



Student Handbook

North DeSoto
Upper Elementary
2026-2027



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ViSiON STATEMENT

The **VISION** of North DeSoto Upper Elementary is to provide opportunities for students to achieve their personal best, become responsible and productive members of society, and embrace lifelong learning in a positive environment.

★ MiSSiON STATEMENT ★



**LOVE
LEARNING**



**EXCEL IN
ALL WE DO**



**ACHIEVE GOALS
TOGETHER**



**DO WHAT IS
RIGHT**

Because we value a **Love of Lifelong Learning**, we believe...

Administrators, teachers, parents, and students work collaboratively to provide students learning opportunities needed to become productive members of society.

Because we value **Excelling In All We Do**, we believe...

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

Because we value **Achieving Goals Together**, we believe...

Goal setting is a team effort involving administrators, teachers, parents, and students as part of the process. Students should be involved in designing and monitoring their individual growth toward their goals.

Because we value **Doing What is Right**, we believe...

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

PRINCIPAL

Welcome to North Desoto Upper Elementary!

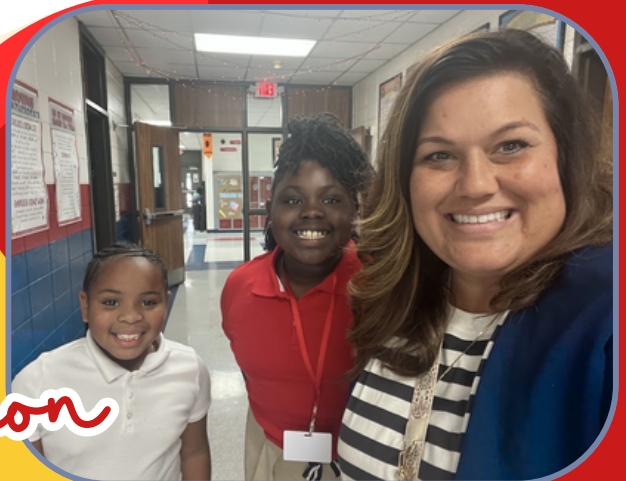
We are excited to have you in our Griffin Family! As our community continues to grow, we're thrilled to welcome new families and staff members to our campus. Every individual—whether a student, staff member, or family supporter—plays a vital role in shaping the culture of our school.

At NDUE, we believe that it takes a whole community to create a nurturing and successful learning environment. From our dedicated custodians, nurses, cafeteria staff, paraprofessionals, and PTO volunteers, to our passionate teachers and supportive parents, each member of the Griffin Family contributes to the love, compassion, encouragement, challenge, and growth our students experience each day.

We are committed to teaching the whole child—recognizing and building upon each student's unique gifts and talents, while also helping them grow through challenges. Our mission is to ensure that every student achieves their personal best in the classroom and thrives within our school community.

We look forward to partnering with you this year as we continue to teach our students what it means to

LEAD like a Griffin!



Mrs. Casey Hamon

Mrs. Stacie Theodos

Welcome Back, Griffins!

We are so excited to welcome you back for another amazing school year! At NDUE, we believe every day is an opportunity to learn, grow, and discover something new.

We are excited to see our halls filled with smiling faces, new friendships, exciting opportunities, and unforgettable moments.

Thank you for being part of our Griffin Family. We look forward to learning, growing, and celebrating together as we make this school year one to remember.



ASSISTANT PRINCIPALS

Mrs. Leah Darden

I am so excited to welcome everyone back for a new school year! There is something special about the beginning of a school year, with every day a fresh chance to become a better

version of ourselves. Whether your family is returning or joining us for the first time, I am grateful to have you as part of our school family. I

look forward to getting to know our students, celebrating their growth, and supporting them as they learn and develop as leaders throughout the year.





2026-2027 Calendar Approved February 5, 2026

August 2026

M	T	W	T	F
•	•	•	▲	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

September 2026

M	T	W	T	F
	1	2	3	4
■	SPT	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

October 2026

M	T	W	T	F
			1	2
■	■	■	■	■
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November 2026

M	T	W	T	F
2	■	4	5	6
SPT	10	11	12	13
16	17	18	19	20
■	■	■	■	■

December 2026

M	T	W	T	F
30	1	2	3	4
7	8	9	10	11
14	15	16	17	flex
■	■	■	■	■
■	■	■		

Grade reporting periods

Begin	Close	Report cards
08/06/26	10/02/26	(41)
10/12/26	12/17/26	(44)
01/06/27	03/12/27	(42)
03/13/27	05/20/27	(43)

88 days per semester for teachers
85 days per semester for students,
including home assignment days.

August 2026

3-5 Staff PD days
6 Students begin

September 2026

7 Labor Day holiday
8 SPT conferences 10am-6pm
8 Students do not attend
October 2026

2 End of grading period
5-9 Fall break

November 2026

3 Election Day
9 SPT conferences 10am-6pm
9 Students do not attend
23-27 Thanksgiving break

December 2026

17 End of grading period
18 teacher workday/Flex
21-31 Christmas break

January 2027

1 Christmas break
4-5 Staff PD days
6 Students begin spring semester
18 MLK holiday

February 2027

15-19 Winter break
22 SPT conferences 10am-6pm
22 Students do not attend
March 2027

April 2027

1-2 Spring break
19 SPT conferences 10am-6pm
19 Students do not attend

May 2027

7 Senior's last attendance day
20 Students' last day
21 teacher workday/Flex

January 2027

M	T	W	T	F
•	•	▲	7	8
11	12	13	14	15
■	19	20	21	22
25	26	27	28	29

February 2027

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
■	■	■	■	■
SPT	23	24	25	26

March 2027

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	■
■	■	■		

April 2027

M	T	W	T	F
			■	■
5	6	7	8	9
12	13	14	15	16
SPT	20	21	22	23
26	27	28	29	30

May 2027

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	flex

•	staff prof. dev./workday begin
▲	semester
■	school holidays
SPT	Students do not attend—they complete a home assignment

Graduations will be held on or after May 7, 2027. (Seniors last day of attendance—May 7, 2027) Delayed Start Days (if needed) 10:00 a.m. Summer schedule hours: 7:30 a.m.-4:00 p.m. (M-Th), all offices closed on Fridays.

Approved: _____ Clay Corley, Superintendent



AUG

6TH FIRST DAY FOR STUDENTS
18TH MEET THE GRIFFINS @ 7 PM
27TH 2nd/3rd ACADEMIC PARENT NIGHT
6-7:30 PM

SEPT

7TH LABOR DAY (NO SCHOOL)
8TH SPT CONFERENCES
11-3 by appointment
3:30-6pm Open House
VIRTUAL DAY FOR STUDENTS
10TH 4th/5th Grade Academic Parent Night 6-7:30 pm
23RD FALL PICTURES
24TH SEL/Mental Health Parent Night 6-7:30 pm

OCT

5TH-9TH FALL BREAK
12TH-16TH HOCO Week
10/19-11/18 FALL FUNDRAISER
26TH-30TH RED RIBBON WEEK
28TH FALL PICTURE RETAKES

NOV

3RD ELECTION DAY
6TH VETERANS/GRANDPARENTS' DAY PROGRAM
9TH SPT CONFERENCES
11-3 BY APPOINTMENT
3:30-6PM OPEN HOUSE
VIRTUAL DAY FOR STUDENTS
12TH THANKSGIVING LUNCH
9TH-20TH BOOK FAIR
20TH FUNDRAISER PRIZE DAY
23RD-27TH THANKSGIVING BREAK

DEC JAN

12/8 CHRISTMAS AT THE U
5:30-8:00 PM
12/21-1/5 CHRISTMAS BREAK
1/18 MLK DAY (NO SCHOOL)

FEB

5TH MARDI GRAS PARADE
12TH WINTER BALL FOR ALL
15TH-19TH WINTER BREAK
22RD SPTC 11-3 BY APPOINTMENT
3:30-6PM OPEN HOUSE
VIRTUAL DAY FOR STUDENTS

MAR

18TH GRIFFIN 5K
19TH LEADERSHIP DAY
MARCH 26 - APRIL 2 SPRING BREAK

APR

1ST - 2ND SPRING BREAK
8TH - 9TH DIBELS STATE ASSESSMENT
(2nd & 3rd Grade)
12TH - 13TH NUMERACY STATE ASSESSMENT
(2nd & 3rd Grade)
19TH SPTC 11-3 by appointment
3:30-6pm Open House
VIRTUAL DAY FOR STUDENTS
21ST -28TH 3-5 LEAP TESTING

MAY

12TH FIELD DAY
18TH 2ND GRADE AWARDS 8:30AM
4TH GRADE AWARDS 10:30 AM
19TH 3RD GRADE AWARDS 8:30AM
5TH GRADE AWARDS 10:30 AM
20TH LAST DAY FOR STUDENTS

DATES TO REMEMBER 26-27

DRESS CODE

TOPS

- Collared polo style (**red**, **navy**, or **white**)
- White button down oxford with collar (short or long sleeves)
- Brand logos, school (ND) insignia, & monograms must be on left chest, smaller than 3 inches, and in approved school colors
- North DeSoto spirit shirts may be worn every Friday with uniform bottoms.
- Coordinating turtlenecks or undershirts may be layered under uniform tops



BOTTOMS

- Pants, shorts, capris, or skirts must be khaki or navy
- No joggers or sweatpants allowed
- Girl skirts and jumpers must be khaki, navy, or the approved plaid #37
- Coordinating leggings can be worn under skirts but not as pants alone
- No cargo pants or pockets on the lower leg
- Pants must be hemmed and no holes or side slits or frayed material
- Length of skirts and shorts must be within four inches of the knee when standing
- The top of the pants must be worn at the waist
- Any belt worn may be either brown or black



DRESS CODE

FOOTWEAR

- 
- If the shoe has laces they must be tied
 - Velcro shoes must be fastened
 - All shower shoes, Crocs, flip flops, and house slippers are prohibited
 - No open toe shoes, backless shoes, or shoes with wheels.

OUTERWEAR

- 
- Only North DeSoto spirit sweatshirts/hoodies or coordinating outerwear (**red**, **navy**, **white**, **black**, **gray**) may be worn in the building
 - Jackets/coats must be removed when in the building if not in accordance with the dress code.
 - A uniform shirt (in school colors) must be worn underneath all hoodies, sweatshirts, and sweaters.
 - Hoods or hats may not be worn in the building.
 - No attire referring to political standpoints may be worn.

SPIRIT DAYS

- Every Friday, spirit shirts may be worn with uniform bottoms.
- The first Friday of each month students that bring a \$1 donation to the DeSoto Promise Scholarship Fund may wear jeans with their spirit shirts. This money can be turned in to the child's homeroom teacher.

DRESS CODE



FIELD TRIPS



- Students may wear spirit shirts with school appropriate jeans or athletic bottoms on any field trip off campus.



FREE DRESS DAYS



- Special Occasion free dress days may include picture days, Homecoming / Red Ribbon weeks, or earned Incentive Club days.
- Skirts, shorts, and dresses must be no more than 4 in. above knee at their highest point (including any splits in the fabric)
- Athletic shorts must have leggings underneath
- Tights or leggings may be worn as layer under other clothes
- Tops must have sleeves
- Sandals may be worn but must have a strap on the back



OUT OF COMPLIANCE



- Students out of dress code compliance at any time will call home for a change of clothes or offered a uniform from the nurse's office.
- Dress code violations will receive a formal written notice
- After the third dress code violation, an infraction will be issued.





North DeSoto Upper Elementary

2535 Highway 171 Stonewall, LA 71078
Phone (318) 925 - 1610 Fax (318) 925-2970

Casey Hamon
Principal

Stacie Theodos
Asst. Principal

Leah Darden
Asst. Principal

Date: _____

Student: _____

Dear Parents/Guardians,

North DeSoto Upper Elementary's dress code policy states

1. Backpacks must be clear or mesh
2. Jackets must be red, white, navy, gray, or black to be worn in the building.
3. Non-North DeSoto emblems or brand logos on jackets should be no larger than 3 inches.
4. No full-front brand logos or other logos besides ND.
5. Red, White, or Navy uniform collared shirt
6. Khaki, Navy, or plaid #37 uniform shorts, skirts, or jumpers, no leggings/sweats/or joggers
7. NO Hoods or ball caps may be worn in the building
8. NO Crocs, open-toe, backless shoes, or shoes with wheels (sandals with backs allowed on free dress days)
9. Shorts and Skirts must be no shorter than 4 inches above the knee
10. NO sleeveless shirts at any time

Students may dress according to specific themes on designated days as long as it follows guidelines 7-10 from the above list.

Today, your student was observed wearing the following:

- _____ Non-uniform Hoodie/sweatshirt/Jacket (logo too big /wrong color)
- _____ Jeans / Non-uniform bottoms/ uniform shorter than 4 inches from the knee
- _____ Uniform top (Non-uniform top / wrong color / sleeveless)
- _____ Incorrect Backpack (must be clear or mesh)
- _____ Crocs, sandals, open-toe, backless shoes, or shoes with wheels

Please ensure that your child does not wear this to school again.

After the third dress code violation, an infraction will be issued.

If you have any questions or concerns, please contact the school at 925-1610.

Sincerely,

Casey Hamon
Principal

Parent Signature: _____

Date: _____

Please sign and return to the front office by the next school day.

There is a

LEADER IN ME

At NDUE, we firmly believe that every child is a leader!

We incorporate the Leader in Me program as a social-emotional support, which helps students learn life skills such as being responsible and the importance of goal setting and collaboration. Inspired by Stephen Covey's "The 7 Habits of Highly Effective People", students learn habits and paradigms that will help them grow. Students will develop the ability to take charge of themselves and lead at a young age, preparing for a lifetime of success.

Students will be provided with classroom and school-wide leadership opportunities to support their development through service learning, public speaking, and hospitality.

★ CORE PARADIGMS ★

(pair-a-dimes)

**A paradigm is a mindset or the way you view the world.
At NDUE, we align our actions with these core beliefs.**

1 Everyone can be a leader.

2 Everyone has genius.

3 Change starts with me.

4 Educators empower students to lead their own learning.

5 Develop the whole person.

HABIT 1

Be proactive

I am in charge
of myself!

HABIT 2

Begin with the end in mind

I plan ahead and set
goals for myself!

HABIT 3

Put first things first

I work before I play!

HABIT 4

Think win-win

I believe that we
can all succeed!

HABIT 5

Seek first to understand then to be understood

I listen well before
I speak!

HABIT 6

Synergize

I can work with
others and learn
from them!

HABIT 7

Sharpen the saw

I take care of my body,
mind, heart, and soul!

HABIT 8

Find your voice

I will find my passion
& inspire others to
find theirs!



PARENT COMMUNICATION

The jCampus Student app will be the main form of teacher communication. By setting up an account, parents can check their student's grades, attendance, and discipline referrals. To connect to your student's account, you will need to use the email address used to register for school and your student's PSN (usually the last 5 of their SSN). Contact the office for assistance!

JCAMPUS
STUDENT



MONDAY
MEMO

The Monday Memo goes out on Monday afternoons, you can find a paper copy with your students and a digital copy on our website. This tool provides school wide information such as upcoming events, cafeteria menus, and other updates.

All school notes will be sent home weekly on Mondays in the students take-home folder. Any notes, doctors excuses, or completed forms can be returned to school using the same folder.

TAKE HOME
FOLDER

EMAIL

You can reach any
DeSoto Parish employee
by emailing them at
firstname.lastname@desotopsb.com

FOLLOW US
ONLINE



North DeSoto Upper Elementary

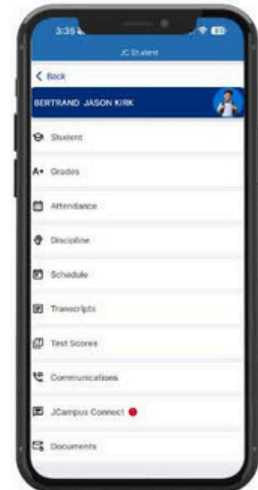
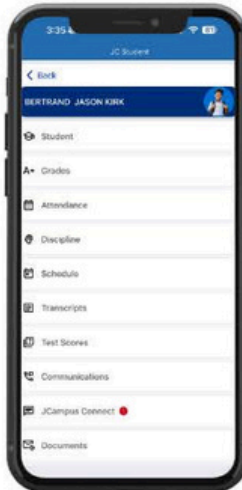


<https://www.desotopsb.com/o/north-desoto-ue>

Getting Started with JCampus Student

➤ Already have a Student Progress Center login?

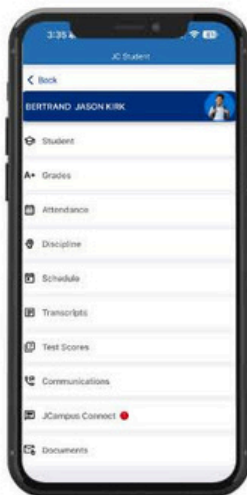
- 1 Allow Notifications
- 2 Select Language
- 3 Select District
- 4 Fill Login Information



➤ No Student Progress Center login yet?

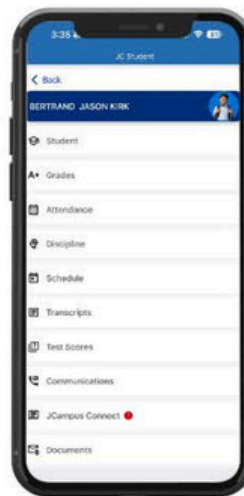
Personal Security Number

- 1 Fill in all required fields.
- 2 Enter school provided PSN number (Typically last 5 of student ssn). Contact the school if a PSN is needed.



2-Factor Verification (If Accessible)

- 1 Fill in all required fields.
- 2 If a school has 2-Factor Authentication turned on, this method will be available.



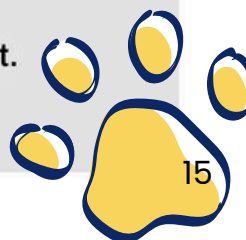
Scan to Watch
*How to Install
JCampus Student*



Scan to download
JCampus Student



No students visible typically means the parent-student link isn't established yet.
Contact support@edgear.com for further assistance.



HOMework POLICY



- ★ Teachers will offer homework practice. Students will be rewarded for completing homework, however, students will not be penalized for incompleteness of assignments.
- ★ All homework will support the school wide fluency goal. Our recommendation is that students spend no more than 5 mins of fluency practice per subject: ELA, Math, Science, & Social Studies. Additional options for extra practice include MyOn (reading) and Zearn (math).

**WE STRONGLY ENCOURAGE STUDENTS TO
PLUG AND PLAY AFTER SCHOOL!**

TECHNOLOGY



usage



- ★ Students are expected to bring their fully charged Desoto Parish-issued Chromebook to school daily. Lost or damaged Chromebooks require a \$50 replacement fee. Replacement chargers are \$10.
- ★ Student cellphones must be turned off and put away while on campus.
- ★ Students are not allowed to take photos or video while on school property or on the school bus.
- ★ Students are not permitted to work in shared Docs, Slides or host Google Meets outside of class work or school assignments.
- ★ Students which violate Technology Usage will be subject to the consequences outlined in the discipline policy.

ELECTRONIC DEVICE RECEIPT & RETURN AGREEMENT



NOTE: THIS FORM SHALL BE SIGNED BY THE PARENT OR GUARDIAN TO WHOM AN ELECTRONIC DEVICE IS RETURNED UPON THE FIRST OFFENSE IN ORDER TO DOCUMENT THE PARENT'S UNDERSTANDING AND AGREEMENT TO THE CONDITIONS SET FORTH BELOW.

I understand that my child has been found to be in possession of an electronic device which was on during instructional hours in violation of the Student Handbook and DeSoto Parish School Board Policy. The device is being returned to me at this time. I understand that if my child is found to have a device on during instructional hours again this school year, the following consequences will occur:

2nd Offense

The device will be taken up and kept for 9 weeks along with 1 day of in school detention.

3rd Offense

The device will be taken up for one calendar year and 3 days out of school suspension.

In such a case that a device is retained, the school board shall not be responsible for any damages or service charges that may incur while the device is in its possession.

Depending on the location, images, or how the device is being used, expulsion could be recommended and the device confiscated.

Student's Name (Printed)

Student's Signature

Parent or Guardian's Name (Printed)

Parent or Guardian's Signature

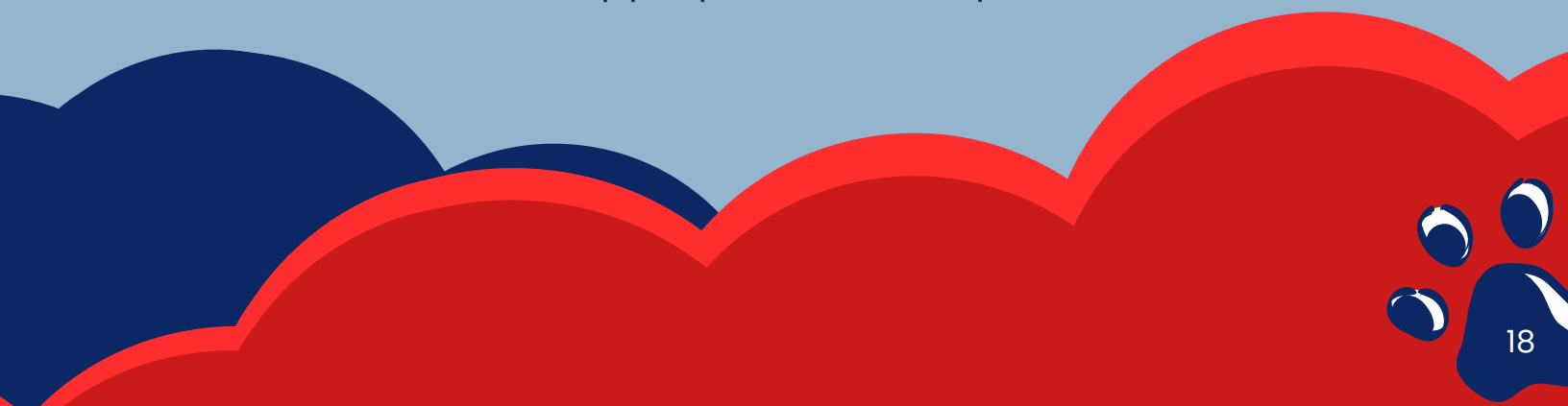
Date



DISCIPLINE POLICY

As children learn and grow, they are bound to make mistakes that lead to the occasional misbehavior. At NDUE, we treat these events as teachable moments, using the opportunity to develop a leader within each child. Our mission statement is to love learning, excel in all we do, achieve goals together, and **DO WHAT IS RIGHT**. In order to assist students in doing what is right, the following consequences will be utilized to help get our Griffins back on track.

- **Negative marks:** Warnings that serve as a small consequence and are communicated to the parents via our behavior app.
- **Infraction:** Infractions are reserved for more serious offenses or a culmination of multiple negative marks in one day. These infractions are not logged in the student's permanent record. The student will spend one day of lunch and recess in detention.
- **Major referral:** A referral is a larger consequence given after a culmination of three infractions or a significant misbehavior. Referrals are kept filed in the student's permanent record and will be met with an appropriate consequence.





CAR TRAFFIC



NDUE uses the Pikmykid system to dismiss students daily. Students are issued a number and lane to wait for their car to pull up to their location. This year we will separate lanes by grade level. The outside lane will be for 4th, 5th, and Family pickup. The inside lane will be for 2nd and 3rd grade car riders only.

When a car does not have its tag, the whole line is negatively impacted because student numbers get out of order. If you do not have your tag, a staff member will place a red card on your windshield. This tag will help our staff escort you to the error lane, where we will call for your student without having to stop the rest of the line.

Although your student might ride the bus daily, it is important you keep your car tag for temporary transportation changes. Each student gets multiple tags. If you need an additional tag or yours gets lost or damaged, please contact the office or email leah.darden@desotopsb.com.

Below you will find a visual explaining afternoon car pick-up. In the afternoon, all NDUE traffic must come from the east of the school using entrance #6. You may turn left or right when exiting our line. The playground gates will be opened at 2:50. At that time, we will begin staging cars and entering tag numbers. Please do not get out of your car or allow passengers to get out of the car. **Our playground is not open to the public during school hours**

In the morning, there will be 2 drop-off lanes. We do not utilize the number system for morning drop-off, so you may use either lane in the morning. ALL traffic must enter 6.

Please be courteous to our staff and to others in car line and follow these instructions to ensure an organized and safe entry and exit to our school.

If you see an error or have a concern please direct it to our administration.



Lower to Middle and/or Upper
Enter 1
Follow Red Arrows ➡ to Lower
Exit 5
Follow Red Line Arrows ➡ to Enter 6
Follow Red Line Arrows ➡ to
Drop off/Pick Up at Middle School Loop
Drop Off / Pick Up at Upper School Loop
Drop Offs Indicated by Green Arrows ➡
Exit 1
High School Dropoff = ★

Pickup/drop off routes

Upper Only
Enter 6
Follow Red Arrows ➡ to school
drop off area (Indicated by Green
Arrows ➡)
Exit 1

Upper & Middle
Enter 6
Must go to **Middle School** first
Follow Red Arrows ➡ to school
drop off area (Indicated by Green
Arrows ➡)
Proceed to Upper Drop off
Exit 1

Upper and High
Drop off at **High School** First
Enter 3
Follow Red Line arrows ➡ to drop off
spot in Parking Lot B
Exit 5 Follow Red arrows ➡ to Enter 6
Follow Red Arrows ➡ to Upper School
Drop Off (Indicated by Green
Arrows ➡)
Exit 6

Upper PickUp & Drop Off

High School Dropoff = ★

North DeSoto Upper Elementary

CAR DROP-OFF & PICK UP

HELP US GET FASTER:

- 1.) CHECK IN ON PIKMYKID WHEN YOU GET TO NDMS or TURN ON YOUR LOCATION IN THE APP TO CHECK IN AUTOMATICALLY
- 2.) USE YOUR FLASHERS TO TELL US YOU ARE READY TO ROLL

IN THE MORNING: FLASHERS INDICATE THAT YOUR CHILD HAS BEEN UNLOADED

IN THE AFTERNOON: FLASHERS INDICATE THAT YOUR CHILD HAS BEEN LOADED.





IMPORTANT INFORMATION



(PLEASE READ CAREFULLY)

SCHOOL HOURS: We ask that your children arrive by 7:30 AM. Our instructional day begins promptly at 7:45 AM. Dismissal begins at 3:08 PM and buses depart around 3:20 p.m. No children are to report to school before 7:10 AM as supervision is not available.

MORNING ROUTINE: If your child is eating breakfast, he/she will need to go directly to the cafeteria. If your child is not eating breakfast or when he/she is finished with breakfast, he/she will need to go directly to the gym and wait for his/her teacher.

TARDY ARRIVAL: Students who arrive at school after the 7:45a.m. bell must report to the office with a parent and be issued a tardy pass before reporting to class. Tardiness disrupts the child's learning as well as classmates' learning. Repeated tardiness will result in disciplinary action.

STUDENT CHECK OUTS: Any child leaving during the school day must be checked out through the office by a parent/guardian or an adult that is listed on the child's emergency card. For the safety of your child, phone calls will not be acceptable. Please be prepared to show your ID when checking out a student. No checkouts will be allowed after 2:45 p.m.

TRANSPORTATION CHANGES: If anyone other than the persons listed on a child's emergency sheet is to pick the child up from school, he/she must have written permission from the child's parent or guardian. The office must have a written request from a child's parent or guardian for a child to be allowed to ride a bus other than his/her regular bus, to get off at a different stop, or to make any other changes in the child's regular means of transportation. This written request must include:

- **The date**
- **Student's full name**
- **Student's destination address**
- **Duration of the requested arrangement (one day, a week, month, morning, morning only, etc)**
- **Parent/guardian signature**

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





INSURANCE: Insurance is offered to all students. Forms and envelopes are distributed at registration. These are to be filled in and returned to the classroom teachers.

VISITORS: Anyone coming into the school must sign in at the office immediately upon entering the school building. A visitor's badge must be obtained from the office and worn at all times while at the school. Please be prepared to show an ID. No cell phones may be used when in the cafeteria. You are welcome to join your student for lunch but please be mindful of their daily schedule as lunch times may shift throughout the week.

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

ILLNESS: Please do not send your child to school when he/she is ill. Always obtain a doctor's excuse when you take your child to the doctor and send it to the office on his/her first day back at school. A child should be fever-free (without Tylenol or Advil) for 24 hours before returning to school. Doctors' or parent notes should be submitted within 3 days of the student's return to be approved. District policy allows for 3 parent notes to be documented as excused absences yearly.

PERSONAL ITEMS: Children are not to bring radios, phones, electronic devices, toys, or other personal items to school unless a teacher asks them to do so for a special reason. Toy guns and knives will be taken and not returned if brought to school. Bringing any toy weapon may result in disciplinary action. All clothing, backpacks, notebooks, and any personal belongings, etc. should be marked with your child's name. Parents and students are welcome to check the lost and found for their items. We donate items that are not claimed at the end of each 9 weeks.

FOOD: Food is to be consumed in the cafeteria only. Students do not bring food or gum to school unless requested by the teacher for a special activity. If your child has allergies, please alert the nurse immediately. Refillable water bottles are acceptable; please label them with your child's first and last name. **NO cups with open straws are allowed.**

Acceptable bottles must have lids with a flip top or twist cap closures.

HEALTH PLANS: Students who take daily medication or have health concerns such as allergies, asthma, vision or hearing loss should reach out to our school nurse to create a health plan for their student. This will help us best support individual student needs. Please reach out to shannon.garsee@desotopsb.com to establish these plans.

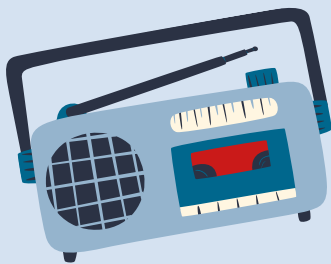


(Please Read Carefully)

SCHOOL CLOSURE: Each year emergency situations arise (storms, power outages, icy road conditions) that require the emergency closing of our school. If such a situation should occur at North DeSoto Elementary, the radio and television stations listed below will broadcast the correct information.

ALL PARENTS: Set up an arrangement between your child and a friend or neighbor as to what the child should do if he/she arrives at home and no one is there. Be sure your child knows and understands the arrangements.

If you have any doubts as to the closing of schools, tune to these stations:

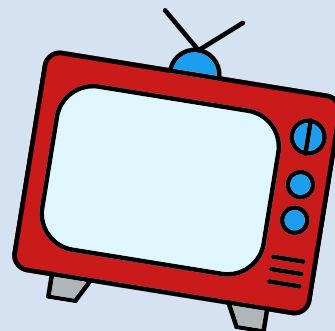


RADIO STATIONS

KWKH 1130 AM & FM
KRMD 101.5 AM & FM
KEEL 710 AM

TV STATIONS

KTBS Channel 3
KTAL Channel 6
KSLA Channel 12



SOCIAL MEDIA / WEBSITES

DeSoto Parish Schools Website – Desotopsb.com
DPSB App



@GriffinsNDUE
@DesotoParish



North DeSoto Upper Elementary
DeSoto Parish Schools





CRISIS PLAN



Dear Parents:

Part of our responsibility as educators is to provide a safe learning environment for your child. In the event that an emergency arises on campus, we have prepared a Crisis Management Plan to guide us in responding to crises or threats of crises.

During the course of the school year, we will practice procedures for responding to various emergencies, such as fire, tornado, or intruder on campus. If we practice a drill in which we evacuate *off campus*, we will notify you in advance.

In the event that there is a real emergency, you will be notified via Facebook, JCall- our district outbound telephone calling system, the district and school's web pages, and text. Please make sure you let the office staff know if your telephone numbers change so that we can keep our records up to date to make sure you receive proper notification in the event of an emergency. You may also tune in to local television and radio broadcasts for updates. Should we evacuate campus, it is very important that you tune in to local media and/or monitor your telephone for instructions on how to pick up your child.

We ask that you do not drive to the campus when you hear of an emergency unless you are instructed to do so. Because in many emergencies we must keep the campus clear for emergency response vehicles, we will designate an alternate site where you can meet your child.

We appreciate your cooperation during any emergency. If you have any questions about our crisis response plans, please contact me or your child's school principal.

Yours truly,
Clay Corley, Superintendent



SCHOOL COMPACT

School	Teacher	Parent/ Guardian	Student
Provide a safe and positive learning environment for students to grow, learn from mistakes, and learn.	Provide a safe and positive classroom environment where students grow, learn from mistakes, and reach their personal goals.	Support school rules and expectations to create a safe and positive learning environment for students to grow, make mistakes, and learn.	Follow school rules and procedures, respect all students and staff members, and adjust behavior when corrected.
Ensure all students receive high quality instruction daily using State aligned Tier 1 curriculum delivered by a proficient teacher.	Implement daily lessons in which all students receive high quality instruction using State aligned Tier 1 curriculum and differentiate to support students individual needs.	Support instruction by ensuring that students reach their academic and behavioral goals, complete weekly homework, and discuss the days learning with your student at home.	Participate daily in class, complete homework weekly, work hard to meet all school wide goals, and tell your parents what you learned each day.
Partner with parents to ensure student progress through consistent communication, family learning opportunities, and campus engagement.	Partner with parents to ensure student progress through consistent communication, addressing concerns promptly, and supporting school wide initiatives.	Attend quarterly parent conferences, family engagement and learning events, and address concerns promptly with the teacher and/or administration as needed.	Keep your portfolio organized and up to date, show your parents all school notes and invite your family to attend school events.



ATTENDANCE POLICY



The Board believes regular attendance in the school accompanied by the responsibility to study and participate in school activities is essential to the learning process. Once a pupil arrives at school, he/she is expected to remain and attend each class throughout the day. Students in grades K-8 shall be required to be present a minimum of 160 days per year to be eligible to receive credit for the course taken. Exceptions can be made only in the event of personal illness verified and excused by a physician, dentist, or doctor. Also, days can be excused due to extenuating circumstances as approved by the principal and Supervisor of Child Welfare and Attendance.

The principal shall notify the student's parents by mail after the student has accumulated 3 unexcused absences. After 5 unexcused absences, a notice requiring a parents signature will be sent by mail that students must attend a Mandatory Attendance Recovery class held on designated Saturdays from 8:00am-12:00pm. Excuses for absences must be presented within 3 days. A maximum of three days may be excused by a parent note. The remainder of absences will only be excused with a note from a doctor indicating the dates of absence from school and that the absence was attributed to an illness, injury, or other health related concern.

Make-up work shall be completed within three school days following a one day absence. Make-up time for extended absences should equal the number of days of excused absence only, up to six weeks. (Example: For 2 weeks of excused absences, 2 weeks of make-up time will be allowed.)



PARENT & FAMILY ENGAGEMENT POLICY

Statement of Purpose

North DeSoto Upper Elementary is committed to providing quality education for every child in the district. North DeSoto Upper Elementary Parent and Family Engagement program encourages the engagement of parents in the education of their children in developing strong partnership with teachers, principals, other staff, the community and their school to improve student academic achievement.

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

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

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

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

1. North DeSoto Upper Elementary School will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:
 - NDUE will provide opportunities for participation in the Parent-Teacher Organization which encourages parental involvement.
 - NDUE will provide opportunities for parents to understand and participate in the school's special programs and activities.



2. North DeSoto Upper Elementary School will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

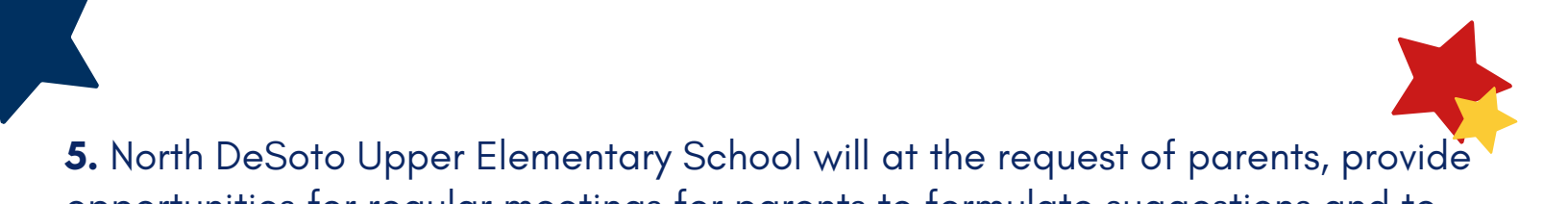
- Parents representatives participate in mission plan meetings that are directed and aligned to improve the school and enhance student learning and achievement.

3. North DeSoto Upper Elementary School will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:

- 
- Back to School "Meet and Greets" whether in person or virtual are implemented to answer various questions about the school and the programs involved. All protocols, procedures, and any questions about programs are answered during these times.
 - 2nd grade orientation at the end of each school year is conducted to ensure a parent's connection to the school protocols, curriculum, programs, etc.
- 

4. North DeSoto Upper Elementary School will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

- Unit overviews are sent home for the Guidebook (ELA) & Illustrative Math (Math) curriculum after the beginning of each unit to give guidance and curriculum information alignment for the upcoming unit.
 - Proficiency level goals are communicated to parents on Student-Parent-Teacher Conference Days. They discuss goals and the completion of goals at that time.
- 



5. North DeSoto Upper Elementary School will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

- 
- Surveys will be sent out to parents on a regular basis to receive feedback on a variety of topics concerning virtual learning or any changes that are occurring in the schools.
 - Parents will be invited to attend mission plan meetings to ensure their feedback and valued opinions on our school campus.
 - When new programs are introduced on campus, parents are invited to learn about the programs, what they involve, and they are invited to share their opinions and thought processes on how they would benefit the school.
- 

6. North DeSoto Upper Elementary will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

- NDUE will send out test results by mail once test results are received by the district to inform parents of their child's test scores.

7. North DeSoto Upper Elementary School will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

- 
- At this time, all teachers in DeSoto Parish are considered "highly qualified" because they have a bachelor's degree, certification, and demonstration of knowledge of the skills they teach.
 - If a teacher is out on maternity leave, a substitute teacher may complete the teaching requirements while they are out in which the students' parents or guardians would be notified.
- 



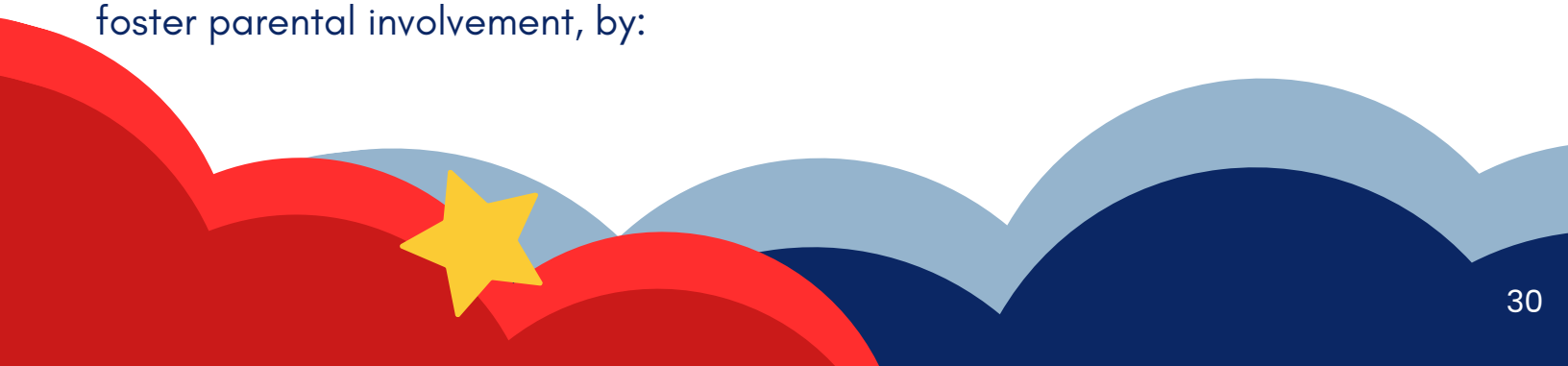
8. North DeSoto Upper Elementary will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph:

the state's academic content standards, the state's student academic achievement standards, the state and local academic assessments including alternate assessments, the requirements of Part A, how to monitor their child's progress, and how to work with educators.

1. Parents will have access to DeSoto HUB where the district will leave guidance on the virtual components of google classroom and different extensions that the students may need to utilize during learning.
2. Unit Overviews from curriculum used for instruction will be sent home at different intervals of learning to ensure parent's guidance in understanding the content and what will be taught at that time.
3. Parents will be sent guidance at the beginning of the year on how to access the Student Progress center to get information on enrollment and to be able to keep track of student progress and grades during each nine-week time interval.
4. Parents will be invited to connect through Rooms App to be informed with student's behavior progress through the day and year. There the parents can also receive information about activities or any reminders about what is happening at school. The parent can also communicate about curriculum questions or events through the Rooms App as well.
5. Parents will be notified about assessments being given by a formal letter with detailed information of what the tests entail.



9. North DeSoto Upper Elementary School will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by:



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- 
- NDUE will provide information and direction to DeSoto HUB that offers technology training for google classroom.
 - During School Building Level Committee meetings, staff will provide parents with different tools and resources to enhance literacy and promote intervention tools to help with student learning.
 - Parent Resource Center will be accessible to parents to gather resources of literacy information.
 - Fast-Talk will be a program offered to parents to give literacy instructions on how to approach their child on their literacy level.

10. North DeSoto Upper Elementary School will, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- 
- Teachers will receive guidance on how to properly implement and utilize the Rooms App as a tool to promote parent engagement and communications from the school.
 - Parents will frequently receive the opportunity to give feedback on how that communication tool can be better utilized to help the teachers have a better understanding of how they can help the parents.
 - Parents will be invited to give feedback about new programs being implemented so data can be gathered based upon the parents' perspective through parental involvement opportunities & an annual MRA Survey.

11. North DeSoto Upper Elementary School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:



- 
- FAST TALK- A literacy resource that sends to a parent's phone to encourage parents to ask questions connected to literacy.
 - Google Classroom
 - Parent Resource Center

12. North DeSoto Upper Elementary School will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

- Information is sent out in the form of letters, social media posts, and Rooms App to be informed about any parent-programs or meetings that will occur.

Adoption



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

This policy will be in effect for the period of 2026-2027 school year. This policy will be distributed to all parents of participating Title I, Part A children.

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



PLEASE SIGN & RETURN

Dear Parents and Guardians,

We are committed to fostering a positive and supportive learning environment for all students. As part of this effort, we ask that you review the attached Student Handbook, which outlines the policies, procedures, and expectations for our school community.

Please take the time to read the handbook carefully. Once you have done so, we kindly request that you sign the acknowledgment form below to confirm that you have read the handbook and agree to abide by the expectations outlined within it.

Your cooperation is greatly appreciated and essential in helping us maintain a safe and productive educational environment for all students.

Thank you for your attention to this important matter.

Sincerely,



Casey Hamon

Principal

North DeSoto Upper Elementary

I acknowledge that I have read all parts of the Student Handbook and agree to follow the expectations outlined in it.

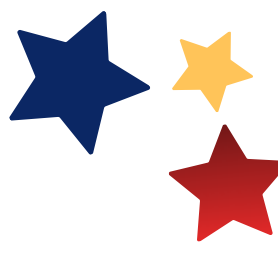
Student's Name

Homeroom Teacher

Parent or Guardian's Name (Printed)

Parent or Guardian's Signature

Date



Learners Today...

Leaders Today...

Griffins
Lead the
Way!

