

TABLE OF CONTENTS

	Page
Preface/History/Mission Statement	3
Past Presidents/Current Board of Directors.....	4-5
Homeroom and Class Sponsors/Club Sponsors/ Faculty and Staff.....	6-7
Calendar	8
GENERAL INFORMATION	
Bell Schedule/Accreditation/Student Admission	9
Requirements for Student Admission/Tuition & Building Fund	10
Returned/Checks/Delinquent/Accounts/Nondiscriminatory Policy/Enrollment/Withdrawals.....	11
Transcript Release/Handbook Receipt/Parental Conferences/Patron Conduct/Student Drivers	12
Transportation/Announcements/Drills/Lost & Found/Visitors/Lunches/Office Telephone	13
Schedule Change/Attendance Policy/Elementary Attendance/6-12 Attendance.....	14
Unexcused Absences/Tardies/Leaving Campus During the Day	15
School Dismissal/Funerals/Field Trips	16
ACADEMICS	
Minimum Requirements/Grading System/Semester Exams/Honor Roll/Honor Graduates.....	17-18
Honors Classes/Report Cards & Progress Reports/Academic Failure/Testing Program/ACT Dates....	19
General College Requirements/Parent and Student Information/College Days	20-22
ACTIVITIES	
Class Officers/Club Membership/Class Accounts/Class Meetings	23
ATHLETICS	
Eligibility for Athletes/Patron Conduct of Athletes	24
RULES, CONDUCT AND DISCIPLINE	
School Property/Cheating/Obscene Lang. & Literature/Gum Chewing	25
Dress Code/Hair & Shaving/Cell Phone Policy	26-27
Authorized Areas/Assemblies & Chapel/Prohibited Items/Tobacco/ Drugs	28
Gambling/Other Violations/Classroom Rules-Behavior Policy/Conduct Grade	29
Demerit Schedule	30
Recurrent Misbehavior/Corporal Punishment/Disciplinary Review.....	31
Suspension/Expulsion/Alcohol Policy/Sexual Harassment/Anti-Bullying	32
Student Drug/Alcohol Prevention Policy.....	33-34
DESOTO SCHOOL FORMAL WEAR POLICY (08-09).....	35
DESOTO SCHOOL TECHNOLOGY ACCEPTABLE USE POLICY (08-09)	36
DESOTO PRESCHOOL ADDITIONS (17-18).....	37
DESOTO SIDELINE POLICY.....	38
MASTER SCHEDULE OF MIDDLE AND HIGH SCHOOL CLASSES.....	39





PREFACE

This handbook has been prepared for use by the students, parents, and teachers of DeSoto School. The purpose of the handbook is to set forth the policies and procedures applicable to Desoto students and to give the students and parents thorough understanding of the academic and extracurricular activities available at the school. All policies and procedures are subject to interpretation and modification by the DeSoto School Board.

This handbook is distributed to all students enrolling in DeSoto School. We hope that you will find this handbook valuable in answering questions that may arise during the school year.

HISTORY AND PURPOSE OF DESOTO SCHOOL

DeSoto School, named for the early Spanish explorer, Hernando DeSoto, was chartered as a nonprofit organization in 1969. The campus is located on a thirty-acre tract of land on the western slopes of Crowley's Ridge. The location is not far from the site where DeSoto discovered the Mississippi River and held the first Christian service west of the Mississippi.

Groundbreaking for the school took place in April 1970, and the first classes began in September of the same year. Grades one through eleven were offered the first year to a student body of 267. The second year, grades one through twelve were offered, and DeSoto graduated its first senior class in May 1972. Kindergarten (K3) through twelfth grade is now offered.

Athletic activities are an important part of student life, second only to academics, and DeSoto School strives to make the opportunity to participate in interschool athletics available to as many students as possible.

DeSoto takes pride in providing the community with excellent private education in a wholesome and traditional learning environment. The continued success of DeSoto's graduates indicates the quality education they are receiving.

The purpose of Desoto School is simply and directly stated as quality education. As DeSoto strives to achieve this objective, emphasis is given to helping students acquire a desire for knowledge and respect for learning, an understanding of our cultural heritage and respect for our country, a strong moral character, and a well-developed sense of personal responsibility.

DeSoto School, Inc., is a nonprofit organization and gifts are tax deductible.

MISSION STATEMENT

The mission of the Faculty, Administration, and Board of Directors of DeSoto School, Inc., is to strive to serve the educational and social needs of its students through high quality instruction with emphasis on the college-bound student. The school will strive to promote character development and life skills in a safe environment while encouraging family participation. Success has been evidenced by the large number of DeSoto graduates who have entered college and are making a positive contribution to our society.



PAST PRESIDENTS OF THE BOARD OF DIRECTORS

1969-1971	Jim Howe
1971-1972	Charles R. Roscopf
1972-1973	B. G. Cremeen
1973-1975	Otis Howe
1975-1976	Walter Morris
1976-1977	Ralph Murray
1977-1978	Thomas Dial
1978-1979	James I. Mayer
1979-1980	James O. Gabbie
1980-1981	Jerry Caery
1981-1982	Jerry Kelley
1982-1984	Henry Jordan
1984-1985	Wayne Crews
1985-1986	James Brasel
1986-1988	Joe Tom Cunningham
1988-1990	Steve Toney
1990-1992	Neala Wilson
1992-1994	Norman Bryant
1994-1996	Harvey Yates
1996-1998	Kathy Chisnall
1998-1999	Steve Toney
1999-2000	Harvey Yates
2000-2002	Chuck Roscopf
2002-2004	Jay Hollowell
2004-2007	Barry Lawrence
2007-2009	Bobby Boyle
2009-2011	Todd Murray
2011-2015	Helen Halbert
2015-2018	Tommy Young
2018-2019	Kimbrough Stephens
2019- present	Stephanie Loveless



**BOARD OF DIRECTORS 2020-2021
DESOTO SCHOOL, INC.
WEST HELENA, ARKANSAS**

COMMITTEES

FACULTY AND CURRICULUM

Holly Whaley - Chair
Phillip Allen
Stephanie Loveless
Rob Kendrick

FINANCE

Chris Carnathan - Chair
Holly Jones
Michael Taylor
Deb Johnston

ADMISSIONS AND RECRUITMENT

Deb Johnston - Chair
Chris Carnathan
Alan Barnes

ATHLETICS

Alan Barnes - Chair
Blake Robbins
Rob Kendrick
Phillip Allen
Holly Whaley

BUILDINGS AND GROUNDS

Michael Taylor - Chair
Blake Robbins
Kyle Cannon
Alan Barnes
Scott Pryor

STUDENT ACTIVITIES

Holly Jones - Chair
Stephanie Loveless
Phillip Allen

SECURITY

Rob Kendrick - Chair
Kyle Cannon
Scott Pryor

EXECUTIVE COMMITTEE

Stephanie Loveless - President
Chris Carnathan - 1st VP
Rob Kendrick - 2nd VP
Holly Jones - Secretary
Chris Carnathan - Treasurer



HOMEROOM AND CLASS SPONSORS

Grade 6.....	Kortni Carroll
Grade 7.....	Monica Thomas
Grade 8.....	John Stoker
Grade 9.....	Janna Gore
Grade 10.....	Brooke Pillow
Grade 11.....	Sarah Allen
Grade 12.....	Rhonda Dancy and Lyn Toney

CLUBS AND SPONSORS

Jr. High Cheerleaders	Liz Byrd
Sr. High Cheerleaders	Holly Whaley
Yearbook	Liz Byrd
Honor Society	Karen Schwantz
Student Council (High School)	Sarah Allen
Student Council (Middle School)	Monica Thomas
Fire Marshals	Rebekah Kendrick
Fellowship of Christian Students (6-12)	Markus Thomas
Quiz Bowl.....	Sarah Allen
Spanish Club.....	Karen Schwantz
Girls Club	Lyn Toney



FACULTY AND STAFF

Sam Pearson, BSE, MEd-EAS Headmaster/ Athletic Director
 Lyn Toney, BS, MSE..... Dean of Students/ Accounting/ Sr. Math/ Keyboarding
 Heather Dillinger Kindergarten, 3 yr.
 Amy Reyna..... Kindergarten, 4 yr.
 Rebekah Kendrick, BA..... Kindergarten, 5 yr.
 Tasha Mitchell, BSE..... First Grade
 Cindy Sibley, Second Grade
 Laura Dubach, BSE, MEd Third Grade
 Elizabeth Walker, Fourth and Fifth Grades
 Angie Carnathan, BSE, MAT Fourth and Fifth Grades
 Nancy Hornor, BSE..... Middle School Science
 Karen Schwantz, BAE..... 7-8 English/Spanish/ K-8 Head Teacher
 Brooke Pillow, BS Secondary Math
 Monica Thomas, BSE Middle School Math/ Algebra I
 Sarah Allen, BAE Secondary Social Studies/ Coach
 Missy Wood, BS, MAT..... Secondary English
 Rhonda Dancy, BA..... Secondary Science
 Kortni Carroll,..... 6th English/History/ Fine Arts/ Writing Lab-Life Skills
 John Stoker, BS..... Health/ 7th & 8th History/ Coach
 Judy Lederman Secretary/ Bookkeeper
 Janna Gore, BS Library/ Barton Reading Program
 Stevee Pryor, BSE, MAT Elementary Art
 Elizabeth Stephens, BS..... Elementary Music/ General Science
 Liz Byrd Elementary Computers & PE/ SH/ Yearbook
 Katie Jones K4 Aide/ After School Care
 Peggy Wiggins, AD Library Aide

Part-Time Instructors from PCCUA

Kathy Dulaney Secondary Computers
 Cathy Fullilove Psychology/ Sociology
 Kirk Whiteside Speech
 Kayla Holland..... CIS



DESOTO SCHOOL CALENDAR 2019-2020

August 3-5	Teachers' Workshop
August 6-7	First and Second Days of School (1/2 Days)
September 7	Labor Day; No School
October 2	Homecoming
October 6	Fall Weekday ACT
October 7-9	1 st 9 Weeks Exams
October 12-13	Fall Break
November 23-27	Thanksgiving Holidays
December 4	MAIS Convention
December 16-18	Semester Exams (Dismiss 11:30 Each Day)
December 21	Christmas Holidays Begin
January 4	Resume School
March 8-10	3 rd 9-Weeks Exams
March 5	MAIS District Admin. Meeting; (1/2 Day)
March 12-19	Spring Break
March 30	Spring Weekday ACT
April 2	Good Friday, No School
April 23-24	Senior Second Semester Exams
May 2	Commencement
May 6	Kindergarten Graduation
May 7	6-12 Awards Day
May 10	Annual Board Meeting
May 12-14	Second Semester Exams (Dismiss 11:30 Each Day)
May 17	Parent Conferences (8 a.m.-10 a.m.)



I. GENERAL INFORMATION

BELL SCHEDULES

Bell Schedule – Grades 6-12:

First Bell	7:50	
Tardy Bell	7:55	
Homeroom	7:55	- 8:00
1 st Period	8:05	- 9:05
2 nd Period	9:08	- 10:08
Break.....	10:08	- 10:23
3 rd Period	10:26	- 11:26
4 th Period.....	11:29	- 12:29
Lunch	12:29	- 12:59
5 th Period.....	1:02	- 2:02
6 th Period.....	2:05	- 3:05

Chapel/Activity Schedule – Grades 6-12:

First Bell.....	7:50	
Tardy Bell.....	7:55	
Homeroom	7:55	- 8:00
1 st Period.....	8:05	- 9:00
2 nd Period.....	9:03	- 9:58
Break.....	9:58	- 10:13
Chapel.....	10:13	- 10:33
3 rd Period.....	10:36	- 11:31
4 th Period.....	11:34	- 12:29
Lunch.....	12:29	- 12:59
5 th Period.....	1:02	- 2:02
6 th Period.....	2:05	- 3:05

Schedules – Grades K3-5

K3-K4

First Bell	7:50
Tardy Bell	7:55
Lunch	11:55 – 12:20
Dismissal.....	2:55

Grades K5-5

First Bell.....	7:50
Tardy Bell	7:55
Recess....	9:55 - 10:15
Lunch...11:00 – 11:24	Grades K5-2
Lunch....11:27-11:50	Grades 3-5
Recess....	12:10-12:30
Dismissal	2:55

Accreditation

DeSoto School, Inc. is accredited by the Mississippi Association of Independent Schools (MAIS) and Advanced Ed/SACS. Beginning with the 1990-91 school year, DeSoto was accredited by the Arkansas Nonpublic School Accrediting Association and remains an associate member.

Student Admission

Interested parents are to come to the school office and complete an application for admission to be presented to the Board of Directors by the Headmaster. Upon approval of the application, the parent will be required to sign an educational contract and promissory note for tuition and building fund before the student is admitted.

This policy also applies to students who leave the school and then return later.



Requirements for Student Admission

1. In accordance with Arkansas state law, no child will be admitted to kindergarten unless he or she will be five (5) years old on or before August 1 of the school year. Parents must present their child's birth certificate as proof of age when school begins in August. The August 1 cut-off date also applies to the Pre-K program.
2. All students are required to present proof that they have received up-to-date immunizations. Exception: The parent provides the school with a state exemption waiver.
3. No child will be admitted to the school during any school year if he has attained the age of twenty (20) years before October 1 of that year. Exception: Review by the Board of Directors.
4. No child will be admitted to the school if he or she is or has been married or had a child.
5. No student shall be admitted to this school who has been suspended or dismissed from another school for any reason. Exception: Review by the Board of Directors.
6. Testing program for students: Students will be tested at the discretion of the administration.
7. Drug testing program, Grades 9-12: All students will be subject to random testing throughout the year. A description of the school's comprehensive Drug/Alcohol Prevention Policy can be found in Section VI of this handbook.

Entrance Requirements for Students Entering First Grade

First grade entrance is based on (1) teacher recommendation, (2) kindergarten progress reports, and (3) standardized test scores.

Tuition and Building Fund

<u>Annual Tuition:</u>	(includes on-site/ distance learning)
3 & 4-year-old Kindergarten	\$3,990
Grades K5 – 5	\$4,390
Grades 6-12.....	\$4,640
Registration Fee	\$200 (Pre-registered and New Students)

Registration Fees are Non-refundable and Non-transferable

Tuition may be paid one of four ways:

1. Annually: paid in full by June 1 of each school year.
2. Semi-annually: ½ paid by June 1, ½ paid by December 1.
3. Quarterly: June 1, September 1, December 1, and March 1.
4. Monthly: by giving authorization for preauthorized payments or payment in advance. Payments are considered past due after the 15th of each month.

Any other method of payment will be subject to the approval of the Board of Directors.

Building Fund:

There are two Building Fund plans. You may choose the one you prefer.

1. \$400 plan
 - a. \$400 per student, paid in full by June 1 or date student enrolls in DeSoto School, Inc.
2. \$500 plan
 - a. \$100 per student, per year for five (5) years
 - b. \$100 must be paid in full by June 1 or date student enrolls in DeSoto School, Inc.
 - c. Parents must sign a note for \$500 per student or \$1000 per family.
 - d. If a student withdraws for any reason before the \$500/\$1000 is paid, records will not be transferred to another school until the note has been paid in full.



Upon student withdrawal, patrons are obligated for payment of building fund unless they relocate outside Phillips County.

Technology Fee K-12: \$35

Book Fee, Grades K-12: \$150

(A fee will be assessed for books not returned in the same condition as received).

Returned Checks

Any check returned by the bank will have a \$25 fee assessed and have 5 days to make payment.

Delinquent Accounts

All payments to DeSoto School, Inc., are due and payable on the first of the month. Starting with the 2020-2021 school year, we have implemented the following policy for the past due tuition. Tuition is considered past due after the 15th of each month. At 15 days, you will receive a Jupiter warning. At 40 days, you will receive a Jupiter warning and mailed letter. At 55 days, you will receive a final Jupiter warning and a certified letter. On day 61, your child will not be allowed to attend school or participate in any sports or extra-curricular activities, until satisfactory arrangements have been made. This includes K3-12th grade and will apply to all school-related events. The board realizes the financial difficulties that arise; however, the school has to run like every other business. We appreciate your understanding. DeSoto School personnel are in the business of educating children. We do not have the personnel nor the finances to allow delinquent accounts. Therefore, all accounts must maintain a current status.

Notice of Nondiscriminatory Policy as to Students

DeSoto School, Inc., of North Fourth Street, West Helena, Arkansas, admits students of any race, color, national and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions, scholarship, athletic and other school administered programs.

Enrollment during the School Year

Any student who enrolls in DeSoto School, Inc., after the beginning of the school term will be required to pay tuition for all months attended on a pro-rata basis. A numerical grade average in every subject must accompany each transcript. An entrance test may be required of incoming students before attending classes. All applicants in grades 9-12 must have been tested at the parent's expense and found negative for all illegal drugs before being admitted.

Withdrawals

Notice of withdrawal must be made in writing to the Headmaster. No refunds of any tuition or fees will be made to any student who voluntarily withdraws from DeSoto School, Inc., unless the student's family is moving from Phillips County. Tuition payments must be made through the month in which the student withdraws.

No refunds will be made in the event a student is asked to withdraw from school for disciplinary reasons or violations of school policies and regulations. Under no circumstances will Building Fund payments be refunded for voluntary withdrawal. Any charges and school obligations must be met before records will be transferred to any other institution.



Transcript Release

Schools are currently required by law to receive written permission from a student and his parents or guardian before releasing the student's transcript. Transcript release forms are available to download on the school website. Cost per transcript copy is \$5.

Handbook Receipt Form

The handbook receipt form with student and parent signature must be returned to the homeroom teacher by homeroom on Friday, August 7, 2020, or demerits will be assigned.

Parental Conferences

Parents are welcome at the school and urged to visit their children's teachers. Parents should arrange for conferences at times convenient both to the teacher and themselves by calling the office and requesting an appointment. Parents should not contact the teachers or board members at their homes before checking with the school administration on any question that may arise during the school year. Parents should check in the office before going to a classroom for any reason.

Procedure for Conferences or Complaints:

1. Call the school office and set up a conference with the teacher. A telephone call is no substitute for a conference. Please do not contact teachers at home.
2. If for any reason the conference with the teacher is not satisfactory, parents should contact the Head Teacher (Grades K-8) or Dean of Students (Grades 9-12) and schedule a conference with that official.
3. Further appeals, if necessary, may be made to the Headmaster, then to the appropriate committee of the Board of Directors.

PATRON CONDUCT

Public displays of abusive, disrespectful, unsportsmanlike, or otherwise inappropriate conduct or behavior will not be tolerated on DeSoto School property, at any DeSoto School sponsored event, or at any event in which DeSoto School is a guest or participant. Any patron who violates this policy will be subject to suspension from attendance privileges at school events for a period of up to one year. Any violation of this suspension, at the sole discretion of the Board of Directors of DeSoto School, Inc., will be sufficient grounds for termination of any or all education contracts with the school with respect to said parent, guardian or patron.

DeSoto School welcomes your comments and suggestions. Please make them through the appropriate channels or directly to the Headmaster. The use of social media can be detrimental to the mission of the school.

Student Drivers

Students are no longer required to have a form from the school to take the driving test. They need their birth certificate and a state ID (Revenue Dept. for \$5). Student drivers must have a valid driver's license, be 15 years old, and must be covered by auto insurance. All vehicles must be registered with the school and must have a parking sticker. Vehicle registration forms are online and must be completed before driving on campus. Students becoming eligible to drive during the year must register vehicles before driving on campus. Seniors have priority when registering, then juniors, etc... The Dean of Students must have the proper form filled out completely, signed, a copy of the front and back of the driver's license, copy of proof of insurance and a \$10 Parking Fee paid to get a parking sticker and assigned parking spot. Student drivers must park cars in their designated place, get out of



them immediately upon arrival at school and not re-enter cars during the day (See Section V). The first offense for parking in another person's place or not having a parking sticker is a \$5 fine. If the fine is not paid within 5 school days, driving privileges will be suspended for one week. Unauthorized driving on campus will result in demerits and administrative discipline. Bicycles and motorcycles are prohibited due to congested traffic. No caravans or parades.

Transportation

Car pools with a majority of elementary students will pick up students in front of the main building. Elementary students who ride with qualified student drivers will be picked up by the driver and escorted to the car. Car pools with a majority of 6-12 students will pick up students in front of the gym. Elementary teachers' after-school duty ends at 3:30; arrangements must be made to pick up students by that time.

Daily Announcements

Students, teachers, or organizations desiring to make announcements should write them as desired and turn in to the Headmaster the day before they are to be announced. Announcements should be as brief as possible. All announcements must be approved before announced. These should be read to students at the end of the period in which they are passed out to teachers.

Fire, Storm, and Tornado Drills

Fire drills will be held periodically according to regulations and will be signaled over the intercom. Storm drills will also be held periodically and will be signaled over the intercom. Information concerning what to do in case of fire or storm will be given to the students by homeroom teachers at the beginning of the school year.

Lost and Found

All books, bags, clothing, etc., found out of place anywhere on campus will be brought to the office. Books left in the classrooms or on top of lockers should be brought to the office of the Dean of Students or Middle School Head Teacher. Infractions will result in demerits. Items not claimed within two (2) weeks will be disposed of at the discretion of the Headmaster.

Visitors

All visitors must first come to the office to sign in. Students not enrolled in DeSoto are not allowed on campus without permission from the Headmaster. Arrangements should be made in advance.

School Lunches

Each student will be responsible for bringing lunch or ordering it from the school cafeteria. The responsibility of ordering food rests with the student and parents. Orders for break and lunch in the cafeteria must be placed during the homeroom period. Students in 6-12th grades who do not pre-order will be served only if there is food left after students who ordered are served. Parents may check cafeteria account history and make payments online. If charging occurs, there is a \$25 maximum limit. Students owing more than \$25 will not have food prepared if they attempt to order. Parents may not deliver lunches and may not bring a forgotten lunch after the homeroom period. Students leaving for appointments during the day may not bring restaurant lunches or drinks back to school. Aluminum cans and plastic bottles with caps are the only drinks allowed in the building at any time.

Office Telephone Use

The phone in the office is not for students and should only be asked to be used in case of emergency. Parents are asked to remember that the school telephone is for school business and should be restricted to urgent or important calls.



Change of Schedule

No student will be allowed to change schedules without permission from the Dean of Students or Headmaster, and all changes must be made within the first 10 school days. Students must bring a note from parent requesting the change.

Attendance Policy

For a student to do his best, regular attendance is essential. Regular attendance is the responsibility of their parents as well as the students. Truancy and cutting classes destroy the opportunity of sequential learning. Cutting class is considered a major offense. Absentees are marked by each teacher on Jupiter. Parents should monitor attendance closely.

Official school trips approved by the Headmaster are not considered absences. However, students are accountable for any missed work. Students knowing ahead of time that they will be absent should check with all teachers beforehand to plan for assignments. Unless prior arrangements are made, the students will be responsible for any work missed and assigned, including homework and quizzes.

The school asks parents and students to cooperate with the attendance policy as a student's attendance is essential for a quality education.

Elementary Attendance

Absenteeism and tardiness are the responsibility of the parents of elementary students. Parents should be aware that students who miss more than twenty (20) days in a school year will not be promoted to the next grade. Students will deal with their teachers for absences, tardies, early dismissals, or late check ins. Notes from parents to teachers explaining the absence are required upon return to school. Tardies are recorded and an accumulation of five (5) tardies/left early is considered one (1) day's absence. A student who arrives after 8:15 a.m. or leaves before 2:30 p.m. will be counted as absent one-half day.

A perfect attendance award will be made to any elementary student who misses no part of any school day and has no absences or tardies for the year.

6-12 Attendance

In accordance with MAIS written regulations, no student shall be granted a credit whose absences exceed **twenty (20)** days during the school year. A limit of **ten (10)** days shall be placed on all one semester (1/2 credit) courses. Attendance is recorded for each period and is accumulated.

Each student is allowed five (5) personal (30 periods) days per semester. Personal days may not be taken during 9-weeks or semester exams. A student who is absent (personal, doctor or any other reason) is to bring a written note from the parent upon return to school stating that the parent is aware of the student's absence. The student will receive an unexcused tardy for any time missed to obtain this written notice. If the student also has a doctor's note, it should state the time of the appointment and when the student may return. If the administration does not receive a doctor's note within two days of the student returning the school, the absence will remain recorded as a personal absence. It is the parent's responsibility to make sure any note faxed by a doctor is received by the office--parent notes should be written and sent with students. Faxes and Emails should be sent to the office and only in emergency cases.



Parents may contact the office before noon and request a student's assignments. Please do not disturb the teacher in the classroom. It is the student's responsibility to consult teachers upon return to school to schedule make-up work. Failure to make up work within the time agreed upon between the teacher and student will result in a zero for each incomplete assignment.

Each teacher marks attendance for his/her class with an A (absent), P (present) or T (tardy). The administration will change absences that are school related, doctor's notes, or magazine days. This may take a day or two, so please wait a couple of days before calling if attendance needs to be changed for those reasons. Parents are encouraged to check their student's attendance on a regular basis through JupiterEd. It is the parent's responsibility to not exceed personal time.

Students should not be on campus at any time without permission from the administration while checked out or absent from school. This includes break and lunch.

UNEXCUSED ABSENCES: Each unexcused absence will result in a zero-daily grade for each class missed and detention after school with assigned work by the Headmaster. Not attending detention is a major offense and may result in suspension.

Tardies

All students are to be in class ready to work with necessary supplies, books, paper, pencils, etc., when the tardy bell rings. This includes homeroom! Excused tardiness: sickness, or emergency beyond the control of the student. A student is allowed four unexcused tardies. On the fifth and each unexcused tardy thereafter during the 9-week period, accrued from one class, study hall, homeroom, etc., or any combination of those, the student will be assigned to detention or alternative punishment by the administration.

Senior Trips

Senior class sponsored trips for pleasure or leisure, not specifically related to educational, athletic, or otherwise school-related events or activities, will not be permitted.

Leaving Campus During the School Day

Students are not permitted to leave school during the school day without permission from the Headmaster, Dean, or Head Teacher. Students must have written permission from a parent stating the reason for leaving. This absence may or may not be excused depending on the circumstances. Before leaving, the students should check early in the day with all teachers whose classes they will miss to make necessary arrangements for assignments. Students scheduled for a test in any of those classes should be prepared to take the test before leaving if that teacher can arrange it. This includes leaving for appointments, athletic events, minor illnesses, etc. Students must sign out in the office before leaving school, and they must sign in immediately upon return. Failure to comply will result in demerits or other administrative action. Notes for early dismissal should be given to the middle school head teacher or dean of students before homeroom.

Students may not return to school the same day after leaving for personal reasons unless pre-approved by the Headmaster. Upon return to school from seeing a physician, the student must present a document signed by the physician or person of official capacity from the point of destination in order to check back into school.

A student who is absent for more than 3 periods may not participate in any school-sponsored activity on the day of his or her absence except with Administrative approval.



School Dismissal Due to Bad Weather, Power Outage, Etc.

Bad weather sometimes makes it necessary to dismiss school. When in doubt, please check TV Channels 3, 5, or 13 (Memphis). School officials will notify these stations if school is to be dismissed. Parents will receive a JupiterEd alert by text/email. Please do not contact school employees.

Funeral Policy

DeSoto School, Inc., wants its students to be able to attend funerals of close friends and family members. Funerals such as this will be handled on an individual basis. To attend any other funeral in the Helena-West Helena area, the procedure described below should be followed if a student wants to leave and return to school. Time missed is personal.

1. Students are to come to school dressed to attend the funeral.
2. Before homeroom tardy bell, student is to present the office a notice (no phone calls) from parent including the time of the funeral and stating that the student has permission to attend.
3. Student will sign out in the office before leaving and sign in immediately upon returning.
4. Student must complete any schoolwork missed on that day.

Field Trip and School-Sponsored Events

Students must ride home with the school personnel appointed to their care unless a student's parent gives written permission to ride with another responsible adult. School work assigned before a student leaves for a school sponsored trip is due when the student returns to class. Students should be allowed an extra day to prepare work assigned or material discussed while the student attends a school sponsored event. For safety and insurance concerns only class members and chaperones can be in attendance on class field trips.



II. ACADEMICS

Minimum Requirements for Graduation from DeSoto School, Inc.

English	4 units
Math	4 units - must include 1 unit Algebra I (2 of 4 must be Alg. I or higher)
Science.....	4 units - must include 1 unit physical science and 1 unit biology
Social Studies	4 units - must include 1 unit U.S. History and ½ unit Am. Government
Electives	6 units (may include more of the above units; i.e., math, science, etc.)
<hr/>	
Total	22 units

Note: all students must take at least five (5) courses each semester.

Credit will be given for two-semester courses only upon the completion of both semesters. In order to receive credit, the student's combined average of the two semesters must be 60 or above.

If a student fails one semester, and the average of the two semesters results in failure for the year, the failed semester may be made up through an approved correspondence course, or the entire course, i.e. both semesters, may be retaken at DeSoto. Note: Courses taken elsewhere other than at DeSoto are not included in the grade point average. However, if they are needed for credit, it is the student's responsibility to have an official transcript sent by the school directly to DeSoto for the Dean of Students to put the grades on the student's high school transcript.

If both semesters are failed, the entire course must be successfully retaken at DeSoto or through an approved MAIS accrediting agency for credit to be awarded.

Grading System

A -	100-90
B -	89-80
C -	79-70
D -	69-60
F -	59 and below

Honor Courses: +10 points are added to semester average

Regular Courses: semester average as is



Nine-Week Grading Period Guidelines for Grading (6-12)

1. Daily (discussions, class assignments, etc.)..... 40%
2. Weekly unit tests, etc..... 40%
3. Nine Weeks Test 20%
4. Conduct Grades will be given as one grade. (See Section V. Rules, Conduct, and Discipline)
5. Each teacher is required to have a minimum of 9 daily grades and 4 test grades in each 9-week grading period.

Semester Grades (9-12)

1. First nine weeks grade 40%
2. Second nine weeks grade 40%
3. Semester exam grade 20%

Exemptions from Semester Tests

Students are exempt from semester tests as stated below. However, any student exempt may take the test to improve a grade. The semester test grade will count only if it raises the average.

First Semester	-	Seniors with "A" average (90% or above) – 1 st & 2 nd 9-weeks avg.
Second Semester	-	Grades 9-11 - Exempt with "A" average (90% or above)
		Seniors - Exempt with "B" average (80% or above)
2 nd semester is based on 3 rd & 4 th 9-weeks avg.		

Headmaster's List and Honor Roll: Grades 3-12

1. Headmaster's List: 90% or above average in each subject area
2. Regular Honor Roll: 85% average with at least half of the averages being 90% or above
3. A numerical average of 79% or below in any graded subject will eliminate students from the honor roll.
4. A conduct grade of 79 or below will eliminate a student from the honor roll.

Requirements for Honor Graduates

Honor graduates will be chosen based on scholarship, service and character.

1. **SCHOLARSHIP** – Students will be required to have an overall average of 89% or better on all grades subjects for the four (4) years of high school. The final average will be computed at the end of the final eight semesters. A student may not make an F (below 60) at semester in any course and qualify as an honor graduate. The Valedictorian will be the Honor Graduate with the highest average, while the Honor Graduate with the second highest average will be the Salutatorian. These two students must have completed their junior and senior years at DeSoto School. Seniors must have taken at least 6 of the following Honor courses: Honor's English, Advanced Mathematics, Anatomy and Physiology, Accounting, Advanced Biology, Chemistry, Advanced Geometry, Advanced Algebra II, and 3 must be taken during the senior year. Correspondence courses and courses taken elsewhere by DeSoto students will be not be included in determining grade point average.
2. **SERVICE TO SCHOOL** – An honor graduate must have been an active member of at least three different school sponsored organizations during grades 9-12. Athletic participation may count for one of these. Active membership will be determined at the end of the school year by the club sponsor.
3. **CHARACTER** – The following are areas of judgment for character evaluations:
 - a) Cooperative and courteous attitude
 - b) Respect for authority
 - c) Behavior on and off campus

A majority vote by the faculty can bar an otherwise eligible student from becoming an honor graduate.



Honors Classes

Honors classes and prerequisites with strongly recommended 80.0% are:

Advanced Geometry, Chemistry, Advanced Algebra II – Algebra I
Honors English – English 11
Anatomy and Physiology – Conference with A & P instructor
Advanced Math – Algebra II
Advanced Biology – Biology I
Accounting – Conference with accounting instructor

Honor Graduates will be required to take 6 of the above honors classes.

Report Cards and Progress Reports

Report Cards and Progress Reports are available online for each student.

Academic Failure

The Board of Directors of DeSoto School, Inc., recognizes that the proper handling of academic failures requires individualized review on the part of the administration and faculty.

Elementary teachers' recommendations for passing or retaining will be made to the Headmaster and parents of said child. The recommendation of the teacher and Headmaster will be final. The Headmaster may elect to require a student to repeat the entire year or request withdrawal from DeSoto School, Inc. If a student who is repeating a grade does not show an improvement, the student may be retained to the same grade a second time.

Promotion in Middle School

Students in grades 6-8 must pass at least 3 subjects in order to be promoted to the next grade.

Testing Program

DeSoto students take the SAT (Stanford Achievement Test) each year through the 9th grade. Our students have consistently scored very high on achievement tests relative to national norms. Results are used to determine the strengths and weaknesses of each student in order that better instruction can be provided.

The high school code number for DeSoto School, to be used with the ACT and SAT test is

042-612. The scheduled ACT testing dates for the current school year are shown below.

Registrations must be postmarked by the dates shown; an additional fee is charged for late registrations. Registration for the ACT is done by going to www.act.org

Two weekday act tests will be given at DeSoto: Oct 6 and March 11 for 10th-12th grades only. Registration for weekday testing is done at the school.

National test dates:

<u>Test Dates:</u>	<u>Registration Deadlines:</u>	<u>Late Reg Deadlines:</u>	<u>Photo/Upload Standby:</u>
Sep 12, 13, 19, 2020	Aug 14, 2020	Aug 15-28, 2020	8/29-9/4, 2020
October 10,17, 24, 25	Sep 17, 2020	Sep 18-25, 2020	10/3-10/16, 2020
Dec 12, 2020	Nov 6, 2020	Nov 7-20, 2020	11/21-12/4, 2020
Feb 6, 2021	Jan 8, 2021	Jan 9-15, 2021	1/16-1/29, 2021
Apr 17, 2021	Mar 12, 2021	Mar 13-26, 2021	3 27-4/9, 2021
June 12, 2021	May 7, 2021	May 8-21, 2021	5/24-6/4, 2021
July 17, 2021	June 18, 2021	June 19-25, 2021	6/26-7/9, 2021

Some of these are Sunday dates. ACT is supposed to subject-area test starting Fall '20 in SOME areas. Student must have taken one full complete ACT before subject testing. See www.act.org for more details.



Some requirements are deferred because of COVID-19. CHECK WITH INDIVIDUAL SCHOOLS FOR DETAILS.

ADMISSION REQUIREMENTS - UNIVERSITY OF ARKANSAS, FAYETTEVILLE

16 Core Academic Units (taken from the U of A website)

English..... 4 Units

Social Studies 3 Units

Natural Sciences 3 Units With lab experience. Choose from 1 unit biology, 2 units from physical science, chemistry or physics

Mathematics 4 Units Chosen from algebra I, geometry, algebra II, and a fourth math beyond Alg. II.

Electives 2 Units Chosen from ½ unit of phys. Ed, ½ Health & Safety, ½ oral communication, and ½ Fine Art-

In addition, a student needs a minimum high school grade point average (GPA) of 3.0 and an ACT of 20 to be admitted automatically. However, many students will be admitted on the basis of individual review of their application portfolios. The admission decision will be based on evidence of ability to graduate from the University of Arkansas. Core requirements not met in high school must be taken in the Freshmen year.

Note: Parents and students should also be aware of the assessment and placement program applicable to Arkansas Colleges and Universities. A description of this program is included on the following pages.

The average ACT score for admission to U of A is 26 and the average GPA is 3.6

It is imperative that the students be in contact with their prospective colleges and universities for individual policies and requirements.

ENTRANCE REQUIREMENTS - MISSISSIPPI UNIVERSITIES - RECOMMENDED

English 4 Units Compensatory Reading and Compensatory Writing may not be included

Mathematics 4 Units Includes Algebra I, Geometry, Algebra II, and any one Carnegie Unit of comparable rigor and content. (e.g., Advanced Algebra, Trigonometry, Pre-Calculus, Calculus, AP Calculus AB, AP Calculus BC, Discrete Mathematics, Probability and Statistics, or AP Statistics)

Science 4 Units Includes Biology I, Chemistry I, and any two Carnegie Units of comparable rigor and content. (e.g., Physics, Physical Science, Biology II, Chemistry II, AP Chemistry, Physics II, AP Physics B, AP Physics C - Electricity and Magnetism, and AP Physics C - Mechanics, Botany, Microbiology, or Human Anatomy and Physiology.)

Social Studies 4 Units Includes World History, U.S. History, Introduction to World Geography, U.S. Government, Economics, and Mississippi Studies. (Credit earned for a State/Local Government course in any other state may stand in lieu of Mississippi Studies.)

Arts.....1 Unit Includes any one Carnegie Unit of visual and performing arts course(s) meeting the requirements for high school graduation

Advanced Electives 2 Units Includes any two Carnegie Units of Foreign Language (I and II), Advanced World Geography and a Foreign Language (I) or any combination of English, mathematics, or lab-based science courses of comparable rigor and content to those required above

Technology...½ Unit Course should emphasize the computer as a productivity tool. Instruction should include the use of application packages, such as word processing and spreadsheets. The course should also include basic computer terminology and hardware operation

Pre-High School Units: Algebra I, first year Foreign Language, Mississippi Studies, or Computer Applications taken prior to high school will be accepted for admission provided the course content is the same as the high school course.

MS has a required and a recommended list: check website for MS

<http://www.mississippi.edu/admissions/curriculum.asp>

FRESHMAN ASSESSMENT AND PLACEMENT PROGRAM AT STATE COLLEGES AND UNIVERSITIES IN ARKANSAS

The full text of Section 23 of Act 1101 of 1991 (A.C.A. 6-61-110) follows:

All first-time entering freshmen at all state-supported colleges and universities in Arkansas who are admitted to enroll in all associate or bachelor's degree programs shall be tested by the admitting institution for purposes of placement in either college-level credit courses in English and mathematics or remedial courses in English composition, reading, and mathematics.

Remedial courses shall not provide credit toward a degree. The State Board of Higher Education



shall determine the tests to be used, the testing procedures and exemptions, and minimum scores below which students at all institutions must take remedial courses. The State Board of Higher Education shall base these decisions on consultation with representatives of the institutions of higher education, analysis of the placement procedures presently used by institutions in Arkansas, statewide placement testing programs in other states, and pilot projects involving testing of entering freshmen at selected institutions in Arkansas.

The mathematics, English composition, and reading placement standards contained in this document implement section 23 of Act 1101 of 1991. These standards apply to all first-time-entering undergraduate students, as defined in the Arkansas Higher Education Information System Manual, who enroll in associate or baccalaureate degree programs at state colleges and universities.

MATH

No math course less sophisticated than college algebra may be applied toward a baccalaureate degree from a public university in Arkansas.

Students scoring 19 or above on the mathematics section of the Enhanced ACT*, 460 or above on the quantitative portion of recentered SAT** (or test of equal measure) may enter college algebra. Students not meeting the standard shall successfully complete a developmental program or programs in math before being awarded credit for college algebra.

ENGLISH COMPOSITION

Students scoring 19 or above on the English section of the Enhanced ACT, 470 or above on verbal SAT, (or test of equal measure) may enroll in college-level English courses. Students not meeting the standard shall successfully complete a developmental program or programs in English composition before being awarded credit for freshman English.

READING

Students scoring 19 or above on the Reading Section of the Enhanced ACT, 470 or above on the verbal section of the recentered SAT, (or test of equal measure) will be considered to have met minimal reading skill requirements. Students not meeting the standard shall enroll in a developmental program in reading during their first or second semester in college and each subsequent semester, if necessary, until the program is successfully completed.

Currently most colleges and universities are using the Accuplacer test to place students in appropriate classes.

Note: The above designated scores are statewide minimum scores. The board and administration of any campus may elect to set higher minimum scores.

- * American College Testing Program's Enhanced ACT Assessment Test
- ** College Board's Recentered Scholastic Aptitude Test
- *** American College Testing Program's Assessment of Skills for Successful Entry and Transfer

Adopted: Agenda Item No. 9, October 13, 1989

Revised: Agenda Item No. 27, October 20, 1995

Revised: Agenda Item No. 22, April 19, 2002

PARENT AND STUDENT COLLEGE INFORMATION:

It is very important for students and their parents to check the websites of colleges and universities for their entrance requirements. There are many variations by them, including different schools within the universities as to their requirements. The above are general requirements which are constantly being updated.

Schools may have many variations in their requirements. Examples: different act scores for entrance, course requirements (some require foreign language), etc.



Students and parents should stay in contact with the schools in which they are interested in attending.

Students applying for scholarships should be in contact with the schools for application requirements and due dates. An excellent place to start would be the www.adhe.edu (Ark. Dept of Higher Education). There are many links and an enormous amount of information, including the Youniversal—links to all the main Arkansas scholarships. Students should also be in contact with interested colleges who can recommend other scholarships associated with their school. Do this research early and ask pertinent persons for recommendations (if needed) well in advance.

Juniors and Seniors will be allowed to take three (3) college days per school year. The following rules must be followed, or the days will count as personal:

- A copy of an official email or letter from the college verifying an appointment (tour, etc.) will be given to the Dean of Students PRIOR to the college day.
- A note signed by the parent will be brought to the Dean of Students PRIOR to the college visit stating they are aware of the visit. (These are to be planned college visits).
- Official documentation (a copy of a brochure is NOT documentation) from the college that the student visited (preview day, tour, etc...) must be brought to the Dean of Students upon return to school. If the student fails to bring official documentation, he/she MUST present an additional note from the parent acknowledging the absence. It remains personal unless official documentation is received within two days.
- Any assignments made prior to the visit are due upon return.
- College days should not be taken during 9-weeks or semester tests.
- If travel is taken prior to or following the college day, it will count as personal.
- Other rules may be implemented by the administration as necessary.

NEW — As of May 2019, a student who attains an associate degree from a University of Arkansas affiliated junior college **may** be eligible for an Arkansas Transfer Achievement Scholarship to the University of Arkansas in Fayetteville. Students would continue to pay the junior college tuition while working toward a bachelor's degree in Fayetteville. See the schools for all the details.



III. ACTIVITIES

Class Officers

Class officers will be elected in grades 6-12 during the first few days of school. Each class shall elect a president, vice-president, secretary, and treasurer. It is an honor to hold a class office, and only those persons qualified, and willing to work, should be nominated. Nominees must have a "C" average for the preceding semester and a "C" average overall.

Club Membership Requirements

1. Club officers must maintain a "C" average or above. If the club has a higher requirement, it shall prevail.
2. Each club shall determine scholastic requirements for membership.
3. A student may be president of only one club. The following positions are equated with being president of a club:
 - a) Editor-in-Chief of the Yearbook or Co-Editor
 - b) Class President
4. A new student must have been at DeSoto for one full semester and have established the required grade average while in residence in order to be eligible to hold a position of one of the following:
 - a) Club President
 - b) Student Council member/officer
 - c) Class President
 - d) Editor-in-Chief of Yearbook

Accounts

No DeSoto School organization may use DeSoto School's tax ID number on any existing accounts without permission from the administration. DeSoto School will not be responsible for purchases made by any organization without a purchase order signed by the Headmaster. Any monies in an account raised in the name of the school should be spent in agreement between the sponsors and the class officers. Any monies left in a class account at the end of the senior year will go into the general fund.

Class Meetings

All class meetings must meet at a scheduled time with a sponsor. A sponsor must be present at all meetings or any business will not be valid.



IV. ATHLETICS

Eligibility for Athletes – Jr. and Sr. High

No student will be permitted to participate in interschool contests for more than four (4) years after entrance into high school. Students will not be permitted to participate in high school interschool contests if they have reached the age of nineteen (19) years of age or junior high interschool contests if they have reached sixteen (16) years of age prior to August 1.

A student shall be placed on Athletic/ Activity Participation Suspension for the succeeding semester if he or she should make two (2) Fs during the previous semester. Grades may be re-evaluated at 9 weeks by the Administration and suspension may be lifted. The high school student must have passed four (4) subjects during the previous school year and must not have entered the 9th grade more than two years prior to the current school year in order to participate in athletics or activities. The junior high student must have passed four (4) major subjects the previous school year and shall not have entered the 7th grade more than two years prior to the current school year. This policy applies to all sports, cheerleaders, cheerleader try-outs, and other activities.

A student who is absent for more than ½ day may not participate in an athletic game on the day of his/her absence with exceptions approved by the administration.

DeSoto School Policy Governing Conduct of Athletes and Cheerleaders

All athletes should remember that their attitudes and actions reflect on the reputation of all students at DeSoto School. DeSoto School athletes are expected to be competitive but not confrontational, volatile, or exhibit poor sportsmanship in any manner. Athletes should be respectful of officials, coaches, and other athletes. Lack of self-control on the part of any athlete representing DeSoto School will result in the following disciplinary action:

Ejection of any athlete from any game must be reported to the MAIS office by game officials and school officials. Failure to do so will result in fines and/or probation. A second ejection will result in suspension from participation of said athlete in the next game scheduled. In addition, the coaches reserve the right to discipline athletes as they deem necessary.

Any athlete falling below 70% in citizenship will be placed on athletic suspension for 3 weeks.

PATRON CONDUCT AT ATHLETIC EVENTS

Refer to page 12. DeSoto School is bound by the MAIS'S ACC rule.

SIDE LINE POLICY

Refer to page 31.



V. RULES, CONDUCT, AND DISCIPLINE

Because the Board of Directors and Administration of DeSoto School, Inc., are determined to provide an atmosphere which will foster quality education and which will provide opportunities for individual growth, they have set high standards of personal conduct for Desoto students.

The school reserves the right to administer discipline to the extent deemed necessary, including corporal punishment. (See Corporal Punishment, page 30)

School rules and policies concerning conduct and discipline, as stated in this handbook, apply to all school-related activities, both on and off campus.

General Behavior Policies

Student Responsibility for School Property

Each student is expected to maintain the attractiveness of the school by keeping desks, walls, and lockers clean. Graffiti is prohibited. Students should refrain from sitting on the tops of desks and tables. Wastepaper and trash are to be put into the trash cans located in each classroom and in the hallways. At break and lunch, students are expected to pick up after themselves by placing bags, wrappers, cans, etc... into the trash cans in the gym lobby or in front of the gym. Sidewalks are always to be used.

All students should take care to conserve school property and supplies. Parents will be held financially accountable for any property damaged, destroyed, or lost by their student. The school will take legal action to enforce this policy if necessary. Furthermore, students will be referred to the office for disciplinary action.

Cheating

Cheating ultimately solves nothing, and frequently hurts many. Cheating, including any form of plagiarism, is not consistent with the values of DeSoto School students. Cheating will be dealt with on an individual basis.

Generally, a student found cheating will receive a zero on that assignment. The teacher will post the incident on JupiterEd, and the student may also be referred to the office for further discipline. Cheating involves the giving or receiving of information.

Obscene Language and Literature

The use of profanity at DeSoto School or any school related activity will not be tolerated. Possession of obscene or pornographic literature, whether sent or received, is prohibited on the school grounds. Violators will be assigned demerits and may be referred to the office for further disciplinary action.

Gum Chewing

Gum chewing is not permitted at school at any time, including break and lunch. Violators will be assigned demerits for each infraction and may be assigned detention for repeated violations.



Dress Code

Students at DeSoto School are expected to be dressed and groomed appropriately for school. It is hoped that the student's behavior and attitude will reflect well upon the individual and DeSoto School. All students in K3 thru 12th grades will be required to wear a school uniform. French Toast Uniforms provides a website detailing all available options. The web address is www.frenchtoastschoolbox.com. Select "Shop by School" and search by school code QS5KUDP or school name DeSoto School. French Toast Schoolbox Customer Service may be reached at 800-636-3104.

The uniform is to be worn every day except for spirit days or other occasions approved by the Administration. Guidelines for dress will be given to students for days when they can wear clothing other than the approved school uniform. To promote school spirit, students will be allowed to wear DeSoto jerseys, cheer uniforms, or a DeSoto School shirt on game days during Jr. and Sr. High football season.

Required Casual Uniform (K3-12th)

- Girls - Red logoed polo shirt (from French Toast or Parker)
Khaki pants, shorts, or skirt
- Boys - Red logoed polo shirt (from French Toast or Parker)
Khaki pants or shorts

Required Dress Uniform (6-12th)

- Girls - White logoed blouse (from French Toast or Parker)
(with pointed collar, not Peter Pan collar)
Plaid skirt (from French Toast or Parker)
- Boys - White logoed, button-down shirt (from French Toast or Parker)
Khaki pants, belt, and red tie

Each student should have at least one red logoed polo, but blue or white logoed polo shirts are allowed as part of the casual uniform. Several casual options are listed on the French Toast Schoolbox website. Logoed and plaid items must be purchased through French Toast (or Parker) Uniform. Khaki items may be purchased from any vendor who offers tailored dress or uniform style pants (no cargo pants or skinny leg, etc.)

Other Guidelines

- All clothing should be in good condition with no holes, frayed edges, or too tight, etc.
- Proper undergarments will be worn, but not visible outside clothing
- Leggings or modesty shorts may be worn with skirts or jumpers
- Hats or caps may not be worn
- Skirts and jumpers should not be more than 2" above the knee in length; shorts and skirts should not be more than 3" above the knee in length
- Visible tattoos, body piercings, or other inappropriate adornment are not allowed
- Male students may not wear earrings
- Shoes should be of sensible style and comfort to compliment school uniform



Cold Weather Clothing Guidelines

Solid red, white, blue (royal or navy) or black turtlenecks or long-sleeved t-shirts may be worn under the short-sleeved uniform shirts.

Solid red, white, blue (royal or navy), gray, or black leggings, tights, and socks may be worn with skirts or jumpers.

DeSoto-logoed fleeces, letter jackets, or other school-colored DeSoto spirit wear may be worn over the uniform shirt.

Solid red, white, blue (royal or navy), gray, black, or khaki sweatshirts or jackets may be worn throughout the day over the uniform shirt.

Coats or jackets that do not compliment the uniform should only be worn while outdoors (break, recess, etc.). They are not to be worn all day over the uniform. Students tending to wear sweatshirts or jackets all day should make sure to have the correct color.

Students who abuse the dress code will be referred to the Administration for appropriate action. Obvious attempts by students to work against the function and purpose of the school uniform through inappropriate choices will be considered in violation of the school dress code policy. Students violating dress code will receive 2 demerits for each infraction and be required to correct the violation. Class time missed to remedy the situation will be excused or unexcused at the Administrator's discretion.

Please see additional DeSoto formalwear policy on page 36

Hair Code/Shaving for Male Students (Grades K3-12)

Unusual or distracting hair styles/cuts/coloring are prohibited. Hair should be kept neat and clean.

Male students must be clean shaven and have no mustache.

CELL PHONE POLICY

Students in 9th-12th grades will be allowed to use their cell phones during class time subject to teacher discretion. This is the only time cell phone use is permitted. Cell phone use without verbal consent of the teacher or administrator will result in disciplinary action (see disciplinary guidelines below). Phones must be silent and out of sight at all other times during the school day (as defined as 7:50 am-3:05 pm).

Students in K3 thru 8th grade are allowed possession of cell phones while on school grounds if the phones remain powered off and out of sight for the duration of the school day. K3-8th grade students that violate this policy shall be disciplined in accordance with "K3 thru 8th grade" guidelines as found below.

** This policy applies to all devices capable of receiving/transmitting digital media and/or receiving/placing calls, including but not limited to cell phones and cellular capable watches. While tablets and laptop/desktop computers are not specifically addressed in this policy, their use should be limited to school related activities only. Use of these devices for any other purpose is strictly forbidden. Any student found to be using computer related hardware for any purpose other than school related business will be disciplined in accordance with the violation guidelines as found below.



Students and Parents/Guardians acknowledge that:

- The school's network filters will not be applied to a device's connection to the internet. Therefore, any student who accesses websites that are prohibited by the DeSoto School Acceptable Use Agreement or Student Handbook will be subject to discipline.
- Cell phones should be charged prior to school and run on battery power while at school.
- School administration may view (while in the presence of a parent or guardian) the contents of any device believed to be used in an inappropriate manner that violates the school code of conduct. If it is believed that an infraction has occurred, the phone shall be confiscated and secured in the Headmaster's office until a parent or guardian can arrange to meet with administration for unlocking (if required) and viewing of the suspected infraction.
- Headphones may not be used without permission from a teacher or administrator.
- A student who has a phone confiscated may not use another student's cell phone.
- Utilization of the camera function of any device is prohibited while on school property unless consent has been granted by a member of the teaching staff or administration. Any student caught posting pictures, taking pictures/video or using Facetime or any other similar technology will be disciplined in accordance with the Disciplinary Guidelines.
- During school hours students should place their cell phones in a mode that prevents the phone from emitting ANY audible sounds. All inadvertent sounds (ringing or any other phone capable sound) made by the student's cell phone will be treated as a minor offense (see Disciplinary Guidelines).
- During the school year, additional rules regarding the use of personal devices may be added or modified.

Disciplinary **Guidelines:**

Violating the established policy will result in the following:

(Violations include, but are not limited to: failure to comply with any part of the written procedure, use of cell phones in areas other than approved areas, use of cell phones at times other than approved times, the use of the phone's camera function unless authorized by a teacher or administrator, etc...)

Minor Offense – Inadvertent sound (any phone capable sound) – 5 demerits

First Offense – The phone is taken until end of the day and may be reclaimed by the student, 11 demerits are issued, and \$25 fine is charged to student.

Second Offense – The phone is taken until end of the day and must be reclaimed by the student's parent or guardian, 11 demerits are issued, student receives one day of ISS (in-school suspension), and \$50 fine is charged to student.

Third Offense – The phone is taken until end of the day and must be reclaimed by the student's parent or guardian, 11 demerits are issued, the student loses all cell phone privileges for the remainder of the school year, and the student receives one day of OSS (out-of-school suspension).

K3-8th grades: Students found to be using a cell phone/cellular-capable watch will be sent to the Headmaster's office for disciplinary action. The device will be confiscated and must be reclaimed by the student's parent or guardian.

NOTE: Disciplinary actions related to cell phone use infractions accrue throughout the school year and do not reset every nine weeks or semester (excluding demerits).



Authorized Areas

During break and lunch periods, high school students may assemble either in the lunchroom, the gym lobby, or the area in front of the gym. Middle school students have a designated room and mall area. Students may not go into the gym or to the locker room without permission from the duty teacher. Students may not remain in front of the main school building. Students may not go to their cars for any reason and if caught doing so will be sent to the office for disciplinary action. Unless they are attending a scheduled club meeting or supervised activity, students may not remain in the school building during break and lunch. Students should not return to the school building at the end of break or lunch until either the bell rings or the duty teacher has instructed them to do so. Students found in unauthorized areas will be assigned demerits based on the nature of the infraction.

Assemblies/Chapel

Students are to sit in their assigned areas. Students are expected to behave themselves appropriately and follow any instructions given by their homeroom teacher(s). Students are to go immediately to the gym to their respective sections. Food and drink may not be brought into the gym during assemblies. Students are expected to be attentive and respectful. Demerits will be given for infractions to these rules.

Prohibited Items

Objects not pertaining to school-related activities are not to be brought on campus. This includes fidget spinners, radios, CD/DVD or MP3 players, hand-held gaming devices, headsets, pagers, or digital recording devices (unless specifically allowed by individual teachers for class purposes). Violation of this rule will result in the prohibited item being confiscated and held at the discretion of the administration. Demerits will be assigned based on the nature of the infraction.

Guns, knives, or any items that are considered dangerous by the administration are not allowed on the DeSoto School campus. These items will be confiscated, and the bearer will be subject to administrative disciplinary action up to expulsion from school.

Tobacco

Tobacco and tobacco products, e-cigarettes, and vape devices are not permitted at school or at school-sponsored activities at any time for any reason. Violators will be referred to the office for administrative disciplinary action.

Drugs

The Board of DeSoto School, Inc., hereby states as a policy that the illegal use, handling, sale, or participation in any manner of drugs is condemned by this Board and made subject to these regulations: That upon clear and convincing evidence of any student's participation knowingly and willingly in such illegal use, handling, sale, or procurement of drugs, on or off school grounds, the student shall be subject to expulsion from DeSoto School, Inc. (School Board Meeting: 1-10-72, as amended).

A description of the school's comprehensive Drug/Alcohol Prevention Policy can be found in Section VI of this handbook.



Gambling

Gambling of any form will not be permitted at DeSoto School, Inc.; those found guilty will be disciplined severely by the Headmaster up to suspension from school.

Other Violations

In addition to the rules and policies stated above, the following are areas in which disciplinary measures may be enforced:

1. Failure to return library materials on time.
2. Failure to return forms on time (includes, but not limited to, handbook receipt form, signed forms of any nature, etc...)
3. Improper or unruly conduct, including fighting.
4. Disrespect for authority.
5. Terroristic threatening.
6. Public displays of affection.
7. Other inappropriate behavior not specified.

Classroom Behavior Policy

All students are expected to conduct themselves appropriately in the classroom. Generally, inappropriate classroom behavior is that which creates an atmosphere that is not conducive to learning. A single, consistent discipline plan for all classes has been designed to encourage students to make good decisions about their behavior and to make compliance almost effortless. The following five classroom rules are intended to promote a positive learning environment and must be strictly followed:

1. Do nothing to disturb the learning of others.
2. Follow teacher's directions first time given.
3. Respect for yourself, others, and the property of others.
4. Follow proper procedures for specific activities.
5. Keep hands, feet, and other objects to yourself.

Consequences

Conduct Grade/Demerit System for Middle and High School

Each student will receive a single, numerical conduct grade at the end of each nine weeks, based on his/her conduct at school related activities on and off campus. Each student will begin the nine weeks with 100 points. At the end of the grading period, demerits that have been assigned by all teachers and administration will be tallied and subtracted from 100; the resulting total will be the student's conduct grade.

Generally, the number of demerits assigned depends on the nature of the infraction. Lists of specific infractions and their suggested point values are given below; however, the lists are not all-inclusive nor are point values inflexible. Any behavior considered disruptive or inappropriate, even if not specifically listed, may result in demerits; furthermore, demerit values may be modified based on the individual situation.

In addition to demerits, teachers and administration may assign other consequences as they see fit. Additional consequences include parental notification, removal from class, break period detention, before and after school detention (Wednesday), office referral, ISS, etc. Teachers are encouraged to use the most effective method to maintain a positive learning environment in their classroom.



RECOMMENDED DEMERIT SCHEDULE

2 Demerits

- Unsolicited talking or other minor disruptive behavior in class
- Being out of seat without permission
- Lack of necessary class supplies (pen, pencil, paper, etc.)
- Personal grooming in class (styling hair applying make-up, nails, massages, etc.)
- Sitting on desktops, tables, or counter tops
- Writing or passing notes
- Chewing gum anywhere on campus
- Eating, drinking, or chewing *anything* (i.e., erasers, plastic, etc.) in class without permission
- Failure to return library materials or forms by first deadline
- Failure to meet hair, shaving, or dress code

3 Demerits

- Disrespect of classmates (teasing, mocking, taunting, name-calling, unauthorized use of possession of classmates' belongings, etc.)
- Horseplay - any inappropriate physical or rough play (grabbing, hitting, kicking, pinching, punching, slapping, tripping, throwing things, etc.)
- Off-task behavior (inattention, sleeping, working on anything other than present assignment, not working on assignment or an activity as instructed, etc.) This includes study hall.
- Picking up or handling items belonging to teacher without permission
- Using vulgar slang
- Failure to return library materials or forms by second deadline (then detention or office referral)
- Books, bags, backpacks, etc. found out of place (tops of lockers, empty classrooms, gym, etc.) and brought to office

5 Demerits

- Second or third violation of a 2 or 3 demerit offense in a single class period
- Presence in any unauthorized area (other than cars)
- Caught with minor prohibited items
- Cell phone rings (or makes other notification noise)

11 Demerits

- Disrespect toward teacher or staff
- Fighting
- Intentional damage or destruction of school or personal property (including writing on or carving on walls, desks, podiums, or other furniture)
- Invasion of privacy (unauthorized access or attempted access to grade book, other official records, teacher's textbooks, etc.)
- Leaving the classroom without permission
- Talking or disruption during testing
- Use of profanity or obscenity (includes oral, written, or drawn obscenity)
- Willful defiance or disobedience
- Any violation resulting in office referral
- Forging a signature
- Going to cars without administrative permission
- Using prohibited items (cell phones, players, etc...)

20 Demerits

- Any violation resulting in suspension



Recurrent Misbehavior

Any student who has received demerits for 2 prior infractions in a single class period may be referred to the office on the 3rd infraction, which will result in 5 additional demerits, even if the 3rd infraction is a minor one. Recurrent misbehavior is a serious matter. Accordingly, if a student's conduct grade drops one letter grade, an additional consequence will result with each drop. If grade reaches:

89	After School Detention (and for every infraction thereafter)
79	<u>In-School Suspension</u>
69	Referral for Administrative Action

Corporal Punishment

The rules and regulations as set forth in this handbook apply to all students. The school reserves the right to administer discipline to the extent deemed necessary, including corporal punishment.

As directed by the Board of Directors, DeSoto School, Inc., the following procedures are to be followed when corporal punishment is used. Paddling is the only method to be used. Corporal punishment in the form of paddling should be a last resort. There should never be any intent involved other than emphasizing that a serious violation of school rules has occurred. Discretion is urged in all instances.

1. Student is to be given the reason for "paddling" before punishment.
2. A witness is required to observe the paddling.
3. No more than three (3) licks are to be given. The paddles to be used are only those provided by the school. No other instrument is to be used for corporal punishment.
4. Sex, age, and physical size of student will be considered in application of punishment.
5. Punishment is not to be given in the presence of students that are not involved.
6. Student is to be reminded of the reason for "paddling" after punishment.

Disciplinary Review

Parents will be notified, by Jupiter grades email/text, of any incident (other than minor rule violations) resulting in a student being sent to the office for discipline, or any other serious violation of school rules which require the parent's immediate attention.

Any student who receives more than 30 demerits during a 9-week grading period may be placed on academic probation and extra-curricular suspension, pending a disciplinary review conference. The student may continue to attend classes but may not participate in any school activities or athletics.

Review conferences will be attended by the student, a parent or guardian, teachers and Dean of Students or Headmaster. The purpose of this conference is to discuss the problem with the student and his/her parent(s) and reach a firm commitment to correct the problem. If no such commitment can be obtained, or in the event of non-attendance of the conference by the student or parent(s), the student may be suspended from school as described below.



Suspension

In certain cases, a student may be suspended from school for disciplinary reasons or other violations of school policy. The Headmaster will determine the length of suspension. Suspension takes effect the day of administrative action. Parents will be notified of this action immediately. Suspension for disciplinary reasons may be for 1, 2, or 3 days. Any suspension pursuant to the comprehensive Drug/ Alcohol Prevention Policy (Section VI of this handbook) will be for an indeterminate period and will continue until all requirements for reinstatement have been met. OSS (Out-of-school) Suspension will result in a zero for any daily work or test in each class, and the student may not make up any work missed. If no graded work is missed, student will receive at least a zero-daily grade in each class missed. A student receiving In-school suspension (ISS) will remain at school under the supervision of the Headmaster, be allowed to complete classwork missed, and may be given other duties to complete at the Headmaster's discretion.

Expulsion

A student who is married or pregnant may not remain a student of DeSoto School, Inc. A 2nd positive result for illegal drugs will result in expulsion. Any recommendation of the Headmaster with approval of the DeSoto School Board may result in expulsion.

DeSoto School Alcohol Policy

Arkansas law prohibits the drinking of alcoholic beverages in public places. Inasmuch as DeSoto school is a public place, the consumption of alcoholic beverages by students, patrons and the general public is strictly prohibited on campus and in all buildings and facilities which comprise the campus of DeSoto school. Consumption or possession of alcohol by students on campus will result in disciplinary action by the administration.

Sexual Harassment Policy

In accordance with the Title VII of the Civil Rights Act of 1964, Section 703, no student or employee of DeSoto School shall be subject to sexual harassment. It is the intent of DeSoto School to maintain an environment free from sexual harassment of any kind. Therefore, unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature amounting to or constituting harassment are prohibited.

Complaints or violations of this policy may be made to the Headmaster, Dean of Students, Head Teacher, or other person designated by the Headmaster, without fear of reprisal. All complaints will be investigated thoroughly and promptly. Should complaints prove to be legitimate, the offending student or employee will be subject to disciplinary action, including involuntary termination of employment or expulsion from school. This policy in no way limits or precludes any student or employee from pursuing any relief afforded by state or federal law. If proof cannot be found, there will be no retaliation against the accuser. All complaints will be kept highly confidential.

Anti-Bullying

Harassment and bullying of students will not be tolerated by the DeSoto School administration. In accordance with the mission statement, the administration is committed to providing all students with a safe school environment in which all members of the school community are treated with dignity and respect. DeSoto School prohibits harassment, bullying, hazing or any other victimization of students. The testimony of a spiritually transformed life does not provide for behavior that victimizes others. This policy is in effect while students are on property within the jurisdiction of the board, while on school-owned or school-operated vehicles; which attending, or engaged in school-sponsored activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school or school system. If, after an investigation, a student is found to



be in violation of this policy, the student shall be disciplined by appropriate measures up to, and including, suspension and expulsion.

SECTION VI. STUDENT DRUG/ALCOHOL PREVENTION POLICY

The Board of Directors of DeSoto School, Inc., has adopted a comprehensive drug/alcohol prevention policy. Students in grades 9-12 are required to participate in this program.

Purpose of the Program

The purpose of the DeSoto School drug and alcohol screening is as follows:

1. To educate students concerning the dangers of substance abuse
2. To help prevent drug and alcohol use or abuse by students of DeSoto School.
3. To identify any student who may be using drugs and to identify the drugs.
4. To require parents to properly address and seek appropriate counseling and/or treatment for any student identified as using drugs or alcohol.
5. To provide reasonable safeguards in order that every student who attends DeSoto school is not adversely affected by drugs or alcohol.
6. To assure students, parents, and the community that the health, safety and academic progress of each student is the primary goal of DeSoto School.
7. To encourage students to be positive role models and to aid students in the development of healthy, responsible lifestyles.

Testing Procedure

1. All students who attend DeSoto School in grades 9-12 shall be included in this policy. Before any child shall be considered a fully enrolled student, the parents or guardians and the student must have signed the consent form for testing.
2. Administrators, teachers, employees, and school board members are subject to being tested at random.
3. Each student will be, at the expense of the school, subject to random testing anytime during the school year. Testing may also be done if the Headmaster reasonably suspects that a student is under the influence of drugs or alcohol while on campus or at any school-sponsored event.
4. All students applying for admission to grades 9-12 at DeSoto School will be required to take a drug test at the parent's expense prior to being admitted.
5. Any method of testing may be used which is generally recognized as producing accurate and reliable results. Any positive drug result will be confirmed by an additional test at a laboratory selected by DeSoto School.
6. Samples will be identified by a number only. The collection and coding of samples will be executed in a manner insuring confidentiality and proper identification.
7. Drug screening samples will be collected and analyzed by a laboratory selected by DeSoto School using scientifically reliable methods. If a student is taking medications, any such medications must be revealed to the tester on the date of the test.
8. Drug screening results will be reported only to the Headmaster or a designated administrator.
9. Parents will be notified when their students participated in a random screening.



First Incident of a Positive Result

All drug screening samples showing a positive result will automatically be retested by the testing laboratory as soon as possible to ensure that no error has occurred. The second test will be a more specific test. If the positive result is verified and confirmed, then the following steps will be taken:

1. The student and parents or guardians will be advised of the results by the testing laboratory.
2. The Headmaster or designated administrator will be advised of the results.
3. The parent or guardian, at their expense, will be required to have the student professionally evaluated and assessed by a Certified Alcohol and Drug Abuse Counselor or other agent or employee of a facility approved by DeSoto School.
4. The student will then be required to attend a drug counseling program as recommended by the approved health-care professional at the expense of the parent or guardian.
5. The drug counselor will determine the length and manner of the program best suited for the student. The student must also participate in any after-care or follow-up recommended by the counselor. Written documentation of participation in counseling and after-care must be provided to the school at least on a monthly basis for the remainder of the current school year.
6. If a parent or guardian fails or refuses to have the student professionally evaluated, or fails or refuses to enroll the student in an appropriate counseling program, or fails or refuses to complete all of the requirements of such program, or falsifies or omits any material information to be provided to DeSoto School in this regard, the student will be dismissed from school.
7. After a first positive test, the student will be required to take every random test during the year.
8. Parents and guardians and students expressly consent to and authorize the release of any and all information to DeSoto School concerning the testing, evaluation, diagnosis, counseling, treatment, after-care, follow-up, and other documentation and information relating to students under this policy, and expressly consent to and authorize the Headmaster or designated administrator to discuss any such information directly with any counselor, health care professional or other agent or employee or personnel of any facility in connection with the same.
9. Upon clear and convincing evidence that a student has failed or refused to abide by the terms of this policy, such student shall be subject to immediate suspension from school for an indeterminate period of time, to be determined by the Headmaster, which shall continue until all requirements of this policy have been met. Otherwise, the first incident of a positive result shall not affect the student's participation in school.
10. Upon clear and convincing evidence that a student has falsified a drug test or other material information provided to DeSoto School, or has possessed any illegal drugs on school campus or at any other school-sponsored event, or has knowingly participated in the delivery or sale of illegal drugs to another person, such student shall be subject to permanent dismissal from DeSoto School.

Second Incident of a Positive Result

All drug screening samples showing a positive result will automatically be retested by the testing laboratory as soon as possible to ensure that no error has occurred. If a positive result is verified and confirmed, then the following steps will be taken:

1. The student and parents or guardians will be advised of the results.
2. The Headmaster or designated administrator will be advised of the results.

The second incident of a student's testing positive for illegal drugs will result in a permanent dismissal from DeSoto school.



DESOTO SCHOOL FORMALWEAR POLICY

This policy was developed as a supplement to the Dress Code in the DeSoto School Student Handbook to provide clear guidelines for students and parents when selecting attire for special school events such as Homecoming Court, Prom or other formal functions. As is stated in the Handbook, students and parents should use good taste, modesty and common sense in selecting attire. All formal clothing will be subject to review by the Administration.

GIRLS:

- A. Dress bodice must provide modest coverage of the torso and is subject to approval. Cut-outs or "jewel-only" coverage revealing skin in the bodice will not be allowed. Mesh fabric is subject to approval.*
- B. Slits in long gowns or hems in short dresses should not be higher than 4" above the knee.*
- C. The back of the dress should not plunge lower than the waistline, nor should the front of the dress be cut below the top of the natural bust line.*

BOYS:

- A. Clothing should be formal wear (tuxedo or suit) with appropriate shoes.*
- B. Hair should be neat and clean. Face must be clean shaven with no mustache or long sideburns.*

1. FORMALWEAR POLICY

- A. At least two weeks prior to the event, participating students and a parent will sign and return a statement agreeing to abide by Formalwear policy.*
- B. Photos of female students and the dates of male students from other schools wearing their dress must be submitted for approval (front and back view).*
- C. Dress submitted for approval will be the dress worn to the event.*
- D. Administration will inspect students upon arrival at the event.*
- E. Failure to comply will result in exclusion from the event.*

2. SEMI-FORMAL DRESS CODE

This section of the Dress Code regards special occasions for which the students are required to dress nicely. Such occasions include, but are not limited to, Sports Banquet, Honors Assemblies, Quiz Bowl, or Math & Science Competitions. At such events students will be expected to wear clothing which conforms to the guidelines of the everyday dress code, usually the dress uniform. Students failing to follow guidelines for semiformal dress will receive 11 demerits.



DeSoto School Technology Acceptable Use Policy

Use of computing and network resources should always be legal and ethical and reflect academic honesty. It should demonstrate respect for intellectual property, ownership of data, the right to personal privacy, and the right of the individuals to freedom from intimidation and harassment.

The rules apply both in the Computer Lab and in any other areas where technology is used.

1. No food or drinks in the computer lab.
2. At all times students are to be teacher supervised.
3. No basic settings should be changed (desktop, screen savers, colors, icons, etc.).
4. All computers should be left on – the last class of the day will take care of shutdown. Just exit your program and return to desktop.
5. Assignments are for educational purposes only – no games unless educational in nature.
6. All precautions should be used to avoid saving material to hard (C) drive.
7. No programs should be installed without approval from administration. absolutely no games should be installed.
8. Students remain seated in front of computers. No roaming around lab and no using or messing with anything else in room.
9. Students are responsible for bringing their own supplies – no borrowing from teacher materials.
10. Paper is available in the copy room for printing. Press print button one time only. If printer doesn't respond and teacher cannot correct problem, leave a note on the printer and advise the administration.
11. Leave a note on any piece of machinery with problems and report it, including printers in need of ink cartridge changes.
12. All monitors should always face directly straight ahead.
13. Clean your area and the room, if needed, before leaving. Throw away trash and take out materials brought in.
14. Computers are internet ready. Students are only allowed on sites for educational purposes. Absolutely no Facebook, my space, you tube or other inappropriate sites.
15. Under no circumstance is there to be any unauthorized copying of software, programs or downloading of licensed or protected material. This includes music and movie piracy. This is against the law!!
16. Under no circumstance is there to be chatting, emailing, or playing noneducational games.
17. Any abuse of equipment should be reported immediately.
18. Any matters not addressed above, will be dealt with on an individual basis on the relevant facts and appropriate action will be taken.



DESOTO PRESCHOOL ADDITIONS

Classroom Policies:

All students entering DeSoto's Preschool program must follow basic classroom and age-appropriate rules. We teach the ABeka preschool curriculum. All students are required to follow this curriculum. If an individualized plan is needed, parent, teacher and specialist will conference, and the necessary steps will be taken.

Dress Code:

All students are required to wear the standard school uniform. In addition to the school uniform, Pre-K students must wear sturdy, closed shoes. This means the foot is completely enclosed front and back. (No sandals, Crocs, mules, ballet slippers, Chacos, house shoes, etc) This is for safety and active play. Failure to comply with this dress code will result in parents being contacted to remedy the situation.

Potty Training:

All students entering the preschool program must be completely potty trained. If an accident occurs and the student is unable to change or clean him/herself, a parent will be called to assist.

Food Policy:

All food brought from outside of the facility to be shared (examples: birthdays, class parties, etc.) must be in individual packaging and have ingredient and nutritional labels. There is no exception to this rule!

Snacks must be healthy. No candy, candy bars, cookies, brownies, or sugary snacks. If your student's snack is unhealthy, it will be returned with a note and a healthy snack will be provided for them.

Personal Belongings:

The only personal belongings that your student needs at school are their supplies (backpack, nap mat, change of clothes and snacks.) No toys, games, movies, phones, blankets, stuffed animals, etc....) The only exception to this rule is Show and Tell which will be announced.

Discipline Policy:

Each student is required to follow basic, age-appropriate rules.

1st incident- a verbal warning

2nd incident- time out or exclusion (one minute per student's age)

3rd incident- student goes back to time out/exclusion and parent is contacted

Immunizations:

Within 15 days of enrollment, DeSoto School shall verify that the child has been immunized as required by Arkansas State Law, or the child cannot remain in care. Immunizations may need to be updated during the school year as the child's age changes.



SIDE LINE POLICY

DeSoto School has and will continue to keep potential safety concerns in mind for our student body and families. Unfortunately, life has become litigious, and as a result even the sidelines must be included in the realm of potential concern.

Due to legal liability concerns and insurance guidelines, DeSoto School Board is mandating that only authorized personnel be allowed on the sidelines or playing field during all sporting events, including but not limited to, football, basketball, softball, and baseball. Authorized personnel include all coaching staff, officials, players and cheerleaders.

The sidelines are ordinarily an out-of-play-zone. As a result, the sidelines tend to fill up with coaches, support staff, officials, players, cheerleaders and fans making the area crowded and very loud. Now more than ever, it is evident that the sidelines can be potentially dangerous. The risk of concussion can be greater for a non-competitor than a student athlete because the non-competitor is usually caught off guard and isn't wearing protective gear. Anyone who isn't directly affiliated with the team must understand the inherent danger of the sideline areas.

We realize that our patrons enjoy taking photographs of their players, but we ask that you do so from the stands or behind the chain on the football field. All patrons and guests will be asked to follow these new procedures to ensure everyone's safety.





2020-2021	8:05-9:05	9:08 – 10:08	10:08-10:23	10:26-11:26	11:29-12:29	12:29 – 12:59	1:02 – 2:02	2:05 – 3:05
TEACHER	1ST	2ND	BREAK	3RD	4TH	LUNCH	5TH	6TH
ALLEN Room 25	11 th World History	11 th Government		10 th American History	Prep		9 th Civics Boys/ 9 th AR History Boys	9 th Civics Girls/ 9 th AR History Girls
BYRD	Elem Comp/PE	Elem Comp/PE		Elem Comp/PE	Elem Comp/PE		Study Hall (Elem Comp Lab)	10 th Yearbook (Elem Comp Lab)
CARROLL Room 15	6 th History	Prep		6 TH English	10 th Fine Arts		7 th -8 th Boys Life Skills/Writing Lab	7 th -8 th Girls Life Skills/Writing Lab
DANCY Room 19	9 th Physical Science	10 th Biology		12 th Environ. Science	12 th A&P*		11 th Chemistry*	Prep
GORE Room 23	Library/Tutoring	Library/Tutoring		Prep	Library/Tutoring		Library/Tutoring	Library/Tutoring
HORNOR Room 14	Prep	6 th Science		8 th Science	7 th Science			
PCCUA					/9 th Comp. Apps		CIS/Speech (M & W)	Psychology/Sociology (T & Th)
PHILLIPS								7-9 Boys Athletics
PILLOW Room 22	10 th Adv* and Reg. Geometry	12 th Adv. Math*		11 th Adv. Alg II* 11 th Reg. Alg II				
SCHWANTZ Room 13	Administration	7 th English		Prep	8 th English		10 th Spanish I	11 th Spanish II
STEPHENS Room 14							11 th General Science	
STOKER Room 11	8 th History	Prep		7 th History	12 th Health		Girls Basketball/Track	6 th PE/Track
THOMAS Room 16	7 th Math	8 th Math		9 th Algebra I	6 th Math		Prep	Study Hall
TONEY Dean's Office	Administration	12 th Senior Math (Rm 21)		12 th Accounting*/ Intro to Business* (Rm 21)	9 TH Keyboarding/ (HS Computer Lab)		Administration & Proctor Srs. (M&W)	Prep
WOOD Room 24	12 th Honors Eng* &12 th Reg English	9 th English		Prep	11 th English		Writing Conferences	10 th English

