Desert Sky Middle School- Parent & Family Handbook

2020-2021

5130 W. Grovers Avenue, Glendale, Arizona 85308
desertsky.dvusd.org

DVUSD Vision Statement
Graduating lifelong learners who will successfully compete, lead, and positively impact the world.

DVUSD Mission Statement
Provide extraordinary educational opportunities to every learner.

GOVERNING BOARD
Jenny Frank  |  Ann O’Brien  |  Ann Elizabeth Ordway
Julie Read  |  Darcy Tweedy

SUPERINTENDENT
Dr. Curtis Finch

The Deer Valley Unified School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. For any inquiries regarding nondiscrimination policies contact the DVUSD District Office, 20402 N. 15th Avenue, Phoenix, AZ 85027. (623) 445-5000
2020-2021 Instructional Calendar

July
- Independence Day: Office Closed
- 2 - 31

August
- 2 - 3 - 4
- Labor Day: No School
- 7 - 14 - 21 - 28 - Early Release: 90 min

September
- 7 - 14 - 21 - 28 - Early Release: 90 min
- 4 - 18 - 25 - Early Release: 90 min
- 28 - Fall Break Day: No School

October
- 9 & 30 - Early Release: 90 min
- 12 & 13 - Fall Break Days: No School

November
- 6 & 20 - Early Release: 90 min
- 11 - Veterans Day: No School
- 23-27 - Thanksgiving Recess

December
- 4 & 11 - Early Release: 90 min
- 17 - HS Half Day
- 18 - K-12 Half Day
- 21 - Jan. 1 - Winter Break

January
- 21 - Jan. 1 - Winter Break
- 8, 15, 17 - Early Release: 90 min
- 18 - Martin Luther King Jr: No School

February
- 5 & 12 - Early Release: 90 min
- 15 - President's Day: No School
- 25-26 - K-8 only RT Conf: Half Day

March
- 5, 12, 26 - Early Release: 90 min
- 15-19 - Spring Break Days

April
- 2 - Spring Break Day: No School
- 7 & 14 - Early Release Days: 90 min
- 20 - Last day for students: Half Day
- 21 - Last day for Teachers
- 31 - Memorial Day: Office Closed

May
- 7 & 14 - Early Release Days: 90 min
- 20 - Last day for students: Half Day
- 21 - Last day for Teachers
- 31 - Memorial Day: Office Closed

June
- 7 & 14 - Early Release Days: 90 min
- 20 - Last day for students: Half Day
- 21 - Last day for Teachers
- 31 - Memorial Day: Office Closed

First Day of School
- Early Release: 90 min
- 1/2 Day Release: See campus web pages for release times
- 1/2 Day Release: Parent Teacher Conferences
- Last Day of School and Graduation Date
- No School - Federal Holiday or Break

Graduation Dates
- May 20 (Thursday) DV=2:30 p.m., BC=5:00 p.m. (DV and BC will have early release on May 20)
- May 21 (Friday) MR=9:30 a.m., BG=12 noon, SD=2:30 p.m.

Grading Periods
- 1st Quarter: Oct. 9, 2020 (48)
- 2nd Quarter: Dec. 18, 2020 (42)
- 3rd Quarter: Mar. 12, 2021 (48)
- 4th Quarter: May 20, 2021 (43)

Teacher Contract Days: 185
Student Contract Days: 181
40th Day: Sep. 29, 2020
100th Day: Jan. 15, 2021

Early Release (90 min)
PLC / PD Days

1st Semester
- Aug. 7
- Aug. 14
- Aug. 21
- Aug. 28
- Sept. 4
- Sept. 11
- Sept. 18
- Sept. 25
- Oct. 9
- Oct. 16
- Oct. 23
- Oct. 30

2nd Semester
- Jan. 8
- Jan. 15
- Jan. 22
- Jan. 29
- Feb. 5
- Feb. 12
- Feb. 19
- Feb. 26
- Mar. 12
- Mar. 19
- Mar. 26
- Apr. 2

No school - Federal Holiday or Break Days
- Sept. 7 - Labor Day
- Oct. 30 - Fall Break
- Nov. 11 - Veterans Day
- Nov. 23-27 - Thanksgiving Recess
- Dec. 21 - Jan. 1 - Winter Break
- Jan. 18 - ML King Jr: Day
- Feb. 15 - President's Day
- Mar. 15-19 - Spring Break
- Apr. 2 - Spring Break Day

Student last day - May 20
Teachers last day - May 21

1st semester = 90 days
2nd semester = 91 days
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DESERT SKY BELL SCHEDULE 2020-21

Full Day

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Early Release PLC Friday

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Desert Sky MS Block Schedules - Fall 2020

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<tr>
<td>Principal</td>
<td>Patricia Resetar</td>
<td>602-467-6504</td>
<td><a href="mailto:Patricia.Resetar@dvusd.org">Patricia.Resetar@dvusd.org</a></td>
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<tr>
<td>Assistant Principal</td>
<td>Christopher Resetar</td>
<td>602-467-6504</td>
<td><a href="mailto:Christopher.Resetar@dvusd.org">Christopher.Resetar@dvusd.org</a></td>
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<tr>
<td>Instructional Coach</td>
<td>Amy Vlasy</td>
<td>602-467-6568</td>
<td><a href="mailto:Amy.Vlasy@dvusd.org">Amy.Vlasy@dvusd.org</a></td>
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<tr>
<td>Secretary</td>
<td>Karyl Saver</td>
<td>602-467-6504</td>
<td><a href="mailto:Karyl.Saver@dvusd.org">Karyl.Saver@dvusd.org</a></td>
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<tr>
<td>Accounting Clerk</td>
<td>Melissa Brady</td>
<td>602-467-6505</td>
<td><a href="mailto:Melissa.Brady@dvusd.org">Melissa.Brady@dvusd.org</a></td>
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<tr>
<td>Registrar</td>
<td>Julie Culp</td>
<td>602-467-6506</td>
<td><a href="mailto:Julie.Culp@dvusd.org">Julie.Culp@dvusd.org</a></td>
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<tr>
<td>Parent Liaison</td>
<td>Shannon Breault</td>
<td>602-467-6508</td>
<td><a href="mailto:Shannon.Breault@dvusd.org">Shannon.Breault@dvusd.org</a></td>
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<tr>
<td>Nurse</td>
<td>Patty Bowlus</td>
<td>602-467-6510</td>
<td><a href="mailto:Patty.Bowlus@dvusd.org">Patty.Bowlus@dvusd.org</a></td>
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<tr>
<td>8th Grade Counselor</td>
<td>Christina Anderson</td>
<td>602-467-6519</td>
<td><a href="mailto:Christina.Anderson@dvusd.org">Christina.Anderson@dvusd.org</a></td>
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<tr>
<td>7th Grade Counselor</td>
<td>Ann-Marie Champion</td>
<td>602-467-6518</td>
<td><a href="mailto:AnnMarie.Champion@dvusd.org">AnnMarie.Champion@dvusd.org</a></td>
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<tr>
<td>Social Worker</td>
<td></td>
<td>602-467-6538</td>
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<tr>
<td>7th Science</td>
<td>Dina Schofield</td>
<td>602-467-6542</td>
<td><a href="mailto:Dina.Schofield@dvusd.org">Dina.Schofield@dvusd.org</a></td>
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<tr>
<td>7th Social Studies</td>
<td>Keith Utyro</td>
<td>602-467-6562</td>
<td><a href="mailto:Keith.Utyro@dvusd.org">Keith.Utyro@dvusd.org</a></td>
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<tr>
<td>7th Math</td>
<td>Andrea Koehnke</td>
<td>602-467-6572</td>
<td><a href="mailto:Andrea.Koehnke@dvusd.org">Andrea.Koehnke@dvusd.org</a></td>
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<tr>
<td>7th English Language Arts</td>
<td>Max Loper</td>
<td>602-467-6551</td>
<td><a href="mailto:Maxwell.Loper@dvusd.org">Maxwell.Loper@dvusd.org</a></td>
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<tr>
<td>7th Science</td>
<td>Kallie LaForest</td>
<td>602-467-6541</td>
<td><a href="mailto:Kallie.LaForest@dvusd.org">Kallie.LaForest@dvusd.org</a></td>
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<tr>
<td>7th Social Studies</td>
<td>Kevin Flint</td>
<td>602-467-6563</td>
<td><a href="mailto:Kevin.Flint@dvusd.org">Kevin.Flint@dvusd.org</a></td>
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<tr>
<td>7th Math</td>
<td>Tara Mengelkamp</td>
<td>602-467-6573</td>
<td><a href="mailto:Taradawn.Mengelkamp@dvusd.org">Taradawn.Mengelkamp@dvusd.org</a></td>
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<tr>
<td>7th English Language Arts</td>
<td>Naomi Lundskow</td>
<td>602-467-6552</td>
<td><a href="mailto:Naomi.Lundskow@dvusd.org">Naomi.Lundskow@dvusd.org</a></td>
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<tr>
<td>8th Science</td>
<td>Peter Fasciano</td>
<td>602-467-6543</td>
<td><a href="mailto:Peter.Fasciano@dvusd.org">Peter.Fasciano@dvusd.org</a></td>
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<tr>
<td>8th Social Studies</td>
<td>Mary Kaczmarowski</td>
<td>602-467-6571</td>
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<tr>
<td>8th Math</td>
<td>Dina Pawling</td>
<td>602-467-6566</td>
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<tr>
<td>8th English Language Arts</td>
<td>Michele Phipps</td>
<td>602-467-6556</td>
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<tr>
<td>8th Science</td>
<td>Katerine Kvaale</td>
<td>602-467-6544</td>
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<td>8th Social Studies</td>
<td>Robert Fugate</td>
<td>602-467-6569</td>
<td><a href="mailto:Robert.Fugate@dvusd.org">Robert.Fugate@dvusd.org</a></td>
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<tr>
<td>8th Math</td>
<td>Dawn McKinney</td>
<td>602-467-6567</td>
<td><a href="mailto:Dawn.McKinney@dvusd.org">Dawn.McKinney@dvusd.org</a></td>
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<tr>
<td>8th English Language Arts</td>
<td>Emily Fleckenstein</td>
<td>602-467-6557</td>
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<td>Student Services</td>
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<tr>
<td>Student Services</td>
<td>Penny Murphy</td>
<td>602-467-6550</td>
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<tr>
<td>Student Services</td>
<td>Carmen Cheney</td>
<td>602-467-6564</td>
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<tr>
<td>Student Services</td>
<td>Marissa Scherff</td>
<td>602-467-6555</td>
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<td>Student Services</td>
<td>Emily Moore</td>
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<tr>
<td>Special Education Strategist</td>
<td>Belinda Null</td>
<td>602-467-6520</td>
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<tr>
<td>Speech/Language Pathologist</td>
<td>Danielle Peterson</td>
<td>602-467-6522</td>
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<td>Physical Education</td>
<td>Bill Reilly</td>
<td>602-467-6531</td>
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<td>Physical Education</td>
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<td>602-467-6532</td>
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<td>Career Action Lab- STEM</td>
<td>Eric Axelrod</td>
<td>602-467-6537</td>
<td><a href="mailto:Eric.Axelrod@dvusd.org">Eric.Axelrod@dvusd.org</a></td>
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<td>Woodshop/Building Skills</td>
<td>Michael Day</td>
<td>602-467-6539</td>
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<td>Art</td>
<td>Kaela Meyer</td>
<td>602-467-6534</td>
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<td>Choir/Music</td>
<td>Debbie Sulzburger</td>
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<tr>
<td>Reading Interventionist</td>
<td>DeAnne Dowland</td>
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<td>Math Interventionist</td>
<td>Michelle Martelli</td>
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<td>ELL Specialist</td>
<td>Roxanne Burquez</td>
<td>602-467-6574</td>
<td><a href="mailto:Roxanne.Burquez@dvusd.org">Roxanne.Burquez@dvusd.org</a></td>
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GENERAL INFORMATION

Closed Campus:
In accordance with the Arizona State Law, students will only be released to a parent/guardian or a person listed as an emergency contact. The person signing out the student must show a valid government issued I.D. (i.e. passport or state issued driver’s license). **NO STUDENT WILL BE RELEASED TO ANYONE WITHOUT A VALID I.D.** The Desert Sky Middle School Campus opens for students at 7:55 am. Once students arrive on campus, they must remain on campus unless a parent or guardian signs them out. We ask that, when possible, personal appointments are made to avoid student check outs after 2:30pm on school days. A student leaving campus without permission will be considered truant and disciplinary action will be taken. Desert Sky Middle School enforces a drug and tobacco free zone within the campus and extending 1,000 feet from the perimeter of the campus.

Visitors/Guests:
Parents are allowed to visit the school, however in the interest of campus safety, all visitors must report to the school office upon arrival. For those who wish to visit a classroom during the school day, it is necessary to fill out a “Permission for Visitation/Observation” form at least 24 hours in advance to avoid any conflicts with the school schedule; no person may enter onto school premises, including visits or audits to a classroom or other school activity, without approval from the administration. If a conference is desired, arrangements will be made through the teacher for an appointment with the parent/guardian either before or after school hours. No person will be allowed to conduct, or attempt to conduct, any activity on school premises that has not had prior approval by the administration. Anyone who is not a student or staff member of the DVUSD, and is in violation of the above listed visitor’s policy, may be asked to leave the property of the district. Failure to comply with the reasonable and lawful directions of district officials or of district security officers, or any other law enforcement officers, acting in performance of their duties, and failure to identify oneself to such officials or officers when lawfully requested to do so, may subject the person to criminal proceedings applicable under law.

Parking and Traffic Flow:
For the safety of our students, students should arrive to campus being dropped off in the right lane along the blue curb. When dropping off or picking up students please enter the east entrance of the school off Grovers Avenue then follow the blue traffic flow lines until reaching the drop off zone. All vehicles must exit through the west driveway on Grovers Avenue. Afterschool pick-up will be directed by campus staff and designees. Remember that unless a staff member directs otherwise, the left lane is a through lane only. Additionally, we ask that for your help in holding your student responsible for being aware and ready at the parent pick-up location after school. **Traffic will not be held during pick-up if your student does not report to your vehicle in a timely manner, and you will be asked to proceed forward to wait in the parking lot when we have a majority of cars (all three lanes- two cars deep) loaded.**

Automated Calling System:
Throughout the year you will receive messages, information, and updates, by phone and email to let you know of important upcoming school or district events or other important details that parents/families may need to know. These calls will be made after 3:30 PM when school is not in session. Please listen to the entire message so that
you do not miss important information. Additionally, information and updates may be posted on the school or teacher websites, so please check them daily.

Fire/Emergency Evacuation Information:
To practice safety procedures, we conduct a fire drill each month and a lock-down or lock-out drill each quarter. In the event of an actual lock down or evacuation situation you will be notified by School Messenger, our automated calling system, and information will be posted on our school website at desertsky.dvusd.org.

Deliveries for Students:
Items for students such as lunch money, lunches, homework, P.E. clothes, band instruments, notebooks and sports items may be dropped off at the front office. Students will be notified that a delivery is waiting for them in the front office and that they can pick the item up during passing periods only. In an effort to minimize disruptions and keep the students focused on learning, we do not allow large student celebration gifts, such as balloons, large stuffed animals, flowers, or food, to be on or delivered to the school campus.

Bus Transportation:
Students may only ride the bus assigned to them. Students may not ride a different bus. In emergency situations only, a parent may submit a written request to the registrar or administration seeking special permission (before noon on the day of the request). The request will be shared with district transportation, and the office will notify the parent/guardian when a decision is made.

Dances:
As an opportunity to celebrate and be with friends from school, the DSMS Student Council plans and organizes dances during the school year. Tickets to these events are offered for sale prior to the event, and at the door when the event starts. School rules and expectations, dress code, electronics, behavior, and interactions, are expected to be followed and are enforced at these dances. Students must stay until the end of dance and will not be allowed late (30 minutes after dance start) entry. Inappropriate/suggestive dancing and/or gestures are not allowed. Students must be picked up immediately after the end of any dance. After school dances are held from 3:15 to 5:00 pm, and evening dances are held from 6:00 to 8:00 pm. Any student who is removed from the dance or picked up late (20 minutes after the end of the dance) will not be allowed to attend the next dance. Students who are assigned an in-school suspension, off-campus suspension, or assigned an after-school detention, are not permitted on campus for any after school activities/athletic events, including dances.

Lost and Found:
The Deer Valley Unified School District and Desert Sky Middle School assume no responsibility for student personal items that are lost or stolen on school property or at school sponsored events. Students are discouraged from bringing costly, fragile or irreplaceable items to school that cannot be secured by the owner. Students must assume sole responsibility for damage or loss of property they choose to bring to campus. Small lost and found articles such as eye glasses, jewelry, wallets, etc. should be taken to the front office; all other items will be taken to the cafeteria. Unclaimed articles will be given to charity periodically during the school year. Lost articles may be claimed before or after school. We encourage students to put identification marks on all their personal belongings, and not share or distribute their items to others.
**Cafeteria:**
The cafeteria is a place for students to eat lunch and socialize appropriately. Please encourage your student/students to adhere to acceptable behavior standards and to follow the directions from staff when eating lunch. If you pack a lunch and send it with your child, please avoid food items that could be difficult to chew or which could possibly cause choking. Students should not eat while walking, running, or engaging in other activities. We expect students to avoid games that involve food. Eating in the cafeteria should be fun and social, but eating in the cafeteria is a privilege. Students are expected to follow all lunch procedures, and to respect and follow the directions from lunch monitors. *Students who fail to meet these expectations may have their cafeteria privileges revoked.*

All students are expected to adhere to the following guidelines so that all members of the community may have a clean and safe lunch period:

1. Students will remain in line in an orderly manner (no cutting, pushing, yelling, etc.). This includes students who need change when purchasing a lunch.
2. Money should be put on a student’s account in the cafeteria before school begins.
3. Do not use another student’s ID number. If you have forgotten your ID number or money, wait in line and food will be provided.
4. When you have finished eating, clean up your area and throw away trash in the trash cans near the exits.
5. Students are to get permission and a pass from the monitors to use the restrooms during lunchtime.
6. Treat all staff respectfully. This includes cafeteria staff, maintenance staff and monitoring employees.
7. Students are not to return to the inner campus unless they have a pass.
8. Campus disciplinary procedures will be followed for those students who choose not to meet the cafeteria expectations. Lunchtime is a time for all community members to relax and enjoy a meal. Thank you for supporting our team.

*Cafeteria Prices:*
Breakfast: $1.50  
Lunch: $2.95

Reduced Meal Prices available for breakfast and lunch

Free and Reduced Meal applications/prices are sent home in “first day” packets, and are available through the cafeteria office. For additional cafeteria payment Information, please refer to the Food & Nutrition page located in the DVUSD web site at [https://www.dvusd.org/Domain/110](https://www.dvusd.org/Domain/110)

**GENERAL EXPECTATIONS**

**Traveling To and From School:**
*Students transporting to and from school on their own (walk, bike, board, scoot, etc.) are held to school expectations to and from school. Please show respect to the neighborhoods and all personal and community properties. Students should remain on sidewalks, and when crossing streets only use designated crosswalks.*

*When crossing 51st Avenue, students must cross at the traffic lights and follow the instructions of the crossing guard or staff.* Enclosed bike racks are available for storage on campus for bikes, scooters, and skateboards; however students must provide their own chain/lock for their bikes/boards/scooters. Desert Sky Middle School is not responsible for the protection of or theft of bicycles, scooters, skateboards, or other personal mobility devices stored on campus throughout the school day. Motorized transportation devices are prohibited on campus. Gates to the bike racks remain locked until the teacher on duty opens the gate at the end of the day. Students are to
walk their bikes, scooters, or skateboards across 51st Avenue/Grovers using the crosswalk and must continue to walk to the designated bike rack area on the West end of campus. Students must remain on the sidewalks when on campus and for their safety are NOT to cross parking lot entry/exit access points on Grovers Ave. Upon dismissal, these procedures are still expected to be followed. Additionally, students may never ride a bike, scooter, or skateboard anywhere on campus. Violation of these expectations may result in suspension of student privilege to park your personalized transportation device on school property.

**Electronic Devices:**
Many students want to have the privilege of carrying electronic devices on campus. With that privilege comes the responsibility of ensuring that those items are not used inappropriately or at inappropriate times on campus or on a bus. Cell phones and other electronic devices are not allowed to be used on campus, unless explicitly directed by a teacher during the course of instruction. All cell phones should remain off and put away at all times when on campus. Student use of cell phones or electronic devices will result in confiscation, and the student may pick up the device during dismissal at the end of the day for the first three violations. Upon the fourth violation, parents/guardians are required to pick up the phone from school. Continuous violations for this expectation may result in discipline in accordance with DVUSD standards. Earbuds or Bluetooth music devices may not be used in class or transition periods for any reason unless asked or directed to by a teacher. To maintain an orderly campus and reduce disruptions, students are not to contact their parents directly via cell phone regarding illness unless prior arrangements have been made with the nurse. Students may not take pictures or videos on campus at any time. Students may not play music aloud while on campus property. Students should understand that if they bring an electronic device on campus it is done at their own risk. *Neither DSMS nor DVUSD assume any liability for the loss, theft, or damage of any personally owned electronic device on campus.* Any such interference will be considered a disruptive activity and may result in disciplinary action.

**Toys/Fidgets:**
Neither toys nor “fidget” devices are allowed on campus. *Neither DSMS nor DVUSD assume any responsibility for the loss, theft, or damage of these items.* They are a distraction to the student possessing it, as well as to their peers in the classroom. To ensure a focused learning environment, students are not allowed to bring these items to school. Possession or use of toys and/or “fidget” devices may result in confiscation and possible disciplinary action.

**Dress Code:**
Any attire that detracts from the learning environment is not acceptable. Students should dress in a manner that, in addition to the following guidelines, takes into consideration the educational environment, safety, health and welfare of self and others.

- Clothing must cover the entire buttocks. Shirts and tops may not expose bare midriffs, bare shoulders, nor be deeply or narrowly cut in the front, back, or under the arms. Halter tops, spaghetti straps, and strapless tops are not acceptable. Clothing that exposes undergarments will not be tolerated for males or females.
- Bare feet are never acceptable. *For student safety, appropriate shoes must be worn at all times. Footwear such as slippers, slides, sandals, cleats, and wheeled footwear are not permitted.* Closed shoes are to be worn for any type of physical activity, such as physical education, cheer practice, weight lifting, etc.
- Jewelry or ornamentation shall not be worn if it presents a safety hazard to self and/or others.
• **No hats or head-coverings may be worn inside any campus buildings at anytime, except for properly approved occupational safety headgear required for special classes or headwear used for personal religious practices.**

• Defamatory writing, obscene language or symbols, or symbols of drugs, sex, or alcohol on clothing or jewelry are expressly prohibited.

• Tattoos displaying defamatory writing, obscene language or symbols, or symbols of drugs, sex, or alcohol must be covered.

• **If found in violation of these standards, students will be removed from the classroom and given the opportunity to call home for a change of clothes. Students unable to contact home will be offered temporary clothes from the school which must be returned. Students will be assigned an alternative learning environment until clothing meeting dress code standards is worn.**

**Gum/Food Items/Sharpies/Permanent Markers:**
Gum, food items (such as chips, candy, etc.), Sharpies, and/or permanent markers are not allowed on campus and will be confiscated due to the potential damage to carpeting, furniture, etc... Use of and/or possession of these items on campus will result in the confiscation of item and possible disciplinary action.

**Food & Beverages:**
Water in personal bottles is allowed on campus. Students are not allowed to have on campus any type of energy drink or drinks that are in to-go cups (Starbucks, fountain drinks from convenience stores, or fast-food beverages, etc.). Students are not allowed to have food on campus except for food which is for their lunch or is purchased through site food services. For the safety and health of all students, neither food nor drinks should ever be shared with other students. Violations of this expectation will result in the confiscation and loss of the food or drink.

**District Student Rights and Responsibilities and the Promotion, Retention, Acceleration, Grading Handbooks:**
Students and their parents/guardians are expected to read and become familiar with the district Student Rights and Responsibilities and Promotion, Retention, Acceleration, Grading Handbooks. Students will be held accountable for the expectations set forth in both handbooks. You can find these handbooks electronically at: [www.dvusd.org](http://www.dvusd.org) under the Parents & Students tab; within the Handbooks/Forms link on the Parents & Students Directory.
At Desert Sky, all students are expected to attend every school day and to be on time. Your student needs to be in the classroom to participate in the educational process. We ask your cooperation in scheduling appointments outside of the school day as much as possible. Desert Sky's regular school hours are from 8:15 am to 3:00 pm. On early release Fridays, the school hours are 8:15 am to 1:30 pm. Students must be in attendance at least one-half of the school day to be eligible to participate in or attend extra-curricular activities.

**Absence Line:**
A parent/guardian must call the absence line at 602-467-6590 within 24 hours to excuse any absence. This line is available 24 hours a day, so your parent/guardian may call and leave your information as soon as you know that you will be absent.

**Signing Out:**
For student safety, the parent/guardian will be required to show picture identification at the time of check out. Students will not be pulled from class prior to the parent/guardian's arrival as we work to maximize classroom learning time. In order to minimize interruptions to learning at the end of the day, students should not be checked out after 2:30 pm on regular scheduled days and 1:00 pm on early release days. Please keep this in mind when making appointments.

**Arrival Tardies:**
A parent/guardian must call the absence line at 602-467-6590 within 24 hours to excuse any tardy. If a student arrives from a medical appointment, please provide documentation showing date and time of the appointment. District disciplinary procedures will be followed for tardy infractions. Truancy guidelines apply for unexcused tardies beyond the first class period of the day. When a student is tardy, a note will be sent home to the parent/guardian and our Automatic Attendance Calling System will leave a message with the home/primary phone number. Upon the 4th unexcused tardy students are issued one lunch detention; unexcused tardies 5-7 will result in two lunch detentions; unexcused tardies 8-10 will be assigned four lunch detentions or one after school detention. If a student accumulates 10 tardies or demonstrates continued chronic unexcused tardies, it may result in additional consequences at the discretion of the school administration.

**Absences/Truancies:**
Per Arizona Revised Statues, Section 15-803, a “truant child” means a child who is between the ages of six and sixteen who is not in attendance at a public or private school during the hours the school is in session. “Habitually Truant” is defined as a child who is unexcused five school days or absent ten percent of the school year (18 days). The parent/guardian will be notified by mail and/or phone if a student is reaching the “habitually truant” status or have been referred to the Maricopa County C.U.T.S. Program. Fines due to truancy may be applied to the family of the student through the C.U.T.S. Program. If a student has a chronic medical condition that will affect his/her attendance, the parent/guardian must meet with the school nurse and provide documentation from your doctor that you might miss more than 18 days of school for this medical condition. District disciplinary procedures will be followed for truancy infractions.

**Homework:**
If a student is absent for THREE (3) or more consecutive days, it is the responsibility of the student or family/guardians to email or call your teacher to obtain homework. Once arrangements with teachers have been made, homework may be picked up in the Main Office. A student may return absence assigned homework when he/she returns to campus, or it may be dropped off at the Main Office where it will be distributed to the appropriate teachers. Current lesson plans are available online at [http://www.dvusd.org/Domain/37](http://www.dvusd.org/Domain/37).
Academic Honors:
Students will receive a Principal’s List certificate for each quarter they earn A’s in every subject with no incompletes. They will receive an Honor Roll certificate for each quarter they earn B’s or higher in every subject with no incompletes. At the end of the year they will receive a gold medallion for earning Principal’s list all four quarters, and a silver medallion for earning Honor Roll all four quarters.

PowerSchools Access:
Parents and students have their own user name and password to log on to PowerSchools, the Deer Valley Unified School District grades and attendance website. You may view your student’s attendance and grades using this access and we recommend that you check their grades at least weekly. You will be able to see if they have any missing assignments or homework by clicking on the percentage listed under the grade for each subject.

Progress Reports / Report Cards/Conferences:
Mid-quarter progress reports can be accessed from PowerSchools at the middle of each quarter. Report cards are printed out and sent home at the end of each quarter. Students are expected to share progress reports and report cards with their parents/guardians. At any time, you may contact the counseling office to set up a conference with any or all of your student’s teachers. First semester Parent-Teacher conferences will be held on October 22-23, 2020, and second semester conferences are scheduled on February 25-26, 2020. Students are expected to attend these conferences with their parents/guardians. If a parent/guardian is concerned about a grade, please contact the student’s teacher first. If the issue remains unresolved, please address the issue with the department chair before bringing it to the attention of the administration.

Promotion Requirements:
In order to participate in the promotion ceremony, 8th grade students must receive passing grades for the year in all classes and adhere to all behavioral expectations and policies. Students may lose the privilege of participating in or recognition during promoting ceremonies if they are in poor academic or behavioral standing. Any fourth quarter suspension will result in the loss of the privilege to walk in the promotion ceremony.

Physical Education/Health Class Expectations:
Each student is expected to be prepared for class. Generally shorts, a shirt, and tennis shoes with socks allow for the best movement. Shirts should be without zippers or buttons and have the last name of the student clearly printed across the front. Shorts should be without zippers, buttons, or belt loops and should also include the name printed on the leg. Shoes should be laced crisscross fashion to allow for a quick and efficient snug fit providing for safe movement for physical activities. During the colder months we suggest warmer clothing that allows for freedom of movement, such as sweatshirts and sweatpants. In addition, all students are expected to participate appropriately and to give a good effort each day.
**Athletic Opportunities:**
Fall Sports (Aug.-Oct.) Tryout: boys and girls volleyball; No-cut: cross country
Winter Sports (Nov.-Jan.) Tryout: boys and girls basketball, spirit-line; No-cut: wrestling
Spring Sports (Feb.-Apr.) Tryout: boys baseball, girls softball; No-cut: track and field

**DV7-8C and North Valley Middle School Athletic Conferences:**
Desert Sky participates in the DV7-8C and the North Valley Middle School athletic conference sports programs. As part of these programs we play the following schools:

- **DV7-8C Conference:** Grade 8 Volleyball, Basketball, Baseball, & Softball: competing with Deer Valley Middle, Highland Lakes, Hillcrest, Paseo Hills, Sonoran Trails, Stetson Hills (*subject to change*)
- **North Valley Middle School Conference:** Grade 7 Volleyball, Basketball, Baseball, & Softball; Grade 7/8 Cross-Country, Wrestling, and Track & Field: Deer Valley Middle, Highland Lakes, Hillcrest, Sonoran Trials (Cross-Country includes other DVUSD k-8 schools as competitors) (*subject to change*)

**Athletic Fee:**
The District requires an athletic fee of $60.00 per sport with an individual student cap of $120.00, a family cap for middle school siblings of $240.00, and a family cap for siblings attending both middle and high school of $300.00.

**Requirements for Participation in Athletic Opportunities:**
- **Concussion Class:** Students must complete an on-line concussion class prior to try-outs. The class can be found at [http://aiaacademy.org/users/login/brainbook](http://aiaacademy.org/users/login/brainbook).
- **Physical:** A physical is required for all DVUSD students participating in sports and must be completed prior to try-outs.
- **Athletic Packet:** Completed and turned in to the Athletic Director

**Eligibility Requirements:**
In accordance with the state of Arizona’s regulation and Deer Valley Governing Board Policy, only those students deemed academically eligible may participate in extra or co-curricular activities in which competition is an integral part of the organization. Students must be passing all subjects to be eligible and grades are checked on a weekly basis. Study sessions will be available for students needing assistance.

**Ineligibility:**
- An absence of more than ½ day of school on the day of the event will make a student ineligible. Students who go home ill may not return to school to participate in extra-curricular activities.
- A failing grade in any subject area - Students will be allowed to participate in competitions only when they can show passing grades on mid-reports, progress reports, or report cards. Each of these grading periods determines the student’s eligibility until the next grading period approximately 2 ½ weeks later.
- The coach, athletic director, or administration may limit participation in a sport due to classroom removals, disruptive behavior, and/or poor attitudes.
- If a student receives an after-school detention, in-school suspension, or out of school suspension, the student may not participate in or attend any extracurricular activities including, but not limited to: tryouts, practices, games, competitions, clubs, dances, etc... Parents/guardians may not change scheduled detentions due to conflict with extra-curricular activities.
Media Center

Responsibility:
Desert Sky offers students access to a Media Center where they can check out materials for reading, research, or studies. After checking out a book, its care is the responsibility of the student. If it is lost, stolen, or damaged, the student will be charged a replacement fee. Report cards and school records will be withheld until any damage or replacement fees have been paid. All behavioral guidelines and expectations are expected to be followed when using the Media Center or Media Center materials. Failure to do so will result in the loss of the privilege to use this resource.

Health Center

The Health Center provides health education, counseling and some emergency care for students and staff. One full-time registered nurse serves as a health advisor on student health problems.

Illness or Accident:
The health center cannot diagnose medical conditions. When accidents or illnesses occur during school hours, emergency care will be given according to standard orders; further care is the responsibility of the parents. All accidents are to be reported to the nurse by the person involved and the supervising person.

Medications:
Over the counter medication: In compliance with ARS 15-344 and ARS 32-1901, over the counter medications are not available in the Health Center. Tylenol, ibuprofen, Calamine, Neosporin, topical or oral Benadryl, cough drops, antacids or any like remedies are not stocked. Students are not permitted to have medication in their possession at any time without a specific prior written arrangement with the nurse.
Prescriptions: A written doctor’s order is required for all prescription medication on campus. Each bottle of medication must be in the original container and the medication form filled out and on file in the Health Center. Forms are available in the DSMS Health Center.
Inhalers or Epi-Pens may be carried by students only if the proper medication form has been filled out and placed on file in the Health Center.

Disease Prevention/Immunizations:
Written proof of compliance with immunization requirements is a part of the registration process in Arizona schools. If you are unsure of the requirements for immunization, see your doctor, visit the school health center, or call the Maricopa County Health Department at 602-506-6767 or 602-263-8856 for locations of clinics and hours of operation. Immunizations are free of charge for children under the age of 18. Exemptions forms are available from the nurse.
**Parent and Emergency Contacts/Health History:**
Parents are required to complete Emergency Contact and Health History forms for each of their children every year. These forms contain vital information should your child become ill or injured at school. For the safety of your student, please update the school with any changes in contact information in a timely manner.

**Student Illness:**
If a student feels ill during the school day, they should report their complaint to the classroom teacher for referral to the nurse. Students are not to contact their parents directly via cell phone regarding illness unless prior arrangements have been made with the nurse. Please keep your child home if they have fever, diarrhea, vomiting, deep cough or a potentially communicable disease. Children with a fever of 100 degrees or more must be fever-free for 24 hour without the use of fever reducing medications before returning to school. If your child has been diagnosed with contagious illness, please contact the Health Center so parents of other students in the class can be notified. Please call your child’s doctor for advice on an ill child. Do not send ill students to school to be evaluated by the nurse.

**Chronic Health Conditions:**
If your child has been diagnosed with a chronic health condition, please contact the nurse immediately. He or she will inform you of the DVUSD protocols/procedures necessary to ensure a healthy and safe environment for your child during the school day.

**PE Excusals:**
Students requesting to be excused from PE must bring a note signed by their parent to the school nurse. The nurse will then write an “excused from PE” pass for the student to take to PE. Any request for an excuse for three or more PE classes must be accompanied by a physician’s written order. All injuries requiring any type of orthopedic support or device on campus must be reported with a medical excuse and cleared through the Health Center.
Counseling and Guidance:
The School Counseling Department is an outstanding resource for students and families. Each grade level is assigned a counselor. Our school counselors advise students in academic matters, address attendance concerns, and can provide short-term individual or small-group counseling services to students. Your counselor is a person with whom a student should feel free to discuss any problems that may arise. In order to see your counselor about a concern, please fill out a request before school, between classes, or after school. Once you have filled out a request, the School Counselor will send a pass for you when one is available. The School Counseling Department maintains a page on the DSMS website at https://www.dvusd.org/domain/5549

Social Worker:
Desert Sky employs a School Social Worker who can provide resources and support to students and parents to address the psychological and social well-being of the students. The School Social Worker will also work with outside support services or agencies to assist those students who need help in their personal lives. The school Social Worker is a trained mental health professional with a degree in social work who provide services related to a person's social, emotional and life adjustment to school and/or society. School Social Workers are the link between the home, school and community in providing direct as well as indirect services to students, families and school personnel to promote and support students' academic and social success.

Resources:
Teen Lifeline: a 24-hour, no cost service with trained peer counselors 3-9PM; texting available, 602-248-8336 www.teenlifeline.org
Mercy Maricopa Behavioral Health Crisis Line: no cost help 24-hours a day, 602-222-9444
One In Ten: no cost supports and resources, 602-279-0894 www.onenten.org
Red Light Rebellion: a no cost, 24-hour service with trained staff to assist with concerns of human trafficking, 1-888-373-7888 www.redlightrebellion.org

Top 20:
Desert Sky uses a positive behavior intervention program called Top 20. All staff and students on the Desert Sky campus share a common language and recognition of star qualities. Through the Top 20 program we support social emotional learning and how it directly impacts behavior and academics. The Top 20 program teaches students to recognize feelings, manage impulses and emotions, problem-solve and build meaningful relationships.

Top 20 Vocabulary:
- ThunderBolts demonstrate STAR qualities (Safe- Team Player- Accountable- Respectful).
- ThunderBolts Think, Learn, and Communicate clearly (TLC).
- ThunderBolts Honor the Absent when speaking with others to build and maintain trust.
- ThunderBolts Live Above the Line and sometimes visit below the line.
- ThunderBolts Reframe to see things from another perspective.
- ThunderBolts do not R.S.V.P. to Negative Invitations.
- ThunderBolts Fail Forward.
Desert Sky Middle School firmly believes that no student has the right to disrupt the learning environment of others. The flowchart below describes the processes to address disruptive behavior on campus.

**DESERT SKY DISCIPLINE GUIDELINES**

Desert Sky Discipline Guidelines

**OBSERVED PROBLEM BEHAVIOR**

- Student is disrupting the learning environment of others*
  - **TEACHER MANAGED**
  - Teacher uses Top 20 strategies and uses the classroom developed REDIRECT-WARNING protocol. Is the problem solved?
    - Yes
    - Stop
    - 
      - Send to On Campus Removal room (OCR)
      - Teacher will call parent and log the date and time on incident report
      - Teacher will issue consequences based on cumulative consequence schedule for removals
      - Teacher will send home the white copy of the incident report
    - 6th + classroom removal
  - No

- Student is a danger to self, others, or property; student may be under the influence or be in possession of dangerous substances or items.
  - **OFFICE MANAGED**
  - Contact office immediately for support
  - Administration will review student & staff statements, interview witnesses if necessary, and/or review prior incident reports if applicable.
  - Administrator will determine appropriate action and complete the official district referral form.

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**Cumulative Consequence Schedule for Removal**

1st classroom removal = 1 lunch detention
2nd classroom removal = 2 lunch detentions
3rd classroom removal = 3 lunch detentions
4th classroom removal = 4 lunch detentions or 2 afterschool detentions
5th classroom removal = parent meeting organized by referring teacher + administrative referral and determination
6th classroom removal = administrative determination

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*Note: Teachers will determine consequences for students who fail to comply with classroom expectations or other non-removable violations.
The following notes are added from the Deer Valley Unified School District Student Rights & Responsibilities Handbook. The complete Student Rights and Responsibilities Handbook can be found at https://www.dvusd.org/domain/8266 under the Parents & Students tab; within the Handbooks/Forms link on the Parents & Students Directory.

**Administration Discretion:**
Administration will exercise discretion when determining consequences and may assign a more or less severe consequence than outlined in the guidelines below. An underlined infraction indicates that an administrator may opt to use an in school suspension as a possible disciplinary action in lieu of out of school suspension. All violations must be reported to ADE. An asterisk (*) indicates that the violation must also be reported to local law enforcement.

**Progressive Discipline:**
Progressive discipline will be used in cases in which a student commits the same infraction repeatedly over the duration of the student's tenure in the District. Progressive discipline is discipline that is carried over year to year. For example, if a student is disciplined once for Endangerment during his/her 6th grade year and then again for Endangerment during his/her 8th grade year, the later incident may be categorized as a second offense and may warrant a more severe consequence than the minimum consequence listed in the discipline matrix in this handbook.

**Searches:**
Personal searches may be conducted by a District/school official when there is reasonable suspicion that a particular student is in possession of contraband, materials, or items which present an immediate danger of physical harm or illness. The searches will be conducted out of the presence of other students and in a private room. Searches of the student shall be limited to:

- searches of the pockets, shoes and socks of the student
- any object in the student's possession such as a purse, backpack, or briefcase

When extreme emergency conditions require a more intrusive search of the student's person, the District/school official shall contact the local law enforcement agency. Contraband materials as identified in the Introduction above may be seized when found in the course of a search. Any such items seized may be:

- offered as evidence in any suspension or expulsion proceeding if they are tagged for identification at the time seized;
- turned over to law enforcement officers;
- If not needed to retain for official purposes it may be returned to the parent or guardian of the student from whom the items were seized; or
- destroyed

**Student Violence/Harassment/Intimidation/Bullying:**
Please review the District Student Violence, Harassment, Intimidation/Bullying policy in your copy of the Student Rights and Responsibilities Handbook. An electronic copy of the handbook can be found at https://www.dvusd.org/domain/8266 under the Parents & Students tab; within the Handbooks/Forms link on the Parents & Students Directory. Please refer to your copy of the Student Rights and Responsibilities (SR&R) for more information on school and district discipline guidelines, including infractions, infraction descriptions, and consequences.
In order to address parent and community concerns and incidents regarding student safety, please follow the DSMS Morning Drop-Off Procedures...

- All students should be dropped off from the RIGHT lane along the BLUE CURB
- When dropping off, please pull forward to the STUDENT DROP OFF sign when possible

Please...
- NO student drop-off or pick-up along Grovers
- NO student drop-off in left two lanes, these are for passing through and parking lot access
  - NO student drop-off in the parking lot
- NO student drop-off or stopping in the crosswalk in front of the DSMS awning
  - Please do not pass or pull around cars in the crosswalk
- Be aware that there is a bike lane on Grovers at the school entrance and exit, remember to be alert for and yield to cyclists when exiting
DSMS Afternoon Pick-Up Procedures

- All students being picked up by personal vehicles should wait in the front of the school under the DSMS awning
  - should be dropped off from the RIGHT lane along the BLUE CURB
- When dropping off, please pull forward to the STUDENT DROP OFF sign when possible

Please...

- **NO student drop-off or pick-up along Grovers**
- Please follow the guidance and direction of staff members who are coordinating dismissal, they are working for the safety of all!
- **NO student drop-off in left two lanes, these are for passing through and parking lot access**
  - **NO student drop-off in the parking lot**
- **NO student drop-off or stopping in the crosswalk in front of the DSMS awning**
  - Please do not pass or pull around cars in the crosswalk
- Be aware that there is a bike lane on Grovers at the school entrance and exit, remember to be alert for and yield to cyclists when exiting