

Welcome to Deming Intermediate School!

Deming Intermediate School Student and Parent Handbook

This handbook is an easy reference to many of the Deming Board of Education's and Deming Intermediate School's Policies and Procedures. It is a living document and will be updated throughout the school year. Students and parents are responsible for learning the information in this handbook.

The Deming Board of Education expects student's misconduct to be addressed promptly and effectively by the administration and staff of the Deming Public Schools system. The New Mexico Public Education Department, Title 6, RIGHTS AND RESPONSIBILITIES OF THE PUBLIC SCHOOL AND THE PUBLIC SCHOOL STUDENTS control basic regulations governing procedures for implementation of this directive.

In addition to our school site handbook, the Deming Public Schools District Parent/Student Handbook is a useful tool and can be accessed on the DPS and DIS websites.

Our Mission Statement

Deming Intermediate School will empower every student every day to grow and create a successful future. We will maintain, celebrate, and equally support a culture of learning. We will develop a community where all children feel loved, respected, and encourage to develop to their full potential.

Our Vision

At Deming Intermediate School, we **Develop and Inspire Success** every day.

Student Responsibilities

- Demonstrate a positive attitude towards schoolwork and activities.
- Treat everyone in the school community with dignity and respect.
- Treat the school environment and other people's property with respect.
- Follow school policies, procedures, and expectations.
- Wear I.D. daily.
- Take advantage of the resources available for academic, social emotional, or physical problems.
- Put forth your best effort to achieve your maximum potential.

Parent Responsibilities

- Ensure your child attends school regularly.
- Ensure homework is completed.
- Participate in Parent/Teacher Conferences to discuss your child's progress.
- Maintain up-to-date contact numbers and email address.
- Consistently check your student's grades on the Parent Portal.

Student Behavior

Students are expected to follow all policies, procedures, and classroom and school expectations from day one. This includes Dress Code Policy, Cell Phone Policy, and school initiatives. Failure to comply will result in consequences. Our Behavior Matrix can be found in the appendix of this handbook.

Behavior Celebration

DIS has a Behavior Celebration at the end of each quarter. Any students with one or more F's, school discipline referrals, or bus referrals will attend study hall rather than the Behavior Celebration.

Progress Reports and Report Cards

Progress Reports will be sent home with every student once per quarter. Hard copy report cards are not given out or mailed. Final grades for each quarter can be viewed on the Parent Portal.

School Safety Procedure

The Deming Public School District is committed to the safety of our students and staff. In the event of an emergency, the Deming Public Schools Safety Plan will be in effect. Parents, please give school and emergency personnel time to secure students before calling or coming to the school. Updates can be found on the Deming Public Schools Facebook page and website and the Deming Intermediate School Facebook page and website.

DPS – www.demingps.org

DIS – www.dms.demingps.org

Student and Parent Services

On our website, you will find the supply list, Cell Phone Policy, Dress Code Policy, school calendar, school news, upcoming events, the DIS Student and Parent Handbook, and the DPS Student and Parent Handbook.

www.dms.demingps.org

Parents and students are encouraged to access information through the Infinite Campus Portal. Grades, assignments, and attendance can be viewed. Parents should contact the front office at 546-6568 for assistance in setting up an account.

Student Drop Off and Pick-Up

Students cannot be dropped off **before 7:45 A.M.** as staff is not on duty before this time. The tardy bell rings at 8:20, and students are expected to be in class and ready to learn. **Students who arrive after 8:20 must be signed in by a parent.**

Parents are expected to pick up their students at **3:25 P.M.** The proper authorities will be notified if a student is not picked up by 3:55 P.M.

We ask that parents do not get out of their vehicle when dropping off or picking up their student.

Students cannot be checked out **after 3:10 P.M.**

Changes to how a student is getting home cannot be made **after 3:10 P.M.**

Students are not allowed to walk to or from school.

Transportation

Due to the high volume of traffic and wait time, we **highly encourage** students to ride the bus to and from school. Students must have a bus pass. Bus passes are issued by the DPS Transportation Office.

Riding the bus is a privilege, and students are expected to follow expectations. Failure to do so can result in revocation of this privilege.

Policies and Procedures, Dress Code, Cell Phones

DIS establishes high expectations from day one, and it is expected that our Dress Code, Cell Phone Policy, and all other policies and procedures are followed. The Dress Code and Cell Phone policies are distributed to students and can be found in the appendix of this handbook.

Schedule Changes

There are no schedule changes. Students chose their Electives during pre-registration.

Closed Campus

DIS has a closed campus. No student is authorized to leave without a parent/guardian signing them out. Failure to comply with this rule shall result in immediate and serious disciplinary action which may include suspension.

Students cannot walk to school or from school. Instead, they should obtain a bus pass from our Transportation Department.

Breakfast and Lunch

All students are provided breakfast and lunch free of charge. Students can bring a sack lunch; however, we **do not** allow lunch from restaurants or fast-food chains.

Deliveries

Students who ride a bus cannot have large stuffed animals or balloons. These items obstruct the driver's view and will not be allowed on the bus.

Visitors

Students may not bring visitors to school at any time. Parents should make an appointment with their child's teacher(s) if they need to meet.

Fees and Fines

Students and parents are financially responsible for any loss, vandalism, or destruction of school property.

All students are provided a planner which are used in every classroom. There is a \$5 fee for a replacement planner.

All students are provided a school I.D. and are expected to wear it every day. There is a \$5 fee for a replacement I.D.

Receipts

If a student gives cash or check for any reason to school personnel, he/she should be given a receipt. If a receipt is not given, the student should request one.

Student Attendance

There is a direct correlation between poor attendance and class failure.

All students are required to attend school regularly until the age of 18 or until they graduate.

New Mexico's Children's Code provides that if a child has more than 10 unexcused absences per semester, the child's family may be designated as a "family in need of services," or a "family in need of court-ordered supervision." A child who is permitted by his or her parents or guardians to be chronically absent or truant may also be a "neglected child." State Law requires schools to report violations of the Attendance for Success Act to the Juvenile Probation Office. Violations of these laws can subject parents or guardians to criminal sanctions.

Sanctioned/Excused Absences

- School-sponsored activities or athletic events with designated school personnel in attendance.
- Medical appointments, illnesses, funerals, etc. with a parent note or email to DISContact@demingps.org.
- Parents will only be allowed to excuse 10 absences per school year with a parent note. After that, medical excuses are required to excuse an absence.

Unexcused Absences

- Any absence without a parent note, email, or doctor's verification.

Attendance Policy

All students are expected to attend school regularly and be on time for all classes.

- When a student returns from an absence, the parent or guardian will inform the attendance office, or the absence will be considered unexcused. Absences are not cumulative days missed in one semester but for individual classes. After 10 absences in one class period per semester, a student cannot miss that class again unless a doctor's note is brought in or arrangements have been made with the building administrator.
- On the 5th unexcused absence from any class, based on the principal's discretion, the student will be referred to the Juvenile Probation Office and placed on an Attendance Contract.
- On the 10th unexcused absence from any class, a second referral will be made to the Juvenile Probation Office, and a referral will be made to the school site administrator for possible alternative placement.

Leaving School

If a student needs to leave school during the school day, a parent or guardian must **come into the office and sign them out**. The parent or guardian must be listed in Infinite Campus, and a valid I.D. must be presented. Parents must wait for their student to arrive in the office prior to returning to their car. Students will not be allowed to exit the building without a parent/guardian escorting them to their vehicle.

Students cannot be checked out **after** 3:10 P.M.

Make-Up Work

It is the student's responsibility to get their make-up work from teachers. Students are allowed one day for every day they are absent to turn in make-up work. If a student is gone for 2 days, they have 2 days to turn in missed work. Extended projects and tests will be due on the assigned date unless prior arrangements have been made with the teacher.

Tardies

Students start class at 8:20. They are expected to arrive on time. Students who are late and not signed in by a parent or guardian, will be marked as an unexcused tardy.

Students have sufficient time between classes and are considered tardy if they are not in their classroom when the tardy bell rings. If a student is tardy to class, the teacher will note it, and the tardy policy will be followed.

1. Tardy #1 – Teacher will give the student a verbal warning.
2. Tardy #2 – Teacher will give the student a verbal warning and contact the parent or guardian.
3. Tardy #3 and above – Student will be referred to the office and assigned 3 days of lunch detention.

Tardies start over at the beginning of each grading period.

Truancy Policy

1. 1st Offense – Conference with student and parent or guardian, referral to Student Success Mentor, 3 days of lunch detention.
2. 2nd Offense – Referral to Student Success Mentor, student will be placed on an Attendance Contract, 5 days of lunch detention.
3. 3rd Offense and above - Student will be referred to CYFD/JPO, 9 days of lunch detention.

Care of Textbooks and Laptops

Textbooks, laptops, and chargers are the property of the school district and are on loan to students. Students are responsible for the appropriate care of these items. If a textbook, laptop, or charger is lost or damaged, the student will be charged the replacement cost. Students and parents will sign a Technology User Agreement.

Eligibility To Participate in Activities

Our After School Program, intramurals, and other school activities are a privilege extended to students. Participants are expected to demonstrate good behavior and academic responsibility.

School Meals

Students are provided breakfast and lunch at DIS. Meals are free to all students. **We do not accept outside lunches from fast-food chains or restaurants.** Students can bring a sack lunch from home.

School Transportation

Due to a high volume of traffic during drop off and pick up times, we encourage students to ride the bus. Bus passes are required and can be arranged through our Transportation Office located at 501 W. Florida, 546-8841.

Riding the bus is a privilege, and students are expected to follow rules and expectations at all times.

- School bus regulations are given to students by the driver. The student and parent or guardian must sign the bus regulations.
- The driver is fully in charge of students when they are on the bus. The students are expected to obey the driver.
- Students are required to follow all policies of the Deming Public Schools Handbook when on the bus or at the bus stop.

- Any violation of the bus regulations will result in disciplinary action. Misbehavior at a bus stop is also subject to disciplinary action.

Students are expected to observe the following standards:

1. Obey the driver's instructions and respond appropriately to reasonable requests.
2. Student are expected to sit in their assigned seat and remain seated until the bus stops.
3. Keep the aisle clear.
4. Voice level should be a 1.
5. Keep arms, hands, legs, and head inside the bus at all times.
6. Be courteous to all students.
7. No food or drinks are allowed on the bus.
8. Alcohol, drugs, and/or tobacco are not allowed.
9. No weapons of any kind should be brought on the bus (explosives, fireworks, smoke or stink bombs, etc.).
10. Do not destroy or deface the bus.
11. Do not throw objects from the bus, on the bus, at the driver, or at other riders.

If a driver writes a bus referral, consequences will be as follows:

1. Referral #1 – Conference with student and parent is contacted.
2. Referral #2 – Student is suspended off the bus for 3 days.
3. Referral #3 – Student is suspended off the bus for 5 days.
4. Referral #4 – Student is suspended off the bus for 9 days.
5. Referral #5 – Student is suspended off the bus for the remainder of the school year.

Valuables

Do not bring valuables to school. DIS is not responsible for lost, stolen, or damaged valuables or personal property.

Lost and Found

Clothing found during the school day should be turned in to the Lost and Found located in the cafeteria. Non-clothing items and/or items of value should be turned into the front office.

Cell Phones/Telephone

Text messaging or calling your child on their cell phone during the school day is disruptive to the learning process. Please refrain from doing so during school hours. Our Cell Phone Policy can be found on our website. If you need to contact your child during the school day, please call the office at 546-6568, and we will be happy to relay your message.

Other Important Cell Phone/Smart Watch Information

- During times of student assessment, teachers may remove cell phones and smart watches from student possession and secure them. This will reduce the possibility of compromised test security. Devices are returned to students once all testing documents are secured by school personnel.
- Safety/Emergency Drills are cell phone/smart watch blackout periods. There will be zero tolerance of cell phone/ smart watch use during this time.
- The use of a cell phone/smart watch to take, store, or transmit pictures is strictly prohibited. It is the school's position that these acts pose a threat to privacy. Additionally, personal information can be exploited, and the integrity of educational programs can be compromised. Students who violate this provision of the policy will have their cell phone/ smart watch

confiscated and only returned to the parent or guardian. At no time should any electronic communication device, cell phone, smart watch, or camera be utilized to create an impression of being threatened, humiliated, harassed, or intimidated.

- DIS is not responsible for loss, theft, damage, or vandalism of any electronic device or cell phone.

Other Electronic Devices

Any electronic device that causes a distraction to the educational environment is prohibited. All electronic devices seized will be returned only to the parent.

- Laptops
- Gaming devices
- iPads
- Tablets
- Smart Watches
- Cameras

*This list is not inclusive.

Student Code of Conduct

A quality educational program is achieved in a cooperative environment that is free from disruptions. The district is committed to the rights of students recognized and protected under state and federal law, but it also expects students to behave in an appropriate manner and positively contribute to the school culture and community.

Conduct and Control of Students

Principals or their designees shall be responsible for implementation of the policies and regulations prescribed for control of students in their school. Any regulation or procedure adopted by school officials, in addition to those prescribed herein, shall be compatible with the regulations of the Deming Board of Education and the New Mexico Public Education Department.

School Discipline

We define “chronic” as two or more violations of the discipline code in general or repeated occurrences of the same violation.

Discipline consequences will be progressive in nature. Progressive means penalties will increase in severity as a student accumulates discipline violations. Severe discipline violations will receive more severe consequences.

The range of penalties that may be imposed for violations include but are not limited to:

- Verbal or written warning
- Detention
- In School Suspension
- Short-Term Suspension
- Long-Term Suspension
- Expulsion
- Alternative educational setting

Alternative Educational Setting

Students may be moved to an alternative educational setting if the principal determines:

1. The student's presence in the regular classroom presents a danger of physical harm to the student or others.
2. The student has engaged in serious or persistent misbehavior.

Short-Term Suspension

A Short-Term Suspension is 10 days or less. The administrator will inform the student of the alleged conduct, and the student will be given the opportunity to respond. If a Short-Term Suspension is appropriate, the administrator will notify the parent or guardian. The suspension will become effective immediately.

- Students can make up the work missed during a Short-Term Suspension. Attendance Policy procedures must be followed.
- The student cannot be on school grounds during the suspension.
- The student cannot attend any school sponsored activity on or off campus.
- The student cannot attend any after school program on campus or at any district facility.

Long-Term Suspension

A Long-Term Suspension is 11 days or more. Principals who desire to impose a Long-Term Suspension or Expulsion shall confer with the Superintendent to initiate procedures to be followed. The Board of Education designates the Superintendent to act as a district hearing authority or disciplinarian, and the principal will act as the complainant in the process. After reviewing the evidence, the hearing authority/disciplinarian shall recommend an appropriate action.

- Students can make up the work missed during suspension days. Attendance Policy procedures must be followed.
- The student cannot be on school grounds during the suspension.
- The student cannot attend any school sponsored activity on or off campus.
- The student cannot attend any after school program on campus or at any district facility.

Expulsion

Expulsion means the permanent removal of the privilege of attending school unless administration reinstates that privilege. The student can be suspended for 10 days immediately. Expulsion will take effect after a formal hearing is held and a formal decision is made. Written notice will be sent to the parent or guardian informing them that the school administrator has recommended Expulsion to the Superintendent. The parent or guardian and any student subject to Expulsion will be given written notice of the time and place for the hearing at least 5 working days prior to the hearing.

- Students can make up the work missed during suspension days. Attendance Policy procedures must be followed.
- The student cannot be on school grounds during the suspension.
- The student cannot attend any school sponsored activity on or off campus.
- The student cannot attend any after school program on campus or at any district facility.

Notifying Police

A School Resource Officer (SRO) is housed at DIS. If law enforcement is notified of an incident, parents or guardians will be contacted. Any action taken by law enforcement will be in addition to action taken by the school.

Physical Restraint

DIS employees may, within the scope of the employee's duties, use and apply physical restraint to a student that the employee reasonably believes is necessary in order to:

1. Protect a student or staff member from physical injury.
2. Obtain possession of a weapon or dangerous object.
3. Protect property from serious damage.

Search and Seizure (NM Statute 6-11-2.10)

The administration has the right to search and seize property, including school property temporarily assigned to students, when there is reason to believe that some material or matter detrimental to health, safety, and welfare of student(s) exists.

An authorized person (an administrator or designee of the administrator) may conduct a search of a student and/or student's personal property which may include but is not limited to backpacks and bags when:

1. There is reasonable suspicion that a crime or breach of disciplinary rules is occurring or has occurred.
2. There is reasonable cause to believe that a search is necessary to help maintain school discipline or safety.

Seized items may be released to the parents at administration discretion. Some seized items will be turned over to law enforcement/appropriate authorities and will not be returned.

Code of Conduct Violations

Abusive/Threatening Language or Gestures

Language does not have to be obscene to be abusive. Students who use profane, indecent, threatening, or otherwise abusive language or gestures on school campus or at any school-related activity towards students, staff, or visitors will be subject to disciplinary action.

Academic Dishonesty (cheating, forgery, lying, plagiarism, etc.)

Academic dishonesty will result in a zero (0) for the work and parent or guardian will be contacted. Cheating can result in further disciplinary action.

Bullying, Intimidation, Hostile or Offensive Conduct

Students should feel safe and secure at school. The Deming Public School's Board of Education is committed to maintaining an environment that is conducive to learning in which students are safe from violence, threats, name calling, intimidation, electronic bullying, and unlawful harassment at the school, on school grounds, in school vehicles, at a designated bus stop, or at school activities or sanctioned events.

It is the express policy of the Board to encourage students who are victims of such physical or verbal misconduct to report such claims. Students or their parents may report such conduct to building administration.

Any violation will result in disciplinary action.

Disruption of Class or School Activities

Our students have the right to learn. Conduct by students either in or out of class who disrupt the educational environment or school activities is prohibited. Class or activity disruption will not be tolerated and students who persistently disrupt will face disciplinary action.

Dress Code

Our Dress Code can be found in the appendix of this handbook. Failure to comply with our Dress Code will result in disciplinary action.

We expect students to dress for success. The way a student dresses impacts their attitude and behavior. Clothing and accessories that detract from the educational process are not permitted.

The school has the right at all times to regulate any aspect of student dress or appearance that is a distraction or violates the Dress Code. Teachers and administrators will use their discretion to determine if a student's apparel is appropriate. If a student's attire is deemed inappropriate, they will be required to change and/or face further disciplinary action.

Disrespect/Defiance/Non-Compliance

Students will not insult, abuse, assault, or defy a teacher or other school employee. Students will face disciplinary action that may include but is not limited to Short-Term Suspension, Long-Term Suspension, or Expulsion.

Fighting/Intimidation/Threats/Verbal Abuse

Students shall not fight, push, intimidate, use abusive or offensive language or gestures in any manner. Students who are involved in fighting on school grounds, on the bus, or at school activities CAN/WILL be suspended from school immediately. Citations may also be issued by the School Resource Officer.

Students who instigate or promote the start or continuation of a fight by spreading rumors, carrying messages, crowding around, cheering, recording, or other means are subject to disciplinary action.

Harm to Self/Threats

Harm to self or threats will not be tolerated. Parents or guardians will be notified, and actions will be taken to ensure student safety.

Public Display of Affection

Students will not display inappropriate affectionate behaviors including hand holding. Parents and guardians will be notified, and disciplinary action will be taken.

Criminal Acts

Commission of any act under criminal law while on school properties or during school activities is grounds for disciplinary action including suspension or expulsion. Proper authorities will be notified immediately when a criminal violation occurs.

Alcohol/Drug Policy

Deming Public Schools are drug and alcohol free.

1. Alcohol: Any liquor, wine, beer, or other beverages containing alcohol.
2. Drug: Any drug including illegal drugs, marijuana, inhalants, legal prescription and over-the-counter drugs used for unauthorized purposes, and counterfeit (look-alike) substances.

3. Drug paraphernalia, equipment, or apparatus: Any item designed for or used for the process of measuring, packing, distributing, or facilitating the use of drugs.

It is a violation of the DPS Drug and Alcohol Policy to possess, sell, use, or be under the influence of alcohol or drugs (except as medically prescribed) on school property, school busses, or while involved in school activities on or off campus.

Violation of the Drug and Alcohol Policy will result in immediate suspension from school for up to 9 days with recommendation of Long-Term Suspension or Expulsion. It is also procedure to contact law enforcement and/or JPO when a violation has occurred.

Assaults

Students are prohibited from assaulting anyone on school property or at any school related event. An assault is defined as:

1. Intentionally, knowingly, or recklessly causing bodily injury to another person.
2. Intentionally or knowingly threatening another with imminent bodily injury.
3. Intentionally or knowingly causing physical contact with another when the student knows or should reasonably believe that the other will regard the contact as offensive or provocative.

Any student who assaults other students will face disciplinary action that may include but is not limited to Short-Term Suspension, Long-Term Suspension, or Expulsion. The proper authorities will be notified immediately when a criminal violation occurs.

Gang Activity or Association

DIS has zero tolerance for any gang activity. A gang is defined as a group of 3 or more people who:

1. Interact together to the exclusion of others.
2. Claim a territory or area.
3. Have a name.
4. Have rivals/enemies.
5. Exhibit antisocial behavior often associated with crime or a threat to the community.
6. Wear gang clothing or colors.
7. Display or use known graffiti.
8. Exhibit any other signs of street gang membership.

A student found guilty of gang related offense(s) will be suspended for 9 days with a hearing set to determine further disciplinary action which may include Long-Term Suspension or Expulsion. A student suspected of gang activity will be referred to the proper authorities including the New Mexico Gang Task Force.

Graffiti

Gang, drug, weapon symbols, or vulgar pictures in writing or other markings in student possession including notebooks, clothing, and other items will result in disciplinary action. If school property is defaced, students responsible will be subject to disciplinary action. Proper authorities will be notified immediately when a criminal violation occurs.

Hazing/Harassment (DPS Board Policy #338)

All students have the right to an education in a conducive environment and free from harassment. Any student found to be harassing other students, including hazing, will face disciplinary action that may include but is not limited to, Short-Term Suspension, Long-Term Suspension, and/or Expulsion.

Hazing

The Board of Education finds that the practice known as “hazing” is dangerous to the physical and psychological welfare of students and should be prohibited in all school activities.

Hazing includes but is not limited to:

Engaging in an offensive or dangerous physical contact, restraint, abduction, or isolation of a student, or requiring or encouraging a student to perform any dangerous, painful, offensive, or demeaning physical or verbal act, including the ingestion of any substance, exposure to elements, deprivation of sleep or rest, or extensive isolation, or subjecting a student to any dangerous, painful, offensive, or demeaning conduct, or conduct likely to create mental distress, for any purpose, including as a condition of membership or initiation into any class, team, group, or organization, sponsored by, or permitted to operate under the auspices of a school of the district.

Such contact, restraint, requirement, encouragement, or subjection shall not be considered hazing when it is a recognized part of the particular sport or activity of the class, team, group, or organization.

Hazing is prohibited in all schools whether on or off school property and whether during or outside school hours.

Enforcement and Reporting

School officials, employees, and volunteers shall not permit or tolerate hazing and shall report the matter to the principal or Superintendent.

Any student who believes he or she has been the victim of hazing shall report the matter to the principal or Superintendent.

Investigation

All reports of hazing shall be investigated by the school principal or his/her designee. Where violations of criminal laws may have occurred, the principal shall notify the appropriate law enforcement agency.

Discipline

Students found to have engaged in hazing shall be subject to disciplinary action by the school or district authorities. Such discipline may include Short-Term Suspension, Long-Term Suspension, or Expulsion.

Weapons

Students shall not have any weapons or ammunition in possession or under their control while on school properties or during school activities. Any student with a weapon that is confiscated by school personnel will be immediately suspended pending a hearing to recommend Long-Term Suspension or Expulsion.

Students are prohibited from bringing to school or to any school related activities, objects that could be considered weapons or that could be used as a weapon.

Weapons include but are not limited to:

- Firearms of any kinds (rifles, pistols, pellet/BB/air guns, etc.) loaded or unloaded or toy/look-alike guns of any type
- Fireworks for any kind

- Knives of any size
- Razors/razor blades
- Clubs, bats, night sticks
- Throwing stars
- Brass/metallic knuckles
- Chains
- Any object used in a way that threatens to inflict bodily injury to another person
- Any chemical dispensing device such as mace, pepper spray, etc.

Sexual Harassment

Sexual harassment is unwelcome conduct of sexual nature. Conduct of a sexual nature may include but is not limited to:

- Verbal or physical sexual advances, including subtle pressure for sexual activity;
- Repeated or persistent requests for dates, meetings, and other social interactions;
- Sexually oriented touching, pinching, patting, staring, pulling at clothing, or intentionally brushing against another;
- Taking, showing, or giving sexual pictures, photographs, illustrations, messages, or notes;
- Comments or name calling to or about a student regarding alleged physical or personal characteristics of a sexual nature;
- Sexually oriented kidding, teasing, double-entendres, and jokes;
- Any harassing conduct to which a student is subjected because of or regarding the student's sex.

Standard of Conduct for Students: Unwelcome Conduct of a Sexual Nature

- Verbal or physical conduct of a sexual nature by a student towards an individual may constitute sexual harassment when the alleged harassed individual has indicated that the conduct is unwelcome or inappropriate.
- A student who has initially welcomed conduct of a sexual nature by active participation must give specific notice to the alleged harasser that the conduct is no longer welcome.

Reporting

It is the express policy of the Board of Education to encourage students who feel they have been sexually harassed by a school employee or other student(s) to report such claims.

- Any student who believes he/she has been subjected to any conduct of a sexual nature by a school employee or another student should report it to the counselor, principal, or assistant principal.

Investigation

- All reports of sexual harassment will be appropriately and promptly investigated by the Superintendent or his/her designee.

Discipline

Any student found to have engaged in sexual harassment will be subject to disciplinary action including but not limited to Short-Term Suspension, Long-Term Suspension, or Expulsion.

Vandalism and Property Damage

Our school building and equipment are expensive to maintain. Students who destroy or vandalize school property will be required to pay for losses or damages. This does include the personal property of others. Students who willfully destroy school property will be subject to disciplinary action, and the proper authorities will be notified immediately.

Theft

Students will respect the property rights of others. Those students who take property without permission will be subject to disciplinary action. The property will be returned and/or monetary restitution will be made. The proper authorities will be notified immediately.

Tobacco Use

Deming Public Schools are tobacco free. Possession or use of any tobacco products/substitutes, lighters, or matches is prohibited on school busses, in any school building, on school grounds, or during any school sponsored activity whether on or off campus. Students violating this policy are subject to confiscation of the product and Short-Term or Long-Term Suspension.

Possession is the mere handling of tobacco regardless of the length of time in the student's possession.

Trespassing and Vagrancy (Criminal Code State of NM, Article 14)

The State of New Mexico has a strict law regarding trespassing on school property. This law makes unwarranted trespass a criminal offense. Therefore, all visitors are required to have a pass from the front office before visiting the school area.

Criminal Code, State of New Mexico, Article 14 – Trespass is defined as wrongful use of public property and consists of:

1. Knowingly entering any public property without permission of the lawful custodian or representative when the public property is not open to the public;
2. Remaining in or occupying any public property after having been requested to leave by the lawful custodian or representative, who has determined that the public property is being used or occupied contrary to its intended or customary use or that the public property may be damaged or destroyed by the use;
3. Depriving the general public of the intended or customary use of the public property.

Student Dress Code

Let's Dress for Success!! We expect our students to always display to the public a standard of student dress that will be above criticism. Clothing and accessories that detract from the educational process are not permitted.

STUDENTS ARE NOT PERMITTED TO WEAR:

- **Short skirts, short dresses, or short shorts.** *Shorts, skirts, and dresses must reach the middle of thigh when seated.* There should not be any rips in the material above mid-thigh.
- **Ripped jeans.** Leggings must be worn under jeans with rips that are above mid-thigh.
- **Tights and Leggings.** *Tights and leggings are appropriate under pants, shorts, and skirts that are acceptable in length—see above. Tights and leggings **CANNOT** be worn alone. This includes workout type/yoga pants.*
- **Shirts that do not fit appropriately.** *Shirts should be waist length and not fall off the shoulders.*
- **Any article of clothing or accessory displaying obscene or inappropriate printing** (i.e. alcohol, drugs, weapons, profanity, or prejudice either explicit or implied).
- **Clothing that is too revealing, distracting, or disruptive to the learning environment and school climate.** *No bare midriff, cleavage, see through clothing, or any clothing that shows underwear or undergarments.*
Note: Tops with spaghetti straps, tanks, muscle shirts, certain jerseys, etc. are allowed if worn over t-shirts or layered under other shirts, etc.
- **Clothing which sags.** *The waistband of the pants, shorts, skirts, or jeans must be secured at the waist.*
- **Pajamas.** Pajamas and pajama bottoms are only allowed on pajama days.
- **Gang –or gothic related clothing.** *(This includes, but is not limited to, patches, writings, symbols, hanging chains, hanging belts, bandanas, and/or the wearing of gang colors).*
- **Flip-Flops, House shoes, and High-heeled shoes.** *These are not allowed at Deming Intermediate School due to crowded hallways, uneven and varied terrains, movement across intersections and play areas fields, etc. All shoes/sandals must have a strap on the back.*
- **Hats.** *Hats are not worn in school buildings/classrooms. They can be worn outdoors if worn appropriately.*
- **Decorative jewelry that is inappropriate or dangerous.** *(Long chains, spiked bracelets, large hanging earrings, etc.)*

Information on Jackets:

Hoodie jackets can be worn but the hoods are not to be worn while on school grounds. Faces must be visible at all times.

Heavy coats should not be worn when temperatures are above 85 Degrees.

The school has the right at all times to regulate any aspect of student dress or appearance that is a distraction to the educational process and/or creates a health or safety hazard. Teachers and administrators will use their discretion to determine if a student's apparel is appropriate. If a student's attire is deemed inappropriate, they will be required to change and/or face further disciplinary action.

DEMING INTERMEDIATE SCHOOL: Cell Phone/Smart Watch Policy

Important: Deming Intermediate School is NOT responsible for the loss, theft, damage or vandalism to student cell phones or smart watches.

CELL PHONES/ SMART WATCHES CANNOT DISRUPT THE INSTRUCTIONAL DAY – IN ANY WAY. STUDENTS ARE ALLOWED TO BRING THEIR CELL PHONES/ SMART WATCHES TO SCHOOL, BUT MUST ADHERE TO THE FOLLOWING RULES:

Rules: General Use

***Cell phones/ smart watches must be silenced and cannot be visible on campus during the school day.**

The campus includes, but is not limited to, bus loading and unloading areas, in the school

building, in the cafeteria, and on the playground.

The school day includes, but is not limited to, before or after school, class time, passing

periods, lunch periods, after school program, during emergency drills, practices for

extracurricular events, and field trips.

*** Cell phones/ smart watches cameras (to include video) are prohibited.**

***Using a Cell phones/ smart watch to make voice recordings is prohibited at all times.**

***Cyber Bullying = Zero Tolerance. The use of cell phones/cameras/smart watch will not be used in any way to threaten, humiliate, harass, or intimidate another student. Severe consequences will result.**

***Safety Drills/Emergency Events are cell phone/ smart watch blackout periods. There will be ZERO TOLERANCE of cell phone/ smart watch use during these events.**

Phones/watches that are visible and/or are being used inappropriately will be confiscated by the classroom teacher or staff member and turned in to the main office.

1st offense - Cell phone confiscated and returned to the student at the end of the day after conferencing with building administration.

2nd offense - Cell phone confiscated and returned to the student at end of the day after conferencing with parent/guardian and building administration. 3-days lunch detention will be issued.

Student Contract will be issued. Further disciplinary action will be taken if any additional offenses occur.

Note: Additional rules and regulations may be added throughout the school year due to the evolving nature of emerging technologies.

Additional Information:

Contacting Your Child During the School Day:

Text messaging or calling your child on their cell phone/ watch during the school day is disruptive to the learning process. Please refrain from doing so during school hours. If you need to contact your child during the school day, please do so by calling our front office at 575-546-6568. We will be happy to relay your message.

Phones available to students during the school day:

***Office Phone(s):**

Telephones are available in the front office for student use but should be used **minimally**

during the school day. Please assist the school by making plans before school starts each day

so that your child knows what he/she is doing after school, etc.

***Classroom Phones:**

We do provide phones in every classroom. Students are allowed to use them in case of

emergency.

NOTE: *Student Cell Phone/Watch Use:

The principal will allow students to use their cell phones/ watches to call home/parents during the school day **in case of emergency**, etc. Use of their cell phone/watch must be approved **prior** to making the call and must be made in the office area.

Deming Intermediate School Behavior Matrix

BE.....	RESPECTFUL	RESPONSIBLE	SAFE	SUCCESSFUL
Entering the Building	<ul style="list-style-type: none"> Remove hats, hoods, sunglasses 	<ul style="list-style-type: none"> Wear school ID 	<ul style="list-style-type: none"> Stay in single file line Follow staff instructions Keep hands and feet to self 	<ul style="list-style-type: none"> Entering in an orderly fashion
Morning Drop off	<ul style="list-style-type: none"> Use manners with staff Go directly to cafeteria 	<ul style="list-style-type: none"> Pick up breakfast tray from cafeteria serving lines 	<ul style="list-style-type: none"> Report directly to cafeteria after being dropped off Keep hands and feet to self 	<ul style="list-style-type: none"> Go directly to cafeteria Keep hands and feet to self Eating breakfast prior to going outside
Patio	<ul style="list-style-type: none"> Stay off landscape No food or drinks outside (water only) 	<ul style="list-style-type: none"> Return any equipment taken outside 	<ul style="list-style-type: none"> Stay off PE equipment inside concrete barrier Walking No gymnastics 	<ul style="list-style-type: none"> Have fun!
Track	<ul style="list-style-type: none"> Appropriate language Access only at lunch time 	<ul style="list-style-type: none"> Return any equipment taken outside 	<ul style="list-style-type: none"> Running/ walking Constantly moving- not stopping to gather with others 	<ul style="list-style-type: none"> Have fun!
Field	<ul style="list-style-type: none"> Appropriate language Sharing equipment Access only at lunch time 	<ul style="list-style-type: none"> Playing football, soccer, or tag Return any equipment taken outside 	<ul style="list-style-type: none"> Keep hands and feet to self 2- hand touch football Stay on feet while playing soccer- no sliding 	<ul style="list-style-type: none"> Have fun!
Cafeteria	<ul style="list-style-type: none"> Thank cafeteria and custodial staff Clean up all trash Use an inside voice Clean tray in trash can without making a mess 	<ul style="list-style-type: none"> Pick up tray from cafeteria serving lines Go directly to your seat Pass to leave cafeteria 	<ul style="list-style-type: none"> Keep hands and feet to self Stay seated while eating Line up single file on each side of cafeteria Wait to be dismissed by table 	<ul style="list-style-type: none"> Use manners with staff Keep hands and feet to self
Hallways/ Changing Classes	<ul style="list-style-type: none"> Use an inside voice 	<ul style="list-style-type: none"> Report directly to your next class 	<ul style="list-style-type: none"> Walk on the right side of the hall Keep hands and feet to self Move within building- do not use exterior doors to get to next class 	<ul style="list-style-type: none"> Reporting to class prior to tardy bell ringing
Restrooms	<ul style="list-style-type: none"> Throw trash in trash cans Keep walls graffiti free 	<ul style="list-style-type: none"> Must have pass when going during class Go in take care of business and head to your class 	<ul style="list-style-type: none"> Wash hands before leaving Keep hands and feet to self 	<ul style="list-style-type: none"> Reporting to class prior to tardy bell ringing Keeping the restrooms clean
Bus Students	<ul style="list-style-type: none"> Use an inside voice Load bus quickly 	<ul style="list-style-type: none"> Sitting in assigned bus location Report directly to the cafeteria 	<ul style="list-style-type: none"> Report directly to the gym Walk to the bus when bus number is announced Use crosswalks and sidewalks once outside Keep hands and feet to self 	<ul style="list-style-type: none"> Not missing the bus
Pick Up Students	<ul style="list-style-type: none"> Use an inside voice 	<ul style="list-style-type: none"> Report directly to the cafeteria 	<ul style="list-style-type: none"> Use sidewalks Enter on the passenger side of the vehicle only 	<ul style="list-style-type: none"> Finding ride and loading quickly
Vending Machines	<ul style="list-style-type: none"> Waiting in line patiently 	<ul style="list-style-type: none"> Getting what you want and heading straight to class 	<ul style="list-style-type: none"> Waiting in line patiently Keep hands and feet to self 	<ul style="list-style-type: none"> Getting what you want and getting to class before the tardy bell

Deming Intermediate School Consequence Matrix

	STEP 1	STEP 2	STEP 3	STEP 4
	<ul style="list-style-type: none"> Verbal warning Allow students an opportunity to comply with expectations Ask 4 Questions <ul style="list-style-type: none"> What are you doing? What should you be doing? Are you doing it? How are you going to fix it? Calming room 	<ul style="list-style-type: none"> Student/ staff conference Student is given the opportunity to stop, think, and conference with the staff member to resolve the issue Calming room 	<ul style="list-style-type: none"> Parent contact Calming room 	<ul style="list-style-type: none"> Office Referral Calming room
Example Infractions	<ul style="list-style-type: none"> Yelling/ screaming inside Talking when someone else is talking Tardy #1 Inappropriate language Pushing/ shoving Failure to follow classroom expectations 	<ul style="list-style-type: none"> Repeat of infraction addressed in step 1 Tardy #2 Parent conference 	<ul style="list-style-type: none"> Repeat of infraction addressed in steps 1 and 2 Tardy #3 Parent conference 	<ul style="list-style-type: none"> Repeat of infraction addressed in steps 1, 2, and 3 Tardy #4 Parent conference
Documentation		<ul style="list-style-type: none"> Document conference in Infinite Campus in Student Contact Log 	<ul style="list-style-type: none"> Document contact in Infinite Campus in Student Contact Log 	<ul style="list-style-type: none"> Referral
Dress Code Violation	<ul style="list-style-type: none"> Change clothes Student conference 	<ul style="list-style-type: none"> Call parent Change clothes Student conference with administration Lunch detention 3-days 	<ul style="list-style-type: none"> Call parent Change clothes Student conference with administration Lunch detention 5-days 	<ul style="list-style-type: none"> Call parent Change clothes Student conference with administration Lunch detention 7-days
Documentation	<ul style="list-style-type: none"> Referral for documentation Document conference in Infinite Campus in Student Contact Log 	<ul style="list-style-type: none"> Referral for documentation Document conference in Infinite Campus in Student Contact Log 	<ul style="list-style-type: none"> Referral for documentation Document conference in Infinite Campus in Student Contact Log 	<ul style="list-style-type: none"> Referral for documentation Document conference in Infinite Campus in Student Contact Log
Cell Phone Use During School Day	<ul style="list-style-type: none"> Verbal conference with staff member taking away phone Phone given to the front office Student given phone back at end of day 	<ul style="list-style-type: none"> Parent notification by staff member taking away phone Student given phone back at end of day by administration Student conference with administration Lunch detention 3-days 	<ul style="list-style-type: none"> Parent notification by administration phone was taken away Parent pick up cell phone from office Student conference with administration Lunch detention 5-days 	<ul style="list-style-type: none"> Parent notification by administration phone was taken away Parent pick up cell phone from office at end of school year Student conference with administration Lunch detention 7-days
Documentation	<ul style="list-style-type: none"> Referral for documentation 	<ul style="list-style-type: none"> Referral for documentation 	<ul style="list-style-type: none"> Referral for documentation 	<ul style="list-style-type: none"> Referral for documentation
Automatic Step 4 Examples				<ul style="list-style-type: none"> Ditching Vapes (possession and use) Fighting Technology Violation Bullying/Harassment Threats

* List is not inclusive of all examples of behavior and consequences