his or her view. Rather, the purpose of this guideline is to maintain an environment where all can speak freely in accordance with the mission of the school to educate children. Volatile, hostile, aggressive actions are not conducive to the educational mission. Parents can express themselves, but DeSoto High School personnel have the right to walk away or to ask them to leave if the expression violates the guidelines stated in the Civility Section.

**DeSoto Independent School District**

<b>Elementary Schools</b>	<b>Address</b>	<b>Phone Number</b>
Amber Terrace Discovery & Design Early Childhood Academy	224 Amber Lane DeSoto, Texas 75115	972-223-8757
Cockrell Hill Elementary	425 S. Cockrell Hill DeSoto, Texas 75115	972-230-1692
Frank D. Moates Elementary	1500 Heritage Blvd. Glenn Heights, Texas 75115	972-230-2881
Katherine Johnson	200 Academy Way DeSoto, Texas 75115	972-274-8026
Ruby Young Hybrid Elementary	707 Young Blvd. DeSoto, Texas 75115	972-223-6505
The Meadows Elementary	1016 The Meadows DeSoto, Texas 75115	972-224-0960
Woodridge Fine Arts Elementary	1001 Woodridge DeSoto, Texas 75115	972-223-3800
<b>Middle School</b>	<b>Address</b>	<b>Phone Number</b>
DeSoto West Middle School	800 N. Westmoreland Rd. DeSoto, Texas 75115	972-230-1820
Curtistene McCowan Middle School	1500 Majestic Meadows Dr. Glenn Heights, Texas 75115	972-274-8090
Katherine Johnson	200 Academy Way DeSoto, Texas 75115	972-274-8026
Ruby Young Hybrid Middle	707 Young Blvd. DeSoto, Texas 75115	972-223-6505
<b>High School</b>	<b>Address</b>	<b>Phone Number</b>
DeSoto High School	600 Eagle Drive DeSoto, Texas 75115	972-230-0726
DAEP	204 E. Belt Line Rd. DeSoto, Texas 75115	972-223-2242

**SCHOOL ORGANIZATIONS**



<b>UIL Activities</b>	<b>Sponsor</b>
Athletics	Claude Mathis
Band	Delton Brown
Choir	Pamela Dawson
Dance	Regina Tucker
Twirlers	Regina Tucker
UIL Academic Competition	Judy Nance
<b>Club/School Organization</b>	<b>Sponsor</b>
African Dance Company	Uchenna Nwaizu
Art Club	Lisa Hayes
Business Professionals of America	Branton Robinson
Cheerleading	Jamil Williams
Debate Team	Judy Nance
Eaglettes	Regina Tucker
Future Farmers of America	Jerome Jones, Vanessa Kelsey
Health Occupations Student Associations	Breanna Nwakamma
JROTC Color Guard	Col. Russell Hooper
Math Honor Society	Kathleen Smith
National Art Honor Society	Jo Nava
National Honor Society	Marques Cameron
Robotics	LaShonda Petty
Spanish Club	World Language Department
Spanish National Honor Society	Edgar Guerra
Student Council	Alyse Dent
Theater/Drama	Nanette Smith

\*There are guidelines for creating new clubs. Please see DHS Administration for an application.

## **BACTERIAL MENINGITIS**

The information in this section is required by law.

### **What is meningitis?**

Meningitis is an inflammation of the covering of the brain and spinal cord. It can be caused by viruses, parasites, fungi, and bacteria. Viral meningitis is most common and the least serious. Bacterial meningitis is the most common form of serious bacterial infection with the potential for serious, long-term complications. It is an uncommon disease, but requires urgent treatment with antibiotics to prevent permanent damage or death.

### **What are the symptoms?**

Someone with meningitis will become very ill. The illness may develop over one or two days, but it can also rapidly progress in a matter of hours. Not everyone with meningitis will have the same symptoms. Children (over one year old) and adults with meningitis may have a severe headache, high temperature, vomiting, sensitivity to bright lights, neck stiffness or joint pains, and drowsiness or confusion. In both children and adults, there may be a rash of tiny, red-purple spots. These can occur anywhere on the body. The diagnosis of bacterial meningitis is based on a combination of symptoms and laboratory results.

### **How serious is bacterial meningitis?**

If it is diagnosed early and treated promptly, the majority of people make a complete recovery. In some cases it can be fatal or a person may be left with a permanent disability.

### **How is bacterial meningitis spread?**

Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or the flu, and they are not spread by casual contact or by simply breathing the air where a person with meningitis has been. The germs live naturally in the back of our noses and throats, but they do not live for long outside the body. They are spread when people exchange saliva (such as by kissing; sharing drinking containers, utensils, or cigarettes). The germ does not cause meningitis in most people. Instead, most people become carriers of the germ for days, weeks or even months. The bacteria rarely overcomes the body's immune system and cause meningitis or another serious illness.

### **How can bacterial meningitis be prevented?**

Do not share food, drinks, utensils, toothbrushes, or cigarettes. Limit the number of persons you kiss.

While there are vaccines for some other strains of bacterial meningitis, they are used only in special circumstances. These include when there is a disease outbreak in a community or for people traveling to a country where there is a high risk of getting the disease. Also, a vaccine is recommended by some groups for college students, particularly freshmen living in dorms or residence halls. The vaccine is safe and effective (85-90%). Immunity develops within seven to ten days after the vaccine is given and lasts for up to five years.

### **What should you do if you think you or a friend might have bacterial meningitis?**

Seek prompt medical attention.

### **Where can you get more information?**

Your school nurse, family doctor, and the staff at your local or regional health department office are excellent sources for information on all communicable diseases. You may also call your local health department or Regional Department of State Health Services office to ask about a meningococcal vaccine. Additional information may also be found at the web sites for the Centers for Disease Control and Prevention, <http://www.cdc.gov>, and the Department of State Health Services, <http://www.dshs.state.tx.us/>

## **GENERAL INFORMATION FOR STUDENTS**

**What to do if ..... you need to speak to an Administrator:** The principal or a house principal will be happy to visit with you any time you are not in class (during lunch and before or after school). You are expected to be in class during instructional time.

Building Principal	<b>Monica Smith</b>
Associate Principal of Student Services	Larry Davis
Associate Principal of Teaching and Learning	Kristi Primus
Principal for Accountability and Testing	Verlean West
9 <sup>th</sup> Grade Principal	Domiana Battah-Miari
10 <sup>th</sup> Grade Principal	Dr. Lori Mathis
Associate Principal 11 <sup>th</sup> Grade	Genita Crosby
12 <sup>th</sup> Grade Principal	Dr. James McBride
ECHS Associate Principal	Angela Batiste
Instructional Campus Coordinator (AP Coordinator)	Charla McClure
Instructional Campus Coordinator	Brydnee Whitley
Behavior Coordinator/Truancy	Donald Miller
Credit Recovery Principal	Kristi Primus
Night School Principal	Genita Crosby
Summer School Principal	Genita Crosby

**In need of counseling support?** If possible, students should visit with counselors before school, during lunch, or after school. If the person you wish to speak to is not available you may either leave a voicemail message or schedule an appointment through the receptionist in the front office. Students are assigned to a counselor by grade and alpha level in the following manner:

### COUNSELORS

Folade Burles	9 <sup>th</sup> A - K
<b>Tamsyn Butler</b>	9 <sup>th</sup> L - Z
Alana Jefferson	10 <sup>th</sup> A - K
Emmanuel Covington	10 <sup>th</sup> L - Z
Linda Lynn	11 <sup>th</sup> A - K
Latoya Epps	11 <sup>th</sup> L - Z
Vanesia Wright	12 <sup>th</sup> A - K
Radiah Dewberry	12 <sup>th</sup> L - Z
<b>Alaina Shelby</b>	Early College A - K
<b>Brittany McNeill</b>	Early College L - Z

**In need of support from a teacher or staff member?** Make arrangements with that teacher. Teachers are available before and after school to counsel with students. Staff member email addresses and voicemail extensions are available online. [www.DeSotoISD.org](http://www.DeSotoISD.org)

**In need of assistance from the school nurse?** Report to your scheduled class and obtain a pass from your teacher to visit the nurse. If you must take medicine at school, see "Medicine at School."

**In need of assistance from a school resource officer?** DeSoto High School is very fortunate to have a full-time School Resource Officers (SRO) on duty during regular school hours to assist students as needed. Our SRO is a fully trained and certified police officer. Should you need to see the School Resource Officer, please see a house principal.

**Have you been absent?** Students who have been absent for any reason (other than school-related), for any portion of the day, must bring a note to the attendance clerk within 5 days of returning to school. Students should bring the note (email notes will not be accepted) to the attendance clerk on the first day back to school whenever possible. This note must include: 1) a signature of a parent/guardian, 2) reason for the absence, 3) date(s) of absence, 4) a phone number for verification, and 5) the student's ID number. (See "Attendance" for details.)

**Transcript Request:** Transcripts may be requested from the Counselor's Office. Students should obtain a transcript request form from the Counselor's Office, fill it out, and leave it with the clerk. Students should allow at least 48 hours processing time. If a student is over the age of 18, the Registrar must have a request in writing, signed by the student in order to release any transcript information.

**Phone Usage:** Students may use phones located in any house office to contact a parent. Students must have a pass to use the phone. Phone calls are limited to school business only.

**Withdrawal:** Prior to, or the morning of, your last day of school, report to the Registrar located in the main office to begin the withdrawal process. A parent/guardian for students under 18 years of age must give permission for the withdrawal. (See "Withdrawals" for details.)

**Displayed Signage:** Students must receive prior approval from Associate Principal, Mr. L. Davis, in order to display a club or organization sign or poster. Only signs or posters related to school events or activities will be approved.

**ID badge:** Replacement ID badges may be purchased at the Student Help Desk before school each morning. There is a charge of \$5.00 for each replacement badge and \$1 for each replacement lanyard and temporary badge. Money must be received before the badge is made. Students may not enter campus without an id badge.

**You need a VOE form:** A Verification of Enrollment Form is needed for a learner's permit, a driver's license, the renewal of your driver's license, and for driver's education courses. See Mrs. Spivey in the main office for an application for a VOE form. Please allow up to one day for processing.

### **ACCOMMODATIONS FOR CHILDREN OF MILITARY FAMILIES**

Children of military families will be provided flexibility regarding certain district requirements, including: Immunization requirements.

- Grade level, course, or educational program placement.
- Eligibility requirements for participation in extracurricular activities.
- Graduation requirements.

In addition, absences related to a student visiting with his or her parent, including a stepparent or legal guardian, who has been called to active duty for, is on leave from, or is returning from a deployment of at least four months will be excused by the district. The district will permit no more than five excused absences per year for this purpose. For the absence to be excused, the absence must occur no earlier than the 60th day before deployment or no later than the 30th day after the parent's return from deployment.

Additional information may be found at <http://www.tea.state.tx.us/index2.aspx?id=7995>.

### **ASSEMBLIES**

Assemblies are an integral part of the school program. Behavioral expectations for students in large group activities are exactly the same as those for the classroom. Some guidelines are necessary at all assemblies; these are as follows:

1. Students should take their seats quickly, prior to the start of the program.
2. Students should give their complete attention once the program has begun.
3. There should be no whispering, laughing, or general conversation during the program.
4. Applause should be courteous and appropriately directed.
5. Once students have been dismissed by school personnel they should exit in an orderly manner and report to their assigned location.

## **ATTENDANCE**

- A. Compulsory School Attendance Law** The state compulsory attendance law requires that a student between the ages of 6 and 18 attend school and District-required tutorial sessions unless the student is otherwise legally exempted or excused. A student who voluntarily attends or enrolls after his or her eighteenth birthday is required to attend each school day. However, if a student 18 or older has more than five unexcused absences in a semester, the District may revoke the student's enrollment. The student's presence on school property is then unauthorized and may be considered trespassing.
- B. Truancy/Unexcused Absences**
1. Students who are absent from school for the entire day, or any portion of the day, without permission from a parent or school official will be considered truant and will be subject to disciplinary action. In addition, a student who is assigned to Saturday School and does not attend may be considered truant.
  2. Students who leave campus and fail to sign out and receive proper authorization to leave campus will be considered truant. Absences that occur in conjunction with unauthorized departure from campus will be counted as unexcused.
  3. If a student accumulates unexcused absences that total three (3) days or parts of days in a four (4) - week period or ten (10) days or parts of days in a six (6) - month period, the student and/or the parent or guardian may be prosecuted for violation of the Compulsory Attendance Law.
- C. Excused Absences** The state of Texas recognizes five excuses for missing school: a) a religious holiday, b) in a court of law, c) activities related to obtaining United States citizenship, d) note from a medical facility or, e) service as an election clerk. In addition, a parent note may be accepted if a student is out for other reasons. Parent notes may require additional documentation based upon administrator's discretion. Required documentation must be submitted within three days of the student's return to school. This note must include: 1) signature of a parent/guardian 2) reason for the absence 3) date(s) of absence 4) phone number for verification 5) student's ID number. Students may not sign their own notes. Documentation from medical facilities, courts, etc., must include the name of the doctor or facility, a signature, and specific dates for which the student is to be excused. Excessive parent notes may result in a Truancy Case. Six or more notes in one semester will be considered excessive. Absolutely no class time should be missed while providing documentation for an absence.
- D. Unexcused Absences** Any absence from a regularly scheduled class without prior administrative approval, or proper documentation on file with the appropriate attendance office, will be recorded as unexcused.
- E. Students Arriving Late** Students arriving to school after 7:30 a.m., must report to the house office to sign in and receive an admittance/tardy pass to go to class. Late arriving students will not be allowed into class without an admittance pass or tardy slip.
- F. Denial of Credit Because of Absences/Appeals/ Regaining Credit**

1. According to state law, students must attend a class for at least 90% of the school days in a semester in order to earn credit in that class. Thus, students who are absent more than 10% of the school days in a semester in any class will automatically be denied credit in that class. In the Fall Semester of the 2021-2022 school year, a student will be denied credit based on attendance if he/she accumulates 4 or more absences in one or more of their classes; in the Spring Semester, a student will be denied credit based on attendance if he/she accumulates 4 or more absences in one or more of their classes.
  2. Students may appeal the denial of credit on appeal forms obtained from the attendance office. The petitions for regaining credit are made to the Attendance Committee of DeSoto High School and may be filed at any time the student receives notice of credit loss but must be made no later than thirty (30) days after the last day of classes of the school year in which credit is denied.
  3. Students who are allowed to regain credit by making up time in the summer must do so by attending classes from 8:00 a.m. until 3:00 p.m., until all their time is made up. Students allowed to regain credit during the regular school year will do so by attending Saturday School, tutorials, or prior arrangements with their administrator. The deadline to make-up time for the fall semester is December 3, 2021. The deadline to make-up time for the spring semester is May 16, 2022. Seniors must complete hours by May 1, 2022. If students are denied credit they have up to 30 days from the end of the semester to appeal before an attendance committee. If approved, you have to complete the Principal's Plan for Credit Recovery within the timeframe presented by the committee.
- G. Absences/Extra-Curricular Activities** 1). Students are encouraged to participate in school-sponsored or school-sanctioned extra-curricular activities. Occasionally these activities require students be absent from class. These absences are considered excused (school-related) and do not require any additional documentation from the student or parent. 2). The district shall not schedule, nor permit students to participate in, an extracurricular activity or a public performance that would require, permit, or allow a student to be absent from class in any course more than ten times during the school year [DeSoto ISD Policy - FM(Legal)]. This rule applies both to UIL activities and those not governed by the UIL. 3). Absences resulting from a student's participation in an organization or an activity not sanctioned by the school may not be considered excused and must have prior administrative approval.
- H. Participation on the Day of an Absence** Students who are absent from school will not be allowed to participate in any school-related activities on the day or evening of the absence. Exceptions for extenuating circumstances may be made by campus administration only when requested by the activity sponsor.
- I. Medical Visits** to any health care professional that cause students to miss only part of a school day are classified as a "Medical" and do not count as an absence. In order to get a "Medical," a student must attend at least one class on the day of the appointment and present, immediately upon return to school, documentation from the health care facility or doctor. In addition, the student must have a note from a parent or guardian excusing the absence. (Education Code 25.087 TAC 129.21)
- J. College Visits** Pre-approved visits to colleges or universities will be classified as excused absences under the following guidelines.
1. A student must submit a request for a college day at least 48 hours in advance to their House Principal. Forms are available in the student services offices.
  2. Proof from a registrar or college official must be brought back to the school the day following the college visit.



3. A student can have no more than two excused college days per year. A properly documented college visit will not count against the 10% attendance rule (See c, 1). In addition, the student must have a note from a parent or guardian excusing the absence. (Education Code 25.087 TAC 129.21)
  4. All other requests will be at the discretion of the student's house principal.
  5. No college visits may be taken after May 20, 2021.
- K. Verification of Enrollment (VOE) Forms** A Verification of Enrollment Form is needed for a learner's permit, a driver's license, the renewal of your driver's license, and for driver's education courses. See the Attendance Clerk for an application for a VOE form. To qualify for the verification form, a student at DeSoto must be in compliance with the 90% attendance rule during the fall or spring semester immediately preceding the date of application for the form.
- L. Religious Holy Days** Absences for the purpose of observing religious holy days, including traveling for that purpose, will be excused if the parent/guardian of the student submits a written request for the excused absence.
- M. Acceleration Instruction Sessions** A student will be required to attend any assigned accelerated instruction program, which may occur before or after school or during the summer, if the student does not meet the passing standards on the state assessment for his or her grade level and/or applicable subject area.

## **ATTENDANCE SUMMARY**

### **Failure to Comply with Compulsory Attendance**

School employees must investigate and report violations of the state compulsory attendance law. A student absent without permission from school; from any class; from required special programs, such as additional special instruction, termed "accelerated instruction" by the state; or from required tutorials will be considered in violation of the compulsory attendance law and subject to disciplinary action.

A court of law may also impose penalties against both the student and his or her parents if a school-aged student is deliberately not attending school. A complaint against the parent may be filed in court if the student:

- Is absent from school on ten or more days or parts of days within a six-month period in the same school year, or
- Is absent on three or more days or parts of days within a four-week period.

If a student between the ages of 12 and 18 violates the compulsory attendance law, both the parent and student could be charged with a criminal offense.

If the student is over the age 18, the student, but not the student's parents, would be subject to penalties as a result of the student's violation of state compulsory attendance law. [See FEA (LEGAL)]

## **ATTENDANCE FOR CREDIT**

To receive credit in a class, a student must attend at least 90 percent of the days the class is offered. A student who attends at least 75 percent but fewer than 90 percent of the days the class is offered may receive credit for the class if he or she completes a plan, approved by the house principal that allows the student to fulfill the instructional

requirements for the class. If a student is involved in a criminal or juvenile court proceeding, the approval of the judge presiding over the case will also be required before the student receives credit for the class.

The plan options include but are not limited to additional instruction outside of the regular school hours, summer school, additional assignments, requiring doctor or clinic notes for medical absences and tardies, and/or community service projects.

In determining whether there were extenuating circumstances for the absences, the attendance committee will use the following guidelines:

- All absences will be considered in determining whether a student has attended the required percentage of days. If makeup work is completed, absences for the reasons listed below at Exemptions to Compulsory Attendance will be considered days of attendance for this purpose.
- A transfer or migrant student begins to accumulate absences only after he or she has enrolled in the district.
- In reaching a decision about a student's absences, the committee will attempt to ensure that it is in the best interest of the student.
- The committee will consider the acceptability and authenticity of documented reasons for the student's absences.
- The committee will consider whether the absences were for reasons over which the student or the student's parent could exercise any control.
- The committee will consider the extent to which the student has completed all assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.
- The student or parent will be given an opportunity to present any information to the committee about the absences and to talk about ways to earn or regain credit.

The student or parent may appeal the committee's decision to the board of trustees by filing a written request with the superintendent in accordance with policy FNG (LOCAL).

The actual number of days a student must be in attendance to receive credit will depend on whether the class is for a full semester or for a full year.

By law, students must be present 90% of the time to receive credit for a class. As a guideline, students attending more than 75% but less than 90% may be eligible to make up the lost credit. Students attending less than 75% are not eligible to recover class credit.

#### **Parent's Note after an Absence**

When a student must be absent from school, the student—upon returning to school—must bring a note, signed by the parent that describes the reason for the absence. A note signed by the student, even with the parent's permission, will not be accepted unless the student is 18 or older. *Students have five days upon returning to school to submit notes to the attendance clerk.*

#### **Doctor's Note after an Absence for Illness**

Upon return to school, a student is absent for more than five consecutive days because of a personal illness must bring a statement from a doctor or health clinic verifying the illness or condition that caused the student's extended absence from school. Should the student develop a questionable pattern of absences, the principal or attendance committee may require a statement from a doctor or health clinic verifying the illness or condition that caused the student's absence from school. [See policy FEC(LOCAL).]

#### **Excused Absences**

A student who is absent (excused) shall be permitted to make up work within the approved time frame. A student shall receive one day/class meeting for each consecutive day/class meeting's absence to turn in make-up work or to

obtain any information covered during the absence. In general, the house principal will excuse absences for the following reasons:

- A documented health care appointment - if the student begins classes or returns to school on the same day as the appointment.
- A juvenile court proceeding documented by a probation officer.
- A temporary absence resulting from any cause acceptable to the teacher, principal, or superintendent, including personal illness, or illness or death in the immediate family.
- An absence required by state or local welfare authorities.
- Family emergency or unforeseen or unavoidable instance requiring immediate attention, if the house principal is contacted prior to the absence.
- Personal Illness.
- Religious holy days.
- Required screening, diagnosis, and treatment for Medicaid- eligible students.

**Beginning on the sixth absence due to illness in any semester, a note from a doctor is required to excuse the absence and any subsequent absences.**

### **Exemptions to Compulsory Attendance**

State law allows exemptions to the compulsory attendance requirements for several types of absences if the student makes up all work. These include the following activities and events:

1. Religious holy days;
2. Required court appearances;
3. Activities related to obtaining United States citizenship;
4. Service as an election clerk;
5. Documented health-care appointments for the student or a child of the student, including absences for recognized services for students diagnosed with autism spectrum disorders. A note from the health-care provider must be submitted upon the student's arrival or return to campus; and
6. For students in the conservatorship (custody) of the state,
  - Mental health or therapy appointments; or
  - Court-ordered family visitations or any other court-ordered activity, provided it is not practicable to schedule the student's participation in activities outside of school hours.

Absences of up to two days in a school year will also be considered an exemption for a student serving as an early voting clerk, provided the student notifies his or her teachers and receives approval from the principal prior to the absences.

If you are unsure about an absence at any time, please contact the attendance clerk immediately. If you question whether an absence is excused, please contact the attendance clerk prior to the absence.

### **Extracurricular Absences**

A student shall be allowed in a school year a maximum of ten extracurricular absences not related to post-district competition. For these days, the District shall make no distinction between absences for UIL activities and absences for other extracurricular activities approved by the Board.

Additional absences shall be allowed as follows:

1. A maximum of five absences for post-district UIL competition prior to state and a maximum of two absences for state UIL competition.
2. Any additional absences for extracurricular reasons must be approved by the principal in advance and will be denied if the student has not passed the last administration of state-required examinations.

## **2021-2022 SY**

### **Regular Bell Schedule**

Period 1 and 5                      7:30 – 9:11

Period 2 and 6                      9:18 – 10:59

Period 3 and 7                      11:06 – 1:32

SEL/Announcements              11:06 - 11:32

(A) (Lunch 11:32 - 12:02)

(B) (Lunch 12:17 - 12:47)

(C) (Lunch 1:02 - 1:32)

Period 4 and 8                      1:39 – 3:20

\*7 minutes for passing periods

## **BULLYING**

Bullying occurs when a student or group of students engages in written or verbal expression, expression through electronic methods, or physical conduct against another student on school property, at a school-sponsored or -related activity, or in a district operated vehicle, and the behavior:

- Results in harm to the student or the student's property,
- Places a student in reasonable fear of physical harm or of damage to the student's property, or
- Is so severe, persistent, and pervasive that it creates an intimidating, threatening, or abusive educational environment.

This conduct is considered bullying if it exploits an imbalance of power between the student perpetrator(s) and the student victim and if it interferes with a student's education or substantially disrupts the operation of the school.

Bullying is prohibited by the district and could include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name-calling, rumor-spreading, or ostracism. In some cases, bullying can occur through electronic methods, called "cyberbullying."

If a student believes that he or she has experienced bullying or has witnessed bullying of another student, it is important for the student or parent to notify a teacher, school counselor, principal, or another district employee as soon as possible to obtain assistance and intervention. The administration will investigate any allegations of bullying or other related misconduct.

If the results of an investigation indicate that bullying has occurred, the administration will take appropriate disciplinary action. Disciplinary or other action may be taken even if the conduct did not rise to the level of bullying. The district will also contact the parents of the victim and of the student who was found to have engaged in the bullying. Available counseling options will be provided to these individuals, as well as to any students who have been identified as witnesses to the bullying.

Any retaliation against a student who reports an incident of bullying is prohibited.

Upon the recommendation of the administration, the board may, in response to an identified case of bullying, decide to transfer a student found to have engaged in bullying to another classroom at the campus. In consultation with the student's parent, the student may also be transferred to another campus in the district. The parent of a student who has been determined by the district to be a victim of bullying may request that his or her child be transferred to another classroom or campus within the district.

A copy of the district's policy is available in the principal's office, superintendent's office, and on the district's website, and is included at the end of this Handbook in the form of an appendix. Procedures related to reporting allegations of bullying may also be found on the district's Web site.

A student or parent who is dissatisfied with the outcome of an investigation may appeal through policy FNG(LOCAL).

## **CAFETERIA SERVICES**

The cafeteria is for student use and should be a pleasant environment for everyone. All school rules and policies are in effect in the cafeteria. In order to keep the cafeteria clean and comfortable students are required to observe the following rules:

1. Wait quietly in line while waiting to be served.
2. Act with courtesy and respect toward cafeteria personnel and fellow students.
3. Clean up the area where you sit or eat when finished.

The district participates in the National School Lunch Program and offers nutritionally balanced meals daily to students. Free and reduced-price meals are available based on financial need. Information on this program is available from the school office.

### **CAMERAS AND OTHER RECORDING DEVICES**

The district employs surveillance/security cameras and other recording devices at various locations within its properties (including ISS) and the images collected from those devices may be used in disciplinary and criminal investigations.

### **CAREER AND TECHNOLOGY PROGRAMS**

The district offers career and technology programs in computer science, business education, health occupations education, technical education, criminal justice, and media technology. DeSoto ISD takes steps to ensure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

### **CHEATING/PLAGIARISM**

Cheating shall be defined as receiving or giving unauthorized information or assistance on tests, examinations, homework, projects, or other assignments intended for individual completion. According to the Merriam-Webster Online Dictionary, plagiarism means:

1. to steal and pass off (the ideas and words of another) as your own
2. to use (another's production) without crediting the source
3. to commit literary theft
4. to present as new and original an idea or project derived from an existing source.

Plagiarism is an act of fraud. The penalty for cheating and/or plagiarism will be a grade of zero on the work involved for all parties involved. This grade will be recorded in the grade book; the situation will be documented; and a referral will be made to the appropriate house principal. Teacher notification of the student's parents is required.

### **CHILD SEXUAL ABUSE AND OTHER MALTREATMENT OF CHILDREN**

The district has established a plan for addressing child sexual abuse and other maltreatment of children, which may be accessed at [www.DESOTOISD.org](http://www.DESOTOISD.org) under Board Policy FFG Legal. As a parent, it is important for you to be aware of the warning signs that could indicate a child may have been or is being sexually abused. Sexual abuse in the Texas Family Code is defined as any sexual conduct harmful to a child's mental, emotional, or physical welfare as well as a failure to make a reasonable effort to prevent sexual conduct with a child. Anyone who suspects that a child has been or may be abused or neglected has a legal responsibility, under state law, for reporting the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS).

Possible physical warning signs of sexual abuse could be difficulty sitting or walking, pain in the genital areas, and claims of stomachaches and headaches. Behavioral indicators may include verbal references or pretend games of sexual activity between adults and children, fear of being alone with adults of a particular gender, or sexually suggestive behavior. Emotional warning signs to be aware of include withdrawal, depression, sleeping and eating disorders, and problems in school.

A child who has experienced sexual abuse or any other type of abuse or neglect should be encouraged to seek out a trusted adult. Be aware as a parent or other trusted adult that disclosures of sexual abuse may be more indirect than disclosures of physical abuse and neglect, and it is important to be calm and comforting if your child, or another child, confides in you. Reassure the child that he or she did the right thing by telling you.



As a parent, if your child is a victim of sexual abuse or other maltreatment, the school counselor or principal will provide information regarding counseling options for you and your child available in your area. The Texas Department of Family and Protective Services (TDFPS) also manages early intervention counseling programs. To find out what services may be available in your county, see

[http://www.dfps.state.tx.us/Prevention\\_and\\_Early\\_Intervention/Programs\\_Available\\_In\\_Your\\_County/default.asp](http://www.dfps.state.tx.us/Prevention_and_Early_Intervention/Programs_Available_In_Your_County/default.asp)

The following Web sites might help you become more aware of child abuse and neglect:

<http://www.childwelfare.gov/pubs/factsheets/signs.cfm>

<http://sapn.nonprofitoffice.com>

<http://www.taasa.org/member/materials2.php>

[http://www.oag.state.tx.us/AG\\_Publications/txts/childabuse1.shtml](http://www.oag.state.tx.us/AG_Publications/txts/childabuse1.shtml)

[http://www.oag.state.tx.us/AG\\_Publications/txts/childabuse2.shtml](http://www.oag.state.tx.us/AG_Publications/txts/childabuse2.shtml)

Reports of abuse or neglect may be made to:

The Child Protective Services (CPS) division of the Texas Department of Family and Protective Services (1800-252-5400 or on the Web at <http://www.txabusehotline.org>).

## **CLASS RANK/HIGHEST RANKING STUDENT**

See the District Grading Policy.

## **CLOSED CAMPUS**

When students first arrive on the school campus, they are considered to be in attendance for the day and may not leave the campus without authorization. No student may leave the campus without signing out and receiving a permit from the front office. School officials have supervisory authority of all students while on school property (including school transportation). To ensure the safety of all students, it is necessary that they remain on campus all day, with the exception of certain circumstances that are listed below. Should an emergency arise requiring the student to leave the campus, he/she must have a pass from an authorized administrator or the Attendance Office.

1. In the event that a parent needs to take his/her child off-campus, the parent needs to sign the student out through the front office.
2. Students leaving school during school hours must have a written excuse from their parents. The students must obtain permission to leave from the front office and a record of their leaving must be recorded in that office.
3. Students who leave campus without school permission may face disciplinary action and possible suspension of parking privileges for a specified time.
4. All visitors are required to report to the front office and obtain a visitor's pass. No one without authorized business will be allowed to remain in the building or on the school campus.
5. Flowers, gifts, balloons etc. will not be given to students during the school day. Only the parent or guardian may leave an item for a student in the front office. The student will be notified to pick-up the item between passing periods. DISD will not be liable for items left in the front office.

Students who know in advance that they will need to leave campus during the school day (doctor's appointments, etc.) must obtain an early dismissal slip from the front office before first period begins. The school nurse will clear students who are injured or who become ill during the day for early dismissal. Leaving for any other reason requires

the permission of the campus administration. Students who leave for any reason without the proper authorization and without signing out in the attendance office may be considered truant.

## **CLUBS/ ORGANIZATION**

Student clubs and performing groups, such as the band, choir, and drill and athletic teams, may establish rules of conduct, and consequences for misbehavior, that are more stringent than those for students in general. If a violation is also a violation of school rules, the consequences specified by the school shall apply in addition to any consequences specified by the organization. Each student member of a group imposing more stringent standards shall be notified of the standards of behavior and of the specific consequences of violating the standards. A student who receives at the end of a grading period a grade below 70 in any academic class—other than an advanced placement; or an honors or dual credit courses in English language arts, mathematics, science, social studies, economics, or a foreign language—may not participate in extracurricular activities for at least three weeks.

### **Club and Organization Regulations**

- A. All clubs must operate under an approved constitution and by-laws. Copies of each approved constitution and by-laws must be on file in the Principal's Office or designee.
- B. All activities of the club must be under the supervision of the sponsor or designee at all times.
- C. Any student who would like to belong to a club or school organization and would like more information should contact the sponsor of the club.
- D. By authority of the Texas Education Agency, no social (formal or informal) clubs will be permitted.
- E. All clubs created during this school year must follow the approved guidelines on our school's website.

### **Club Officers and Students in Positions of Honor**

In order to obtain the best possible student leadership and to prevent interference with scholastic achievement, all students must have the approval of the faculty members before consideration by the students for election or appointment to a student office. Each candidate is expected to be an above average student citizen. The areas suggested to the teachers for consideration and approvals are scholarship, citizenship, dependability, and cooperation.

#### **Causes for Disqualification:**

Class officers, student council officers, club officers, members of the band, cheerleaders, members of the drill team, National Honor Society (N.H.S.), athletes, or any student taking part in extracurricular activities, may be disqualified from seeking or holding office or membership for the following reasons:

- A. Suspension from school.
- B. Failure to comply with rules and regulations of the school.
- C. Lack of interest in fulfilling the duties of the office.
- D. Lack of cooperation with sponsors.
- E. Violation of the existing club/activity guidelines.

Removal from office will be subject to administrative review.

## **COMMUNICATION BETWEEN HOME AND SCHOOL**

Good communication between home and school regarding a student's education is essential if the student is to make the most of educational opportunities provided. School communication starts with information documents such as this handbook, progress reports and report cards, and includes interactions such as messages and phone calls to and from teachers, and school open houses or back-to-school nights.

Communication might also include requests for conferences - initiated by the school or the parent- to discuss student progress, to find out more about the curriculum and how the parent can support learning, to head off or resolve problems, etc. A parent who wants to schedule a phone or in-person conference with a teacher, counselor, or house principal should call the school office for an appointment. Generally, a teacher will be able to meet with parents or return calls during his or her conference period, although other mutually convenient times might be arranged as well. For additional information, please review the communication guidelines on the Counselor's Corner page of the high school website.

## **COMPLAINTS BY STUDENTS/PARENTS**

Usually student or parent complaints or concerns can be addressed simply by a phone call or conference with the teacher or house principal. For those complaints and concerns that cannot be easily handled, the district has adopted a formal complaint policy. In general, a parent or student should first submit a written complaint and request a conference with the principal. If unresolved, a written complaint and a request for a conference should be sent to the superintendent or designee. If still unresolved, the district provides for the complaint to be presented to the Board of Trustees. [Policy FNG (Local)]

Some complaints require different procedures. Any campus office or the superintendent's office can provide information regarding specific complaint processes for the following:

- Discrimination on the basis of gender.
- Sexual abuse or sexual harassment of a student.
- Loss of credit on the basis of attendance.
- Teacher removal of a student for disciplinary reasons.
- Removal of a student to a disciplinary AEP.
- Expulsion of a student.
- Identification, evaluation, or educational placement of a student with a disability.
- Instructional materials.
- On-campus distribution of non-school materials to students.

## **CONDUCT AND BEHAVIOR**

Each student is expected at all times to keep in mind that his/her conduct should not interfere with the rights of others; rather, it should be an example to others. It should also be remembered that the teacher is in charge of the classroom and has the responsibility of creating an environment within the class for all students to learn. Students failing to adhere to the directives of any school personnel in the classroom, on the campus, or at any school-sponsored or related activities will be subject to disciplinary action. Please refer to the DeSoto Independent School District Student Code of Conduct for a full explanation regarding unacceptable behaviors and their consequences.

- A. **Disturbance and/or Misconduct in the Classroom or School Misconduct** in the classroom is a violation of the rights of other students and teachers. Teachers will handle all disturbances in accordance with the DHS Campus Discipline Management system and the DISD Student Code of Conduct.
- B. **Vulgar, Profane, or Abusive Language** by students will not be tolerated. Students using abusive language will be referred immediately to an administrator. Verbal and/or written threats will not be tolerated. A citation may be issued by a School Resource Officer, as well as additional school consequences.
- C. **Fighting** is strictly prohibited. Any student who is referred to an administrator for fighting will be suspended from their normal learning environment, the student's parents will be contacted, and the police will also be notified. A citation may be issued by a School Resource Officer, as well as additional school consequences.
- D. **Gang Activity/Behavior:** Any activity perceived by school administration to be gang related will not be tolerated on campus or extracurricular events. A citation may be issued by a School Resource Officer, as well as additional school consequences.

- E. **Alcohol and Drugs** Any student who uses, possesses, transfers, or is under the influence of alcohol, drugs, or any controlled substance while on the school campus, before, during or after school hours, or at any school activity, whether on or off the school campus will
  - 1. have the police notified,
  - 2. have the parent(s) contacted, and
  - 3. shall be placed in DAEP.
- F. **Tobacco** State Law and DISD Board Policy prohibit smoking, possession, or use of any type of tobacco anywhere on campus or at any school-sponsored activity. Police will be notified in any situation involving possession of tobacco on school grounds.
- G. **Theft** Students involved in an act of theft will be subject to disciplinary action and prosecution under the law.
- H. **Weapons** Federal law designates school campuses as weapon-free zones. No weapons of any kind are permitted, whether on a student's person, in a locker, or in a vehicle.
- I. **Destruction or Damage of Property** Willful vandalism on the part of the students who damage or destroy buildings, grounds, vehicles, and equipment owned or contracted for by the district is strictly prohibited. Violations will be investigated. If students are found guilty of such vandalism, the students and their parents will be held financially accountable. Students found guilty of an act of vandalism will be subject to disciplinary action and prosecution under the law.
- J. **Public Displays of Affection (PDA)** Public display of affection on school grounds or in the building is considered inappropriate. Excessive or repeated displays of affection/personal contact will result in disciplinary action.
- K. **Fireworks** Any student, who has in his/her possession, ignites or discharges fireworks of any kind, on or around the school campus will be subject to disciplinary action.
- L. **Skateboards, Skates, or Scooters** Students are prohibited from having skateboards, skates, or scooters on campus. Students may utilize these items to get to school and must store them in their house principal's office during the instructional day.

## **CONTAGIOUS DISEASES/CONDITIONS**

To protect other students from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. Parents of a student with a communicable or contagious disease should phone the school nurse or house principal so that other students who have been exposed to the disease can be alerted. The school nurse or principal's office can provide information from the Department of State Health Services regarding these diseases.

## **COUNSELING**

### **Academic Counseling**

Students and parents are encouraged to talk with a school counselor, teachers, and house principal in order to learn about the curriculum, course offerings, and differences between graduation programs. All students in grades 8-12 and their parents will be notified annually about the recommended courses for students preparing to attend college. Students who are interested in attending a college, university, or training school or pursuing some other advanced education should work closely with their counselor so that they take the high school courses to best prepare them for further work. The counselor can also provide information about entrance examinations required by many colleges and universities, as well as information about financial aid and housing.

### **Personal Counseling**

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, emotional, academic, or substance abuse needs. The counselor may also make available information

about community resources to address personal concerns. Students who wish to meet with the counselor should schedule an appointment with the counselor.

### **Psychological Exams, Tests, or Treatment**

The school will not conduct a psychological examination, test, or treatment without first obtaining the parent's written consent. Parental consent is not necessary when a psychological examination, test, or treatment is required by state or federal law for special education purposes or by the Texas Education Agency for child abuse investigations and reports. [For more information, refer to FFE (LEGAL) and FFG (EXHIBIT).]

## **COURSE CREDIT**

All courses started during one school year must be completed prior to the first day of instruction for the next school year. No credit may be awarded after the subsequent school year has begun.

See District Grading Policy at [www.DESOTOISD.org](http://www.DESOTOISD.org)

## **CREDIT BY EXAMINATION**

See District Grading Policy.

## **DATING VIOLENCE, DISCRIMINATION, HARASSMENT, AND RETALIATION**

The district believes that all students learn best in an environment free from dating violence, discrimination, harassment, and retaliation and that their welfare is best served when they are free from this prohibited conduct while attending school. Students are expected to treat other students and district employees with courtesy and respect; to avoid behaviors known to be offensive; and to stop those behaviors when asked or told to stop. District employees are expected to treat students with courtesy and respect. The board has established policies and procedures to prohibit and promptly respond to inappropriate and offensive behaviors that are based on a person's race, color, religion, gender, national origin, disability, or any other basis prohibited by law. [See policy FFH.]

### **Dating Violence**

Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control the other person in the relationship. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense. This type of conduct is considered harassment if the conduct is so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; or substantially interferes with the student's academic performance.

Examples of dating violence against a student may include, but are not limited to, physical or sexual assaults, name-calling, put-downs, threats to hurt the student or the student's family members or members of the student's household, destroying property belonging to the student, threats to commit suicide or homicide if the student ends the relationship, attempts to isolate the student from friends and family, stalking, or encouraging others to engage in these behaviors.

### **Discrimination**

Discrimination is defined as any conduct directed at a student on the basis of race, color, religion, gender, national origin, disability, or any other basis prohibited by law, that negatively affects the student.

### **Harassment**

Harassment, in general terms, is conduct so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; or substantially interferes with the student's academic performance. A copy of the district's policy is available at [www.DESOTOISD.org](http://www.DESOTOISD.org).

Examples of harassment may include, but are not limited to, offensive or derogatory language directed at a person's religious beliefs or practices, accent, skin color, or need for accommodation; threatening or intimidating conduct; offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

### **Sexual Harassment**

Sexual harassment of a student by an employee, volunteer, or another student is prohibited. Sexual harassment of a student by an employee or volunteer does not include necessary or permissible physical contact not reasonably construed as sexual in nature. However, romantic and other inappropriate social relationships, as well as all sexual relationships between students and district employees are prohibited, even if consensual.

Examples of prohibited sexual harassment may include, but not be limited to, touching private body parts or coercing physical contact that is sexual in nature; sexual advances; jokes or conversations of a sexual nature; and other sexually motivated conduct, communications, or contact.

### **Retaliation**

Retaliation against a person, who makes a good faith report of discrimination or harassment, including dating violence, is prohibited. Retaliation against a person who is participating in an investigation of alleged discrimination or harassment is also prohibited. A person who makes a false claim or offers false statements or refuses to cooperate with a district investigation, however, may be subject to appropriate discipline.

Retaliation against a student might occur when a student receives threats from another student or an employee or when an employee imposes an unjustified punishment or unwarranted grade reduction. Retaliation does not include petty slights and annoyances from other students or negative comments from a teacher that are justified by a student's poor academic performance in the classroom.

### **Reporting Procedures**

Any student who believes that he or she has experienced dating violence, discrimination, harassment, or retaliation should immediately report the problem to a teacher, counselor, house principal, or other district employee. The report may be made by the student's parents. See policy FFH(LOCAL) for the appropriate district officials to whom to make a report.

### **Investigation of Report**

To the extent possible, the district will respect the privacy of the student; however, limited disclosures may be necessary to conduct a thorough investigation and to comply with the law. Allegations of prohibited conduct, which includes dating violence, discrimination, harassment, and retaliation, will be promptly investigated. The district will notify the parents of any student alleged to have experienced prohibited conduct involving an adult associated with the district. In the event prohibited conduct involves another student, the district will notify the parents of the student alleged to have experienced the prohibited conduct when the allegations, if proven, would constitute a violation as defined by the policy.

If the district's investigation indicates that prohibited conduct occurred, appropriate disciplinary or corrective action will be taken to address the conduct. The district may take disciplinary action even if the conduct that is the subject of the complaint was not unlawful. A student or parent who is dissatisfied with the outcome of the investigation may appeal in accordance with policy FNG(LOCAL).



## **DECLARATION OF INDEPENDENCE**

You may request that your child be excused from recitation of a portion of the Declaration of Independence. State law requires students in social studies classes in grades 3–12 to recite a portion of the text of the Declaration of Independence during Celebrate Freedom Week unless (1) you provide a written statement requesting that your child be excused, (2) the district determines that your child has a conscientious objection to the recitation, or (3) you are a representative of a foreign government to whom the United States government extends diplomatic immunity. [See policy EHBK(LEGAL).]

## **DISCIPLINE MANAGEMENT PLAN**

The 2021-2022 DISD Student Code of Conduct, which specifies in detail expectations and consequences for student behavior, is available online for every student and his/her parents/guardian to access. Parents and students are to read the Student Code of Conduct and sign and return the accompanying verification of receipt and understanding.

The Student Code of Conduct is district policy. It is a portion of the DeSoto Independent School District's Disciplinary Management Plan, full copies of which may be found in the Principal's office, the school library, and the DISD Administration Office. Hard copies are available on request from the DISD Support Center and the DHS Main Office.

### **Disciplinary Progression**

1. Teacher Consequences
  - Teacher Warning (Verbal and/or Written)
  - Parent Contact
  - Office Referral
2. Administrator Consequences
  - *Loss of Privileges (Eagle /SOAR/TRUST Card)*  
Loss of Privileges is a multi-level process.
  - *Saturday School*  
Saturday School hours are 8:00am-12:00 p.m. Assignments are made in increments of two and four hours. Students assigned for two hours will be released at 10:00 a.m. Students assigned for four hours will be released at noon. All school rules will apply. (i.e. dress code, cell phone, ID Badge, etc.) The student should bring sufficient materials to work on during the time assigned. Students not in attendance, asked to leave, or choose to leave early, must serve the originally assigned Saturday School in its entirety on a future date, as well as being assigned additional consequences. Students who skip assigned Saturday School WILL NOT be allowed to participate in, nor attend, extracurricular activities that same evening. Students assigned Saturday School are expected to serve on the scheduled date and time assigned. Saturday School may only be rescheduled in the case of an emergency and only through a parent contact with an administrator.
  - *In-School Suspension (ISS)*  
In-School Suspension hours are the same as the regular school day. Students assigned to ISS are to report promptly to the ISS room when they enter the building, with all necessary books and supplies. Failure to report to ISS after having been notified to do so may result in additional ISS time. Teachers will send class work to be completed in ISS. All assignments must be completed in ISS prior to the student being allowed to resume regular classes. Students assigned to In-School Suspension will eat lunch in the ISS Room.
  - *Out of School Suspension (OSS)*  
In certain situations, as deemed appropriate by an administrator, students may be suspended from school for up to three consecutive days. During any out of school suspension students are prohibited from being on any DISD property and attending DISD activities or events.
  - *Disciplinary Alternative Education Program (DAEP)*  
Based on state and local policy, students may be removed from the regular learning environment and placed in a disciplinary alternative educational program. Students placed in the DAEP are

prohibited from being on DISD school property and attending DISD functions/events. If a student is found on DISD property, in violation of this policy, police notification will be made, and trespassing citations may be issued.

- *Juvenile Justice Alternative Education Program (JJAEP)*

Based on state and local policy, students may be expelled from the regular learning environment and placed in a juvenile justice alternative educational program. Students placed in the JJAEP are prohibited from being on DISD school property and attending DISD functions/events. If a student is found on DISD property, in violation of this policy, police notification will be made, and trespassing citations may be issued.

**\*The DISD Student Code of Conduct is the district's official policy for student discipline. Should there be any discrepancy between the DeSoto High School Student Handbook and the DISD Student Code of Conduct; the District's Student Code of Conduct will take precedence.**

## **DISRUPTION OF SCHOOL OPERATIONS**

Disruptions of school operations are not tolerated and may constitute a misdemeanor offense. As identified by law, disruptions include the following:

- Interference with the movement of people at an exit, entrance, or hallway of a district building without authorization from an administrator.
- Interference with an authorized activity by seizing control of all or part of a building.
- Use of force, violence, or threats in an attempt to prevent participation in an authorized assembly.
- Use of force, violence, or threats to cause disruption during an assembly.
- Interference with the movement of people at an exit or an entrance to district property.
- Use of force, violence, or threats in an attempt to prevent people from entering or leaving district property without authorization from an administrator.
- Disruption of classes or other school activities while on district property or on public property that is within 500 feet of district property. Class disruption includes making loud noises; trying to entice a student away from, or to prevent a student from attending, a required class or activity; and entering a classroom without authorization and disrupting the activity with loud or profane language or any misconduct.
- Interference with the transportation of students in vehicles owned or operated by the district.

## **DISTRIBUTION OF WRITTEN MATERIALS**

The school yearbook and newspaper are solely under the supervision of the respective sponsors and the principal. No written materials, photographs, posters, pictures, petitions, handbills, films, tapes, or other visual or auditory materials may be circulated, distributed or sold on campus by students or non-students without the permission of the principal. Anyone wishing to distribute such material must submit it to the Associate Principal for review and approval prior to distribution.

## **DRESS CODE**

Student attire is meant to promote a positive, professional learning environment where the focus is on learning and not on clothing. In following the established guidelines, campus principals will have complete judgement on matters concerning interpretation of the dress guidelines. Students who persistently violate these guidelines will be held accountable following the DeSoto ISD Student Code of Conduct.

	<b>ALLOWED</b>	<b>NOT ALLOWED</b>
<b>TOPS/SHIRTS</b>	All students (PK-12) can wear any color top/shirt; OR a college, military, or spirit shirt. Shirt must fit the individual properly. Shirts can be long or short sleeved. Shirts are not limited to solid colors.	<ul style="list-style-type: none"> <li>• Sleeveless, tanks/camis, tube or halter tops</li> <li>• Crop tops or low-cut shirts</li> <li>• Lewd or inappropriate text/graphics</li> </ul>
<b>BOTTOMS</b>	All Students (PK-12) can wear bottoms that fit the individual properly. Material and colors do not matter however clothing cannot be too big or too tight. Shorts must be no shorter than five (5) inches from the knee.	<ul style="list-style-type: none"> <li>• Leggings</li> <li>• Pajama Pants</li> <li>• Tights (under a skirt ONLY)</li> <li>• Sagging: Pants that are unnaturally fitting at the waist and crotch area.</li> <li>• Pants with excessive or large holes</li> </ul>
<b>SKIRTS/DRESSES</b>	Dresses must have sleeves. Dresses (and skirts) must fit appropriately and must not be too tight or no shorter than (5) inches from the knee.	<ul style="list-style-type: none"> <li>• Mini dresses/skirts</li> <li>• Halter dresses or spaghetti straps</li> </ul>
<b>SHOES</b>	Shoes must be worn at all times.	<ul style="list-style-type: none"> <li>• House shoes</li> <li>• Stiletto heels</li> <li>• Flip-flops</li> <li>• Athletic slides</li> <li>• Open-toe/Open-heel</li> <li>• Shoes with wheels</li> </ul>
<b>OUTERWEAR: SWEATERS, SWEATSHIRTS, JACKETS, COATS, HOODIES</b>	All students (PK-12) can wear any color outerwear. Outwear must be appropriately sized.	<ul style="list-style-type: none"> <li>• Lewd or inappropriate text/graphics</li> </ul>

The **2021-2022 DeSoto High School Dress Code** is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student's personal dress and grooming standards, provided the student's attire complies with the district guidelines. Since the dress code cannot list every eventuality, the campus administration is the final authority on determination of appropriateness. If the campus administration determines that a student's dress and/or grooming violates the dress code, the student shall be given an opportunity to correct the problem at school. Students who are not dressed appropriately will be required to notify parents to bring an appropriate change or be sent home to change to appropriate attire. If not corrected, the student shall be assigned to in-school suspension for the remainder of the day. Once a dress code violation has been addressed, repeated violations of a similar nature will be interpreted as insubordination and may result in more serious disciplinary action. Appropriate discipline procedures shall be followed in all cases.

The principal, in connection with the sponsor, coach, or other person in charge of an extracurricular activity, may regulate the dress and grooming of students who participate in that activity. Students who violate these standards may be removed or excluded from the activity for a period determined by the principal and/or sponsor and/or may be subject to other disciplinary action.

The principal may temporarily amend or suspend any or all of the dress code for specific occasions or events.

### **DRESS CODE/ID/TARDY DISCIPLINE PROGRESSION AND ENFORCEMENT:**

Dress code/ID/Tardy violations will start over each six weeks grading period. Each dress code violation will be evaluated by the following standard: If a student is not able to correct their dress code infraction, the student will be placed in ISS for the remainder of the school day and receive the consequence associated with the violation level. Those students assigned Saturday School should attend on the designated date. After serving Saturday School, the previous tardies will be removed from the student record. If a student fails to attend Saturday School, the next level consequence will be issued when the student receives another tardy.

<b>Violation</b>	<b>Consequence</b>
1st, 2nd & 3rd	Written warning
4th & 5 <sup>th</sup>	Parent Contact-Phone Call
6th & 7th	2 Hours of Saturday School
8th & 9 <sup>th</sup>	4 Hours of Saturday School
10th-13 <sup>th</sup>	1 Day ISS
14th +	Referral for further disciplinary action by administrator. Action may include, but not limited to Behavior Contract, Out-of-school suspension, and/or DAEP

### **Dress at Social Activities**

At events such as dances, award ceremonies, and prom, students shall wear appropriate attire. Determination of appropriate attire is at the discretion of the administration. Any student deemed to be wearing inappropriate attire by an administrator WILL NOT be permitted to attend the particular event.

### **DRUG-TESTING**

[For further information, see policy FNF (LOCAL). See Steroids.

State law prohibits students from possessing, dispensing, delivering, or administering an anabolic steroid. Anabolic steroids are for medical use only, and only a physician can prescribe use. Bodybuilding, muscle enhancement, or the increase of muscle bulk or strength through the use of an anabolic steroid or human growth hormone by a healthy student is not a valid medical use and is a criminal offense. Students participating in UIL athletic competition may be subject to random steroid testing. More information on the UIL testing program may be found on the UIL Web site at [http://www.uil.utexas.edu/athletics/health/steroid\\_information.html](http://www.uil.utexas.edu/athletics/health/steroid_information.html).

### **EARLY RELEASE STUDENTS**

Full time students are required to attend all class periods during the school day. Students enrolled in an approved school cooperative learning program or upperclassmen approved for early release should leave the school building by the time the tardy bell rings for the next regularly scheduled class. Work study students not having to attend work on a certain day for whatever reason should still leave the building and go to a designated place approved in advance by the student and his or her parent. In no instance should a work study student return to the school after their academic day is complete without authorization from their house principal. Loitering in the halls or anywhere on the school campus will not be permitted. Violators may be subject to losing their early release privileges if this happens. Students are strongly encouraged to either be enrolled in an approved cooperative learning program for credit or

remain on campus the full day taking advantage of the many academic and elective opportunities available to them. Anytime a student returns to campus during regular school hours, he/she must be dressed within dress code and wearing their student I.D. badge.

### **ELECTRONIC MEDIA FOR STUDENTS**

Teachers and other approved employees are permitted by the district to communicate with students through the use of electronic media within the scope of the individual's professional responsibilities. For example, a teacher may set up a social networking page for his or her class that has information related to class work, homework, and tests. As a parent, you are welcome to join or become a member of such a page.

An employee described above may also contact a student individually through electronic media to communicate about items such as homework or upcoming tests.

If you prefer that your child not receive any one-to-one electronic communications from a district employee or if you have questions related to the use of electronic media by district employees, please contact your child's house principal.

### **ELECTRONIC DEVICES**

Under no circumstances shall electronic devices be utilized for communication purposes during the instructional period unless authorized by the instructor for educational purposes. If a student is found in violation of the electronic device procedures, the device will be confiscated by a staff member and turned over to DeSoto High School personnel. If an item is confiscated, parents will be notified, and a \$15.00 fee assessed after the second violation. The parent is expected to retrieve any confiscated electronic device in accordance with the district Student Code of Conduct.

### **EMERGENCY MEDICAL TREATMENT**

Parents shall complete an emergency care form each year. Parents shall also be asked to supply other information that could be required in case of an emergency. It is the responsibility of the parents to update this information as often as necessary. In the event of a medical emergency, emergency medical personnel will be contacted by school personnel.

### **EMERGENCY SCHOOL CLOSING INFORMATION**

In the event of forced closing of the DeSoto schools, administrators will call WBAP 820 AM Radio, KLIF 570 AM Radio, and DFW area television stations 4, 5, and 8 to announce closing and/or delayed openings. The information may also be posted on the district website.

### **END-OF-COURSE (EOC) ASSESSMENTS**

Beginning with ninth graders in the 2011–2012 school year and, as modified by House Bill 5, end-of-course (EOC) assessments are administered for the following courses:

- Algebra I
- English I and English II
- Biology
- United States History

Satisfactory performance on the applicable assessments will be required for graduation.

There are three testing windows during the year in which a student may take an EOC assessment, which will occur during the fall, spring, and summer months. If a student does not meet satisfactory performance, the student will have additional opportunities to retake the assessment.

STAAR Modified and STAAR Alternate, for students receiving special education services, will be available for eligible students, as determined by the student's ARD committee. These particular EOC assessments may have different testing windows than the general assessments, and the ARD committee will determine whether successful performance on the assessments will be required for graduation.

STAAR-L, which is a linguistically accommodated assessment, will be available for students who have been determined to be limited English proficient (LEP) and who require this type of testing accommodation.

### **EXEMPTIONS POLICY FOR SEMESTER EXAMS**

Students in grades 9-12 may earn exemption from regular classroom, teacher-made, final exams, at the end of the fall and spring semesters. Please refer to our district Grading Policy for the exemption criteria.

### **FAMILY ACCESS (PARENT PORTAL)**

All families are expected to utilize the online family access tool. This valuable tool allows parents to view all student information including grades, attendance, lunch accounts and discipline. Additionally, parents can request changes to any student information using family access. All confirmation of student information will be conducted using Family Access online for the 2020-2021 school year. Computers will be available throughout the academic year at DHS for any parent who does not have computer access. Printed copies of forms and student records can be provided upon written request.

### **FEES**

Materials that are part of the basic educational program are provided without charge to students. Students are expected to provide their own supplies of pencils, pens, paper, notebooks, etc. Students may be required to pay certain other fees or deposits, including, but not limited to the following:

- |   |   |
|---|---|
| 1. club dues                                | 9. class rings                                |
| 2. security deposits                        | 10. student accident insurance                |
| 3. materials for class projects             | 11. school owned equipment                    |
| 4. personal Phys. Ed. or athletic equipment | 12. parking permits                           |
| 5. shoes or apparel                         | 13. student ID cards                          |
| 6. pictures and yearbooks                   | 14. lost/damaged textbooks & digital devices  |
| 7. library books                            | 15. graduation announcements                  |
| 8. instrument rental, ins. and maintenance  | 16. supplemental instruction/ CTE Programming |

Any required fee may be waived if the student and parent are unable to pay. Application for such a waiver may be made to the Principal. Students owing fees, textbooks or having other overdue equipment or property may be barred from: checking out materials from the library, receipt of additional property, equipment, or material, may be barred from the district's computer system, and may be barred from extra-curricular participation including sports, music programs, ceremonies, assemblies, parties, dances, and any other extra-curricular program.

## **FIRE AND DISASTER DRILLS**

When the fire alarm is sounded, all students should immediately file out of the room and proceed to the designated exit for that room or area. They should walk in an orderly manner, with no unnecessary talking. When students reach the designated safety area, they should stop, face the building, and await further instructions. Some fire drills may be “Obstructed,” meaning that a school official will block an exit to see how quickly and efficiently students can locate and utilize an alternate exit. When an obstruction is encountered, the first student noticing it should stop, raise his hand and turn around. Each student in the file should repeat this gesture and action, and students should then proceed to the nearest alternate exit. Disaster drills will also be held, during which students should follow the directions listed in the Campus Crisis Plan, which is posted in the classrooms. Students should listen and follow the instructions given by their teachers and administrators.

## **FOOD ALLERGIES**

The district requests to be notified when a student has been diagnosed with a food allergy, especially those allergies that could result in dangerous or possibly life-threatening reactions either by inhalation, ingestion, or skin contact with the particular food. It is important to disclose the food to which the student is allergic, as well as the nature of the allergic reaction. Please contact the school nurse or campus principal if your child has a known food allergy or as soon as possible after any diagnosis of a food allergy.

## **FOOD AND DRINK**

Food and drink, with the exception of bottled water, are prohibited from all carpeted areas. Sodas may be consumed on tiled areas, but must be capped and put away when on a carpeted area. Bottled water may be brought onto a carpeted area at the discretion of the teacher or supervisor. Food or drink deliveries for students will not be permitted during the school day, except for lunches brought or delivered from a student’s parent or guardian. Students may not enter the building with an open container. All containers must be empty or show the original seal.

## **FOREIGN EXCHANGE STUDENT PROGRAM**

DeSoto ISD enrollment of foreign exchange students is on a case-by-case basis. Please contact the Associate Principal, Kristi Primus, for more information.

## **FUND-RAISING**

The Principal must approve in advance any plan or activity used by a class or organization for making money. Only activities, which raise funds through payment of admissions, or in which value is received for money paid, can be used. No advertising will be sold without the approval of the Principal. No approval will be given for individuals to solicit gifts or donations unless pre-approved by the principal and superintendent. No food items may be sold on campus as a fund-raising activity without prior Principal approval. This includes non-school sponsored fundraisers.

## **GANG-FREE ZONES**

Certain criminal offenses, including those involving organized criminal activity such as gang-related crimes, will be enhanced to the next highest category of offense if they are committed in a gang-free zone. For purposes of the district, a gang-free zone includes a school bus and a location in, on, or within 1000 feet of any district-owned or leased property or campus playground.

## **GOVERNMENTAL AUTHORITIES**

### **Questioning of Students**

When law enforcement officers of other lawful authorities wish to question or interview a student at school:

1. The principal or his designee will verify and record the identity of the officer or other authority and ask for an explanation of the need to question or interview the student.
2. The principal or his designee ordinarily will make reasonable efforts to notify parents unless the officer or other authority raises what the principal considers to be a valid objection.
3. The principal or his designee ordinarily will be present unless the interviewee raises what the principal considers to be a valid objection.

### **Students Taken Into Custody**

State law requires the district to permit a student to be taken into legal custody:

1. To comply with an order of the juvenile court.
2. To comply with the laws of arrest.
3. By a law enforcement officer if there is probable cause to believe the student has engaged in delinquent conduct or conduct in need of supervision.
4. By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court.
5. To comply with a properly issued directive to take a student into custody.
6. By an authorized representative of Child Protective Services, Texas Department of Protective and Regulatory Services, a law enforcement officer, or a juvenile probation officer, without a court order, under the conditions set out in Family Code relating to the student's physical health or safety.

Before a student is released to a law enforcement officer or other legally authorized person, a campus administrator will verify the officer's identity, and, to the best of his or her ability, will verify the official's authority to take custody of the student. The principal will immediately notify the superintendent and will attempt to notify the parent unless the officer or other authorized person raises what the principal considers to be a valid objection to notifying the parents. Because the principal does not have the authority to prevent or delay a student's release to a law enforcement officer, any notification will most likely be after the fact.

The district is required by state law to notify:

- All instructional and support personnel who have responsibility for supervising a student who has been arrested or referred to the juvenile court for any felony offense and for certain misdemeanors.
- All instructional and support personnel who have regular contact with a student who is required to register as a sex offender or who has been convicted, received deferred prosecution, received deferred adjudication, or was adjudicated for delinquent conduct for any felony offense or certain misdemeanors.

[For further information, see policies FL (LEGAL) and GRA (LEGAL).]

## **GRADE CLASSIFICATION**

After the ninth grade, students are classified according to the number of credits earned toward graduation as shown below. Students may have different requirements for grade classification per their Individual Education Plan. Generally, changes in grade-level classification shall be made at the beginning of each semester. Individual changes may be made at any time on a case-by-case basis.

The following credit requirements shall be met before a student is promoted:

1. To be classified as a freshman, a student must be entering high school for the first time or shall have earned fewer than 6 credits.
2. To be classified as a sophomore, a student must be in their second year of high school and have a minimum of 6 credits.



3. To be classified as a junior, a student must be in their third year of high school and have a minimum of 13 credits.
4. To be classified as a senior at the beginning of the fall semester, a student must have a minimum of 19 credits.
5. To be classified as a senior at the beginning of the spring semester, a student must have a minimum of 22 credits.

## **GRADING GUIDELINES**

Grading guidelines for each grade level or course are located on the district's website at the address below. These guidelines have been reviewed by each applicable curriculum department and have been approved by the campus principal. These guidelines establish the minimum number of assignments, projects, and examinations required for each grading period. In addition, these guidelines establish how the student's mastery of concepts and achievement will be communicated (i.e., letter grades, numerical averages, checklist of required skills, etc.). Grading guidelines also outline in what circumstances a student will be allowed to redo an assignment or retake an examination for which the student originally made a failing grade. See [www.DESOTOISD.org](http://www.DESOTOISD.org)

A teacher has the discretion of deducting a maximum of ten percentage points as a penalty for failure to follow teacher specified form and/or directions in completing an assignment, paper, or test.

By law in the State of Texas, an examination or course grade issued by a classroom teacher is final and may not be changed unless the grade is **arbitrary, erroneous, or not consistent with District grading policy as determined by the Board of Trustees**. The Board's decision may not be appealed. Campus administration will not direct teachers to change grades unless the grade is determined to meet the state's standards for changes indicated above.

## **GRADUATION SPEAKERS**

Graduating students will be given an opportunity to provide opening and closing remarks during the graduation ceremony. Only students who are graduating and who hold one of the following neutral criteria positions of honor shall be eligible to use the limited public forum: class officers and class rank of three through twenty inclusive.

In addition to the students giving the opening and closing remarks, the senior class president, valedictorian, and salutatorian may have speaking roles at graduation ceremonies. [See FNA (LOCAL).]

## **HALL MANNERS**

- Running in the halls is not permitted.
- Public Display of Affection (PDA) is not permitted in the hall at any time. Students involved will be sent to the office to see one of the house principals.
- The hallways are for traveling between destinations, not lingering.
- No food or drinks are allowed in the halls or classrooms.
- Excessive noise in the halls will not be tolerated.
- Students are expected to exit the building at the end of their school day in a timely manner.
- Students are expected to cooperate fully with any faculty/staff member who questions a student's destination.

## **HALL PASSES**

No student should leave a classroom during instructional time without a hall pass showing destination, purpose, date and time, and bearing the signature of the sending teacher. If applicable, receiving teachers/staff members

should indicate arrival and departure times, and sign the pass. Passes should be written for one student and one destination only. Any pass should be returned to the teacher who issued it.

## **HAZING**

Hazing is defined as any intentional, knowing, or reckless act occurring on or off campus directed against a student that endangers the mental or physical health or the safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include other students.

Hazing will not be tolerated by the district. If an incident of hazing occurs, disciplinary consequences will be handled in accordance with the Student Code of Conduct. It is a criminal offense if a person engages in hazing; solicits, encourages, directs, aids, or attempts to aid another in hazing; or has firsthand knowledge of an incident of hazing being planned or having occurred and fails to report this to the principal or superintendent. [Also see Bullying on page 25 and policies FFI and FNCC.]

## **IDENTIFICATION BADGES**

- Students are required to wear ID badges at all times on campus. Students will have identification photos made in the fall semester. These photos will be used to make student ID badges the subsequent year, which will display the student's name, grade, photo and other pertinent information. Students may choose to wear any school appropriate lanyard. Students may update their photo at any time for a \$5.00 fee.
- Student ID badges are used for security reasons, identifying students and non-students, library privileges, purchasing athletic and activity tickets at reduced student prices, accessing lunch accounts, and for many other valid purposes. Badges must be presented at all athletic events.
- Students may not deface, decorate, or alter in any way their school issued student ID badge. Students may be required to purchase a replacement badge as deemed appropriate by school personnel.
- Student ID badges MUST be worn above the waist and in plain sight at ALL times on a school approved lanyard or clip while the student is on campus.
- Replacement ID badges may be purchased through student services. There is a charge of \$5.00 for each replacement badge and \$1 for each replacement lanyard. Temporary ID badges are \$1.00. Payment must be received before the badge will be created and issued. Students must wear a temporary badge while waiting to receive their new badge.
- Only I.D. badges issued by DeSoto High School for the 2021-2022 school year will be allowed. Wearing another student's I.D. badge or giving your badge to another student will result in disciplinary action for all students involved.
- Students may purchase a replacement ID Badge from 7:00-7:20 a.m., in order to avoid disciplinary consequences. Once the school day begins students will be issued disciplinary consequences for not having their ID Badge on campus.
- Students will also receive an Eagle SOAR/TRUST Card with their IDs.
  - The purpose of the Eagle SOAR/TRUST Card is to reward and encourage students to self-monitor their behavior and actions.
  - If a student possesses the Eagle SOAR/TRUST Card, it gives the student privileges at school as a positive reward for the good choices the student is making each day.

## **EAGLE SOAR – THE GUIDING PRINCIPLES OF “THE EAGLE WAY”**

We are in the process of transitioning from our T.R.U.S.T. Card system to a more inclusive Eagle SOAR Card. We will present the SOAR system to our students during assemblies in the fall with spring 2022 rollout.

**Note:**

There are a variety of student privileges that exist on our campus that range from parking on campus to attend extra-curricular school-related activities. It is our hope that students would take full advantage of the wide variety of privileges provided. Appropriate behavior during school and at school-related activities is expected and is a prerequisite for accessing student privileges. Any and all student privileges are subject to removal for one or all students for inappropriate behavior. Removal of privileges will be at the discretion of the school administration.

## **IMMUNIZATION**

All students must be immunized against certain diseases or must present a certificate or statement that indicates, for medical or religious reasons, the student should not be immunized. The immunizations required are diphtheria/tetanus, polio, measles (rubella), mumps, and rubella; the school nurse can provide information on the required doses of these vaccines. Proof of immunization may be personal records by a licensed physician or public health clinic with a signature or rubber-stamp validation. If a student should not be immunized for medical reasons, the student or parent must present a certificate, signed by a U.S. licensed physician, who states that, in the doctor's opinion, the immunization required would be harmful to the health and well-being of the student or any member of the student's family or household. This certificate must be renewed yearly unless the physician specifies otherwise. If a student's religious beliefs conflict with the requirement that the student be immunized, the student must present a statement signed by the student (or by the parent if the student is a minor) which states that the immunization conflicts with the beliefs and practices of a recognized church or religious denomination of which the student is an adherent member. This statement must be renewed yearly.

## **INCOMPLETE GRADES**

It is the responsibility of each student to make sure that all work is completed in order to receive a complete six weeks' grade in each subject. If a student has absences and make-up work has not been submitted by the end of the grading period, in accordance with the make-up work procedure, the teacher may give the student an incomplete in the class. Any incomplete grade recorded for a student for a six-week period will be changed to a numerical grade if for any reason the student fails to make up work within the time allotted by the procedure outlined in the district grading policy. No work may be submitted after the next school year starts.

## **LATE WORK**

An assignment will be accepted up to three class days after the assignment is due. The maximum possible deduction for late work is 50 points off the original earned grade. The assignment must be given directly to the teacher. It may not be placed in a mailbox or under a door. If a student has an absence, the make-up work policy described in the student handbook will be used. If there are extenuating circumstances, the teacher and an administrator will determine the timeline for accepting assignment(s).

## **LIMITED ENGLISH PROFICIENT STUDENTS**

A student with limited English proficiency (LEP), sometimes referred to as an English language learner (ELL) in certain state statutes and state rules, is entitled to receive specialized services from the district. To determine whether the student qualifies for services, a Language Proficiency Assessment Committee (LPAC) will be formed, which will consist of both district personnel and at least one parent representative. The student's parent must consent to any services recommended by the LPAC for a LEP student.

In order to determine a student's level of proficiency in English, the LPAC will use information from a variety of assessments. If the student qualifies for services and once a level of proficiency has been established, the LPAC will

then designate instructional accommodations or additional special programs the student will require to eventually become proficient at grade level work in English. Ongoing assessments will be conducted to determine a student's continued eligibility for the program.

The LPAC will also determine whether certain accommodations are necessary for any state-mandated assessments. The STAAR-L may be administered to a LEP student, or, for a student up to grade 5, a Spanish version of STAAR. In limited circumstances, a student's LPAC may exempt the student from an otherwise required state-mandated assessment or may waive certain graduation requirements related to the English I and II end-of-course (EOC) assessments. The Texas English Language Proficiency Assessment System (TELPAS) will also be administered to LEP students who qualify for services.

If a student is considered LEP and receives special education services because of a qualifying disability, the student's ARD committee will make these decisions in conjunction with the LPAC.

### **LOCKERS**

Students will not be assigned hall lockers.

### **LOITERING**

Students should not remain on campus longer than 10 minutes after the end of the school day unless they are under the direct supervision or have approval of school personnel. Students who are allowed to leave campus prior to the regular end of the school day, such as those on a work program, or seniors with early dismissal privileges must leave the campus immediately at the appointed time. Those loitering on campus will be subject to discipline. In addition, the DHS has several "no standing" zones. Students are not allowed to remain in any no standing zone.

### **LOST AND FOUND**

Articles found should be turned in to the Eagle office. Articles must be adequately identified before they will be released. It is advisable that students mark their belongings for ease of identification. At the end of each semester unclaimed items will be donated to local charitable organizations.

### **LUNCH**

The school cafeteria is operated for the convenience and health of students and staff and not for the purpose of making a profit. Menus are planned by a dietician to meet the needs of growing individuals. All students are required to eat in the designated dining areas whether they buy their lunches or bring them from home. A student must present his/her student identification card to access the lunch credit system or pay cash. The district participates in the National School Lunch Program and offers free and reduced-price lunches to eligible students. Application forms are available online. A student must have his/her ID badge to eat lunch each day. A student without an ID badge will be provided a sack lunch.

#### **DeSoto High School Cafeteria Expectations**

1. Students will use appropriate manners while eating.
2. Students will dispose of all trash at their table.
3. Students will ONLY use the restrooms adjacent to the cafeteria.

Food and drink are to be consumed in the designated dining areas and ARE NOT to be taken into any other part of the campus. No outside food/drink is permitted on campus during the instructional day. This is inclusive of food deliveries. DeSoto High School operates three lunch periods each full day of instruction.

## **MEDICINE AT SCHOOL**

Students who must take medicine of any kind during the school day must bring written permission from a parent or doctor to the school health clinic. The medicine, in its properly labeled container, must be left in the school health clinic to be administered by designated school personnel. ALL prescription or over-the-counter medication must be given to the school nurse in the original container and must be kept in the clinic. Possession, distribution, or consumption of any medication outside of the direct supervision of school personnel will result disciplinary consequences. Meningitis is an inflammation of the covering of the brain and spinal cord. It can be caused by viruses, parasites, fungi and bacteria. Viral meningitis is most common and the least serious. Bacterial meningitis is the most common form of serious bacterial infection with the potential for serious, long-term complications. It is an uncommon disease, but requires urgent treatment with antibiotics to prevent permanent damage or death.

The school nurse, family doctor, and the staff at your local or regional health department office are excellent sources for information on all communicable diseases. You may also contact your local health department or Regional Texas Department of Health office to ask about meningococcal vaccine. Additional information may also be found at the web site for the Centers for Disease Control and Prevention: [www.cdc.gov](http://www.cdc.gov) and the Texas Department to health: [www.tdh.state.tx.us](http://www.tdh.state.tx.us).

## **PARENT TEACHER STUDENT ASSOCIATION (PTSA)**

Students, parents and teachers are interested in the welfare of our students and the overall direction of our school. The DeSoto High School PTSA is an avenue for all stakeholders in our school to be active in the functions of the school. Each teacher is encouraged to join and participate in the activities of the local PTSA.

## **PARENTAL RIGHTS**

### **Excusing a Student from Reciting a Portion of the Declaration of Independence**

You may request that your child be excused from recitation of a portion of the Declaration of Independence. State law requires students in social studies classes in grades 3 – 12 to recite a portion of the Declaration of Independence during Celebrate Freedom Week unless (1) you provide a written statement requesting that your child be excused, (2) the district determines that your child has a conscientious objection to the recitation, or (3) you are a representative of a foreign government to whom the United States government extends diplomatic immunity. [See policy EHKB (LEGAL).]

### **Excusing a Student from Reciting the Pledges to the U.S. and Texas Flags**

You may request that your child be excused from participating in the daily recitation of the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas Flag. The request must be in writing. State law does not allow your child to be excused from participation in the required minute of silence or silent activity that follows

### **Requesting Classroom Assignment for Multiple Birth Siblings**

As a parent, if your children are multiple birth siblings (e.g., twins, triplets, etc.) assigned to the same grade and campus, you may request that they be placed either in the same classroom or in separate classrooms. Your written request must be submitted no later than the 14<sup>th</sup> day after the enrollment of your children. [See FDB (LEGAL).]

### **Parents of Students with Disabilities**

If a student is receiving special education services at a campus outside his or her attendance zone, the parent or guardian may request that any other student residing in the household be transferred to the same campus, if the appropriate grade level for the transferring student is offered on that campus. [See policy FDB(LOCAL).]

### **Request for the Use of a Service Animal**

A parent of a student who uses a service animal because of the student's disability must submit a request in writing to the principal at least ten district business days before bringing the service animal on campus.

**Parents of Students who speak a Primary Language Other than English**

A student may be eligible to receive specialized support if his or her primary language is not English, and the student has difficulty performing ordinary classwork in English. If the student qualifies for these extra services, the Language Proficiency Assessment Committee (LPAC) will determine the types of services the student needs, including accommodations or modifications related to classroom instruction, local assessments, and state-mandated assessments.

**Granting Permission to Receive Parenting and Paternity Awareness Instruction**

As a parent, if your child is under the age of 14, you must grant permission for your child to receive instruction in the district's parenting and paternity awareness program or your child will not be allowed to participate in the instruction. This program, developed by the Office of the Texas Attorney General and the Texas State Board of Education, is incorporated into the district's health education classes.

**Obtaining Information and Protecting Student Rights**

Your child will not be required to participate without parental consent in any survey, analysis, or evaluation—funded in whole or in part by the U.S. Department of Education—that concerns:

- Political affiliations or beliefs of the student or the student's parent.
- Mental or psychological problems of the student or the student's family.
- Sexual behavior or attitudes.
- Illegal, antisocial, self-incriminating, or demeaning behavior.
- Critical appraisals of individuals with whom the student has a close family relationship.
- Relationships privileged under law, such as relationships with lawyers, physicians, and ministers.
- Religious practices, affiliations, or beliefs of the student or parents.
- Income, except when the information is required by law and will be used to determine the student's eligibility to participate in a special program or to receive financial assistance under such a program.

You will be able to inspect the survey or other instrument and any instructional materials used in connection with such a survey, analysis, or evaluation. [For further information, see policy EF(LEGAL).]

**“Opting Out” of Surveys and Activities**

As a parent, you have a right to receive notice of and deny permission for your child's participation in:

- Any survey concerning the private information listed above, regardless of funding.
- School activities involving the collection, disclosure, or use of personal information gathered from your child for the purpose of marketing or selling that information.
- Any nonemergency, invasive physical examination or screening required as a condition of attendance, administered and scheduled by the school in advance and not necessary to protect the immediate health and safety of the student. Exceptions are hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law. [See policies EF and FFAA.]

**Inspecting Surveys**

As a parent, you may inspect a survey created by a third party before the survey is administered or distributed to your child.

**Requesting Professional Qualifications of Teachers and Staff**

You may request information regarding the professional qualifications of your child's teachers, including whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; whether the teacher has an emergency permit or other provisional status for which state requirements have been waived; and undergraduate and graduate degree majors, graduate certifications, and the field of study of the certification or degree. You also have the right to request information about the qualifications of any paraprofessional who may provide services to your child.

**Reviewing Instructional Materials**

As a parent, you have a right to review teaching materials, textbooks, and other teaching aides and instructional materials used in the curriculum, and to examine tests that have been administered to your child.

**Displaying a Student's Artwork and Projects**

Teachers may display students' work in classrooms or elsewhere on campus as recognition of student achievement. However, the district will seek parental consent before displaying students' artwork, special projects, photographs taken by students, and the like on the district's Website, in printed material, by video, or by any other method of mass communication.

**Accessing Student Records**

You may review your child's student records. These records include:

- Attendance records,
- Test scores,
- Grades,
- Disciplinary records,
- Counseling records,
- Psychological records,
- Applications for admission,
- Health and immunization information,
- Other medical records,
- Teacher and counselor evaluations,
- Reports of behavioral patterns, and
- State assessment instruments that have been administered to your child.

**Granting Permission to Video or Audio Record a Student**

As a parent, you may grant or deny any written request from the district to make a video or voice recording of your child. State law, however, permits the school to make a video or voice recording without parental permission for the following circumstances:

- When it is to be used for school safety;
- When it relates to classroom instruction or a co-curricular or extracurricular activity; or
- When it relates to media coverage of the school.

**Removing a Student Temporarily from the Classroom**

You may remove your child temporarily from the classroom if an instructional activity in which your child is scheduled to participate conflicts with your religious or moral beliefs. The removal cannot be for the purpose of avoiding a test and may not extend for an entire semester. Further, your child must satisfy grade-level and graduation requirements as determined by the school and by the Texas Education Agency.

**Requesting Notices of Certain Student Misconduct**

A noncustodial parent may request in writing that he or she be provided, for the remainder of the school year, a copy of any written notice usually provided to a parent related to his or her child's misconduct that may involve placement in a disciplinary alternative education program (DAEP) or expulsion. [See policy FO(LEGAL) and the Student Code of Conduct.]

**Requesting Limited or No Contact with a Student through Electronic Media**

Teachers and other approved employees are permitted by the district to communicate with students through the use of electronic media within the scope of the individual's professional responsibilities. For example, a teacher may set up a social networking page for his or her class that has information related to class work, homework, and tests. As a parent, you are welcome to join or become a member of such a page. An employee described above may also

contact a student individually through electronic media to communicate about items such as homework or upcoming tests. If you prefer that your child not receive any one-to-one electronic communications from a district employee, please submit a written request to the campus principal stating this preference.

## **PARENT INVOLVEMENT**

Both experience and research tell us that a child's education succeeds best when there is good communication and a strong partnership between home and school. Your involvement in this partnership may include:

- Encourage your child to put a high priority on education and working with your child on a daily basis to make the most of the educational opportunities the school provides.
- Ensuring that your child completes all homework assignments and special projects and comes to school each day prepared, rested, and ready to learn.
- Review the information in the student handbook (including the Discipline Management Plan and Student Code of Conduct) with his or her child. A parent with questions is encouraged to contact the school office.
- Become familiar with all of the child's school activities and with the academic programs, including special programs, offered in the district.
- Discuss with the counselor or house principal any questions, such as concerns about placement, assignment, or early graduation, and the options available to the child. Monitor the child's academic progress and contact teachers as needed.
- Exercise the right to review teaching materials, textbooks, and other aids, and to examine tests that have been administered to his or her child.
- Attending scheduled conferences and requesting additional conferences as needed. To schedule a telephone or in-person conference with a teacher, counselor, or house principal, please call the school office at 972-230-0726 for an appointment. The teacher will usually return your call or meet with you during his or her conference period or before or after school.
- Review the child's student records when needed. A parent may review (1) attendance records, (2) test scores, (3) grades, (4) disciplinary records, (5) counseling records, (6) psychological records, (7) applications for admission, (8) health and immunization information, (9) teacher and counselor evaluations, (10) reports of behavioral patterns, and (11) state assessment instruments that have been administered to his or her child.
- If an instructional activity in which the child is scheduled to participate in conflicts with the parent's religious or moral beliefs, the parent may temporarily remove the child from the classroom. The removal cannot be for the purpose of avoiding a test and may not extend for an entire semester. Further, the child must satisfy grade-level and graduation requirements as determined by the school and the Texas Education Agency.
- Become a school volunteer. For further information, contact the school office at 972-230-0726.
- Participate in campus parent organizations. The activities are varied - ranging from band booster to district and campus planning committees assisting in the development of educational goals and formulating plans to improve student achievement. For further information, contact the school office.
- Serving on the School Health Advisory Council, assisting the district in ensuring local community values are reflected in health education instruction. For more information, see School Health Advisory Council on page 60.
- Attend Board meetings to learn more about district operations, including the procedure for addressing the Board when appropriate. Board meetings are held at 6:30 pm on every third Monday of the month.

## **PARKING/ TRAFFIC REGULATIONS**

Driving a car to DeSoto High School is a privilege that school extends to each student. This privilege may be denied if the student does not adhere to parking and driving guidelines. Each student is responsible to read and adhere to the following directions and regulations:



- Each individual who drives a vehicle (car, motorbike, etc.) to school must register the car and purchase a parking permit each school year. Students must provide proof of insurance, a valid driver's license, and vehicle registration information to purchase a permit
- The cost of a student vehicle parking permit is \$25.00 for the year, or \$13.00 if purchased during the second semester. The amount is not prorated.
- Speeding is the most dangerous driving habit that can be exhibited. The speed limit on campus is 10 M.P.H. This speed limit will be enforced daily.
- Reckless driving of any kind is prohibited on school property.
- All yellow marked parking areas are reserved. Students are not to park in the reserved areas. Student parking is located in the west parking lot of the school.
- Vehicles must be parked between the two white lines. Any vehicle parked in the reserved areas or improperly parked may be TOWED AWAY. Should a vehicle require towing, it will be done at the expense of the vehicle owner. Absolutely no parking in the fire lanes will be permitted.
- All directional signs such as one way turn, speed limit, stop, etc. must be observed at all times.
- Students are expected to practice safe and courteous driving habits and to conduct themselves as ladies and gentlemen in their vehicle.
- No cruising or loitering will be permitted on campus. Vehicles must be parked immediately after being driven on campus.
- Vehicles are private property. Only the owner of a vehicle should remove any items from the vehicle. Unless the owner of the vehicle is present, no one should be in that vehicle. Students should not sit on other students' vehicles, or loiter near others' vehicles.
- State Law prohibits the possession of alcohol, tobacco, and drugs in any form, opened or unopened containers, on a school campus.
- All vehicles must remain locked while unattended. Vehicles operated on school property are not the responsibility of the school, and the school is not liable for damage or theft to vehicles.
- Students are to operate and park their vehicle only on paved portions of the campus.
- Vehicles parked on school property are under the jurisdiction of the school. The school reserves the right to search any vehicle if there is reasonable suspicion.
- If parking privileges have been removed for any reason and the student continues to park on school property, the vehicle is subject to being towed at the expense of the vehicle's owner.
- Only the current school year, DHS parking sticker, should be displayed in the lower portion of the driver's side front windshield.
- Students are not permitted to park in the neighborhoods. The city of DeSoto has enacted a city ordinance to tow vehicles that are parked in neighborhoods around the campus.

Students who choose not to adhere to the DHS parking/traffic regulations may lose their parking privileges for a specified time and will not be entitled to a refund of the parking permit fee.

## **PEP RALLIES**

The key to a successful pep rally is student participation. With regard to attending pep rallies at DeSoto High School, students should observe the following:

- Students are to move to the location as quickly as possible and sit in assigned areas.
- All students will stand at attention for the Star-Spangled Banner and the school song to show respect for the United States and DeSoto High School at the Pep Rally.
- Students should be quiet and attentive when instructions are given; coaches and cheerleaders are making a point, introducing players, etc.
- Remember that we want to show our Eagle teams, their coaches, the drill team, the cheerleaders, and DeSoto Band that we are behind them 100%.

Students choosing to not attend pep rallies will have a study hall during the time of the pep rally. Students who have early release may return to pep rallies if dressed according to DeSoto High School dress code and wearing their student I.D.

### **PHYSICAL EXAMINATIONS/HEALTH SCREENINGS**

A student desiring to participate in the UIL athletic program shall submit annually a statement from a health care provider authorized under UIL rules indicating that the student has been examined and is physically able to participate in the athletic program.

The District may provide additional screening as District and community resources permit. Parents of students identified through any screening programs as needing treatment or further examination shall be advised of the need and referred to appropriate health agencies.

### **PHYSICAL FITNESS ASSESSMENT**

Annually, the district will conduct a physical fitness assessment of students in grades 3–12 who are enrolled in a physical education course or a course for which physical education credit is awarded. At the end of the school year, a parent may submit a written request to the campus administration to obtain the results of his or her child's physical fitness assessment conducted during the school year.

### **PLEDGES OF ALLEGIANCE AND A MINUTE OF SILENCE**

Each school day, students will recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag. Parents may submit a written request to the principal to excuse their child from reciting a pledge. One minute of silence will follow recitation of the pledges. Each student may choose to reflect, pray, meditate, or engage in any other silent activity during that minute so long as the silent activity does not interfere with or distract others. [See policy EC (LEGAL) for more information. In addition, state law requires that each campus provide for the observance of one minute of silence at the beginning of the first-class period when September 11 falls on a regular school day in remembrance of those who lost their lives on September 11, 2001. [See policy EC(LEGAL) for more information.]

### **PRAYER**

Each student has a right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt instructional or other activities of the school. The school will not require, encourage, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity.

### **PRIVACY**

Students and staff have no expectation of privacy in lockers, purses, backpacks, automobiles, storage areas, or other storage containers, computers belonging to the school district, communications systems belonging to the school, or any other electronic information or communication systems or physical storage areas. Such areas, items, and equipment may be searched at random or with reasonable suspicion of activity that is against the law, school district policy, or campus policy.

### **PROTECTION OF STUDENT RIGHTS**

No student will be required to participate without parental consent in any survey, analysis, or evaluation - funded in whole or in part by the U.S. Department of Education - that concerns:

- Political affiliations.
- Mental and psychological problems potentially embarrassing to the student or family.
- Sexual behavior and attitudes.
- Illegal, anti-social, self-incriminating, and demeaning behavior.
- Critical appraisals of other individuals with whom the student or the student's family has a close family relationship.
- Relationships privileged under law, such as relationships with lawyers, physicians, and ministers.
- Income, except when the information will be used to determine the student's eligibility to participate in a special program or to receive financial assistance under such a program.

Parents shall be able to inspect any teaching materials used in connection with such a survey, analysis, or evaluation. Each parent also has a right to review all instructional materials used in his or her child's classroom and to review each test that has been administered to his or her child.

## **PUBLIC PROPERTY**

School buildings and equipment are public property. Destroying or defacing public property is a violation of the law. A parent or other person who has the duty of control of a child is liable for any property damage caused by the negligent conduct of the child and/or the willful and malicious conduct of the child. Students are prohibited from vandalizing or otherwise damaging or defacing any property belonging to, rented by, or used by the District, District personnel, or other individuals.

## **RELEASE OF STUDENTS FROM SCHOOL**

Students are considered to be "at school" as soon as they board a bus or arrive on the campus and **are not allowed to leave the campus during the day for any reason unless excused by the principal or designee**. DeSoto High School has a **closed campus lunch policy** that must be adhered to as well. When students are excused during the day to visit a doctor or dentist, or for any other reason, a note from the parent is required. The phone number of the doctor or dentist must be on the note. Once the office has approved the note, the student must sign out on the sign-out sheet in the office. If returning to school on the same day, the student must sign in on the same sheet. Students who do not follow this procedure will be considered truant and will be subject to disciplinary action. This sign-in/sign-out sheet will serve as source documentation to resolve questions about student attendance.

A student who becomes ill during the school day should, with the teacher's permission, report to the school's nurse's office. If the student needs to be sent home, the parent(s) will be notified by office personnel.

Only the principal or designee has the authority to permit students to leave campus. Teachers do not have the authority to allow students to go to their cars or to leave campus for any reason.

Once students arrive at school, they are not permitted to leave the campus until their approved dismissal time. Any individual checking a student out of school during the school day must be listed on the student's registration form and must have a valid picture identification card.

Students enrolled in advanced academic programs, volunteer service programs, or other programs having a release from campus feature, will have parental permission and liability waiver form, signed by the student and parent, on file with the school prior to leaving campus as a part of that program.

## **REPORT CARDS AND PROGRESS REPORTS**

See: Parent Portal/Family Access at [www.DESOTOISD.org](http://www.DESOTOISD.org)

## **RETENTION AND PROMOTION**

See the district Grading Policy.

## **SAFETY/ACCIDENT PREVENTION**

Student safety on campus or at school-related events is a high priority of the District. Although the District has implemented safety procedures, the cooperation of students is essential to ensure school safety. Students should:

- Avoid conduct that is likely to put the student or other students at risk.
- Follow the Student Code of Conduct and any additional rules for behavior and safety set by the principal, teachers, or bus drivers.
- Remain alert to and promptly report safety hazards, such as intruders on campus.
- Know emergency evacuation routes and signals.
- Follow immediately the instructions of teachers, bus drivers, and other district employees who are overseeing the welfare of students.

The District is not responsible for medical costs associated with a student's injury. The District does make available, however, an optional, low-cost student accident insurance program to assist parents in meeting medical expenses. A parent who desires coverage for his or her child will be responsible for paying insurance premiums and for submitting claims as prescribed by the policy.

## **SAFE AND DRUG FREE SCHOOLS**

In an effort to ensure a safe and drug-free school environment, the district shall use specially trained dogs to sniff out and alert officials to the presence of concealed prohibited items, illicit substances, and alcohol. Such visits will be unannounced. The student's parent or guardian will be notified if any prohibited articles or materials are found in the student's locker, in a student's vehicle parked on school property, or on the student's person, as a result of a search conducted in accordance with DeSoto ISD Policy FNF (Local).

## **SCHEDULE CHANGES**

The master schedule of classes at DHS is based on specific course requests by students. It is very important that students discuss course choices with their parents, teachers, and counselor because teachers are hired and assigned so that students have the opportunity to take the courses they request.

Every attempt will be made to schedule students into the courses they choose. Schedule changes will not be made unless a genuine mistake was made in the selection of courses that will affect the student's graduation plan. Students will not have their schedules changed merely because a subject is difficult or because they do not wish to have a certain teacher or to have lunch at a particular time of day. Such requests will be denied. Schedule changes will not be made after the first 10 days of instruction.

### **VALID CRITERIA FOR SCHEDULE CHANGES**

1. The student is a senior and is not scheduled in a course required for graduation.
2. The student is misplaced in a course (no prerequisites, previously earned credit, etc.).
3. The school may change student schedules in order to balance class sizes or to accommodate teacher workloads.

### **Dropping or Adding Classes**

Requests to drop or add a class must meet the above criteria to be considered and may be granted or denied based on space availability. General guidelines for dropping and adding classes are based on UIL eligibility rules.

Course adds or drops must occur before the first day of school of the semester. Students must meet state laws and DISD policy governing class attendance in order to receive credit for each course. Eligibility for extracurricular activities is also based on student attendance requirements in each course. Therefore, no drops or adds will be approved after the 9th day of the semester, in accordance with UIL eligibility rules.

### **Level Changes**

Students enrolled in Pre AP or AP classes, with teacher recommendation and administrator approval, may be granted a change to a regular class during the first six weeks grading period or at the end of the semester.

Schedule change guidelines must meet state attendance laws, District and campus policies, and UIL eligibility rules. All schedule change requests must be initiated by the student with the student's counselor. Until the counselor has officially changed the schedule and both the student and the teachers involved have been notified, the student is required to attend all classes on the original schedule. Students are not allowed to miss classes in order to go to the Counseling Office to get a schedule change.

## **SCHOOL FACILITIES**

The taxpayers of the community have made a substantial financial commitment for the construction and upkeep of school facilities. To ensure that school facilities can serve those for whom they are intended - both this year and in the coming years - littering, defacing, or damaging school property is not tolerated. Students will be required to make restitution for damages they cause and shall be subject to disciplinary consequences in accordance with the Student Code of Conduct.

### **Asbestos Management Plan**

The district works diligently to maintain compliance with federal and state law governing asbestos in school buildings. A copy of the district's Asbestos Management Plan is available in the superintendent's office. If you have any questions or would like to examine the district's plan in more detail, please contact Rod Reeves, the district's designated asbestos coordinator, at 972-230-1582.

### **Pest Management Plan**

The district is required to follow integrated pest management (IPM) procedures to control pests on school grounds. Although the district strives to use the safest and most effective methods to manage pests, including a variety of non-chemical control measures, pesticide use is sometimes necessary to maintain adequate pest control and ensure a safe, pest-free school environment. All pesticides used are registered for their intended use by the United States Environmental Protection Agency and are applied only by certified pesticide applicators. Except in an emergency, signs will be posted 48 hours before indoor application. All outdoor applications will be posted at the time of treatment, and signs will remain until it is safe to enter the area. Parents who have further questions or who want to be notified prior to pesticide application inside their child's school assignment area may contact Rod Reeves, the district's IPM coordinator, at 972-230-1582.

## **SCHOOL FUNCTIONS**

All provisions of the Student Code of Conduct will be applicable at school related events held outside the regular school day. Guests are expected to observe the same rules as DHS students attending the event, and the person inviting the guest will share responsibility for his/her conduct. Students may be asked to sign out when leaving an event early and no one leaving early will be readmitted.

### **Social Activities/Dances**

Organizations desiring to schedule social activities must have sponsor and administrative approval. All dates must be scheduled on the official school calendar. Student IDs are required for admission. Dances held on the DHS campus

are for DHS students only. Please see the dress code requirements for school dances and student recognition ceremonies.

### **Prom**

Outside guests must be pre-approved to attend prom. Guest approval forms must be obtained through the House Principal's office and submitted to an administrator no later than 10 school days prior to the prom. Student ID's/photo ID's are required for admittance to the prom. Students may not have reached their 21st birthday in order to be approved. Students must arrive within 90 minutes from the start of the prom. Proper prom attire is required and is at the discretion of the administrator. Attendance at prom is a privilege that can be removed from any student for disciplinary reasons.

## **SCHOOL PROPERTY**

Students are held responsible for and may be asked to pay for any school property that is damaged. Students are expected to take pride in their campus. School Resource Officer (SRO) A School Resource Officer is available at the DeSoto High School campus. The primary role of the SRO is to assist in providing a safe learning environment. The SRO is also available to assist students and parents with problems or concerns regarding the school campus and activities.

Students who are being disruptive and/or refusing to follow the directions of a teacher or an administrator may be removed from the campus by a police officer.

## **SCHOOL TRIPS**

Many school-sponsored trips are made each year for the various activities in which DISD students participate. The following regulations govern trips:

- Students must travel to and from school-sponsored activities in vehicles provided by the school (Written requests for exceptions must be submitted by parent/guardian before the trip to the activity sponsor, who may approve or disapprove.)
- Students on school-sponsored trips are not considered absent from classes, but are responsible for work missed. Arrangements should be made to complete make-up work immediately upon returning to school after a trip.
- Students are subject to all provisions of the Student Code of Conduct during the entire duration of the school related trip.
- Students must observe all rules of safety during school-sponsored travel.
- Students must be accompanied and supervised by school personnel or designees at all times.
- Non-school sponsored trips must follow district guidelines for trips in this category.

## **SEARCHES**

Desks, lockers, and similar items are the property of the District and are provided for student use as a matter of convenience. Lockers and desks are subject to blanket searches or inspections by District administrators. Searches or inspections may be conducted at any time and without notice. Students are responsible for the security and contents of desks or lockers assigned to them. Students shall make certain that lockers are locked and that the keys or combinations are not given to others. Students shall not place or keep in a desk or locker any article or material prohibited by law, District policy, or the Student Code of Conduct. Students may be held responsible for any prohibited items found in their desks or lockers.

Students must utilize one of the five designated entrances into the high school. At each designated entrance, your belongings are subject to review.

### **SEARCHES BY TRAINED DOGS**

The district will use trained dogs to alert school officials to the presence of prohibited or illegal items, including drugs and alcohol. At any time, trained dogs may be used around lockers and the areas around vehicles parked on school property. Searches of classrooms, common areas, or student belongings may also be conducted by trained dogs when students are not present. An item in a classroom, locker, or a vehicle to which a trained dog alerts may be searched by school officials.

## **SEXUAL HARASSMENT**

The District encourages parental and student support in its efforts to address and prevent sexual harassment and sexual abuse in the public schools. Students and/or parents are encouraged to discuss their questions or concerns about the expectations in this area with a teacher, counselor, principal, or the District Title IX Coordinator at 972-230-6666, for students.

Students must not engage in unwanted and unwelcome verbal or physical conduct of a sexual nature directed toward another student or a district employee. This prohibition applies whether the conduct is by word, gesture, or any other sexual conduct, including requests for sexual favors. All students are expected to treat other students and District employees with courtesy and respect; to avoid any behaviors known to be offensive; and to stop these behaviors when asked or told to stop.

A substantiated complaint against a student will result in appropriate disciplinary action, according to the nature of the offense and the Student Code of Conduct.

The District will notify the parents of all students involved in sexual harassment by student(s) when the allegations are not minor, and will notify parents of any incident of sexual harassment or sexual abuse by an employee. To the greatest extent possible, complaints will be treated as confidential. Limited disclosure may be necessary to complete a thorough investigation.

A complaint alleging sexual harassment by another student or sexual harassment or sexual abuse by a staff member may be presented by a student and/or parent in a conference with the principal or designee or with the Title IX coordinator. The parent or other advisor may accompany the student throughout the complaint process. The first conference with the student ordinarily will be held by a person of the same gender as the student. The conference will be scheduled and held as soon as possible, but no later than five days after the request. The principal or Title IX coordinator will conduct an appropriate investigation, which ordinarily will be completed within ten days. The student and/or parent will be informed if extenuating circumstances delay completion of the investigation. The student will not be required to present a complaint to a person who is the subject of the complaint.

If the resolution of the complaint is not satisfactory to the student or parent, the student or parent may, within ten days, request a conference with the Superintendent or designee. Prior to or at this conference, the student and/or parent must submit the complaint in writing and must include (1) a complete statement of the complaint, (2) any evidence supporting the complaint, (3) a statement about how the matter should be resolved, (4) the student's and/or parent's signature, and the date of the conference with the principal, the principal's designee, or the Title IX coordinator.

If the resolution by the Superintendent or designee is not satisfactory, the student and/or parent may present the complaint to the Board at the next regular meeting. Information on the procedure for addressing the Board can be obtained from any campus office or the Superintendent's office.

## **SEXTING**

Any person taking, disseminating, transferring, possessing, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as “sexting” will be disciplined according to the Student Code of Conduct, may be required to complete an educational program related to the dangers of this type of behavior, and, in certain circumstances, may be reported to law enforcement. Because engaging in this type of behavior can lead to bullying or harassment, as well as possibly impede future endeavors of a student, we encourage you to review with your child <http://beforeyoutext.com> , a state-developed a program that addresses the consequences of engaging in inappropriate behavior using technology.

## **SMOKING AND USE OF TOBACCO PRODUCTS**

Students may not possess or use tobacco products or paraphernalia on school property or at any school-related or school sanctioned activity, on or off school property.

## **SOLICITATION**

There shall be no solicitation except for approved activities, sanctioned by the Superintendent and the Board of Trustees. Each solicitor must report to the Building Principal before seeing a teacher or sponsor.

## **SPECIAL PROGRAMS**

DeSoto High School provides comprehensive special programs for all students. These programs include, but are not limited to, those services provided for students identified as Gifted/Talented, Limited English Proficient (LEP), or as having learning disabilities, emotional disturbances, and/or physical handicaps.

- Gifted and Talented  
High school students identified as gifted and talented are served through, ECHS, CMP, and Pre-AP/AP classes. Parents who feel that their child might qualify for this program should contact their student’s counselor.
- Limited English Proficient (LEP)/ English Language Learners (ELL)  
Students who are Limited English Proficient (LEP) / English Language Learners (ELL) may qualify for services under the English as a Second Language (ESL) program. ESL Campus Coordinator— DHS Campus House Principal by Alpha.
- Section 504  
Section 504 of the Rehabilitation Act of 1973 is a broad-based civil rights law administered by the Office of Civil Rights, which protects the rights of persons with disabilities. The purpose of the Act and these procedures is to prohibit discrimination and to assure that disabled students have educational opportunities and benefits equal to those provided to non-disabled students. Students may be referred by parents, teachers, counselors, administrators, or any other district employee for evaluation to determine if they are disabled and in need of special instruction or services. The district designates the following employee to coordinate its efforts to comply with Section 504 of the Rehabilitation Act of 1973 as amended: DHS Campus House Principal by Alpha.

## **SPECIAL EDUCATION**

If a child is experiencing learning difficulties, the parent may contact the person listed below to learn about the district’s overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a special education evaluation. Students having difficulty in the regular classroom may be considered for tutorial, compensatory, and other support services that are available to all students. At any time, a parent is entitled to request an evaluation for special education services. Within a reasonable amount of time, the district must decide if the evaluation is needed. If evaluation is needed, the parent will be notified and asked to provide consent for the evaluation. The district must complete the evaluation and the report



within 60 calendar days of the date of the district receives the written consent. The district must give a copy of the report to the parent. If the district determines that the evaluation is not needed, the district will provide the parent with a written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parent of their rights if they disagree with the district. Additionally, the notice must inform the parent how to obtain a copy of the *Notice of Procedural Safeguards - Rights of Parents of Students with Disabilities*. Campus SPED Coordinator.

## **STUDENT RECORDS**

A student's school records are confidential and are protected from unauthorized inspection or use. A cumulative record is maintained for each student from the time the student enters the District until the student withdraws or graduates. This record moves with the student from school to school. The principal is the custodian of all records for currently enrolled students at the assigned school. The Superintendent is the custodian of all records for students who have withdrawn or graduated. Parents of students in the Elm Independent School District do have the right to see their children's records. Students and their parents/guardians may request to see their grades at any time. In cases involving divorced parents, both shall have the right to review the student's records, unless the court has specifically removed such right. The assignment of custody of the child (children) to one parent does not automatically preclude the other parent from examining the records. Directory information will be provided upon written request unless the parent/guardian objects in writing to the release of any or all of this information within ten school days of the date this handbook is issued.

When there is a change in pertinent information on student records (address, telephone number, name of parent or legal guardian, marital status, emergency medical information, etc.), it is the responsibility of the student and/or parent to notify the school office immediately.

## **STUDENTS WITH DISABILITIES**

Upon the recommendation of the admission, review, and dismissal (ARD) committee, a student with disabilities who receives special education services may be permitted to graduate under the provisions of his or her IEP. A student who receives special education services and has completed four years of high school, but has not met the requirements of his or her IEP, may participate in graduation ceremonies and receive a certificate of attendance. Even if the student participates in graduation ceremonies to receive the certificate of attendance, he or she may remain enrolled to complete the IEP and earn his or her high school diploma; however, the student will only be allowed to participate in one graduation ceremony.

[See policy FMH(LEGAL).]

Please also be aware that if an ARD committee places a student with a disability on a modified curriculum in a subject area, the student will be automatically placed in the Minimum Program, in accordance with state rules. If a student receiving special education services is scheduled to graduate under the Minimum Program or in accordance with the provisions of his or her IEP, the student's ARD committee will determine whether the general EOC assessment is an accurate measure of the student's achievement and progress or whether an alternative assessment is more appropriate. STAAR Modified and STAAR Alternate are the alternative assessments currently allowed by the state. [See *Standardized Testing* for additional information.]

## **STUDENTS IN PROTECTIVE CUSTODY OF THE STATE**

In an effort to provide educational stability, the district strives to assist any student who is currently placed or newly placed in either temporary or permanent conservatorship (custody) of the state of Texas with the enrollment and registration process, as well as other educational services throughout the student's enrollment in the district.

A student who is placed in the custody of the state and who is moved outside of the district's attendance boundaries is entitled to continue in enrollment at the school he or she was attending prior to the placement until the student reaches the highest grade level at the particular school. In addition, if a student in grade 11 or 12 is transferred to another district and does not meet the graduation requirements of the transferring district, the student can request to receive a diploma from the previous district if he or she meets the criteria to graduate from the previous district.

Please contact our district's liaison for children in the conservatorship of the state, at 972-230-6666 with any questions.

## **STUDENT SUCCESS TEAMS**

Each student will be assigned to a student success team (SST) that will include, at a minimum, his/her assistant principal and counselor. These individuals will monitor the academic progress of each student and intervene on behalf of the student when deemed appropriate. There are a wide variety of interventions that may be utilized to provide students additional academic support based on their individual needs and situation.

### **Steps of Intervention**

The steps of intervention are academic strategies and programs designed to promote and assist with student success. The following intervention strategies provide escalating levels of support for all DHS students:

#### **Student/Teacher/Parent Communication**

To ensure the success of all DHS students, communication between students, parents, and classroom teachers is imperative. This is the first level and most important level of academic support for students.

#### **Tutorials (Voluntary)**

As required by House Bill 72, DeSoto High School will offer tutorials for students needing help in their academic classes. These voluntary tutorial sessions are provided for the students from 6:45 a.m. to 7:25 a.m. and from **3:30p.m. to 4:30p.m.**

#### **Tutorials (Recommended)**

Teachers may recommend tutorials for students in need of additional academic assistance. The student and/or teacher may be required to keep documentation of the recommended tutorials. (See DHS website for tutorial times)

#### **Tutorials (Mandatory)**

Students may be assigned mandatory tutorials before or after school. If a student receives a mandatory tutorial, they are required to attend. Failure to attend an assigned tutorial will result in the student being counted absent. (See Attendance)

## **SUBSTANCE ABUSE PREVENTION AND INTERVENTION**

If you are worried that your child may be using or is in danger of experimenting, using, or abusing illegal drugs or other prohibited substances, please contact the school counselor. The school counselor can provide you with a list of community resources that may be of assistance to you. The TDSHS maintains information regarding children's mental health and substance abuse intervention services on its Web site: <http://www.dshs.state.tx.us/mhsa-child-adolescent-services/>.

## **SUBSTITUTE TEACHER, STUDENT CONDUCT IN CLASS**

Students in classrooms with substitute teachers will cooperate fully, refrain from any disruption, follow all school and class rules explicitly, and contribute to the safe and productive conduct of the class. Any misconduct in a

classroom directed by a substitute teacher is considered serious misconduct and will be dealt with according to the Student Code of Conduct.

## **SUICIDE AWARENESS**

The district is committed to partnering with parents to support the healthy mental, emotional, and behavioral development of its students. If you are concerned about your child, please access the following Web sites or contact the school counselor for more information related to suicide prevention and to find mental health services available in your area:

- [www.texasuicideprevention.org](http://www.texasuicideprevention.org)
- <http://www.dshs.state.tx.us/mhservices-search/>

## **TARDIES**

Students are expected to be in their designated classrooms when the tardy bell rings. The passing periods are seven minutes. Students who arrive to their classroom after the tardy bell sounds WILL NOT be admitted directly to class. TARDY POLICY (Discipline Committee Guidelines)

A student is tardy if they have not entered the classroom by the time the tardy bell has finished ringing. Teachers should mark them tardy in the TEAMS system if they are tardy.

## **TARDY SWEEPS**

During a sweep, teachers should NOT allow students to enter the classroom unless they have documentation from an Administrator only.

### **Tardy Policy**

- |       |   |
|-------|---|
| No. 1 | Tardy bell rings.   |
| No. 2 | Doors to each classroom are closed and locked.  |
| No. 3 | Students must be in class within 10 minutes or be counted tardy. If a student arrives after 10 minutes they are absent. |

### **Consequences:**

# of Tardies	Consequence
1-3	Verbal Warning
4-5	Verbal Parental Contact
6-7	2 hours Saturday School
8-9	4 hours Saturday School
10-13	1 day ISS
14+	Administrative Consequence
**Consequence for not attending Saturday School is 1 day ISS	

## **TELEPHONES**

Office and classroom telephones are for school business only and may be used by students only for emergency purposes. Passes to make an emergency call must be obtained from a staff member. Students must receive a pass and sign the phone log in the house office in order to make a phone call.

## **TEST RETAKE PROCEDURE**

### **CORRECTIVE PROCESS**

When a student fails a summative assessment (Unit Tests, Major Grades) with less than a 70, the student is required to complete a corrective process to master the Texas Essential Knowledge and Skills. Teachers will give the student a digital or paper copy of the corrective process to track student progress. After the requirements of the corrective process are met, students are eligible for retaking the major grade assessment. The required process has the following steps to ensure Mastery Learning within (5) school days of the assessment.

- A. A signature from the student detailing their plan for attending additional tutoring to re-learn. A specific commitment to dates and times must be present.
- B. A signature of the parent acknowledging the corrective process dates and times.
- C. A signature from the teacher affirming that the student has completed the required re-learning through before and after school tutoring and/or other approved methods set forth by the teacher or administrator.
- D. A signature from the teacher that the student has corrected the missed items on the test and can generalize this learning to other similar concepts.
- E. Refer to the district grading guidelines.

After obtaining the required four signatures, the student is eligible to retake the summative assessment in its entirety or in part at the discretion of the teacher.

If a student needs to use the corrective process habitually to obtain passing grades, a conference with the parent will be scheduled and an action plan for learning will be collaboratively constructed to ensure each student's success.

The grading of the retake assessment will follow the guidelines set forth in the DISD grading guidelines.

## **TEXTBOOKS**

Textbooks are the property of the State of Texas. Students are responsible for the security and care of the textbooks issued to them. All textbooks must be covered. Teachers will conduct periodic inspections to check for lost or damaged books. Students who have lost books must pay the full replacement cost of the lost book before a new one will be issued. If you have misplaced a textbook, check with the teacher who issued the book to you. Found books will be returned to the student. Lost books must be paid for in the Staff Accountant's Office before another book will be issued to you.

## **TUTORIALS (SEE SST)**

## **VALUABLES**

Students are cautioned not to bring large amounts of money or valuable items of personal property (electronic devices, phones) to school. Students, not the school district or school officials, are responsible for their own possessions. Items of value should never be left in lockers or classrooms.

## **VOLUNTEERS**

We appreciate so much the efforts of parent and grandparent volunteers that are willing to serve our district and students. If you are interested in volunteering, please contact campus administration for more information and to complete an application.

## **VISITORS**

All visitors are required to report to the main office and obtain a visitor's pass with Principal's approval. No one without authorized business will be allowed to remain in the building or on the school campus. Students from other schools are not permitted on campus during regular school hours.

## **WITHDRAWALS**

Students wishing to withdraw from school must furnish verification by a parent/guardian that they are to be withdrawn. A student withdrawing should report to the Registrar's Office at the beginning of the last full day they are in school. The student will be issued a withdrawal slip that must be signed by each teacher. The teacher will record on the withdrawal form the student's grade at the time of withdrawal. After the student has obtained the signatures of each of his/her teachers, the withdrawal form must be signed by the school librarian, a DHS administrator, the cafeteria manager, and a counselor. A counselor will conduct an exit interview with each withdrawing student to determine future educational plans or plans after leaving DeSoto High School. Following the exit interview by the counselor, the student should return the completed Withdrawal Form to the Registrar for final clearance. The Registrar will then sign it and give a copy to the student. No record of credits earned will be forwarded to a new school until all obligations have been met. Students who withdraw from DeSoto High School must enroll in another school within five (5) days, or truancy charges may be filed.

## **GLOSSARY**

**Accelerated instruction** is an intensive supplemental program designed to address the needs of an individual student in acquiring the knowledge and skills required at his or her grade level and/or as a result of a student not meeting the passing standard on a state-mandated assessment.

**ACT** refers to one of the two most frequently used college or university admissions exams: the American College Test. The test may be a requirement for admission to certain colleges or universities.

**ARD** is the admission, review, and dismissal committee convened for each student who is identified as needing a full and individual evaluation for special education services. The eligible student and his or her parents are members of the committee.

**Attendance review committee** is responsible for reviewing a student's absences when the student's attendance drops below 90 percent, or in some cases 75 percent, of the days the class is offered. Under guidelines adopted by the board, the committee will determine whether there were extenuating circumstances for the absences and whether the student needs to complete certain conditions to master the course and regain credit or a final grade lost because of absences.

**DAEP** stands for disciplinary alternative education program, a placement for students who have violated certain provisions of the Student Code of Conduct.

**EOC assessments** are end-of-course tests, which are state-mandated, and are part of the STAAR program. Successful performance on EOC assessments will be required for graduation beginning with students in grade 9 during the 2011–2012 school year. These exams will be given in English I, English II, Algebra I, Biology, and United States History.

**FERPA** refers to the federal Family Educational Rights and Privacy Act that grants specific privacy protections to student records. The law contains certain exceptions, such as for directory information, unless a student's parent or a student 18 or older directs the school not to release directory information.

**IEP** is the written record of the individualized education program prepared by the ARD committee for a student with disabilities who is eligible for special education services. The IEP contains several parts, such as a statement of the student's present educational performance; a statement of measurable annual goals, with short-term objectives; the special education and related services and supplemental aids and services to be provided, and program modifications or support by school personnel; a statement regarding how the student's progress will be measured and how parents will be kept informed; accommodations for state or district wide tests; whether successful completion of state-mandated assessments is required for graduation, etc.

**ISS** refers to in-school suspension, a disciplinary technique for misconduct found in the Student Code of Conduct. Although different from out-of-school suspension and placement in a DAEP, ISS removes the student from the regular classroom.

**NCLB Act** is the federal No Child Left Behind Act of 2001.

**PGP** stands for Personal Graduation Plan, which is recommended for all students entering grade 9 and is required by state law for any student in middle school or higher who fails a section on a state-mandated test or is identified by the district as not likely to earn a high school diploma before the fifth school year after he or she begins grade 9.

**SAT** refers to one of the two most frequently used college or university admissions exams: The Scholastic Aptitude Test. The test may be a requirement for admission to certain colleges or universities.

**SHAC** stands for School Health Advisory Council, a group of at least five members, a majority of whom must be parents, appointed by the school board to assist the district in ensuring that local community values and health issues are reflected in the district's health education instruction, along with providing assistance with other student and employee wellness issues.

**Section 504** is the federal law that prohibits discrimination against a student with a disability, requiring schools to provide opportunities for equal services, programs, and participation in activities. Unless the student is determined to be eligible for special education services under the Individuals with Disabilities Education Act (IDEA), general education with appropriate instructional accommodations will be provided.

**STAAR** is the State of Texas Assessments of Academic Readiness, the state's system of standardized academic achievement assessments, effective beginning with certain students for the 2011–2012 school year.

**STAAR Alternate** is an alternative state-mandated assessment designed for students with severe cognitive disabilities receiving special education services who meet the participation requirements, as determined by the student's ARD committee.

**STAAR Modified** is an alternative state-mandated assessment based on modified achievement standards that is administered to eligible students receiving special education services, as determined by the student's ARD committee.

**STAAR Linguistically Accommodated (STAAR L)** is an alternative state-mandated assessment with linguistic accommodations designed for certain recent immigrant English language learners.

**State-mandated assessments** are required of students at certain grade levels and in specified subjects. Successful performance is sometimes a condition of promotion, and passing the exit-level TAKS or STAAR EOC assessments, when applicable, is a condition of graduation. Students have multiple opportunities to take the tests if necessary for promotion or graduation.

**Student Code of Conduct** is developed with the advice of the district-level committee and adopted by the board and identifies the circumstances, consistent with law, when a student may be removed from a classroom, campus, or district vehicle. It also sets out the conditions that authorize or require the principal or another administrator to place the student in a DAEP. It outlines conditions for out-of-school suspension and expulsion. The Student Code of Conduct also addresses notice to the parent regarding a student's violation of one of its provisions.

**TAKS** is the Texas Assessment of Knowledge and Skills, the state's standardized achievement test that is being transitioned to the STAAR program. A student in grade 12 who has not yet met the passing standard on this assessment will have opportunities to retake the assessment, for which satisfactory performance is required for graduation.

**TELPAS** stands for the Texas English Language Proficiency Assessment System, which assesses the progress that English language learners make in learning the English language, and is administered for those who meet the participation requirements in 3rd–12th grade.

**TxVSN** is the Texas Virtual School Network, which provides online courses for Texas students to supplement the instructional programs of public-school districts. Courses are taught by qualified instructors, and courses are equivalent in rigor and scope to a course taught in a traditional classroom setting.

**UIL** refers to the University Interscholastic League, the statewide voluntary nonprofit organization that oversees educational extracurricular academic, athletic, and music contests.





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**Note:** This policy addresses bullying of District students. For purposes of this policy, the term bullying includes cyberbullying.

For provisions regarding discrimination and harassment involving District students, see FFH. Note that FFI shall be used in conjunction with FFH for certain prohibited conduct. For reporting requirements related to child abuse and neglect, see FFG.

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**Bullying Prohibited**

The District prohibits bullying, including cyberbullying, as defined by state law. Retaliation against anyone involved in the complaint process is a violation of District policy and is prohibited.

**Examples**

Bullying of a student could occur by physical contact or through electronic means and may include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name calling, rumor spreading, or ostracism.

**Retaliation**

The District prohibits retaliation by a student or District employee against any person who in good faith makes a report of bullying, serves as a witness, or participates in an investigation.

**Examples**

Examples of retaliation may include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.

**False Claim**

A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a District investigation regarding bullying shall be subject to appropriate disciplinary action.

**Timely Reporting**

Reports of bullying shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to immediately report may impair the District's ability to investigate and address the prohibited conduct.

**Reporting Procedures**

**Student Report**

To obtain assistance and intervention, any student who believes that he or she has experienced bullying or believes that another student has experienced bullying should immediately report the alleged acts to a teacher, school counselor, principal, or other District employee. The Superintendent shall develop procedures allowing a student to anonymously report an alleged incident of bullying.

**Employee Report**

Any District employee who suspects or receives notice that a student or group of students has or may have experienced bullying shall immediately notify the principal or designee.

<b>Report Format</b>	A report may be made orally or in writing. The principal or designee shall reduce any oral reports to written form.
<b>Notice of Report</b>	When an allegation of bullying is reported, the principal or designee shall notify a parent of the alleged victim on or before the third business day after the incident is reported. The principal or designee shall also notify a parent of the student alleged to have engaged in the conduct within a reasonable amount of time after the incident is reported.
<b>Prohibited Conduct</b>	The principal or designee shall determine whether the allegations in the report, if proven, would constitute prohibited conduct as defined by policy FFH, including dating violence and harassment or discrimination on the basis of race, color, religion, sex, gender, national origin, or disability. If so, the District shall proceed under policy FFH. If the allegations could constitute both prohibited conduct and bullying, the investigation under FFH shall include a determination on each type of conduct.
<b>Investigation of Report</b>	The principal or designee shall conduct an appropriate investigation based on the allegations in the report. The principal or designee shall promptly take interim action calculated to prevent bullying during the course of an investigation, if appropriate.
<b>Concluding the Investigation</b>	Absent extenuating circumstances, the investigation should be completed within ten District business days from the date of the initial report alleging bullying; however, the principal or designee shall take additional time if necessary to complete a thorough investigation.
<b>Notice to Parents</b>	The principal or designee shall prepare a final, written report of the investigation. The report shall include a determination of whether bullying occurred, and if so, whether the victim used reasonable self-defense. A copy of the report shall be sent to the Superintendent or designee.  If an incident of bullying is confirmed, the principal or designee shall promptly notify the parents of the victim and of the student who engaged in bullying.
<b>District Action Bullying</b>	If the results of an investigation indicate that bullying occurred, the District shall promptly respond by taking appropriate disciplinary action in accordance with the District's Student Code of Conduct and may take corrective action reasonably calculated to address the conduct. The District may notify law enforcement in certain circumstances.
<b>Discipline</b>	A student who is a victim of bullying and who used reasonable self-defense in response to the bullying shall not be subject to disciplinary action.

	The discipline of a student with a disability is subject to applicable state and federal law in addition to the Student Code of Conduct.
<i>Corrective Action</i>	Examples of corrective action may include a training program for the individuals involved in the complaint, a comprehensive education program for the school community, follow-up inquiries to determine whether any new incidents or any instances of retaliation have occurred, involving parents and students in efforts to identify problems and improve the school climate, increasing staff monitoring of areas where bullying has occurred, and reaffirming the District's policy against bullying.
<i>Transfers</i>	The principal or designee shall refer to FDB for transfer provisions.
<i>Counseling</i>	The principal or designee shall notify the victim, the student who engaged in bullying, and any students who witnessed the bullying of available counseling options.
<b>Improper Conduct</b>	If the investigation reveals improper conduct that did not rise to the level of prohibited conduct or bullying, the District may take action in accordance with the Student Code of Conduct or any other appropriate corrective action.
<b>Confidentiality</b>	To the greatest extent possible, the District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation.
<b>Appeal</b>	A student who is dissatisfied with the outcome of the investigation may appeal through FNG(LOCAL), beginning at the appropriate level.
<b>Records Retention</b>	Retention of records shall be in accordance with CPC(LOCAL).
<b>Access to Policy and Procedures</b>	This policy and any accompanying procedures shall be distributed annually in the employee and student handbooks. Copies of the policy and procedures shall be posted on the District's website, to the extent practicable, and shall be readily available at each campus and the District's administrative offices.

## RELEASE FORM FOR DISPLAY OF STUDENT WORK AND PERSONAL INFORMATION

Occasionally, the DeSoto ISD wishes to display or publish original student work, which may include personally identifiable student information as defined in the Student Handbook, to promote student academic and extracurricular activities on the district's Website, a Website affiliated or sponsored by the district, such as a campus or classroom Website, and in district publications.

Original student work includes artwork, projects, photos taken by the student, or other academic or creative work. The district may also wish to publish or display original video and voice recordings.

The district agrees to use these student works and information only in the manner described above.

**Parents: Please circle one of the choices below and check the applicable boxes:**

I, parent of \_\_\_\_\_ (student's name), **(do give) (do not give)** my permission for the following to be displayed or published by the district:

- ☐ Original student work
- ☐ Voice recordings
- ☐ Video recordings

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_



**DESOTO HIGH SCHOOL  
STUDENT PARKING PERMIT  
2021-2022**

**Parking Permit Fee \$23.00 year**      Date \_\_\_\_\_

Student Name \_\_\_\_\_

Permit# \_\_\_\_\_

Student ID# \_\_\_\_\_

License Plate # \_\_\_\_\_

DL# \_\_\_\_\_

Car: Make \_\_\_\_\_

Year \_\_\_\_\_

Model \_\_\_\_\_

Color \_\_\_\_\_

Proof of Insurance:    Company Name \_\_\_\_\_

Policy # \_\_\_\_\_

Student Signature \_\_\_\_\_

Parent Contact \_\_\_\_\_ Phone # \_\_\_\_\_

Maximum Speed Limit on school campus is **10 mph.**

Students may park in the STUDENT

LOT **ONLY** and must be parked between the lines marked parking spaces

Violations may result in loss of driving/parking privileges and the car may be towed.

Permit must be affixed to the bottom left corner of windshield.

[Catherine.spivey@desotoisd.org](mailto:Catherine.spivey@desotoisd.org)