

# *Student Handbook and Code of Conduct*

*2017-18*

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## **Mission Statement**

The mission of DeSoto ISD is to prepare each student academically and socially to be a problem solver and productive citizen for a 21st century global society.

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**DeSoto Independent School District**  
200 E. Belt Line Road, DeSoto, Texas 75115  
972-223-6666 [www.desotoisd.org](http://www.desotoisd.org)

# School Information

**DeSoto High School**

600 Eagle Drive, DeSoto, TX 75115  
972-230-0726 – Main Office  
972-230-0730 – Counseling Office  
972-230-0737 – Athletic Department  
972-274-8115 – Fax

**Woodridge Elementary**

1001 Woodridge, DeSoto, TX 75115  
972-223-3800 – Telephone  
972-274-8204 – Fax

**Cockrell Hill Elementary**

425 S. Cockrell Hill Road, DeSoto, TX 75115  
972-230-1692 – Telephone  
972-274-8081 – Fax

**DeSoto East Middle School**

601 E. Belt Line Road, DeSoto, TX 75115  
972-223-0690 – Telephone  
972-274-8156 – Fax

**Frank D. Moates Elementary**

1500 Heritage Blvd., Glenn Heights, TX 75154  
972-230-2881 – Telephone  
972-274-8073 – Fax

**DeSoto West Middle School**

800 N. Westmoreland Road, DeSoto, TX 75115  
972-230-1820 – Telephone  
972-274-8183 – Fax

**Northside Elementary**

525 Ray Avenue, DeSoto, TX 75115  
972-224-6709 – Telephone  
972-228-7925 – Fax

**Curtistene S. McCowan Middle School**

1500 Majestic Meadows Drive, Glenn Heights, TX 75154  
972-274-8090 – Telephone  
972-274-8099 – Fax

**Ruby Young Elementary**

707 Young Blvd., DeSoto, TX 75115  
972-223-6505 – Telephone  
972-274-8221 – Fax

**Amber Terrace Elementary (Pre-K Campus)**

224 Amber Lane, DeSoto, TX 75115  
972-223-8757 – Telephone  
972-274-8247 – Fax

**Alternative Education Program**

204 E. Belt Line Road, DeSoto, TX 75115  
972-223-2242 – Telephone  
972-230-1735 – Fax

**The Meadows Elementary**

1016 The Meadows Parkway, DeSoto, TX 75115  
972-224-0960 – Telephone  
972-228-7908 – Fax

**DeSoto ISD Administration Building**

200 E. Belt Line Road, DeSoto, TX 75115  
972-223-6666 – Telephone  
972-274-8011 – Fax

## DISCRIMINATION PROHIBITED

No person in the United States shall, on the grounds of race, creed, age, color, sex, disability, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. No qualified person with a disability shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which received or benefits from federal assistance.

### STUDENTS IN PROTECTIVE CUSTODY OF THE STATE

The district strives to assist any student who has been 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. Please contact the director of Student Support Services who has been designated as the district's liaison for children in the conservatorship of the state at 972 223-6666 with any questions.

**Title IX Coordinator** - for concerns regarding discrimination on the basis of sex: Levatta Levels, 972-223-6666.

**Section 504 Coordinator** - for concerns regarding discrimination on the basis of disability: Debbye Garner, 972-223-6666.

**Services for the Homeless and for Title 1 Participants** - Dr. Cheyrl Ensley, 972-223-6666.

- Liaison for Homeless Children & Youths, who coordinates service for homeless students
- Parent Involvement Coordinator, who works with parents of students participating in Title I programs

**Violent Victim** - to ensure compliance with NCLB under PBM, each LEA should not only have such a transfer policy, but should maintain evidence that the transfer policy has been distributed to the applicable parents on each campus, if a violent criminal offense has occurred on that campus. In such cases, the district should notify the parent of the student who is a victim of that violent criminal offense can request to transfer to another campus if available within the district.

For additional information or questions concerning this handbook, contact the campus your child attends.

**Please note:** *This book contains several forms that must be signed and returned. Please read these notices, sign and return to the campus from which you received the handbook.*

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# *Board of Trustees*

President –Carl Sherman, Jr., *Place 1*

Vice-President- Karen Daniel, *Place 3*

Secretary- Tiffany Clark, *Place 4*

Kathy Goad, *Place 2*

Aubrey C. Hooper, *Place 5*

Donald Gant, *Place 6*

Sandre S. Moncriffe, *Place 7*

Dr. David Harris, *Superintendent*

# *Student Handbook and Code of Conduct*

The Student Handbook and Code of Conduct include the Student Code of Honor, The DeSoto ISD Portrait of a Graduate, Pyramid of Interventions and Escalation of Privileges.

As a member of the DeSoto ISD student body, we believe that all DeSoto ISD students are entitled to a quality education. This quality education is the end product of cooperative student, parental, and educator efforts. We further believe that each student member has a responsibility in creating a quality education for him/her and other students. This responsibility is demonstrated through academics, socialization, and daily behaviors.

## *DeSoto ISD Code of Honor*

Personal responsibility is a fundamental attribute of character. DeSoto ISD's Code of Honor is an affirmation of our commitment to high standards. DeSoto ISD is committed to excellence in who we are and what we do. We realize that individual actions and attitudes affect the well-being of others as well as the school system as a whole.

To fulfill our commitment to excellence, we in DeSoto, pledge:

**HONESTY** - tell the truth and be sincere even when it is not easy.

**INTEGRITY** - honor our agreements; do what's right because it is right.

**PERSONAL RESPONSIBILITY** - we are accountable for our own choices and actions; think before acting, consider the implications and consequences for one's actions and be accountable for one's choices.

**COMMITMENT TO OUR COMMUNITY** - make a connection to our community by placing a high value on helping others, doing your part to become involved in making our community great.

**RESPECT** - be courteous, polite, respectful, considerate and caring at all times to promote the best in our district.

**POSITIVE IDENTITY** - personify optimism and a positive outlook for yourself and our district.

**COMMITMENT TO LEARNING** - strive to excel in academic performance and become actively engaged in learning.



# *Working together for children*

A committee of parents, teachers, administrators and representative students meet regularly throughout the year to discuss discipline and safety issues and revise this manual. Student input from surveys and special meetings are utilized when appropriate. The goal of a strong discipline management program is to encourage the student's academic progress in a safe and positive environment. The information herein is based on state and federal laws, attorney general opinions, Texas Administrative Code, the Penal Code, State Board of Education rules and local Board Policies. Each year the Board of Trustees reviews the manual and approves its implementation.

## **POLICIES AND PROCEDURES OUTLINED**

This publication contains district policies and guidelines in the areas of academic achievement, student conduct, student rights and responsibilities, student dress, attendance, student records and parent involvement. Due to space limitations, many of the district's policies are paraphrased rather than printed verbatim in the booklet. Also, this is not an all-inclusive list of policies and regulations. A complete listing of School Board policies is available for review on-line at the District's Web site ([www.desotoisd.org](http://www.desotoisd.org)).

This handbook/code of conduct was developed to assist students, parents and educators in understanding their responsibilities. Students and parents are asked to read the contents carefully and are asked to sign an acknowledgment of receipt. Signing the booklet does not indicate agreement of all the contents, but rather it lets the school know that the book has been received. A separate request for alternative action in place of corporal punishment is offered for interested parents.

Although this booklet is filled with numerous "do's" and "don'ts" the purpose is not to give a list of negative expectations, but rather to encourage positive interaction and help students to understand a total educational program that stresses responsible actions and focuses on academic achievement.

In compliance with Chapter 37 of Senate Bill 1 and the Texas Education Code, DeSoto ISD is participating in the Dallas County Juvenile Justice Alternative Education Program (DCJJAEP) for expelled youth. Students expelled from DeSoto ISD will be placed in the DCJJAEP either through an order of the juvenile court or the case review committee. The Student Code of Conduct included at the back of this handbook specify the circumstances under which a student may be removed from a classroom, campus or district alternative education program. It further sets forth the circumstances under which youth will be eligible for expulsion from the school setting and placement in the DCJJAEP.



# *Portrait of a Graduate*

The DeSoto ISD Portrait of a Graduate represents a set of shared high expectations that reflect our shared commitment to nurture the growth and development of our children, Pre-K through graduation.

It serves as a guide for creating curriculum and designing experiences to help assure each student attains and develops a set of identified skills, competencies, knowledge, attributes and attitudes deemed essential for a productive and purposeful life. It allows for customization, enhancement and acceleration of learning opportunities. It answers the questions, “What is it we want, and what are we willing to do for our children?”

Parents, community members, and staff have collaborated in a series of community-wide conversations to develop the DeSoto ISD Portrait of a Graduate. We believe that our public school system exists to serve our community in the preparation of students for a productive and quality future. We also believe we must prepare our graduates to be servant leaders who will contribute to our community and society. The DeSoto ISD Portrait of a Graduate articulates clear, shared, high quality expectations appropriate for the real world and challenges our graduates will face.

## **Character**

DeSoto ISD graduates consistently demonstrate behavior that reflects integrity and honesty. Our graduates are diligent and responsible in their work ethic and model emotional maturity and good judgment in decision making. Through school and community service, our graduates remain proud and respectful of DeSoto ISD and our community. They understand social systems, respect fellow citizens and demonstrate ecological responsibility.

## **Intellectual Preparedness**

DeSoto ISD graduates are highly regarded and sought after in the emerging global socioeconomic environment. They are academically and professionally competitive with a comprehensive knowledge base and an appreciation for the arts. They value quality performance and continuous learning. They are able to make responsible decisions through critical thinking, problem solving, and logical reasoning. They are articulate in oral and written English language and are proficient in a second language.

## **Personal Leadership**

Our graduates are resilient, disciplined, mentally adept, and socially competent. They demonstrate strong communication skills, teamwork skills, and respect for cultural and individual differences. They possess skills and attitudes to envision and practice a healthy lifestyle and pursue a quality future.

## **Pyramid of Interventions**

The Pyramid of Interventions demonstrates the multiple and varied steps taken to provide students with interventions that provide increasing levels of time and support when they experience difficulty in learning. The goal is to find the level of support that will enable a student to be successful in the short term and to give the student the skills and dispositions that enable him or her to sustain that success without the need for ongoing intervention.

## **Escalation of Privileges - “Membership has Advantages”**

Every DeSoto ISD campus has an “Escalation of Privileges.” As students demonstrate continued academic, social, and behavioral success, they gain recognition of their success through Privileges (rewards and incentives). Privileges may include, but are not limited to the following: homework pass, first in line pass, prizes, assembly admittance, free event admittance, field trip, etc... ALL students have access to their campus “Privileges” as described by their campus.

For specific questions regarding your campus “Escalation of Privileges”, please speak with your child’s teacher, counselor or administrator.

# *School-Parent-Student Compact*

DeSoto ISD, the parents, and the students participating in activities, services and programs funded by Title I, Part A, agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved students academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve success in school and in life.

## **School Accountability Pledge – DeSoto ISD will:**

- Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards.
- Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement.
- Provide parents reasonable access to staff.
- Provide parents opportunities to volunteer and participate in their child's class and to observe classroom activities.
- Provide opportunities for participation in professional and personal development that improve teaching and learning and which support partnerships of families and communities.
- Provide safe and support learning environment.

## **Family/Parent Accountability Pledge – We, as parents, will support our students learning by:**

- Monitoring attendance, academic and social performance of student.
- Making sure that homework and all assignments are completed on time.
- Monitoring activities of students outside school and promoting positive use of child's extracurricular time.
- Volunteering in my student's school.
- Participating, as appropriate, in decisions relating to my student's education.
- Staying informed about my child's education and communication with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.
- Serving, to the extent possible, on the policy advisory group, such as being the Title 1, Part A parent representative on the school's School Improvement Team, the Title 1 Policy Advisory Committee and others as appropriate.
- **Study and read at least 30 minutes with student.**

## **Student Accountability Pledge- We, as students, will share the responsibility to achieve in school and in life. We will:**

- Adhere to all expectations and guidelines of school.
- Bring all materials and completed assignments to class each and actively participate in my learning process.
- Ask for HELP when I to and participate in activities offered to support my learning.
- Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.
- **Study and read at least 30 minutes.**

**Please Sign, Date and Return to Students Grade Level Secretary.**

Parent(s) \_\_\_\_\_

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

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

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

# *Student Handbook and Code of Conduct*

*2017-18*

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## **Mission Statement**

The mission of DeSoto ISD is to prepare each student academically and socially to be a problem solver and productive citizen for a 21st century global society.

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# CODE OF CONDUCT

## COMMUNITY INVOLVEMENT

Representatives from all segments of the local education community were involved in developing and reviewing the district's original discipline management plan/code of conduct. Each year a Discipline Management Committee, composed of parents, teachers, administrators and representative students continues to meet regularly to review this handbook and to make any necessary changes or additions.

## STUDENT HANDBOOK

This student handbook contains policies and regulations on responsibilities of students. The code of student conduct is distributed to all students and parents, teachers, and administrators at the beginning of the school year. It is also provided to new professional employees, newly enrolled students, parents, or any other person on request. Students will be made aware of any changes during the year. Each student and parent annually shall sign a statement that they have received and read the student handbook and code of conduct and acknowledge the responsibilities outlined there.

## RIGHTS AND RESPONSIBILITIES OF STUDENTS

All students are entitled to enjoy the basic rights of citizenship recognized and protected by law for persons of their age and maturity. District schools shall foster a climate of mutual respect for the rights of others. Each student is expected to respect the rights and privileges of other students, teachers, and district staff. Students shall exercise their rights responsibly, and in compliance with rules established for the orderly conduct of the district's educational mission. The district's rules of conduct and discipline are established to achieve and maintain order in the school. Students who violate the rights of others or who violate district or school rules shall be subject to disciplinary measures designed to correct the misconduct and to promote adherence by all students to the responsibilities of citizens in the school community.

## STUDENT RESPONSIBILITIES FOR ACHIEVING A POSITIVE LEARNING ENVIRONMENT AT SCHOOL OR SCHOOL-RELATED ACTIVITIES:

1. Attend all classes, daily and on time.
2. Be prepared for each class with appropriate materials and assignments.
3. Be well groomed and dress appropriately.
4. Demonstrate courtesy and respect for others.
5. Pay required fees and fines, unless they are waived.
6. Avoid violations of the Student Code of Conduct.
7. Obey all campus and classroom rules.
8. Seek changes in school policies and regulations in an orderly and responsible manner, through appropriate channels.
9. Cooperate with or assist the school staff in maintaining safety, order, and discipline.
10. Behave in a responsible manner.
11. Respect the rights and privileges of other students and of teachers and other district staff.
12. Respect the property of others, including district property and facilities.
13. Keep parents informed regarding school assemblies, supplies needed and written information sent home from school.
14. Return documents sent home for signature.
15. Secondary students must wear identification badges (in full view at all times) and **ALL** students must identify themselves to any DeSoto ISD employee or Resource Officer when requested.

## RIGHTS AND RESPONSIBILITIES OF PARENTS

Throughout this plan, "parents" includes single parents, legal guardian, or person having lawful control of the student. The term does not include a person to whom the parent-child relationship has been terminated or a person not entitled to possession or access to a child under a court order.

### PARENTS HAVE THE RESPONSIBILITY TO:

1. Make every effort to provide for the physical needs of the child.
2. Teach the child to pay attention and obey the rules.
3. Be sure their child attends school regularly and promptly report and explain absences and tardies to the school.
4. Encourage and lead the child to develop proper study habits at home.
5. Participate in meaningful parent-teacher conferences to discuss their child's school progress and welfare.

6. Attend parent training workshops for home reinforcement of study skills and specific curriculum objectives.
7. Keep informed of school policies and academic requirements of school programs.
8. Participate in school-related organizations.
9. Be sure the child is well groomed and dressed appropriately.
10. Discuss report cards and school assignments with their child.
11. Bring to the attention of school authorities any learning problem or condition that may relate to their child's education.
12. Maintain up-to-date home, work, and emergency telephone numbers and other pertinent information at the school.
13. Cooperate with school administrators and teachers.
14. Be sure their child attends school tutorials when required or as the need arises.
15. Submit a signed statement that they understand the responsibilities outlined in this plan.
16. Control their child. Under Family Code 33.01, a student's parent is legally liable for property damage proximately caused by:
  - a) the negligent conduct of the student if such conduct is reasonably attributable to the negligent failure of the parent to exercise that duty.
  - b) the willful or malicious conduct of a student who is at least 10 but under 18 years of age.

**Note:** Chapter 26 of the Texas Education Code provides a comprehensive list of parental rights and responsibilities. A copy is available at the Instructional Support Center.

## ARRIVAL & PICKUP TIMES

IN AN EFFORT TO KEEP STUDENTS AND SCHOOLS SAFE, STUDENTS SHALL NOT ARRIVE ON CAMPUS EACH MORNING UNTIL BUILDINGS ARE OPEN OR ADEQUATE SUPERVISION IS AVAILABLE. **SCHOOLS (GRADES PK-8) WILL NOT BE OPEN FOR SUPERVISION OF STUDENTS UNTIL 7:30 A.M. EACH DAY. DO NOT DROP OFF STUDENTS BEFORE 7:30 A.M.**

Campus Schedules 2017-2018			
Campus	Drop Off	Start/Tardy	End of School
Elementary (Pre-K)	7:30 a.m.	7:45 a.m./8:10 a.m.	3:00 p.m.
Elementary (K-5)	7:30 a.m.	8:00 a.m./8:10 a.m.	3:15 p.m.
Middle School (6-8)	7:30 a.m.	8:00 a.m./8:10 a.m.	3:45 p.m.
High School (9-12)	7:00 a.m.	7:20 a.m./7:30 a.m.	2:54 p.m.

**ADDITIONALLY, STUDENTS SHALL NOT BE ALLOWED TO REMAIN MORE THAN 30 MINUTES AFTER THE END OF THE NORMAL SCHOOL DAY. AFTER 4:30 P.M. ALL SCHOOL OFFICES ARE CLOSED.** REPEAT VIOLATORS WHO WILLFULLY AND PERSISTENTLY DROP OFF OR LEAVE STUDENTS IN AN UNSUPERVISED SITUATION EITHER BEFORE OR AFTER SCHOOL HOURS WILL RESULT IN A CALL REPORTING NEGLECT TO THE POLICE OR CHILD PROTECTIVE SERVICES.

AT SCHOOL-SPONSORED EVENTS, STUDENTS SHOULD BE OFF THE CAMPUS WITHIN AT LEAST 30 MINUTES OF THE END OF THAT EVENT. FAILURE TO DO SO COULD RESULT IN THE STUDENT BEING BARRED FROM THE NEXT SCHEDULED EVENT.

## VISITS TO THE SCHOOL

Parents and others are welcome to visit district schools. For the safety of those within the school and to avoid disruption of instructional time, all visitors must first report to the main office and must comply with all applicable district policies and procedures. When arriving on campus, all parents and other visitors should be prepared to show identification. Visits to individual classrooms during instructional time are permitted only with approval of the principal and teacher and so long as their duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment.

Since visitors may serve as role models to students, all visitors must adhere to the highest standards of courtesy and conduct. Visitors are reminded that entering a classroom without the consent of either the principal or the teacher and, through either acts of misconduct or the use of loud profane language, disrupting class activities is strictly prohibited.

## **RIGHTS AND RESPONSIBILITIES OF TEACHERS**

1. Use discipline management techniques developed in the district's code of conduct plan.
2. Ensure good student discipline by being in regular attendance and on time.
3. Be prepared to perform their teaching duties with appropriate preparation, assignments, and resource materials.
4. Comply with district and school policies, rules, and regulations, and directives.
5. Maintain an orderly classroom atmosphere conducive to learning.
6. Teach to the standards of performance required by the district.
7. Establish rapport and an effective working relationship with students, parents, and other staff members.
8. Teach students to strive toward self-discipline.
9. Encourage good work habits that will lead to the accomplishments of personal goals.
10. Serve as appropriate role models for their students, in accordance with the standards of the teaching profession.

## **RIGHTS AND RESPONSIBILITIES OF ADMINISTRATORS**

1. Respond to discipline problems referred to them by teachers.
2. Promote effective training and discipline of all students.
3. Encourage parent communication with the school, including participation in required parent-teacher conferences.
4. Provide appropriate assistance to students in learning mature self-discipline.
5. Assume responsibility and instructional leadership for discipline and for evaluation of the code of conduct plan.
6. Serve as appropriate role models for the students on their campus in accordance with the standards of the profession.
7. Limit parent visitation when it interferes with the learning environment.

## **EMERGENCY PREPAREDNESS**

DeSoto ISD has a district emergency and evacuation plan in place. For more information you may discuss this further with a campus administrator.

## **CAMPUS DISCIPLINE PERSON [Policy FO Local]**

The campus discipline person(s) on each campus shall be the principal, or designee.

Duties shall include the authority to:

1. Assess and implement the campus code of conduct plan.
2. Remove a student from campus for emergency reasons.
3. Refer students to school-community guidance centers, if available.
4. Remove students to Disciplinary Alternative Education Programs (DAEP).
5. Suspend a student.

The District Hearing Committee is authorized to expel students. The District Hearing Committee shall be chaired by the Assistant Superintendent for Student Support Services with the other committee members appointed by the Superintendent of Schools.

## **VIDEOTAPING OF STUDENTS**

An employee of DeSoto ISD may videotape students for the purpose of safety, co-curricular or extra-curricular activities, classroom instruction and media use. If a parent/legal guardian objects to videotaping their child for the above reasons, please contact the campus principal to review this issue. In addition for safety purposes, video surveillance cameras are in continuous operation at all DeSoto ISD campuses and facilities. Administrators will review the tapes routinely and document student misconduct. Discipline will be in accordance with the Student Code of Conduct.

## **ZERO TOLERANCE PROCEDURES**

DeSoto ISD has always provided a safe, threat-free learning environment for all children. It is the goal of the district to continue to promote such a positive atmosphere. Therefore, the Board of Trustees has approved a discipline management technique to deter physical altercations and disorderly conduct. To demonstrate that fighting, verbal threats of violence, smoking/tobacco use, assault, any form of disorderly conduct, and violations of state law will not be tolerated; police intervention will be utilized this school year. If any student age 12 and above engages in a physical altercation during school hours or during a school event, the school administrator(s) responsible for discipline will conduct an investigation, notify the parents, whenever possible, and the local law enforcement agency. Students may be taken into custody by the police. Criminal charges may be filed or an affidavit filed for disorderly conduct and/or assault may be issued. See page 14 for additional affidavit information. Verbal threats of violence will not be tolerated. Any student that engages in verbal threats of violence will be disciplined and local law enforcement will be contacted.

Consideration will be given and documented, as a factor in each decision concerning suspension, removal to a DAEP, expulsion, or placement in a juvenile justice alternative education program, regardless of whether the decision concerns a mandatory or discretionary action, to:

- a. Self-defense;
- b. Intent or lack of intent at the time the student engaged in the conduct;
- c. A student's disciplinary history; and/or
- d. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

The definitions for disorderly conduct and assault include but are not limited to the following:

**Texas Penal Code 42.01 Disorderly Conduct**

- (a) A person commits an offense if he intentionally:
  - (1) Fights with another in a public place.

**Texas Penal Code 22.01 Assault**

- (a) A person commits an offense if the person:
  - (1) Intentionally, knowingly, or recklessly causes bodily injury to another;
  - (2) Intentionally or knowingly threatens another with imminent bodily injury; or
  - (3) Intentionally or knowingly causes physical contact with another when the person knows or should reasonably believe that the other will regard the contact as offensive or provocative.

**Self-defense is using minimal force against another when and to the degree a person reasonably believes the force is immediately necessary to protect him or herself. The student is required to verbally and physically attempt to remove him/herself from the altercation.**

The specific procedure that will be followed in the event of a physical altercation (fight or assault between two or more students) is set forth below:

- a) Student(s) referred to administration for investigation.
- b) Police notified.
- c) Parents notified whenever possible.
- d) Students may be taken into custody by the police. Criminal charges may be filed or a affidavit for disorderly conduct and/or assault may be issued. **Affidavits will be filed if an adult witnesses the fight in grades 5-12.**
- e) Suspension from school for three days (if student has previously utilized all suspension days allowed, other more stringent disciplinary techniques may be used).
- f) Parent conference with school administrator may be required.
- g) Assaults could warrant DAEP placement or recommendation for expulsion.
- h) Persistent offenses may result in DAEP or recommendation for expulsion.

The specific procedure that will be followed in the event of a verbal threat of violence as determined by the administrator is set forth below:

- a) Student(s) referred to administration for investigation.
- b) Parents notified whenever possible.
- c) Police notified.
- d) Incident report by police will be documented for elementary students. Criminal charges may be filed or an affidavit may be written.
- e) Suspension for elementary students, DAEP placement for secondary students.
- f) Parent conference with school administrator may be required.
- g) Persistent offenses may result in DAEP placement or recommendation for expulsion.

**School resource officers are utilized in the DeSoto Independent School District. As city partners of the school district, these trained officers are in the schools daily and may talk with students and provide assistance in crime prevention and control as well as school safety. If students are in the area of a fight or major disruption, they may be exposed to "chemical agents" utilized by district school resource officers in order to secure the area.**

The Board of Trustees has determined that the use of metal detectors, both hand-held and walk-through, are desirable techniques for campus security. Should the detector indicate that dense material is present on or about the student, a search may be conducted by the principal, assistant principal or police officer with the assistance of school personnel.

## **FALSE ACCUSATIONS**

Be advised that teachers, administrators, or any district employee, falsely accused may file a criminal complaint against any person making a false police report. If the teacher or administrator is harmed by a false accusation they may seek civil damages from the student/parent. These are individual rights and do not belong to the school district. Employees shall consult their own attorney for legal advice and counsel in these situations.



# TECHNOLOGY RESOURCES

## ACCEPTABLE USE AND INTERNET SAFETY POLICY

**Technology Acceptable Use and Internet Safety Policy** DeSoto ISD provides Users (students, staff, and the community) with access to the District's electronic communications system and resources, as appropriate, for educational and District business purposes. The electronic communication system is defined as the District's network, servers, computers and mobile devices, peripherals, applications, data, electronic communications (all electronically transmitted information including but not limited to: e-mail and attachments, web pages, phone calls, faxes, and files) , Internet access, telephone systems, and any other technology designated for student, staff, or community use.

The purpose of the District's Technology Resources Acceptable Use Policy (the "acceptable use policy" or the "policy") is to ensure appropriate use of the District's technology resources, to prevent unauthorized access and other unlawful or improper activities by Users, to prevent unauthorized disclosure of, or access to, sensitive or confidential information, and to comply with the Child's Internet Protection Act. This policy is adopted pursuant to Board Policy CO (Legal) and CO (Local).

### **TERMS OF THE PERMITTED USE**

Access to the District's technology resources will not be granted to an individual until the "Acknowledgement of Acceptable Use Policy" form is reviewed, signed, and returned in accordance with the directions provided on the form. If a User is less than 18 years of age, both the student and the student's parent/guardian must read and sign the Acknowledgment form. By signing and submitting the Acknowledgment form, the User acknowledges notice and understanding of the policy, as well as the User's obligation to comply with the policy at all times. Until a properly completed Acknowledgment form is submitted, an individual is not authorized to access any of the District's technology resources. All Users must complete and submit a new Acknowledgment form prior to the beginning of each school year. The absence of a signed Acknowledgment form precludes a person from receiving authorization to use the District's technology resources, but does not excuse compliance with this policy.

### **PERSONAL RESPONSIBILITY**

The district provides access to resources in conjunction with security measures designed to protect users from exposure to inappropriate, harmful, and/or dangerous electronic materials. While the District provides such measures, there is no guarantee that any measure is absolute. It is the responsibility of all Users to adhere to the District Acceptable Use Policy for appropriate and responsible use of the District's technology resources. All users are expected to follow this policy and expeditiously report any misuse of the District's technology resources to an appropriate campus or district staff member.

### **ACCEPTABLE AND UNACCEPTABLE USES**

If a User is uncertain about whether a particular use is acceptable or appropriate, the User should consult with District personnel in advance of any questionable use.

1. **Acceptable Uses.** The District is providing access to its technology resources primarily for instructional and administrative purposes. Limited personal use of the District's *electronic communications systems*, including but not limited to the Internet and e-mail system, is permitted if the use:
  - A. Imposes no tangible cost on the District;
  - B. Does not unduly burden the District's computer or network resources; and
  - C. Has no adverse effect on an employee's job performance or on a student's academic performance.Personal use of any other technology resource is strictly prohibited, with the exception of any other technology resources which are necessary for approved personal use of an electronic communications system.
2. **Unacceptable Uses of Technology Resources.** The following, non-exhaustive list of uses are considered unacceptable, and constitute a violation of this policy:
  - A. Use that violates, or encourages others to violate law, Board Policy, the Student Code of Conduct, student or employee handbooks, or any other District policy, rule or regulation;
  - B. Use to threaten, harass, bully, retaliate, intimidate, or discriminate against a person, or otherwise engage in illegal or prohibited conduct against a person, including, but not limited to:
    1. Transmission or publishing of offensive or harassing messages, images, recordings, or other materials;
    2. Knowingly transmitting false or inflammatory statements about a person; or
    3. Engaging in conduct intended to embarrass, harass, intimidate or harm a person;
  - C. Offering for sale or use, or attempting to solicit for purchase or use, any substance or item the possession or use of which is prohibited by the Student Code of Conduct, or the student or employee handbook;
  - D. Possessing, accessing, viewing, transmitting, copying, creating or downloading pornographic or obscene materials (Le., pictures, videos, audio recordings, or messages), materials that are harmful to minors, as defined in this policy, materials that violate the Student Code of Conduct, Board policy, student or employee handbook, or other District rules or regulations, or materials that encourage others to violate the law;

- E. Accessing, or aiding a person in accessing, another User's account without authorization, including providing a person with access to the User's own account or account information;
- F. Viewing, downloading or transmitting confidential, trade secret information, or copyrighted materials without sufficient authorization. Even if materials are not marked with the copyright symbol, Users should assume that all materials are protected unless use is explicitly permitted;
- G. Defamation (i.e., harming another's reputation by making false statements);
- H. Attempts to upload, create, or transmit computer viruses, worms, "Trojan horses," "time bombs," or other harmful forms of programming or vandalism;
- I. Participating in "hacking" activities or any form of obtaining or attempting to obtain unauthorized access to other computers, networks, or information systems, including attempts to circumvent passwords or otherwise obtain access to account access information or other security-related information, or attempts to alter, destroy, hack or disable District equipment or devices;
- J. Uses that jeopardize the security of any of the District's technology resources, including individual User accounts, the District's network, the Internet, or other information systems or networks;
- K. Uses that involve commercial transactions, including the sale or purchase of any item;
- L. Attempts to bypass or disable the District's internet filter, security systems or software;
- M. Attempts to access, alter, interfere with, damage or change network configuration, security passwords, or individual accounts of another without written permission from the DISD Technology Department;
- N. Attempts to access or install unlicensed, inappropriate or unapproved software or technology;
- O. Plagiarism or other use of District technology resources to engage in academic dishonesty.

The above list of unacceptable uses serves as examples of inappropriate conduct which violates this policy, and is in no way intended to be an exhaustive account of all prohibited conduct or activities. The District reserves the right to determine whether a violation of this policy has occurred on a case-by-case basis, in keeping with the purpose of this policy.

3. Netiquette. All users must abide by rules of network etiquette ("netiquette"), which includes the following:
  - A. Be Polite and Use Appropriate Language. Remember that you are a representative of your school and District on a non-private communications system; your conduct can be viewed globally by others. Users should not submit, publish, display, or send any defamatory, inaccurate, racially offensive, discriminatory, abusive, obscene, profane, vulgar, belligerent, sexually oriented, harassing or threatening materials or messages, either public or private.
  - B. Respect the Privacy of Others. Electronic communications should only be forwarded or otherwise transmitted to third parties with the express permission of the sender.
  - C. Send Attachments Responsibly. Be considerate when sending attachments with e-mail (where this is permitted). Ensure that files are not too large to be accommodated by the recipient's system and are in a format which the recipient can access.
  - D. Do Not Disrupt Others. Do not use the network in any way that would disrupt use of the network by others.

**Possession and Use of Personal Electronic Communication Devices (BYOD)** DeSoto ISD allows the use of electronic communication devices by students at specified times. Electronic communication devices include but are not limited to the following: cell phones, smart phones, mp3 players, iPod Touches, iPads and eReaders. It is not mandatory for students to bring their own mobile learning devices. When electronic devices are used to enhance student learning in the classroom, students without a personal device will be provided access to an appropriate digital device, as available. Students who choose to bring their personal devices must log in and use the DeSoto ISD filtered wireless public network during the school day. Use of broadband networks, provided by cellular carriers is prohibited while on DeSoto ISD property.

**NOTE: Students bring electronic communication devices to school at their own risk. The district will not be held responsible if a phone or other item is lost, stolen, or misplaced, including those that have been confiscated. The district will not be responsible for technical support for non-district owned devices, beyond providing necessary district specific connectivity and login information.**

Students may utilize electronic communication devices in the classroom for educational purposes when the teacher deems appropriate. Additionally, students will be allowed the opportunity to use their devices before/after school. Use of electronic communications devices during the school day is a privilege. Adherence to the guidelines below is essential to maintaining an academic environment and the integrity of the classroom.

Students must comply with staff directives, including but not limited to, using appropriate device volume. When in use, devices must be on vibrate or silent mode so that no audible tone is heard. Using functions on electronic devices in any manner that disrupts the educational environment, from within or from outside the classroom, or violates the rights of others, including, but not limited to using the device to cheat, violate school conduct rules, harass or bully staff or students or use their device for unlawful purposes will be subject to disciplinary action, up to and including suspension, expulsion and will be reported to the local authorities.

Staff and community members are also permitted to utilize personal devices under the BYOD policy for the purpose of instructional, professional development, and District business purposes.

In addition to specific BYOD policy guidelines, all use of personal devices within the District is subject to the Technology Acceptable Use and Internet Safety Policy and Student Code of Conduct.

**Cell Phone Rule** All cell phone conversations during the school day should only take place under the supervision of staff personnel. Using any device that permits recording the voice or image of another in any way that either disrupts the educational environment, invades the privacy of others, or is made without the prior consent of the individuals being recorded is prohibited. Also, using any device that permits recording the voice or image of another to take, disseminate, transfer or share audio, images, video or photographs that reveal private parts of the body that are ordinarily covered by clothing is prohibited. The possession of pornographic images, video, or sexually explicit text on any electronic device is prohibited.

## **INTERNET SAFETY POLICY**

1. **General Warning; Access to Inappropriate Materials.** All users and the parents/guardians of student users are advised that access to the District's technology resources, including electronic media and electronic communications, may include the potential for access to materials inappropriate for school-aged students. Every User must take responsibility for his or her use of the District's technology resources.

When an inappropriate or harmful site or image appears on the User's computer screen:

- A. A STUDENT User should:
  - i. Turn off the computer monitor;
  - ii. Raise his/her hand; and
  - iii. Alert a campus or district staff member to the issue.
- B. A STAFF User should:
  - i. Turn off the monitor and/or close the browser;
  - ii. Report the incident to the Technology Department; and
  - iii. Request that the site in question be blocked.

If a User finds that other Users are visiting offensive or harmful sites, he or she should report such use to a campus or district staff member immediately.

2. **Personal Safety.** Be safe and protect your personal information when using the computer network and/or Internet:
  - A. Do not reveal personal information such as your home address or telephone number;
  - B. Do not use your real last name or any other information which might allow a person to locate or identify you;
  - C. Do not give out private or confidential information about yourself or others, including credit card numbers and social security numbers;
  - D. Student users should not arrange a face-to-face meeting with a person he/she "meets" on the computer network or Internet without parent permission;
  - E. Any User who feels that he or she is being harassed, bullied, retaliated or discriminated against, or otherwise being subjected to illegal or inappropriate conduct through the District's technology resources should immediately report it to the District.
3. **"Hacking" and Other Illegal Activities.** It is a violation of this policy to use District resources to gain or attempt to gain unauthorized access to other computers or computer systems;
4. **Confidentiality of Student Information.** The confidentiality of personally identifiable student information and student education records, as governed by federal law and Board policy FL (Legal) and (Local), applies equally during the use of the District's technology resources. A supervising teacher or administrator may authorize the release of directory information, as defined in Board policy FL (Legal), for internal administrative purposes of approved educational projects and activities.
5. **Active Restriction Measures.** The school, either by itself or in combination with the Data Acquisition Site, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The school will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material which is inappropriate for minors. The term "harmful to minors" is defined in Board policy CQ (Legal).
6. **Internet Safety Education.** Each year, the school district will educate all students in safe and appropriate online behaviors regarding, but not limited to, online interaction with others, social networking websites, online communications, and cyber bullying awareness and response procedures.

## **PRIVACY**

Users should have no expectation of privacy in their communications, activities, or other use of the District's technology resources. The District reserves the right to monitor, inspect, copy, review and store, at any time and without prior notice, any and all usage of the District's technology resources, including, but not limited to, electronic media, electronic communications, general Internet access, and any and all information transmitted or received in connection with such usage. The District may access this information, as detailed above, to ensure the safety and integrity of its network, diagnose problems, assess usage patterns, investigate reports of illegal or impermissible activity, ensure User compliance with state and federal laws and District policies, or for any other purpose related to the operations of the District. All information files and devices shall be and remain the property of the District, and no User shall have any

expectation of privacy regarding any technology resources or any resulting materials or information created with the use of the District's technology resources.

The District will comply with lawful court orders and requests made under the Texas Public Information Act, which may require disclosure of information transmitted through and by its technology resources, including electronic communications.

### **ACCOUNTABILITY**

Users are responsible for the proper use of their District-issued accounts, account access information (including passwords and usernames), devices, equipment and other District technology resources. Users must take reasonable steps to prevent unauthorized access and/or use of the technology resources provided to them. It is a violation of this policy for any User to provide his or her account access information to any person, or allow access to the user's technology resources or accounts, unless expressly authorized or directed by appropriate District officials. Users will be held responsible for any improper, illegal or destructive activity engaged in under the User's account or involving the User's assigned technology resources. If a User believes that an account, account access information, or other District-issued technology resource may have been stolen, hacked, or compromised in any way, the User must immediately report it to the District's Technology Department. Failure to report in a reasonably prompt manner constitutes violation of this policy.

### **FAILURE TO FOLLOW POLICY**

Use of the District's technology resources is a privilege, not a right. A user who violates this policy shall, at a minimum, have his or her access to the District's technology resources terminated for any length of time, which may extend beyond the end of the current school year, or longer as determined by the District. A User violates this policy by his or her own act or omission, or by failing to reasonably prevent or report known violations by other Users and non-Users. Violation of this policy in any respect will subject the User to disciplinary consequences in accordance with applicable Board policy, handbooks, regulations and rules.

Assignment of disciplinary consequences under this policy shall be determined by the campus administrator or supervisor, with the aid and input of the District's Technology Department. The User and, if the User is a minor, the User's parents/guardians agree to cooperate with the District in the event of the initiation of an investigation into the use of the District's technology resources.

### **Student Violations**

A student's access to the District's technology resources may be denied for any length of time, up to and including the remainder of the student's enrollment in the District. Student conduct which violates this policy may also constitute a violation of state or federal law, Board policy, the Student Handbook, or the Student Code of Conduct. The receipt of disciplinary consequences under this policy does not preclude the District from imposing additional disciplinary consequences under state or federal law, Board policy, the Student Handbook, or the Student Code of Conduct.

### **Employee Violations**

Employees are expected to exercise professional judgment in their use of the District's technology resources, including the use of such resources for communication with colleagues, students, parents, and others. The standards for employee use of electronic media, as set out in Board policy DH (Local), DH (Exhibit) and the Employee Handbook are incorporated by reference into this policy. Employees are expected to comply with these standards at all times, including during the use of the District's technology resources.

An employee's access to the District's technology resources may be denied for any length of time, up to and including the remainder of employment in the District. Conduct which violates this policy may also constitute a violation of state or federal law, Board policy, the Employee Handbook, or other applicable District regulations or rules. The receipt of disciplinary consequences under this policy does not preclude the District from imposing additional disciplinary consequences under Board policy, the Employee Handbook or other applicable District rules or regulations. Disciplinary consequences, under another District policy, rule or regulation, resulting from conduct which violates this policy may include:

1. Temporary or permanent loss of access to technology resources;
2. Verbal or written redirection or reprimand;
3. Reassignment;
4. Suspension;
5. Contract nonrenewal;
6. Termination of employment.

### **WARRANTIES/INDEMNIFICATION**

The District makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its technology resources provided under this policy. It shall not be responsible for any claims, losses, damages, or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any User or the parents/guardians of any user arising out of the use of the District's technology resources. By signing this policy, Users take full responsibility for their use of the District's technology resources, and any resulting losses, costs, claims, or damages.

## **UPDATES**

Users, and if appropriate, the User's parent/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new Acknowledgment form, for example, to reflect developments in the law or technology. Failure to comply with any such request may affect a User's continued access to the District's technology resources. If any User's information changes after activation of the User's account/access, the User must notify the Chief Network Administrator and their supervisor within three (3) days.

## **JURISDICTION**

The operation of the school district is governed by legal and local policies. Legal policies track the language of the U.S. and Texas Constitutions, federal and state statutes including the Texas Education Code, Texas Attorney General opinions, State Board of Education as well as other sources of legal authority defining local district governance. Local policies portray the local school boards stated intentions in areas of the schools operation that are not otherwise addressed by law.

The jurisdiction school districts have over activities is frequently cited in school district Board Policy. The letters indicated after each area of specific student conduct are the alphabetical reference at which this policy can be found in the Board Policy. Board policies can be seen or reviewed from the districts website ([www.desotoisd.org](http://www.desotoisd.org)).

Generally speaking, the district has jurisdiction over its students during the regular school day and while going to and from school on district transportation. The district's jurisdiction includes any activity during the school day on school grounds, attendance at any school-related activity, regardless of time or location, and any school-related misconduct, regardless of time or location. Under certain circumstances the jurisdiction may go beyond this.

The following specific policies address student conduct in the areas of:

1. Appropriate attire -- FNCA Local
2. Damage to school property -- FNCB Legal
3. Hazing -- FNCC Legal
4. Smoking -- FNCD Legal
5. Drug and alcohol use -- FNCF Legal/Local
6. Weapons -- FNCG Legal
7. Assault -- FNCH Legal
8. Disruptive activities -- FNCI, GKA Legal/Local
9. Attendance -- FDD Legal/Local
10. Truancy -- FDC, FDD, FDE Legal
11. Publications and prior review -- FMA Legal/Local
12. Organizations and clubs -- FMC Legal
13. Possession of prohibited devices -- FNCE Legal/Local
14. Sexual harassment -- FNCJ Legal/Local
15. Police questioning of students -- GRA Legal/Local
16. Interrogations and searches -- FNF Legal/Local
17. Criminal mischief -- (Texas Penal Code 28.03)
18. Student or parent complaints -- FNG Local

## **STANDARDIZED DRESS CODE GUIDELINES**

DeSoto Independent School District has implemented a standardized student dress code guideline policy for all grades and all campuses. The purpose of this policy is to give the district a positive and distinctive identity and reflect the values of the schools and community. All students are required to comply with this policy each day except for those days designated as "spirit days" at the discretion of the school administrators (Refer to the Standardized Dress Code Violation Consequence Matrix on page 24). All students are expected to adhere to common practices of modesty, cleanliness and neatness.

"Power Mondays" Professional dress/Leadership focus -In alignment with the DeSoto ISD's Mission, Vision, and Portrait of a Graduate; Power Mondays represent shared high expectations that reflect character, intellectual preparedness, personal leadership in the growth and development of students.

District administrative staff will have complete and final judgment on all matters concerning interpretation of the student standardized dress code. Matters concerning appearance and dress not specifically covered in uniform policy shall be within the discretion of the campus principal or designee. Discretion does not mean non enforcement. Standardized dress guidelines are expected to be enforced at all schools by all staff and administrators. Discretion permits the campus administrator or designee to make decisions based upon individual circumstances.

In case of severe financial hardship, parents may contact the central administration offices by phone, mail or in person to request assistance. Students must adhere to specified colors and styles. Students must adhere to specified colors and styles.

## High School Grades 9-12

After several drafts and surveys to the students and staff, DeSoto High School will have a new dress code starting February 1, 2016. High school students will have more options along with expected responsibility to adhere to the new guidelines.

Under the new dress code, grades 9-12 students must wear clothing that is neat, clean, appropriately sized and appropriate for school.

**BOTTOMS** - DHS students must wear bottoms that fit the individual (pants, shorts, skirts). Material and colors do not matter, however clothing cannot be too big / sagging or too tight. Shorts and skirts must be no shorter than 5 inches from the knee.

**TOPS** -All tops/shirts must be a solid color with a collar, or a college or spirit shirt and must fit the individual. Crop tops showing a midriff or low-cut shirts showing cleavage are not allowed.

**SHOES**- All shoes are permitted except slippers or those with wheels. Slippers are not permitted at school. This includes the following; flip flops, house shoes, and any shoes without straps on the back of the heel. Athletic slides (such as Nike, Adidas, etc.) including those with embellishments like feather boas, sequins, etc. are not allowed.

**HAIR**- Hair should be neatly groomed and not distracting.

**NOT ALLOWED** - Students are not allowed to wear to school: PJs, leggings or tights as outwear (unless under a skirt), hats or caps, extreme jewelry, visible body piercing except ears, or any item lewd/offensive in nature, gang-related or cut, frayed or with holes.

For more detailed information please click on the DeSoto High School Dress Code link.

Any questions regarding the new DHS grades 9-12 dress guidelines can be directed to the Student Support Services department, at 972-223-6666.

## Elementary & Middle Schools Grades PK-8

### **BOTTOMS** –

Slacks, Capris & Shorts-----Khaki, black-solid, single colors

***Not allowed:*** No sweatpants, wind pants, drawstring pants, warm-ups or coveralls, cargo or carpenter style pants capris or shorts.

Skirts, Skorts & Jumpers -----Khaki, black, plaid (combination of school colors)

***Not allowed:*** No cargo or carpenter style skirts or skorts.

### **TOPS** –

Collared knit button/snap

Polo, golf shirts or turtlenecks ----- White, forest green, black, gold, gray -solid, single colors

***Not allowed:*** No sleeveless, cap sleeve shirts, thermal type, zippered shirts and blouses.

*Spirit Day:* Principals will designate day spirit shirts, college shirts or appropriate program tops may be worn with either jeans or standardized dress code bottoms.

### **SHOES**-

Athletic, loafers, boots or dress shoes----- Any color or combination of colors

Shoes must be worn with all attire

***Not allowed:*** No open-toe, open heel, stiletto heels, sandals, flip-flops or athletic slides.

### **SOCKS-**

Must be worn with all attire----- White, black, khaki (solid colors)

**HOSE/TIGHTS**----- White, black, khaki, or flesh-tone- solid colors

***Not allowed:*** No leggings, tights or “jeggings” worn as outerwear.

**BELTS**----- Brown, black, white, forest green, gold, khaki, silver or gray-solid, single colors (dress type belts)

Belts must be worn inside belt loops at all times. A belt is optional for PK-2nd graders and special needs students.

### **HAIR/EARRING**

Only natural hair colors will be permissible.

Boys are not allowed to wear earrings. This includes no straws, no plastic pieces, etc. Earrings are permitted for girls' ears.

### **Outerwear**

Colors: black, white, forest green, gold, brown, khaki or gray (or a combination of these seven colors)

1. No oversized coats or half-jackets are permitted.
2. District letter jackets are acceptable.
3. Coats/jackets are permitted to be worn throughout the building.
4. Cardigan sweaters, vests, and logos are permitted – uniform dress colors only.
5. DeSoto school logos on coats, jackets and sweatshirts would be encouraged. No product logos larger than 1 ½ inches (same color choices only). DeSoto ISD spirit wear is approved for outerwear.
  - Sweaters, vests and sweatshirts may be worn in the classroom.
  - No hoods on sweatshirts /No “hoodies”
  - No lettering, wording or other designs.

## **STUDENT GROOMING [Policy FNCA Local]**

The following statements briefly outline the dress code policy for the district:

1. Hair shall be kept clean and neat at all times. Hairstyle, length, and cut that is extreme or distracting may be unacceptable. No hair rollers may be worn.
2. Facial hair and mustaches which are short and neatly trimmed may be worn. Mustaches that extend beyond the upper lip will not be acceptable.
3. The presence of any apparel, jewelry, accessory or manner of grooming which, by virtue of its color, arrangement, trademark, symbol or any other attribute which implies membership or affiliation with gangs, or develops as an emerging pattern is prohibited.
4. Jewelry displayed as a result of body piercing is inappropriate and prohibited.
5. Apparel or grooming that is unsafe, extreme or distracting may be deemed unacceptable by the administrator.
6. No dental grills. A dental grill is defined as a temporary, cosmetic (non-permanent) decorative dental appliance worn on the teeth, not for dental correction.



# STUDENT OR PARENT COMPLAINTS AND CONCERNS

## [Policy FNG Legal/Local]

Usually student or parent complaints or concerns can be addressed simply — by a phone call or a conference with the teacher. If a further conference is needed, you or your child should discuss these complaints with the campus principal. If concerns cannot be resolved at the campus level, the staff at the district Instructional Support Center can assist for clarification and information. The District has adopted a standard complaint policy at FNG (Local) in the district's policy manual if all the previous steps have been exhausted. Additional information can also be found in the designated Board policy, available on the District's Web site at [www.desotoisd.org](http://www.desotoisd.org).

### Concerns

Continued Discipline Problems  
Student Classroom Behavior  
Bus/Transportation

Attendance-Truancy/Tardies  
Academic/Grades  
Standardized Dress Code  
Student/Parent Concerns/Complaints

### Where To Go

Campus Administrator  
Teacher  
Campus Administrator or Dallas County Schools  
Transportation Administrator  
Teacher/Attendance Clerk/Campus  
Teacher  
Campus Administrator  
Phone call or conference to Teacher or Campus Administrator

If you have additional questions, call the Instructional Support Center at 972-223-6666.

## WEAPONS [Policy FNCG Legal]

A student shall not be in possession of any prohibited weapon at school or any school-related activity; nor shall a student knowingly, intentionally, or recklessly go on the physical premises of a school or passenger transportation vehicle of a school with any prohibited weapon, unless pursuant to written regulations or written authorization of the district. A student shall not interfere with normal activities, occupancy, or use of any building or portion of the campus or of any school bus engaged in the transportation of students to and from school-sponsored activities by exhibiting, using, or threatening to exhibit or use a firearm.

### Prohibited weapons are defined as follows:

1. A firearm (any device designed, made, or adapted to expel a projectile through a barrel by using the energy generated by an explosion or burning substance or any device readily convertible to that use).
2. An illegal knife (knife with a blade over 5 1/2 inches, hand instrument designed to cut or stab another by being thrown, dagger, bowie knife, sword, spear).
3. An explosive weapon (any explosive or incendiary bomb, grenade, rocket, or mine that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror, and includes a device designed, made, or adapted for delivery or shooting an explosive weapon).
4. A machine gun (any firearm that is capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger).
5. A short-barrel firearm (rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun that, as altered, has an overall length of less than 26 inches).
6. A switchblade knife (any knife with a blade that folds, closes, or retracts into the handle or sheath and that opens automatically by pressing a button or by the force of gravity or centrifugal force).
7. Knuckles (any instrument consisting of finger rings or guards made of a hard substance that is designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles).
8. Armor-piercing ammunition (handgun ammunition that is designed primarily for the purpose of penetrating metal or body armor and to be used primarily in pistols and revolvers).
9. A chemical dispensing device that is designed, made, or adapted for the purpose of causing an adverse psychological or physiological effect on a human being.
10. A zip gun (a device or combination of devices that was not originally a firearm and is adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance).
11. A club (an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, nightstick, mace, and tomahawk).

### ***Other weapons not allowed include, but are not limited to:***

1. Guns of any kind, including air guns (B.B. guns, pellet guns).
2. Knives of any kind, including pocket knives.
3. Fireworks of any kind.
4. Clubs or night sticks.
5. Razors.
6. Metallic knuckles.
7. Chains.

8. Slingshots.
9. Any other object, including school supplies, used in a way that threatens or inflicts bodily injury on another.

The possession or use of articles not generally considered to be weapons may be prohibited when the principal or designee determines that a danger exists for any student, school employee, or school property by virtue of possession or use. Replica weapons are also not allowed on school premises. Students bringing replica weapons and/or toy weapons will be dealt with severely. Penalties may include placement in an alternative education program. Lockers or cars parked on school premises may be inspected by school personnel if there is reasonable cause to believe they contain weapons or other prohibited items. [see FNF] Students found to be in violation of this policy shall be subject to disciplinary action. [see FO, FOA, FOD] Exhibition of firearms:

1. A person commits an offense if the person, by exhibiting, using, or threatening to exhibit or use a firearm, interferes with the normal use of a building or portion of a campus or of a school bus being used to transport children to or from school-sponsored activities of a private or public school.
2. An offense under this section is a third degree felony.

## **ASSAULT [Policy FNCH Legal]**

Students are prohibited from assaulting anyone on school property or at any school-related event. Any of the following actions constitute an assault:

1. Intentionally, knowingly, or recklessly causing bodily injury to another person.
2. Intentionally or knowingly threatening another with imminent bodily injury.
3. Intentionally or knowingly causing physical contact with another when the student knows or should reasonably believe that the other will regard the contact as offensive or provocative.

**Self-defense is using minimal force against another when and to the degree a person reasonably believes the force is immediately necessary to protect him or herself. The student is required to verbally and physically attempt to remove him/herself from the altercation.**

*Note: The Discipline Management Committee has determined that assaulting another individual or participating in disorderly behavior is a serious offense. Therefore, for instances involving students fighting on school property or disrupting a school-related activity the DeSoto Police may be called. If students are in the area of a fight or major disruption, they may be exposed to "chemical agents" utilized by district school resource officers in order to secure the area. The police officer may arrest and take the student(s) into custody. In addition, the district may initiate appropriate student discipline pursuant to district policies.*

## **HARASSMENT [Policy FNCJ Legal/Local & FNG Local]**

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 in the principal's office and in the superintendent's office or on the districts web site 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.

The District encourages parental and student support in its efforts to address and prevent harassment in any form 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, or principal. Students are strongly encouraged to report harassment to a teacher, counselor or administrator.

## **HARASSMENT ON BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, OR DISABILITY [Policy FNCJ Legal/Local & FNG Local]**

Students must not engage in harassment behaviors motivated by race, color, religion, national origin, or disability directed toward another student. A student who believes he or she has been harassed by another student or by a District employee is encouraged to report the incident to the principal. The allegations will be investigated and addressed. The student or a parent may appeal the decision of the principal regarding the outcome of the investigation in accordance with policy FNG (Local). See also policy FNCL (Local).

## **SEXUAL HARASSMENT [Policy FNCJ Legal/Local]**

Every student has the right to attend district schools and school-related activities free from all forms of discrimination on the basis of sex, including sexual harassment.

Sexual harassment of a student by an employee includes any welcome or unwelcome sexual advances, requests for sexual favors, and other verbal (oral or written), physical, or visual conduct of a sexual nature, it also includes such activities as engaging in sexually oriented conversations for purposes of personal sexual gratification, telephoning a student at home or elsewhere to solicit inappropriate social relationships, physical contact that would be reasonably construed as sexual in nature, and enticing or threatening a student to engage in sexual behavior in exchange for grades or other school-related benefit.

Sexual harassment of a student by another student includes unwanted and unwelcome verbal or physical conduct of a sexual nature, whether by word, gesture, or any other sexual conduct, including requests for sexual favors.

A student or parent who has a complaint alleging sexual harassment by other student(s) or sexual harassment or sexual abuse by an employee may request a conference with the principal, designee, or the Title IX coordinator for students. The student may be accompanied by the parent or other advisor at the initial conference and throughout the complaint process. The initial conference with the student ordinarily shall be held with a person who is the same gender as the student. The conference shall be scheduled and held as soon as possible, but in any event within seven days of receipt of the complaint. At the conference, the persons bringing the complaint shall be informed of the right to file a complaint with the Office of Civil Rights.

The principal or designee or the Title IX coordinator shall coordinate an appropriate investigation, which ordinarily shall be completed within seven days of receipt of the complaint. The student or parent shall be informed if extenuating circumstances delay the investigation. Nothing in the complaint process shall have the effect of requiring a student alleging sexual harassment or sexual abuse to report the matter to a person who is the subject of the complaint.

## **DATING VIOLENCE [Policy FFH Legal/Local]**

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.

## **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 in the counselor's office at your child's school. As a parent, it is important for you to be aware of 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).

## **CRIMINAL MISCHIEF (TEXAS PENAL CODE 28.03)**

A person commits an offense if, without the effective consent of the owner:

1. He intentionally or knowingly damages or destroys the tangible property of the owner.
2. He intentionally or knowingly tampers with the tangible property of the owner and causes pecuniary loss or substantial inconvenience to the owner or a third person.

It is a felony of the third degree if the amount of pecuniary loss is \$1,500 or more. Damage or destruction of a habitation by means of a firearm or explosive weapon regardless of the amount of pecuniary loss as criminal mischief is punishable as a felony.

## **Affidavits**

As city partners of the school district, school resource officers are utilized in our schools. These trained officers are in the schools daily and may talk with students and provide assistance in crime prevention and control as well as school safety. Referral to law enforcement is one of the discipline management techniques listed as a suggestion in the Student Code of Conduct. Students will be issued an affidavit and referred to the city municipal court.

### **Mandated Violations**

1. Truancy
2. Tobacco/Smoking
3. Drugs/Alcohol/Paraphernalia

#### 4. Traffic

#### Administrative Violations

##### Level 1

1. Disorderly Conduct – including fighting, profanity, threat of violence
2. Assault

##### Level 2

1. Trespassing - 1<sup>st</sup> offense – Warning (unless there is an intent for violence); 2<sup>nd</sup> offense – Affidavit Issued
2. Criminal Mischief/Theft-under \$50.00

### **POLICE QUESTIONING OF STUDENTS [Policy GRA Legal/Local]**

The following guidelines shall apply when law enforcement officers or other lawful authorities desire to question or interview a student at school:

1. The principal shall verify and record the identity of the officer or other authority and request an explanation of the need to question or interview the student at school.
2. The principal ordinarily shall make reasonable efforts to notify the student's parents or other person having lawful control of the student. If the interviewer raises what the principal considers to be a valid objection to the notification, parents will not be notified.

Before a student at school is arrested or taken into custody by a law enforcement officer or other legally authorized person, the principal shall verify the official's identity. To the best of his or her ability, the principal shall verify the official's authority to take custody of the student (see GRA), and then shall deliver over the student.

The principal shall immediately notify the Superintendent and ordinarily shall notify the parent or other person having lawful control of the student. If the officer or other authorized person raises what the principal considers to be a valid objection to notifying the parents at that time, the principal shall not notify the parents.

The district shall permit a student to be taken into custody:

1. Pursuant to an order of the juvenile court.
2. Pursuant to the laws of arrest.
3. By a law enforcement officer, if there are reasonable grounds to believe the student has engaged in delinquent conduct or conduct in need of supervision.
4. By a probation officer if there are reasonable grounds to believe the student has violated a condition of probation imposed by the juvenile court.
5. By an authorized representative of Texas Department of Human Services, a law enforcement officer, or a juvenile probation officer, without a court order, under the conditions set out in Family Code 17.03(a) relating to the student's physical health or safety.

### **PROFANITY**

Profanity both verbal and written will not be tolerated by the district. Students are expected to treat other students and district employees/volunteers with respect at all times. **Use of profanity** will result in appropriate disciplinary action, according to the nature of the offense and the Student Code of Conduct. Refer to affidavit guidelines on page 14.

### **SMOKING [Policy FNCD Legal]**

Students in all grades shall not possess or use tobacco products, including but not limited to cigarettes, e-cigarettes, cigars, pipes, snuff, or chewing tobacco, on school premises or at a school-related activity, function, or event.

Possession, purchase, consumption, or receipt of cigarettes or tobacco products on school property by students is against state law, district policy and city code; therefore, a student caught smoking on school grounds may result in an affidavit being filed with the city municipal court. The student may be required by law to go before the judge for a verdict concerning the affidavit. In addition, the district may initiate appropriate student discipline pursuant to district policies, or require mandatory counseling or community service as provided by Senate Bill 55. The use of any tobacco products is prohibited on school property.

### **STEALING/THEFT**

Stealing from the school district, employees or students is prohibited at every grade level and is considered a serious offense. A student found to be in possession of stolen items is also in violation of this school policy and shall be subject to disciplinary action, which may include removal to the DAEP.

## **HAZING [Policy FNCC Legal]**

Hazing includes any willful act done by a student, either individually or with others, to another student for the purpose of subjecting the other student to indignity, humiliation, intimidation, physical abuse or threats of abuse, social or other ostracism, shame, or disgrace.

Students shall have prior approval from the principal or designee for any type of "initiation rites" of a school club or organization. No student shall engage in any form of hazing, nor shall any student encourage or assist any other person in hazing.

The Texas Education Code provides criminal penalties for students and organizations that engage in or have association with acts of hazing "occurring on or off campus of an educational institution." Hazing is defined as "any intentional, knowing, or reckless act ... occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in an organization."

## **SECRET SOCIETIES/GANG ACTIVITY [Policy FMC Legal/Local]**

The Board prohibits any fraternity, sorority, secret society, or gang, defined by state law as "Any organization composed wholly or in part of pupils of public schools below the rank of college or junior college...which seeks to perpetuate itself by taking in additional members from the pupils enrolled in such school on the basis of the decision of its membership, rather than upon the free choice of any pupil in the school, who is qualified under the rules of the school, to fill the special aims of the organization."

Any student who becomes or remains a member, or promises or otherwise pledges to become a member, of any such fraternity, sorority, or secret society shall be recommended for placement in a DAEP. The Discipline Management Committee has determined that any activity related to gangs or secret organizations is strictly prohibited and will not be tolerated on school premises. Students will be subject to serious discipline techniques. Activities that extend outside the school campus will be reported to the DeSoto Police Department.

## **BULLYING [Policy FFI Local]**

Bullying occurs when the conduct exploits an imbalance of power between the students involved through written, verbal expression, electronic means or physical conduct and interferes with a student's education or substantially disrupts the operation of a school.

Bullying is prohibited by the district and could include hazing, threats, taunting, teasing, assault, demands for money, confinement, destruction of property, theft of valued possessions, name-calling, rumor-spreading, and 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, counselor, principal, or another district employee as soon as possible. The administration will investigate any allegations of bullying and will take appropriate disciplinary action if an investigation indicates that bullying has occurred. Disciplinary or other action may be taken even if the conduct did not rise to the level of bullying. Any retaliation against a student who reports an incident of bullying is prohibited.

### **DRUG-FREE SCHOOLS STATEMENT**

INFORMATION ABOUT TOBACCO, ALCOHOL OR DRUG COUNSELING, REHABILITATION AND RE-ENTRY PROGRAMS IS AVAILABLE FOR STUDENTS OR PARENTS FROM THE SCHOOL COUNSELOR.

## **DRUG and ALCOHOL ABUSE [Policy FNCF Legal/Local]**

No student shall possess, use, transmit, or attempt to possess, use, or transmit, consume, or be under the influence of any of the following substances on school premises during any school term or off school premises at a school-related activity, function, or event:

1. Any controlled substance or dangerous drug as defined by law, without regard to amount, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage. (Legal intoxication not required).
3. Any abusable glue, aerosol paint, or any other volatile chemical substance for inhalation.
4. Any other intoxicant, or mood-changing, mind-altering, or behavior-altering drugs.

"Use" means a student has voluntarily introduced into his or her body by any means a prohibited substance recently enough that it is detectable by the student's physical appearance, actions, breath, or speech. "Under the influence" means not having the normal use of mental or physical faculties; however, the student need not be legally intoxicated. The possession, use, or transmittal of paraphernalia related to these prohibited substances is also prohibited under this policy. The possession, transmittal, sale, or attempted sale of what is represented to be any of the above-listed substances is also prohibited under this policy.

A student who uses a drug authorized by a licensed physician through a prescription specifically for that student's use shall not be considered to have violated this policy. All medication, however, must be administered through health services and should not be carried by the student. This includes over the counter medication, sinus medication, antihistamines, etc.

Students who violate this policy shall be subject to disciplinary action and may be required to complete an appropriate rehabilitation program (FO, FOA, FOD). Cars and lockers may be searched for alcohol and drugs in accordance with board policy [see FNF (Legal) and (Local)]. Anyone driving a vehicle on to school property is subject to rules and regulations of board policy.

## **VANDALISM AND DAMAGE TO SCHOOL PROPERTY [Policy FNCB Legal]**

Students shall not vandalize or otherwise damage or deface any property, including furniture and other equipment, belonging to or used by the district or by district schools. Parents or guardians of students guilty of damaging school property shall be liable for damages in accordance with law. Students shall be responsible for the care and return of state owned textbooks and shall be charged for replacement of lost textbooks.

### **Book Damage Price List:**

Broken Binding	Replacement Cost
Broken Cover	Replacement Cost
Excessive Markings	Replacement Cost
Missing Cover	Replacement Cost
Water Damage	Replacement Cost
Destroyed/Missing Barcodes	Replacement Cost
Bent Cover	Half of Replacement Cost
Markings on Book Edges	\$10.00 or Replacement Cost
Scratches on Outside Cover	\$10.00 or Replacement Cost
Highlighted Pages	\$1.00 per page ( <i>Exception: Special Education Books</i> )
Marks on Pages	\$1.00 per page
Torn Pages (useable)	\$1.00 per page

## **TRESPASSING**

Students may not trespass on other campuses. Students may not go to other campuses in the district before and after school. When visiting another campus, students are required to follow visitor procedures and report to the front office. During a suspension or DAEP placement, a student may not visit any campus including their home campus nor may they attend any school related extra-curricular activities. Violations of these guidelines will result in the administrator contacting law enforcement officials and affidavits may be issued as well as disciplinary consequences.

## **DISRUPTION [Policy FNCL Legal & GKA Legal/Local]**

1. A person commits an offense if the person, on school property or on public property within 500 feet of school property, alone or in concert with others, intentionally disrupts the conduct of classes or other school activities.
2. An offense under this section is a Class C Misdemeanor.
3. In this section:
  - a) "Disrupting the conduct of classes or other school activities" includes:
    - (1) Emitting noise of an intensity that prevents or hinders classroom instruction;
    - (2) Enticing or attempting to entice a student away from a class or other school activity that the student is required to attend;
    - (3) Preventing or attempting to prevent a student from attending a class or other school activity that the student is required to attend; and
    - (4) Entering a classroom without the consent of either the principal or the teacher and, through either acts of misconduct or the use of loud or profane language, disrupting class activities.
  - b) "Public property" includes a street, highway, alley, public park, or sidewalk.
  - c) "School property" includes a public school campus or school grounds on which a public school is located and any grounds or buildings used by a school for an assembly or other school-sponsored activity.

## DISRUPTION OF TRANSPORTATION

1. A person commits an offense if the person intentionally disrupts, prevents, or interferes with the lawful transportation of children to or from school or an activity sponsored by a school on a vehicle owned or operated by a county or independent school district.
2. An offense under this section is a Class C Misdemeanor. [Sections 37.127-37.150 reserved for expansion].
3. Camera equipment may be placed on school buses for the purpose of videotaping student's behavior.

## ATTENDANCE POLICY [Policy FDD Legal/Local]

Regular school attendance is essential for the student to make the most of his or her education – to benefit from teacher-led activities, to build each day's learning on that of the previous day, and to grow as an individual. Absences from class may result in serious disruption of a student's mastery of the instructional materials; therefore, the student and parent should make every effort to avoid unnecessary absences. Compulsory attendance age is to a student's 18th birthday.

In accordance with Chapter 25 of the Texas Education Code, a student may not be given credit for a class unless the student is in attendance for at least 90 percent of the days the class is offered unless an Attendance Committee, appointed by the Board of Trustees, gives credit because there were extenuating circumstances for the absences.

**Attendance is taken and recorded daily at 10:00 A.M.**

A student absent from school shall provide a note (within five [5] days to the school attendance clerk) or parent telephone call, that describes the reason for absence. The note shall be signed by the student's parent or guardian. If the student is 18 or older or has been declared by a court to be an emancipated minor, the student may sign in place of a parent or guardian.

For the current school year a student in the DeSoto ISD may not miss more than eight (8) days in the first semester and no more than nine (9) days in the second semester for courses computed on a semester basis or no more than 17 days in the school year for courses computed on a yearly basis.

Parents are responsible for keeping documentation and providing that information (within five [5] days to the school attendance clerk) to the school when a child is absent.

State law and Board policy permit certain absences, including:

- An extra-curricular activity or public performance, approved by the District's Board of Trustees.
- Required screening, diagnosis, and treatment for Medicaid-eligible students.
- Observance of religious holy days, including travel for that purpose.
- A documented health care appointment – if the student begins classes or returns to school on the same day as the appointment.
- 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.
- A juvenile court proceeding documented by a probation officer.
- An absence required by state or local welfare authorities.
- Activities related to obtaining United State citizenship.
- Service as an elections clerk.
- A family emergency or unforeseen or unavoidable instance requiring immediate attention.
- An approved visit to a college campus.

## TRUANCY [Policy FDC Legal/Local & FDE Legal]

Truancy is a violation of the state's compulsory attendance law. A parent, guardian, or custodian's failure to comply with their responsibility to have their child in school may result in a school consequences and referral to truancy court.

**A student within the compulsory school attendance age is required to attend school and may be considered truant if the child fails to attend school for three or more days, or parts of days, within a four week period, or for ten or more days, or parts of days, within a six month period.**

Prior to filing the parent and student will be asked to attend a school conference and truancy prevention measures will be implemented in an effort to improve the student's attendance issues. If attendance issues continue truancy will be filed at the Municipal and/or Justice of the Peace Courts.

For a student younger than 12 years of age, the student's parent could be filed on based on the student's failure to attend school. If a student between the ages of 12 and 18 violates the compulsory attendance law, both the parent and student could be filed on.



## TARDY POLICY GUIDELINES

Each campus may apply a stricter standard or campus disciplinary technique, if the principal deems necessary. Parent notification of a stricter change is required. Students at all campuses may also be referred to the attendance committee. A tardy sweep is a discipline action conducted by administrators and teachers to quickly remove students from halls in an effort to curb habitual tardiness to class. Tardy sweeps may be unexpected or unannounced and may result in discipline action.

Elementary – tardy to school (later than 8:10 a.m.)

3 times	warning letter
6 times	second warning letter
9 times	third warning letter, referral to attendance committee; warning that next tardy will result in school consequences

Middle School – tardy to class (each six weeks grading period)

1–2 tardies	warning
3–4 tardies	detention issued
5 + tardies	office referral

High School – tardies will be counted per class and cumulative per semester

1–2 tardies	verbal warning
3–4 tardies	1 detention
5th tardy	2 detentions
6–7 tardies	office referral resulting in a 2 hour Saturday School
8th tardy	office referral resulting in a 4 hour Saturday School
9–11 tardies	office referral resulting in 1 period of ISS
12–13 tardies	office referral resulting in 1 day of ISS
14th tardy	office referral resulting in 1 day out-of-school suspension
15 + tardies	office referral resulting in a 1 day out of school suspension for each subsequent tardy

For secondary students, 15 minutes late to 1<sup>st</sup> period class equals an absence.

For all other periods, 10 minutes late to class equals an absence.

## INTERROGATIONS AND SEARCHES [Policy FNF Legal/Local]

Secondary students must wear identification badges (in full view at all times) and **ALL** students must identify themselves to any DeSoto ISD employee or police officer when requested. The District utilizes canine sniffers for the purpose of deterring the possession and/or use of alcohol, drugs and weapons. All school premises, including lockers, book bags and automobiles may be searched at any time. Any automobile entering the school grounds is subject to search by school officials or police officers. Search may include the passenger compartment, engine compartment and trunk and all containers locked or unlocked in or upon the automobile. The driver of the automobile assumes responsibility for the contents.

Student rights and responsibilities/interrogations and searches.

**School questioning** Administrators, teachers, and other professional personnel may question a student regarding the student's own conduct or the conduct of other students. In the context of school discipline students have no claim to the right not to incriminate themselves.

**Police or other authorities questioning** For provisions pertaining to student questioning by law enforcement officials or other lawful authorities see GRA (Local).

**Lockers and vehicles** Students' desks and lockers are school property and remain under the control and jurisdiction of the school even when assigned to an individual student. Searches of desk or lockers may be conducted at any time there is reasonable cause to believe that they contain articles or materials prohibited by District policy, whether or not a student is present.

Students have full responsibility for the security of their lockers and vehicles parked on school property and shall make certain they are locked and that the keys and combination are not given to others. Students shall not place, keep, or maintain any article or material in lockers or vehicles parked on school property that is forbidden by district policy.

Lockers and vehicles parked on school property may be searched by school officials if there is reasonable cause to believe they contain articles or materials prohibited by district policy. Vehicles parked on school property are under the jurisdiction of the school. School officials may search any vehicle any time there is reasonable cause to

do so, with or without the presence of the student. A student has full responsibility for the security and content of his or her vehicle and must make certain that it is locked and that the keys are not given to others. Students shall be responsible for any prohibited items found in their lockers or vehicles parked on school property.

If a vehicle subject to search is locked, the student shall be asked to unlock the vehicle. If the student refuses, the district shall contact the student's parents. If the parents also refuse to permit the vehicle to be searched, the district may also contact law enforcement officials.

#### **Parent notification**

The student's parent or guardian shall be notified if any prohibited items are found in a student's locker or vehicle parked on school property, or on the student's person as a result of a search conducted in accordance with this policy.

## **TELECOMMUNICATION GUIDELINES (CELL PHONES)** [Policy FNCE Legal/Local]

**Telecommunication Guidelines (Cell Phones)**[Policy FNCE Legal/Local] District employees may confiscate any telecommunications device used in violation of the Technology Acceptable Use and Internet Safety Policy and the student handbook.

### **Confiscation Procedures for Telecommunications Devices**

District employees may confiscate any telecommunications device used in violation of this policy and the student handbook.

#### **FIRST OFFENSE**

The student's parent shall be notified within two (2) days after the telecommunications device is confiscated. The device shall be returned to the student's parent/designee.

#### **SECOND AND SUBSEQUENT OFFENSES**

The student's parent shall be notified within two (2) days after the telecommunications device is confiscated. A fee of \$15 shall be assessed to the student or parent for the return of the device. If the student or parent does not pay the required fee, the device shall be returned to the parent/designee or student at the end of the school year.

#### **DISPOSAL**

Unless the District releases the device to the parent/designee or student after payment of the required fee or at the end of the school year, notification shall be made to the telecommunications company whose name and address appear on the device. The company may obtain the release of the telecommunications device for a \$15 fee.

Remaining confiscated devices may be disposed of after a period of thirty (30) days from the end of the school year. Parents must be notified prior to the disposal of the device.

## **IDENTIFICATION BADGES**

Students in grades 6-12 will be required to wear school identification badges at school every day and at all school activities. Picture identification badges must be worn in full view at all times. Fees will be charged for temporary and replacement badges. ID cards that are defaced in any way must be replaced at the student's expense. These identification badges are the property of DeSoto I.S.D. and are to be surrendered to district personnel/staff on request. **Students at all grade levels may receive an office referral for failure to wear school identification badges or identify them to any DeSoto ISD employee.**

## **BACKPACKS**

Backpacks will stay in lockers or designated areas at the campus. Refer to the campus handbook for guidelines. Students at campuses that have class sets of books do not need backpacks.

## **DISRUPTION OF LAWFUL ASSEMBLY [Policy FNCE Legal & GKA Legal/Local]**

No student or group of students acting in concert may willfully engage in disruptive activity or disrupt a lawful assembly on the campus or property of any school in the district. Disruptive activity means:

1. A person commits an offense if the person, alone or in concert with others, intentionally engages in disruptive activity on the campus or property of any private or public school.
2. For purposes of this section disruptive activity is:

- a) Obstructing or restraining the passage of persons in an exit, entrance, or hallway of a building without the authorization of the administration of the school.
  - b) Seizing control of a building or portion of a building to interfere with an administrative, educational, research, or other authorized activity;
  - c) Preventing or attempting to prevent by force or violence or the threat of violence any lawful assembly authorized by the school administration so that a person attempting to participate in the assembly is unable to participate due to the use of force or violence or due to a reasonable fear that force or violence is likely to occur;
  - d) Disrupting by force or violence or the threat of force or violence a lawful assembly in progress; or
  - e) Obstructing or restraining the passage of a person at an exit or entrance to the campus or property or preventing or attempting to prevent by force or violence or by threats of force or violence the ingress or egress of a person to or from the property or campus without the authorization of the administration of the school.
3. An offense under this section is a Class B Misdemeanor.
  4. Any person who is convicted the third time of violating this section is ineligible to attend any institution of higher education receiving funds from this state before the second anniversary of the third conviction.
  5. This section may not be construed to infringe on any right of free speech or expression guaranteed by the constitution of the United States or of this state.

Conduct by students, either in or out of class, that for any reason whether because of time, place, or manner of behavior, materially disrupts class work or involves substantial disorder or invasion of the rights of other students or employees at school or school related activities is prohibited.

Student demonstrations and similar activities shall be prohibited when there is evidence that may reasonably lead school authorities to forecast substantial disruption of, or material interference with, normal school operations or approved school activities.

## **PUBLICATIONS [Policies FMA Legal/Local]**

Distribution of written materials may be restricted, subject to the following guidelines:

1. Distribution may be limited in order to prevent material and substantial interference with normal school operations in circumstances where there is evidence that reasonably supports a forecast that disruption will likely result directly from the distribution.
2. Reasonable administrative regulations as to the time, place, and manner of distribution may be prescribed to promote orderly administration of school activities by preventing disruption, but shall not be designed to stifle expression.
3. Content of the materials to be distributed shall conform to the following standards:
  - a) Materials that are obscene or sexually inappropriate for the age and maturity of the audience or that endorse actions endangering the health and safety of students shall not be distributed.
  - b) Material may not be forbidden if the portions or specific language objected to may also be found in material that is made available to students through school facilities, i.e., the school library or readings assigned by teachers.
  - c) Libelous material may be prohibited from distribution. Libelous material includes defamatory falsehoods about public figures or governmental officials, which are made with knowledge of their falsity or reckless disregard for truth.
  - d) Publications that criticize board members or school officials or advocate violation of school rules may be prohibited if they fall within the disruption standard described. Advocacy directed toward inciting or producing imminent lawlessness or disruptive action and that is likely to incite or produce such action shall be restricted.
  - e) Hate literature that scurrilously attacks ethnic, religious, or racial groups, and similar irresponsible publications aimed at creating hostility and violence may be banned if they fall within the disruption standard.

## **PRIOR REVIEW OF PUBLICATIONS**

All publications edited, printed or distributed in the name of or within the district schools shall be under the control of the school administration and the Board. All student publications and other written material intended for distribution to students shall be submitted for prior review according to the following procedures:

1. Material shall be submitted to the building principal or a designee for review.
2. The principal or a designee shall approve or disapprove submitted material within twenty-four hours of the time the material is received. Failure to act within the twenty-four hour period shall be interpreted as disapproval.
3. The students may appeal disapproval to the Superintendent, who shall decide the appeal within three days of its receipt. Failure of the Superintendent to act within the three-day period shall be interpreted as disapproval.

4. If the request to distribute material was initiated by a student, disapproval may be appealed to the Board under FNG (Local), beginning at level three. If the request to distribute material was initiated by someone other than a student, disapproval may be appealed to the Board under GF (Local), beginning at level three.

Students who fail to follow the procedures for submitting material for approval shall face disciplinary action. [See FO, FOA, FOD] appropriate law enforcement officials shall be called when someone other than a student refuses to follow the procedures for submitting materials and fails to leave.

## **DELIVERY AND WEARING OF FLOWERS/CORSAGES**

District schools will not accept the delivery of flowers, floral arrangements, balloon or cookie bouquets or any other gifts for delivery to students. Students will not be permitted to wear corsages to class during regular school hours. Flowers and corsages may be worn by students for special school activities and programs for which they were purchased.

## **BIRTHDAY CELEBRATIONS**

Birthday parties are a big event for Pre-K – 5<sup>th</sup> grade students. Many times students want to share these with the whole class. **Federal guidelines now prohibit treats from being distributed to students at school with the exception of birthdays. Please see page 88 for specific information.** Birthday or party invitations cannot be given out at school unless the entire class receives an invitation. The teacher is not allowed to give out class lists or student telephone numbers. Gifts, balloons, or flowers in celebration of special events cannot be accepted or delivered to the student's classrooms.

# **STANDARDS FOR STUDENT CONDUCT**

## **BEHAVIORS, OFFENSES, and CONSEQUENCES**

## Administrative Standardized Dress Code Violation Consequence Matrix (Grades 6-12)

The purpose of the student standardized dress code policy is to give the district a positive and distinctive identity and reflect the values of the schools and community. Universal consequences will provide consistency when enforced by administrative staff with the support of students, staff and parents. All students are required to comply with this policy each day except for those days designated as “spirit days” at the discretion of the school administrators. All students are expected to adhere to common practices of modesty, cleanliness and neatness.

District administrative staff will have complete and final judgment on all matters concerning interpretation of the student standardized dress code. Matters concerning appearance and dress not specifically covered in policy shall be within the discretion of the administrative staff. Refer to page 9 for the Student Standardized Dress Code Guidelines.

Administrative Standardized Dress Code Violation Consequence Matrix				
1 <sup>st</sup> Consequence	2 <sup>nd</sup> Consequence	3 <sup>rd</sup> Consequence	4 <sup>th</sup> Consequence	5 <sup>th</sup> Consequence
A and I	A and B, I, N, or Q	A and C-O	A and D-O	A and P
<div style="display: flex; flex-wrap: wrap;"> <div style="flex: 1; min-width: 200px;"> A. Parent contact  B. Parent conference  C. Loss of extracurricular activity (1-3 days)  D. Loss of extracurricular activity (3-5 days)  E. Friday night detention  F. Saturday detention  G. Parent and child Saturday detention </div> <div style="flex: 1; min-width: 200px;"> H. Loss of device  I. Loss of privilege  J. Loss of field trip  K. Loss of pep rally  L. Loss of class event  M. Loss of test exemptions  N. In school suspension </div> <div style="flex: 1; min-width: 200px;"> O. Out of school suspension  P. DAEP placement  Q. Corporal punishment </div> </div>				

*Each student meeting eligibility requirements for Special Education services shall have an Individual Education Plan (IEP) that shall address the student's specialized needs on discipline.*

## **CATEGORIES OF OFFENSES AND RANGE OF DISCIPLINE ACTIONS RELATE TO SECTIONS II,A,2 OF T.E.A. GUIDELINES REFERENCE TEC 21.301 (B) (1) (2)**

### **EXPLANATION OF CATEGORIES PRE K-5**

Due to differences in educational settings, variances in age and maturity levels and differences in program objectives and general expectations of students, categories are not intended to address all offenses and techniques in the same manner for students in grades Pre K - 5 as they are for students in grades 6-12. Ideally, it would be easier if all items fit into the same categories, but the same offenses seldom require the same treatment at all age or maturity levels. Generally, as you progress through the categories, both the offenses and techniques move from less serious to more serious with the exception of the dress code. Although this violation is obviously not as severe as some others in this category, this infraction is placed here so it will be brought to the attention of the principal. Whenever possible, unless in cases of repeated violation, the student will not be punished, but rather directed to conform immediately with the appropriate dress. Parents may be contacted to assist the student.

Consideration will be given as a factor and documented in each decision concerning suspension, removal to a DAEP, expulsion, or placement in a juvenile justice alternative education program, regardless of whether the decision concerns a mandatory or discretionary action, to:

- a. Self-defense;
- b. Intent or lack of intent at the time the student engaged in the conduct;
- c. A student's disciplinary history; or
- d. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

The list of offenses is not all inclusive, but does address most of the more frequently occurring offenses and the penalties assessed. In cases of extra-curricular activities, sponsors may impose punishment and/or sanctions and then report the incident to the principal for further action.

Students who commit offenses or misbehave at school are subject to the following categories of discipline, samples of consequences have been included:

#### **Each student is expected to:**

1. Attend all classes, daily and on time.
2. Be prepared for each class with appropriate materials and assignments.
3. Be well-groomed and dress appropriately.
4. Demonstrate courtesy and respect for others.
5. Pay required fees and fines, unless they are waived.
6. Avoid violations of the Student Code of Conduct.
7. Obey all campus and classroom rules.
8. Seek changes in school policies and regulations in an orderly and responsible manner, through appropriate channels.
9. Cooperate with or assist the school staff in maintaining safety, order, and discipline.
10. Behave in a responsible manner.
11. Respect the rights and privileges of other students and of teachers and other district staff.
12. Respect the property of others, including district property and facilities.
13. Keep parents informed regarding school assemblies, supplies needed, and written information sent home from school.

### **SERIOUS FIRST OFFENSES**

#### ***SPECIAL NOTE TO STUDENT AND PARENTS:***

The Discipline Management Committee has determined that alcohol, drugs, weapons, threats of violence, laser pointers, and assault are serious offenses and have no place in the school environment and generally warrant DAEP or expulsion.

**A student under the age of six (6) will not be removed from class or placed in a DAEP unless the student commits a federal firearm offense. Students second grade and below can be suspended in accordance with the law (H.B. 2616).**



**Campus handbooks will contain information regarding specific campus rules and procedures.**

# Pre K-5

## ***Minor/Moderate Offenses***

- Argumentative behavior
- Cheating or copying the work of others
- Chewing gum
- Coming to class without necessary materials
- Eating food outside the lunchroom
- Failure to do class work
- Defiance of authority
- Disturbing other students
- Excessive loud talking or laughing in school building, classroom, halls, restroom or cafeteria
- Failure to follow directions
- Failure to return school documentation
- Horseplay
- Lack of patience when asked to wait
- Lying
- Not paying attention
- Possession of distracting non-instructional items without teacher permission
- Possession of a non-instructional item
- Refusing to work
- Running in classroom / hall
- Tardy to class
- Tantrums
- Throwing objects in the building or on the playground
- Walking around in class without teachers permission

## ***Classroom Management Techniques***

- Warning
- Student conference
- Teacher phone call to parent/guardian
- Withdrawal of privileges
- Teacher detention with parent contact
- Office referral

**Grades PK-3 is evaluated on a daily basis.  
Grade 4 and 5 is evaluated on a weekly basis.**

**Students second grade and below can be suspended in accordance with the law (H.B. 2616).**

## ***Suggested Administrative Discipline Techniques***

- Oral correction
- Seating changes in the classroom
- Temporary confiscation of items that disrupt the educational process
- Cooling-off time or "time out"
- Rewards or demerits
- Behavioral contracts
- Counseling by teacher, counselors, resource officer or administrative personnel
- Parent observation in the classroom
- Parent-teacher conferences
- Grade reductions as permitted by policy/Grade of zero (for cheating)
- Loss of school related privileges
- Detention
- Saturday School
- Corporal punishment (administered by principal or designee only)
- Sending the student to the office or other assigned area, or to in-school suspension
- Referral to law enforcement officials
- Teacher Student conference
- Contact parents by phone or email
- Teacher controlled isolation
- Suspension

# Pre K-5

## **Moderate/Major Offenses**

- Altering or modifying computer files or systems without authorization.
- Attempting to access computer security software
- Assault
- Argumentative behavior
- Bus referral
- Bringing dangerous / prohibitive objects to school
- Bullying
- Defiance of authority
- Disruption on the bus
- Disturbing other students
- Excessive absences/tardies
- Harassment of other students
- Hazing
- Horse playing
- Introducing a virus or other destructive program into any computer system owned or used by the District
- Insubordination
- Leaving school grounds without permission
- Loitering
- Lying
- Persistent misbehavior
- Physical aggressive behavior
- Possession of a replica or toy paging device
- Possession of distracting non-instructional items without teacher permission
- Possession of laser pointers
- Possession/use of tobacco, e-cigarettes, matches, lighters, drug paraphernalia
- Public display of affection
- Repeated Minor/Moderate Offenses
- Tattooing – creating designs by the pricking and/or staining of the skin, is prohibited
- Theft
- Throwing objects at classmates, adults
- Using obscene gestures
- Using profanity

- Verbal abuse, i.e., name calling, racial or ethnic slurs, or derogatory statements that may disrupt the school environment or incite violence
- Violation of dress code

## **Classroom Management Techniques**

- Office referral
- Call parent/guardian
- Seating changes in the classroom
- Temporary confiscation of items that disrupt the educational process
- Cooling-off time or "time out"
- Rewards or demerits
- Behavioral contracts
- Counseling by teacher, counselors, resource officer or administrative personnel
- Parent observation in the classroom
- Parent-teacher conferences
- Grade reductions as permitted by policy
- Loss of school related privileges

## **Suggested Administrative Discipline Techniques**

**A student under the age of six (6) will not be removed from class or placed in a DAEP unless the student commits a federal firearm offense.**

**Students second grade and below can be suspended in accordance with the law (H.B. 2616).**

- Principal/Student Conference
- Alternative Education Program
- Detention
- Saturday School
- Sending the student to the office or other assigned area, or to the in-school suspension
- Corporal punishment
- Suspension
- Referral to law enforcement officials

# Pre K-5

## **Major/Severe Offenses**

- Aggressive, disruptive action or group demonstration that substantially disrupts or materially interferes with school activities
- Altering or modifying computer files or systems without authorization
- Any other conduct that substantially disrupts school or education process
- Assault
- Attempting to access computer security software/system
- Defacing or destroying property
- Defiance of authority
- Destroying or damaging property
- Disrespect to or insubordination of school personnel
- Engaging in verbal abuse or using obscene gestures
- Exhibiting disrespect or directing profanity, vulgar language or abusive gestures toward teachers or other employees
- Fighting
- False fire alarm
- Gambling
- Harassment of other students
- Illegal solicitation of money or other property
- Indecent behavior and/or inappropriate exposure of private body parts
- Introducing a virus or other destructive program into any computer system owned or used by the District
- Not being truthful (lying)
- Possession of ammunition
- Possession of a toy/replica weapon
- Possession of a replica or toy paging device
- Possession or exhibition of obscene/inappropriate material
- Possession/use of fireworks
- Possession of distracting non-instructional items without teacher permission
- Possession of laser pointers
- Possession/use of tobacco, e-cigarettes, matches, lighters, drug paraphernalia
- Repeated Moderate/Major offenses

- Serious persistent misbehavior
- Sexual harassment of another person engaging in offensive conduct of a sexual nature whether verbal or physical
- Skipping class or being truant
- Stealing
- Theft or robbery
- Threat of violence
- Verbal abuse
- Gang-Like Activity

## **Severe Offenses**

- Assault of an employee/volunteer
- Aggravated Kidnapping
- Arson
- Any conduct punishable as a felony
- Bomb threats
- Criminal Mischief
- Engaging in a terroristic threat
- Extortion, coercion or blackmail
- False alarms
- False fire alarms
- Gang activity
- Indecency with a child
- Making a terroristic threat
- Murder
- Multiple fights
- Possessing or using abusable glue or aerosol paint, or other volatile chemical
- Possession of a firearm, an illegal knife, club, or any weapon
- Public lewdness
- Retaliation against any school employee, regardless of where or when the conduct occurs
- Selling, giving, delivering, possessing, using, or being under the influence of marijuana, a controlled substance, or a dangerous drug
- Threats of violence
- Using, selling, giving, delivering or possessing an alcoholic beverage

### ***Suggested Administrative Discipline Techniques***

**Students second grade and below can be suspended in accordance with the law (H.B. 2616).**

- Combinations or extension of techniques used in Moderate/Major categories
- In-house suspension
- Saturday school
- Suspension
- Corporal punishment
- Placement in DAEP setting after meeting conducted by campus hearing officer
- Committee review with possible expulsion
- Referral to law enforcement officials
- Detention

### **Classroom Management Techniques**

- Immediate office referral

### **Suggested Administrative Discipline Techniques**

**A student under the age of six (6) will not be removed from class or placed in a DAEP unless the student commits a federal firearm offense.**

- Placement in DAEP setting after meeting conducted by campus hearing officer
- Committee review with possible expulsion

# Grades 6-12

## EXPLANATION OF CATEGORIES 6-12

The categories included here which affect students in grades 6-12 vary from those assigned to grades Pre K-5. Although it would be much simpler for everyone if all categories of offenses and discipline techniques could be the same for all grades, major variances warrant different approaches. For example, different age and maturity levels as well as general expectations of students require discipline techniques to vary for elementary and secondary level students. In addition, since program objectives and educational settings also vary among these levels, discipline must be designed to adjust to the difference. Therefore, the categories for grades 6-12 are not intended to match with those in the elementary level (Pre K-5).

Generally as you progress through the categories, both the offenses and techniques move from less serious to more serious with the exception of the dress code. Although this violation is obviously not as severe as some others in this category, this infraction is placed here so it will be brought to the attention of the principal. Whenever possible, unless in cases of repeated violation, the student will not be punished, but rather directed to conform immediately with the appropriate dress. Parents may be contacted to assist the student. The following list is not all-inclusive, but does address most of the more frequently occurring offenses and the penalties assessed.

Consideration will be given as a factor and documented in each decision concerning suspension, removal to a DAEP, expulsion, or placement in a juvenile justice alternative education program, regardless of whether the decision concerns a mandatory or discretionary action, to:

- a. Self-defense;
- b. Intent or lack of intent at the time the student engaged in the conduct;
- c. A student's disciplinary history; or
- d. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

**Serious first offenses:** Special note to students and parents. The discipline management committee has determined that alcohol, drugs, weapons, and assault are serious offenses and have no place in the school environment and generally warrant DAEP or expulsion.

**Note:** *Saturday school may be utilized as a disciplinary technique. Strict guidelines apply to this highly structured setting to which students are assigned by the campus principal or assistant principal.*

Each student is expected to:

1. Attend all classes, daily and on time.
2. Be prepared for each class with appropriate materials and assignments.
3. Be well-groomed and dress appropriately.
4. Demonstrate courtesy and respect for others.
5. Pay required fees and fines, unless they are waived.
6. Avoid violations of the Student Code of Conduct.
7. Obey all campus and classroom rules.
8. Seek changes in school policies and regulations in an orderly and responsible manner, through appropriate channels.
9. Cooperate with or assist the school staff in maintaining safety, order, and discipline.
10. Behave in a responsible manner.
11. Respect the rights and privileges of other students and of teachers and other district staff.
12. Respect the property of others, including district property and facilities.
13. Keep parents informed regarding school assemblies, supplies needed, and written information sent home from school.

**Campus handbooks will contain information regarding specific campus rules and procedures.**

# Grades 6-8

## ***Minor/Moderate Offenses***

- Cheating or copying the work of another student
- Chewing gum
- Classroom/campus disruption
- Coming to class without necessary materials
- Disrespect to school personnel
- Disturbing other students
- Eating or drinking outside the cafeteria
- Excessive loud talking or laughing in classroom, halls, restroom or cafeteria
- Failure to wear or display student ID badge
- Failure to do class work
- Failure to follow directions
- Failure to obey regulations concerning vehicles/buses/parking lot
- Failure to return school documentation
- Horseplay
- Not paying attention
- Out of appropriate areas without permission
- Possession of non-instructional items
- Public display of affection
- Refusing to work
- Running in halls
- Selling of non-school approved items
- Tardy to class
- Throwing objects
- Unprepared for class
- Violation of classroom procedures

## ***Classroom Management Techniques***

- Warning
- Student conference with parent communication
- Teacher detention with parent contact
- Parent phone call
- Office referral

## ***Suggested Administrative Discipline Techniques***

- Verbal correction-warning
- Withdrawal of privileges
- In-class disciplinary action
- Exclusion from extra-curricular activities
- Grade of zero (for cheating)
- Assigned school duties other than class tasks
- Confiscation of non-instructional items
- Written or verbal communication to parents
- Detention hall
- Parent/guardian conference
- Counseling by teacher, special services or administrative personnel
- Corporal punishment
- In-house suspension
- Referral to law enforcement officials
- Saturday school
- Suspension

# Grades 6-8

## ***Moderate/Major Offenses***

- Actions resulting in excessive detentions
- Assault
- Bullying
- Bus Referral
- Cutting class
- Defacing or destroying property
- Defiance of authority
- Disrespect of personnel
- Disturbing other students
- Dress code violation
- Excessive absences/tardies
- Failure to comply with rules and regulations of extra-curricular/co-curricular organizations
- Failure to obey regulations concerning vehicles/buses/parking lot
- Forgery
- Gambling or card playing
- Harassment of other students
- Hazing
- Horseplay
- Insubordination
- Leaving campus without permission
- Loitering
- Misconduct in in-house
- Not being truthful (lying)
- Possession of a replica or paging device
- Possession of distracting non-instructional items
- Profanity
- Public display of affection
- Radios, tape players, CD players, etc. on campus
- Reckless conduct - on campus

- Repeated Minor/Moderate offenses
- Tattooing – creating designs by the pricking and/or staining of the skin, is prohibited
- Throwing objects
- Truancy
- Unexcused absences
- Verbal/physical abuse

## ***Classroom Management Techniques***

- Office referral

## ***Suggested Administrative Discipline Technique***

- Exclusion from extra-curricular activities
- Loss of bus privileges
- Student/parent/administrator conference
- Removal from classes
- Loss of course credit
- Confiscation of non-instructional items
- Detention
- Corporal punishment
- In-house suspension
- Saturday school
- Suspension
- Referral for psychological services
- DAEP
- Referral to law enforcement officials
- Verbal or written communication with parents



# Grades 6-8

## ***Major/Severe Offenses***

- Aggressive, disruptive action or group demonstration that substantially disrupts or materially interferes with school activities
- Altering or modifying computer files or systems without authorization
- Any other conduct that substantially disrupts the school environment or educational process
- Assault
- Attempting to access computer security software/system
- Bullying
- Defiance of authority
- Destroying or damaging property
- Disrespect to or insubordination of school personnel
- Engaging in verbal abuse or using obscene gestures
- Exhibiting disrespect or directing profanity, vulgar language or obscene gestures toward teachers or other employees
- Extortion, coercion, or blackmail
- Fighting
- Fighting and other major disruptions will result in an immediate suspension (both school and bus) as well as possible referral to law enforcements officials.
- Gambling
- Harassment of students
- Hazing
- Illegal solicitation of money or other property
- Indecent behavior or inappropriate exposure of private body parts
- Introducing a virus or other destructive program into any computer system owned or used by the District
- Malicious mischief
- Not being truthful (lying)
- Possession of ammunition
- Possession of a laser pointer
- Possession of a paging device including mobile phones during the school day

- Possession of a replica or toy weapon
- Possession or use of fireworks
- Possession or exhibition of obscene/inappropriate material
- Possession/use of tobacco, e-cigarettes, matches, lighters, drug paraphernalia
- Repeated Moderate/Major offenses
- Sexual harassment of another person, engaging in offensive conduct of a sexual nature whether verbal or physical
- Skipping class or being truant
- Stealing
- Theft or robbery
- Verbal abuse, i.e., name-calling, racial or ethnic slurs, or derogatory statements that may disrupt the school environment or incite violence.
- Gang-Like Activity

## ***Classroom Management Techniques***

- Immediate office referral

## ***Suggested Administrative Discipline Techniques***

- Saturday school
- In-school suspension
- Suspension
- Referral for psychological services
- Exclusion from extra-curricular activities
- Loss of course credit
- Disciplinary Alternative Education Program
- Expulsion
- Referral to law enforcement officials
- Detention
- Corporal punishment

# Grades 6-8

## **Severe Offenses**

- Aggravated kidnapping
- Any conduct punishable as a felony
- Arson
- Assault of an employee/volunteer
- Bomb threat
- Criminal mischief
- Engaging in a terroristic threat
- Engaging in public lewdness
- Extortion, coercion, or blackmail
- False alarms
- False fire-alarms
- Gang activity
- Indecency with a child
- Multiple Fights
- Murder
- Possessing a firearm, knife, a club, or any weapon
- Retaliation against a school employee
- Selling, giving or delivering to another person, possessing, using, or being under the influence of:
  - a) marijuana or a controlled substance, as defined by the Texas controlled substance act
  - b) a dangerous drug
  - c) an abusable glue, aerosol paint or volatile chemical
  - d) an alcoholic beverage as defined by the alcoholic beverage code
- Threat of violence

## **Classroom Management Techniques**

- Immediate office referral

## **Suggested Administrative Discipline Techniques**

- DAEP placement
- Expulsion
- Referral to law enforcement officials

# Grades 9-12

## ***Minor/Moderate Offenses***

- Being unprepared for class
- Cheating
- Chewing gum
- Classroom/campus disruption
- Disrespect of school personnel
- Eating or drinking outside the cafeteria
- Failure to wear or display student ID badge
- Failure to do class work
- Failure to follow directions
- Failure to return school documentation
- Horseplay
- Out of appropriate areas without permission
- Possession of non-institutional items
- Possession of non-instructional items
- Public display of affection
- Running in halls
- Selling of non-school approved items
- Throwing objects
- Violation of classroom procedures

## ***Classroom Management Techniques***

- Warning
- Student conference with parent communication
- Teacher detention with parent contact
- Office referral

## ***Suggested Administrative Discipline Techniques***

- Verbal correction-warning
- Withdrawal of privileges
- In-class disciplinary action
- Exclusion from extra-curricular activities
- Grade of zero (for cheating)
- Assigned school duties other than class tasks
- Confiscation of non-instructional items
- Written or verbal communication to parents
- Detention hall
- Parent/guardian conference
- Counseling by teacher, special services or administrative personnel
- Corporal punishment
- In-house suspension (Grade 9 only)
- Saturday school

# Grades 9-12

## ***Moderate/Major Offenses***

- Actions resulting in excessive detentions
- Cutting class
- Defacing or destroying property
- Defiance of authority
- Disrespect of personnel
- Dress code violation
- Excessive absences
- Failure to comply with rules and regulations of extra-curricular/co-curricular organizations
- Failure to obey regulations concerning vehicles/buses/parking lot
- Forgery
- Gambling or card playing
- Leaving campus without permission
- Loitering
- Misconduct in in-house
- Not being truthful (lying)
- Possession of a replica or toy paging device
- Possession of non-instructional items
- Possession of non-instructional items
- Public display of affection
- Radios, tape players, CD players, etc. on campus
- Reckless conduct - on campus
- Repeated offenses of Minor/Moderate Offenses
- Tattooing – creating designs by the pricking and/or staining of the skin, is prohibited
- Throwing objects
- Truancy
- Unexcused absences
- Verbal/physical abuse

## ***Classroom Management Techniques***

- Immediate office referral

## **Suggested Administrative Discipline Technique**

- Exclusion from extra-curricular activities
- Loss of bus privileges
- Student/parent/administrator conference
- Removal from classes
- Loss of course credit
- Confiscation of non-instructional items
- In-house suspension (Grade 9 only)
- Corporal punishment
- Saturday school
- Suspension
- Referral for psychological services
- DAEP
- Referral to law enforcement officials

# Grades 9-12

## **Major/Severe Offenses**

- Aggressive, disruptive action or group demonstration that substantially disrupts or materially interferes with school activities
- Altering or modifying computer files or systems without authorization
- Any other conduct that substantially disrupts the school environment or educational process
- Assault
- Attempting to access computer security software/system
- Destroying or damaging property
- Disrespect to or insubordination of school personnel
- Exhibiting disrespect or directing profanity, vulgar language or obscene gestures toward teachers or other employees
- Extortion, coercion, or blackmail
- Fighting
- Gambling
- Harassment of students
- Hazing
- Illegal solicitation of money or other property
- Inappropriate exposure of private body parts
- Indecent behavior
- Introducing a virus or other destructive program into any computer system owned or used by the District
- Malicious mischief
- Possession of ammunition
- Possession of a laser pointer
- Possession of a paging device including mobile phones during the school day
- Possession of a replica or toy weapon
- Possession or exhibition of obscene or inappropriate material
- Possession or use of fireworks
- Possession/use of tobacco, e-cigarettes, matches, lighters, drug paraphernalia
- Repeated Moderate/Major Offenses
- Sexual harassment of another person, engaging in offensive conduct of a sexual nature whether verbal or physical
- Stealing
- Theft or robbery
- Verbal abuse, i.e., name-calling, racial or ethnic slurs, or derogatory statements that may disrupt the school environment or incite violence
- Gang-like activity

## **Classroom Management Techniques**

- Immediate office referral

## **Suggested Administrative Discipline Techniques**

- Saturday school
- In-house suspension (Grade 9 only)
- Corporal punishment
- Suspension
- Referred for psychological services
- Exclusion from extra-curricular activities
- Loss of course credit
- DAEP
- Expulsion
- Referral to law enforcement officials

# Grades 9-12

## **Severe Offenses**

- Aggravated kidnapping
- Any conduct punishable as a felony
- Arson
- Assault of an employee/volunteer
- Bomb threat
- Criminal mischief
- Engaging in a terroristic threat
- Engaging in public lewdness
- False alarms
- False fire-alarms
- Gang activity
- Indecency with a child
- Multiple fights
- Murder
- Possessing a firearm, knife, club, or any weapon
- Retaliation against a school employee
- Selling, giving or delivering to another person, possessing, using, or being under the influence of:
  - a) marijuana or a controlled substance, as defined by the Texas controlled substance act
  - b) a dangerous drug
  - c) an abusable glue, aerosol paint or volatile chemical
  - d) an alcoholic beverage as defined by the alcoholic beverage code
- Threat of violence

## **Classroom Management Techniques**

- Immediate office referral

## **Suggested Administrative Discipline Techniques**

- DAEP
- Expulsion
- Referral to law enforcement official

# GENERAL GUIDELINES FOR ASSESSING DISCIPLINE PENALTIES

[Policies FO, FOA, FOAA, FOAB, FOAC, FOB, FOC, FOD, FOE]

In general, discipline will be designed to correct the misconduct and to encourage observance by all students to adhere to their responsibilities as citizens of the school community. Disciplinary action will draw on the professional judgment of teachers and administrators and on a range of discipline management techniques. Disciplinary action will be correlated to the seriousness of the offense, the students' age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment, and statutory requirements. Because of these factors, discipline for a particular offense (unless otherwise specified by law) may bring into consideration varying techniques and responses.

Consideration will be given as a factor and documented in each decision concerning suspension, removal to a DAEP, expulsion, or placement in a juvenile justice alternative education program, regardless of whether the decision concerns a mandatory or discretionary action, to:

- a. Self-defense;
- b. Intent or lack of intent at the time the student engaged in the conduct;
- c. A student's disciplinary history; or
- d. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

**Serious first offenses:** Special note to Students and Parents. The Discipline Management Committee has determined that alcohol, drugs, weapons, and assault are serious offenses and have no place in the school environment and generally warrant alternative school or expulsion. **Affidavits will be issued for fighting if an adult witnesses the fight in grades 5-12.**

## CORPORAL PUNISHMENT

The DeSoto ISD includes corporal punishment as a board approved discipline management technique; corporal punishment is written in the local school board policy FO as:

The type of corporal punishment which may be administered shall be limited to spanking or paddling the student, and such discipline shall be administered only in accordance with the following guidelines:

- |  |  |
|--|--|
| <b>Use after other discipline fails</b>      | 1. Corporal punishment shall be administered only after less other stringent measures such as counseling, parental conferences, and other forms of discipline have failed to produce the desired results, unless the conduct of a student is of such an extreme nature that corporal punishment is the only reasonable form of discipline under the circumstances. |
| <b>Administered by principal or designee</b> | 2. Corporal punishment may be administered by the school principal or a designated school official.  |
| <b>Instrument</b>                            | 3. The instrument to be used in administering corporal punishment shall be approved by the principal.  |
| <b>Witness</b>                               | 4. When corporal punishment is administered it shall be done in the presence of another district professional employee and shall take place in the principal's office or other such place as is out of view of other students.   |
| <b>Disciplinary</b>                          | 5. A disciplinary record shall be maintained and shall contain the name of the Record the student, the type of misconduct, any previous disciplinary actions, the type of corporal punishment administered, the name of the person administering the punishment, the names of witnesses present, and the date and time of punishment.                              |

It is the responsibility of any parent or legal guardian who prefers that corporal punishment not be administered to provide an annual written request to the campus administrator. A form is available with this booklet.

## PERSISTENT OFFENSES

The district defines "persistent" to be two or more violations of the code in general or repeated occurrence of the same moderate/major offense. Documented interventions and parental notification required for DAEP placement. Administrators shall be allowed to exercise their own judgment in the assessment of penalties set forth under this regulation. It is understood that extenuating circumstances might be deemed sufficient to mitigate the punishment. The intent of this regulation is not to set hard and fast penalties for infractions, but to secure a measure of consistency within the school and between the schools and at the same time allow judgment based upon the maturity of the child in question.

When students commit drug- and alcohol-related offenses, they may be referred to legal authorities for criminal prosecution, in addition to school-imposed discipline procedures.

**Note:** *This booklet is not an all-inclusive list of offenses and punishment. It serves as a guide to rank types of misbehavior and what consequences students will face when they violate the rules.*

## RULES FOR RIDING A SCHOOL BUS

School bus transportation is available to all students living two or more miles from their home school. Students receiving special education transportation as a related service must have an ARD Committee meeting to document changes in delivery of services. The ARD Committee will determine if any program modifications or supports are needed to assist the student. Removal by school bus driver (a) The driver of a school bus transporting students to or from school or a school-sponsored or school related activity may send a student to the principal's office to maintain effective discipline on the school bus. The principal shall respond by employing appropriate discipline management techniques consistent with the student code of conduct adopted under Section 37.001. (b) Section 37.004 applies to any placement under Subsection (a) of a student with a disability who receives special education services.

Riding the bus is a privilege. You must follow the rules for your safety and the safety of others. We would not like to have to remove you from the bus. These rules are made in the interest of safety of all students and drivers using these buses.

- Do not play on the bus or in the bus line.
- Students can only ride their approved route. Students can only get on and off the bus at their approved stop.
- There will never be fighting, loud talking, profanity, screaming, or excessive teasing on the bus.
- The teachers who are on bus duty have a job to do to see after the safety of the students outside. There are many students outside and the duty person should never have to look for you or ask you to be quiet in the bus line.
- Always be respectful of the staff whether on duty or driving the bus. Insubordination by students will not be tolerated.
- Walk on the sidewalk or in the crosswalk, not in the street, as you are led by the person on bus duty.
- Stay seated immediately upon getting on the bus. Sit down and stay in your seat while the bus is moving.
- Keep from bothering the bus driver and taking the driver's attention from driving for your safety and the safety of others.
- Never stick your head or hands out of the window.
- The bus driver is in charge of the bus and you must mind him/her.
- In case of an accident or breakdown, stay seated until the driver tells you what to do.
- Leave the emergency exit alone.
- Do your part in keeping your bus clean and in good condition. Destruction of property cannot be tolerated (students and parents must pay for damages).
- Be sure to take all of your things with you when you leave the bus.
- When you get off the bus, stay on the sidewalk until the bus driver drives away.
- Bus questions or complaints from parents may also be directed to Dallas County Transportation at 972-224-7050.
- Students riding an overflow bus will need to allow a few days for service to begin.

**Suggested Discipline Management Techniques** - Fighting and other major disruptions will result in an immediate suspension as well as a possible referral to law enforcement officials.

### Elementary Riders

- 1<sup>st</sup> referral – warning (serious offense-no warning)
- 2<sup>nd</sup> referral – 3 days loss of bus privileges
- 3<sup>rd</sup> referral – 5 days loss of bus privileges
- 4<sup>th</sup> referral – 10 days loss of bus privileges
- 5<sup>th</sup> referral – off the bus till the end of the semester or year

### Secondary Riders

- 1<sup>st</sup> referral – warning (serious offense-no warning)
- 2<sup>nd</sup> referral – 5 days loss of bus privileges
- 3<sup>rd</sup> referral – 10 days loss of bus privileges
- 4<sup>th</sup> referral – off the bus till the end of the semester or



### Major Disruption

Any behavior or disruption that materially interferes with the bus driver's ability to operate and/or drive the school bus safely (ie: throwing objects, tampering with emergency exits, fighting, inciting a riot, defacing bus property etc.)

1<sup>st</sup> offense = bus suspension for 5 days

2<sup>nd</sup> offense = bus suspension for the remainder of the semester.

(1<sup>st</sup> semester is from August – to mid-school year)

(2<sup>nd</sup> semester is from January- end of school year)

## PARKING GUIDELINES

### DeSoto High School

Security for student automobiles is always a concern at DeSoto High School. This concern necessitates that the high school utilize a parking lot security system. The system is designed primarily to control access to our campus by outside parties. Our belief is that a fair percentage of the theft is by persons other than our own student body. Consequently, in an effort to provide the students some type of added security for their vehicles, we will employ the parking system rules.

1. All student automobiles parking on the DeSoto High School campus must:
  - a) Display a current DeSoto High School parking sticker. Stickers may be purchased for \$20.00 and are good for the current school year. Stickers will also be sold for \$10.00 beginning with the first day of the 2<sup>nd</sup> semester.
  - b) Students may obtain a sticker by completing vehicle registration forms available in the office and paying the fee.
  - c) Proof of insurance and a valid driver's license are required to purchase parking stickers. **The car insurance policy must have the student's name listed as an insured driver.**
2. The identification sticker must be permanently affixed to the **INSIDE LEFT** of the front windshield with the identification number fully visible, just above the State Inspection sticker. Stickers taped to the window or only partially affixed will not be allowed. The student is responsible for any parking sticker(s) issued to him/her. A student who must change vehicles during the school year (due to trading or wrecking the original vehicle) needs to verify that the old sticker has not been passed on to another student by bringing in the old sticker (even if it is in pieces), to be exchanged for a new parking sticker at no cost.
3. To enter any of the student parking lots, the students must:
  - a) Properly display a current parking sticker; or
  - b) Stop for security personnel, fill out a temporary parking form, and show a valid driver's license. Students on temporary parking use the west lot. **ONLY** vehicles with a sticker will be admitted to the east lot.
4. Students must park in designated student lots and within established parking lines.
5. Students must drive in a proper and safe manner at all times (10 m.p.h. maximum speed limit), including when leaving the campus, **STUDENTS ARE REQUIRED TO STOP EACH DAY WHEN ENTERING PARKING LOTS** so that stickers may be checked by security personnel.
6. Students are not to congregate on the parking lot; students arriving in the morning should proceed immediately to the building; students should leave the lot immediately when school is dismissed. Students congregating on the parking lot are subject to disciplinary action. No radios or music is to be played loud on campus or upon arrival or departure from school campus.
7. Those students leaving campus prior to 1:15 p.m. (doctor, dentist, illness, etc.) are reminded to keep the office pass to show the security personnel as they exit and park only on the west lot.
8. Parking lot security personnel should be assumed to have the same authority as other campus staff members and shall report parking lot violations or disciplinary situations to the principal's office. Security personnel are deserving of the same respect and cooperation as any faculty or staff member; disrespect/lack of cooperation will not be tolerated.
9. Failure to comply with all parking regulations may result in loss of parking privilege.
10. Absolutely no student vehicles will be allowed in the faculty/staff parking or visitor area. Any student found to be in the faculty/staff parking or visitor parking area may receive a parking citation.
11. Absolutely no student vehicles will be allowed in bus loading area.
12. Disciplinary actions will occur for violation as well as potential loss of parking privileges.

13. **ONCE STUDENTS ENTER THE PARKING LOT AREAS THEY ARE CONSIDERED ON CAMPUS.** Once students are on campus they must have permission to leave or they are subject to disciplinary action for leaving campus without permission. A student may have their parking permit revoked by the district if they are found leaving the campus without permission.
14. Violations of all parking including fire lanes, handicap spaces, designated emergency vehicle (police) spaces, or other designated parking spaces can be enforced by the DeSoto Police Department. Citations (parking tickets) may be issued by the police, under Texas Education Code 37.102 rules.

## **UIL SPECTATOR RULES OF CONDUCT**

**By entering this facility,** spectators agree to abide by the following *Rules of Conduct* as set forth in the University Interscholastic League, *Constitution and Contest Rules*:

1. No insults or personal comments of any kind are to be directed towards game officials, referees or workers.
2. Inappropriate language or profanity will not be tolerated and will result in immediate ejection from the game.
3. Taunting or ridiculing of either team or team members is not allowed.
4. Chants that taunt, ridicule or insult either team or team members are not allowed.
5. Spectators may not enter the court/field of play during a game.

Spectators further understand that failure to comply with the above rules will result in the offending spectator being ejected from the game. Game officials and school personnel are authorized to eject spectators from the gymnasium/stadium. Spectators who are ejected from the game will not receive a refund. DeSoto ISD students are also subject to disciplinary action from campus administration. **Students ID's are required for entry into home games.**

## **EXTRA-CURRICULAR ACTIVITIES, CLUBS, AND ORGANIZATIONS**

Participation in school-related activities is an excellent way for a student to develop talents, receive individual recognition, and forge strong friendships with other students. Participation is a privilege. While many of the activities are governed by the University Interscholastic League - a statewide association of participating districts - eligibility for participation in many of these activities is governed by state law as well as UIL rules:

A student, who receives, at the end of any grade evaluation period, a grade below 70 in any academic class, may not participate in extra-curricular activities for at least three weeks. A student regains eligibility seven calendar days after the three school week evaluation if the student is passing all courses on the last class day of the three week period. Students enrolled in Eagle, Pre-AP, or AP classes may be exempted from the UIL "No Pass, No Play" eligibility requirements according to district guidelines. Only one exemption per semester may be approved. In order to receive the exemption the following criteria shall also be met:

1. The failing grade shall be no lower than 60.
2. Students must submit to the principal an exemption request with signatures from the student, parent, and teacher of the subject that he/she failed. An action plan must be completed.

### **Extra-curricular Standards of Behavior**

The school district has adopted a policy that allows higher standards for student's conduct in extra-curricular programs, clubs or other organizations. With the approval of the principal and Superintendent, sponsors and coaches of extra-curricular activities, including interscholastic athletics and marching band, may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extra-curricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property. No provision of an extra-curricular behavioral standard shall have the effect of discriminating on the basis of sex, race, disability, religion, or ethnicity.

Students shall be informed of any extra-curricular behavior standards at the beginning of each school year or, in the case of interscholastic athletics and marching band, at the time the students report for workouts or practices that occur prior to the actual beginning of classes. Students and their parents shall sign and return to the sponsor or coach a statement that they have read the extra-curricular behavior standards and consent to them as a condition of participation in the activity. Organizational standards of behavior of an extra-curricular activity are independent of the Student Code of Conduct. Violations of these standards of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions. A student may be removed from participation in extra-curricular activities or may be excluded from school honors for violation of organizational standards of behavior of an extra-curricular activity or for violation of the Student Code of Conduct.

## **SCHOLASTIC PENALTIES [Policy FO, FOA, EIA Local]**

Students shall receive credit for satisfactory make-up work after an absence, but shall receive a zero for any assignment or test not made up within the allotted time. Students who are expelled will receive credit for work missed during expulsion. Students with disabilities as identified through special education will receive educational services during expulsion as determined by the Admission, Review, and Dismissal (ARD) committee.

## **BEFORE/AFTER SCHOOL PROGRAM**

The before and after school program is an extension of the school day, therefore, it is the expectation that all student participants are held to the same standard of following the student code of conduct.

**REMOVAL,  
SUSPENSION,  
and  
DISCIPLINARY ALTERNATIVE  
EDUCATION PLACEMENT**

## **DAEP Appeal Process**

Step 1 The parent and student will have their DAEP Meeting at home campus with an administrator.

Step 2 The parent may request an appeal if:

- a) The placement extends beyond 60 days or
- b) The placement extends beyond the end of the next grading period

The purpose of the hearing is to review the length of the placement; not to change the placement.

Step 3 The parent may contact Student Support Services for a DAEP Appeal Request Form.

Step 4 The parent will be contacted and a hearing will be scheduled.

Step 5 The DAEP Appeal Committee will conduct the hearing with the student and parent.

Step 6 At the conclusion of the hearing a decision will be made to either continue the originally assigned placement or reduce the number of days assigned.

Step 7 The Boards Designees decision is final and may not be appealed.

Education Code 37.009(b) Refer to Board Policy FOC Legal

## STUDENT REMOVAL BY TEACHER

1. A teacher may send a student to the principal's office to maintain effective discipline in the classroom.
2. A teacher may remove from class a student:
  - a) who has been documented by the teacher to repeatedly interfere with the teacher's ability to communicate effectively with the other students in the class or with the ability of the classmates to learn; or
  - b) whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the other students in the class or with the ability of the classmates to learn.
3. If a teacher removes a student from class under subsection (2), the principal may place the student into another appropriate classroom, into in-school suspension, or into a DAEP as provided by Section 37.008. The principal may not return the student to that teacher's class without the teacher's consent unless the committee established under Section 37.003 determines that such is the best or only alternative available. The terms of the removal may prohibit the student from attending or participating in school-sponsored or school-related activity.
4. A teacher shall remove from class and send to the principal for placement in a DAEP or for expulsion, as appropriate, a student who engages in conduct described under Section 37.006 or 37.007. The student may not be returned to that teacher's class without the teacher's consent unless the committee established under Section 37.003 determines that such placement is the best or only alternative available.

**Note:** A teacher with knowledge that a student has violated the student code of conduct shall file with the school principal or the other appropriate administrator a written report, not to exceed one page, documenting the violation. The principal or the other appropriate administrator shall, not later than 24 hours after receipt of a report from a teacher, send a copy of the report to the student's parents or guardians.

## PHYSICAL RESTRAINT

Texas Penal Code Subchapter F. Special Relationships

### §9.62 Educator – Student

The use of force, but not deadly force, against a person is justified:

- (1) if the actor is entrusted with the care, supervision, or administration of the person for special purpose; and
- (2) when and to the degree the actor reasonably believes the force is necessary to further the special purpose or to maintain discipline in a group

Any district employee may, within the scope of the employee's duties, use and apply physical restraint to a student if the employee reasonably believes restraint is necessary in order to:

1. Protect a person, including the person using physical restraint, from physical injury.
2. Obtain possession of a weapon or other dangerous object.
3. Protect property from serious damage.
4. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.
5. Restrain an irrational student.

## EMERGENCY REMOVAL

1. The principal or the principal's designee may order the immediate placement of a student in the DAEP if the principal or the principal's designee reasonably believes the student's behavior is so unruly, disruptive, or abusive that it seriously interferes with a teacher's ability to communicate effectively with the students in a class, with the ability of the student's classmates to learn, or with the operation of school or a school-sponsored activity.
2. The principal or the principal's designee may order the immediate expulsion of a student if the principal or the principal's designee reasonably believes that action is necessary to protect persons or property from imminent harm.
3. At the time of an emergency placement or expulsion, the student shall be given oral notice of the reason for the action. Within a reasonable time after the emergency placement or expulsion, the student shall be afforded the appropriate due process. If the student subject to the emergency placement or expulsion is a student with disabilities who receives special education services, the term of the student's emergency placement or expulsion is subject to the requirements of 20 U.S.C. Section 1415(e) (3) and 34 CFR 300.513.

**Note:** *The district shall make reasonable efforts to notify the parent prior to removing a student from school premises for emergency reasons. If the parent cannot be notified prior to removal, the parent shall be notified as soon as possible after the removal and the reasons for it.*

## **HOME-BASED INSTRUCTION PENDING HEARING**

A student may be placed in home-based instruction pending a hearing on expulsion. The hearing shall be held within seven school days from the date of the offense or be deferred beyond the seven days by the mutual consent of the student's parent or guardian and the district's representative. *19 TAC 133.23(b) (3)*

## **DUE PROCESS**

A student shall be expelled by written order setting the term of the expulsion. Before the expulsion, the Board or its designee shall provide the student a hearing at which the student is afforded due process, which shall include:

1. Prior notice of the charges and the proposed sanctions so as to afford a reasonable opportunity for preparation.
2. Right to a full and fair hearing before the board or its designee.
3. Right to an adult representative or legal counsel.
4. Opportunity to testify and to present evidence and witnesses in his or her defense.
5. Opportunity to examine the evidence presented by the school administration and to question the administration's witnesses.

This notice shall include the date and time of the hearing, the names of witnesses against the student, and the nature of the evidence. In an expulsion hearing, the district may rely on the hearsay evidence of school administrators who investigate disciplinary infractions. The decision shall be based exclusively on the evidence presented at the hearing and shall be communicated promptly to the student and parent.

## **SUSPENSION OR REMOVAL TO DISCIPLINARY ALTERNATIVE EDUCATION PROGRAMS [Policies FOA Legal/Local]**

### **IN-SCHOOL SUSPENSION**

Students K-12 who fail to conform to the normal rules and regulations may be assigned to in-house, on campus suspension.

### **ORGANIZATION OF IN-SCHOOL SUSPENSION**

A designated room on the school campus is provided for the class. The environment is highly structured with students assigned reporting to the room at the beginning of the school day and remaining there until the end of the regular school day, with the exception of a morning and afternoon supervised break. Lunch is taken in the room.

The student observes the same time schedule in this environment that he does on the regular school environment. All regular grading procedures and policies are observed in determining a student's grade while he is in in-house suspension.

### **SUSPENSION OR REMOVAL**

The Board or its designee may suspend a student or remove the student to a disciplinary alternative education program.

### **SUSPENSION**

Students guilty of serious first offenses (campus or classroom disruption of the learning environment) may be suspended or be removed to a disciplinary alternative education program. The principal or other appropriate administrator may suspend a student. Suspended students or DAEP students are prohibited from being on any school grounds or attending school related extra-curricular activities during the period of suspension or DAEP assignment.

### **STUDENTS WITH DISABILITIES**

If the Individual Education Plan (IEP) of a student with a disability contains disciplinary sanctions, including emergency removal, suspension, and removal to DAEP, and those sanctions are not currently being challenged in a court or special education administrative appeal, the sanctions implemented in accordance with specifications in the IEP shall be followed without regard to the procedural requirements for emergency removal, suspension, or removal to DAEP.

Students with disabilities may also be suspended or removed to a DAEP, the admission, review, and dismissal ARD committee determines placement. Students with disabilities shall not be removed to a DAEP for more than ten school days unless the ARD committee first determines whether the alleged behavior in question was related to the student's disability or to the placement. If the ARD committee determines there is a connection, they must also determine what action is appropriate. Removal for more than ten consecutive school days requires ARD committee action, subject to the parent's right to appeal.

## DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM (DAEP)

1. A student shall be removed from class and placed in a DAEP as provided by Texas Education Code if the student engages in conduct punishable as a felony off campus, or commits the following within 300 feet of school property or while attending a school-sponsored or school-related activity on or off of school property:
  - a) engages in conduct punishable as a felony;
  - b) engages in conduct that contains the elements of the offense of assault under Section 22.01 (a) (1), Penal Code, or terroristic threat under Section 22.07, Penal Code;
  - c) sells, gives, or delivers to another person or possesses or uses or is under the influence of:
    - (1) marijuana or a controlled substance, as defined by Chapter 481, Health and Safety Code, or by 21 U.S.C. Section 801 et seq.; or
    - (2) a dangerous drug, as defined by Chapter 483, Health and Safety Code;
  - d) sells, gives, or delivers to another person an alcoholic beverage, as defined by Section 1.04, Alcoholic Beverage Code, commits a serious act or offense while under the influence of alcohol, or possesses, uses, or is under the influence of an alcoholic beverage;
  - e) engages in conduct that contains the elements of an offense relating to abusable glue or aerosol paint under Sections 485.031 through 485.035, Health and Safety Code, or relating to volatile chemicals under Chapter 484, Health and Safety Code; or
  - f) engages in conduct that contains the elements of the offense of public lewdness under Section 21.07, Penal Code, or indecent exposure under Section 21.08, Penal Code;
2. The terms of a placement under this section must prohibit the student from attending or participating in a school-sponsored or school-related activity.
3. A student may also be placed in a DAEP if he/she has engaged in other serious or persistent misbehavior. The district defines "persistent" to be two or more violations of the code in general or repeated occurrence of the same moderate/major offense.
4. A student may be placed in DAEP if he disrupts class (see teacher removal in this section).
5. A student shall be removed from class and placed in a DAEP under Section 37.006 based on conduct occurring off campus and while the student is not in attendance at a school-sponsored or school-related activity if:
  - a) the student receives deferred prosecution under Section 53.03, Family Code, for conduct defined as a felony offense in Title 5, Penal Code or the felony offense of aggravated robbery under section 29.03, Penal Code;
  - b) a court or jury finds that the student has engaged in delinquent conduct under Section 54.03, Family Code, for conduct defined as a felony offense in Title 5, Penal Code or the felony offense of aggravated robbery under section 29.03, Penal Code; or
  - c) the superintendent or the superintendent's designee has a reasonable belief that the student has engaged in a conduct defined as a felony offense in Title 5, Penal Code or the felony offense of aggravated robbery under section 29.03, Penal Code
6. A student may be removed from class and placed in a DAEP under Section 37.008 based on conduct occurring off campus and while the student is not in attendance at a school-sponsored or school-related activity if:
  - a) the superintendent or superintendent's designee has a reasonable belief that the student has engaged in conduct defined as a felony offense other than those defined in Title 5, Penal Code or the felony offense of aggravated robbery under section 29.03, Penal Code; and the continued presence of the student in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.
7. In determining whether there is a reasonable belief that a student has engaged in conduct defined as a felony offense by the Penal Code, the superintendent or the superintendent's designee may consider all available information, including the information furnished under Article 15.27, Code of Criminal Procedure.
8. Not later than the third class day after the day on which a student is removed from class by the teacher under Section 37.002(b) or (d) or by the school principal or other appropriate administrator under Section 37.006, the principal or other appropriate administrator shall schedule a conference/hearing among the principal or other appropriate administrator, a parent or guardian of the student, the teacher removing the student from class, if any, and the student. At the conference/hearing, the student is entitled to written or oral notice of the reasons for the removal, an explanation of the basis for the removal, and an opportunity to respond to the reasons for the removal. The student may not be returned to the regular classroom pending the conference/hearing. Following the conference/hearing, and whether or not each requested person is in attendance after valid attempts to require the person's attendance, the principal shall order the placement of the student as provided by Section 37.002 or 37.006, as applicable, for a period consistent with the student code of conduct.
9. Student placement at DAEP is determined by severity of offense and grade level appropriateness. The following are the grade level placement ranges. **A student under the age of six (6) will not be removed from class or placed in a DAEP unless the student commits a federal firearm offense.**

### Length of Assignment (Preferably by 9 weeks; corresponding with grading periods)

Elementary	15 – 45 days
Middle	30 – 45 days
High School	30 – 45 days
*Assault on student or employee	30 – 90 days



10. If a student's placement in a DAEP is to extend beyond the end of the next grading period, a student's parent or guardian is entitled to notice of and an opportunity to participate in a proceeding before the District Hearing Committee. Any decision the Board's designee under TEC Section 37.009 (District Hearing Committee) makes is final and may not be appealed.
11. Before it may place a student in a DAEP for a period that extends beyond the end of the school year, the Board or the Board's designee must determine that:
  - a) the student's presence in the regular classroom program or at the student's regular campus presents a danger of physical harm to the student or to another individual; or
  - b) the student has engaged in serious or persistent misbehavior that violates the student code of conduct.
12. A student placed in a DAEP under Section 37.002 or 37.006 shall be provided a review of the student's status by the Board's designee at intervals not to exceed 120 days. At the review, the student or the student's parent or guardian must be given the opportunity to present arguments for the student's return to the regular classroom or campus. The student may not be returned to the classroom of the teacher who removed the student without that teacher's consent.

The district provides a DAEP in compliance with state law, Chapter 37 of the Texas Education Code. The duration of the DAEP assignment will be determined by a hearing held at the attending campus. DAEP placements range from 15 days to 120 days depending upon severity of the offense. An orientation at the DAEP campus will provide parents and students with guidelines and rules that will be in effect during the student's assignment.

## **DAEP EARLY RELEASE**

Students assigned to the DAEP can achieve early release from their assignment by earning the required percentage of points based on their length of placement. In addition to points earned daily, students will have the opportunity to earn additional points by having a parent/guardian attend informational workshops. These workshops will address various topics such as helping your child be successful in school, substance abuse, mental health issues, and developing the necessary skills to be a positive and productive member of society.

## **POINT SYSTEM**

The objective of the point system is to provide a structured process which allows the student to return to his/her home campus. A student earns points each day for attendance, dress code, completion of assignments, and for following all general procedures for the DAEP and all policies of the district. For example, the requirements include but are not necessarily limited to, a student being on time, having no unexcused absences, making a reasonable effort to do the assigned work, and in general, exhibiting conduct expected from all students. Each daily point not earned would simply postpone the opportunity for early dismissal from the program.

## **Placement and/or Expulsion for Certain Serious Offenses**

This section includes two categories of serious offenses for which the Education Code provides unique procedures and specific consequences.

### **Registered Sex Offenders**

Upon receiving notification in accordance with state law that a student is currently required to register as a sex offender, the administration must remove the student from the regular classroom and determine appropriate placement unless the court orders JJAEP placement.

If the student is under any form of court supervision, including probation, community supervision, or parole, the placement will be in either DAEP or JJAEP for at least one semester.

If the student is not under any form of court supervision, the placement may be in DAEP or JJAEP for one semester or the placement may be in a regular classroom. The placement may not be in the regular classroom if the board or its designee determines that the student's presence:

1. Threatens the safety of other students or teachers,
2. Will be detrimental to the educational process, or
3. Is not in the best interests of the district's students.

### **Review Committee**

At the end of the first semester of a student's placement in an alternative educational setting and before the beginning of each school year for which the student remains in an alternative placement, the district shall convene a committee, in accordance with state law, to review the student's placement. The committee will recommend whether the student should return to the regular classroom or remain in the placement. Absent a special finding, the board or its designee must follow

the committee's recommendation. The placement review of a student with a disability who receives special education services must be made by the ARD committee.

### **Newly Enrolled Student**

If a student enrolls in the district during a mandatory placement as a registered sex offender, the district may count any time already spent by the student in a placement or may require an additional semester in an alternative placement without conducting a review of the placement.

### **Appeal**

A student or the student's parent may appeal the placement by requesting a conference between the board or its designee, the student, and the student's parent. The conference is limited to the factual question of whether the student is required to register as a sex offender. Any decision of the board or its designee under this section is final and may not be appealed.

### **Certain Felonies**

Regardless of whether placement or expulsion is required or permitted by one of the reasons in the DAEP Placement or Expulsion sections, in accordance with Education Code 37.0081, a student **may** be expelled and placed in either DAEP or JJAEP if the board or its designee makes certain findings and the following circumstances exist in relation to a felony offense under Title 5 (see glossary) of the Texas Penal Code. The student must:

- Have received deferred prosecution for conduct defined as a Title 5 felony offense;
- Have been found by a court or jury to have engaged in delinquent conduct for conduct defined as a Title 5 felony offense;
- Have been charged with engaging in conduct defined as a Title 5 felony offense;
- Have been referred to a juvenile court for allegedly engaging in delinquent conduct for conduct defined as a Title 5 felony offense; or
- Have received probation or deferred adjudication or have been arrested for, charged with, or convicted of a Title 5 felony offense.

The district may expel the student and order placement under these circumstances regardless of:

1. The date on which the student's conduct occurred,
2. The location at which the conduct occurred,
3. Whether the conduct occurred while the student was enrolled in the district, or
4. Whether the student has successfully completed any court disposition requirements imposed in connection with the conduct.

### **Hearing and Required Findings**

The student must first have a hearing before the board or its designee, who must determine that in addition to the circumstances above that allow for the expulsion, the student's presence in the regular classroom:

1. Threatens the safety of other students or teachers,
2. Will be detrimental to the educational process, or
3. Is not in the best interest of the district's students.
4. Any decision of the board or the board's designee under this section is final and may not be appealed.

### **Length of Placement**

The student is subject to the placement until:

1. The student graduates from high school,
2. The charges are dismissed or reduced to a misdemeanor offense, or
3. The student completes the term of the placement or is assigned to another program.

### **Newly Enrolled Students**

A student who enrolls in the district before completing a placement under this section from another school district must complete the term of the placement.



# **EXPULSION**

# EXPULSION [Policy FOD Legal/Local]

## CAUSE FOR EXPULSION

1. A student shall be expelled from a school if the student, on school property or while attending a school-sponsored or school-related activity on or off of school property if student:
  - a) uses, exhibits, or possesses:
    - (1) a firearm as defined by Section 46.01(3), Penal Code;
    - (2) an illegal knife as defined by Section 46.01(6), Penal Code, or by local policy;
    - (3) a club as defined by Section 46.01(1), Penal Code; or
    - (4) a weapon listed as a prohibited weapon under Section 46.05, Penal Code;
  - b) engages in conduct that contains the elements of the offense of:
    - (1) aggravated assault under Section 22.02, Penal Code, sexual assault under Section 22.011, Penal Code, or aggravated sexual assault under Section 22.021, Penal Code;
    - (2) arson under Section 28.02, Penal Code;
    - (3) murder under Section 19.02, Penal Code, capital murder under Section 19.03, Penal Code, or criminal attempt, under Section 15.01, Penal Code, to commit murder or capital murder;
    - (4) indecency with a child under Section 21.11, Penal Code; or
    - (5) aggravated kidnapping under Section 20.04, Penal Code;
    - (6) the felony offense of aggravated robbery under section 29.03, Penal Code.
  - c) engages in conduct specified by Section 37.006(a)(2)(c) or (d), if the conduct is punishable as a felony.
  - d) Senate Bill 133 Beginning with the 1997-98 school year a district *may* expel a student for possession, use, delivery, or being under the influence of *any amount* of marijuana, dangerous drugs, alcohol, or abusable glue or aerosol paint while on school property or while attending a school-sponsored or school-related activity.
2. A student may be expelled if the student, while placed in a DAEP for disciplinary reasons, continues to engage in documented serious misbehavior that violates the district's student code of conduct.
3. A student shall be expelled if the student engages in conduct that contains the elements of any offense listed in subsection (1) against any employee in retaliation for or as a result of the employee's employment with a school district.
4. In accordance with federal law, a local educational agency, including a school district, home-rule school district, or open-enrollment charter school, shall expel a student who brings a firearm, as defined by 18 U.S.C.S Section 921, to school. The expelled student must be expelled from the student's regular campus for a period of at least one year.
5. A student who engages in conduct that contains the elements of the offense of criminal mischief under Section 28.03, Penal Code, may be expelled at the district's discretion if the conduct is punishable as a felony. House Bill 1370 adds damage or destruction of a habitation by means of a firearm or explosive weapon regardless of the amount of pecuniary loss as criminal mischief punishable as a felony. The student shall be referred to the authorized officer of the juvenile court regardless of whether the student is expelled.
6. A student may be expelled if the student engages in false fire alarms, false alarms or terrorist threats.
7. Each school district shall report to the agency the number of students expelled under subsection (4) each year, the names of the schools from which the students are expelled, and the types of weapons involved.
8. A student younger than 10 years old may be placed in the Disciplinary Alternative Education Program for any expellable offense.
9. Assault of an employee/volunteer.

## HEARING

1. Before a student may be expelled under Section 37.007, the Board or the Board's designee must provide the student a hearing at which the student is afforded appropriate due process as required by the federal constitution and which the student's parent or guardian is invited, in writing, to attend. At the hearing, the student is entitled to be represented by the student's parent or guardian or another adult who can provide guidance to the student and who is not an employee of the school district. The decision to expel a student is made by the Board's designee (the District Hearing Committee). The decision may be appealed to the board through a review of the record made at the prior hearing. If the school district makes a good-faith effort to inform the student and the student's parent or guardian of the time and place of the hearing, the district may hold the hearing regardless of whether the student, the student's parent or guardian, or another adult representing the student attends.

The board shall base its decision on evidence reflected in the record summary and any additional written statements made by the parties that are submitted prior to the review. A copy of the record summary will be provided to the student or parent prior to the Board's review and they will be given the opportunity to provide an additional written statement for the review. The decision of the Board may be appealed by trial de novo to a district court of the county in which the school district's central administrative office is located.

2. The Board or the Board's designee shall deliver to the student and the student's parent or guardian a copy of the order placing the student in an alternative education program under Section 37.002 or 37.006 or expelling the student under Section 37.007.
3. After a school district notifies the parents or guardians of a student that the student has been expelled, the parent or guardian shall provide adequate supervision of the student during the period of expulsion.

## **COURT INVOLVEMENT**

1. Not later than the second business day after the date a hearing is held under Section 37.009, the Board of Trustees of a school district or the Board's designee shall deliver a copy of the order placing a student in an alternative education program under Section 37.006 or expelling a student under Section 37.007 and any information required under Section 52.04, family code, to the authorized officer of the juvenile court in the county in which the student resides. Except as provided by subsection (2), the officer may determine whether:
  - a) a petition should be filed alleging that the student is in need of supervision or has engaged in delinquent conduct; or
  - b) the student should be referred to an appropriate state agency.
2. If a student is expelled under Section 37.007(b), the Board or its designee shall refer the student to the authorized officer of the juvenile court for appropriate proceedings under Title 3, Family Code.

## **REPORTS TO LOCAL LAW ENFORCEMENT; LIABILITY**

1. The principal, or a person designated by the principal, shall notify the police department of the municipality in which the school is located, if the principal has reasonable grounds to believe that any of the following activities occur in school, on school property, or at a school-sponsored or school-related activity on or off school property, whether or not the activity is investigated by school resource officers:
  - a) conduct that may constitute an offense listed under Section 8(c), article 42.18, code of criminal procedure;
  - b) deadly conduct under Section 22.05, Penal Code;
  - c) a terroristic threat under Section 22.07, Penal Code;
  - d) the use, sale, or possession of a controlled substance, drug paraphernalia, or marijuana under Chapter 481, health and safety code;
  - e) the possession of any of the weapons or devices listed under Sections 46.01(1)-(14) or Section 46.01(16), Penal Code; or
  - f) conduct that may constitute a criminal offense under Section 71.02, Penal Code.

## **SANCTIONS**

Expelled students are prohibited from being on school grounds or attending school-related extra-curricular activities during the period of expulsion. No academic credit shall be earned for work missed during the period of expulsion.

## **WITHDRAWAL FROM DISTRICT PENDING HEARING/APPEAL**

If a student is accused of an offense for which a hearing is required but withdraws from enrollment in DeSoto ISD before a hearing is held, the hearing will not proceed and no finding concerning the student's guilt or innocence will be made unless the student re-enrolls in the district. If a student is accused of an offense for which a hearing is required but withdraws from another school district, DeSoto ISD will follow through with the other districts intended placement.

If a student withdraws after a hearing but before exhausting all available appeals, the decision arising from the hearing or last appeal shall stand and the student shall be considered to have waived any further appeal unless the student re-enrolls in the district before the next scheduled appeal, in which case, such appeal shall proceed as if the student had been continuously enrolled.

## **ADMISSION OF STUDENTS**

DeSoto ISD will continue the expulsion order for students attempting to enroll who have been expelled from a previous district. The Board is not required to admit a person living separate or apart from parent, guardian or other person having lawful control:

1. Who has engaged in conduct or misbehavior within the preceding year that has resulted in:
  - a) Removal to a DAEP; or
  - b) Expulsion;
2. Who has engaged in delinquent conduct or conduct in need of supervision and is on probation or other conditional release for that conduct; or
3. Who has been convicted of a criminal offense and is on probation or other conditional release.

## **PROHIBITED ACTIVITY OFF CAMPUS**

No activity will be tolerated away from the campus, whether or not school is in session when such activity occurs, which threatens the ability of the district to maintain a safe, orderly and disciplined educational atmosphere.

When it is brought to the attention of the district that a student has engaged in such conduct off campus, the principal of the school which the student attends shall conduct such investigation as the principal feels is necessary and proper under the circumstances and may initiate disciplinary action, including suspension or alternative placement in the same fashion as if the action had occurred on campus.

By way of illustration, but not by way of limitation, the following actions shall be the subject of disciplinary investigation and action under this section:

1. Any use or threat of use of a firearm against another person by a student.
2. Any fighting off campus which results from or arises out of a campus relationship.
3. Any assault by a student which results in the object of the assault requiring medical attention or which otherwise indicates reckless disregard by the student for the personal safety or personal rights of others.
4. Any conduct punishable as a felony.

When it shall come to the attention of the district that any action has occurred which may invoke the powers of this provision, the officials and employees of the district may cooperate with police and other investigative agencies in providing and sharing information to adequately carry out the intent of these provisions.

# **STUDENT DISCIPLINE**

## **CHAPTER 37- EDUCATION CODE**

Type of Behavior/Procedural Requirements



# Standards For Student Conduct

Behaviors	Consequences
<p>Each student is expected to:</p> <ul style="list-style-type: none"> <li>• <b>Demonstrate courtesy even when others do not.</b></li> <li>• <b>Behave in a responsible manner, always exercising self-discipline.</b></li> <li>• <b>Attend all classes, regularly and on time.</b></li> <li>• <b>Prepare for each class; take appropriate materials and assignments to class.</b></li> <li>• <b>Meet District and campus standards of grooming and dress.</b></li> <li>• <b>Obey all campus and classroom rules.</b></li> <li>• <b>Respect the rights and privileges of other students and of teachers and other District staff.</b></li> <li>• <b>Respect the property of others, including District property and facilities.</b></li> <li>• <b>Cooperate with and assist the school staff in maintaining safety, order, and discipline.</b></li> <li>• <b>Avoid violations of the Student Code of Conduct.</b></li> </ul>	<p>A student whose behavior shows disrespect for others, including interference with learning and a safe environment, will be subject to disciplinary action.</p> <p>School rules and the authority of the District to administer discipline apply whenever the interest of the District is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities.</p> <p>The District has disciplinary authority over a student:</p> <ol style="list-style-type: none"> <li>1. During the regular school day and while the student is going to and from school on District transportation;</li> <li>2. During lunch periods in which a student is allowed to leave campus;</li> <li>3. For certain mandatory DAEP and discretionary expulsion offenses, within 300 feet of school property as measured from any point on the school's real property boundary line;</li> <li>4. While the student is in attendance at any school-related activity, regardless of time or location;</li> <li>5. For any school-related misconduct, regardless of time or location;</li> <li>6. For any mandatory expulsion offense committed while on school property or while attending a school-sponsored or school-related activity of another district in Texas;</li> <li>7. When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location;</li> <li>8. When the student commits a felony, as provided by Texas Education Code 37.006 or 37.0081; and</li> <li>9. When criminal mischief is committed on or off school property or at a school-related event.</li> </ol> <p>The District has the right to search a vehicle driven to school by a student and parked on school property whenever there is reasonable cause to believe it contains prohibited articles or materials.</p> <p>The District has the right to search a student's locker whenever there is reasonable cause to believe it contains prohibited articles or materials.</p> <p>A school administrator will report crimes as required by law. A school administrator who suspects that a crime has been committed on</p>

The District may impose campus or classroom rules in addition to those found in the Student Code of Conduct. These rules may be posted in classrooms or given to the student and may or may not constitute violations of the Student Code of Conduct.

campus will call local law enforcement.

The District has the right to revoke the transfer of a transfer student for violating the District's Student Code of Conduct.

In general, discipline will be designed to correct misconduct and to encourage all students to adhere to their responsibilities as citizens of the school community. Disciplinary action will draw on the professional judgment of teachers and administrators and on a range of discipline management techniques. Disciplinary action will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment, and statutory requirements.

The District will take into consideration self-defense as a factor in a decision to order suspension, removal to a DAEP, or expulsion. (See glossary)

Because of these factors, discipline for a particular offense (unless otherwise specified by law) may bring into consideration varying techniques and responses.

The following discipline management techniques may be used—alone or in combination—for misbehavior violating the Student Code of Conduct or campus or classroom rules:

- **Verbal correction.**
- **Cooling-off time or "time-out."**
- **Seating changes within the classroom.**
- **Counseling by teachers, counselors, or administrative personnel.**
- **Parent-teacher conferences.**
- **Temporary confiscation of items that disrupt the educational process.**
- **Grade reductions as permitted by policy.**
- **Rewards or demerits.**
- **Behavioral contracts.**
- **Detention.**
- **Sending the student to the office or other assigned area, or to in-school suspension.**

	<ul style="list-style-type: none"> <li>• <b>Out-of-school suspension, as specified in the suspension section of this Student Code of Conduct.</b></li> <li>• <b>Placement in a Disciplinary Alternative Education Program (DAEP), as specified in the DAEP section of this Student Code of Conduct.</b></li> <li>• <b>Expulsion, as specified in the expulsion section of this Student Code of Conduct.</b></li> <li>• <b>Assignment of school duties such as scrubbing desks or picking up litter.</b></li> <li>• <b>Withdrawal of privileges, such as participation in extra-curricular activities and eligibility for seeking and holding honorary offices, and/or membership in school-sponsored clubs or organizations.</b></li> <li>• <b>Techniques or penalties identified in individual student organizations' extra-curricular standards of behavior.</b></li> <li>• <b>Withdrawal or restriction of bus privileges.</b></li> <li>• <b>School-assessed and school-administered probation.</b></li> <li>• <b>Corporal punishment.</b></li> <li>• <b>Referral to an outside agency and/or legal authority for criminal prosecution in addition to disciplinary measures imposed by the District.</b></li> <li>• <b>Other strategies and consequences as specified by the Student Code of Conduct.</b></li> </ul> <p>Parental questions or complaints regarding disciplinary measures should be addressed to the teacher or campus administration, as appropriate, and in accordance with policy FNG(LOCAL). A copy of the policy may be obtained from the principal's office or the central administration office. Consequences will not be deferred pending the outcome of a grievance.</p>
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# GENERAL MISCONDUCT VIOLATIONS

Behaviors	Consequences
<p>The following behaviors are prohibited at all school and school-related activities:</p> <ul style="list-style-type: none"> <li>• <b>Cheating or copying the work of another.</b></li> <li>• <b>Throwing objects that can cause bodily injury or property damage.</b></li> <li>• <b>Failing to comply with directives given by school personnel.</b></li> <li>• <b>Leaving school grounds or school-sponsored events without permission.</b></li> <li>• <b>Disobeying rules for conduct on school buses.</b></li> <li>• <b>Directing profanity, vulgar language, or obscene gestures toward another student or District employee.</b></li> <li>• <b>Fighting or scuffling.</b></li> <li>• <b>Hazing. (See glossary)</b></li> <li>• <b>Stealing from students, staff, or the school.</b></li> <li>• <b>Damaging or vandalizing property owned by others.</b></li> <li>• <b>Defacing or damaging school property—including textbooks, lockers, furniture, and other equipment—with graffiti or by other means. (See glossary)</b></li> <li>• <b>Possessing fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device.</b></li> <li>• <b>Discharging a fire extinguisher.</b></li> <li>• <b>Possessing a razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person.</b></li> <li>• <b>Possessing or selling a "look-alike" weapon.</b></li> <li>• <b>Possessing an air gun or BB gun.</b></li> <li>• <b>Possessing ammunition.</b></li> <li>• <b>Possessing a stun gun.</b></li> <li>• <b>Possessing mace or pepper spray.</b></li> </ul>	<p>General misconduct identified in the list of prohibited behaviors will result in application of one or more discipline management techniques consistent with law and the Student Code of Conduct.</p> <p>The principal or appropriate administrator will notify a student's parent by phone or in writing of any violation of the Student Code of Conduct that may result in a suspension, removal to a Disciplinary Alternative Education Program (DAEP), or expulsion. Notification will be made within three school days after the administrator becomes aware of the violation.</p> <p>The discipline of students with disabilities is subject to applicable state and federal law in addition to the Student Code of Conduct. To the extent any conflict exists, state and/or federal law will prevail.</p> <p><b><u>DISCRETIONARY REMOVAL</u></b></p> <p>General misconduct violations will not necessarily result in the formal removal of the student from class or another placement but may result in a routine referral, formal removal, or the use of one or more discipline management techniques.</p> <p><b><u>FORMAL REMOVAL</u></b></p> <p>Formal removal from class will be initiated by a teacher if:</p> <ol style="list-style-type: none"> <li>1. The student's behavior has been documented by the teacher as repeatedly interfering with the teacher's ability to teach his or her class; or</li> <li>2. The behavior is so unruly, disruptive, or abusive that the teacher cannot teach, and the students in the classroom cannot learn.</li> </ol> <p>A teacher or administrator <u>must</u> remove a student from class if the student engages in behavior that under the Education Code requires or permits the student to be placed in a DAEP or expelled.</p> <p>A teacher or administrator <u>may</u> remove a student from class for a behavior that the District has determined is a violation of the Student Code of Conduct.</p> <p>When a student is removed from the regular classroom by a teacher and a conference is pending, the principal may place a student in:</p> <ul style="list-style-type: none"> <li>• <b>Another appropriate classroom.</b></li> <li>• <b>In-school suspension.</b></li> </ul>

Behaviors	Consequences
<ul style="list-style-type: none"> <li>• Possessing or using any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists.</li> <li>• Gambling.</li> <li>• Making false accusations or hoaxes regarding school safety.</li> <li>• Falsifying records, passes, or other school-related documents.</li> <li>• Committing extortion, coercion, or blackmail (obtaining money or another object of value from an unwilling person).</li> <li>• Engaging in disruptive actions or demonstrations that substantially disrupt or materially interfere with school activities.</li> <li>• Being insubordinate.</li> <li>• Refusing to accept discipline management techniques assigned by a teacher or principal.</li> <li>• Forcing an individual to act through the use of force or threat of force.</li> <li>• Committing or assisting in a robbery or theft even if it does not constitute a felony according to the Texas Penal Code. (Felony robbery or theft offenses are addressed later in the Student Code of Conduct.)</li> <li>• Bullying, including intimidation by name-calling, using ethnic or racial slurs, or making derogatory statements that could disrupt the school program or incite violence.</li> <li>• Engaging in threatening behavior toward another student or District employee on or off school property.</li> <li>• Engaging in harassment motivated by race, color, religion, national origin, disability, or age and directed toward another student or District employee. (See glossary)</li> <li>• Engaging in any misbehavior that gives school officials reasonable cause to believe that such conduct will substantially disrupt the school program or incite violence.</li> </ul>	<ul style="list-style-type: none"> <li>• Out-of-school suspension.</li> <li>• A Disciplinary Alternative Education Program.</li> </ul> <p>When a student has been formally removed from class by a teacher, the principal may not return the student to the teacher's class without the teacher's consent, unless the placement review committee determines that the teacher's class is the best or only alternative available.</p>

Behaviors	Consequences
<ul style="list-style-type: none"> <li>• Engaging in inappropriate verbal, physical, or sexual contact directed toward another student or a District employee.</li> <li>• Engaging in conduct that constitutes sexual harassment or sexual abuse, whether the conduct is by word, gesture, or any other sexual conduct, including requests for sexual favors directed toward another student or a District employee.</li> <li>• Inappropriate or indecent exposure of a student's private body parts.</li> <li>• Possessing or using matches or a lighter.</li> <li>• Possessing, smoking, or using tobacco products.</li> <li>• Possessing or selling look-alike drugs or items attempted to be passed off as drugs or contraband.</li> <li>• Possessing or selling seeds or pieces of marijuana in less than a usable amount.</li> <li>• Possessing, using, giving, or selling paraphernalia related to any prohibited substance. (See glossary)</li> <li>• Abusing the student's own prescription drug, giving a prescription drug to another student, or possessing or being under the influence of another person's prescription drug on school property or at a school-related event.</li> <li>• Violating the District's policy on taking prescription drugs and over-the-counter drugs at school.</li> <li>• Possessing or using a laser pointer for other than an approved use.</li> <li>• Violating computer use policies, rules, or agreements signed by the student, and/or agreements signed by the student's parent.</li> <li>• Using the Internet or other electronic communications to threaten students or employees, or cause disruption to the educational program.</li> <li>• Sending or posting electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging</li> </ul>	

Behaviors	Consequences
<p>to another's reputation, or illegal.</p> <ul style="list-style-type: none"> <li>• Engaging in verbal or written exchanges that threaten the safety of another student, a school employee, or school property.</li> <li>• Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety; using e-mail or Web sites at school to encourage illegal behavior; or threatening school safety.</li> <li>• Possessing material that is pornographic.</li> <li>• Violating dress and grooming standards per the student handbook.</li> <li>• Repeatedly violating other communicated campus or classroom standards of behavior.</li> </ul>	

# REMOVAL FROM THE REGULAR EDUCATIONAL SETTING

## Suspension

Behaviors	Consequences
<p>Students may be suspended for any behavior listed in the Student Code of Conduct as a general misconduct violation, Disciplinary Alternative Education Program placement, or expellable offense.</p>	<p>State law allows a student to be suspended for as many as three school days per behavior violation, with no limit on the number of times a student may be suspended in a semester or school year.</p> <p>A student who is to be suspended will have an informal conference with the principal or appropriate administrator advising the student of the conduct of which he or she is accused. The student will be given the opportunity to explain his or her version of the incident before the administrator's decision is made.</p> <p>The number of days of a student's suspension will be determined by the principal or other appropriate administrator, but will not exceed three school days.</p> <p>The principal or other appropriate administrator will determine any restrictions on participation in school-sponsored or school-related extra-curricular and co-curricular activities.</p> <p>Students with disabilities are subject to applicable state and federal law in addition to the Student Code of Conduct. To the extent any conflict exists, state and/or federal law will prevail.</p>



## **PLACEMENT IN A DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM**

<b>Behaviors</b>	<b>Consequences</b>
<p><b>A student <u>must</u> be placed</b> in a Disciplinary Alternative Education Program (DAEP) if the student engages in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school. (See glossary)</p> <p><b>A student <u>must</u> be placed</b> in a DAEP for any of the following offenses, if the student commits these offenses on school property or within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:</p> <ul style="list-style-type: none"> <li>• <b>Engages in conduct punishable as a felony.</b></li> <li>• <b>Commits an assault under Penal Code 22.01(a)(1). (See glossary)</b></li> <li>• <b>Sells, gives, or delivers to another person, or possesses, uses, or is under the influence of marijuana, a controlled substance, or a dangerous drug in an amount not constituting a felony offense. (School-related felony drug offenses are addressed in the expulsion section of this Student Code of Conduct.) (See glossary)</b></li> <li>• <b>Sells, gives, or delivers to another person an alcoholic beverage; commits a serious act or offense while under the influence of alcohol; or possesses, uses, or is under the influence of alcohol, if the conduct is not punishable as a felony offense. (School-related felony alcohol offenses are addressed in the expulsion section in this Student Code of Conduct.)</b></li> <li>• <b>Behaves in a manner that contains the elements of an offense relating to abusable volatile chemicals.</b></li> <li>• <b>Behaves in a manner that contains the elements of the offense of public lewdness.</b></li> <li>• <b>Behaves in a manner that contains the elements of the offense of indecent exposure.</b></li> <li>• <b>Engages in expellable conduct, if the student is between six and nine years of age.</b></li> </ul>	<p>Removals to a DAEP will be made by the appropriate administrator.</p> <p>The duration of a student's placement in a DAEP will be determined by the appropriate administrator.</p> <p>DAEP placement will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, and statutory requirements. <b>A student under the age of six (6) will not be removed from class or placed in a DAEP unless the student commits a federal firearm offense.</b></p> <p>Students with disabilities are subject to applicable state and federal law in addition to the Student Code of Conduct. To the extent any conflict exists, state and/or federal law will prevail.</p> <p>A student who, on or within 300 feet of school property or at a school-related event on or off school property,</p> <ol style="list-style-type: none"> <li>1. sells, gives, delivers, possesses, uses, or is under the influence of prohibited drugs or alcohol; or</li> <li>2. engages in conduct punishable as an offense relating to an abusable volatile chemical;</li> </ol> <p>will be placed in a DAEP if the conduct is not punishable as a felony.</p> <p>When a student is removed from class by a teacher (formal removal) or an administrator for a mandatory or discretionary DAEP offense, the principal or other appropriate administrator will schedule a conference within three school days with the student's parent, the student, and the teacher, in the case of a teacher removal.</p> <p>Until a conference can be held as a result of a formal teacher removal or administrator removal, the principal may place the student in:</p> <ul style="list-style-type: none"> <li>• <b>Another appropriate classroom.</b></li> <li>• <b>In-school suspension.</b></li> <li>• <b>Out-of-school suspension.</b></li> <li>• <b>A Disciplinary Alternative Education Program.</b></li> </ul> <p>At the conference, the principal or appropriate administrator will inform the student, orally or in writing, of the reasons for the removal, an explanation of the basis for the removal, and an opportunity to respond</p>

Behaviors	Consequences
<ul style="list-style-type: none"> <li>Engages in conduct that contains the elements of the offense of retaliation against any school employee on or off school property. (Committing retaliation in combination with another expellable offense is addressed in the expulsion section of this Student Code of Conduct.)</li> <li>Engages in conduct punishable as a felony listed under Title 5 (see glossary) of the Texas Penal Code when the conduct occurs off school property and not at a school-sponsored or school-related event and: <ol style="list-style-type: none"> <li>The student receives deferred prosecution. (See glossary)</li> <li>A court or jury finds that the student has engaged in delinquent conduct. (See glossary)</li> <li>The Superintendent or designee has a reasonable belief that the student engaged in the conduct. (See glossary)</li> </ol> </li> </ul> <p>A principal or other appropriate administrator <b>may, but is not required to, place a student</b> in a DAEP for off-campus conduct for which DAEP placement is required by state law if the principal or other appropriate administrator does not have knowledge of the conduct before the first anniversary of the date the conduct occurred.</p> <p>In accordance with state law, a student <b>may be placed</b> in a DAEP for any one of the following offenses:</p> <ul style="list-style-type: none"> <li>Engaging in conduct punishable as a felony, other than those listed as offenses involving injury to a person in Title 5 of the Texas Penal Code, that occurs off school property and not at a school-sponsored or school-related event, if the student's presence in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.</li> </ul> <p>In accordance with Education Code 37.0081, after an opportunity for a hearing before the Board or its designee, a student <b>may be placed</b> in a DAEP if:</p> <ul style="list-style-type: none"> <li>The student receives deferred prosecution for conduct defined as a felony offense in Title 5 of the Texas Penal Code; or</li> </ul>	<p>to the reasons for the removal.</p> <p>Following valid attempts to require their attendance, the District may hold the conference and make a placement decision regardless of whether the student or the student's parent attends the conference.</p> <p>After the conference, if the student is placed in the DAEP and the length of placement is inconsistent with the guidelines included in the Student Code of Conduct, the DAEP placement order will give notice of the inconsistency.</p> <p>Placement in a DAEP may not exceed one year unless a review by the District determines that:</p> <ol style="list-style-type: none"> <li>The student is a threat to the safety of other students or to District employees; or</li> <li>Extended placement is in the best interest of the student.</li> </ol> <p>A DAEP placement in accordance with Education Code 37.0081 may be for any length of time determined necessary by the Board or its designee in light of the factors considered before placement. A student placed under this section is entitled to periodic status reviews by the Board or designee at intervals not to exceed 120 days.</p> <p>The Board's designee will send the student and the parents a copy of the DAEP order. Not later than the second business day after the conference, the Board's designee will deliver to the juvenile court a copy of the order placing the student in a DAEP and all information required by Section 52.04 of the Family Code.</p> <p>After the conference, if the student is placed in a DAEP, the appropriate administrator will write a DAEP placement order. A copy of the DAEP placement order will be sent to the student and the student's parent. Parental questions or complaints regarding disciplinary measures should be addressed to the campus administration, in accordance with policy FNG(LOCAL). A copy of this policy may be obtained from the principal's office or the central administration office. Consequences will not be deferred pending the outcome of an appeal. The decision to place a student in a DAEP cannot be appealed beyond the Board.</p> <p>State law prohibits students placed in a DAEP for mandatory removal</p>

Behaviors	Consequences
<ul style="list-style-type: none"> <li>• <b>The student has been found by a court to have engaged in delinquent conduct for conduct defined as a felony offense in Title 5 of the Texas Penal Code.</b></li> <li>• <b>The Board or the Board's designee must determine that the student's presence in the regular classroom:</b> <ol style="list-style-type: none"> <li>1. Threatens the safety of other students or teachers;</li> <li>2. Will be detrimental to the educational process; or</li> <li>3. Is not in the best interest of the District's students.</li> </ol> </li> <li>• <b>A student's placement in the DAEP as a result of receiving deferred prosecution or delinquent conduct, as described above, may occur regardless of:</b> <ol style="list-style-type: none"> <li>1. The date on which the student's conduct occurred;</li> <li>2. The location at which the conduct occurred;</li> <li>3. Whether the conduct occurred while the student was enrolled in the District; or</li> <li>4. Whether the student has successfully completed any court disposition requirements imposed in connection with the conduct.</li> </ol> </li> <li>• <b>Involvement in gang activity, including participating as a member or pledge, or soliciting another person to become a pledge or member of a gang.</b></li> <li>• <b>Involvement in a public school fraternity, sorority, or secret society, including participating as a member or pledge, or soliciting another person to become a pledge or member of a public school fraternity, sorority, or secret society.</b></li> <li>• <b>Criminal mischief not punishable as a felony.</b></li> <li>• <b>A federal firearms violation, for a student six years of age or younger.</b></li> </ul> <p>In addition, the District has determined that the following behaviors <u>may</u> result in a student's placement in a DAEP:</p> <ul style="list-style-type: none"> <li>• <b>Cheating or copying the work of another.</b></li> <li>• <b>Throwing objects that can cause bodily injury or property damage.</b></li> </ul>	<p>reasons from attending or participating in school-sponsored or school-related extra-curricular activities.</p> <p>The District does not permit a student who is placed in a DAEP for any reason determined by the District to participate in any school-sponsored or school-related extra-curricular and co-curricular activity, including seeking or holding honorary positions and/or membership in school-sponsored clubs and organizations.</p> <p>If during the term of placement in a DAEP the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the principal, or other appropriate administrator, or the Board may enter an additional disciplinary order as a result of those proceedings.</p> <p>A student placed in a DAEP will be provided a review of his or her status, including academic status, by the appropriate administrator at intervals not to exceed 120 days. In the case of a high school student, the student's progress toward graduation and the student's graduation plan will also be reviewed. At the review, the student or the student's parent will be given the opportunity to present arguments for the student's return to the regular classroom or campus. The student may not be returned to the classroom of a teacher who removed the student without that teacher's consent.</p> <p>For placement in a DAEP to extend beyond 60 days or the end of the next grading period, whichever is sooner, a student's parent will be given notice and the opportunity to participate in a proceeding before the Board or the Board's designee. Any decision is final and may not be appealed beyond the Board.</p> <p>For placement in a DAEP to extend beyond the end of the school year, the appropriate administrator must determine that:</p> <ul style="list-style-type: none"> <li>• The student's presence in the regular classroom or campus presents a danger of physical harm to the student or others; or</li> <li>• The student has engaged in serious or persistent misbehavior that violates the District's Student Code of Conduct.</li> </ul> <p>Students who commit offenses requiring placement in a DAEP at the end of one school year may be required to continue that placement at the start of the next school year to complete the assigned term of placement.</p> <p>When a student violates the District's Student Code of Conduct in a</p>

Behaviors	Consequences
<ul style="list-style-type: none"> <li>• <b>Failing to comply with directives given by school personnel.</b></li> <li>• <b>Leaving school grounds or school-sponsored events without permission.</b></li> <li>• <b>Disobeying rules for conduct on school buses.</b></li> <li>• <b>Directing profanity, vulgar language, or obscene gestures toward other students or a District employee.</b></li> <li>• <b>Fighting.</b></li> <li>• <b>Hazing.</b></li> <li>• <b>Stealing from students, staff, or the school.</b></li> <li>• <b>Damaging or vandalizing property owned by others.</b></li> <li>• <b>Defacing or damaging school property — including textbooks, lockers, furniture, and other equipment — with graffiti or by other means.</b></li> <li>• <b>Possessing fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device.</b></li> <li>• <b>Discharging a fire extinguisher.</b></li> <li>• <b>Possessing a razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person.</b></li> <li>• <b>Possessing or selling a "look-alike" weapon.</b></li> <li>• <b>Possessing an air gun or BB gun.</b></li> <li>• <b>Possessing ammunition.</b></li> <li>• <b>Possessing a stun gun.</b></li> <li>• <b>Possessing mace or pepper spray.</b></li> <li>• <b>Possessing or using any articles not generally considered to be a weapon, including school supplies, when the principal or designee determines that a danger exists.</b></li> <li>• <b>Gambling.</b></li> <li>• <b>Making false accusations or hoaxes regarding school safety.</b></li> </ul>	<p>way that requires or permits the student to be placed in a DAEP and the student withdraws from the District before a DAEP placement order is completed, the District may complete the proceedings and issue a DAEP placement order. If the student then reenrolls in the District during the same or a subsequent school year, the District may enforce the order at that time, less any period of the placement that has been served by the student during enrollment in another district. If the principal, or other appropriate administrator, or the Board fails to issue a DAEP placement order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue a DAEP placement order.</p> <p>A student assigned to a DAEP placement in another district or open-enrollment charter school at the time he or she enrolls in the District will be placed directly into the District's DAEP.</p> <p>For seniors assigned to a DAEP who are eligible to graduate, the placement in the program will continue through graduation, and the student <b>will not</b> be allowed to participate in the graduation ceremony and related graduation activities.</p> <p>The office of the prosecuting attorney will notify the District if a student was placed in a DAEP and:</p> <ol style="list-style-type: none"> <li>1 Prosecution of a student's case was refused for lack of prosecutorial merit or insufficient evidence and no formal proceedings, deferred adjudication (see glossary), or deferred prosecution will be initiated; or</li> <li>2 The court or jury found a student not guilty, or made a finding that the student did not engage in delinquent conduct or conduct indicating a need for supervision, and the case was dismissed with prejudice.</li> </ol> <p>If a student was placed in a DAEP for conduct other than a false alarm or report or terroristic threat involving a public school or conduct on or within 300 feet of school property for which DAEP placement is required by law, on receiving the notice from the prosecutor, the Superintendent or designee will review the student's placement in the DAEP and schedule a review of the student's placement with the student's parent not later than the third day after the Superintendent or designee receives notice from the prosecutor. The student may not be returned to the regular classroom pending the review.</p> <p>After reviewing the notice and receiving information from the student's parent, the Superintendent or designee may continue the student's</p>

Behaviors	Consequences
<ul style="list-style-type: none"> <li>• <b>Falsifying records, passes, or other school-related documents.</b></li> <li>• <b>Committing extortion, coercion, or blackmail (obtaining money or another object of value from an unwilling person).</b></li> <li>• <b>Engaging in disruptive actions or demonstrations that substantially disrupt or materially interfere with school activities.</b></li> <li>• <b>Being insubordinate.</b></li> <li>• <b>Refusing to accept discipline management techniques assigned by a teacher or principal.</b></li> <li>• <b>Forcing an individual to act through the use of force or threat of force.</b></li> <li>• <b>Committing or assisting in a robbery or theft even if it does not constitute a felony according to the Texas Penal Code. (Felony robbery or theft offenses are addressed elsewhere in the Student Code of Conduct.)</b></li> <li>• <b>Bullying, including intimidation by name-calling, using ethnic or racial slurs, or making derogatory statements that could disrupt the school program or incite violence.</b></li> <li>• <b>Engaging in threatening behavior toward another student or District employee, on or off school property.</b></li> <li>• <b>Engaging in harassment motivated by race, color, religion, national origin, disability, or age and directed toward another student or a District employee.</b></li> <li>• <b>Engaging in any misbehavior that gives school officials reasonable cause to believe that such conduct will substantially disrupt the school program or incite violence.</b></li> <li>• <b>Engaging in inappropriate verbal, physical, or sexual contact directed toward another student or a District employee.</b></li> <li>• <b>Engaging in conduct that constitutes sexual harassment or sexual abuse whether the conduct is by word, gesture, or any other sexual conduct, including requests for sexual favors directed toward another student or a District employee.</b></li> </ul>	<p>placement in the DAEP if there is reason to believe that the presence of the student in the regular classroom threatens the safety of other students or teachers. The student or the student's parent may appeal the Superintendent's decision to the Board. The student may not be returned to the regular classroom pending the appeal.</p> <p>The Board will, at the next scheduled meeting, review the notice from the prosecutor and receive information from the student, the student's parent, and the Superintendent or designee, and confirm or reverse the decision of the Superintendent or designee. The Board will make a record of the proceedings.</p> <p>If the Board confirms the decision of the Superintendent or designee, the Board will inform the student and the student's parent of the right to appeal to the Commissioner of Education. The student may not be returned to the regular classroom pending the appeal.</p> <p>When an emergency placement occurs, the student will be given oral notice of the reason for the action. Not later than the tenth day after the date of the placement, the student will be given the appropriate conference required for placement in a DAEP. If emergency placement involves a student with disabilities who receives special education services, the term of the student's emergency removal is subject to the requirements of federal law.</p>

Behaviors	Consequences
<ul style="list-style-type: none"> <li>• Inappropriate or indecent exposure of a student's private body parts.</li> <li>• Possessing or using matches or a lighter.</li> <li>• Possessing, smoking, or using tobacco products.</li> <li>• Possessing or selling look-alike drugs or items attempted to be passed off as drugs or contraband.</li> <li>• Possessing or selling seeds or pieces of marijuana in less than a usable amount.</li> <li>• Possessing, using, giving, or selling paraphernalia related to any prohibited substance.</li> <li>• Abusing the student's own prescription drug, giving a prescription drug to another student, or possessing or being under the influence of another person's prescription drug on school property or at a school-related event.</li> <li>• Violating the District's policy on taking prescription drugs and over-the-counter drugs at school.</li> <li>• Possessing a cellular telephone or other telecommunications device at school during the school day.</li> <li>• Possessing or using a laser pointer for other than an approved use.</li> <li>• Violating computer use policies, rules, or agreements signed by the student, and/or agreements signed by the student's parent.</li> <li>• Using the Internet or other electronic communications to threaten students, employees, or cause disruption to the educational program.</li> <li>• Sending or posting electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.</li> <li>• Engaging in verbal or written exchanges that threaten the safety of another student, a school employee, or school property.</li> </ul>	

Behaviors	Consequences
<ul style="list-style-type: none"> <li>• Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety, using e-mail or Web sites at school to encourage illegal behavior, or threatening school safety.</li> <li>• Possessing material that is pornographic.</li> <li>• Violating dress and grooming standards as communicated in the student handbook.</li> <li>• Repeatedly violating other communicated campus or classroom standards of behavior.</li> </ul> <p>In an emergency, the principal or the principal's designee <u>may</u> order the immediate placement of a student in a DAEP for any reason for which placement in a DAEP may be made on a non-emergency basis.</p>	

Behaviors	Consequences
<p><b>A student <u>must</u> be expelled</b> for any of the following offenses that occur on school property or while attending a school-sponsored or school-related activity on or off school property:</p> <ul style="list-style-type: none"> <li>• <b>Bringing to school a firearm, as defined by federal law.</b>  “Firearm” under federal law includes: <ol style="list-style-type: none"> <li>1. Any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive.</li> <li>2. The frame or receiver of any such weapon.</li> <li>3. Any firearm muffler or firearm weapon.</li> <li>4. Any destructive device, such as any explosive, incendiary or poison gas bomb, or grenade.</li> </ol> </li> <li>• <b>Using, exhibiting, or possessing the following, as defined by the Texas Penal Code:</b> <ol style="list-style-type: none"> <li>1. A firearm (any device designed, made, or adapted to expel a projectile through a barrel by using the energy generated by an explosion or burning substance or any device readily convertible to that use).</li> <li>2. An illegal knife, such as a knife with a blade over 5½ inches; hand instrument, designed to cut or stab another by being thrown; dagger, including but not limited to a dirk, stiletto, and poniard; bowie knife; sword; or spear.</li> <li>3. A club such as an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, nightstick, mace, and tomahawk. (See glossary)</li> <li>4. A prohibited weapon, such as an explosive weapon; a machine gun; a short-barrel firearm; a firearm silencer; a switchblade knife; knuckles; armor-piercing ammunition; a chemical dispensing device; or a zip gun. (See glossary)</li> </ol> </li> <li>• <b>Behavior containing elements of the following offenses under the Texas Penal Code:</b> <ol style="list-style-type: none"> <li>1. Aggravated assault, sexual assault, or aggravated sexual assault.</li> <li>2. Arson. (See glossary)</li> </ol> </li> </ul>	<p>Students with disabilities are subject to applicable state and federal law in addition to the Student Code of Conduct. To the extent any conflict exists, state and/or federal law will prevail.</p> <p>When a student under the age of ten engages in behavior that is expellable behavior, the student will not be expelled, but will be placed in a Disciplinary Alternative Education Program (DAEP). Students under age six will not be removed from class or placed in a DAEP unless the student commits a federal firearm offense.</p> <p>State and federal law require a student to be expelled from the regular classroom for a period of at least one calendar year for bringing a firearm, as defined by federal law, to school. However, the Superintendent or other appropriate administrator may modify the length of the expulsion on a case-by-case basis, and/or the District may provide educational services to the expelled student in a DAEP. The District must provide educational services in the DAEP if the student is less than ten years of age.</p> <p>If a student is believed to have committed an expellable offense, the principal or other appropriate administrator will schedule a hearing within a reasonable time. The student's parent will be invited in writing to attend the hearing.</p> <p>Until a hearing can be held, the principal may place the student in:</p> <ul style="list-style-type: none"> <li>• <b>Another appropriate classroom.</b></li> <li>• <b>In-school suspension.</b></li> <li>• <b>Out-of-school suspension.</b></li> <li>• <b>A Disciplinary Alternative Education Program.</b></li> </ul> <p>A student facing expulsion will be given appropriate due process. The student is entitled to:</p> <ol style="list-style-type: none"> <li>1. Representation by the student's parent or another adult who can provide guidance to the student and who is not an employee of the District.</li> <li>2. An opportunity to testify and to present evidence and witnesses in the student's defense.</li> <li>3. An opportunity to question the District's witnesses.</li> </ol> <p>The Board delegates to the District Hearing Committee authority to expel students.</p>



Behaviors	Consequences
<ol style="list-style-type: none"> <li>3. Murder, capital murder, or criminal attempt to commit murder or capital murder.</li> <li>4. Indecency with a child.</li> <li>5. Aggravated kidnapping.</li> <li>6. Aggravated robbery.</li> <li>7. Manslaughter.</li> <li>8. Criminally negligent homicide.</li> <li>9. Behavior punishable as a felony that involves the selling, giving, or delivering to another person, possessing, using, or being under the influence of marijuana, a controlled substance, a dangerous drug, or alcohol; or committing a serious act or offense while under the influence of alcohol.</li> <li>10. Retaliation against a school employee combined with one of the above-listed offenses on or off school property or at a school-related activity.</li> </ol> <p><b>A student <u>may</u> be expelled</b> for engaging in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school.</p> <p><b>A student <u>may</u> be expelled</b> for any offense that is a state-mandated expellable offense if the offense is committed on the property of another district in Texas or while the student is attending a school-sponsored or school-related activity at a school in another district in Texas.</p> <p><b>A student <u>may</u> be expelled</b> for committing any of the following offenses on or within 300 feet of school property, as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:</p> <ul style="list-style-type: none"> <li>• <b>Selling, giving, or delivering to another person, or possessing, using, or being under the influence of any amount of marijuana, a controlled substance, or a dangerous drug, if the conduct is not punishable as a felony.</b></li> <li>• <b>Selling, giving, or delivering to another person, or possessing, using, or being under the influence of any amount of alcohol; or committing a serious act or offense</b></li> </ul>	<p>A student expelled by the appropriate administrator after the due process hearing may request that the Board review the expulsion decision. The student or parent must submit a written request to the Superintendent within seven days after receipt of the written decision. The Superintendent must provide the student or parent written notice of the date, time, and place of the meeting at which the Board will review the decision. Consequences will not be deferred pending the outcome of the hearing.</p> <p>After providing notice to the student and parent of the hearing, the District may hold the hearing regardless of whether the student or the student's parent attends.</p> <p>The Board will review the record of the expulsion hearing in a closed meeting unless the parent requests in writing that the matter be held in an open meeting.</p> <p>The Board will hear statements made by the parties at the review and will base its decision on evidence reflected in the record and any statements made by the parties at the review. The Board will make and communicate its decision orally at the conclusion of the presentation. Consequences will not be deferred pending the outcome of the hearing.</p> <p>After the due process hearing, if the student is expelled, the Board or its designee will deliver to the student and the student's parent a copy of the order expelling the student.</p> <p>If the length of the expulsion is inconsistent with the guidelines included in the Student Code of Conduct, the expulsion order will give notice of the inconsistency. An expulsion may not exceed one year unless, after review, the District determines that:</p> <ol style="list-style-type: none"> <li>1. The student is a threat to the safety of other students or to District employees; or</li> <li>2. Extended expulsion is in the best interest of the student.</li> </ol> <p>When a student has violated the District's Student Code of Conduct in a way that requires or permits expulsion from the District and the student withdraws from the District before the expulsion hearing takes place, the District may conduct the hearing after sending written notice to the parent and student. If the student then reenrolls in the District during the same or subsequent school year, the District may enforce</p>

Behaviors	Consequences
<ul style="list-style-type: none"> <li>• while under the influence of alcohol, if the conduct is not punishable as a felony.</li> <li>• Engaging in conduct that contains the elements of an offense relating to abusable volatile chemicals.</li> <li>• Engaging in conduct that contains the elements of assault under Section 22.01(a)(1) against an employee or a volunteer.</li> <li>• Engaging in deadly conduct. (See glossary)</li> <li>• A student <u>may</u> be expelled for the following conduct while within 300 feet of school property, as measured from any point on the school's real property boundary line:</li> <li>• Committing aggravated assault, sexual assault, or aggravated sexual assault.</li> <li>• Committing arson.</li> <li>• Committing murder, capital murder, or criminal attempt to commit murder or capital murder.</li> <li>• Committing indecency with a child, aggravated kidnapping, manslaughter, criminally negligent homicide, or aggravated robbery.</li> <li>• Committing a felony drug- or alcohol-related offense.</li> <li>• Using, exhibiting, or possessing a firearm (as defined by state law, an illegal knife, a club, or prohibited weapon, or possessing a firearm (as defined by federal law).</li> <li>• A student <u>may</u> be expelled if the student engages in the following conduct no matter where the conduct takes place:</li> <li>• Engaging in conduct that contains the elements of assault under Penal Code 22.01(a)(1) in retaliation against a school employee or volunteer.</li> <li>• Engaging in criminal mischief, if punishable as a felony.</li> <li>• Engaging in conduct that contains the elements of the offense of breach of computer security under Section 33.02, Penal Code, if: (A) the conduct involves accessing a computer, computer network, or computer system owned by</li> </ul>	<p>the expulsion order at that time, less any expulsion period that has been served by the student during enrollment in another district. If the principal, another appropriate administrator, or the Board fails to issue an expulsion order after the student withdraws, the next district in which the student enrolls may complete the proceedings. If during the expulsion, the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the principal, another appropriate administrator, or the Board may issue an additional disciplinary order as a result of those proceedings.</p> <p>Not later than the second business day after the hearing, the appropriate administrator will deliver to the juvenile court a copy of the order expelling the student and the information required by Section 52.04 of the Family Code.</p> <p>Students who commit offenses that require expulsion at the end of one school year may be expelled into the next school year to complete the term of expulsion.</p> <p>Expelled students are prohibited from being on school grounds or attending school-sponsored or school-related activities during the period of expulsion.</p> <p>No District academic credit will be earned for work missed during the period of expulsion (unless the student is enrolled in a Juvenile Justice Alternative Education Program or another District-approved program).</p> <p>The District will continue the expulsion of any student expelled from another district during the period of the expulsion order.</p> <p>The District will continue the expulsion of any student expelled from another open-enrollment charter school during the period of the expulsion order.</p> <p>If a student expelled in another state enrolls in the District, the District may continue the expulsion under the terms of the expulsion order, may place the student in a DAEP for the period specified in the order, or may allow the student to attend regular classes if:</p> <ol style="list-style-type: none"> <li>1. The out-of-state district provides the District with a copy of the expulsion order, and</li> <li>2. The offense resulting in the expulsion is also an expellable offense in the District in which the student is enrolling.</li> </ol>

Behaviors	Consequences
<p>or operated on behalf of a school district; and (B) the student knowingly: (i) alters, damages, or deletes school district property or information; or (ii) commits a breach of any other computer, computer network, or computer system.</p> <ul style="list-style-type: none"> <li>• A student <u>may</u> be expelled if the student engages in conduct that contains the elements of one of the following offenses against another student, without regard to where the conduct occurs:</li> <li>• Aggravated assault.*</li> <li>• Sexual assault.*</li> <li>• Aggravated sexual assault.*</li> <li>• Murder.*</li> <li>• Capital murder.*</li> <li>• Criminal attempt to commit murder or capital murder.*</li> <li>• Aggravated robbery.*</li> </ul> <p>* Criminal offenses</p> <p>A student <u>may</u> be expelled for engaging in serious misbehavior that violates the District's Student Code of Conduct, while placed in a DAEP. Serious offenses include, but are not limited to the following:</p> <p>(1) deliberate violent behavior that poses a direct threat to the health or safety of others;</p> <p>(2) extortion, meaning the gaining of money or other property by force or threat;</p> <p>(3) conduct that constitutes coercion, as defined by Section 1.07, Penal Code; or</p>	<p>If a student is expelled by a district in another state for a period that exceeds one year and the District continues the expulsion or places the student in a DAEP, the District will reduce the period of the expulsion or DAEP placement so that the entire period does not exceed one year, unless after a review it is determined that:</p> <ol style="list-style-type: none"> <li>1. The student is a threat to the safety of other students or District employees; or</li> <li>2. Extended placement is in the best interest of the student.</li> </ol>

Behaviors	Consequences
<p>(4) conduct that constitutes the offense of: (A) public lewdness under Section 21.07, Penal Code;</p> <p>(B) indecent exposure under Section 21.08, Penal Code;</p> <p>(C) criminal mischief under Section 28.03, Penal Code;</p> <p>(D) personal hazing under Section 37.152; or</p> <p>(E) harassment under Section 42.07(a)(1), Penal Code, of a student or district employee.</p> <p><b>EMERGENCY PLACEMENT TO A DAEP</b></p> <p>In an emergency, the principal or the principal's designee <u>may</u> order the immediate expulsion of a student for any reason for which expulsion may be made on a non-emergency basis.</p>	<p>When an emergency expulsion occurs, the student will be given verbal notice of the reason for the action. Within ten days after the date of the emergency expulsion, the student will be given appropriate due process required for a student facing expulsion. If emergency expulsion involves a student with disabilities who receives special education services, the term of the student's emergency expulsion is subject to the requirements of federal law.</p>

# Glossary

**Abuse** is improper or excessive use.

**Armor-piercing ammunition** is handgun ammunition designed primarily for the purpose of penetrating metal or body armor and to be used primarily in pistols and revolvers.

**Arson** occurs when a person starts a fire, regardless of whether the fire continues after ignition, or causes an explosion with intent to destroy or damage:

1. Any vegetation, fence, or structure on open-space land; or
2. Any building, habitation, or vehicle:
  - a) Knowing that it is within the limits of an incorporated city or town;
  - b) Knowing that it is insured against damage or destruction;
  - c) Knowing that it is subject to a mortgage or other security interest;
  - d) Knowing that it is located on property belonging to another;
  - e) Knowing that it has located within it property belonging to another; or
  - f) When the person is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another.

**Assault** is defined in part by Texas Penal Code 22.01(a) (1). A person commits an assault if the person intentionally, knowingly, or recklessly causes bodily injury to another.

**Chemical dispensing device** is a device, other than a small chemical dispenser sold commercially for personal protection, designed, made, or adapted for the purpose of causing an adverse psychological or physiological effect on a human being.

**Club** is an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, mace, and tomahawk.

**Criminal Street Gang** is three or more persons having a common identifying sign or symbol or an identifiable leadership who continuously or regularly associate in the commission of criminal activity.

**DAEP** stands for a disciplinary alternative education program, a placement for students who have violated certain provisions of the Student Code of Conduct. The DAEP will be separated from students not assigned to the program. It will focus on English language arts, mathematics, science, history, and self-discipline, and provide for students' educational and behavior needs, as well as supervision and counseling. **A student under the age of six (6) will not be removed from class or placed in a DAEP unless the student commits a federal firearm offense.**

**Dating Violence** is the intentional use of physical, sexual, verbal or emotional abuse by a person to harm, threaten, intimidate or control another person with whom the student has or has had a dating relationship as defined by Section 71.0021 of the Family Code.

**Deadly conduct** occurs when a person commits an offense by recklessly engaging in conduct that places another in imminent danger of serious bodily injury or by knowingly discharging a firearm in the direction of an individual, habitation, building, or vehicle.

**Deferred adjudication** may be offered to a student who is 17 or older, as an alternative to seeking a conviction in court.

**Deferred prosecution** may be offered to a juvenile as an alternative to seeking a conviction in court for delinquent conduct or conduct indicating a need for supervision.

**Delinquent conduct** is conduct that violates either state or federal law and is punishable by imprisonment or confinement in jail. Delinquent

conduct also includes conduct that violates certain juvenile court orders, including probation orders. Delinquent conduct does not, however, include violations of traffic laws.

**Explosive weapon** is any explosive or incendiary bomb, grenade, rocket, or mine that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror, and includes a device designed, made, or adapted for delivery or shooting an explosive weapon.

**False Alarm or Report** occurs when a person knowingly initiates, communicates or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he or she knows is false or baseless and that would ordinarily:

1. Cause action by an official or volunteer agency organized to deal with emergencies;
2. Place a person in fear of imminent serious bodily injury; or
3. Prevent or interrupt the occupation of a building, room, or place of assembly.

**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 directory information, unless the student's parent or a student 18 or older directs the school not to release directory information.

**Graffiti** is making marks with aerosol paint or an indelible marker on tangible property of the owner without the effective consent of the owner. The markings may include inscriptions, slogans, drawings, or paintings.

**Harassment** means repeated unwelcome and offensive slurs, jokes, or other oral, written, graphic, or physical conduct related to an individual's race, color, religion, national origin, disability, or age that creates an intimidating, hostile, or offensive educational or work environment.

**Hazing** involves any knowing, intentional, or reckless act, occurring on or off the campus, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purposes of pledging, initiation into, affiliation with, holding office in, or maintaining membership in an organization.

**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, and program modifications or support for school personnel; a statement regarding how the student's progress will be measured and how the parents will be kept informed; modifications to state or district-wide tests, 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 Disciplinary Alternative Education Program (DAEP), ISS removes the student from the regular classroom.

**Knuckles** is any instrument consisting of finger rings or guards made of a hard substance that is designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

**Machine gun** is any firearm that is capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger.

**Mutual combat** occurs when two or more people are engaged in a physical altercation (fight) and neither appear or attempt to disengage.

**Paraphernalia** is any device that can be used to inhale, ingest, inject, or otherwise introduce a controlled substance into a human body.

**Possession** means to have on a student's person or in the student's personal property, including but not limited to the student's clothing, purse, or backpack; in any private vehicle used by the student for transportation to or from school or school-related activities, including but not limited to an automobile, truck, motorcycle, or bicycle; or any other school property used by the student, including but not limited to a locker or desk.

**Reasonable belief** determination can be made by the Superintendent or designee using all available information, including the information furnished under Article 15.27 of the Code of Criminal Procedure. Administrators may place a student in a Disciplinary Alternative Education Program (DAEP) if they have reasonable belief that the student has engaged in felony conduct under Title 5. Administrators also may place a student in a DAEP if they have reasonable belief that the student has committed felony conduct that is not a Title 5 offense, if the Superintendent believes the student's continued presence in the regular classroom threatens the safety of other students or teachers, or will be detrimental to the educational process.

**Self-defense** is using minimal force against another when and to the degree a person reasonably believes the force is immediately necessary to protect him or herself. The student is required to verbally and physically attempt to remove him/herself from the altercation.

**Serious Misbehavior** - (1) deliberate violent behavior that poses a direct threat to the health or safety of others; extortion, meaning the gaining of money or other property by force or threat; conduct that constitutes coercion; public lewdness; indecent exposure; criminal mischief; personal hazing or harassment of a student or district employee.

**Switchblade** is any knife with a blade that folds, closes, or retracts into the handle or sheath and that opens automatically by pressing a button or by the force of gravity or centrifugal force.

**Short-barrel firearm** is a rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun that, as altered, has an overall length of less than 26 inches.

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

**Terrorist threat** occurs when a person threatens to commit any offense involving violence to any person or property with intent to:

1. Cause a reaction of any type to his or her threat by an official or volunteer agency organized to deal with emergencies;
2. Place any person in fear of imminent serious bodily injury;
3. Prevent or interrupt the occupation or use of a building; room, place of assembly, or place to which the public has access; place of employment or occupation; aircraft, automobile, or other form of conveyance; or other public place;
4. Cause impairment or interruption of public communications, public transportation, public water, gas, or power supply or other public service;
5. Place the public or a substantial group of the public in fear of serious bodily injury; or
6. Influence the conduct or activities of a branch or agency of the federal government, the state, or a political subdivision of the state (including the District).

**Title 5 offenses** involve injury to a person and include murder; kidnapping; assault; sexual assault; unlawful restraint; coercing, soliciting, or inducing gang membership if it causes bodily injury to a child; indecency with a child; injury to a child, an elderly person, or a disabled person; abandoning or endangering a child; deadly conduct; terroristic threat; aiding a person to commit suicide; and tampering with a consumer product.

**UIL** refers to the University Interscholastic League, the statewide voluntary non-profit organization that oversees educational extra-curricular academic, athletic, and music contests.

**Under the influence** means not having the normal use of mental or physical faculties; however, the student need not be legally intoxicated. Impairment of a person's physical and/or mental faculties may be evidenced by a pattern of abnormal or erratic behavior and/or the presence of physical symptoms of drug or alcohol use.

**Use** means that a student has voluntarily introduced into his or her body by any means a prohibited substance recently enough that it is detectable by the student's physical appearance, actions, breath, or speech.

**Zip gun** is a device or combination of devices, not originally a firearm, but adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance.



## CHAPTER 37 - STUDENT DISCIPLINE

### APPENDIX A

#### **TITLE 5 OF THE TEXAS PENAL CODE - OFFENSES AGAINST THE PERSON**

Offenses against a person include the following:

1. Murder
2. Capital Murder
3. Manslaughter
4. Criminally negligent homicide
5. Kidnapping
6. Aggravated kidnapping
7. Indecency with a child
8. Sexual assault
9. Aggravated assault
10. Aggravated sexual assault
11. Injury to a child, elderly individual, or disabled individual
12. Abandoning or endangering a child
13. Deadly conduct
14. Terroristic threat
15. Aiding suicide
16. Tampering with a consumer product

# **DALLAS COUNTY JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM (DCJJAEP)**

## **STUDENT PLACEMENT IN DCJJAEP**

Students who are expelled from regular schools for infractions under Texas Education Code Chapter 37 will be afforded due process within the respective school districts as provided by school district policy and federal and state law.

Students shall be placed in the DCJJAEP by order of the juvenile court when the student is expelled from school pursuant to the provisions of the Texas Education Code §37.007 and the relevant Student Code of Conduct, and a) the student is found to have engaged in delinquent conduct under Title 3 of the Texas Family Code; or, b) the juvenile court orders such placement and such order is properly within the court's discretion pursuant to the Texas Family Code.

Any student who has been expelled from school may be referred for placement in either the DCJJAEP or in the appropriate school district alternative education program upon recommendation of the Case Review Committee as provided in Section Four herein. The Case Review Committee may recommend to the DCJB, a juvenile court or a school district that any student who has been expelled from school be placed in a school education program or the DCJJAEP with the mutual consent of the parent or guardian of the student and the receiving alternative education program.

Students who are expelled from school pursuant to Texas Education Code §37.007 and are placed in the DCJJAEP by order of the juvenile court must remain in the program for the full period ordered by the juvenile court unless the student's school district agrees to accept the student before the date ordered by the juvenile court. The juvenile court may not order a period of placement in the DCJJAEP that exceeds the term of any probation, and any other requirement imposed by the juvenile court and if the student meets the requirements for admission into the public schools established by law, the school district in which the student resides must readmit the student, but may assign such student to the school district alternative education program.

Students who are placed in the DCJJAEP upon recommendation of the Case Review Committee (as hereafter defined), with the mutual consent of the DCJB and the student's parent(s) or legal guardian(s), shall remain in the DCJJAEP until such time as either the parent(s) or guardian(s) or the DCJB may withdraw such consent, but in no event shall the student remain in the DCJJAEP past the expiration of the period of expulsion from school.

Students who are expelled from school during the last six weeks of the spring semester, and whose period of expulsion extends into the following academic year may be ordered to attend the DCJJAEP pursuant to an order of the juvenile court.

**NOTICE OF PARENT AND STUDENT RIGHTS  
FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT,  
20 U.S.C. SEC. 1232g**

**PARENT AND STUDENT RIGHTS**

The DeSoto Independent School District maintains general education records required by law. A student's school records are private 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.

By law, both parents, whether married, separated, or divorced, have access to the records of a student who is a minor or a dependent for tax purposes, as do students who are 18 years of age or older. A parent whose rights have been legally terminated will be denied access to the records if the school is given a copy of the court order terminating these rights.

A parent is entitled to access of all written records of a school district concerning the parent's child, including:

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; and
10. Reports of behavioral patterns
11. State assessment instruments that have been administered to your child.

Parents also have the right to inspect instructional material.

The principal is custodian of records for currently enrolled students at the assigned school, and for students who have withdrawn or graduated. The director of special education is the custodian of special education records. Records may be reviewed during regular school hours. The record custodian or designee will respond to reasonable requests for explanation and interpretation of the records.

The addresses of the principals' offices are:

Arista Owens- McGowan	DeSoto High, 600 Eagle Blvd., DeSoto, TX 75115
Brandon Ward	East Middle School, 601 E. Belt Line Road, DeSoto, TX 75115
James McBride	West Middle School, 800 N. Westmoreland, DeSoto, TX 75115
Emory Price	Curtistene S. McCowan Middle School, 1500 Majestic Meadows, Glenn Heights, TX 75154
Keishla Coleman	Amber Terrace Elementary, 224 Amber Lane, DeSoto, TX 75115
Shana Hawthorne	The Meadows Elementary, 1016 The Meadows Pkwy, DeSoto, TX 75115
Deidre Hannible	Woodridge Elementary, 1001 Woodridge, DeSoto, TX 75115
Leetha Harper	Cockrell Hill Elementary, 425 S. Cockrell Hill Road, DeSoto, TX 75115
Wesley Pittman	Frank D. Moates Elementary, 1500 Heritage Blvd., Glenn Heights, TX 75154
Dr. Lori Mathis	Northside Elementary, 525 Ray Avenue, DeSoto, TX 75115
Shanta Duren	Ruby Young Elementary, 707 Young Blvd., DeSoto, TX 75115

Parents of a minor or a student who is a dependent for tax purposes, the student (if 18 or older), and school officials with legitimate educational interests are the only persons who have general access to a student's records. "School officials with legitimate educational interests" include any employees, agents, or trustees of the district, cooperatives, or contractual placement facilities, as well as their attorneys and consultants, who are:

1. Working with the student;
2. Considering disciplinary or academic actions, the student's case, or the individual education plan of a student with a disability;
3. Compiling statistical data; or
4. Investigating or evaluating programs.

## PROTECTION OF PUPIL RIGHTS (PPRA)

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires DeSoto ISD to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas ("protected information survey"):

1. Political affiliation or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliation, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

## STUDENT RECORDS [Policies FL, FL (E) Local]

Certain other officials from various governmental agencies, including juvenile service providers may have limited access to student records. The district forwards a student's records on request to a school in which a student seeks or intends to enroll without the necessity of the parent's permission. Parental consent is required to release the records to anyone else. The right to consent to release of records transfers to the student at age 18.

The parent's or student's right of access to, and copies of, student records does not extend to all records. Materials such as, but not limited to, teachers' personal notes on a student that are shared only with a substitute teacher and records on ex-students do not have to be made available to the parents or student.

Students over 18 and parents of minor students may inspect the student's records and request a correction if the records are inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. If the district refuses the request to amend the records, the requester has the right to a hearing and to place in the student's record a statement commenting on the information. Although improperly recorded grades may be challenged, parents and students are not allowed to contest a student's grade in a course through this process. Parents or students have the right to file a complaint with the Superintendent if they feel the district is not in compliance with the law regarding student records.

Copies of student records are available at the following charges payable in advance:

1. For 50 pages or less of readily available information the guideline charge will be 10 cents per page.
2. For more than 50 pages of readily available information, the guideline charge shall be 85 cents for the first page and 15 cents for each additional page.

Parents may be denied copies of a student's records:

1. After the student reaches age 18 and is no longer a dependent for tax purposes
2. When the student is attending an institution of post-secondary education
3. If the parent fails to follow proper procedures and pay the copying charge
4. If the student qualifies for free or reduced-price lunches and the parents are unable to view the records during regular school hours, upon written request of the parent, one copy of the record will be provided at no charge

The district's complete policy regarding student records is available from the Superintendent's office.

The information in this notice should be translated for, or explained to, the parents of students whose primary or home language is not English.

Certain information about district students is considered directory information and will be released to anyone who follows procedures for requesting it, unless the parent objects in writing to the principal within ten school days after the issuance of this notice.

Directory information includes: a student's name, address, telephone number, date and place of birth, photograph, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, awards received in school, most recent previous school attended, and other similar information. Refer to the request on the following page.

*Adopted by the DeSoto ISD Board of Trustees*

## STUDENTS WHO HAVE LEARNING DIFFICULTIES OR WHO NEED OR MAY NEED 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 should be considered for tutorial, compensatory, and other academic or behavior support services that are available to all students including a process based on Response to Intervention (**Rtl**). The implementation of **Rtl** has the potential to have a positive impact on the ability of school districts to meet the needs of all struggling 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 the evaluation is needed, the parent will be notified and asked to provide informed written consent for the evaluation. The district must complete the evaluation and the report within 60 calendar days of the date 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 aprior written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parents of their rights, if they disagree with the district. The district is required to give parents the *Notice of Procedural Safeguards—Rights of Parents of Students with Disabilities*. Additional information regarding the Individuals with Disabilities Education Act (IDEA) is available from the school district in a companion document, *A Guide to the Admission, Review, and Dismissal Process*.

The school may remove your child to an *Interim Alternative Educational Setting (IAES)* for not more than 45 school days without regard to whether the behavior is determined to be a manifestation of your child's disability if your child; carries a weapon to or possesses a weapon at school, or school premises, or to or at a school function; knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at a school, on a school premises, or at a school function; or has inflicted serious bodily injury upon another person while at a school, on a school premises, or at a school function.

The following Web sites provide information to those who are seeking information and resources specific to students with disabilities and their families:

- Texas Project First, at <http://www.texasprojectfirst.org/>
- Partners Resource Network, at <http://www.partnerstx.org/howPRNhelps.html>

The designated person to contact regarding options for a child experiencing learning difficulties or a referral for evaluation for special education is:

Contact Person:	<u>Campus Counselor</u>
Phone Number:	<u>See campus phone numbers listed on first page</u>

## DRUGS - Parent and Student Notification of Illegal Drug Use

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.

Body building, 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 texas.org/health/steroid-information>.

### Mandatory Drug Testing Program

The District requires drug testing of any student in grade 8-12 who chooses to participate in school-sponsored extracurricular activities and/or requests a permit to park a vehicle on school property. A student participating in these activities and/or requesting a parking permit shall randomly be tested for the presence of illegal drugs and alcohol throughout the school year. The complete policy may be found on the District Website - Policy FNF (LOCAL).

## PEST MANAGEMENT

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 Don Lester, the district's IPM coordinator, at 972 223-8425.

## **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 principal's office and the superintendent's office. If you have any questions or would like to examine the district's plan in more detail, please contact Don Lester, the district's designated asbestos coordinator, at 972 223-8425.

# BACTERIAL MENINGITIS

## 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 1 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 overcome the body's immune system and causes 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%). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within 7 to 10 days after the vaccine is given and lasts for up to 5 years.

## WHAT YOU SHOULD DO IF YOU THINK YOU OR A FRIEND MIGHT HAVE BACTERIAL MENINGITIS?

Seek prompt medical attention.

A Spanish version of this prescribed notice is available on TEA's Web site at:

<http://www.tea.state.tx.us/taa/comm020802esp.doc>

## FOR 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 Texas Department of Health office to ask about meningococcal vaccine. Additional information may also be found at the web sites for the Centers for Disease Control and Prevention: [www.cdc.gov](http://www.cdc.gov) and the Department of State Health Services, <http://www.dshs.state.tx.us/>.

# TEXAS PUBLIC SCHOOLS SMART SNACKS CALCULATOR POLICY

- **ALL GRADE LEVELS**

## **Smart Snack Calculator**

To evaluate an item in the Smart Snacks Product Calculator to determine if a product meets the USDA Smart Snacks in School nutrition standards.

USDA's interim final rule "Nutrition Standards for All Foods Sold in School," is effective July 1, 2014. These science-based nutrition standards promote a healthy school environment and apply to all foods sold, such as:

- A la carte cafeteria sales
- School stores
- Snack bars
- Vending machines
- Fundraisers

Water is available to all students every day.

## **BREAKFAST**

Offering Whole Grain-Rich Products

Only fat-free (unflavored and flavored) and low-fat (1%) milk (unflavored) may be offered.

## **LUNCH**

At least 2 cups of Red/Orange, Dark Green, Beans/Peas (Legumes), and other vegetables subgroups over the course of the week if Starchy vegetables are offered.

The minimum daily and weekly required servings of grain are offered.

Only fat-free (unflavored and flavored) and low-fat (1%) milk (unflavored) may be offered.

- **DESOTO ISD CAFETERIA PAYMENT PROCEDURES**

## **Elementary Campuses-No change given**

Elementary students are not to receive change when placing money in an account unless there is written request from the parent.

## **Middle School – No change given**

## **High School- No loose change given back-only bills**

**ALL GRADE LEVELS:** No foods trays are to be taken away from students. It is recommended to keep your student account balance to current.

## **CHECK POLICY**

- No business, two party, out of state or temporary checks
- Information needed on checks: Driver's License number, date of birth of signer, student's ID Number
- All money and checks will be posted that day on students account. Checks will not be cashed. All money will be deposited.

## **FOOD ALLERGIES**

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



**2017-2018**  
**DeSoto Independent School District**

**REQUEST FOR REMOVAL OF STUDENT INFORMATION  
FROM PUBLIC MAILING LISTS**

\_\_\_\_\_  
Date

I DO NOT wish for my child's name to be released or made available to any person, organization, or entity for any purpose other than official school business. Therefore, when a request is made for a list of students' names, addresses, etc., please flag the name of my child so that it will not be included on any such list. Private businesses organizations may request this list for private use.

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

\_\_\_\_\_  
Student's Social Security Number

\_\_\_\_\_  
Campus where student attends

\_\_\_\_\_  
Grade Level

\_\_\_\_\_ I DO NOT want my child's name, address, phone number, or any other personal information released to the public.

\_\_\_\_\_  
Parent Name (Print)

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Telephone Number

**Please fill out this form only if you do not want your information released to the public.**  
Send this form back to the principal's office of your child's campus when complete.



**2017-2018**  
**DeSoto Independent School District**

**USE OF STUDENT INFORMATION IN SCHOOL DISTRICT  
PUBLICATIONS, MEDIA, VIDEO AND INTERNET**

Students who attend DeSoto ISD schools are occasionally asked to be part of school District publicity, publications, media interviews, videos, web sites, and public relations activities for promotions that the District deems positive in nature. Example -- the publication of a picture of a student winning an award in the local newspaper or yearbook photo. Please indicate whether or not the District may use your child's name, picture, art work, written work, statements, and video footage by completing this form and returning it to the principal's office on your child's campus:

\_\_\_\_\_ **YES**, my child's work (art work, written work, statements), and/or photographs of my child, including still photos and video footage, may be identified by name and displayed or published, electronically or otherwise, by the DeSoto ISD.

\_\_\_\_\_ **NO, I DO NOT** want my child's work (art work, written work, statements) or any photographs of my child, including still photos and video footage, to be displayed and published, electronically or otherwise, by the DeSoto ISD.

Name of Student: \_\_\_\_\_

Student's signature if at least 18 years old: \_\_\_\_\_

Parent/Guardian's signature: \_\_\_\_\_

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

Parents, please note:

This form pertains to use of your child's information *for District purposes only*. If you do not want your child's name, address, or other directory information released to the public please see District Policy FL regarding student directory information.

If the District **does not** receive this form for your child, it is understood that the District may release your child's work and/or photographs for District purposes. This release will not be used for solicitation purposes.

**DeSoto ISD has no control over media use of pictures/statements that are obtained without permission. Pursuant to Texas Education Code, Section 26.009**



**2017-2018**  
**DeSoto Independent School District**

**CODE OF CONDUCT**  
**ACKNOWLEDGMENT OF RECEIPT**

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Campus

\_\_\_\_\_  
Current Grade

As required by state law, the District has officially adopted the Student Code of Conduct in order to promote a safe and orderly learning environment for every student. The district urges you to read this publication thoroughly and to discuss it among your family. If you have any questions about the behaviors and consequences, please ask for an explanation from the student's teacher or campus administrator.

\*\*\*\*\*

We are aware of the police intervention program for fighting, disorderly conduct, assault, smoking, truancy and other violations of state laws as detailed in this Code of Conduct book. **Affidavits will be written for students fighting when an adult witnesses the fight in grades 5-12.**

As a reminder, by signing this sheet, parents are acknowledging acceptance of the **Student Access to Electronic Communication, Data Management, and Internet Policy** as printed in front section of this book (page 5). Violations of this policy may result in referral to local, state or federal authorities.

We acknowledge that we have received a copy of the DeSoto ISD Student Code of Conduct and understand that students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the Code.

**CORPORAL PUNISHMENT**

Corporal punishment is permitted in order to preserve an effective educational environment free from disruption. Corporal punishment shall be reasonable and moderate and may not be administered maliciously or for the purpose of revenge. Corporal punishment shall not be used without permission from a student's parent or guardian. (Students who are exempt from corporal punishment under this policy shall be subject to other appropriate disciplinary actions.)

**Please initial "yes" or "no" to the use of corporal punishment for your child.**

\_\_\_\_\_ **Yes, I give permission to use corporal punishment for my child.**

\_\_\_\_\_ **No, I am denying permission to use corporal punishment for my child.**

\*\*\*\*\*

**Please sign this page, remove it and return it to the student's school. Thank you.**

\_\_\_\_\_  
Parent/Guardian Signature

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

**Note: Failure to sign this acknowledgment does not take away the responsibility of the student to abide by the code of conduct or exempt him/her from the penalties enumerated herein.**

