

# Desert Springs Middle School

Parent & Student Handbook  
2025-2026



# **Desert Springs Middle School**

**66755 Two Bunch Palms Trail**

**Desert Hot Springs, CA 92240**

**Website:** <https://www.psusd.us/dsms>

***Front Office:*** (760) 251-7200

***Attendance Office:*** (760) 251-7215

***Fax:*** (760) 251-7206

## ***Principal***

Mr. Joseph Krska

## ***Assistant Principals***

Mrs. Maria Oregel

Ms. Debbi Collier

## ***MTSS Coach***

Mrs. Rhemia Burns

## ***Counselors***

Mrs. Rebecca Tartaglino ~ Mr. John Prince ~ Mrs. Ana Romero

***6th Grade***

***8th Grade***

***7th Grade***

## **Scorpions**

### **Mission Statement**

*Together, we empower scholars to learn, work hard, aim high, and do what is right.*

### **Vision**

*In order to empower scholars to be high school ready, we will work as a professional learning community. We will sustain a culture focused on learning, collaboration, and results. Through mutual accountability and consistent practices, we will make data-driven decision to implement instructional strategies and impact interventions.*



# **Palm Springs Unified School District**

## **Board of Education**

**John Gerardi**

*Board Member*

**Madonna Gerrell**

*Board Clerk*

**Karen Cornett**

*Board Member*

**Sergio Espericueta**

*President*

**Charlie E. Ervin Jr.**

*Board Member*

## **District Administration**

**Dr. Marcus Funchess**

*District Superintendent*

**Mr. Jeffrey Simmons**

*Assistant Superintendent*

*Business Services*

**Mrs. Simone Kovats Ed.D.**

*Assistant Superintendent*

*Educational Services*

**Mr. Clayton Hill**

*Assistant Superintendent*

*Human Resources*

# **WELCOME**

Welcome Scorpions, to Desert Springs Middle School (DSMS). We value diversity and strive to balance the needs of all students so that they can thrive academically and socially. This handbook has been prepared to inform you of school policies and procedures and to assist you in having a safe and successful experience at DSMS. Please read this information carefully. You will want to reference it throughout the school year.

The school administration and staff are ready to assist you in every way! We are committed to academic excellence and personal success for all students. We welcome your participation and partnership in our endeavor to meet the challenge of the vision statement for every DSMS student!

**DSMS OFFICE AND SUPPORT STAFF**

<b>Regular School Hours (Mon. Tues. Thurs. Fri.)</b>	8:45 am-3:35 pm
Collaboration Day (Wed.)	8:45 am-1:05 pm
Minimum Days	8:45 am-12:45 pm
Office Hours	8:00 am-4:30pm
School Phone Number	760-251-7200
School Fax Number	760-251-7206
District Office	760-883-2700
Transportation Zum	760-841-0145
DSMS School Website	<a href="http://www.pusd.us/dsms">www.pusd.us/dsms</a>
PSUSD Website	<a href="http://pusd.us">pusd.us</a>

Principal	Joseph Krska
Principal's Secretary	Esveidet Palomar
Registrar	Diana Mendoza
Office Specialist	Patricia Rosete
School Nurse	Gisela Acevedo
Medical Assistant	Cyndi Herrera Villalba
Attendance	Irma Reyes
Prevention Specialist	Mary Palacios
Behavioral Paraprofessional	Brianna O'Brien
School Psychologist	Dr. Kathleen King
Mental Health Therapist	Michelle Creed
Social Worker	Marlo Felix
FACES- Family & Community Engagement Specialist	Adam Dennis
ERMS Therapist	Nanci Garcia
Custodial Morning	Juan Gonzalez
Custodial Afternoon	Jose Mendoza

**DSMS BELL SCHEDULES**  
**REGULAR DAY SCHEDULE**  
(MONDAY, TUESDAY, THURSDAY & FRIDAY)

**6th Grade Schedule:** **WARNING BELL 8:40**

Period		Minutes
A	8:45-9:07	22
1	9:11-10:06	55
2	10:10-11:05	55
LUNCH	11:09-11:39	30
3	11:43-12:38	55
4	12:42-1:37	55
5	1:41-2:36	55
6	2:40-3:35	55

**7th Grade Schedule:** **WARNING BELL 8:40**

Period	TIME	Minutes
A	8:45-9:07	22
1	9:11-10:06	55
2	10:10-11:05	55
3	11:09-12:04	55
LUNCH	12:08-12:38	30
4	12:42-1:37	55
5	1:41-2:36	55
6	2:40-3:35	55

**8th Grade Schedule:** **WARNING BELL 8:40**

Period	TIME	Minutes
A	8:45-9:07	22
1	9:11-10:06	55
2	10:10-11:05	55
3	11:09-12:04	55
4	12:08-1:03	55
LUNCH	1:07-1:37	30
5	1:41-2:36	55
6	2:40-3:35	55

**COLLABORATION DAY SCHEDULE**  
**(2-1-2 EVERY WEDNESDAY)**

**6th Grade Schedule:** **WARNING BELL 8:40**

<b>Period</b>	<b>TIME</b>	<b>Minutes</b>
1	8:45-9:21	36
2	9:25-9:59	34
L	10:03-10:33	30
3	10:37-11:11	34
4	11:15-11:49	34
5	11:53-12:27	34
6	12:31-1:05	34

**7th Grade Schedule:** **WARNING BELL 8:40**

<b>Period</b>	<b>TIME</b>	<b>Minutes</b>
1	8:45-9:21	36
2	9:25-9:59	34
3	10:03-10:37	34
L	10:41-11:11	30
4	11:15-11:49	34
5	11:53-12:27	34
6	12:31-1:05	34

**8th Grade Schedule:** **WARNING BELL 8:40**

<b>Period</b>	<b>TIME</b>	<b>Minutes</b>
1	8:45-9:21	36
2	9:25-9:59	34
3	10:03-10:37	34
4	10:41-11:15	34
L	11:19-11:49	30
5	11:53-12:27	34
6	12:31-1:05	34

## CONFERENCES/MINIMUM DAY SCHEDULE

### 6th Grade Schedule: WARNING BELL 8:40

<b>Period</b>	<b>TIME</b>	<b>Minutes</b>
1	8:45-9:21	36
2	9:25-9:55	30
3	9:59-10:29	30
4	10:33-11:03	30
5	11:07-11:37	30
6	11:41-12:11	30
L	12:15-12:45	30

### 7th Grade Schedule: WARNING BELL 8:40

<b>Period</b>	<b>TIME</b>	<b>Minutes</b>
1	8:45-9:21	36
2	9:25-9:55	30
3	9:59-10:29	30
4	10:33-11:03	30
5	11:07-11:37	30
6	11:41-12:11	30
L	12:15-12:45	30

### 8th Grade Schedule: WARNING BELL 8:40

<b>Period</b>	<b>TIME</b>	<b>Minutes</b>
1	8:45-9:21	36
2	9:25-9:55	30
3	9:59-10:29	30
4	10:33-11:03	30
5	11:07-11:37	30
6	11:41-12:11	30
L	12:15-12:45	30

**Minimum Days 2025-2026**

**October 8th, 9th, & 10th, 2025 (Parent Conferences)**

**March 11th, 12th, 13th, 2026 (Parent Conferences)**

**June 5th, 2026 (Last Day of School)**

**Fall Break**

**November 24th – 28th, 2025**

**Winter Break**

**December 22nd, 2025 – January 9th, 2026**

**Spring Break**

**March 30th – April 10th, 2026**



## **GENERAL INFORMATION**

### **HOURS**

Students are to arrive on campus only after 8:00 am (Gates to the school open each morning at 8:15am). Students should not be on campus after school unless they are involved in a supervised after school activity. Please do not leave your student unsupervised after school in front of the school. Office hours are from 8:00 am until 4:30pm.

### **ADDRESS AND/OR TELEPHONE CHANGES**

It is extremely important that the school office be kept informed of all changes of address, telephone/cell phone number or emergency contacts. Please inform the school office any time there is a change in parent/guardian phone number(s) or emergency contacts authorized to make decisions in emergency situations. Address changes can only be made by providing the school office with a current utility bill (gas, water, electric, or trash) or rental agreement or mortgage paperwork.

### **CLOSED CAMPUS**

DSMS is a closed campus. No student may leave campus without office permission except at dismissal. Once a student arrives at school, they must remain on campus until dismissal. Students may not go home for lunch.

School gates will be closed and locked at 4:00 pm each day. Only students participating in extracurricular activities, Think Together, Intramural, and tutorials are permitted on campus after 4:00pm.

### **CLASSROOM INTERRUPTIONS**

The school administration shall establish a fixed time for the delivery of messages to students, except in the case of emergencies.

*School offices shall not accept deliveries of flowers, balloons, food, or other items to students from parents or businesses that the school principal or designee deems not necessary to the educational process or to the students' health or*

**well-being.** School staff may also hold similar items brought to school by students in the office until the end of the school day at their discretion.

## **VISITORS**

***Parents are always welcome to visit school and are encouraged to do so.*** Only parents, guardians, or other appropriate adults will be allowed to visit school. We request that you contact the front office a minimum of 24 hours prior to visiting any classrooms. Upon arriving at school, ***visitors must report to the office to sign in and get a visitor badge.*** All volunteers from the community are to report first to the office before entering classrooms and sign out when they leave. Students from other schools are not permitted to visit classrooms during the school day, nor are they allowed to attend school dances.

## **PARENT/VOLUNTEER OBSERVATIONS/VISITS:**

- A parent may observe their child in their classroom with administration approval.
- Teachers/school will need one school day advance notice of a visit.
- To ensure minimum interruption of the instructional program, Parent visits will take place during regular school days. Visits during school hours should first be arranged with the teacher, principal, or designee (BP 1250).

## **VOLUNTEERS:**

- All school volunteers must be fingerprinted and have cleared a background check before being on campus.
- Volunteer non-teaching aides, volunteer instructional aides and volunteer coaches whose functions require frequent or prolonged contact with students are required to submit evidence that they are free from active tuberculosis pursuant to Education Code [49406](#). (*Education Code [45106](#), [45347](#), [45349](#), [49406](#)*)
- Parents may volunteer during lunches – but they must monitor the entire lunchroom/patio. They need to move about the area and monitor all student activity.
- Parents may volunteer in the library, at the librarian/school's discretion.

*\*\*\*As a volunteer you are a Mandated Reporter, it is your duty to act when a child shares information that may indicate they are in danger or experiencing personal problems. If a student confides in you about family matters or personal issues and you believe there is a safety concern, it is important to take immediate action. If you need assistance with the Mandated Reporting of Child Abuse Procedures, contact the child's teacher, counselor, and/or administration.*

## **APPOINTMENTS / TEACHER CONFERENCE**

Due to the time restrictions imposed on school personnel by the requirement of day-to-day school operations, we request that parents contact the school to make an appointment when desiring to meet with a member of the school staff. School personnel may be involved with previously scheduled appointments or other job-related tasks and be unable to meet. Please call the school at (760) 251-7200 to make appointments, use ParentSquare, or through email.

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## **DSMS ATTENDANCE AND TARDY POLICY**

School attendance is mandated by the State of California. Thus, the school has the responsibility to enforce policies which assure regular attendance and punctuality. A student should not be absent from school without the parent/guardian's knowledge and consent. It is assumed that students will be absent from school only for health reasons. All absences must be verified. The staff at Desert Springs Middle School believes strongly in rewarding students for being on time to class daily and also being in school on a regular basis. Positive Incentives for regular attendance will be given periodically to those students who meet this criteria to continue rewarding those students and encouraging them to seek academic excellence.

### **Tardy/Truancies**

Students are expected to be in the classroom prior to the tardy bell. Students who are not in their classroom at that time are considered absent and will be marked absent until they arrive in class. The teacher will change the Absence to Tardy if the student arrives to class before 30 minutes.

If a student is ***30+ minutes late to class or does not attend class even though they were on campus, then the student is considered truant.*** Students with excessive truancies will receive consequences, as outlined in our progressive discipline.

Administration will schedule parent meetings for students who are habitually tardy and/or truant. This may result in a parent shadow for the day to ensure that students are arriving to all classes on time.

Truancies will also be referred to the Student Attendance Review Team/Student Attendance Review Board (SART/ SARB) and truancy fines.

## Attendance Policy and Procedure

Students are expected to attend school daily. Consistent daily attendance is critical for a student's academic success. The State of California considers ten days of absences for one school year, for any reason, excessive.

### EXCUSED ABSENCES INCLUDE:

1. Illness or injury
2. Medical appointment
3. Quarantine
4. Religious holidays and/or instruction
5. Death in the immediate family
6. Court appearance

### UNEXCUSED ABSENCES MAY INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

1. Family vacations (exception is an independent study contract).
2. Babysitting
3. Shopping
4. Helping parents in the home
5. Studying

**When a student accumulates unexcused absences under the district attendance policy, the following intervention steps may occur: Chronic absence from school will result in the school reviewing the students file in the following: district SART (School Attendance Review Team) and the district SARB (School Attendance Review Board).**

- |            |   |  |
|------------|---|--|
| 3 absences | - | Parent receives telephone and written communication from school                  |
|            | - | Possible counseling referral and conference with Principal or Principal Designee |
| 6 absences | - | Parent receives telephone and written communication from school                  |
|            | - | School Attendance Review Team (SART) conference                                  |
|            | - | SART Contract with outlined individual interventions and resources               |
|            | - | Possible referral to the District Student Attendance and Review Board (SARB)     |
| 9 absences | - | Parent receives telephone/written communication from school                      |
|            | - | Referral to District Student Attendance Review Board (SARB)                      |

**DSMS is required to verify all student absences. Please follow these steps**

- **Attendance Phone Number: 760-251-7215**
- **Attendance Clerk email: ireyes@psusd.us**
- **Absences can also be reported using ParentSquare, ParentVue, or the website at: [pvue.psusd.us](http://pvue.psusd.us). (Contact counselors for PVue access)**
- **Upon students return to school the student may bring a written excuse from their parent or guardian to the Attendance Office. The note must include the following;**
  - **Students full name**
  - **Reason for absence**
  - **Date(s) of absence**
  - **Signature of Parent/Guardian**

If your child will be absent, you may request Short Term Independent Studies to help them stay on track with their learning and avoid falling behind. This option allows students to complete assignments while away from school and still receive attendance credit.

### **SHORT TERM INDEPENDENT STUDY**

Parents/guardians of students who must be out of school one or more consecutive days due to vacation or other business must request Short-Term Independent Study to allow students to complete assignments and receive credit so as not to interrupt their academic program. **Requests must be made through the Attendance Office preferably one week in advance.** Assignments are normally assigned through google-classroom and must be fully completed to receive full credit.

### **HEALTH OFFICE**

When ill or in need of first aid, students must first obtain a pass from a teacher to go to the Health Office. If a student is too ill to remain at school, a parent or guardian will be called. **It is important to keep medical emergency cards up to date in case a parent or designated adult needs to be called.**

### **LEAVING CAMPUS DURING SCHOOL HOURS**

In order to keep students in a supervised, safe, and orderly environment, the Board of Education establishes a closed campus at all district schools (BP 5112.5) DSMS is a **CLOSED CAMPUS**. *Students must stay on the school grounds from the time of arrival, even if the first period has not yet started, until dismissal.* Students are not to congregate before or after school on streets near the campus. Any student who leaves campus without permission and without clearing through the office will be considered truant from school.

If a student needs to leave campus early, for any reason (i.e. doctor or dentist appointment) a parent or guardian must come into the office to sign the student out. **The person escorting the student from school must be on the emergency card and must have valid identification.** Upon return, students must check in with attendance before going to class.

### **WITHDRAWAL OR TRANSFER TO ANOTHER SCHOOL**

The office must be informed if a student will be changing schools by meeting with the school registrar to receive a withdrawal form. On the last day the student will take the withdrawal form to each of his/her teachers and the librarian to sign. The student will bring the completed withdrawal form at the end of the day back to the registrar to make a copy for the student as well as other withdrawal paperwork for the school they are transferring to. When complete this indicates that all books have been returned, any debts owed have been paid, and the student is cleared to transfer.

### **INSURANCE**

The school has no liability for accidents. However, an optional student accident insurance plan is offered at the beginning of each school year. Premiums are paid by parents and students are covered against medical costs for accidents that occur at school or during a school sponsored activity. Forms and information are sent home with students during the first week of school.

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### **STUDENT IDENTIFICATION CARDS**

Students must be in possession of their school-issued student identification card at all times while they are on campus. ID cards will be provided to all students free of charge at the start of the school year. Policies regarding the displaying of student identification cards are site specific. Please direct any questions regarding identification cards to the school site office.

- ❖ ID's are required for lunch, access to the library, and special events.

## **CAFETERIA**

District-provided meals are available for all students. During meals students must be seated while eating and dispose of food and trash in the appropriate receptacle when finished.

## **LUNCHROOM BEHAVIOR EXPECTATIONS**

- Stay in the designated lunch area; remain seated while eating. Use proper table manners.
  - Eat and drink only in the designated areas; clear tables before leaving.
  - Deposit trash, garbage, bottles and cans in designated containers and recycling bins.
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## **GRADES**

**Progress Reports and Report Cards** are used to encourage academic achievement. Progress reports are sent each mid-quarter, quarter, and semester. Parents may initiate another type of Progress Report, which the student carries to his teachers for their weekly response concerning behavior or academic achievement. Parents request this Progress Report by contacting the Counselor or Administrator. Students must pick up the forms in the office; have it signed by a parent, then return on Friday for teachers to fill out.

Grades are also accessible on the Internet through ParentVue. Parents must obtain a password and I.D. number through the office/counseling. Parents can also go to the DSMS website ([dsms.psusd.us](http://dsms.psusd.us)) to access **ParentVue** for grades and other information. Families may also visit our parent center to obtain internet access at DSMS. Letter grades of A, B, C, D, or F are given for each class.

## **Communicating with Teachers**

Teachers are always glad to talk with parents regarding their child's academic progress and behavior. We encourage all parents to meet and stay in contact with their child's teachers using ParentSquare, Parent Vue, emails and phone calls.

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## **ELECTRONIC DEVICES**

### **INTERNET USE AND TRAINING**

Palm Springs Unified School District is on a Wide Area Network. All students have access to the Internet when they receive parent permission and school training. Enclosed in the student registration packet is an Internet Permission slip for students/parents to sign. Access to the Internet and on-line subscriptions will not be permitted unless the form is signed and returned.

The Internet will be used school-wide as an important instructional tool and for research. There is blockage on the area network to inappropriate sites and policies and procedures are in place. Any student caught visiting inappropriate websites will be referred to the office for appropriate interventions. All Staff will receive additional training throughout the school year, as safe use of the Internet is our primary goal. Parents/Guardians are encouraged to use the Parent Center to access student information.

## **CELL PHONES and ELECTRONIC DEVICES**

Establishing a middle school cell phone policy is crucial for maintaining a focused learning environment and ensuring students' safety. Here's a detailed breakdown of DSMS policy:

1. **Classroom & Instructional Time:** Teachers will establish their classroom cell phone, earbuds, etc. policy. Students are expected to conform and follow the teacher's expectation for electronics during class time to minimize distractions and promote active engagement in learning activities.
2. **Collection of Phones:** If a cell phone is used during instructional time or inappropriately outside of the classroom, their phones will be collected. These phones will be brought to the school office for safekeeping.
3. **Return of Phones:** Students can retrieve their phones from the office at the end of the school day. This ensures that students have access to their devices after school hours while still maintaining focus during the instructional day.
4. **Parental Involvement for Habitual Offenders:** If a student repeatedly violates the cell phone policy, parents may be required to pick up their child's phone from the school office. This encourages parents and guardians to monitor their child's cell phone usage and reinforces the importance of following school rules.
  - At no point should pictures or videos be taken of staff or students without permission. We must honor and respect others' privacy.
  - Policy will be reviewed periodically for impact on the school environment.

## **CELL PHONES and ELECTRONIC DEVICES continued**

***DSMS is not responsible for devices being damaged, lost, missing, or stolen, THIS INCLUDES CELL PHONES, EARBUDS and SMARTWATCHES.***

***District resources and personnel are not expected to be used to investigate lost or stolen devices.***

## **CHROMEBOOKS**

Students will be issued a Chromebook at the beginning of the school year. Access to the technology at Desert Springs Middle School has been established for educational purposes. The use of Desert Springs Middle School electronic technologies is a valued resource. All electronic technologies must be used in support of the educational programs of the District. This access may be revoked at any time for abusive or inappropriate conduct related to the use of electronic technologies.

Failure to comply with the District's [Student Use of Technology Agreement](#) Palm Springs Unified School District 1:1 Loan Agreement or the guidelines stated in this document for care and use of the device may result in the loss of privilege to take the device home or use the device in general.

## **WILLIAMS UNIFORM COMPLAINT PROCEDURES**

### **NOTICE TO PARENTS/GUARDIANS: COMPLIANT RIGHTS**

[Education Code 35186](#) requires that the following notice be posted in your child's classroom:

1. There should be sufficient textbooks and instructional materials. For there to be sufficient textbooks and instructional materials, each student, including English learners, must have a textbook or instructional material, or both, to use in class and to take home to complete required homework assignments.
2. School facilities must be clean, safe, and maintained in good repair. Good repair means that the facility is maintained in a manner that assures that it is clean, safe and functional as determined by the Office of Public School Construction.
3. To file a complaint regarding the above matters, complaint forms can be obtained at the principal's office, district office, or can be downloaded from the school district's or California Department of Education's website.
  - a. Palm Springs Unified School District – <http://www.psusd.us>
  - b. California Department of Education – <http://www.cde.ca.gov/>

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## SCHOOL COUNSELING and THERAPY SUPPORT SERVICES



DSMS believes a student's Social Emotional Learning (SEL) is a very important component to their personal and academic success. School Counselors provide Tier 1 services to all students through SEL classroom lessons and school wide wellness activities. For those in need of additional support services, Tier 2 and Tier 3 services are provided by our School Counselors, Social Worker and Licensed Therapist. Our Social Worker provides Tier 2 services through short term counseling. Our Licensed Therapist provides Tier 3 services through long term therapy, which must meet medical necessity.

In-school services are available individually or in groups. Counselors can also assist with community support services. Any parent or student desiring more information concerning support services can contact their school counselor through the school's front office or via the counselor's email. Student requests for appointments with the Counselors can be made on their Wellness Google Classroom.

6th Grade: Mrs. Tartaglino- [rtartaglino@psusd.us](mailto:rtartaglino@psusd.us)

7th Grade: Mrs. Romero- [aromero@psusd.us](mailto:aromero@psusd.us)

8th Grade: Mr. Prince- [jprince@psusd.us](mailto:jprince@psusd.us)

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### **MEDICATION:**

Students are not to have any medication in their possession, including aspirin, nasal sprays etc. All medications, including inhalers are to be stored in the office with physician instructions or students may only carry their Inhaler or EpiPen after having appropriate school district forms filled out by Physician and Parent. If it is necessary for a student to take medication during school hours, it must be prescribed by a physician, administered by office staff, and follow the procedures listed below.

### **Palm Springs Unified School District Regulation for Administering Medication:**

Administration of medication to students shall be done only in exceptional circumstances wherein the student's health may be jeopardized without it; when

medication cannot be adjusted so that all doses are given at home; and only when such administration has been requested and approved by the student's parent/guardian and physician.

- Medication authorization form must be obtained in the health office, filled out completely by the parent AND student's physician, and returned to the health office. This request must be made on a yearly basis.
- Medication must be brought to school by an adult and in a prescription bottle labeled with the student's name, physician's name, method, amount of medication, and time.
- Any special instructions for storage or likely side effects must be noted.
- The student should be instructed to report to the office to take the medication at the appropriate time.
- A medication-logbook of students needing medication during school hours, including type of medication dosage, and time to be given shall be maintained and kept in the health office.
- School personnel are never allowed to provide aspirin or any other medicine to students.

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## **PHYSICAL EDUCATION LOCKERS/UNIFORMS**

P.E. lockers are used on a period by period basis and are located in the boys and girls locker rooms. All students are required to have P.E. clothes and tennis shoes for P.E. Uniforms can be purchased throughout the year from the student store. Students should not share lockers, combinations, clothing or shoes. Only students in P.E. classes will be allowed in the locker or locker room areas during class time. All items should be locked securely in lockers. **DSMS and Palm Springs Unified School District are not responsible for any lost or stolen items.**

P.E. lockers are the property of Palm Springs Unified School District, and at no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Periodic general inspections of lockers and their contents may be conducted by school authorities, with or without cause, at any time without notice and without student consent.

## **SPORTS**

The DSMS Intramural Sports Program has been designed to provide opportunities for all students, including those in after-school intervention programs, to participate in after school sports. Our goal is to reach all students. Different sports activities are offered each semester. Typically, activities include: football, volleyball, basketball, and soccer. Academic and behavior requirements must be met. Information is communicated through morning announcements flyers and our website.

**Be a player, join DSMS Intramurals!**

## **SCHOOL TELEPHONE**

**The school telephones are for school business and it may only be used with permission of a staff member.** Students must obtain a pass from their teacher to use the office phone. Telephone messages are not taken for, nor delivered to students unless it is an emergency. Plans and arrangements need to be made before a student comes to school.

## **TEXTBOOKS**

Textbooks are loaned to students who must take full responsibility for their care and condition. All books have a barcode I.D. number and their physical condition is recorded. Students may be required to pay for damage, graffiti, unusual wear, or missing textbooks. Please contact the school librarian for damage cost details.

**❖ Students will be placed on the exclusion list if books are not returned or fines are not paid**

## **LOST AND FOUND**

Items of value that are lost will be held in the administration building. Textbooks may be retrieved in the Library before or after school, P.E. clothes will be held in the locker rooms. Three times per year, unclaimed articles will be given to charitable groups designated by the administration. To avoid this make sure items are marked so they can be returned when/if found.

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## **EMERGENCY DRILLS**

In the event of an emergency, your response could save your life or the lives of others. It is extremely important that practice drills be taken seriously. Be certain you know what to do and where to go. **Remember, to follow teacher directions during drills.** In an emergency, students will report to a designated safety area. In

severe situations, it is possible that students could be at school for up to 72 hours. Parents should have an emergency plan for family members. Students will only be released to a parent/guardian, or person listed on their emergency card. There will be a central release area where parents may check out their students.

**Earthquake Drills** will commence with an announcement. Students should get under their desk immediately, duck, cover, and hold on, and wait for instructions from their teacher to evacuate the building. Students then report to their SECOND PERIOD designated area. In the event of a real earthquake, do not wait for the announcement, immediately follow the directions above.

**Fire Drills** will commence with several short bells. Please evacuate the classroom by the designated door and report to the designated class area.

**LockOut/LockDown Drills** will commence with an announcement from the office when possible. It could also be announced by Security or Administration verbally, depending on the circumstances. During lock out/lock down drills, the office may be locked, and phones will not be answered for a brief time.

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## **END OF THE YEAR ACTIVITIES and YEAR LONG PRIVILEGES.**

Students must follow attendance, behavioral, and grade expectations set forth by administration in order to qualify for end of the year activities.

Students on the exclusion list will not be able to participate in school activities and/or events.

The information outlined below will help you keep track of your progress. You will be supported throughout the year by your teachers, counselors and administrators. Don't lose track of your progress!

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## **POSITIVE BEHAVIORAL INTERVENTION GUIDELINES**

### **Desert Springs Middle School believe:**

- All students have human dignity and worth.
- All students can behave appropriately.
- Students learn by example.
- Both “good” and “bad” behaviors have consequences.

### **Our Goal is:**

To provide a safe and orderly school environment through a firm and consistent positive behavioral intervention and restorative practices in the classroom, on campus, and during school related activities, in cooperation with home and community.

Desert Springs Middle School Intervention Policy encourages students to make appropriate choices in a climate of warmth and support. School personnel are expected to use a continuum of: **Positive Behavioral Intervention Strategies**: which help teach, encourage and reinforce appropriate behaviors conducive to a learning environment. And, endeavor to utilize **Restorative Practices**: which encourages building, maintaining, and repairing relationships to form healthy, supportive & inclusive communities. May include, but are not limited to:

- **Restorative Conferencing**: a meeting between all parties involved to discuss the impact of behavior, repair harm, solve conflict, and to create a plan of action for interventions and supports. Attendees may include school administrators, teachers, staff, students, parents/guardians, and appropriate community service providers.
- **Restorative Responsive Circles**: a gathering to give space to students directly involved in a conflict and others directly affected to discuss the impact of the behavior and develop a plan to repair the harm.
- **Restorative Action Plan**: the result of the circle described above, requiring students to make reparations that meet the needs of those impacted

[https://ocde.us/EducationalServices/SLACI/RestorativePractices/Pages/RP\\_Resources.aspx](https://ocde.us/EducationalServices/SLACI/RestorativePractices/Pages/RP_Resources.aspx)

**Our policy includes:**

- A positive program of rewards and honors for appropriate behavior.
- A sequential intervention plan with rules and consequences.
- A commitment to enforcing the Education Code and policies of the Board of Education regarding student behavior, attendance and dress

**Honors and Rewards:**

<b>Teacher Recognition</b> <ul style="list-style-type: none"><li>● Success notes sent home</li><li>● Positive phone calls to parents</li><li>● Achievement awards and classroom recognition</li><li>● Grade level awards and activities</li></ul>	<b>School-wide Recognition</b> <ul style="list-style-type: none"><li>● Scorpion Pride Award</li><li>● Student of the Month awards</li><li>● Awards for good citizenship</li><li>● Monthly incentive/pep activities</li><li>● Perfect Attendance Awards</li></ul>
<b>Motivational Activities</b> <ul style="list-style-type: none"><li>● Dances</li><li>● Spirit Days</li><li>● Assemblies / Pep Rallies</li><li>● Academic Rallies</li><li>● Grade Level Competitions</li><li>● Lunchtime Activities</li></ul>	<b>Extracurricular Activities</b> <ul style="list-style-type: none"><li>● After School Intramural Sports Teams</li><li>● School Clubs – vary each year</li><li>● Academic Competitions</li><li>● After School Tutorials</li></ul>

**INTERVENTION PROCEDURES**

Desert Springs Middle School students are encouraged to follow school rules and to demonstrate self-discipline and good citizenship at all times. School staff are expected to intervene early and consider all available alternatives with the lowest possible level reasonably calculated to change the student’s behavior and minimize loss of instructional time.



# Rewards and Behavioral Intervention

## Rewards

Type of Reward	Ways to Earn Rewards
Field Days	Scorpions can earn rewards by: <ul style="list-style-type: none"> <li>● Academic Improvement</li> <li>● Arriving to Class on Time</li> <li>● Attending Class Daily</li> <li>● Demonstrating Excellent Behavior</li> <li>● Helping Others In Need</li> <li>● Improving Attendance</li> <li>● Maintaining Good Grades</li> <li>● Participating in School, District, and State Assessments</li> <li>● Other Achievements</li> </ul>
Field Trips	
Popsicle Parties	
Homework Passes	
Invitation to Special Events	
Gift Certificates	
Movie Passes	
Scorpion Swag (Hats, Beanies, Sweatshirts)	
Dances	
And More!	
<b>At SCORPION Nation, We Are...</b> <b>Successful, Caring, Open-Minded, Respectful, Prepared, Intelligent, Organized, iNclusive</b>	

## Behavioral Intervention

Level 1 Discipline Continuum	
Type of Incident	Steps of Intervention
	Each step represents a separate occurrence of the same type of incident.
Academic Dishonesty	Step 1 - Teacher Managed, Phone Call/Text Home/Email*
Damaging Property (Minor)	Step 2- Teacher Managed, Phone Call/Text Home/Email*
Dangerous Act (Minor)	Step 3 - Admin/MTSS call home assign/one or more of the following:
Defiance/Disruption	<ul style="list-style-type: none"> <li>● Lunch Restriction</li> <li>● Opportunity to Learn</li> <li>● Parent Meeting</li> <li>● Peer Mediation</li> <li>● Restorative Conference</li> </ul>
Disrespect/Name Calling	
Gossip	
Inappropriate Use of Technology	Step 4 - Repeat Step 3.
Play Fighting/Roughhousing	*Teacher managed interventions may include, by are not limited to:
Profanity (Not Directed at Others)	<ul style="list-style-type: none"> <li>● Clarify Expectations</li> <li>● Modify Environmental Factors</li> <li>● Reflection Paper</li> <li>● Structured Choice</li> <li>● Student Conference</li> <li>● Teacher Managed Detention</li> <li>● Teacher Warning</li> </ul>
	*All communication home by teacher must be two-way.

<b>Level 2 Discipline Continuum</b>		
<b>Type of Incident</b>	<b>Types of Intervention**</b>	
Bullying/Harassment/Intimidation*	Admin/MTSS will call/text home and will determine the type(s) of intervention, which may include but is not limited to: <ul style="list-style-type: none"> <li>● After School Detention</li> <li>● Behavior Contract</li> <li>● Lunch Restriction</li> <li>● Loss of Privileges</li> <li>● Opportunity to Learn</li> <li>● Parent Meeting</li> <li>● Parent Shadow</li> <li>● Restorative Conference with Student and Staff</li> <li>● Reflection</li> <li>● Restitution</li> <li>● Friday Evening School</li> </ul>	
Forgery		
Gambling		
Sexual/Racial Gestures		
Interference with School Personnel (Safety)*		
Instigating Fights		
Possession/Use of Stolen Property		
Selling Items		
Theft (Minor)		*Students are expected to remain in the classroom and wait for the admin/dean to call them out unless noted with an asterisk. For the incidents noted, teachers may call security to remove students from class.
Threat of Violence*		
Vulgarity/Profanity (Directed at Others)		
Vandalism (Minor)		**School administrators have the discretion to deviate from these guidelines for intervention by assessing an appropriate consequence other than stated if they determine that there are mitigating or aggravating circumstances.

Level 3 Discipline Continuum	
Type of Incident	Type of Intervention*
Alcohol/Drugs	<p>These incidents listed are violations of the 48900 Educational Code and require immediate admin/dean assistance. Admin/dean will determine the type(s) of intervention, which may include but is not limited to:</p> <ul style="list-style-type: none"> <li>● AMS (Aggression Management Support)</li> <li>● After School Detention</li> <li>● Behavior Contract</li> <li>● Lunch Restriction</li> <li>● Loss of Privileges</li> <li>● Insight / Other Programs Offered by PSUSD Staff</li> <li>● Parent Meeting</li> <li>● Parent Shadow</li> <li>● Peer Mediation</li> <li>● Opportunity to Learn</li> <li>● Reflection</li> <li>● Restorative Conference with Student and Staff</li> <li>● Restitution</li> <li>● Referral for Services</li> <li>● Recommendation for Expulsion</li> <li>● Friday Evening School</li> <li>● Suspension with <b>Reentry Plan</b></li> </ul> <p>*School administrators have the discretion to deviate from these guidelines for intervention by assessing an appropriate consequence other than stated if they determine that there are mitigating or aggravating circumstances.</p>
Arson/Attempted Arson	
Assault/Battery	
Bomb Threat	
Burglary	
Dangerous Act (Major)	
False Fire Alarm	
Fighting	
Fireworks/Explosives	
Indecent Exposure	
Sexual Harassment	
Theft (Major)	
Tobacco/E-Cigarettes (Possession/Use)	
Vandalism (Major)	
Weapons (Simulated/Possession/Use/Threat)	

All staff is expected to use a continuum of positive behavioral interventions, restorative practice strategies, and supports to encourage and reinforce appropriate behaviors conducive to a learning environment.

[Restorative Practices Resources Link](#)  
[PBISWorldLink](#)

This document may be reviewed by administration and updated throughout the school year.

Teachers shall employ all means possible to correct students' behaviors prior to referral for administrative action. When a teacher suspends a student from class, that teacher is responsible for following all Due Process procedures (see below). Students suspended from school or classes have the opportunity to make-up work within a specified period of time.

## **DUE PROCESS RIGHTS**

Teachers may suspend a student from class (Out of Class Suspension) for two consecutive days - the day of an infraction and the day following ED Code [Section 48910](#). Administrators can suspend a student from school for up to five consecutive school days. *Before suspending a student from class or school, an informal conference must be held between the student and teacher, or the student and administrator.* The student must be told the reason for suspension and of any evidence that supports that decision. The student must be given an opportunity to present his or her side and any evidence in self-defense. Parents must be notified of the suspension within 24 hours (*Teacher must conference with parents as to the suspension reason*). A parent conference must be scheduled as soon as possible, but no later than five days. Parents may waive their right to a personal conference and confer by telephone if they desire.

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## **BULLYING & CYBER BULLYING**

Bullying means any severe or pervasive physical or verbal act or conduct, including communication made in writing by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in ED Code [Section 48900.2](#), [48900.3](#) or [48900.4](#).

Students are encouraged to report bullying to adults on campus. They can also access a bullying reporting website to report anonymously: [www.sprigeo.com](http://www.sprigeo.com) Students that repeatedly participate in bullying will be placed on a bullying contract and will face consequences as serious as suspension.

**All DSMS Students will be held accountable for inappropriate social media postings or cyber bullying.**

Cyberbullying includes the electronic creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images as defined in [Education Code 48900](#). Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

### **Students are prohibited from:**

- Posting pictures taken on campus.
- Posting pictures of people that are uncomplimentary and are intended to embarrass and ridicule.
- Posting mean, inappropriate comments about others.
- Making threats towards someone else.

***If you engage in any kind of Cyber Bullying or Cyber Harassment you will serve consequences as covered in the California Education Code***

DSMS provides students with an Anti-Bullying assembly. For additional information on bullying and cyberbullying education code and district policy, visit <http://www.psusd.us/>

### **EXCLUSION LIST**

Students receiving OTL (Opportunity to Learn), Friday Evening School, or a Suspension will automatically be placed on the Activity Exclusion List. Students will not be able to participate in any extracurricular activity for thirty calendar days from that date. This means that students will not be able to participate in dances, after school clubs, assemblies, and end of the year activities including June class trips. Students' are placed on the Exclusion List for any of the following:

- Infractions of school rules that interfere with the learning atmosphere.
- Truancy, irregular attendance, or excessive tardiness.
- Assignment to OTL, Friday Evening School, or suspension from school.
- Owing money for lost or damaged texts, school materials, or devices.

### **CANDY/FOOD/DRINKS**

Candy/Food/Drinks may be eaten during breakfast and lunch in designated eating areas only. SALE of gum, candy, or food items or any other items is not allowed, will be confiscated and may result in disciplinary intervention for both seller and buyer. ***Energy Drinks are not allowed.*** Appropriate disciplinary action will be taken – see Intervention Policy. **Parents/Guardians will be held responsible for payment of damages to any property or materials.**

### **AEROSOL CANS**

Students are *not permitted to bring any type of aerosol sprays* to school due to health and safety of all.

### **BLUETOOTH SPEAKERS**

Students are not to bring portable speakers on campus.

### **Other Behaviors that may result in Progressive Discipline.**

**These include but are not limited to: Site interventions may apply.**

- Kissing, inappropriate touching

- Body slamming, knuckle boxing, necking, “panting”, etc. Keep hands, feet and objects to yourself at all times.
- Entering buildings shouting, running or in any way disrupting classes that are in session.
- Use of profanity or any sign of disrespect to peers and or adults on campus.
- Selling or trading items on campus.
- Wearing or bringing banned items like: laser pointers, handcuffs, water balloons, stink bombs, confetti, glitter etc.

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## **STUDENT DRESS CODE**

Dressing for success is a part of being college and career ready. Dress and appearance must be appropriate for school. Below are specific rules but the final decision on attire and grooming shall be made by the administration at Desert Springs Middle School. We rely on the vigilance of our parents to ensure the safety of our students by adhering to the following standards. When applying the following guidelines for all regular school activities, administrators shall consider whether the clothing presents a health or safety hazard ([Education Code 32282](#)) or causes a substantial disruption to the educational program. The administration has the right to prohibit clothing that may be seen as gang-related. (Education Code [32282](#))

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code [49066](#))

### **DSMS Allowable Dress & Grooming**

- Students must wear clothing which includes both a shirt ( shirts with two strap minimum), pants, shorts or skirt, or the equivalent and shoes.
- Shirts and dresses must have fabric in the front and on the sides. Fabric must cover all private parts and must not be see through.
- Hats, hoodies and other headwear must allow the student's face to be visible to staff.

### **Non-Allowable Dress & Grooming**

- Clothing may not depict, advertise or advocate the use of alcohol, tobacco, or other controlled substances.
- Clothing may not depict pornography, nudity or sexual acts.
- Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups.
- Clothing, including gang identifiers, must not threaten the health or safety of any other student or staff.

## **Gang-Related Apparel**

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff and parents/guardians participating in the development of the school safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus.

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received.

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## **BICYCLES, SCOOTERS AND SKATEBOARDS**

Students who ride their bikes, scooters, or skateboard do so at their own risk. **California Vehicle Code mandates children under the age of 18 wear a helmet.** Citations may be issued by CCPD for non-compliance. Bicycles, scooters and/or skateboards may be confiscated until the student has a helmet. Please review safety instructions prior to the first day. Students riding any of these items must check them in or the bike rack when they get to school. They can be picked up at the end of the school day. Bicycle racks are provided in an enclosed area that is locked daily. Students must provide individual locks for their bikes (heavy duty locks are recommended) and must lock their bicycles in the bike area. **Desert Springs Middle School and Palm Springs Unified School District are not responsible for any lost or stolen items.**

Bicycles, scooters, and skateboards are not to be ridden on the school campus at any time. Students are to walk their bicycles, scooters, and/or skateboards once they reach the sidewalks surrounding the school campus. Students are never to enter the teacher parking lot area.

- For safety students should wear helmets when riding bicycles, scooters and skateboard.

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## **BUS INFORMATION**

Buses are assigned according to district guidelines. It is important to remember that riding a school bus is a privilege and not a right of the student. This privilege can be revoked when misconduct occurs. Only students assigned to ride the bus are allowed on the bus.

### **Student Behavior on School Buses**

Section 14263 of the Education Code states that: Pupils transported in a school bus shall be under the authority of, and responsible for the orderly conduct of the pupils while they are on the bus or being escorted across the street, highway, or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus en route between home and school or other destinations.

- All students shall be properly seated, except for loading and unloading at the proper bus stop.
- Students shall sit upright, face the front of the bus, keep feet on the floor in front of them, and in no way interfere with other students.
- Students are prohibited from creating any disturbance that would distract the driver. If the driver has to take his or her eyes off the road it impedes the safety of all the students.
- The bus driver shall have jurisdiction over students' conduct in the bus and shall report infractions of rules to the school.
- The parent/guardian shall be liable for any damage to the school bus by a student.

❖ *All of these rules apply not only to school, but also to all school-related functions where transportation is necessary.*

### **School Bus Tickets**

Inappropriate behavior on the school bus may result in a student receiving a bus ticket; with the following consequences imposed. ***Serious violations may result in immediate loss of bus privileges as well as suspension from school. First Student Transportation is an outside vendor and can revoke bus privilege.***

- 1<sup>st</sup> Bus Ticket: Warning.
- 2<sup>nd</sup> Bus Ticket: Conference with an administrator, and phone call home.
- 3<sup>rd</sup> Bus Ticket: Parent/administrator conference.

**\*\*\*Riding the bus is a privilege- not a right- It can be revoked at any time due to extreme behavior.**

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## **SEXUAL HARASSMENT**

The Board of Education (BP 5145.7) Students is committed to maintaining an educational environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students by other students, employees or other

persons, at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against persons who complain, testify, assist or otherwise participate in the complaint process established pursuant to this policy and the administrative regulation. The Board strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at school-sponsored or school-related activities or who has experienced off-campus sexual harassment that has a continuing effect on campus, to immediately contact his/her teacher, the principal, or any other available school employee.

The Board is committed to complying with Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq. and its implementing regulations, which prohibit discrimination on the basis of sex in education programs or activities operated by federal financial assistance recipients. Sexual harassment, including sexual violence, is a form of sex discrimination prohibited by Title IX.

The Coordinator or designee shall ensure that all district students receive age-appropriate instruction and information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same gender
2. A clear message that students do not have to endure sexual harassment
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained
4. A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved
5. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
6. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable
7. A clear message that, when needed, the district will take interim measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation and that, to the extent possible, when such interim measures are taken, they shall not disadvantage the complainant or victim of the alleged harassment.

## **Complaint Process**

Any student who feels that he/she is being or has been subjected to sexual harassment shall immediately contact his/her teacher or any other employee. A school employee to whom a complaint is made shall, within one school day of

receiving the complaint, report it to the principal or the District Coordinator.

Any school employee who observes any incident of sexual harassment involving a student shall take immediate steps to intervene when safe to do so and report this observation to the Coordinator, whether or not the victim files a complaint.

In any case of sexual harassment involving the Coordinator or any other district employee to whom the complaint would ordinarily be made, the employee who receives the student's report or who observes the incident shall report to the Superintendent.

**The staff member, position, or unit responsible to receive UCP complaints in our agency is:**

**Dr. Antonia Hunt, Director of Title IX and Compliance  
Educational Services Department  
150 District Center Drive, Palm Springs, California 92264  
760-883-2703  
[info@psusd.us](mailto:info@psusd.us)**

Regardless of whether the student files a complaint, the Coordinator or designee shall contact the student (or parent, depending on the student's age) and explain that the district is responsible for investigating the allegation of sexual harassment and taking corrective action, and explain the informal and formal procedures for filing a complaint, including how the procedures work.

Upon receiving the complaint, the Coordinator or designee shall immediately initiate the complaint investigation procedures in accordance with AR 1312.3 - Uniform Complaint Procedures. Where the Coordinator or designee finds that sexual harassment occurred, he/she shall take prompt, appropriate, effective action to end the harassment and address its effects on the victim. The Coordinator or designee shall also advise the victim of any other remedies that may be available and take steps to prevent further harassment. The Coordinator or designee shall file a report with the Superintendent or designee and refer the matter to law enforcement authorities, where required.

### **Disciplinary Measures**

Any student who engages in sexual harassment of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action.

### **Response Pending Investigation**

When an incident of sexual harassment is reported, the principal or designee, in consultation with the Coordinator, shall determine whether interim measures are necessary pending the results of the investigation. Such measures shall be those necessary to stop the harassment, if still ongoing, and to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation. To the extent possible, when such interim measures are taken, they shall not disadvantage the complainant or victim of the alleged harassment. All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action. The Coordinator or designee will discuss confidentiality standards with the student when the complaint is initiated.

**Sexual harassment is defined as:** unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature, made by someone from or in the educational setting.

***Types of conduct which are prohibited in the district and which may constitute sexual harassment include:***

- Unwelcome leering, sexual flirtations or propositions, sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
- Graphic verbal comments about an individual's body, or an overly personal conversation.
- Sexual jokes, stories, drawings, pictures or gestures.
- Spreading sexual rumors.
- Teasing or sexual remarks about students enrolled in a predominantly single-sex class.
- Touching an individual's body or clothes in a sexual way.
- Unwanted sexual advances.
- Cornering or blocking of normal movements.
- Displaying sexually suggestive objects, pictures, cartoons, or posters in the school setting.
- Any act of retaliation against an individual who reports a violation of the district's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.

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## **WEAPONS/METAL DETECTORS**

Possession of a weapon by students on school property, on the way to and from school, or at a school-sponsored event, is in violation of the California Education Code and the California Penal Code. Such a violation will result in immediate referral for disciplinary action, suspension, and possible expulsion.

To ensure the safety of students and staff within the Palm Springs Unified School

District, students may be required to submit to a search using a metal detector, either intermittently, or on a regular basis, on campus or at school sponsored events. Any weapon or dangerous object will be confiscated. A pat search may be required and pockets or other containers emptied if a student may be in possession of dangerous items. Purses, backpacks, or other containers are also subject to search. Parents may be required to pick up any materials confiscated from students.

## **SUSPENSION/EXPULSION**

Maintaining an environment that promotes learning and protects the health, safety, and welfare of all students may require the suspension or expulsion of a student from regular classroom instruction. **Under California Education Code 48900 and 48915, the following offenses are grounds for suspension and/or expulsion from school and the Palm Springs Unified School District:**

State Education Code 48900:

- a) 1 – Caused, attempted to cause, or threatened to cause physical injury to another Person.  
2 – Willfully used force or violence upon the person of another, except in self-defense.
- b) Possessed, sold or furnished any firearm, knife, explosive, or other dangerous object.
- c) Unlawfully possessed, used, sold or otherwise furnished, or been under the influence of any controlled substance, alcoholic beverage, intoxicant of any kind.
- d) Unlawfully offered or arranged or negotiated to sell any controlled substance, alcoholic beverage, or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid, substance or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage or intoxicant.
- e) Committed, attempted to commit robbery or extortion.
- f) Caused or attempted to cause damage to school property or private property.
- g) Stole or attempted to steal school property or private property.
- h) Possessed or used tobacco or any product containing tobacco or nicotine products.
- i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- j) Had unlawful possession of, offered, arranged or negotiated to sell any drug paraphernalia.
- k) Disrupted school activities or willfully defied the authority of school personnel.
- l) Knowingly received stolen school property or private property.
- m) Possession of imitation firearms.
- n) Committed or attempted to commit a sexual assault, or committed a sexual battery, as defined in the Penal Code.
- o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding.
- p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.

- q) Engaged in, or attempted to engage in hazing as defined in section 32050
  - s) Aiding or abetting, the infliction or attempted infliction of physical injury to another person.
- 48900.2 – Committed sexual harassment (grades 4-12).
- 48900.3 – Caused, attempted to cause, or participated in an act of hate violence (grades 4-12).
- 48900.4 – Harassment, threats, or intimidation directed against a student or group of students, enough to materially disrupt class work, create disorder and invade their rights.
- 48900.7 – Terrorist threats against school officials or property, or both.

State Education Code 48915 Subsection (A) and (C)

**(A) MANDATORY SUSPENSION AND RECOMMENDATION FOR EXPULSION WITH PRINCIPAL’S EXCEPTION:**

1. Caused serious physical injury to another person, except in self-defense.
2. Possessed any knife, explosive, or other dangerous object of no reasonable use to the student.
3. Unlawful possession of any controlled substance listed in Chapter 2 (Section 11053) of the division 10 of the Health and Safety Code, except for the first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
4. Robbery or extortion.
5. Assault or battery, as defined by Sections 240 and 242 of the Penal Code, upon any school employee.

**\* (C) SUSPENSION AND RECOMMENDATION FOR EXPULSION WITHOUT EXCEPTION:**

1. Possession/selling/furnishing a firearm at school or at a school Activity. Possession must be verified by a school employee.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance listed in Chapter 2 (Section 11053) of Division 10 of the Health and Safety Code.
4. Committing/attempting to commit a sexual assault/battery, as defined by EC 48900(n).
5. Possession of an explosive, as defined by EC 48915(h).

Only the principal of a school can recommend expulsion. A hearing panel reviews the case and makes a recommendation to the Board of Education. Only the Board can expel a student. Parents have the right to appeal a decision to expel to the County Board Of Education. Additional due process rights are guaranteed to handicapped or disabled students (Ed. Code [48912-48917](#)).

## NON-DISCRIMINATION STATEMENT

The Board of Education is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on gender, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics. The Board shall promote programs which ensure that discriminatory practices are eliminated in all district activities (Board Policy [0410](#))

**The staff member, position, or unit responsible to receive UCP complaints in our agency is:**

**Dr. Antonia Hunt, Director of Title IX and Compliance  
Educational Services Department  
150 District Center Drive, Palm Springs, California 92264  
760-883-2703  
[info@psusd.us](mailto:info@psusd.us)**

DSMS Staff has put all these procedures in place to aid your child's education. Feel free to call (760) 251-7200 with any concerns or additional information. We would like to welcome you and your child to a new successful school year. **Please note that changes to policies may be modified throughout the year as needed. Please refer to the DSMS website for updated copies of this handbook.**

### **Title I, Part A School-Level Parent and Family Engagement Policy 2025-26**

Desert Springs Middle is committed to providing a safe, effective, and orderly environment for all of its staff, parents, and students. Our entire staff at Desert Springs Middle firmly believes that all students can learn when given the opportunity and time to be successful. Desert Springs Middle provides instruction and materials complying with district/state guidelines and requirements.

Desert Springs Middle has developed a written Title I Parental Engagement Policy with input from Title I parents. Desert Springs Middle developed this policy jointly with parents by first helping parents understand some of their Title I rights, such as their right to monitor their

student's progress, their right to work with our teachers to improve the performance of their children, and provided information to these parents on how they could best participate in decisions relating to the improvement of their children's education.

It has distributed the policy to parents of Title I students. Desert Springs Middle distributed the policy in varied forms, such as at the Annual Title I meeting, through handouts given to students to take home, and at various school functions and meetings throughout the school year. The policy describes the means for carrying out the following Title I Parent Engagement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

### **Involvement of Parents in the Title I Program**

To involve parents in the Title I, Part A programs, the following practices have been established:

The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program. XXXXXXXXXX Elementary also informs parents of their right to be involved in the Title I program, its planning, improvement, and reviews during and not limited to:

- o Desert Springs Middle School Site Council meets regularly to monitor programs at Desert Springs Middle, including the Parental Engagement Policy. The role of the council is to jointly develop the Parental Engagement Policy, monitor current programs and evaluate their effectiveness, and expand and/or modify program strategies and components as necessary.
- o Parents have input regarding how Title I budgets are spent at SSC meetings regularly throughout the school year. During these meetings, the Desert Springs Middle School Plan for Student Achievement is reviewed and modified.

The school offers a flexible number of meetings for Title I parents. In addition to the Title I parent meetings, all parents are invited to SSC and ELAC meetings which are held throughout the school year.

- o Communication methods such as notices, robo calls, and Peachjar flyers are used to communicate meeting dates.

Desert Springs Middle provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.

- o School Site Council Meetings
- o English Language Advisory Committee Meetings
- o Curricular-focused parent workshops
- o Award assemblies
- o Student Study Team meetings

- o District-sponsored parent events through the Parent Center
- o Morning/evening Chats with the Principal
- o IEP Meetings

The school provides parents of Title I students with timely information about Title I programs.

- o Parents are sent written notices regarding upcoming meetings. Robocalls and Peachjar are also used to notify parents.
- o Agenda topics include
  - Explanation of the Title I program
  - Discussion of ways parents can be involved at the school
  - Review of Parental Engagement Policy and the school-parent-student compact
  - Description of the PSUSD Title I written complaint policy for parents

If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.

- o Input from Title I parent surveys are used to determine workshop topics
- o All SSC and ELAC meetings have a public hearing section where parents and community members can state their concerns

### **School-Parent Compact**

Desert Springs Middle distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- o The school's responsibility is to provide high-quality curriculum and instruction.
- o The way parents will be responsible for supporting their children's learning
- o The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities.
- o Parents have the opportunity to provide input regarding the compacts at Title I annual meetings as well as at SSC and ELAC meetings.
- o Parents are asked to discuss the compact with their children before each signs the compact.

### **Building Capacity for Involvement**

Desert Springs Middle engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

The school provides Title I parents with assistance in understanding the State's academic content standards and assessments and how to monitor and improve the achievement of their children.

- o The school provides Title I parents assistance in understanding the State's academic content standards and assessments and how to monitor and improve the achievement of their children.
  - Parent workshops and trainings are designed to assist parents in how to support their child's learning at home.
  - Academic content standards and assessments are discussed and reviewed at Back to School nights and at Parent-Teacher conferences held twice during the school year.

The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement.

- o Parent workshops are developed to assist parents in understanding the expectations of their children at school.
- o Online programs are available for parents to work with their children at home.
- o Teachers send additional academic materials home according to what is needed.

With the assistance of Title I parents, the school educates staff members about the value of parent contributions and on how to work with parents as equal partners. The school coordinates and integrates the Title I parental engagement program with other programs and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.

- o Regular parent workshops and events are scheduled throughout the school year.
- o Parent workshops are scheduled during the school day.
- o Parents are reminded of the supports available at the District Parent Center.

The school distributes information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.

- o Parents are notified of workshops and other programs and are encouraged to attend through flyers, robo calls, and Peachjar emails in both English and Spanish.

The school provides support for parental engagement activities requested by Title I parents in the following manner:

- o Input from a variety of measures is used to tailor workshops and other programs.
- o Childcare is provided during parent workshops and programs to better facilitate parent attendance.

## **Accessibility**

Desert Springs Middle provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand.

- o All notices regarding meetings, activities, conferences, and events are sent in English and Spanish.
- o School notices and informational packets are sent home with parents regularly.
- o ParentSquare is used for communication, and posts are automatically translated into the preferred language.