

NORTH DeSOTO LOWER ELEMENTARY
HOME OF THE LITTLE GRIFFINS!
2024-2025 PARENT/STUDENT HANDBOOK



North DeSoto Lower Elementary

2623 Hwy 171
Stonewall, LA 71078
318-925-2383

Mission Statement

**“The Little Griffin family serves, cares, and educates;
creating a love for learning leading to graduation.”**

DISCLAIMER:

All information contained in this handbook is subject to change without prior or written notice by the DeSoto Parish School Board or the administration of North DeSoto Lower Elementary School.



Non-Discrimination Statement

The DeSoto Parish School System adheres to the equal opportunity provisions of federal civil rights laws and regulations that are applicable to this agency. Therefore, no one will be discriminated against on the basis of race, color, or national origin (Title VI of the Civil Rights Act of 1964); sex (Title IX of the Education Amendments of 1972); disability (Section 504 of the Rehabilitation Act of 1973) in attaining educational goals and objectives and in the administration of personnel policies and procedures.

Anyone with questions regarding this policy may contact the DeSoto Parish School Board at 872-2836, 201 Crosby Street, Mansfield, LA 71052.

Disclosure:

It is impossible to list every type of conduct which is prohibited or every situation that may arise at school, on the bus, or at school-sponsored activities. Therefore, students should expect to be held accountable for any misconduct which is disruptive to the educational process or which poses a risk of harm to themselves or others. Rules and practices may be developed or revised as circumstances and need warrant. Such rules and practices will adhere to local, state and federal guidelines and will be communicated to students and parents.

Administrators are authorized to use their discretion concerning conduct that may disrupt the educational process or which may pose a safety concern. Examples of such conduct or items include, but are not limited to, the following: Discriminatory, obscene, gang or drug/alcohol- related emblems, insignia, flags, jewelry; and signs, speech or literature that is discriminatory, inflammatory or derogatory toward any sex, race, nationality, creed, or other protected classification as well as any signs, speech or literature which is obscene, contains profanity, or makes reference to drugs, gangs, alcohol and/or tobacco.

**DESOTO PARISH SCHOOL BOARD
ACKNOWLEDGEMENT OF RECEIPT**

Please complete this two (2) page form, tear out and return to your child's teacher

Our district is mandated by the State of Louisiana to distribute the documents listed below to each parent. By signing this form, you acknowledge that you have received a copy of the DeSoto Parish School Board's District Parent/Student Handbook for the 2024-2025 school year that includes:

- Administering Medication at School
- Bus Transportation Agreement
- DeSoto Parish Student Code of Conduct
- **DeSoto Parish School Board Technology Device Loan Agreement**
- Home/School Compact
- Family and Parent Engagement Policy
- LA Department of Education Complaint Procedure
- Parent's Right-to-Know
- Parish Acceptable Use Policy

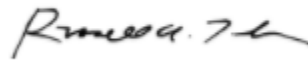
Parent's Printed Name Parent's Signature Date

Student's Printed Name North DeSoto Lower Elementary
School Grade Date

Please be advised that we, the parent and child, have read and understand all of the information in the Student-Parent-School-Teacher Compact/Handbook/Assignment Book for the 2022-2023 school year.

Student's Signature

Parent's Signature



Teacher's Signature

School Administrator

North DeSoto Lower Elementary

8/1/24

School Name

Date

Please return this page to your assigned teacher.

(Please refer to the District and Federal Documents Section for this policy.)

Student Internet and District Network Resources Contract

Parent/Guardian Consent Form for Student Use of Computerized Information Resources and/or the Internet

Student's Name: _____

School: **NDLE**

Principal Rmessa. 76

Directions: After reading the DeSoto Parish School Board Internet and District Network Resources terms and Conditions, please read and fill out the appropriate portions of the following contract completely and legibly. The signature of a parent/guardian is required.

I have read the DeSoto Parish Schools Internet and District Network Resources terms and conditions. I understand and will abide by the stated Terms and conditions. I further understand that violation of the terms and conditions is unethical and illegal. Should I commit any violation, my access privileges may be revoked and/or other appropriate action may be taken.

Student Signature

Date

Parent Internet and District Network Resources Contract

As the parent/guardian of this student, I have read the terms and conditions of the Acceptable Use policy. I understand that this access is designed for educational purposes and the DeSoto Parish School board has taken available precautions to monitor safe and appropriate student access. However, I also recognize it is impossible for DeSoto Parish School System to restrict access to all controversial materials. I will not hold the DeSoto Parish School System responsible for materials acquired on the network. I understand that my child will be held responsible for any disregard of the Acceptable Use Policy. I hereby give my permission for my child to have school use of the Internet and District Network Resources.

Parent/Guardian Signature

Date

As an employee, I agree to instruct the above student on acceptable, appropriate, safe, fair and legal use of the Internet and District Network Resources and proper Internet etiquette. I agree to use reasonable care to supervise and protect the students.

Teacher Signature

Date

Please return this page to your assigned teacher.

NORTH DESOTO LOWER ELEMENTARY

The Little Griffin Family serves, cares, and educates; creating a love for learning leading to graduation.

Dear Parents:

Welcome to the 2024-2025 school year. As you read this letter, you have already begun one of the most important aspects in your child's education...communication. It is vital that we begin a partnership in which we serve, care, and educate together.

We are so excited about the growth your Little Griffin will experience during their time at North DeSoto Lower Elementary. We encourage you to be involved in these experiences. We are thrilled to offer Parent/Teacher/Student Conferences at specific times throughout the year, but please know we are here to assist with your questions and concerns at all times. All teachers and administrators are available through email on our [website](#) or through Rooms on Thrillshare.

While your child's education is of utmost importance to us, ensuring student safety is our first responsibility. Many of the policies and procedures that ensure your Little Griffin's safety are listed in this handbook. Please familiarize yourself with this handbook and feel free to ask any questions you may have.

We strive to provide each student with a safe, positive, fun, learning experience throughout the academic year. We encourage all students to work to his/her full potential. It is our goal that our Little Griffins will leave us equipped with a firm foundation for future academic success.

Thank you for being part of our educational team. Feel free to call the school at 925-2383 for any concerns, questions, or comments.

Looking forward to another great year!

North DeSoto Lower Elementary



Russell Tabor, Principal



Lindsay Burford, Administrative Assistant

North DeSoto Lower Elementary Values and Beliefs

Because we value safety,

We believe...

staff and students should experience a positive, safe, and caring environment which promotes the physical and mental well-being of each individual.

Because we value organization,

We believe...

in efficiently and effectively providing quality student-centered instruction that will focus on individual differences of our student population.

Because we value respect,

We believe...

administrators, teachers, parents, and students should work cooperatively to build respect and appreciation for themselves and others throughout our school and community.

Because we value responsibility,

We believe...

in establishing high expectations with a vision that every child can achieve and succeed.

A Compact for Student Success
A Parent/Student/School/Teacher Agreement
DeSoto Parish School System
North DeSoto Lower Elementary School
2024-2025 School Year

In order to assure all students' success in school, all parties agree to the following:

<i>School</i>	<i>Teacher</i>	<i>Parent/Guardian</i>	<i>Student</i>
Provide high quality curricula and instruction aligned with the Louisiana State Standards, as well as student performance expectations.	Provide activities and lessons aligned with the Louisiana State Standards, as well as, student performance expectations.	Make sure my child is on time and attends school on a regular basis.	Go to school on time every day.
Provide a parent/teacher conference each nine week grading period.	Provide high expectations for all students in an encouraging and supportive manner.	Supervise homework and study time.	Go to school on a regular basis.
Use parish web-based system to report on an ongoing basis about students' progress in each subject area.	Provide a well disciplined and managed classroom so all students have the opportunity to learn.	Provide a quiet place for my child to work, study, read, etc.	Go to school ready to work with materials needed and homework assignments completed.
Provide opportunities for parental engagement and communication.	Provide an open line of communication with parents.	Provide the necessary materials my child needs for his/her success.	Stay attentive and actively participate in classroom activities.
Provide a safe, orderly environment in which children can learn.	Provide experiences in all subject areas.	Keep open lines of communication with my child's teacher(s) by attending parent/teacher conferences, written communication, etc.	Follow school and classroom rules and regulations.
Provide assistance to students through small group and individual instruction, as well as, innovative strategies and programs, etc.	Provide classroom lessons that meet the needs of students through whole class, individual, small group instruction and innovative strategies and programs.	Support the school and the teachers in maintaining a disciplined environment.	Respect classmates, teachers, administrators and other school staff.
		Encourage my child to do his/her best.	Be a positive role model for other students.



School Administrator

Teacher

Parent/Guardian

Student

Please return this page to your assigned teacher.

North DeSoto Lower Elementary
PARENT AND FAMILY ENGAGEMENT POLICY
2024-2025

North DeSoto Lower Elementary Mission Statement

The Little Griffin Family serves, cares, and educates; creating a love for learning leading to graduation.

Statement of Purpose

North DeSoto Lower Elementary is committed to providing quality education for every child in the district.

North DeSoto Lower Elementary's Parent and Family Engagement program encourages the engagement of parents in the education of their children in developing strong partnership with teachers, principals, other staff, the community and their school to improve student academic achievement.

North DeSoto Lower Elementary will be governed by the following statutory **definition of parental engagement**, and will carry out programs, activities and procedures in accordance with this definition:

Parental engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring -

- a) that parents play an integral role in assisting their child's learning;*
- b) that parents are encouraged to be actively involved in their child's education at school;*
- c) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.*

The major goal is a school-home partnership that will help all students in the district succeed. In doing so North DeSoto Lower Elementary agrees to implement the following statutory requirements:

1. North DeSoto Lower Elementary will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:
 - A. Meet with parents and community members at PTA meeting*
 - B. Review the parent involvement policy in our mission plan*
2. North DeSoto Lower Elementary will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - A. Direct parents to Louisiana Schools Website to view the school report card as well as our academic growth.*
3. North DeSoto Lower Elementary will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:
 - A. Conducting the meeting in conjunction with our annual Open House event.*
4. North DeSoto Lower Elementary will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:
 - A. Placing information in school planner*
 - B. Placing information on School Website*
5. North DeSoto Lower Elementary will, at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:
 - A. Planning monthly meetings either at the school or virtually*
 - B. Providing the opportunity for parents to voice their concerns through surveys and forms*

6. North DeSoto Lower Elementary will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:
 - A. *NDLE students are assessed in literacy by a screener in the Fall, Winter, and Spring. Parents are provided with an update letter after Fall and Winter Assessments.*
 - B. *NDLE students do not take a math state assessment. They are assessed on the Louisiana Math State Standards using Illustrative Math (IM) checkpoint assessments. Parents will be updated on their students progress during every Student/Parent/Teacher Conference.*
7. North DeSoto Lower Elementary will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:
 - A. *Sending home a letter from the Principal stating the information*
 - B. *Calling the guardian and stating the information*
8. North DeSoto Lower Elementary will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --
 - the state's academic content standards,
 - the state's student academic achievement standards,
 - the state and local academic assessments including alternate assessments,
 - the requirements of Part A,
 - how to monitor their child's progress, and
 - how to work with educators:
 - A. *NDLE Handbook*
 - B. *DOE Materials*
 - C. *Student/Parent/Teacher Conferences*
9. North DeSoto Lower Elementary will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by:
 - *Student/Parent/Teacher Conferences*
10. North DeSoto Lower Elementary will, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
 - *Student/Parent/Teacher Conferences*
 - *Rooms through Thrillshare*
 - *Involvement Literature*
11. North DeSoto Lower Elementary will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
 - *Parent Resource Center*
 - *PrimeTime Reading Events*
12. North DeSoto Lower Elementary will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
 - *Monday Memo*
 - *Rooms through Thrillshare*
 - *Google Classroom*
 - *School Website*

Adoption

This Parental and Family Engagement Policy has been developed jointly, and agreed on with parents of children participating in Title I, Part A programs.

This policy will be in effect for the period of 2024-2025 school year. This policy will be distributed to all parents of participating Title I, Part A children.

The policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

Important Things to Know

(Please Read Carefully)

CAFETERIA REMINDERS

No cokes or other carbonated beverages are allowed in the cafeteria during lunch. *Parents who wish to eat lunch with a student* **MUST CHECK IN AT THE OFFICE, SHOW ID AND RECEIVE A VISITOR BADGE.**

CAR TRAFFIC:

We have special rules for loading and unloading children and parking. These procedures are to ensure our students' safety. Students are to be dropped off at the front entrance (circle drive), **no earlier than 7:10 am**. Please do not drop off students in the bus zone. Wait in the car pick up line until you reach the designated grade level zone for afternoon dismissal.

CHANGE OF ADDRESS AND PHONE NUMBERS

Any change in address or telephone number is to be reported to the office staff and classroom teacher as soon as possible. Current address and phone numbers are mandatory in that if an emergency should arise, prompt notification will be possible. If there is an attempt to contact a parent/guardian and the numbers are disconnected or not accurate, you will have to report to school with your child and provide current phone numbers. Your child will not be allowed to resume classes until all necessary emergency information is current and accurate.

CHANGES IN TRANSPORTATION:

If anyone other than the persons listed on a child's emergency sheet is to pick the child up from school, he/she must have **written permission** from the child's parent or guardian. (This person will be asked to provide a picture ID to office staff). This written request must include:

1. The date
2. Student's destination (grandparents', aunt, friend, etc.) and the name of the bus operator if it means a bus change
3. Duration of the requested arrangement (one day, a week, month, morning, morning only, etc)
4. Parent/guardian signature

We will strictly enforce this policy. Please **do not** call the school to change your child's transportation. You must write a note and send it with your child to the office in the mornings.

CONFERENCES

To see your child's teacher, the principal or assistant principal, you must call the school to make an appointment. Parent-teacher conferences are scheduled so as not to interrupt classes. To ensure that a trip to the school meets your needs and is productive, please call ahead and schedule an appointment.

FOOD:

Food is to be consumed in the cafeteria only. Students do not bring food or gum to school unless requested by the teacher for a special activity. ***Homemade treats are not allowed to be distributed to classes. If you wish to bring a treat for your child's class, please ensure that it is store bought and packaged in the original wrapping with all nutritional information and allergy warnings.***

MORNING ROUTINE:

If your child is eating breakfast, he/she will need to go directly to the cafeteria. If your child is not eating breakfast, he/she will need to go directly to the classroom with his/her teacher.

PERSONAL ITEMS:

Children are not to bring radios, electronic devices, toys, or other personal items to school unless a teacher asks them to do so for a special reason. *Toy guns and knives will be taken and not returned if brought to school.* Bringing any toy weapon may result in disciplinary action. All clothing, backpacks, notebooks, and any personal belongings, etc. should be marked with your child's name.

SCHOOL CLOSURE:

Each year emergency situations arise (storms, power outages, icy road conditions) that require the emergency closing of our school. If such a situation should occur at North DeSoto Elementary, the radio and television stations listed below will broadcast the correct information. It would also be helpful to download the Desoto Parish App and like/follow North DeSoto Lower Elementary on Facebook.

Set up an arrangement between your child and a friend or neighbor as to what the child should do if he/she arrives at home and no one is there. Be sure your child knows and understands the arrangements. If you have any doubts as to the closing of schools, tune to these stations and stay up to date on social media.

RADIO STATIONS	TV STATIONS
KWKH 1130 AM & FM	KTBS Channel 3
KRMD 101.5 AM & FM	KTAL Channel 6
KEEL 710 AM	KSLA Channel 12
KJVC 92.7 FM	

SCHOOL HOURS:

Students should arrive by 7:40 a.m. Instruction will begin promptly at 7:40 a.m. Dismissal begins at 2:55 p.m. and buses depart at 3:05 p.m. No children are to report to school **before 7:15 a.m.** as supervision is not available.

SCHOOL UNIFORM POLICY

Clothing

Shirts

- Must have collar
- North DeSoto Schools – Red, White, or Navy

Bottoms

- No wind suits, cuts or slits in pants
- Slacks and shorts must have a waistband with belt loops and must fit at the waist
- Neither undergarments nor any part of the midsection should be visible. Sagging is not allowed and is strictly enforced. Elastic waistbands are allowed at the principal's discretion for students in Pre-K through 1st grade
- Pants must have no holes, frays and must not have a baggy or an exaggerated crotch.
- Skirts must be no more than 2 inches above the knees.
- North DeSoto Schools – Khaki and Navy

Belts

- Belts must be worn with slacks and shorts (optional for pre-K-1st grade)
- Belt buckles should be reasonable size

Socks

- Socks are required at all times

Shoes

- Closed toe and closed back shoes must be worn at all times
- No specific style of shoe is required; however, no bedroom slippers or combat boots are permitted
- Shoes that have wheels are not permitted.
- Shoes must be secured (laces tied/straps fastened) at all times. No Crocs, flip-flops, etc.

Outerwear - **LABEL ALL JACKETS, SWEATSHIRTS AND OUTERWEAR WITH YOUR CHILD'S NAME**

- All outerwear must be of reasonable fit
- Jackets and coats can have hoods but hoods may only be worn OUTSIDE
- No long (below the knee) dusters or trench coats
- Red, White or Navy (North DeSoto Schools)

Headwear

- Knit caps may be worn outside only in extremely cold weather.

MASKS/FACIAL COVERINGS:

- ❖ Face coverings on campus should not promote any social, religious, business, or political movement and/or companies.
- ❖ Face coverings should not include profanity, obscenity, or the promotion of any illegal activity and/or violence.
- ❖ Bandanas are not allowed as facial coverings.

Grooming

Hair and Facial Hair

- Hair on male students should not descend below the bottom of the ear lobe or touch the top of the collar in the back.
- Traditional cornrows and/or braids are permitted if hair is neatly done and follows all other hair guidelines.
- Bangs should not descend below the eyebrow
- Hair rollers and extreme hair styles/ colors are not permitted if they are deemed by the principal as a distraction.

Jewelry

- Excessive and or inappropriate jewelry is not permitted
- Nose rings/studs, body piercing with jewelry, tongue studs, eyebrow rings, etc. are not permitted

Book Bags

- **Only Clear and Mesh book bags and backpacks are permitted**
- Book Bags with wheels are not permitted in Pre K-5

Emblems and Insignia

- Any combination of clothing and jewelry that law enforcement agencies currently consider gang-related are not permitted
- Discriminatory, obscene or drug/alcohol related emblems, insignia, jewelry, signs, speech or literature that is discriminatory, inflammatory or derogatory toward any sex, race, nationality, creed, political or philosophical group, is obscene or contains profanity, or makes reference to drugs, alcohol and/or tobacco are not permitted.
- No buttons may be worn unless they are school spirit.

See-through clothes, inappropriate tight-fitting apparel, attire that exposes the midsection, or clothing or apparel that is considered unsafe, dangerous, or a health hazard is prohibited – even if it otherwise follows the student uniform dress code. Clothing must meet all uniform guidelines, regardless of the label of information.

Principal's Discretion to Make Uniform Exceptions:

Principals may declare spirit days and allow students to wear school spirit shirts, or dress-up days (such as when school pictures are scheduled). Principals may also allow students to wear other uniforms such as Boy Scouts, Girl Scouts, band, chorus, etc. Other questions about uniforms should be referred first to the school principal. Special dress days are not to be used as school fundraisers.

Dress Code in Special Classes

Students must follow the rules of appropriate dress as dictated by the needs of special classes (i.e. physical education, Agriscience, consumer science, etc.)

Final Judgment Resides with the Building Administrator:

The principal will make the final decision if the clothing, hair, jewelry and general appearance of a student meet the DeSoto Parish School System's school uniform and appearance guidelines explained above.

Violation of Dress Code Policy:

Any student who violates the student dress code will be subject to school disciplinary action. Appeals and/or clarification regarding the discipline of a student for improper dress code should be directed to the school principal or designee.

SCHOOL-WIDE POSITIVE BEHAVIOR SUPPORT

The DeSoto Parish School System has implemented School-Wide Positive Behavior Support in all schools. School-wide positive behavior support provides a positive and effective alternative to the traditional methods of discipline. School-wide positive behavior support methods are research-based and proven to significantly reduce the occurrence of problem behaviors in the school, resulting in a more positive school climate and increased academic performance.

STUDENT CHECK-OUT:

Students are not allowed to check themselves out of school. Any child leaving during the school day must be checked out through the office by a parent/guardian or an adult that is listed on the child's emergency card. The parent/guardian/adult must present a photo ID before school staff releases the student. For the safety of your child, phone calls will not be acceptable. No check outs after 2:30 p.m. please!

STUDENT PARTICIPATION IN ACADEMIC/EXTRACURRICULAR ACTIVITY

Participation in academic or extracurricular activity is a privilege. The principal has the right to restrict participation or not grant participation outright if the student's behavior or actions will have a negative impact on the school or event. This includes behavior that may have occurred at both school sponsored and non-sponsored activities and events

TARDY ARRIVAL:

Students who arrive at school after the 7:45 a.m. bell must report to the office, with a parent, and be issued a tardy pass before reporting to class. DO NOT drop your child off if there is not an adult on duty. Tardiness disrupts the child's learning as well as classmates' learning. Repeated tardies will result in being referred to FINS/Truancy..

VISITORS:

Anyone coming into the school must sign in at the office immediately upon entering the school building. A visitor's badge must be obtained from the office and worn at all times while at the school. You must present a valid photo ID to verify the name on your visitor's badge. Please return your visitor's badge to the secretary when signing out.



DISTRICT

AND

FEDERAL

DOCUMENTS

DESOTO PARISH SCHOOLS ACCEPTABLE USE POLICY FOR STUDENTS FOR COMPUTER USE, INTERNET SAFETY, AND DISTRICT NETWORK

Introduction:

The DeSoto Parish School Board believes it is necessary for all persons to become aware of acceptable use of computers. Any person using computers or other electronic information resources shall be required to use such equipment and resources in a responsible, legal manner. The School Board retains the right to monitor all computer usage and files for compliance to all regulations and/or procedures. Any usage of computers not in accordance with district regulations and procedures shall subject the user to appropriate disciplinary action up to and including termination. The School Board shall establish appropriate guidelines for exploring and using Internet resources within the school district to enhance learning and teaching activities. The Board shall incorporate the use of computer-related technology or the use of Internet service provider technology designed to block access or exposure to any harmful materials

or information, such as sites that contain obscene, pornographic, pervasively vulgar, excessively violent, or sexually harassing information or material. Sites which contain information on the manufacturing of bombs or other incendiary devices shall also be prohibited. However, the School Board does not prohibit authorized employees or students from having unfiltered or unrestricted access to Internet or online services, including online services of newspapers for legitimate scientific or educational purposes approved by the Board.

Internet Usage

Exploration of the Internet is encouraged, but with rights and privileges come responsibility. Any use of the Internet that adversely affects its operation in pursuit of teaching and learning or jeopardizes its use or performance for other community members is prohibited and may result in loss of Internet privileges, suspension or other appropriate disciplinary actions. The DeSoto Parish School Board does not condone the use of the Internet for any illegal or inappropriate activities and shall not be responsible for any such use by staff or students. Accordingly, regulations for participation by anyone on the Internet will include, but are not limited to the following:

1. Users must demonstrate honesty, integrity, and respect for others at all times. Appropriate manners and language shall be required.
2. Photographs, personal addresses, personal phone numbers, last names or any other personal information will not be disseminated/distributed in student use of the Internet.
3. Illegal activities, including copyright or contract violations shall not be permitted.
4. The Internet shall not be used for financial or commercial gain.
5. Threatening, profane, or abusive language/messages shall be forbidden. Suspension shall automatically result for a user who accesses, sends, receives, or configures electronically any profane or obscene language or pictures.
6. Activities shall not be allowed which may damage equipment or interrupt any networking system. Any attempt to alter, harm or destroy the data of another user of the Internet, or any network on the Internet shall be forbidden. 7. Users are not permitted to download, upload, or create a computer virus on the Internet or any networking system.
8. Resources offered by the Internet and paid for by the School Board may not be willfully wasted.
9. A user shall not attempt to access any Internet resources or entities not previously authorized by the teacher.
10. Sending or posting anonymous messages shall be forbidden.
11. Product advertising, political lobbying, or sending messages involving illegal activities shall not be permitted. Violations shall be reported to the teacher when evidence of such is encountered on the Internet.
12. When a security problem is detected, it shall be reported immediately to the teacher, the school technology coordinator and the principal. The problem shall not be demonstrated to other users.
13. Suspension shall automatically result for a user who accesses, sends, receives, or configures electronically any profane or obscene language or pictures.
14. Students may have their pictures/videos posted on the official school website or used relative to any educational matter. Last names will not be used. School group names or classes may be used.

Safety and security of users when using electronic mail, chat or other direct communications

Student e-mail accounts may be issued by DeSoto Parish School Board. Additionally, two-way, real-time electronic communication technologies such as Internet-based instant messaging and Internet chat will not be allowed within the District. Furthermore, the participation by users in asynchronous electronic forums or bulletin boards that are not exclusively of educational nature is prohibited. The School Board may suspend or terminate any privilege to use the Internet at any time solely at the School Board's discretion. Any policies and/or regulations of the School Board defining use of the Internet serve as guidelines but do not warrant or guarantee access to or use of the Internet. Consequently, the School Board may, at any time and in its sole discretion, end the privilege of any individual to use the Internet without notice, cause, or reason.

Internet Protection

A *technology protection measure* is hardware and/or software technology that restricts or filters access to specific areas or sites on the Internet. It provides a measure of protection against access by minors or adults to Internet resources that are obscene, contain child pornography, contain material harmful to minors (with respect to Internet access by minors), or are otherwise inappropriate in an educational environment. While the Internet filter is very effective in blocking inappropriate content, the Internet is a rapidly expanding resource and no filtering or blocking technology is 100% effective. The possibility exists that all inappropriate content may not be blocked or that a determined person may find a method to partially or completely circumvent the filtering or blocking method.

As a matter of policy, all Internet access from within DeSoto Parish School District will be filtered. There is no exception to this policy. In the case of Internet access by minors, the filtering mechanism may not be disabled for any reason. If a person feels an Internet site has been blocked in error, an online written request from the school or central office department head must be submitted to the Technology Department who will review the site in question. If it is deemed that the site is wrongly blocked, the site will be opened. If there is any question about the appropriateness of the site, the Technology Department will make a recommendation to the Superintendent or designee for a final decision.

ACCOUNTABILITY

Student use of school computers or the Internet shall be reserved for academic purposes and the conducting of business aspects of the school system. All students using a school computer or a computer network located on school property, or computers accessing the Internet shall be accountable for its use. This includes but is not limited to:

- Equipment damage
- Use of unauthorized software
- Privacy and copyrights
- Accessing obscene or objectionable materials
- Sending or soliciting inflammatory, abusive, harassing, vulgar, or obscene messages or language
- Any action that is deemed inappropriate by the supervisory personnel

Student or class files on the network shall be treated as district property subject to control and inspection by School Board personnel. Access codes or passwords shall be kept on file by the principal or his/her designee in case an inspection is warranted. Use of the Internet and/or any computers shall be considered a privilege and any inappropriate use may result in appropriate disciplinary action and loss of privileges to use district computers or the Internet.

All web pages or electronic publications created by any organization, staff, student, or other person that are housed on the District's computer systems shall be subject to treatment as district-sponsored publications. Therefore, the district reserves the right to exercise editorial control over the content of these web pages or publications. Only content that supports the administrative, instructional, or other legitimate mission of the school or department will be allowed on District web sites. Additionally, no web page that represents any school, department, organization, or person of the DeSoto Parish School Board may be published on a web server that is outside of the District network without written permission of the Superintendent.

District sponsored web sites may contain links to web sites that are outside of the District site. While district personnel will make every reasonable effort to research links for appropriateness, these third party sites are not under the control of the District and the DeSoto Parish School District is not responsible for the contents of any linked site, any link contained within the linked site, or any changes or update to the linked site that may change its appropriateness. These links are provided as a convenience to users and their inclusion does not imply endorsement of these sites by DeSoto Parish School Board.

Games and other software that is not of specific educational or administrative nature should not be placed on any District computer. All software that is installed on District computers must be for a specific educational or administrative purpose. Acceptable educational games must be primarily marketed for instructional purposes. Educational software must address a benchmark, standard, or lesson plan. Excluded from this are programs that are packaged with computer operating systems, utility programs such as anti-virus software, or utility software that enhances access to a computer's resources such as multimedia utility software. If there is a question about the appropriateness of particular software title, a request in writing should be made to the Technology Department.

UNAUTHORIZED AND ILLEGAL USE

Tampering with selection menus, procedures, or icons for the purpose of misleading or confusing other users shall be prohibited. Any use by any person of the district's internal network that incurs expenses to the school other than the monthly user fees and rates shall be strictly prohibited. Furthermore, the district's computer system shall not be used for commercial, political or religious purposes. Use of the network for any illegal activities shall also be prohibited. Illegal activities shall include but not be limited to

- tampering with computer hardware or software,
- unauthorized entry into computers and files,
- knowledgeable vandalism or destruction of equipment, and
- deletion of computer files.

Such activities may be considered crimes under state and federal law.

COPYRIGHTS

All students must adhere to the Copyright Law of the United States (17 U.S.C. '101-810) and the Congressional Guidelines that delineate it regarding software, authorship, and copying information. The unauthorized copying or transfer of copyrighted materials may result in the loss of network privileges. All persons who willfully violate copyright laws do so without the sanction of the Board and at their own risk and will assume all liability and responsibility.

VANDALISM

Vandalism will result in cancellation of privileges or other disciplinary action, up to and including termination. *Vandalism* is defined as any attempted or actual harm or destruction of the data of another user or other networks connected to the Internet. This includes, but is not limited to, the uploading or creation of computer viruses, attempts to tamper with any programs, applications, files, etc.
Revised May 2010

DeSoto Parish School Board

Technology Device Loan Agreement

This agreement is intended for any student, and their parent(s) / guardian(s), who is issued a school-owned device. This agreement includes the rules and expectations regarding device usage and responsibilities that come with borrowing a school-owned device.

Return of Device(s)

- This device(s) is being loaned for the student's use exclusively for school use. This device(s) is the property of the DeSoto Parish School Board and must be returned when instructed.
- It is understood that the intentional failure to return the computing device(s) to the school under some circumstances may constitute theft of district property and result in a replacement fee/fine.

CARE AND MAINTENANCE

- The student/family is responsible for the daily care and maintenance of the device(s). Any damage or theft must be reported to the school or school system within one school day to ensure work can continue.
- Do not attempt to remove, add, or change the physical structure of the device(s), including keys, memory, battery, screen, charger, ID labels, etc.
- Always carry the device(s) carefully. Do not store items on top of the device(s) and keep it in a safe place when not in use.
- The student should always bring the device(s) charged and ready for use with them to school each day.

USAGE GUIDELINES

In general, all students are expected to use good judgment and common sense; be safe, appropriate, careful and kind online; not attempt to get around technological protection measures; and ask an adult if they need help.

Students must:

- Use the device(s) provided only to access learning activities.
- Follow the same guidelines for respectful, responsible behavior online that students are expected to follow offline.
- Treat this device(s) carefully and report any problem immediately.
- If equipment is stolen, a police report must be filed.
- Alert a teacher or other staff member if students see threatening, inappropriate, or harmful content (images, messages, posts) online.
- Be cautious to protect the safety of the student and others.
- Help to protect the security of school resources.

Students must not:

- Attempt to bypass the school's Internet filter or other safety measures.
- Attempt to find inappropriate images or content.
- Engage in cyberbullying, harassment, or disrespectful conduct toward others. Such conduct will result in disciplinary action. In some cases, cyberbullying can be a crime.
- Use language online that would be unacceptable in the classroom.
- Use school technologies for illegal activities or to pursue information on such activities.
- Alter a school's device hardware or installed software.

PERSONAL SAFETY AND PRIVACY

- Users should never share personal information, including phone number, address, social security number, birthday, or financial information, over the Internet without adult permission.
- Users should recognize that communicating over the Internet brings risks and should carefully safeguard their and others' personal information

- Users should never agree to meet someone they meet online in real life without parental permission. If students see a message, comment, image, or anything else online that makes them concerned for their personal safety, they should bring it to the attention of an adult immediately.

LIMITATION OF LIABILITY

The DeSoto Parish School Board will not be responsible for damage or harm to persons, files, data, or hardware. Device(s) employ filtering and other safety and security mechanisms, but there is no guarantee as to their effectiveness. The DeSoto Parish School Board will not be responsible, financially or otherwise, for unauthorized transactions conducted over the device(s) or the school network.

This agreement ends upon the student's withdrawal from current school or upon the request of the school principal or other school representative, whichever occurs first, and when the device(s) is returned in good working order or replacement fees paid.

By my signature below, I acknowledge I have read the forgoing agreement and agree to be bound by the terms and conditions set forth therein.

_____/_____
Parent/Guardian's Signature Date

_____North DeSoto Lower Elementary_____
School Attending

_____/_____
Student's Signature Date

Student's Printed Name

ACCIDENTS AND SCHOOL INSURANCE

When a student is involved in an accident at school during school or at a school related function, he/she should report the accident to the teacher. The teacher should then notify the principal. **The school is not responsible for expenses incurred in providing emergency help, such as ambulance fees.**

Insurance is available to all students. A packet will be provided to each student in his/her homeroom, describing the insurance programs available and detailing costs. This insurance is optional.

ALCOHOL AND DRUG USE BY STUDENTS

It shall be the policy of the Board to take positive action aimed at preventing the use of behavior affecting substances through education, counseling, parental engagement, and medical and law enforcement referrals in the handling of incidents in the schools involving the possession, sale, use, and/or being under the influence of behavior affecting substances. The DeSoto Parish School Board directs that each student shall be specifically prohibited from being under the influence of, bringing on, consuming, or having in one's possession on a school bus, on school premises, or at a school function away from the school, any alcoholic beverages or intoxicating substances, including look alike drugs, marijuana, or other controlled substances as defined by state statutes. The Superintendent shall be responsible for maintaining appropriate procedures for the detection of alcohol and other controlled substances. This prohibition includes prescription and over-the-counter medications except in accordance with the administering medication policy.

Any violation of state or federal criminal laws committed on school property shall be prosecuted as provided by law. All school personnel shall report all drug violators to the principal, who shall notify the proper law enforcement agency and shall cooperate with the prosecuting attorney's office in the prosecuting of such charges.

The principal shall immediately notify by telephone the parents of any student found to be in violation of this policy. If a parent cannot be reached by phone, the principal shall notify parents by letter sent within twenty-four hours of the incident.

The Board authorizes the principal of each school to automatically suspend and recommend expulsion for any student being under the influence of alcohol and/or drugs on school property, on school buses, and/or at any school-sponsored event, at any time, during or after regular school hours. "Use" and/or "under the influence" means a student has smoked, ingested, imbibed, inhaled, drunk, or otherwise taken internally a prohibited substance recently enough that it is **detectable** by the student's actions, breathe, speech, and/or physical evidence.

DIRECTORY INFORMATION

Information classified as directory information may be disclosed from a student's record without the written consent of the parent or eligible student. Directory Information that has been designated by the School Board include the student's name, address, telephone number, date and place of birth, grade level, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, most recent previous school attended and photograph or video. A parent or eligible student may refuse to allow the School Board to designate any or all of the types of information about the student as directory information thus prohibiting its release to the public. After proper notice, a parent or eligible student shall have thirty (30) days in which to notify the School Board as to which types of information about the student shall not be designated as directory information.

BULLYING AND HARASSMENT

The DeSoto Parish School Board is committed to maintaining a safe, orderly, civil, and positive learning environment so that no student feels threatened while in school or participating in school-related activities. Students and their parents/guardians shall be notified that the school, school bus, and all other school environments are to be safe and secure for all. Therefore, the School Board prohibits and shall not tolerate bullying or harassment on school property, at a school-sponsored or school-related activity or function, on any school bus or van, at any designated school bus stop, in any other school or private vehicle used to transport students to and from school or any school-sponsored activity or event, or otherwise in a manner or by a method which operates to disrupt the educational process.

The DeSoto Parish School Board does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities, including all academic, extra-curricular and school-sponsored activities. Equal educational opportunity is a priority for all students and harassment of any kind is strictly prohibited.

Any student who believes he or she has been subjected to harassment or a hostile environment based on race, color, national origin, sex, disability, or age has the right to report any such incident(s) and to have the alleged harassment or hostile environment investigated. The school board is committed to conducting a prompt investigation of formal and informal complaints of harassment. Any student found to have engaged in acts of harassment or other acts that create a hostile environment based on race, color, national origin, sex, disability, or age will be appropriately disciplined, which may include suspension or expulsion. The DeSoto Parish School Board encourages students, parents, and district staff to work together to prevent acts of harassment of any kind.

The DeSoto Parish School Board adheres to the equal opportunity provisions of federal civil rights laws and regulations applicable to this agency. The School Board will not tolerate acts of harassment, including but not limited to acts of harassment based on race, color, or national origin pursuant to Title VI of the Civil Rights Act of 1964. The following person has been designated to handle inquiries regarding non-discrimination policies:

Clinton Fuller ~ Director of Student Services
DeSoto Parish School Board Office
(318) 872-1198
523 Oxford Road
Mansfield, LA 71052
Email: clinton.fuller@desotopsb.com

CLOSED CAMPUS

In order to comply with federal, state, and local regulations governing total operations of each school site, the DeSoto Parish School Board has decreed that all schools in DeSoto Parish is a “closed campus.” Neither students, staff, nor teachers shall leave the campus after arrival in the morning until school is dismissed in the afternoon. Students can be checked out only by parent/guardian in person. Faculty and staff must receive approval from the principal to leave campus for any reason.

EMERGENCY CARE

In the event a student requires emergency care, all pertinent health issues/concerns on file for the student will be provided to the Emergency Personnel. In addition, individual child-specific health assistance plans may be shared with the student’s direct school staff to provide a safe environment regarding the student’s health issues/concerns in the school setting.

EMERGENCY CLOSING OF SCHOOLS

The Board authorizes the Superintendent/designee to close any and all schools when prevailing or potential hazards threaten the safety and well-being of students, staff, or school property. Whenever practical, the Superintendent makes the decision to close school(s) after consulting with appropriate community agencies. Announcements and news releases to the media concerning such closing(s) are made by the Superintendent/designee.

In the event of any early closure, bus students will be bused home. Students that arrive at school by car will contact their parents by phone to arrange to be picked up.

EMERGENCY DRILLS

Special drill activities are planned by the principal and faculty of each school to ensure the orderly movement/evacuation of students and staff to the safest area, in the event of an emergency. Students and staff are informed of escape routes. A map is displayed in each room specifying the routes and procedures for evacuating the building.

EVACUATION OF SCHOOLS

The DeSoto Parish School Board provides a comprehensive plan for evacuation of schools in the event of a disaster. Disaster may come in many forms such as chemical spills, bomb threats, and/or a state of National Emergency. In cooperation with the local police and fire departments, 911 Call Center, and the DeSoto Office of Emergency Preparedness, the plan includes all centers and schools located in DeSoto Parish.

All Principals and Center Directors are responsible for informing their teachers and staff of the details and procedures of the evacuation plans. A map and details of the evacuation plan are kept in the office of the Principal and/or Student Services Supervisor, and a copy is given to the law enforcement officer that arrives for the escort of the evacuation. Also, the administrator assigned to the lead bus will have on board a copy of the plan.

(FERPA) FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act (FERPA) is a federal law enacted in 1974 that protects the privacy of student education records. FERPA applies to any public or private elementary, secondary, or post-secondary school and any state or local education agency that receives funds under an applicable program of the US Department of Education. The Act serves two primary purposes. It gives parents or eligible students more control over their educational records, and it prohibits educational institutions from disclosing “personally identifiable information in education records” without the written consent of an eligible student, or if the student is a minor, the student’s parents (20 U.S.C.S. § 1232g(b)). An eligible student is one who has reached age 18 or attends a school beyond the high school level.

Parents’ or Eligible Students’ Rights

Parents or eligible students have the right to take the following actions:

- Inspect and review the student’s education records maintained by the school. Schools are not required to provide copies of records unless it is impossible for parents or eligible students to review the original records (e.g., they live far away).

- Request that a school correct records they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Halt the release of personally identifiable information.
- Obtain a copy of the institution's policy concerning access to educational records.

Schools must have written permission from the parent or eligible student in order to release any information from a student's education record. Schools that fail to comply with FERPA risk losing federal funding. Because parochial and private schools at the elementary and secondary levels generally do not receive funding under any program administered by the US Department of Education, they are not subject to FERPA. Private postsecondary schools, however, generally do receive such funding and are subject to FERPA.

Permitted Disclosures

FERPA allows schools to disclose information from a student's education record, without consent, to the following parties or under the following conditions:

- School officials with legitimate educational interest
- Other schools to which a student is transferring
- Specified officials for audit or evaluation purposes
- Appropriate parties in connection with financial aid to a student
- Organizations conducting certain studies for, or on behalf of, the school
- Accrediting organizations
- Appropriate officials in cases of health and safety emergencies
- State and local authorities, within a juvenile justice system, pursuant to specific state law
- To comply with a judicial order or lawfully issued subpoena

For more information, visit the United States Department of Education [FERPA website](#) 

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue, SW

Washington, D.C. 20202-8520

DESOTO PARISH SCHOOL BOARD-CHILD NUTRITION PROGRAMS

2024-2025 STUDENT/PARENT INFORMATION

The Desoto Parish School System offers appealing Breakfast and Lunch Meals to every student, at every school daily. Our overall mission, as a department, is to provide nutritious high-quality to students. Visit us online at www.desotopsb.com; select Child Nutrition Programs for information on Nutrition Education, Monthly Parent Nutrition Newsletters and School Menus.

General Information

Community Eligibility Provision

The Community Eligibility Provision (CEP) is a non-pricing meal service option for schools and school districts in low-income areas. The Community Eligibility Provision (CEP) will be implemented at all schools during the 2024-2025 School Year. ***All students will be eligible to receive a healthy breakfast and lunch at school at no charge to your household each day of the 2024-2025 School Year. No further action is required of you.***

School Meals

All meals served meet meal patterns established by the U.S. Department of Agriculture (USDA) & the Louisiana Department of Education-Division of Nutrition (LDOE).

The National School Lunch and School Breakfast Program are regulated by the United States Department of Agriculture. A complete “reimbursable meal”, meeting nutrient content and portion size requirements, allows a DPSB to receive federal funding for SBP & NSLP meals served. Since meals served must comply with Federal guidelines this is referred to as “a reimbursable meal.”

The menus planned provide a variety of foods within the meal components to ensure meals meet the nutrition needs of students.

The following are school meal components:

- ☐ Milk (fat-free or 1%, flavored milk or unflavored)
- ☐ Meat/Meat Alternate
- ☐ Bread/Grains
- ☐ Fruit*
- ☐ Vegetables*

*Students are required to take ½ cup of a fruit or vegetable to make a meal at breakfast and lunch.

Special Diets

Diet Prescriptions

Meal service to students with special dietary needs is provided to all school sites. Federal and State Regulations require a completed, current Diet Prescription Form for any type of change/substitution to the posted menus.

Nonetheless, if a Physician has determined there is a special dietary need or a condition that prevents a student from eating the regular school meal, the school will make any substitutions prescribed by a Physician. There will be no extra charge for the meal. Please contact the Child Nutrition Office, if you have additional questions or concerns. The current school year Diet Prescription Form for meals at school is available on the district website:

Adult Meals

All Reimbursable Breakfast and Lunch meals will be offered at no cost to students ONLY. All Adults, School Employees, and/or Visitors must pay for meals or a la carte items. Below are the meal prices for employees and visitors. This information is updated annually and as required by LDOE. If you have questions, please contact us at (318) 872-4115 or the CNP manager at the school where your child attends.

Meal Prices for Employees and Visitors

	Employees	Visitors
Breakfast	1.50	3.50
Lunch	3.00	6.75

Access On-Line Meal Information System

Go to DeSoto Parish School Board Web Page. Click on <https://www.myschoolbucks.com/>. Follow the instructions to access your account or register for an account. The site allows you to view your child's meal information and make deposits for the purchase of extra items.

Refunds at the End of the Year

The computer software, used by school food service at each school, tracks payments and deductions for items purchased. Cash payments and check numbers are recorded. At the end of the school year, parents may receive a refund of unused money from the student's account by requesting it from the cafeteria manager prior to the last day of school.

USDA Nondiscrimination Statement and Complaint Information for Child Nutrition Programs

The USDA Food & Nutrition Services assistance programs, State or local agencies, and their sub-recipients must post the following nondiscrimination statement:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
- (1) Mail: 1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) Fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov.

This institution is an equal opportunity provider.

If the material is too small to permit the full statement to be included, the material will, at a minimum, include the following statement in print size no smaller than the text below:

This institution is an equal opportunity provider.

DESOTO PARISH GRADING POLICY

The grading policy is governed by the DeSoto Parish Working Outline.

K-3 will record grades based on the Standards Based Proficiency Report provided by the district. Reporting levels are:

Key for Performance Levels		
4	Exemplary	In addition to score 3.0 performance, the student demonstrates in-depth inferences and applications or is performing beyond grade level.
3	Proficient	Student consistently demonstrates an understanding of concepts, skills and processes of the grade level standard. (Independently/Without Support)
2	Developing	Student demonstrates understanding of vocabulary and basic skills of the standard, but is not yet consistent in all of the concepts, skills, and processes at the grade level standard.
1	Emerging	Student does not demonstrate understanding or has partial understanding of concepts, skills and processes of the grade level standard.
NA	Not assessed	Not assessed this reporting period.
Note: The goal is for all students to reach Level 3 (Proficient) by the end of the year. If a student reaches Level 3 (Proficient) prior to the end of the year, Level 4 (Exemplary) concepts, skills and processes should be made available through instruction.		

Grades 4-12 will use the following grading scale to determine alpha/numeric grades:

A = 93 – 100	85 – 100 = S (Satisfactory)
B = 85 – 92	67 – 84 = N (Needs Improvement)
C = 75 – 84	Below 67 = U (Unsatisfactory)
D = 67 – 74	
F = 66 and below	

Numeric grades are to be used for all subjects in grades 4-12 with the following exceptions:

- a. Health & PE grades will be recorded as: S, N, or U in grades 4 – 5 and as a numeric grade in grades 6-12.
- b. Fifth grade band students shall be given S, N, and U for the first semester, then alpha grades for the second semester. Grade 6-12 band students shall be given numeric grades

ELITE SCHOLARS

To qualify as a DeSoto Parish Elite Scholar the following will be criteria used:

Elite Scholars must earn a minimum of 3 points from the following criteria for their declared diploma pathway by January of the senior year.

TOPS University Diploma		TOPS Tech Jump Start Diploma	
Criteria	Point Value	Criteria	Point Value
AP Exam Score: 3 or higher	2	Advanced State-Wide IBC OR 2 State-Wide IBCs	2
CLEP Exam Score: 50 or higher	2	Platinum Work Keys Score *or ACT of 25+	2
ACT Score: 25 or higher	2	Dual Enrollment Credit Hours: 6 or higher	1
Dual Enrollment Credit Hours: 12 or more	1	Grade Point Average: 3.75 or higher	1
Grade Point Average: 3.75 or higher	1		

Grade Classification (by Carnegie units required)

Year of High School	Classification	Credit Requirement
1 st	9 th grade	
2 nd	10 th grade	Unless fewer than 6 credits
3 rd	11 th grade	Unless fewer than 12 credits
4 th	12 th grade	Unless fewer than 18 credits

EARLY GRADUATION

Students beginning their 3rd year of high school who plan to complete all graduation requirements prior to the end of the spring semester may request through the counseling department a mentoring appointment to discuss Early Graduation options and processes.

DESOTO PARISH HOMELESS PLAN

It is the policy of the DeSoto Parish School Board to assure that each child or youth residing within its jurisdiction has access to the same, free appropriate public education on the same basis as children and youth with established residences.

Subtitle VII-B of the McKinney-Vento Homeless Assistance Act (per Title IX, Part A of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act) defines homeless as follows:

The term "homeless children and youths"--

(A) means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 103(a)(1)); and

(B) includes--

(i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;*

(ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 103(a)(2)(C));

(iii) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and

(iv) migratory children (as such term is defined in section 1309 of the Elementary and Secondary Education Act of 1965) who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii).

We provide services to children and youth living in homeless and domestic violence shelters, motels, campgrounds, cars, those living with family or friends, those living on the streets or in substandard housing and runaway/throwaway youth (unaccompanied youth).

Whether to provide enrollment assistance, school supplies, tutorial services or enrichment activities are based on educational principles. All educational programs are designed to have the common purpose of contributing to the positive physical, emotional, social and academic growth of each child.

The Title I program provides services to all homeless children and youth attending school in DeSoto Parish. The parish has policies that could be considered barriers for homeless children to access school services. All students identified as experiencing homelessness are given equal and full access to school enrollment and equal opportunity to succeed in DeSoto Parish schools.

Public notice of the educational rights of students is disseminated to all schools in the form of posters and brochures. In addition, school personnel, homeless shelters and community agencies working with the homeless population are in-serviced on the educational rights of homeless students and receive awareness materials explaining these educational rights.

DeSoto parish ensures that homeless children and youth are identified by school personnel and through coordination with other entities and agencies. We have a designated staff person as the liaison for homeless students. Through awareness in-services and materials, the parish homeless liaison keeps schools and programs aware of the

definition of homeless children and youth and the procedures for identifying and providing assistance to homeless students. The parish ensures that school personnel, service providers and advocates who work with families in homeless situations know the duties of the homeless liaison.

Homeless students are given immediate access to school even when required documentation such as school records, medical records, proof of residency or any other document required by this parish is not readily available at the time of initial enrollment. Children are enrolled based on the area in which they are presently living or in their school of origin. School of origin is defined as the school that the child or youth attended when permanently housed or the school in which the student was last enrolled. Students are permitted to remain in school of origin when feasible, unless it is against the parent or guardian's wishes. Students remain in the school of origin for the duration of their homelessness or until the end of the academic year in which they move into permanent housing. The parish will provide transportation to the school of origin when possible, at the request of the parent or guardian or the district homeless liaison in the case of unaccompanied youth.

Any school in the parish that disputes the enrollment of a homeless student, must provide a written explanation of its decision and the right to appeal if a student is sent to a school other than that requested by the parent or guardian, or, in the case of an unaccompanied youth, at the request of the homeless liaison. The choice regarding placement shall be made regardless of whether the child or youth lives with the homeless parents or has been temporarily placed elsewhere.

If the homeless child or youth needs to obtain immunizations, medical records, the school obtains the necessary documents. If the school cannot get necessary records, they may notify the homeless liaison for assistance. In the interim, the student is enrolled in school.

Each homeless student in DeSoto parish is provided with services comparable to services offered to other students in the school selected, including transportation, educational services for which the student meets the eligibility criteria including Title I, preschool programs, educational programs for children with disabilities, students with limited English proficiency, programs in vocational and technical education, programs for gifted and talented students, and school nutrition programs.

DeSoto parish informs parents or guardians of the educational and related opportunities available to their children. The parish also provides meaningful opportunities for the parents to participate in the education of their children.

If you have questions regarding our homeless program, please contact our office at 872-1198.

HOMELESS INFORMATION

IF YOUR FAMILY LIVES IN ANY OF THE FOLLOWING SITUATIONS:

- ☐ In a shelter
- ☐ In a motel or campground due to the lack of an alternative adequate accommodation
- ☐ In a car, park, abandoned building, or bus or train station
- ☐ Doubled up with other people due to loss of housing or economic hardship

Your school-age children may qualify for certain rights and protections under the federal McKinney-Vento Act.

If you believe your children may be eligible, contact the local liaison at (318) 872-1198 to find out what services and supports may be available.



DeSoto Parish Schools

Clay J. Corley, Superintendent

May 24, 2021

MEMORANDUM

To: Principals

From: Dr. Darrell Hampton

RE: IMPORTANT
M-to-M Transfer Information for Handbook

The following transfer policy information has been placed in student handbooks, beginning with the 2007-2008 school year, and should continue to be placed in student handbooks each and every year.

Majority to Minority (M-to-M) Transfers

A student attending a school where his/her race is in the majority may elect to attend a school where his/her race is in the minority. The student's parent must complete the transfer application and submit it to the DeSoto Parish School Board transfer committee no later than April 15th.

Once a student has received an "M-to-M" transfer the student must remain at that school for the entire school year. Any request to return to the students' home school (the school in which the custodial family resides) **must** be received by the transfer committee on or before April 15th of the current school year for consideration of approval for the following school year.

A student who transfers under an "M-to-M" transfer shall be immediately eligible to participate on athletic teams at the school to which they transfer. All "M-to-M" transfer students shall be provided free transportation by the DeSoto Parish School District.

Approved: _____

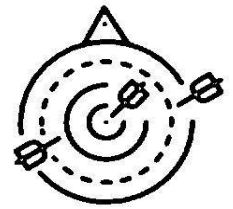

Clay J. Corley, Superintendent

5/24/2021
Date

ATTENTION PARENTS:

IMPORTANT INFORMATION ABOUT INTERNET SAFETY

FOR YOUR CHILD



As access to technology and the Internet continues to grow, children are increasingly interacting with strangers online, accessing Internet pornography, and experiencing cyberbullying. This is extremely dangerous. Most parents routinely warn their children not to talk to strangers, but did you know that many video games have chat features that allow your child to converse and share images with strangers? Children may think they're playing with other children, but the person on the other computer could be anyone.

Children also have greater access to pornography, particularly on the Internet, than ever before. Research has shown that pornography can harm children for many years through adulthood. The effects of pornography can be addictive, traumatizing, and lead to unhealthy or abusive sexual relationships as children grow up.

Cyberbullying also becomes a real issue as children begin using social media. Louisiana state law defines cyberbullying as "the transmission of any electronic textual, visual, written, or oral communication with the malicious and willful intent to coerce, abuse, torment, or intimidate a person under the age of eighteen", and also includes sexually charged content such as revealing photos and messaging of a sexual nature. Louisiana has enacted strong laws to address bullying and cyberbullying by public school students (R.S. 17:416.13, Act 369 of the 2018 Regular Session, R.S. 17:100.7).

WHAT CAN PARENTS DO?



KNOW what technology your child uses and how it works. Does the device connect to the Internet? Does game or app allow for online upgrades or purchases, or include a chat feature or multiple players? Is your child required to have an account to play the game or use the app that will include their personal information?



MONITOR how your child uses technology and restrict the time they spend on the Internet by establishing ground rules. If your child interacts with strangers or accesses inappropriate material online, talk to them about the dangers of doing so and take steps to prevent it from happening again.



TALK regularly with your child about how he/she uses technology and how to do so safely. Tell your child what to do if contacted by a stranger, if inappropriate materials are accessed, or if your child feels bullied. Tell your child to never share personal information or photos with stranger, and encourage open communication so that he/she feels comfortable coming to you with questions or concerns.

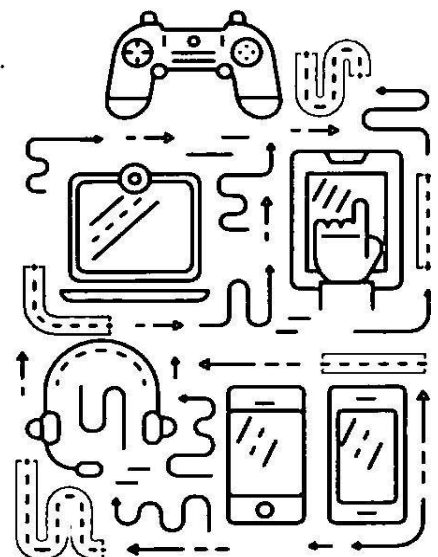


REPORT any suspicious communications to the police and speak with school administrators about possible cyberbullying so that action can be taken.

WHAT RESOURCES CAN HELP?

There are many resources to support parents in protecting their child from dangerous online content and communications, including:

- NetSmartz.org offers information, tips, and advice for parents and educators on safe technology use.
- Louisianabelieves.com, the Louisiana Department of Education's website, contains information and procedures to follow in the event that your child is experiencing bullying. (Type "bullying" in the search box.)
- Stopbullying.gov offers tips on how to identify and safely stand up to bullying
- www.fbi.gov/resources/parents, FBI resources for parents that address cyberbullying, advice for kids, social networking sites, child sexual exploitation, missing children, and more.
- Free Internet filters you can install at home: cleanbrowsing.org, OpenDNS Family shield (<https://www.opendns.com/home-internet-security/>), K9 Web Protection (<http://www.k9webprotection.com/>), and Windows Live Family Safety (account.microsoft.com/family).



ESSA PARENTS' RIGHT TO KNOW

(SECTION 1112(E)(1)(A-B))

Qualifications: At the beginning of each school year, a Local Educational Agency (LEA) that receives Title I funds must notify parents of each student attending any Title I school that the parent may request, and the agency will provide the parents upon request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including at a minimum the following:

- Whether the teacher has met State qualifications for grade levels and subject areas in which the teacher provides instructions;
- Whether the teacher is teaching under emergency or other professional status that the State has waived;
- Whether the teacher is teaching in the field of discipline of the certification of the teacher; and
- Whether the child is provided services by paraprofessional and if so their qualifications.

Additional Information: A school that receives Title I funds must provide to each individual parent:

- Information on the level of achievement and academic growth the child, if applicable, has made on each of the State academic assessments required under this part; and
- Timely notice that the parent's child has been assigned or taught for 4 or more consecutive weeks by a teacher who does not meet the applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

SECTION 1112(E) (2)(A-B)

Testing Transparency: At the beginning of each year, a Local Educational Agency (LEA) that receives Title I funds shall notify parents of each student attending any school receiving funds may request (and in a timely manner), information regarding any State or local educational agency regarding student participation in any assessments mandated by section 1111(b)(2) and by the State or local educational agency, which shall include a policy, procedure, or parental right to opt the child out of such assessment, where applicable.

Additional Information: Each LEA that receives funds under this part shall make widely available through public means (including by posting in a clear and easily accessible manner on the LEA's website and, where practicable, of each grade served by the LEA, information on each assessment required by the State, and where the information is available and feasible to report, and assessments required districtwide by the LEA including:

- The subject matter assessed
- The purpose for which the assessment is designed and used
- The source of the requirement for the assessment; and
- Where such information is available_
 - o The amount of time students will spend taking the assessment, and the schedule for the assessment; and
 - o The time and format for disseminating results.

Format: The notice and information provided to parents under this section shall be in an understandable and uniform format and, to the extent practicable, provided in a language that the parent can understand.

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents and students who are 18 years of age ("eligible students") certain rights regarding conducting of surveys, collections and use of information for marketing purposes, and certain physical examinations. These include the right to:

1. Consent before students are required to submit to a survey that concerns one or more of the following protected areas (**protected information survey**) if the survey is funded in whole or in part by a program of the U.S. Department of Education:
 - a. Political affiliations or beliefs of the student or student's parents.
 - b. Mental or psychological problems of the student or student's family.
 - c. Sex behavior or attitudes.
 - d. Illegal, anti-social, self-incriminating, or demeaning behavior.
 - e. Critical appraisals of others with whom respondents have close family relationships.
 - f. Legally recognized privileged relationships, such as wit lawyers, doctors, or ministers.
 - g. Religious practices, affiliations, or beliefs of the student or parents.
 - h. Income, other than as required by law to determine program eligibility.

2. Receive notice and an opportunity to opt a student out of:
 - a. Any other **protected information survey**, regardless of funding.
 - b. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, and any physical exam or screening permitted or required under State law.
 - c. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
3. Inspect, upon request and before administration or use:
 - a. Protected information surveys of students.
 - b. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes.
 - c. Instructional material used as part of the educational curriculum.

Parents/eligible students who believe their rights have been violated may file a complaint with the Family Policy Compliance Office of the U. S. Department of Education.

STUDENT CHECKOUT

Students are not allowed to check themselves out of school. To check a student out, parents must come to school and sign them out or send a note to be approved by administration. This note should be verified with a phone call from administration to the parent. The note should have parent signature and reason for checking out.

STUDENT ENROLLMENT

Students entering DeSoto Parish School system must provide the following:

- Online Registration Information
- Birth Certificate
- Proof of legal guardianship if not natural parents
- Current LA Health Certificate
- Social Security Card
- 3 proofs of residency:
 - one being a valid official LA identification
 - two being utility bills (with one being an electric bill)
- Copy of school records

STUDENT PAYMENT FOR CERTAIN EQUIPMENT AND SUPPLIES

Fees for equipment and supplies are determined by individual schools. The school principal may be contacted about fees assessed at each school. Students are responsible for paying the fees established by the school. Students are responsible for every textbook issued to them. If a textbook is lost or damaged, the student pays the replacement cost of the book. Students are also responsible for payment for lost or damaged library books, media, and equipment.

STUDENT PARTICIPATION IN GRADUATION/ACADEMIC/EXTRACURRICULAR ACTIVITY

Participation in graduation exercises or any other academic or extracurricular activity is a privilege. The principal has the right to restrict participation or not grant participation outright if the student's behavior or actions will have a negative impact on the school or event. This includes behavior that may have occurred at both school sponsored and non-sponsored activities and events.

STUDENT USE OF TOBACCO

Students are not permitted to possess tobacco/tobacco products or to smoke on school property during the school day, at school activities held after school hours, or when riding school buses to/from school. Parental permission to smoke does not exempt a student from this policy. Students who violate the policy are suspended. This includes e-cigarettes and vapor smoke. Students who violate the policy are suspended.

WEAPONS

The Board authorizes the principal of each school to automatically suspend and recommend expulsion for any student found in possession of a dangerous weapon on school property, on school buses, and/or at any school-sponsored event, at any time, during or after regular school hours. **A dangerous weapon is any gas, liquid or other substance or instrument that, in the manner used, is likely to produce death or great bodily harm. All vehicles located on school property are subject to search by school officials under the “special needs” doctrine. The basis for this search shall be reasonable suspicion.**

MEDICATION IN SCHOOL

Dear Parent/Guardian:

We would like to inform you of the guidelines that have been put into place to ensure the health and safety of children needing medicines during school hours.

School medication orders shall be limited to medications which **CANNOT** be given before or after school hours.

The parent/guardian who wishes to have medication administered to his/her student shall provide the following:

- 1. Parent Consent Form** – signed by the parent/guardian.
- 2. Medication Order Form** – This must be completed and signed by a Louisiana or adjacent state licensed physician or dentist. Dosage changes must be in writing from the doctor. Orders must be renewed at the beginning of each academic year and with any dosage or medication change during the academic/school year.
- 3. Arrangements for the safe delivery of the medication to and from school in the original labeled container as dispensed by the pharmacist.** Please ask the pharmacist to provide separate bottles for school and home use. The correct dosage should be provided by the pharmacist so that the tablets do not have to be broken or crushed. No more than a 25-day supply of medicine should be delivered to the school. **Medication must be delivered to the school by an adult. Do Not Send Medication To School With Your Child.**

All aerosol medication (inhalers) should be delivered to the school in pre-measured dosage with the pharmacy label.

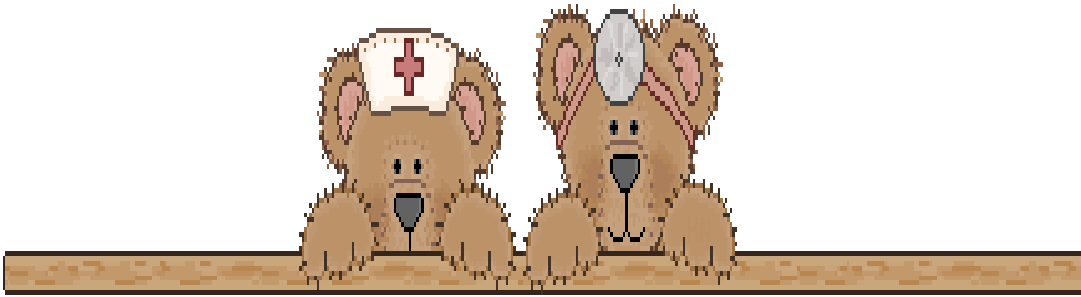
It is required that the first dose of any new medication be given at home. Adequate time, (one week), must be allowed for the parent to observe the child for possible reactions to the medication before it can be administered at school.

Medication forms may be obtained from your school office or the school nurse. After all forms are complete, **please make an appointment to meet with the school nurse**, prior to bringing medication to school. Medication **will not** be administered until a health plan and an authorization plan have been completed by the parent and nurse.

All medication that is not picked up from school a week after school closes for the summer will be destroyed.

Thank you for your cooperation. If you have any questions, please contact the nurse at your child's school.

GUIDELINES FOR SCHOOL ATTENDANCE



Dear Parents,

The school has a responsibility to maintain a healthy environment for **all students**. School attendance is important; however, sending sick children to school promotes the spread of infections.

Here are some guidelines to consider when deciding whether your child should attend school.

1. **FEVER** is a sign of illness or infection. If your child has a temperature of 100* or above, he/she **should remain at home. Children must be free of fever for 24 hours without fever medication before returning to school.** Evidence of infection – red, sore throat, swollen glands, drainage of pus, or green/yellow nasal discharge – please keep your child at home.
2. **VOMITING and DIARRHEA** are often contagious. Your child should be watched closely for dehydration and/or bloody stools. **Children must be free of diarrhea and vomiting for 24 hours before returning to school.**
3. Children often have runny noses and coughs during cold and allergy seasons. These should be watched carefully. **Your child should remain at home if he/she is too uncomfortable to benefit from instruction, has a frequent cough and/or thick green or yellow nasal discharge. If these symptoms persist, a doctor should be consulted.**
4. **ASTHMA** is a chronic inflammatory lung disease characterized by recurrent attacks of breathing problems. Keep your children home and seek medical advice when they have a fever, signs of infection, wheezing which continues to increase one hour after medication is taken, they are too weak/tired to take part in routine daily activities or breathing is labored, irregular or rapid.
5. **PINKEYE** is contagious and must be treated. Symptoms include redness, itching, swelling, drainage and excessive matter upon awakening in the morning. (Eye lids may be “stuck” together). **Do not send student to school with these symptoms.** Student may return to school after being on medication for 24 hours, and if symptoms have disappeared.
6. **RINGWORM** is a fungal infection of the skin and may be spread from one child to the other. There are two types:
 - a) **RINGWORM OF THE SCALP** – the student must be seen by a doctor and be on medication for 24 hours before returning to school. A note from the doctor is required.
 - RINGWORM OF THE SKIN** may be treated with special over-the-counter medications.

7. **INJURIES**: When a student is hurt, minor injuries will be treated at the office by the school nurse/office staff. Some injuries may require parental attention; therefore, you may be notified by the school and asked to come assess the injury. For this reason, PLEASE be sure to keep all your information and numbers current. Inform your child's teacher or the office of changes immediately (in person with ID or by sending signed note with your child) as you are legally responsible for keeping the school updated with contact information.
8. **CHRONIC HEALTH CONDITIONS**: Parents are responsible for providing health documentation and updates for students with chronic health conditions to the school nurse at the beginning of each school year or upon entering the DeSoto Parish School system.

Thank you for helping us to keep your children healthy!



HPV Vaccine for Preteens and Teens

Last updated JULY 2015

Why does my child need HPV vaccine?

This vaccine is for protection from most of the cancers caused by human papillomavirus (HPV) infection. HPV is a very common virus that spreads between people when they have sexual contact with another person. About 14 million people, including teens, become infected with HPV each year. HPV infection can cause cervical, vaginal, and vulvar cancers in women and penile cancer in men. HPV can also cause anal cancer, throat cancer, and genital warts in both men and women.

When should my child be vaccinated?

The HPV vaccine is recommended for preteen boys and girls at age 11 or 12 so they are protected before ever being exposed to the virus. HPV vaccine also produces a higher immune response in preteens than in older adolescents. If your teen hasn't gotten the vaccine yet, talk to their doctor about getting it for them as soon as possible.

HPV vaccination is a series of shots given over several months. The best way to remember to get your child all of the shots they need is to make an appointment for the remaining shots before you leave the doctor's office or clinic.

What else should I know about HPV vaccine?

Girls need HPV vaccination to prevent HPV infections that can cause cancers of the anus, cervix, vagina, vulva, and the mouth/throat area. Boys need HPV vaccination to prevent HPV infections that can cause cancers of the anus, penis, and the mouth/throat area. HPV vaccination can also prevent genital warts.

HPV vaccines have been studied very carefully. These studies showed no serious safety concerns. Common, mild adverse events (side effects) reported during these studies include pain in the arm where the shot was given, fever, dizziness and nausea.

Some preteens and teens might faint after getting the HPV vaccine or any shot. Preteens and teens should sit or lie down when they get a shot and stay like that for about 15 minutes after the shot. This can help prevent fainting and any injury that could happen while fainting.

Serious side effects from the HPV vaccine are rare. It is important to tell the doctor or nurse if your child has any severe allergies, including an allergy to latex or yeast. HPV vaccine is not recommended for anyone who is pregnant.

HPV vaccination is recommended by the Centers for Disease Control and Prevention (CDC), the American Academy of Family Physicians, the American Academy of Pediatrics, and the Society for Adolescent Health and Medicine.

How can I get help paying for these vaccines?

The Vaccines for Children (VFC) program provides vaccines for children ages 18 years and younger, who are not insured, Medicaid-eligible, American Indian or Alaska Native. You can find out more about the VFC program by going online to www.cdc.gov and typing VFC in the search box.

Where can I learn more?

For more information about HPV vaccines and the other vaccines for preteens and teens, talk to your child's doctor or nurse. More information is also available on CDC's Vaccines for Preteens and Teens website at www.cdc.gov/vaccines/teens.

DISTRIBUTED BY:



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention

Meningococcal ACWY Vaccines—MenACWY and MPSV4: *What You Need to Know*

Many Vaccine Information Statements are available in Spanish and other languages. See www.imzmmize.org/vis
 Hojas de Información Sobre Vacunas están disponibles en español y en muchos otros idiomas. Visite www.imzmmize.org/vis

1 Why get vaccinated?

Meningococcal disease is a serious illness caused by a type of bacteria called *Neisseria meningitidis*. It can lead to meningitis (infection of the lining of the brain and spinal cord) and infections of the blood. Meningococcal disease often occurs without warning—even among people who are otherwise healthy.

Meningococcal disease can spread from person to person through close contact (coughing or kissing) or lengthy contact, especially among people living in the same household.

There are at least 12 types of *N. meningitidis*, called “serogroups.” Serogroups A, B, C, W, and Y cause most meningococcal disease.

Anyone can get meningococcal disease but certain people are at increased risk, including:

- Infants younger than one year old
- Adolescents and young adults 16 through 23 years old
- People with certain medical conditions that affect the immune system
- Microbiologists who routinely work with isolates of *N. meningitidis*
- People at risk because of an outbreak in their community

Even when it is treated, meningococcal disease kills 10 to 15 infected people out of 100. And of those who survive, about 10 to 20 out of every 100 will suffer disabilities such as hearing loss, brain damage, kidney damage, amputations, nervous system problems, or severe scars from skin grafts.

Meningococcal ACWY vaccines can help prevent meningococcal disease caused by serogroups A, C, W, and Y. A different meningococcal vaccine is available to help protect against serogroup B.

2 Meningococcal ACWY Vaccines

There are two kinds of meningococcal vaccines licensed by the Food and Drug Administration (FDA) for protection against serogroups A, C, W, and Y: meningococcal conjugate vaccine (MenACWY) and meningococcal polysaccharide vaccine (MPSV4).

Two doses of MenACWY are routinely recommended for adolescents 11 through 18 years old: the first dose at 11 or 12 years old, with a booster dose at age 16. Some adolescents, including those with HIV, should get additional doses. Ask your health care provider for more information.

In addition to routine vaccination for adolescents, MenACWY vaccine is also recommended for certain groups of people:

- People at risk because of a serogroup A, C, W, or Y meningococcal disease outbreak
- Anyone whose spleen is damaged or has been removed
- Anyone with a rare immune system condition called “persistent complement component deficiency”
- Anyone taking a drug called eculizumab (also called Soliris®)
- Microbiologists who routinely work with isolates of *N. meningitidis*
- Anyone traveling to, or living in, a part of the world where meningococcal disease is common, such as parts of Africa
- College freshmen living in dormitories
- U.S. military recruits

Children between 2 and 23 months old, and people with certain medical conditions need multiple doses for adequate protection. Ask your health care provider about the number and timing of doses, and the need for booster doses.

MenACWY is the preferred vaccine for people in these groups who are 2 months through 55 years old, have received MenACWY previously, or anticipate requiring multiple doses.

MPSV4 is recommended for adults older than 55 who anticipate requiring only a single dose (travelers, or during community outbreaks).



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention

3

Some people should not get this vaccine

Tell the person who is giving you the vaccine:

- **If you have any severe, life-threatening allergies.**

If you have ever had a life-threatening allergic reaction after a previous dose of meningococcal ACWY vaccine, or if you have a severe allergy to any part of this vaccine, you should not get this vaccine. Your provider can tell you about the vaccine's ingredients.

- **If you are pregnant or breastfeeding.**

There is not very much information about the potential risks of this vaccine for a pregnant woman or breastfeeding mother. It should be used during pregnancy only if clearly needed.

If you have a mild illness, such as a cold, you can probably get the vaccine today. If you are moderately or severely ill, you should probably wait until you recover. Your doctor can advise you.

4

Risks of a vaccine reaction

With any medicine, including vaccines, there is a chance of side effects. These are usually mild and go away on their own within a few days, but serious reactions are also possible.

As many as half of the people who get meningococcal ACWY vaccine have **mild problems** following vaccination, such as redness or soreness where the shot was given. If these problems occur, they usually last for 1 or 2 days. They are more common after MenACWY than after MPSV4.

A small percentage of people who receive the vaccine develop a mild fever.

Problems that could happen after any injected vaccine:

- People sometimes faint after a medical procedure, including vaccination. Sitting or lying down for about 15 minutes can help prevent fainting, and injuries caused by a fall. Tell your doctor if you feel dizzy, or have vision changes or ringing in the ears.
- Some people get severe pain in the shoulder and have difficulty moving the arm where a shot was given. This happens very rarely.
- Any medication can cause a severe allergic reaction. Such reactions from a vaccine are very rare, estimated at about 1 in a million doses, and would happen within a few minutes to a few hours after the vaccination.

As with any medicine, there is a very remote chance of a vaccine causing a serious injury or death.

The safety of vaccines is always being monitored. For more information, visit: www.cdc.gov/vaccinesafety/

5

What if there is a serious reaction?

What should I look for?

- Look for anything that concerns you, such as signs of a severe allergic reaction, very high fever, or unusual behavior.

Signs of a severe allergic reaction can include hives, swelling of the face and throat, difficulty breathing, a fast heartbeat, dizziness, and weakness—usually within a few minutes to a few hours after the vaccination.

What should I do?

- If you think it is a severe allergic reaction or other emergency that can't wait, call 9-1-1 and get to the nearest hospital. Otherwise, call your doctor.
- Afterward, the reaction should be reported to the "Vaccine Adverse Event Reporting System" (VAERS). Your doctor should file this report, or you can do it yourself through the VAERS web site at www.vaers.hhs.gov, or by calling 1-800-822-7967.

VAERS does not give medical advice.

6

The National Vaccine Injury Compensation Program

The National Vaccine Injury Compensation Program (VICP) is a federal program that was created to compensate people who may have been injured by certain vaccines.

Persons who believe they may have been injured by a vaccine can learn about the program and about filing a claim by calling 1-800-338-2382 or visiting the VICP website at www.hrsa.gov/vaccinecompensation. There is a time limit to file a claim for compensation.

7

How can I learn more?

- Ask your health care provider. He or she can give you the vaccine package insert or suggest other sources of information.
- Call your local or state health department.
- Contact the Centers for Disease Control and Prevention (CDC):
 - Call 1-800-232-4636 (1-800-CDC-INFO) or
 - Visit CDC's website at www.cdc.gov/vaccines

Vaccine Information Statement Meningococcal ACWY Vaccines

03/31/2016

42 U.S.C. § 300aa-26

Office Use Only



John Bel Edwards
GOVERNOR



Rebekah E. Gee MD, MPH
SECRETARY

State of Louisiana
Louisiana Department of Health
Office of Public Health

June 15, 2018

John White
State Superintendent of Education
Louisiana Department of Education
1201 North Third Street
Baton Rouge, LA 70802-5234

Dear Superintendent White,

Effective July 1, 2019, Louisiana law will require students entering 11th grade, or 16 years of age and entering any grade, to provide satisfactory evidence of current immunization meningococcal conjugate vaccine (MCV) against meningococcal disease as a condition of school entry. This requirement expands on the current requirement for students in 6th grade or that are 11 years of age.

This law originated from the passage House Bill No. 176, from the 2018 Regular Session by Representative Leger, which mandates this school entry requirement. Revised Statute 17:170 E continues to allow an exemption from this school entry requirement for medical reasons or written dissent.

Meningococcal vaccination is recommended for children at 11 and 16 years of age on the 2018-2019 Louisiana Immunization Schedule. The new requirement for two doses of the MCV will be added to the Schedule's section titled Louisiana State Law. Note that this requirement does not apply to the other meningitis vaccine, MenB.

This legislation requires the Louisiana Department of Education to notify each city, parish and other local school board, the governing authority of each nonpublic school system and the parent or legal guardian of students participating in an approved home study program.

The Louisiana Department of Health, Office of Public Health staff are available for further discussion of this legislative mandate.

Sincerely,

A handwritten signature in black ink, appearing to read "Rebekah E. Gee".

Rebekah E. Gee, MD/MPH
Secretary, Louisiana Department of Health

**DESOTO PARISH
TRANSPORTATION DEPARTMENT
Parent/Student Information**

Parents and Guardians:

Please discuss these bus passenger rules and procedures with your child. Your child should appreciate the important part he/she plays in accomplishing **SAFE** and **EFFICIENT** Parish transportation.

Your child should understand that riding a school bus is a privilege, conditioned on appropriate, safe and respectful behavior. Disorderly conduct on the bus is a very real risk to the safe operation of a school bus.

Your cooperation in communicating this very important message would be most appreciated.

Larry C. Hall Jr.
Transportation Coordinator
DeSoto Parish School Board

Bus Service Eligibility:

Bus service is provided for all Elementary age students (grades PREK-5); Middle school age students (grades 6-8) and High school age students (grades 9-12).

In order to change their normal bus and/or stop (based on the child's provided HOME address), student's must present written permission signed by their parent/guardian to the principal's office in order to obtain a bus pass from the school office to present to the bus operator.

Enroute to the Bus Stop:

Parents/guardians are encouraged to review their child's walking route to the bus stop, advising about safety concerns, and chaperone their child at the stop while waiting for the bus. Operators are encouraged whenever possible, to leave the BACK 2 SEATS on both sides of the bus empty to protect student safety in the event of rear impact.

Be Prompt:

Please arrive at the assigned bus stop AT LEAST five (5) minutes prior to the scheduled bus arrival time. For safety, once bus doors are closed, operators may not be able to stop for late-arriving students.

At the Bus Stop:

While waiting at the bus stop, students are expected to stand a safe distance from the street and avoid activities that could cause injury to themselves or others. Students are expected to respect the property of others. When the bus approaches, students must observe the instructions of the operator. This is particularly important in the winter months when slick road conditions exist.

Boarding/Departing Bus:

Students must wait for the bus to come to a complete stop before approaching the bus or leaving their seat. It may be necessary to cross the road to board/depart the bus. Students are expected to observe the operator's instructions and always cross in front of the bus with the aid of the flashing stop sign, lights and crossing arm. In this case make sure you **FOLLOW THE INSTRUCTIONS** of your bus operator to cross safely. Oftentimes, they have a much better view from the operator's seat than the student has from the roadway.

Items Not Allowed on the Bus:

For reasons of safety and health; and in order to comply with state law and District policies, the following are not allowed on a school bus:

- Glass objects of any kind; (bottles, jars, etc.);
- Open containers of food, drink, etc.;
- Inflated balloons;
- Live animals, bugs, worms, etc.
- Plants, dirt, sand or other growing projects;
- Oversized objects or instruments that cannot fit safely in the seat with the student;
- Weapons of ANY kind (guns, knives, razor blades, lighters, etc.), real or toy;
- Sports equipment which could endanger others;
- Any item which cannot be transported safely in the seat with the student, or which creates a safety concern;
- Distractive electronic devices or trading cards.

Please arrange for your own transportation if any of the above items need to go to or from school.

Operator Authority:

The operator has full authority over students on the bus, and will have assigned seats on the bus to assure student safety or order. If a student demonstrates inappropriate behavior, the parent will be contacted to assist the student to modify the behavior of concern.

Student Conduct:

Being transported on a DeSoto Parish School bus is a privilege, not a right. The District must assure that proper conduct is maintained in all vehicles for the health, safety and welfare of all students. The responsibility for the proper conduct on the bus rests with the parents and students. Responsibility for the administration of the procedures listed below rests with the building principal to which the students are assigned. The operator is in complete charge of the bus.

Students who risk the safety of others or themselves may lose the privilege of riding the bus. Safe, respectful conduct is expected of all students to ensure safety. Students being transported are expected to adhere to the following Code of Conduct & Safety:

Students Will:

- Arrive at the assigned bus stop approximately five (5) minutes prior to the scheduled bus arrival time.
- Wait to board the bus or leave their seat until the bus has come to a complete stop.
- Board and depart the bus in an orderly and safe manner – single file, with no running or pushing.
- Remain in their seats upon entering the bus and during the entire route until they are designated to depart by the bus operator.
- Ride only on their assigned bus – boarding and departing at their designated stop unless they have an approved bus pass from their school office.
- Maintain safe conditions within the bus at all times.
- Not extend hands, arms, etc. or objects out of the windows or door, or throw objects inside or from the bus.
- Not be allowed to use obscene or inappropriate language or any hurtful language directed at another student.
- Not be allowed to use electronic devices or radios that may be distracting to the operator.
- Not be allowed to transport large items that do not fit safely in the bus seat with them.
- Not be allowed to eat or drink on the bus.
- Obey the school bus operator at all times. In case of emergency, remain seated in the bus unless directed to do otherwise by the operator or individual in authority.
- **Be required to pay for damages or replacement if a student damages seats or other parts of the bus.**

- Not be allowed to transport live animals or other growing projects on the bus.

The Parish reserves the right to establish any other rules and regulations that protect the health, safety and welfare of the students.

If a student violates any of the above rules/regulations and loses their bus privilege, the student or his/her parents/guardians will be responsible for transportation to and from school during the time of the bus suspension. Even though bus privileges are lost/suspended, the law still requires attendance at school per student attendance policy.

Certain activities may result in immediate suspension from bus riding privileges. These include but are not limited to:

- Fighting on the bus.
- Throwing objects in or out of the bus.
- Possession of weapons or dangerous articles.
- Destroying or defacing district or private property.
- Use of sparking devices.
- Smoking or use/possession of drugs, alcohol or any form of tobacco.
- Obscene gestures or profanity directed at the bus operator or others.
- Any part of the body extended outside of the bus.
- Assault on a bus operator will result in indefinite suspension and possible criminal charges.
- Pointing a laser pointer at a bus operator will result in suspension from the bus and possible criminal charges due to the extreme distraction that could result in an accident, and potential for eye injury caused by such devices.

Student Discipline:

The District has adopted a progressive discipline policy which emphasized logical consequences for inappropriate behavior. If warranted, your child will be issued a written notice for you to review and sign. All DeSoto Parish School buses are equipped with digital video and audio recording systems. Student behavior may be monitored or observed from the video system.

Parents are encouraged to contact the school any time they have concerns. If appropriate, a conference with other parties, including the student and operator may be arranged. The District reserves the right to suspend transportation privileges for any student who demonstrates behavior unreasonably distracting to the operator, which may contribute to an unsafe operation.

Disciplinary Procedures:

When, in the opinion of the operator, a serious rule violation occurs or when the operator's efforts to deal with less severe violations are unsuccessful or a pattern seems to have developed; a school bus incident report will be initiated. The intent is to maintain good order and a safe environment for students riding buses to and from school or school sponsored activities, as well as to notify parents of the misconduct of their children.

****The school bus environment is an extension of the classroom and the same consequences and violations flow charts will be used for infractions on the school bus.****

The following are standard actions that will generally be applied uniformly:

- 1) **The bus operator shall contact the parents and discuss the problem.**
- 2) **The student will be written up and referred to the office if misbehavior continues to occur.**
- 3) **The principal shall contact the parents, either by phone or through the referral form, and the student will be reprimanded. A warning will be given that any further referrals will result in suspension of bus riding privileges for a designated period of time.**
- 4) **If the student continues to misbehave on the bus, the privilege of riding the bus will be suspended for a designated period.**

The Administration reserves the right, depending on the seriousness of the offense, to move to any step in the above process (1-4).

Note: Serious offenses, such as fighting, flagrant displays of disrespect toward an operator or other, or possession of drugs or alcohol will result in an immediate bus suspension. Assault on a bus operator will result in a bus suspension and may result in possible criminal charges.

IMPORTANT NOTES

- Operators are instructed to discharge students only at designated bus stops.
- Operators are instructed that **NO STUDENT** under the age of 12 is to be left at a bus stop unless a visible parent/guardian is at the stop to receive the child.
- Operators are instructed **NOT** to leave students with a person other than the parent **UNLESS** they have a written note **SIGNED** by the parent.
- Operators are instructed to return students to their elementary school if there is not a parent at the stop to receive the child.

Please, do not put your child in this situation. Your help and cooperation are needed.

Alternate Busing Information: The DeSoto Parish School Board requires busing to be arranged to and from the student's residence to the student's home school of residence. However, the District recognizes it may become necessary to change busing to another address (example: childcare address; daycare address). The guidelines for alternate busing are as follows:

There will only be one alternate address allowed, in addition to the student's home address. The alternate address must be within the boundary area of the student's current school, and there must be an existing stop for the alternate location.

If alternate busing is necessary and the above guidelines are met, please contact the Transportation Office to provide us the necessary information in order to properly assign your child's bus routes.

Bad Weather Days: Local radio, TV stations and/or District/School Social Media will provide up-to-date information in case of inclement weather.

Accidents/Breakdowns: Bus operators are thoroughly trained in defensive driving techniques and buses are carefully maintained. Yet, given thousands of miles traveled annually, breakdowns can happen. All the buses have two-way radios and help can be just minutes away. One of the most important things to a bus operator in the event of an accident or breakdown is passenger cooperation.

DeSoto Parish School Board
Exceptional Student Services
Francie Woods, Supervisor

525 Oxford Road
Mansfield, LA 71052

318-872-6550
Fax: 318-872-6501

Child Find

- Child Find is a critical part of our mission
- Through Child Find, school systems find children and youth in need of special education services and if eligible, provide a free and appropriate education relative to their individual needs
- When an exceptional child with special needs is recognized early, many school problems may be reduced or eliminated
- Any individual, age 3 through 21, may be referred for an evaluation if he or she seems to need special services in order to receive an appropriate education
- Special Education Coordinators are assigned to each of our schools. Please contact your child's school administration for additional information or concerns
- If your child is not currently enrolled in school, but is approaching 3 years of age, please contact Pupil Appraisal Services at 318-872-1286
- You may also visit the Louisiana Department of Education online link at <https://www.louisianabelieves.com/>

DeSoto Parish Schools also offer Gifted and Talented Programs in art, theater and music for eligible students in accordance with Bulletin 1706 B authorized by the Louisiana Board of Education. Such students are identified through a system of referrals, screenings and evaluations.

Referrals may be made to your child's School Building Level Committee (SBLC) Coordinator. After screening, the SBLC will review the information to determine if the student is eligible for further consideration and possible evaluation according to Bulletin 1508 criteria.

DeSoto Parish Public Schools
R.S. 17:392.1 & 17:392.3

TO: Parents of Kindergarten through Third Grade Students

FROM: Clay Corley, Superintendent

RE: Act 1120 Screening Regulations for the Implementation of R.S. 17:392.1 & 392.3

The passage of R.S. 17:392.1 & 17:392.3 by the Louisiana legislature mandates that children in grades kindergarten through third be screened, at least once, for the existence of impediments to a successful school experience. This includes screening for Attention Deficit/Hyperactivity Disorder, Dyslexia, and Social/Emotional related disorders that may impede a child's successful school experience. The screenings required by R.S. 392.1 will be conducted by trained screening specialists at your child's school. No child shall be screened if his/her parent objects to such screening.

If you **DO NOT** want your child screened, please complete the form below and return it to your child's school immediately.

Thank you.

If this form is returned to school, attach it to the student's Act 1120 Screening Report Form.

**Complete and return ONLY if you DO NOT want your child
screened.**

Student's name: _____ Grade: _____

Parent/Guardian's signature: _____

Date: _____



Louisiana Migrant Education Program

Family Search Form

School District/Parish: _____ School: _____ School Year: _____

In order to better serve your children's academic needs, our program wants to identify students who may qualify to receive **FREE** additional educational services. The information you provide will only be used for program purposes. Please answer both questions below and return this form to your child's school.

1. Have you or another person in your home worked in agriculture or fishing in the past 3 years? (Please check all that apply below & complete contact information)

☐ YES

☐ NO



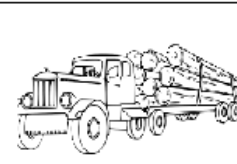
Picking vegetables, fruit, pecans, hay, soybeans, sugarcane, sweet potatoes, etc.

☐


Working in a poultry farm

☐


Working in shrimping / crabbing / oyster fishing

☐


Working in forestry / timber / logging

☐


Working in a plant nursery, orchard, tree growing or harvesting

☐


Working with livestock such as cattle, hogs, alligator, crickets, or turtle farming

☐


Working in rice, crawfish ponds

☐


Other **AGRICULTURAL** or **FISHING** work? Please explain:

2. Have your children moved or traveled across school district lines in the past 3 years?

This may include overnight or extended trips, at any time of the year, including the summer, to do shrimping, crabbing, oyster fishing, or agricultural work.

☐ YES

☐ NO

Parent (Guardian) Name: _____ Best time to contact you: _____

Phone Number(s): _____

Address: _____ Email Address: _____

Language/Lenguaje/Ngôn ngữ: ☐ English ☐ Español ☐ Tiếng Việt ☐ Other: _____

The purpose of this form is to help the state determine if the child(ren) in this family are eligible for the Louisiana Migrant Education Program. One of the individuals listed below may contact you to determine eligibility for the Louisiana Migrant Education Program:

Laurie Stewart - 225-369-0560 laurie.stewart@louisiana-mep.org	Tomí Soto - 956-740-8077 tomi.soto@louisiana-mep.org
Clare Ortiz - 870-820-6177 clare.ortiz@louisiana-mep.org	Lorena Andrea Roberts - 225-372-0419 lorena.roberts@louisiana-mep.org

For School Use Only: Please return completed forms to: ldr.team@louisiana-mep.org

For Spanish or Vietnamese search forms, please visit: <https://louisianamigrantidr.com/documents.php>. For any further questions, please reach out to the Louisiana Migrant Education Program Identification & Recruitment Team at: ldr.team@louisiana-mep.org.

Form Updated 11-10-2020



Code of Conduct

DeSoto Parish believes, as is stated in our mission statement, that our purpose is to care for our students, ensure their learning, and celebrate their graduation as citizens prepared to transform their dreams into realities.

In order for us to accomplish this mission, the conduct of students and the manner in which they discipline themselves is of vital importance.

Adhering to the expectations of a Code of Conduct will help provide a safe and wholesome environment for our students, they should follow this code:

1. Respect all school personnel and other students at all times.
2. Know the rules, policies, and procedures of the school as stated in the Student Handbook and follow them at all times.
3. Attend school each day and be on time where time is involved just as you will be expected to do in your future employment.

By following the above Code of Conduct, students will be conducting themselves in a manner that is educationally acceptable as well as acceptable to our society.

NOTICE

The DeSoto Parish School Board does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. Equal educational opportunity is a priority for all students and harassment of any kind is strictly prohibited.

Any student who believes he or she has been subjected to harassment or a hostile environment based on race, color, national origin, sex, disability or age has the right to report any such incident(s) and to have the alleged harassment or hostile environment investigated. The school board is committed to conducting a prompt investigation, and any student found to have engaged in acts of harassment or other acts that create a hostile environment based on race, color, national origin, sex, disability, or age will be appropriately disciplined, which may include suspension or expulsion. The DeSoto Parish School Board encourages students, parents, and district staff to work together to prevent acts of harassment of any kind.

The DeSoto Parish School Board is committed to maintaining a safe, orderly, civil and positive learning environment so that no student feels threatened or harassed while in school or participating in school-related activities, and adheres to the equal opportunity provisions of federal civil rights laws and regulations applicable to this agency. The School Board will not tolerate acts of harassment, including but not limited to acts of harassment based on race, color, or national origin pursuant to Title VI of the Civil Rights Act of 1964. The following person has been designated to handle inquiries regarding non-discrimination policies, bullying or harassment based on race, color, or national origin pursuant to Title VI of the Civil Rights Act of 1964.

Non Discrimination Notice can be found at www.desotopsb.com

Clinton Fuller ~ Director of Student Services
clinton.fuller@desotopsb.com
(318) 872-1198
523 Oxford Road
Mansfield, LA 71052

SCHOOL-WIDE POSITIVE BEHAVIORAL INTERVENTIONS SUPPORTS

DeSoto Parish School System encourages and rewards appropriate and positive behavior through the Positive Behavior Support program. Every student should know the theme for this program: RAP represents the key behavioral foundations we expect of our students: Respect, Accountability, and Pride. Our students should respect everyone. They should be accountable for all decisions they make and they should develop a deep sense of pride in themselves, their school, and their community.

School Wide Positive behavior support is an application of a behaviorally-based systems approach to enhance the capacity of schools, families, and communities to design effective environments that improve the link between research-validated practices and the environments in which teaching and learning occur.

When a student violates a **major** school rule (drugs, fighting, etc...) or is disrupting the class to the point that the teacher can no longer teach, the student is immediately removed and sent to see the Assistant Principal. The teacher completes the Louisiana Department of Education School Behavior Report at this time.

When students violate **minor** school rules (tardy to class, chewing gum, etc...) their teachers follow the following process to help the student correct the behavior and encourage positive behavior instead. The teachers document the first two minor infractions on the Minor Infraction Document. The third offense is then documented on the Louisiana Department of Education School Behavior Report.

1. First offense – the teacher/or staff member will have a small conference/talk with the student and explain the negative behavior they exhibited and provide guidance to the student as to what they should have done in that situation.

2. Second offense – the teacher will call the parent/guardian of the student and explain the types of negative behaviors exhibited and what has been done to correct those behaviors.

3. Third offense – the teacher will refer the student to a counselor who will contact the parent/guardian of the student and explain the types of negative behaviors and conduct some interventions. Counselors may refer for other interventions at district level.

4. Fourth offense – the teacher refers the student to the Assistant Principal. Further disciplinary consequences may be issued at this point, i.e. detention, suspension, etc... The Assistant Principal will also make a phone call home and inform the parent of the severity of the situation at this point.

Students that are repeat offenders will be referred to the office after they have received 4 or more infractions for the week. This will be a combined list from all teachers.

**NOTICE OF CHANGE CONCERNING SCHOOL ATTENDANCE FOR ALL STUDENTS IN THE DeSOTO
PARISH SCHOOL SYSTEM**

To All Parents and Students (Elementary, Middle and High School)

Due to the abuse and misunderstanding of the state attendance requirements for students in our schools, we feel it is necessary to implement the following change concerning student absences from school beginning **August 2010**. Please read the section below that applies to you.

No high school student shall accumulate more than a total of *five (5) absences* during a semester, EXCUSED AND/OR UNEXCUSED, as required by state law to be eligible to receive any grade earned that semester.

On ANY ABSENCE, after reaching a total of *five (5) absences*, the student and the parent will have to meet with the Student Services Officer and provide a justifiable excuse for that absence.

Students and parents can check in the student handbook to know what types of absences are considered justifiable. School administrators can also be contacted to get that information if you do not have a student handbook.

No elementary or middle school student shall accumulate more than a total of *ten (10) absences* during a school year, EXCUSED AND/OR UNEXCUSED.

STATE LAW REQUIRES THAT STUDENTS BE IN SCHOOL EVERY DAY THAT SCHOOL IS IN SESSION UNLESS AN ABSENCE IS DUE TO ONE OF THE JUSTIFIABLE REASONS ALLOWED BY LAW AND LOCAL SCHOOL BOARD POLICY.

Parents please do not allow your child to miss school for ANY reason other than those allowed by law and/or Board policy. Students who are in violation of the requirements stated above will be in danger of losing credits earned and/or retention in a grade.

Please understand that this change goes into effect in August **2010**, and **affects every student in our school system.**

Statistics prove over and over that students who do not miss school learn much more than those who absent themselves from school. Thank you for your cooperation in this very important matter. We will be glad to answer any questions that you may have. Please feel free to contact your school or the Director of Student Services.

ATTENDANCE

PARENTS SHOULD CONTACT THE SCHOOL SECRETARY BEFORE SCHOOL WHEN THEIR CHILD IS ABSENT FROM SCHOOL.

ATTENDANCE REQUIREMENTS

- A. To be eligible to receive grades, high school and junior high students shall be in attendance a minimum of 80 days per semester or 160 days a school year for schools not operating on a semester basis.
- B. There is no "SKIP DAY." Students will receive an unexcused absence for that day.

TYPES OF ABSENCES

A. Excused

1. Upon returning to school following an absence, a student must present verification **within 48 hours in order for the absence to be considered excused**. Students will be given an opportunity to make up for missed work.
2. Students may be excused from school for the following reasons:
 - personal illness (with physician's verification – Xerox copies are not accepted) fraudulent excuses will be treated as unexcused and the student can be suspended or assigned in-school suspension
 - serious illness in the family (with documented verification) – parent must contact school official
 - death in the family (absence not to exceed one week) – parent must contact school official and present death notice or obituary
 - recognized religious holidays of the student's own faith – parent must contact school official by phone or in person to verify
 - school-sponsored activity or trip
 - military procedure that requires students to miss class time – verification must be presented
 - subpoenas requiring court appearances – parent must present school with documentation from appearance in court

B. Unexcused – Students will be allowed to earn 75% credit from missed work.

1. All absences other than the ones listed in #2 above
2. Suspensions

In accordance with Legislative Act 240, a student will be allowed up to 75% credit to be earned from student work and/or tests missed due to an out of school suspension.

EXTENUATING CIRCUMSTANCES

The only exception to the attendance regulation shall be the delineated extenuating circumstances that are verified by the Director of Student Services.

- extended personal physical or emotional illness as verified by a physician
- extended hospital stay as verified by a physician
- extended recuperation from an accident as verified by a physician
- extended contagious disease within a family as verified by a physician

- prior school system approved travel for education
- death in the family (not to exceed one week)
- natural catastrophe and/or disaster

POLICIES

A. The above regulations require that a student accumulate no more than ten absences, excused or unexcused, per semester in any class.

B. Attendance requirements shall be enforced on a class-by-class basis.

TARDIES

A tardy will be defined as not being in the classroom (or designated area) when the bell begins ringing to signify the end of a transition period. A student who is less than five minutes late to class for any period, including first period, should report directly to class.

A student who arrives more than five minutes late will be considered as skipping class and should be sent to the office. A student is not tardy when they have a signed pass from the previous teacher or an administrative pass. When a student has acquired a 4th tardy during a grading period a referral should be sent to the office showing the dates on which the student was tardy and the interventions (i.e. – parental contact) taken by the teacher.

Students will receive disciplinary action from the administration when they accumulate their 4th tardy during a nine-week grading period. The disciplinary action will be as follows:

Infraction Action Taken

Tardy 1	* Warning from teacher and recorded
Tardy 2, 3	* Parental contact with documentation from teacher
Tardy 4	* Refer to administration for warning and parental contact
Tardy 5	* After School Detention
Tardy 6	* Saturday Detention
Tardy 7, 8	* Out of School Suspension * Parent conference required*
Tardy 9	* Expulsion Recommendation

TARDIES AND ABSENCES WILL ACCUMULATE ON A PER CLASS PER SEMESTER BASIS.

TRUANCY

DeSoto Parish Student Services department will assist the schools to help handle students who are having problems with absences and tardies. The school or parent may contact Student Services when help is needed in enforcing attendance.

DISCIPLINE POLICY

It is each student's responsibility to report to the school administration or bus operator any problem encountered with another student or any problem observed between other students that may need administrative attention.

The following discipline policy is designed to coordinate with the school's mission statement. To help provide a classroom environment that is conducive to the student's ability to learn, the Consequences and Violations Flow Chart shown below will serve as a guide for disciplining all students at the school level. However, it should be noted that students with disabilities may require additional procedures and accommodations as provided by Federal Law.

ELEMENTARY FLOW CHART (CONSEQUENCES AND VIOLATIONS)

Infraction	1st Offense	2nd Offense	3rd Offense	4th Offense
Willful disobedience	Parental contact /Detention/ISS	Detention/ISS/	Detention/ISS/	Suspension
	1 day	2 days	3 days	1 day OSS minimum
Treats an authority with disrespect	Parental contact/ Detention/ISS	Detention/ISS/ Suspension	Detention/ISS/ Suspension	Suspension
		Depending on the seriousness a minimum of 1 day OSS	Depending on the seriousness a minimum of 1 day OSS	Depending on the seriousness a minimum of 1 day OSS
	Depending on the seriousness a minimum of 1 day OSS			
Makes an unfounded charge against authority	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Uses profane and/or obscene language	Parental contact/ Detention/ISS	Detention/ISS/ Suspension	Detention/ISS/ Suspension With parental return	Suspension
	1 day	2 days	3 days	1 day OSS minimum
Is guilty of immoral or vicious practices	Parental Contact Detention/ ISS/ Suspension	Detention/ISS/ Suspension	Detention/ISS/ Suspension With parental return	Suspension
	Depending on seriousness minimum 1 day OSS	Depending on seriousness minimum 1 day OSS	Depending on seriousness minimum 1 day OSS	Depending on seriousness minimum 1 day OSS
Is guilty of conduct or habits injurious to his/her associates	Parental Contact ISS/ Detention	ISS/Detention/ Suspension	Suspension	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
	1 day	2 days	3 days	

Infraction	1st Offense	2nd Offense	3rd Offense	4th Offense
Is guilty of bullying and/or harassment	Parental contact Detention/ISS Suspension	Parental contact Detention/ISS Suspension	Parental contact Detention/ISS Suspension	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
	Depending on the seriousness minimum 1 day of OSS	Depending on the seriousness minimum 1 day of OSS	Depending on the seriousness minimum 1 day of OSS	
Uses or possesses any controlled dangerous substances governed by the Uniform Controlled Dangerous Substances Law in any form	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Uses of tobacco or lighter or e-cigarettes or any other instrument used for vaping	2 days OSS Refer to SHP or Counselor for intervention	3 days of OSS and Required Parental Conference/ fax to quit LA Program	4 days of OSS and Required Parental Conference	Recommendation for Expulsion
Possesses tobacco or lighter or e-cigarettes or any other instrument used for vaping	2 days ISS Refer to SHP or Counselor for intervention	3 days of ISS and Required Parental Conference	2 days of OSS and Required Parental Conference	Recommendation for Expulsion
Uses or possesses alcoholic beverages	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Disturbs the school or habitually violates any rule	1 day	2 days	3 days	Suspension Minimum 1 day OSS

Infraction	1st Offense	2nd Offense	3rd Offense	4th Offense
Cuts, defaces, or injures any part of public school buildings /vandalism	Detention/ISS/ Parental Contact	Detention/ISS	Suspension	Suspension
	1 day	2 days	1 day OSS minimum	2 days OSS minimum
Writes profane and/or obscene language or draws obscene pictures	Detention/Parental Contact/Suspension /	Detention/ISS/ Suspension	Minimum 1 day OSS	Minimum 2 days OSS
	1 day	2 days		
Possesses weapon(s) prohibited as defined in Section 921 of Title 18 of the U.S. Code	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Possesses firearms	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Throws missiles liable to injure	Detention/ISS/ Suspension	ISS/Suspension		
Instigates or participates in fights while under school supervision	ISS/Detention/ Parental Contact	ISS/Detention/ Parental Contact	Suspension	Suspension
	1 day	2 days	Minimum 1 day OSS	Minimum 2 days OSS
Violates traffic and safety	Student Conference/Parent Contact	ISS/Detention 1 day	Minimum 1 day OSS	Minimum 2 days OSS
Leaves school premises w/o permission	2 days of OSS	3 days of OSS and Required Parent Conference	Minimum 3 days OSS/recommendation for expulsion	Minimum 3 days OSS/recommendation for expulsion

Leaves school classroom w/o permission	1 day of ISS	2 days of ISS and Required Parent Conference	1 day of OSS	2 days of OSS
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Infraction	1st Offense	2nd Offense	3rd Offense	4th Offense
Is habitually tardy and/or absent	Parental Contact/Detention/ISS	Parental Contact/Detention/ISS	Suspension/FINS	FINS
Is guilty of stealing	Parent Contact/Detention/ISS 1 day	ISS/Suspension/Detention 2 days	Minimum 1 day OSS	Minimum 2 days OSS
Commits any other serious offense	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Assault	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Rape and/or Battery	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Kidnapping	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held

Infraction	1st Offense	2nd Offense	3rd Offense	4th Offense
Arson	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Criminal Damage to Property	Detention/ISS/ Suspension 1 day	Detention/ISS/ Suspension 2 days	Suspension/ Recommendation for expulsion	Suspension/ Recommendation for expulsion
Burglary	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Misappropriation with violence to the person	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Illegal carrying and discharge of weapons	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Possesses pocket knife with a blade length of less than 2 ½ inches	Parental Contact/ ISS/ Detention	OSS 1 day	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held

Infraction	1st Offense	2nd Offense	3rd Offense	4th Offense
Serious Bodily Injury	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Uses medication in a manner other than prescribed or authorized	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held
Possession of Body Armor	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held	Principal renders due process to the student and the student is suspended a minimum of 3 days during which time an expulsion hearing will be held

Infraction	Infraction Code	1st Offense	2nd Offense	3rd Offense	4th Offense
Student refuses to wear mask according to District Policy on COVID-19.	<u>01</u> Willful Disobedience	Parental contact Conference with the school administration	Detention/ISS 2 days	Detention/ISS 3 days	Suspension 1 day minimum
Student exposes another student/teacher to possible infection of COVID-19 by intentionally coughing or sneezing on them.	<u>06</u> Conduct or habits injurious to his/her associates.	Detention/ISS 2 days	Detention/ISS 3 days	Suspension 1-3 days	Recommendation for expulsion

The procedures and consequences are designed to be implemented in our schools. This code of conduct contains excerpts of the school district policy manual which are relative to student behavior. It is important to note that officials and principals have the discretion to impose a more or less severe penalty, unless prohibited by state law, at any time based on the student's past disciplinary record and the seriousness of the offense.

BUS DISCIPLINE

All disciplinary problems that develop on a school bus traveling to or from school shall be handled as follows:

- 1) The bus operator shall contact the parents and discuss the problem.
- 2) The student will be written up and referred to the office if misbehavior continues to occur.
- 3) The principal shall contact the parents, either by phone or through the referral form, and the student will be reprimanded. A warning will be given that any further referrals will result in suspension of bus riding privileges for a designated period of time.
- 4) If the student continues to misbehave on the bus, the privilege of riding the bus will be suspended for a designated period.

Because of our narrow, winding roads and long routes parents are reminded that riding the bus is probably one of the most dangerous activities a school child participates in each day. When students misbehave, the operator's attention is taken off the road. The operators must hold students strictly accountable for their behavior on the bus in order to ensure a safe ride each day. The privilege of riding the bus is conditional to good behavior and observance of rules and regulations distributed at the beginning of each school year. Parents are to go over these regulations and sign and return the form indicating agreement to adhere to these policies. Failure to do this will also result in suspension of bus privileges.

****The school bus environment is an extension of the classroom and the same consequences and violations flow charts will be used for infractions on the school bus. ****

CELL PHONE/AUDIO EQUIPMENT /OTHER ELECTRONIC DEVICES

As outlined in Louisiana R.S 17:239, students are prohibited from using or operating cell phones or any electronic telecommunication device in any public-school building. On the grounds thereof, or in any school bus used to transport public students. Cell phone "use or operation" is defined for this policy as the cell phone being in the "on" position or mode. During regular school hours, student cell phones are required to be kept out of sight and turned "off" while in a school building, on school grounds, or on a school bus. This policy is inclusive of any electronic telecommunication device in a student's possession.

School administrators will use the following procedure as corrective action for any student who violates this policy:

- **First offense:** device is taken up and parent or guardian must come to review and sign electronic device receipt and return agreement.
- **Second offense:** device will be taken up and kept for 9 weeks along with 1 day after school or Saturday detention.
- **Third offense:** device is taken up for one calendar year and 3 days OSS.

Note: A student found in possession of any such device after being prohibited to have said possession on school grounds or on a school bus **may be** recommended for expulsion from school for the remainder of the school year.

Exception: In the event of an emergency, any person may use any electronic device available. Emergency is defined as an actual or imminent threat to public health or safety which may result in loss of life.

ADDENDUM TO ELECTRONIC DEVICE POLICY

Students who *REFUSE* to turn over phone or other electronic device to Administrator:

Administrator contacts parent, and if parent is in agreement with student's actions (will not turn over the phone/device): Action to be taken:

1. Administrator will inform the student/parent that the student is being ***suspended from school for 3 days and both parents and student will have to see the Director of Student Services at the DeSoto Parish School Board before the student can return to school.***

2. In meeting with the Director, the parent and student will be informed that the ***student cannot have a cell phone at school for the rest of the school year. If a student is caught with a cell phone after returning to school following the suspension and meeting with the Director, the student will be recommended for expulsion.***

****INAPPROPRIATE USE OF CELL PHONES WITH CAMERA CAPABILITIES MAY RESULT IN IMMEDIATE SUSPENSION AND/OR EXPULSION.**

The bringing of any pornographic materials into the school grounds, school bus and/or activity either physically or electronically is strictly forbidden. Students not following this policy may be subject to suspension and/or expulsion from school. This policy includes books, magazines, pictures on clothing and pornography over the phone, fax, or computer. A copy of The Acceptable Use Policy for Students which students must sign before they are allowed to use the school computer, including Internet access is included in the Student Handbook.

STUDENT DRESS CODE

Clothing

Shirts

- Must have collar
- Shirts must be tucked in at all times
- Logansport Schools - Tiger Purple, Tiger Gold, or White
- Mansfield Schools – Black, White or Hunter Green
- North DeSoto Schools – Red, White, or Navy
- Stanley- Royal Blue, Black or White
- DeSoto Schools' Grace House –
 - Royal Blue Polo Shirts for middle school students (without Logos)
 - Gold Polo Shirts for high school students (without Logos)
 - Black Polo Shirts for elementary up to 5th grade (without Logos)

Bottoms

- No wind suits, cuts or slits in pants
- Slacks and shorts must have a waistband with belt loops and must fit at the waist
- Neither undergarments nor any part of the midsection should be visible. Sagging is not allowed and is strictly enforced. Elastic waistbands are allowed at the principal's discretion for students in Pre-K through 1st grade
- Pants must have no holes, frays and must not have a baggy or an exaggerated crotch.
- Skirts must be no more than 2 inches above the knees.
- Logansport Schools - Khaki, Black or Logansport Plaid
- Mansfield Schools – Khaki or Black
- North DeSoto Schools – Khaki and Navy
- Stanley – Standard Khaki brown or sand color
- DeSoto Schools' Grace House - Khaki

Belts

- Belts must be worn with slacks and shorts (optional for pre-K-1st grade)
- Belt buckles should be reasonable size

Socks

- Socks are required at all times

Shoes

- Close toe and closed back shoes must be worn at all times
- No specific style of shoe is required: however, no bedroom slippers, or combat boots are permitted
- Shoes that have wheels are not permitted
- Shoes must be secured (laces tied, straps fastened) at all times

Outerwear

- All outerwear must be of reasonable fit
- Jackets and coats can have hoods but hoods may only be worn OUTSIDE
- No long (below the knee) dusters or trench coats
- Red, White or Navy (North DeSoto Schools)

Headwear

- Knit caps may be worn outside only in extremely cold weather.

Grooming

Hair and Facial Hair

- Hairstyles shall be neat, clean, and not cause a distraction to the educational process and shall not impair vision.
- Unnatural colors are not permitted if they are deemed by the principal as a distraction.
- Hair rollers and extreme hair styles are not permitted if they are deemed by the principal as a distraction.

Jewelry

- Excessive and or inappropriate jewelry is not permitted
- Nose rings/studs, body piercing with jewelry, tongue studs, eyebrow rings, etc. are not permitted
- No buttons may be worn unless they are school spirit.

Book Bags

- Clear or Mesh
- Book Bags with wheels are not permitted.

Emblems and Insignia

- Discriminatory, obscene or drug/alcohol related emblems, insignia, jewelry, signs, speech or literature that is discriminatory, inflammatory or derogatory toward any sex, race, nationality, creed, political or philosophical group, is obscene or contains profanity, or makes reference to drugs, alcohol and/or tobacco are not permitted.
- No buttons may be worn unless they are school spirit.

MASKS/FACIAL COVERINGS

Face coverings on campus should not promote any social, religious, business, or political movement and/or companies.

- Face coverings should not include profanity, obscenity, or the promotion of any illegal activity and/or violence.
- Bandanas are not allowed as facial coverings.

See-through clothes, inappropriate tight-fitting apparel, attire that exposes the midsection, or clothing or apparel that is considered unsafe, dangerous, or a health hazard is prohibited – even if it otherwise follows the student uniform dress code. Clothing must meet all uniform guidelines, regardless of the label of information.

Principal's Discretion to Make Uniform Exceptions:

Principals may declare spirit days and allow students to wear school spirit shirts, or dress-up days (such as when school pictures are scheduled). Principals may also allow students to wear other uniforms such as Boy Scouts, Girl Scouts, band, chorus, etc. Other questions about uniforms should be referred first to the school principal. Special dress days are not to be used as school fundraisers unless granted by Superintendent or his designee.

Dress Code in Special Classes

Students must follow the rules of appropriate dress as dictated by the needs of special classes (i.e. physical education, Agriscience, consumer science, etc.)

Final Judgment Resides with the Building Administrator:

The principal will make the final decision if the clothing, hair, jewelry and general appearance of a student meets the DeSoto Parish School System's school uniform and appearance guidelines explained above.

Violation of Dress Code Policy:

Any student who violates the student dress code will be subject to school disciplinary action. Appeals and/or clarification regarding the discipline of a student for improper dress code should be directed to the school principal or designee.

CONSEQUENCES FOR DRESS CODE VIOLATION

1st Violation = Warning & parent notification

2nd Violation = Warning & parent notification.

3rd Violation = Warning & parent notification meeting with counselor

4th Violation = Saturday Detention & parent notification

5th Violation = One day ISS & parent notification

6th Violation = Two days ISS& parent notification

7TH Violation = 2 days OSS (Out of School Suspension)

Upon return to school student must be accompanied by parent/guardian. Administration may issue this as a Major Infraction, which can lead toward a student being recommended for expulsion.

DRUG AND WEAPON POLICY

R.S. 17:416 was amended by Act 385 of the 2007 Legislature to change the required minimum periods of expulsion of students for knife, firearms, and drug offenses. Governor Blanco signed the bill as of July 10, 2007. The effective date of the new law is August 15, 2007.

1. The principal shall immediately suspend a student who is found carrying or in possession of a firearm or knife. Or other dangerous instrumentalities, or who possesses, distributes, sells, gives, or loans any controlled dangerous substances governed by the Uniform Controlled Dangerous Substances law in any form. He shall immediately recommend the student's expulsion.

2. Grades 6-12 – A firearm or knife offense requires an expulsion from school for four complete semesters.

3. Any student **sixteen years of age or older** found guilty of possession of, or knowledge of and intentional distribution of or possession with intent to distribute any illegal narcotic, drug, or other controlled substances on school property, on a school bus, or at a school event pursuant to a hearing as provided for by R.S. 17:416(C) (1) shall be expelled from school for **four complete semesters**.

4. Any student who is under **sixteen years of age and in grades six through twelve** and who is found guilty of possession of, or knowledge of and intentional distribution of or possession with intent to distribute any illegal narcotic, drug, or other controlled substances on school property, on a school bus, or at a school event pursuant to a hearing as provided for by R.S. 17:416(C) (1) shall be expelled from school for **two complete semesters**.

Local school superintendents do have the authority to modify the length of the four semesters minimum semester period on a case by case basis, provided that such modification is in writing.

Act 385 also changed the law to state that:

(1) it will now be discretionary whether or not to expel a student for a fourth suspension for all other disciplinary offenses, and

(2) requires a student expelled for knife, firearm, and drug related offenses to provide documentation that the student has participated in a rehabilitation or counseling program related to the offense causing the expulsion **before readmission to school, including alternative education placement.**

5. Any student found to be in possession of any unauthorized OVER-THE-COUNTER OR PRESCRIPTION DRUGS will be dealt with in the following manner:

- First Offense - The principal or his designee will conference with the parent/guardian and student advising them of the Louisiana State Law and the DeSoto Parish School Board policy concerning the administration of medication.
- Second Offense - The student will be suspended for three days plus a conference with the Director of Student Services.
- Third offense - The student will be recommended for expulsion for the remainder of the semester or the remainder of the school year.

***A student found guilty of abusing over-the-counter or prescription drugs may be subject to suspension and/or expulsion from school pursuant to the DeSoto Parish School Board Discipline Policy and Procedure.**

BULLYING AND HARASSMENT

Bullying or harassment on school property, at school-sponsored or school-related activities or functions, on any school bus or van, at any designated school bus stop, in any other school or private vehicle used to transport students to and from school or any school sponsored activity or event, or otherwise in a manner or method which operates to disrupt the educational process, shall not be tolerated. Any student who engages in the bullying or harassment of anyone in the school setting is subject to disciplinary action, including suspension or expulsion. Students, parents and school personnel should immediately report incidents of bullying. Students and parents may report bullying or harassment to any school personnel, including, but not limited to, teachers, counselors, and administrators. School personnel who receive a report from a student or parent of bullying or harassment should verbally notify the principal on the same day or witnessing or learning of bullying or harassment, and file a bullying or harassment reporting form within two days of witnessing or learning of bullying or harassment. The report will be investigated by the school principal or his/her designee within ten days of receiving the report.

HARASSMENT, INTIMIDATION, AND BULLYING POLICY

The DeSoto Parish School Board directs students, school board employees, and school volunteers to report any incidents of harassment, intimidation, or bullying of a student by another student. For purposes of this policy, the terms "harassment," "intimidation," or "bullying" shall mean any intentional gesture or written, verbal, or physical act that

1. A reasonable person under the circumstances should know will have the effect of harming a student or damaging his/her life or property or placing a student in reasonable fear of harm to his/her life or person or damage to his/her property and
2. Is so severely persistent or pervasive that it creates an intimidating, threatening, or abusive educational environment for a student.

The DeSoto Parish School System will not tolerate any harassment, intimidation, or bullying of students on school property or on a school bus riding to or returning from school. The school administrator shall investigate any reported incident of harassment, intimidation, or bullying. Should the investigation determine that an incident has occurred; the student(s) involved shall be disciplined in accordance with this policy. The disciplinary action may include a conference with the student(s) involved; a conference with parents/guardians, a warning, or in more serious cases, the student(s) may be suspended/expelled from school as follows:

First offense	1 – 3 day suspension; counseling required
Second offense	1 – 5 day suspension; counseling required
Three or more offenses	1 – 5 day suspension or a recommendation for expulsion

Serious cases: Recommendation for expulsion and/or alternative school placement for the remainder of the year.

LEGAL REFERENCE: LOUISIANA R. S. 17:416.13

DATING VIOLENCE

The definition of “dating violence”, which is a pattern of behavior where one person threatens to use, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner.

“Any student who is a victim of, or a witness to, dating violence should immediately report it to a school faculty member or counselor, a school administrator or school resource officer.”

DESOTO SCHOOLS’ GRACE HOUSE

The DeSoto Schools’ Grace House serves as a short-term educational placement for students removed from the home campus for serious violations of the Student Code of Conduct. The DeSoto Schools’ Grace House provides an educational setting that is safe, secure, disciplined and respectful for students and staff.

*****Student placement at the DeSoto Schools’ Grace House can range from nine weeks to two years depending on the infraction. *****

OFF SITE SUSPENSION (OSS)

DeSoto Parish School Board is undertaking another approach for dealing with students being suspended out of school for inappropriate behavior or violations of school rules. The district implemented an off-site suspension program instead of the traditional out - of - school suspension program. This program will allow students that are suspended from school to attend a centrally located site and continue their studies rather than being sent home for the duration of the suspension.

Historically, out of school suspension programs were developed to remove students who were an immediate threat to the staff or other students. Over time, too many students were being removed from schools for reasons other than a threat. Many suspended students viewed out- of school suspensions as a “free day” off from school. By implementing an off-site suspension (OSS) program, the district will attempt to hold suspended students accountable for their behavior as well as their academics.

Students that are suspended from school will be sent to the DeSoto Schools’ Grace House for the duration of their suspension. They will be housed in a classroom that is separate from the rest of the students at the DeSoto Schools’ Grace House. These students will continue their studies while also receiving counseling to modify their behavior. The off-site suspension class will work as follows:

- On student’s first offense student will spend the number of days removed at site
- Second offense one day will be added to site stay and specific behavior modification issues reviewed.

- Third offense two days will be added to site stay with additional counseling and behavior plan in place or modifications and possible FINS referrals.
- Fourth offense three days will be added to site stay with referrals to FINS, more counseling hours, and behavior plan modifications
- Fifth offense will be a recommendation for expulsion.

SEARCHES- STUDENTS AND SCHOOL PROPERTY

The Board is the exclusive owner of any public-school building, any desk or locker in the building, or any other area that may be set aside for the personal use of students. Any administrator, or school resource officer, or teacher may search any building, desk, locker, area or grounds for weapons, illegal drugs, alcohol, stolen goods, or other materials or objects for which possession is a violation of Board policy. This includes a random search with a metal detector or a search conducted when there is a reasonable belief that the items sought will be found. Any administrator, school resource officer, or teacher may search a student or the student's personal effects when, based on the attendant circumstances at the time of the search, there are reasonable grounds to suspect that the search will reveal evidence that the student has violated the law, Board policy, or a school rule.