



2021-2022

DESOTO INDEPENDENT SCHOOL DISTRICT

# Student Code of Conduct

# DeSoto ISD Board of Trustees



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## DeSoto Campus Information

### Elementary Schools

#### Feeder A

##### **Cockrell Hill Elementary School (PK-2)**

425 S. Cockrell Hill Rd., DeSoto, TX 75115

Phone: 972-230-1692

Fax: 972-274-8081

Principal: Dina Jammer

##### **Frank Moates Elementary School (3-5)**

1500 Heritage Blvd., Glenn Heights, TX 75154

Phone: 972-230-2881

Fax: 972-274-8073

Principal: Angela Robinson

#### Feeder B

##### **Woodridge Elementary School (PK-2)**

1001 Woodridge, DeSoto, TX 75115

Phone: 972-223-3800

Fax: 972-274-8204

Principal: Dr. Jerri A. Johnson

##### **The Meadows Elementary School (3-5)**

1016 The Meadows Pkwy., DeSoto TX 75115

Phone: 972-224-2960

Fax: 972-228-7908

Principal: Dr. Ysanne Williams

### Middle Schools

#### **Curtistene S. McCowan Middle School**

1500 Majestic Meadows Dr.,

Glenn Heights, TX 75154 Phone:

972-274-

8090

Fax: 972-274-8099

Principal: Dr. Kelli McWashington

#### **West Middle School**

800 N. Westmoreland Rd., DeSoto, TX 75115

Phone: 972-230-1820

Fax: 972-274-8058

Principal: Dr. Edmond Henderson II

### High School

#### **DeSoto High School & ECHS**

600 Eagle Dr., DeSoto, TX 75115

Phone: 972-230-0726

Fax: 972-274-8115

Counseling Office: 972-230-0730

Athletics: 972-230-0737

Principal: Monica Smith

### Specialized Schools

#### **Katherine Johnson Technology Magnet Academy (K-8)**

1200 Academy Way, DeSoto, TX 75115

Phone: 972 274-8026

Principal: Dr. Michelle Neely

#### **Ruby Young (3-8)**

707 Young Blvd., DeSoto, TX 75115

Phone: 972-223-6505

Fax: 972-274-8221

Principal: Noel Greenwood

#### **DeSoto Alternative Education Program**

204 E. Belt Line Rd., DeSoto, TX 75115

Phone: 972-223-2242

Fax: 972-230-1735

Principal: Homer Webb

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## **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.

**Title IX Coordinator** - for concerns regarding discrimination on the basis of sex, contact the Student Support Services office at 972-223-6666.

**Section 504 Coordinator** - for concerns regarding discrimination on the basis of disability, contact the Special Education office at, 972-223-6666.

## Introduction

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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. Also, this is not an all-inclusive list of policies and regulations. A complete listing of School Board policies is available for review at the District's Web site ([www.DeSotoSD.org](http://www.DeSotoSD.org)). This publication was developed to assist students, parents and educators in understanding their responsibilities. Students and parents are asked to read the contents carefully and sign an acknowledgment of receipt. Signing does not indicate agreement of all the contents, but rather it lets the school know that the content has been received.

All students are entitled to benefit from the basic rights recognized and protected by law for persons of their age and maturity attending the public schools of the state. Desoto Independent School District (DISD) schools foster a climate of mutual respect and support for the rights of others. Students are expected to respect the rights and privileges of other students, teachers, and other school employees. The rules of conduct and discipline contained within this Student Code of Conduct are established to achieve and maintain a safe and positive environment in DISD schools. Students are governed by this document and those who violate the Student Code of Conduct or rights of others or who violate DISD or campus rules shall be subject to the provisions contained within this Student Code of Conduct.

An infraction of the Student Code of Conduct includes the planning of, or conspiring to, commit an infraction and/or commission of an offense. Certain offenses may result in a suspension, expulsion, the filing of charges, arrests, or ticketing by the DISD School Resource Officers. Principals are required, by law, to report certain activities to the School Resource Officers. Persons detained by the Desoto Police Department for criminal charges, including juveniles 10-16 years of age, may be fingerprinted and photographed before being released back to a parent or being transported to a juvenile holding facility. The District will take into consideration self-defense, the disciplinary history of the student, intent or lack of intent at the time the student engages in the conduct, or a disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct concerning any infraction that may result in suspension, a placement at the Disciplinary Alternative Education Program , or expulsion.

A committee of parents, teachers, administrators and students meet throughout the year to discuss discipline and safety issues and revise this Code of Conduct. Student input from surveys and special meetings are utilized when appropriate. 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 Code of Conduct and approves its implementation.

**Please note:** *This book contains several forms that must be signed and returned in paper copy or may be electronically signed through the enrollment process. Please read these notices, sign and return to the campus from which you received the handbook.*

## Community Involvement

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Representatives from all segments of the local education community were involved in developing and reviewing the district's Student Code of Conduct. Each year a Discipline Management Committee and the Board of Trustees Policy Committee, composed of parents, teachers, administrators, and students meet regularly to review this handbook and to make any necessary changes or additions.

The Student Code of Conduct is a collaboration among DeSoto ISD, DeSoto School Resource Officers, and the Dallas County Juvenile Board. DISD and the Dallas County Juvenile Board have entered into a Memorandum of Understanding concerning various requirements. The Memorandum of Understanding between DISD and the Dallas County Juvenile Board is incorporated by reference into this Student Code of Conduct.

A draft of the Code was initially prepared by District administrative personnel. The draft was then submitted for review and comment to the DeSoto ISD principals and School Board members.

## Data Sharing

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Before using any online learning tool, we wanted to make you aware of federal laws and regulations that apply to the use of technology to support classrooms and require parent consent in order to be most effective.

In order for a teacher to use an online tool with student records or other information that could be personally identifiable, the Family Education Rights and Privacy Act (FERPA) requires that we obtain your consent due to the possible exposure of your student's information to the website's operator or to other participants.

In order for students to use this program/service, certain personal information must be provided to the web site operator. Under the Children's Online Privacy Protection Act (COPPA), these websites must provide parental notification and obtain parental consent before collecting personal information from children under the age of 13. For more information on COPPA, please visit <http://www.ftc.gov/privacy/coppafaqs.shtm>.

Schools are permitted to consent to the collection of personal information on behalf of parents of students, thereby eliminating the need for individual parental consent given directly to the web site operator. Before doing so, the District is providing you with this notice and opportunity to opt out.

If you choose to opt out please sign and return the form located at the end of the Code of Conduct. This will serve as your permission for your student to have access to the sites as well as your permission for us to upload your student's information into the application so that we can make the most of its functions.

This permission will expire at the end of this school year and can be revoked any time.

## Student Handbook

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This student handbook contains policies and regulations on responsibilities of students. The Student Code of Conduct is made available to all students, staff, parents or any other person upon 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.





# Overview of Responsibilities

## Rights and Responsibilities of All Students

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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 a safe and positive school environment. 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.

## Rights and Responsibilities of Parents and Guardians

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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/Guardians Have the Responsibility To:

1. Make every effort to provide for the physical needs of the student.
2. Teach the student to pay attention and obey the rules.
3. Be sure their student attends school regularly and promptly report and explain absences and tardies to the school.
4. Encourage and lead the student to develop proper study habits at home.
5. Participate in meaningful parent-teacher conferences to discuss their students 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. Volunteer at their student's school and attend school and/or class events.
10. Be sure your student adheres to the Dress Code Policies.
11. Discuss report cards and school assignments with their student.
12. Bring to the attention of school personnel any learning problem or condition that may relate to their child's education.
13. Maintain up-to-date home, work, and emergency telephone numbers and other pertinent information at the school.
14. Cooperate with school administrators and teachers.
15. Be sure their student attends school tutorials when required or as the need arises.
16. Submit a signed statement that they understand the responsibilities outlined in this plan.
17. Support and accept responsibility for your student. 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 DeSoto ISD website.

## **Rights and Responsibilities of Teachers**

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1. Use positive class-wide plans to foster a positive and safe classroom environment that responds to behavior management needs through appropriate discipline and supports/interventions.
2. Ensure positive student and classroom management by building positive relationships, being in regular attendance, and being on time.
3. Be prepared to perform teaching duties with appropriate preparation, assignments, and 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 accomplishment of personal goals.
10. Serve as appropriate role models for students in accordance with the educator standards.

## **Rights and Responsibilities of Administrators**

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1. Promote a positive and safe school-wide culture through the implementation of school-wide systems and procedures.
2. Respond to discipline incidences referred by staff members following the Student Code of Conduct.
3. Promote effective staff training and behavior management of all students.
4. Encourage parent communication with the school, including participation in required parent-teacher conferences.
5. Provide appropriate assistance to students in learning mature self-discipline.
6. Assume responsibility and instructional leadership for the implementation of behavior management systems and for evaluation of the Student Code of Conduct.
7. Serve as appropriate role models for the students on their campus in accordance with the standards of the profession.
8. Limit parent visitation when it interferes with the learning environment.

## **Student Responsibilities for Achieving A Positive Learning Environment at School or School-Related Activities**

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1. Attend all classes daily and on time.
2. Be prepared for each class with appropriate materials and assignments.
3. Adhere to the Standards of Dress Guidelines.
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 a positive school environment.
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. Show respect to themselves, peers, teachers and other district staff by using safe hands and language.
14. Keep parents informed regarding school assemblies, supplies needed, and written information sent home from school.
15. Return documents sent home for signature.
16. 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.



# **School Safety**

## Emergency Preparedness

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

## Metal Detectors

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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 School Resource Officer with the assistance of school personnel.

## School Safety

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DeSoto ISD is committed to providing a safe, threat-free environment for all children. It is the goal of the district to continue to promote a positive and safe learning environment for all students.

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, 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. 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.

School Resource Officers (SRO) 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 assist with school safety incidences. 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.

## Rules for Riding A School Bus

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School bus transportation is available to all students living two or more miles from their home school. 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 in response to a discipline incidence occurring on the school bus. The principal shall respond by employing an appropriate disciplinary response consistent with the Student Code of Conduct adopted under Section 37.001. Section 37.004 applies to any placement under Subsection (a) of a student with a disability who receives special education services.

Students receiving special education transportation as a related service must have an Admission, Review, and Dismissal (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.

Riding the bus is a privilege. All rules have been made in the interest of safety for all students and drivers. Fighting, loud talking, profanity, screaming, excessive teasing, or unsafe behavior will receive consequences included in this Student Code of Conduct and/or may result in the loss of privileges to ride the bus. Students are expected to assist district staff in ensuring that buses remain in good condition and that transportation is provided safely. When riding in district vehicles, students are held to the following behavioral standards established in this Code of Conduct. Students must:

- Follow the driver’s directions at all times
- Have their Student ID card displayed in order to enter the bus (middle and high school students only)

- Ride the bus if eligible, students can only ride their designated route and can only exit at the assigned stop
- Not bring friends or unauthorized persons to ride the bus
- Be at the bus stop a minimum of 10 minutes prior to bus stop pick-up time
- Maintain a classroom voice level while on the bus and refrain from using profanity or making loud noises that could distract the driver
- Enter and leave the vehicle in an orderly manner
- Keep feet, books, instrument cases, and other objects out of the aisle and stairwell
- Not deface the vehicle or its equipment
- Not put head, hands, arms, or legs out of the window; hold any object out of the window; or throw objects within or out of the vehicle
- Observe all usual classroom rules
- Be seated while the vehicle is moving
- Fasten seat belts when directed or when the vehicle is moving (only applicable to buses with seatbelts)
- Wait for the driver's signal upon leaving the vehicle and before crossing in front of the vehicle.
- Maintain appropriate conduct and tone to all students and adults on the bus.

Transportation questions or complaints from parents may be directed to the Transportation Coordinator at 972-223-6666 or the building Principal.

**Suggested Behavior Management Techniques** - Any disruptions that compromise safety will result in an immediate suspension of bus riding privileges and can also result in additional consequences included in the Student Code of Conduct.

#### Elementary Riders

1<sup>st</sup> referral – warning (serious offense-no warning)

2<sup>nd</sup> referral – 3 days loss of bus privileges and possible consequences from the Code of Conduct

3<sup>rd</sup> referral – 5 days loss of bus privileges and possible consequences from the Code of Conduct

4<sup>th</sup> referral – 10 days loss of bus privileges and possible consequences from the Code of Conduct

5<sup>th</sup> referral – off the bus until the end of the semester or year and possible consequences from the Code of Conduct

#### Secondary Riders

1<sup>st</sup> referral – warning (serious offense /major disruptions will follow the guidelines below)

2<sup>nd</sup> referral – 5 days loss of bus privileges and possible consequences from the Code of Conduct

3<sup>rd</sup> referral – 10 days loss of bus privileges and possible consequences from the Code of Conduct

4<sup>th</sup> referral – off the bus until the end of the semester and possible consequences from the Code of Conduct

**Major Disruption** - Is defined as any behavior or disruption that interferes with the bus driver's ability to operate and/or drive the school bus safely (i.e.: throwing objects, tampering with emergency exits, fighting or engaging in any harmful physical interaction with another student, mutual combat, defacing bus property etc.).

1<sup>st</sup> offense = bus suspension for 5 or more days and disciplinary consequences from the Code of Conduct

2<sup>nd</sup> offense = bus suspension for the remainder of the semester and disciplinary consequences from the Code of Conduct



# **Processes, Guidelines & Standards**

## Affidavits

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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/Moving Violation

### 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

## Arrival & Pickup Times

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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. District staff will not be available to provide supervision outside of posted operational hours for any reason. Do not drop off students or allow students to loiter at the building before operational hours.

**Additionally, students must be picked up from school on time.** Repeat violators who willfully and persistently drop off or leave students in an unsupervised situation before or after school hours may require reports to state agencies.

At school-sponsored events, students must be picked up from campus within no more than 30 minutes of the end of that event. Failure to do so could result in the student being barred from the next scheduled event.

## Assault [Policy FNCH Legal]

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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

## Attendance Policy [Policy FEC Legal]

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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 from age 6-18.



In accordance with Chapter 25 of the Texas Education Code, to receive credit or a final grade in a class, a student must attend at least 90 percent of the days the class is offered. A student who attends fewer than 90 percent of the days the class is offered will be referred to the Attendance Committee to determine whether there are extenuating circumstances for the absences and how the student can regain credit or a final grade lost because of the absences. For more information, see policy FEC. **Attendance is taken and recorded daily at 10:00 A.M.**

A student absent from school shall provide a note within five [5] days of the absence to the school attendance clerk. 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 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 States citizenship.
- Service as an elections clerk.
- A family emergency or unforeseen or unavoidable instance requiring immediate attention.
- An approved visit to a college campus.

## Before/After School Program

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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 adhering to the Student Code of Conduct.

## Birthday Celebrations

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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.** 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.

## Deliveries for Students

Because of the large number of students enrolled, office staff will only accept deliveries for students under very limited circumstances. Messages for students will be accepted only for emergencies or in regards to transportation changes. Office staff will not accept the delivery of flowers, floral arrangements, candy, gifts, balloons, or food from delivery services. 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. If a parent or guardian chooses to deliver food for their student, this quantity must be limited only for their students.

## **Bullying (Policy FFI Local)**

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Bullying is defined in Section 37.0832 of the Education Code as a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, or physical conduct that:

- Has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property;
- Is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student;
- Materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or
- Infringes on the rights of the victim at school.

Bullying also includes cyberbullying. The prevention and prohibition of bullying/cyberbullying applies to:

- Bullying that occurs on or is delivered to school property or to the site of a school sponsored or school-related activity on or off school property;
- Bullying that occurs on a publicly or privately owned school bus or vehicle being used for transportation of students to or from school or a school-sponsored or school-related activity; and
- Cyberbullying that occurs off school property or outside of a school-sponsored or school-related activity if the cyberbullying interferes with a student's educational opportunities or substantially disrupts the orderly operation of a classroom, school, or school-sponsored or school-related activity.

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 campus administration shall 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.

## **Campus Behavior Coordinator [Policy FO Local]**

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The administrators on each campus have been designated by the Board as the Campus Behavior Coordinator (s) for that campus with the authority to:

- Assess and implement the campus discipline management program in cooperation with teachers and staff;
- Remove a student from campus for compelling non-disciplinary reasons or pending a conference;
- Investigate allegations of student misconduct which includes questioning students and searching a student or the student's belongings if there is reasonable suspicion that the student has violated a specific rule or law and the school administration reasonably expects that the search could produce evidence of that violation;
- Conduct conferences regarding removal of students to alternative educational placement; to make determination of violation of the Student Code of Conduct; and, upon such determination, to determine the duration of removal and the alternative educational placement to which a student should be removed.

The Superintendent or designee has been designated by the Board to conduct hearings concerning expulsion of students and to issue orders of expulsion upon determination of guilt of incorrigible conduct as a result of such hearings.

## Campus Behavior Teams

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Each campus in DeSoto ISD will have a designated team that will monitor and support a positive and healthy school-wide environment. Campus Behavior Teams will meet regularly to review disciplinary data, identify students who may need intensive supports, and to create systems that encourage a supportive learning environment.

## Child Sexual Abuse and Other Maltreatment of Children

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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).

## Complaints and Concerns, Student or Parent [Policy FNG Legal/Local]

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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 student 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).

### **Guidance on Point of Contact for Addressing Concerns**

Continued Discipline Problems: Campus Administrator or Campus Counselor

Student Classroom Behavior: Classroom Teacher

Bus/Transportation Issues: Campus Administrator or the Transportation Coordinator at 972-274-0627

Attendance, Truancy, Tardies: Campus Attendance Clerk

Academic Concerns including Grades: Classroom Teacher

Standardized Dress Code Concerns: Campus Administrator

General Concerns or Information: Classroom Teacher or Campus Administration

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

## Criminal Mischief (TEXAS PENAL CODE 28.03)

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

1. They intentionally or knowingly damage or destroy the tangible property of the owner.
2. They intentionally or knowingly tamper with the tangible property of the owner and cause 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.

## Discipline Involving School Resource Officers

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Student incidences that compromise the safety of self or others may be managed and diffused in collaboration with School Resource Officers or Security staff. In every behavior incident, 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.

**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 physically attempt to remove him/herself from the altercation.

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 she/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.

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.
  - e) Criminal charges may be filed or an affidavit for disorderly conduct and/or assault may be issued.
- Affidavits will be filed if an adult witnesses the fight in grades 5-12.**f) Suspension from school for three days (if student has previously utilized all suspension days allowed, other more serious consequences may be assigned).
- g) Parent conference with school administrator may be required.
  - h) Assaults could warrant DAEP placement or recommendation for expulsion.
  - i) Persistent offenses may result in DAEP placement 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.

## Physical Restraint

**§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

The district utilizes non-violent Crisis Prevention Institute (CPI) techniques for restraints. A trained employee at each campus should be the initial contact to assist with the physical restraint of a student in emergency situations 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 who is in imminent danger of harming themselves or others.

Per Texas Administrative Code §89.1053, personnel called upon to use restraint in an emergency and who have not received prior training must receive training within 30 school days following the use of restraint.

## Dating Violence [Policy FFH Legal/Local]

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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.

## Disruption [Policy FNCl Legal & GKA Legal/Local]

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1. A person, other than a primary or secondary student enrolled in the school, 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**

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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.

## **Disruption of Lawful Assembly [Policy FNCI Legal & GKA Legal/Local]**

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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.
  - 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.

## **District Hearing Committee**

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

## **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]**

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.

Students participating in extracurricular activities will be subjected to a random drug test every 6 weeks. 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.

## **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 (UIL) - 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.*

All spring UIL Concert and Sight-Reading events have been reclassified as evaluations and will no longer fall under the eligibility guidelines of the “No Pass No Play” requirements. Participation in UIL Concert and Sight-Reading Evaluation is at the discretion of the student’s band director and the district Director of Fine Arts.

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## **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.

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## **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.

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## **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 intervention 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. Student's disciplinary history;
- d. Student's status in the conservatorship of the Department of Family and Protective Services;
- e. Student's status as homeless; or
- f. 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.**

## Persistent Offenses

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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.*

## Guidelines for Disciplinary Actions

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When imposing discipline, District personnel must adhere to the following guidelines:

- Discipline shall be administered when necessary to protect students, school employees, or property; maintain essential order and discipline; and promote an environment conducive to learning.
- Students shall be treated fairly and equitably. Discipline shall be based on a careful assessment of the circumstances of each case. Factors to consider shall include but are not limited to the following:
  - Seriousness of the offense.
  - Student's age.
  - Student's disciplinary history.
  - Student's status in the conservatorship of the Department of Family and Protective Services.
  - Student's status as homeless.
  - Intent or lack of intent at the time the student engages in the conduct.
  - Self-defense.
  - A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.
  - Potential effect of the misconduct on the school environment.
  - Any mitigating factors.

The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline violations of the Student Code of Conduct.

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

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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 district's web site at [www.DeSotoSD.org](http://www.DeSotoSD.org).

Examples of harassment may include, but are not limited to, making a comment, request, suggestion, or proposal that is obscene; offensive or derogatory language directed at a person's religious beliefs or practices, accent, skin color, or need for accommodation; threatening or intimidating conduct in a manner reasonably likely to alarm the person receiving the threat, to inflict bodily injury on the person or to commit a felony against the person; offensive jokes, name-calling, slurs, rumors, or false reports; physical aggression or assault; graffiti or printed material promoting racial, ethnic, or other negative stereotypes; causing the telephone of another to ring repeatedly or making repeated telephone communications anonymously or in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another; making a telephone call and intentionally failing to hang up or disengage the connection; knowingly permitting a telephone under the person's control to be used by another to commit an offense under this section; or sending repeated electronic communications in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another; 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]**

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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).

## **Hazing [Policy FNCC Legal]**

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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."

## Identification Badges

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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. ID badges must be administered before school and not during class. **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.**

## Interrogations and Searches [Policy FNF Legal/Local]

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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.

### 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

For provisions pertaining to student questioning by law enforcement officials or other **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.

## Jurisdiction

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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 that 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 district's 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

## Levels of Violations in the Student Code of Conduct

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The Student Code of Conduct classifies student violations according to their significance. There are five levels of increasingly serious violations. Minor offenses are classified as Level I violations. The most serious offenses are classified as Level V. Each level carries a range of consequences and learning experiences that are appropriate for the particular violation. Due to the nature of some infractions, they may be listed under more than one level. In these cases, the principal will decide upon the appropriate level consequence

according to the specific circumstances of the violation. Repeated violations in one level may result in disciplinary consequences at the next level.

For some disciplinary incidences, that can result in a Disciplinary Alternative Education Placement (DAEP), an in-school or out-of-school suspension for up to three days may occur in order to allow time for an investigation to take place.

### **LEVEL I Minor Infractions**

Minor infractions usually are not of a severe nature but may indicate a specific need.

The goal of Level 1 discipline is to identify student needs and provide support so students are able to behave in ways that positively contribute to academic achievement, social-emotional well-being, and school success. It should foster a school environment that maintains safe and orderly learning communities and balances the needs of the student, the needs of those directly affected by behaviors, and the needs of the overall school community. The loss of student privileges may be part of a disciplinary consequence in some cases. Privileges include, but are not limited to, unstructured lunch with other peers, unstructured recess with other peers, unstructured time, additional positive school-wide events created to promote positive culture and environment. Recess may not be removed as a disciplinary response; however, a structured recess with choice may be provided to students.

<p><b>Level I incidents may include, but are not limited to:</b></p>	<ul style="list-style-type: none"> <li>• Disruption of school activities;</li> <li>• Giving false information either verbally or in writing to a school staff member;</li> <li>• Failure to follow the directions of a teacher, principal, bus driver, supervisor, or other school staff member (does not compromise safety of self or others);</li> <li>• Directing profanity, vulgar language or obscene gestures toward other students;</li> <li>• Tardiness or truancy;</li> <li>• Littering of school grounds (classrooms, restrooms, hallways, cafeteria, open areas, outside areas);</li> <li>• Trespassing;</li> <li>• Dress code violations {<b>see Dress Code Guidelines</b>}.</li> </ul>
<p><b>For Level I incidents, behaviors should be supported using one or more of the management techniques appropriate for the student, the school environment, and the situation. It is up to the discretion of the principal or principal designee to determine how the behaviors will be supported:</b></p>	<ul style="list-style-type: none"> <li>• Parent/family conference with the student;</li> <li>• In-class redirection/warning or consequence;</li> <li>• Mediation/conflict resolution;</li> <li>• Change of seat assignment;</li> <li>• Confiscation of inappropriate item(s);</li> <li>• Loss of privilege(s);</li> <li>• Structured recess (limiting student involvement during recess time) or structured lunch</li> <li>• Parent conference with teacher and Administrator;</li> <li>• Parent phone call or note;</li> <li>• Teacher or designated staff counsels with the student; Special education students – refer to IEP; and</li> <li>• 504 students – refer to 504 accommodations</li> </ul>

<p><b>For Persistent Level 1 incidents, the following corrective actions and/or Level II interventions may be applied:</b></p>	<p>PK-2<sup>nd</sup> Grade Students:</p> <ul style="list-style-type: none"> <li>• Re-teach/practice emotion regulation</li> <li>• Provide small group intervention through counselor</li> <li>• Teach/practice skills through the use of social stories</li> <li>• Provide visual cues for behavior</li> </ul> <p>3<sup>rd</sup>-12<sup>th</sup> Grade Students:</p> <ul style="list-style-type: none"> <li>• Detention {<b>see</b> <u>Detention</u>};</li> <li>• Special education students – refer to IEP; and 504 students – refer to 504 accommodations;</li> <li>• Assignment to in-school suspension.</li> <li>• Additional in-class support/intervention</li> </ul>
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**LEVEL II Serious Disruptive Behavior**

In general, Level II incidents are considered more serious in nature and will need more intensive learning experiences and/or supports.

The discipline techniques at this stage are designed to teach the students positive alternative behaviors or to impress upon the student the consequences of negative behavior. After investigating the scope and nature of the incident, the campus administrator may implement any one or more of the discipline management techniques.

<p><b>Level II serious disruptive incidents may include, but are not limited to:</b></p>	<ul style="list-style-type: none"> <li>• Repeated and persistent Level I incidences;</li> <li>• Possession of articles inappropriate for school including electronic devices, matches, laser pointers, and/or printed material not appropriate for school</li> <li>• Improper use of telecommunication devices, authorized or unauthorized {<b>see</b> <u>Personal Telecommunications Devices/Electronic Devices</u>}</li> <li>• Gambling;</li> <li>• Harassment {<b>see</b> <u>Harassment</u>};</li> <li>• Bullying {<b>see</b> <u>Bullying</u>}</li> <li>• Gang Activity {<b>see</b> <u>Gangs</u>}.</li> <li>• Profanity/obscene gestures towards staff member(s)</li> </ul>
<p><b>For Level II incidents, behaviors should be supported using one or more of the management techniques appropriate for the student, the school environment, and the situation:</b></p>	<p>PK-2<sup>nd</sup> Grade Students:</p> <ul style="list-style-type: none"> <li>• Alternate between preferred and non-preferred activities</li> <li>• Conference with parent/guardian and administrator</li> <li>• Home visit</li> <li>• Small group intervention provided by counselor</li> </ul> <p>3<sup>rd</sup> – 12<sup>th</sup> Grade Students</p> <ul style="list-style-type: none"> <li>• Conference with campus administrator</li> <li>• Behavior contracts</li> <li>• Loss of privilege(s)</li> <li>• Confiscation of inappropriate item(s)</li> <li>• Partial or complete denial of attendance and/or participation in extracurricular activities</li> <li>• Structured lunch</li> </ul>

	<ul style="list-style-type: none"> <li>• Structured Recess</li> <li>• Detention {<b>see</b> <u>Detention</u>};</li> <li>• Removal from class for up to three days (Campus ISS);</li> <li>• Parent notification/parent conference;</li> <li>• Teacher removal from class, documented behavior;</li> <li>• Special education students – refer to IEP.</li> <li>• 504 students – refer to 504 accommodations;</li> </ul>
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A second Level II incident may result in any of the above consequences or out-of-school suspension (OSS) for up to three days or an additional assignment to in-school suspension (ISS). Repeat or serious Level II incidents may ultimately result in an assignment to DAEP.

**LEVEL III Serious or Persistent Misbehavior**

After reasonable discipline management techniques have been attempted and the campus administrator determines that the student’s presence in the regular classroom is disruptive to other students or persistent misbehavior violates the previously communicated standards of student conduct, the building administrator may assign in-school suspension (ISS) or out-of-school suspension (OSS) (up to three days) or remove a student to a disciplinary alternative educational program (DAEP).

If a student is suspended, the student’s absence(s) shall be considered excused if the student satisfactorily completes the class assignments for the period of suspension within the same number of days of his/her suspension, after the student’s return to school.

<p><b>Level III behaviors leading to such action may include, but are not limited to:</b></p>	<ul style="list-style-type: none"> <li>• Vandalism {<b>see</b> <u>Vandalism</u>};</li> <li>• Gang activity, including being a member of a Gang {<b>see</b> <u>Gangs</u>};</li> <li>• Tampering with, changing or altering records or documents of the District by any method, including, but not limited to, computer access or other electronic means;</li> <li>• Directing profanity, vulgar language or obscene gestures toward other student, school personnel, or any other person;</li> <li>• Engaging in verbal abuse, i.e., name-calling, ethnic or racial slurs, or derogatory statements addressed publicly to others that may disrupt the school program or incite violence;</li> <li>• Engaging in other serious or persistent misbehavior (two or more violations of the Code of Conduct or repeated occurrence of the same moderate/major offense);</li> <li>• Use/possession of tobacco {<b>see</b> <u>Tobacco Possession/Use</u>};</li> <li>• Taking part in a violent struggle involving the exchange of physical blows or the use of weapons. {<b>see</b> <u>Fighting</u>};</li> <li>• Intentionally, knowingly, or recklessly causing bodily injury to another person {<b>see</b> <u>Assault</u>};</li> <li>• Harassment or Bullying {<b>see</b> <u>Bullying and Harassment</u>};</li> </ul>
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	<ul style="list-style-type: none"> <li>• Insubordination {<b>see</b> <u>Insubordination</u>};</li> <li>• Use of force or threat;</li> <li>• Engaging in any form of sexual harassment of another student or staff member {<b>see</b> <u>Sexual Harassment</u>};</li> <li>• Inappropriate touching/sexual behavior</li> <li>• Planning and/or organizing and/or instigating and/or participating in an activity that causes substantial disruption of the educational program;</li> <li>• Possession of any weapon not prohibited in Level V, including but not limited to BB/pellet guns, knives, razors, box cutters, “look-alike” weapons, chains, ammunition or stun guns {<b>see</b> <u>Weapons</u>};</li> <li>• Possession of ammunition, fireworks, matches or a lighter, or other dangerous instruments;</li> <li>• Misdemeanor theft;</li> <li>• Extortion, coercion, kidnapping, or blackmail;</li> <li>• Damaging and/or destroying and/or altering district electronic devices and/or software by any method including, but not limited to, the use of computer software viruses or other electronic means;</li> <li>• Inappropriately using instructional materials including electronic devices or other technology;</li> <li>• Hazing {<b>see</b> <u>Hazing</u>};</li> <li>• Possessing drug paraphernalia, as drug paraphernalia is defined by the <i>Texas Controlled Substance Act (Article 4476-15, Vernon’s Texas Civil Statutes)</i> {<b>see</b> <u>Drug/Alcohol Possession/Use</u>}; Nonfelony criminal mischief.</li> <li>• Persistent violations of the Student Code of Conduct</li> </ul>
<p style="text-align: center;"><b>For Level III incidents, behaviors should be supported using one or more of the management techniques appropriate for the student, the school environment, and the situation:</b></p>	<p>PK-2<sup>nd</sup> Grade Students:</p> <ul style="list-style-type: none"> <li>• Alternate between preferred and non-preferred activities</li> <li>• Conference with parent/guardian to build an intervention plan</li> <li>• Home Visit</li> <li>• Counselor provides individual social skill intervention support</li> <li>• For behaviors that compromise the safety of one or more students or staff, a safety plan must be created with interventions and consequences</li> </ul> <p>3<sup>rd</sup>-12<sup>th</sup> Grade Students:</p> <ul style="list-style-type: none"> <li>• Assignment to in-school suspension (ISS); and/or</li> <li>• Out-of-school suspension (up to three days); and/or</li> </ul>



	<ul style="list-style-type: none"> <li>• Certain offenses may result in ticketing/affidavit by School Resource Officer or the DeSoto Police Department.</li> <li>• Special education students – refer to IEP; and 504 students – refer to 504 accommodations;</li> <li>• A student who is involved in a Level III incident and is suspended or placed in a DAEP is prohibited from attending or participating in school-sponsored or school-related activities.</li> </ul>
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**Level IV Offenses Resulting in Placement to a Disciplinary Alternative Education Program (DAEP)**

A student will be placed in a disciplinary alternative education program (District DAEP or Dallas County Juvenile Justice Alternative Education Program) for any of the following incidents if committed on school property or while attending school-sponsored or school-related activities on or off school property.

<p><b>Behaviors leading to such action may include, but are not limited to, the following:</b></p>	<ul style="list-style-type: none"> <li>• Serious or persistent misbehavior (two or more violations of the Code of Conduct or repeated occurrence of the same moderate/major offense) after the student has been placed in a campus ISS and continues to violate the District Student Code of Conduct;</li> <li>• Regardless of where the conduct occurs, engaging in conduct involving a public school that contains the elements of the offense of false alarm or report (<i>under Section 42.06 Texas Penal Code</i>), or terroristic threat (<i>Section 22.07, Texas Penal code</i>);</li> <li>• Assault of an individual under <i>Section 22.01 (a) (2) (a) (3), Texas Penal Code</i>;</li> <li>• Assault of an employee or volunteer</li> <li>• On or within 300 feet of school property or while attending a school-sponsored or school-related activity on or off school property, engaging in conduct that contains the elements of the offense of assault under <i>Section 22.01 (a)(1), under Texas Penal Code</i>;</li> <li>• On or within 300 feet of school property or while attending a school-sponsored or school-related activity on or off school property, selling, giving, delivering, possessing, using, or being under the influence of marijuana or a controlled substance (real or imitation) (as defined by <i>Chapter 481, Health and Safety Code, or by 21 U.S.C. Section 801 et. Seq.</i>), including any marijuana-like substance that in commonly found in K2, Spice, or any synthetic substance that produces psychoactive effects, or a dangerous drug (as defined by <i>Chapter 482, Health and Safety Code</i>) or an abusable volatile chemical under</li> </ul>
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	<p><i>Section 485.031-485.034, Health and Safety Code</i>, if punishable as a misdemeanor;</p> <ul style="list-style-type: none"> <li>• On or within 300 feet of school property or while attending a school-sponsored or school-related activity on or off school property, selling, giving, or delivering to another person an alcoholic beverage (as defined by <i>Section 1.04, Alcoholic Beverage Code</i>); committing a serious act or offense while under the influence of alcohol; or possessing, using, or being under the influence of an alcoholic beverage (<b>see <u>Drug/Alcohol Possession/Use</u></b>);</li> <li>• On or within 300 feet of school property or while attending a school-sponsored or school-related activity on or off school property, engaging in conduct that contains the elements of the offense of public lewdness (under <i>Section 21.09, Texas Penal Code</i>);</li> <li>• On or within 300 feet of school property or while attending a school-sponsored or school-related activity on or off school property, engaging in conduct that contains the elements of the offense of aggravated robbery (under <i>Section 29.03, Texas Penal Code</i>);</li> <li>• On or within 300 feet of school property or while attending a school-sponsored or school-related activity on or off of school property, engaging in conduct punishable as a felony</li> <li>• Engaging in conduct occurring off campus and while the student is not in attendance at a school-sponsored or school-related activity if: <ul style="list-style-type: none"> <li>○ The student received deferred prosecution under <i>Section 53.03, Texas Family Code</i>, for conduct defined as a felony offense in <i>Title 5, Penal Code</i> or the felony offense of aggravated robbery under <i>Section 29.03</i>; or</li> <li>○ A court or jury finds that the student has engaged in delinquent conduct under, <i>Section 54.03, Texas Family Code</i>, for conduct defined as a felony offense in <i>Title 5, Penal Code</i> or the felony offense of aggravated robbery under <i>Section 29.03</i>; or</li> <li>○ The Superintendent or the Superintendent's designee has a reasonable belief that the student has engaged in conduct defined as a felony offense in <i>Title 5, Penal Code</i> or the felony offense of aggravated robbery under <i>Section 29.03</i>.</li> </ul> </li> <li>• Regardless of time or location, engaging in conduct on or off school property that</li> </ul>
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	<p>contains the elements of the offense of retaliation under <i>Section 36.06, Texas Penal Code</i>, against any school employee;</p> <ul style="list-style-type: none"> <li>• Engaging in conduct that contains the elements of an offense of deadly conduct under <i>Section 22.05, Penal Code</i>;</li> <li>• Engaging in conduct that contains element of the offense of criminal mischief under <i>Section 28.03, Penal Code</i>, if the conduct is punishable as a felony;</li> <li>• Off campus, non-violent felony, if the Superintendent/designee has a reasonable belief 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;</li> <li>• Breach of Computer Security, under the <i>Penal Code</i>, is a permissive expellable offense if a student accesses a district's computers, computer system, or computer network and knowingly alters, damages, or deletes district property or information;</li> <li>• A student who is younger than 10 years of age shall be removed from class and placed in a disciplinary alternative education program if the student engages in conduct that would be an expellable offense for students 10 years or older. A student who is under 10 years of age who possesses a firearm shall be expelled but shall receive education in the DAEP during the term of the expulsion. See the list of expellable offenses in Level V of the Student Code of Conduct;</li> <li>• Engages in false fire alarms, false alarms or terrorist threats</li> </ul>
<p><b>Level IV consequences may include, but are not limited to:</b></p>	<p>PK-2<sup>nd</sup> Grade Students:</p> <ul style="list-style-type: none"> <li>• For behaviors that compromise the safety of one or more students or staff, a safety plan must be created with interventions and consequences</li> <li>• Assignment to DAEP</li> <li>• Referral to external resources</li> </ul> <p>3<sup>rd</sup>-12<sup>th</sup> Grade Students:</p> <ul style="list-style-type: none"> <li>• Assignment to a DAEP;</li> <li>• Special education students will be referred to an ARD Committee and 504 students referred to 504 Committee;</li> <li>• Referral will be made to the DeSoto Police Department for appropriate legal action;</li> <li>• Expulsion to the Dallas County Juvenile Justice Alternative Education Program;</li> <li>• A student who is involved in a Level IV incident and is placed in a DAEP is prohibited from attending or participating in school-sponsored or school-related activities.</li> </ul>

Title 5 felonies include criminal homicide; murder; capital murder; manslaughter; criminally negligent homicide; kidnapping; aggravated kidnapping; indecency with a child; sexual assault; aggravated sexual assault; sexual coercion; injury to a child, elderly individual, or disabled individual; abandoning or endangering a child; deadly conduct; terroristic threat; aiding suicide; tampering with a consumer product; smuggling of persons; trafficking of persons; public lewdness; indecent exposure; bestiality; improper relationship between educator and student; harassment by persons in certain correctional facilities; harassment of public servant; improper photography or visual recording.

**LEVEL V Offenses Resulting in Expulsion/Referral to the Dallas County Juvenile Justice Alternative Education Program (JJAEP)**

A student shall be expelled for any of the following offenses that occur on District school property or while attending a school-sponsored or school-related activity of a school in another district in Texas. Consequences will not be deferred pending the outcome of an appeal.

<p><b>Behaviors leading to such action may include, but are not limited to, the following:</b></p>	<ul style="list-style-type: none"> <li>• A firearm violation, as defined by federal law. A firearm under <b>federal law</b> includes the following:             <ul style="list-style-type: none"> <li>○ Any weapon (including a started gun), which will or is designated to or which may readily be converted to expel a projectile by the action of an explosive;</li> <li>○ The frame or receiver of any such weapon;</li> <li>○ Any firearm muffler or firearm weapon;</li> <li>○ Any destructive device, such as any explosive, incendiary, or poison gas bomb or grenade.</li> </ul> </li> <li>• Use, exhibition, or possession of the following, under the <i>Texas Penal Code</i>:             <ul style="list-style-type: none"> <li>○ A firearm;</li> <li>○ A Location-restricted knife, such as a knife with a blade over 5 ½ inches; a hand instrument designed to cut or stab another by being thrown including, but not limited to, a dart, stiletto, poniard, dagger, bowie knife, sword, or spear;</li> <li>○ A club;</li> <li>○ 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. {<b>see</b> Weapons};</li> <li>○ Possession of or conspiring to possess any explosive or improvised explosive device.</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>• Engages in conduct specified by Section 37.006(a)(2)(c) or (d), if the conduct is punishable as a felony</li> <li>• Engaging in conduct containing the elements of the following under the <i>Texas Penal Code Title 5</i>: <ul style="list-style-type: none"> <li>○ Aggravated assault, sexual assault, or aggravated sexual assault;</li> <li>○ Arson;</li> <li>○ Murder, capital murder, or criminal attempt to commit murder;</li> <li>○ Aggravated robbery;</li> <li>○ Manslaughter;</li> <li>○ Criminally negligent homicide;</li> <li>○ Indecency with a child;</li> <li>○ Kidnapping or aggravated kidnapping;</li> <li>○ Behavior related to an alcohol or drug offense that could be punishable as a felony;</li> <li>○ Retaliation against a school employee, combined with one of the above listed offenses on or off school property or at a school-sponsored or school-related activity;</li> </ul> </li> </ul> <p>Continuous sexual abuse or young child or children.</p> <ul style="list-style-type: none"> <li>• Engages in conduct that contains the elements of any offense listed above against any employee in retaliation for or as a result of the employee's employment with a school district.</li> <li>• After being placed in a DAEP for disciplinary reasons, continuing to engage in serious misbehavior that violates the District Student Code of Conduct. Serious misbehavior is defined as 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, as defined by <i>Section 1.07, Penal Code</i>; or conduct that constitutes the offense of public lewdness under <i>Section 21.07 of the Penal Code</i>, indecent exposure under <i>Section 21.08 of the Penal Code</i>; criminal mischief under <i>Section 28.03 of the Penal Code</i>; personal hazing under the <i>Education Code</i>, or harassment under <i>Section 42.07 (a)(1) of the Penal Code</i>, of a student or district employee.</li> </ul>
<p><b>Level V consequences may include, but are not limited to:</b></p>	<p>PK-2<sup>nd</sup> Grade Students:</p> <ul style="list-style-type: none"> <li>• Assignment to DAEP</li> <li>• Community resources are reviewed with parents and a referral is made.</li> <li>• Parent Conference to create or update the student intervention plan and safety plan.</li> </ul>

	<p>3<sup>rd</sup>-12<sup>th</sup> Grade Students:</p> <ul style="list-style-type: none"> <li>• Mandatory expulsion and juvenile court referral to DCJJAEP for 90 days or one year for firearms.</li> <li>• Dallas County Juvenile Department referral</li> <li>• DeSoto Police Department notification</li> <li>• Special Education and Section 504 students will be referred to an ARD Committee or Section 504 Committee</li> </ul>
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## Levels of Violations in the Student Code of Conduct Appeal Process:

Questions from parents regarding disciplinary measures should be addressed to the teacher, campus administration, or campus behavior coordinator, as appropriate. Appeals or complaints regarding the use of specific discipline management techniques should be addressed in accordance with policy FNG(LOCAL). A copy of the policy may be obtained on the District's website: [www.DesotoSD.org](http://www.DesotoSD.org).

Consequences shall not be deferred pending the outcome of a grievance.

## Modules of Levels of Violations and Consequences

The following modules are examples of what each level of behavior looks like and how it will be handled in school settings.

Level I Behavior: Student is talking out of turn during class time.	Level I Consequence: In-class redirection
Level II Behavior: Student is talking on a cell-phone during class time.	Level II Consequence: Confiscation of inappropriate item until the end of day.
Level III Behavior: Student uses vulgar language when speaking to peers and/or campus staff.	Level III Consequence: Assignment to an in-school suspension (ISS)
Level IV Behavior: Student brings alcohol on or within 300 feet of school property.	Level IV Consequence: Assignment to a DAEP
Level V Behavior: Student brings a firearm to school.	Level V Consequence: Expulsion and referred to the Dallas County Juvenile Justice Alternative Education Program (JJAEP)

## 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 Legal/Local), 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.

## Parking Guidelines

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### 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 following 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 will use the gym parking on the east side of the campus. **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. 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. Students who regularly leave campus for early release will show their ID badge upon exiting the campus.

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.
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.
15. Failure to comply with any or all parking regulations may result in loss of parking privilege or other disciplinary consequence included in the Student Code of Conduct.

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## 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.

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## 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.

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## 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.

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## **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.

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## **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."

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## **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.

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## **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, vape pens, 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.

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## **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.

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.

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## **Standardized Dress Guidelines**

DeSoto Independent School District has implemented PK-12 Standards of Dress Guidelines for all campuses. These guidelines give the district a positive and distinctive identity and reflect the values of the schools and community. All students are required to comply with these guidelines each day and are expected to adhere to common practices of modesty, cleanliness and neatness.

Campus principals will have complete and final judgment on all matters concerning interpretation of the implemented PK-12 Standards of Dress Guidelines. Matters concerning appearance and dress not specifically covered shall be within the discretion of the campus principal or designee. These 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 school Guidance Counselor by phone, email or in person to request assistance.

	<b>ALLOWED</b>	<b>NOT ALLOWED</b>
<b>TOPS/SHIRTS</b>	All students (PK-12) can wear any color top/shirt; OR a college, military, or spirit shirt. Shirt must fit the individual properly. Shirts can be long or short sleeved. Shirts are not limited to solid colors.	<ul style="list-style-type: none"> <li>• Sleeveless, tanks/camis, tube or halter tops</li> <li>• Crop tops or low-cut shirts</li> <li>• Lewd or inappropriate text/graphics</li> <li>• Tops or shirts with holes in them</li> </ul>
<b>BOTTOMS</b>	All Students (PK-12) can wear bottoms that fit the individual properly. Material (athletic attire is also included) and colors do not matter however clothing cannot be too big or too tight. Shorts or skirts must be no shorter than five (5) inches from the knee.	<ul style="list-style-type: none"> <li>• Leggings</li> <li>• Pajama Pants</li> <li>• Tights (under a skirt ONLY)</li> <li>• Sagging: Pants that are unnaturally fitting at the waist and crotch area.</li> <li>• Pants with holes</li> </ul>
<b>SKIRTS/DRESSES</b>	Dresses must have sleeves. Dresses (and skirts) must fit appropriately and must not be too tight or no shorter than (5) inches from the knee.	<ul style="list-style-type: none"> <li>• Mini dresses/skirts</li> <li>• Halter dresses or spaghetti straps</li> </ul>
<b>SHOES</b>	Shoes must be worn at all times.	<ul style="list-style-type: none"> <li>• House shoes</li> <li>• Stiletto heels</li> <li>• Flip-flops</li> <li>• Athletic slides</li> <li>• Open-toe/Open-heel</li> <li>• Shoes with wheels</li> </ul>
<b>OUTERWEAR: SWEATERS, SWEATSHIRTS, JACKETS, COATS, HOODIES</b>	All students (PK-12) can wear any color outerwear. Outwear must be appropriately sized.	<ul style="list-style-type: none"> <li>• Lewd or inappropriate text/graphics</li> </ul>
<b>HATS, BASEBALL CAPS, HEAD WRAPS</b>	Head wraps will be permitted for students to wear. These may not include any lewd or inappropriate text or graphics Religious head wraps are permitted Caps and headwraps worn for medical reasons are permitted	<ul style="list-style-type: none"> <li>• Hats</li> <li>• Baseball Caps</li> <li>• Sock hats (only permitted outdoors)</li> <li>• Bonnets</li> <li>• Durags</li> </ul>
<b>FACE SHIELDS, MASKS, GATORS</b>	Mouth coverings are not required but highly encourage to help lower the spread of the COVID-19 virus.	<ul style="list-style-type: none"> <li>• Lewd or inappropriate text/graphics</li> </ul>

\*\*Students are not allowed to wear to school: jewelry that may be distracting, lewd, or can present safety hazard (very large earring hoops), visible body piercing except ears, or any item lewd/offensive in nature, gang-related.

**Backpacks: There is no stipulation/requirement regarding backpack color/material.**

## **PK-12 Standards of Dress Guidelines Violation Consequence Matrix**

(Grades 6-12)

DeSoto Independent School District has implemented PK-12 Standards of Dress Guidelines for all campuses. These guidelines give the district a positive and distinctive identity and reflect the values of the schools and

community. All students are required to comply with these guidelines each day and are expected to adhere to common practices of modesty, cleanliness and neatness.

Campus principals will have complete and final judgment on all matters concerning interpretation of the implemented PK-12 Standards of Dress Guidelines. Matters concerning appearance and dress not specifically covered shall be within the discretion of the campus principal or designee. These 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 school Guidance Counselor by phone, email or in person to request assistance.

PK-12 Standards of Dress Guidelines 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 B	A and B	A and C	A and D	A-D

- A. Parent contact or parent conference
- B. Warning
- C. Detention
- D. Loss of privilege

## Student Grooming [Policy FNCA Local]

The following statements briefly outline additional guidelines 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.
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 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.

## 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

3<sup>rd</sup> Tardy            warning letter

6 <sup>th</sup> Tardy	second warning letter
9 <sup>th</sup> Tardy	warning letter and referral to attendance committee; warning that next tardy will result in school consequences

Middle School

1–2 <sup>nd</sup> Tardy	warning
3–4 <sup>th</sup> Tardy	detention and intervention
5+ Tardies	office referral and intervention

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

1–2 <sup>nd</sup> Tardy	verbal warning
3-4 <sup>th</sup> Tardy	detention
5th Tardy	two detentions
6-7 <sup>th</sup> Tardy	office referral, 2-hour Friday School, and intervention
8 <sup>th</sup> Tardy	office referral, 4-hour Friday School, and intervention
9-11 <sup>th</sup> Tardy	office referral, one period of ISS, and intervention
12-13 <sup>th</sup> Tardy	office referral, one day of ISS, and intervention
14th Tardy	office referral, day out-of-school suspension
15+ Tardies	office referral resulting in a 1 day out of school suspension for each subsequent tardy

If secondary students arrive to first period more than 15 minutes late to first period, this may be considered an absence. If secondary students arrive to other classes (not first period) later than 10 minutes, this may be considered an absence for the student.

## Technology Resources Acceptable Use and Internet Safety Policy

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**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 and Inappropriate Use of Technology Resources.** Students are prohibited from possessing, sending, forwarding, posting, accessing, or displaying electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal. This prohibition also applies to conduct off school property, whether the equipment used to send such messages is district-owned or personally owned, if it results in a substantial disruption to the educational environment.

Any person taking, disseminating, transferring, possessing, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as "sexting" will be disciplined according to the Student Code of Conduct, may be required to complete an education program related to the dangers of this type of behavior, and in certain circumstances, may be reported to law enforcement.

3. **Unacceptable Uses of Technology Resources.** The following, non-exhaustive list of uses is 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.

4. 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 Pre-K - 8th grade are not allowed to have cell phones out or turned on during the instructional day unless there is prior teacher approval.**

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.

Students who use cell phones/tablets/laptops/camera to film fights will receive consequences based on the Level of Violation in the Student Code of Conduct. Also, students who participate in fights that are filmed and do not occur in the presence of adults will receive consequences based on the Level of Violation in the Student Code of Conduct

#### **DeSoto ISD Cell Phone Use**

- For safety purposes, the District permits students to possess cell phones.
- Cell phones must remain turned off and not visible except for certain designated areas during the instructional day and all testing times during the school day.
- High school students may use the phones in the cafeteria before school, in the cafeteria during the student's assigned lunch period, and after school.
- The use of headphones/earbuds is NOT allowed. Cell phones are not to be used in the restrooms. Class use is at the teacher's discretion.
- If a student uses or displays a cell phone outside of the designated areas and times, the phone, including the SIM card, will be confiscated by the staff and turned in to the front office personnel.
- A detention will be issued for each offense.
- Any student who does not comply with directions or requests by the DeSoto ISD staff regarding cell phones or other prohibited items will be subject to further discipline, including suspension.

#### **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.

### **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.

## **Telecommunication Guidelines (Cell Phones) [Policy FNCE Legal/Local]**

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**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**

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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 or telephone number appear on the device 30 days prior notice of its intent to dispose of that device. The notice shall include the serial number of the device and may be made by telephone or in writing. The company may obtain the release of the telecommunications device for a \$15 fee.

Parents shall be notified prior to the disposal of the device.

## **Trespassing**

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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.

## **Truancy [Policy FDC Legal/Local & FDE Legal]**

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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 consequence by filing in 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 ten or more days, or parts of days, within a six-month period.**

Prior to filing on the parent or referring the student to court, 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 will be filed on and the student will be referred to court.

## UIL Spectator Rules of Conduct

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**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. **Student ID's are required for entry into home games.**

## Vandalism and Damage to School Property [Policy FN CB Legal]

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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

## Videotaping of Students

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An employee of DeSoto ISD may videotape students for 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.

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.

## Visits to the School

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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.

## Weapons [Policy FNCG Legal]

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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).
12. A firearm silencer (any device designed, made, or adapted to muffle the report of a firearm).


***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 pocketknives.
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.



# Removal, Detention, Suspension & Disciplinary Alternative Education Placement (DAEP)

# Removal, Detention, Suspension and Disciplinary Alternative Education Placement (DAEP)

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## Detention

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The detention room will be a quiet workplace for students who are sent there by administrators for minor disciplinary infractions. The detention room is not a social hour; students assigned to the detention room must work on school-related work during non-instructional hours (during lunch, after school). Detentions will be supervised by a school monitor. Students who fail to serve a detention as assigned will receive progressively more severe punishment. Parents may be required to provide transportation when the student has been assigned detention.

## Exclusionary Discipline (ISS, OSS, DAEP) [Policies FOA Legal/Local]

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

## Exclusionary Discipline and 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.

Before ordering the suspension, expulsion, removal to a disciplinary alternative education program, or placement in a juvenile justice alternative education program of a student, the behavior coordinator must consider whether the student acted in self-defense, the intent or lack of intent at the time the student engaged in the conduct, the student's disciplinary history, and whether the student has a disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct, regardless of whether the decision of the behavior coordinator concerns a mandatory or discretionary action. Texas Education Code 37.009(a)

## In-School Suspension (ISS)

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ISS is a disciplinary consequence in which a student is suspended from classes yet remains on campus. The student will be assigned to a specified supervised classroom for the school day and will be separated from all students not assigned to ISS. Though isolated from the regular school setting, students assigned to ISS are expected to study and complete assignments (including quizzes, tests, and projects) during their time in ISS. All work and assignments given during the day of suspension shall be provided to students that same day during ISS. Students assigned to ISS are not eligible to attend or participate in any school activities until the day following the last day of the assignment. The decision of the principal is final.

## **Out-of-School Suspension**

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The district shall not use out-of-school suspension for students in grade 2 or below or students who are homeless unless the conduct meets the requirements established in law.

A student in grade 2 or below or a student who is homeless shall not be placed in out-of-school suspension unless, while on school property or while attending a school-sponsored or school-related activity on or off school property, the student engages in:

- Conduct that contains the elements of a weapons offense, as provided in Penal Code Section 46.02 or 46.05;
- Conduct that contains the elements of assault, sexual aggravated assault, or aggravated sexual assault, as provided by the Penal Code; or
- Selling giving, or delivering to another person or possessing, using, or being under the influence of any amount of marijuana, or an alcoholic beverage, or a controlled substance or dangerous drug as defined by federal or state law.

The district shall use a positive behavior program as a disciplinary alternative for students in grade 2 or below or students who are homeless who commit general conduct violations instead of suspension or placement in DAEP. The program shall meet the requirements of law.

The principal or other appropriate administrator may suspend (from school) a student in grades 3-12 who engages in conduct identified in the Student Code of Conduct as conduct for which a student may be suspended. An out-of-school suspension may not exceed three (3) school days per behavior violation as stipulated in TEC 37.005. Students assigned to out-of-school suspension are not eligible to attend or participate in any school activities, nor permitted on school grounds, until the day following the last day of the assignment. The school/staff will coordinate a means for the parent/guardian to access their student's work so that academic progress may continue. Out-of-school suspensions are considered excused absences. The decision of the principal is final.

## **Disciplinary Alternative Education Program (DAEP) Overview**

The district provides a DAEP for all elementary and secondary students 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 90 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.

## **Students Newly Enrolled to the District**

The district shall continue the DAEP placement of a student who enrolls in the district and was assigned to a DAEP in another district, A newly enrolled student with a DAEP placement from a district in another state

shall be placed as any other newly enrolled student if the behavior committed is a reason for DAEP placement in the receiving district.

If a student placed in DAEP attempts to enroll in another district before the DAEP period is concluded, the DAEP placement order is to be sent to the receiving district at the time other records are provided. The receiving district may continue the DAEP placement for the remainder of the term.

## **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 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. Not later than five instructional days after the date of a student's exit from DAEP, the campus administrator shall coordinate the student's transition to a regular classroom. A student that receives Special Education services must have an Admission, Review and Dismissal meeting prior to returning to the home campus.

## **Appeals and Hearings Process for Off-Campus Disciplinary Alternative Education Program**

### **Hearings**

A student facing removal to the DAEP shall be given a hearing with appropriate due process.

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.

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. According to 34 Code of Federal Regulations § 300.530, students with disabilities cannot be removed to an alternative placement more than 45 school days.

#### **Length of Assignment (preferably by 6 weeks; corresponding with grading periods)**

Elementary 15-45 days

Middle 15 – 45 days

High School 15 – 45 days

\*Assault on student or employee 30 – 90 days

## Review

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.

## Appeals of Placement to the DAEP

The decision of the principal in proceedings for removal of a student to a DAEP may be appealed to the Superintendent or designee. A student, parent, guardian, or representative desiring to appeal a decision of the principal to the Superintendent or designee shall give written notice of the appeal to such officials within three school days after the decision of the principal is communicated to the parents, guardian, or representative. Failure to give timely notice of appeal shall constitute a waiver of the student's right to appeal. The Superintendent or designee may convene a panel of administrators from other campuses to hear the appeal and provide impartial input. After hearing and reviewing all information pertaining to the incident, the Superintendent or designee's decision is final.

During the pendency of an appeal of a placement in the DAEP, the student may not be denied the privileges of the home campus unless the home campus principal determines that the student's continued presence there presents a continuing danger of physical harm to the student or other individuals. In the event of such a determination, the student shall be suspended for a maximum of three days.

All decisions on appeal shall be made on the basis of the evidence received at the appellate hearing. Decisions on appeal shall be announced as soon as possible after the conclusion of the appellate hearing and shall be communicated in writing to the student's parents, guardian, or representative.

## DAEP Appeal Process [Education Code 37.009(b); Board Policy FOC Legal]

- 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 periodThe 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 Designee's decision is final and may not be appealed

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## 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.

## 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

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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)

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## 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.

### 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 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.

### 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 interest 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/guardian may appeal the placement by requesting a conference between the board or its designee, the student, and the student's parent/guardian. 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.



# Expulsion

## Expulsion [Policy FOD Legal/Local]

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### **Dallas County Juvenile Justice Alternative Education Program (DCJJAEP) Overview**

When students engage in behavior that requires expulsion, they are assigned to the DCJJAEP, 1673 Terre Colony Court, Dallas, Texas, 75212. The DCJJAEP is a school program operated by Dallas County.

Students assigned to DCJJAEP may not return to any DeSoto ISD facility or attend any school-sponsored or school-related activities of DeSoto ISD. Once students have been assigned to the DCJJAEP, students will remain at home until they are notified by the DCJJAEP.

Note: Students under the age of 10 cannot be expelled. If a student under the age of 10 engages in expellable conduct, the student must be assigned to DAEP. If a student under the age of 6 commits a federal firearms violation, the student must be placed in DAEP.

### **Students Newly Enrolled to the District**

DeSoto ISD will continue the expulsion order for students attempting to enroll who have been expelled from a previous district.

If a student who is expelled attempts to enroll in another district before the expulsion period is concluded, the expulsion order is sent to the receiving district at the time other records are provided. The receiving district may continue the expulsion order for the remainder of the term.

### **Due Process for Expulsions**

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 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.

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.



## **Appeals of Placement to Dallas County Juvenile Justice Education Program (DCJJAEP)**

The parent/guardian of a student may appeal the designee's decision following the expulsion (removal from DeSoto ISD enrollment) hearing as follows:

1. The parent/guardian contacts Student Support Services to request an appeal of DCJJAEP placement
2. The parent will be contacted, and a hearing will be scheduled
3. The DCJJAEP appeal will be conducted with the student and parent/guardian
4. At the conclusion of the hearing a decision will be made to expel or not expel the student
5. The Board Designee's decision is final and may not be appealed except for:
  - a. Level V Offenses, which can be appealed to the State District Court of Dallas County. The decision of the District Court is final.

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.

### **Court Involvement**

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.

### **Reports to Local Law Enforcement, Liability**

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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.

## Prohibited Activity Off Campus


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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.



**Notice of Parent and  
Student Rights Family  
Educational Rights &  
Privacy Act, 20 U.S.C.  
SEC. 1232g**

# Aiding Students Who Have Learning Difficulties or Who Need Special Education or Section 504 Services

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For those students who are having difficulty in the regular classroom, all school districts and open enrollment charter schools must consider tutorial, compensatory, and other academic or behavior support services that are available to all students, including a process based Multi-Tiered Systems of Support (MTSS). The implementation of MTSS has the potential to have a positive impact on the ability of districts and charter schools to meet the needs of all struggling students.

If a student is experiencing learning difficulties, his or her parent may contact the individual(s) listed below to learn about the school's overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for a special education evaluation or for a Section 504 evaluation to determine if the student needs specific aids, accommodations, or services. A parent may request an evaluation for special education or Section 504 services at any time.

## **Special Education Referrals**

If a parent makes a written request for an initial evaluation for special education services to the Director of Special Education services or an administrative employee of the school district or open enrollment charter school, the district or charter school must respond no later than 15 school days after receiving the request. At that time, the district or charter school must give the parent a prior written notice of whether it agrees to or refuses to evaluate the student, along with a copy of the *Notice of Procedural Safeguards*. If the school district or charter school agrees to evaluate the student, it must also give the parent the opportunity to give written consent for the evaluation.

Please note that a request for a special education evaluation may be made verbally and does not need to be in writing. Districts and charter schools must still comply with all federal prior written notice and procedural safeguard requirements and the requirements for identifying, locating, and evaluating children who are suspected of being a child with a disability and in need of special education. However, a verbal request does not require the district or charter school to respond within the 15-school-day timeline.

If the district or charter school decides to evaluate the student, it must complete the student's initial evaluation and evaluation report no later than 45 school days from the day it receives a parent's written consent to evaluate the student. However, if the student is absent from school during the evaluation period for three or more school days, the evaluation period will be extended by the number of school days equal to the number of school days that the student is absent.

There is an exception to the 45-school-day timeline. If a district or charter school receives a parent's consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year. However, if the student is absent from school for three or more days during the evaluation period, the June 30th due date no longer applies. Instead, the general timeline of 45 school days plus extensions for absences of three or more days will apply.

Upon completing the evaluation, the district or charter school must give the parent a copy of the evaluation report at no cost.

Additional information regarding special education is available from the district or charter school in a companion document titled *Parent's Guide to the Admission, Review, and Dismissal Process*.

### **Contact Person for Special Education Referrals:**

The designated department to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for special education services is:

Department Name: Special Education Department  
Phone Number: 972-274-8212 Ext 8251

### **Section 504 Referrals:**

Each school district or charter school must have standards and procedures in place for the evaluation and placement of students in the district's or charter school's Section 504 program. Districts and charter schools must also implement a system of procedural safeguards that includes notice, an opportunity for a parent or guardian to examine relevant records, an impartial hearing with an opportunity for participation by the parent or guardian and representation by counsel, and a review procedure.

### **Contact Person for Section 504 Referrals:**

The designated department to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for Section 504 services is:

Department Name: Special Education Department  
Phone Number: 972-274-8212 Ext 8251

### **Additional Information:**

The following websites provide information and resources for students with disabilities and their families.

- [Legal Framework for the Child-Centered Special Education Process](#)
- [Partners Resource Network](#)
- [Special Education Information Center](#)
- [Texas Project First](#)

## **Student Records [Policies FL, FL (E) Local]**

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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*

## **Parent and Student Rights**

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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
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.

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.
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. Sexual 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.
8. Income, other than as required by law to determine program eligibility.

## Health Management

This section includes information on public health and the District's management plan.

## 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, by email at [dlester@desotoisd.org](mailto:dlester@desotoisd.org) or by phone at 972-223-6666.

## 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 or 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 Should You 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/>.

## **COVID - 19**

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### **What is COVID-19?**

COVID-19 is a disease caused by SARS-CoV-2 that can trigger what doctors call a respiratory tract infection. It can affect your upper respiratory tract (sinuses, nose, and throat) or lower respiratory tract (windpipe and lungs). COVID-19 is spread mainly through person-to-person contact.

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

Symptoms of COVID may appear 2-14 days after exposure to the virus. Symptoms of COVID include fever, coughing, fatigue, headaches, nausea, diarrhea, congestion/runny nose and loss of smell or taste. Emergency warning signs include trouble breathing, chest pain or pressure, new confusion and the inability to wake or stay awake. If someone is shows any of these signs, the should seek emergency medical care immediately.

### **How is COVID-19 spread?**



Most of the time, it spreads when a sick person coughs or sneezes. They can spray aerosol droplets 6 feet away or even further. If you breathe them in or swallow them, the virus can get into your body. Some people who have the virus don't have symptoms, but they can still spread the virus.

### **What should you do if you think you have COVID-19?**

If you suspect that you have the virus you should stay home except to get medical care and monitor your symptoms carefully. If your symptoms get worse, call your healthcare provider immediately. Be sure to rest and stay hydrated. Stay isolated away from other people in your home. If you must be around others, wear a mask.

## **Drugs- Parent and Student Notification of Illegal Drug Use**

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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).

## **Food Allergies**

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The district requests 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 receiving 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.

## **Pest Management**

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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 email Don Lester, the district's IPM coordinator, at [dlester@desotoisd.org](mailto:dlester@desotoisd.org) or call at 972 223-6666.

## **Texas Public Schools Smart Snacks Calculator Policy**

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## All Grade Levels

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### 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

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### 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 food trays are to be taken away from students. It is recommended to keep your student account balance current.

### Check Policy

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

**2021-2022**  
**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.

**2021-2022**  
**DeSoto Independent School District**

**REQUEST FOR REMOVAL OF STUDENT INFORMATION  
FROM DATA SOURCING**

\_\_\_\_\_  
Date

I DO NOT wish for my child's name and personal information to be released or made available to any online tool/program, or organization for any purpose.

\_\_\_\_\_  
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.

**2021-2022**  
**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**

**2021-2022**  
**DeSoto Independent School District**  
**CODE OF CONDUCT**  
**ACKNOWLEDGMENT OF RECEIPT**

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

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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. 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.