

DESERT MOUNTAIN HIGH SCHOOL

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<http://desertmountain.susd.org/>

Welcome to Desert Mountain High School Home of the Wolves!

We hope that you find this **2009-2010 Family Handbook** to be informative and helpful to you and your student throughout the 2009-2010 school year. Be sure to check the DMHS website for *Wolf Pack Pride*, our monthly newsletter, for additional information that may occur during the course of the school year including the school calendar.

Please feel free to contact the school at any time for information and/or assistance. Staff members will do their best to return your call within 24 hours. We look forward to an outstanding year with you at DMHS!

REMEMBER TO START SMART:

The first day of school
is
August 10, 2008.



GO WOLVES!

SCHOOL HOURS:

8:15am-2:50pm

Our Mission

Desert Mountain High School fosters personal and academic growth that will enable students to contribute to the global community as life-long learners.

Our Vision

Desert Mountain High School is committed to academic excellence and provides programs and opportunities designed to meet the needs of all students. The Desert Mountain High School community is a safe, respectful environment that promotes integrity, accountability and effective communication.

Our Goals

- To achieve academic excellence through rigorous standards and true scholarship
- To provide a variety of learning opportunities to meet the needs of all students
- To improve the use and quality of technology
- To establish a climate of integrity, respect and accountability
- To share responsibility for effective communication among parents, educators and students
- To create a school climate that respects and honors diversity
- To ensure a safe environment that promotes pride in school and self

ATTENDANCE

CALL-IN HOURS: 6:30 am - 3:00 pm

Attendance Phone Numbers

484-7002 or 484-7003

Attendance Policy

Students with four unexcused absences in any class may be dropped from that class with loss of credit and assigned to Study Hall. Students with excessive excused absences may be required to provide medical documentation in order to remain in class and be excused from any further absences. If additional absences occur and no medical documentation is provided, the student may be dropped from the class(es). Prior to four unexcused absences, or as soon as it comes to the attention of administration, the following consequences may include (but are not limited to) pride patrol, lunch detention and/or Saturday School. An unverified absence is defined as any tardy in excess of 10 minutes or an absence without an excuse. **Please refer to Article C - Attendance Regulations in the Secondary Code of Conduct, p. 29-31.**

Absences – Parent Reporting

It is important that **ALL** absences be phoned in to attendance **before 3:00 pm on the day of the absence.** Any calls received after 3:00 pm will be counted as **unexcused.** Parents are allowed **one** "late call" per semester. Subsequent late calls will result in an unexcused absence being recorded on the student's attendance. Written notes from parents are **not** accepted.

Appointments – Early Dismissal

Desert Mountain High School is a closed campus and early dismissal will be given only for medical, dental or legal appointments, family emergencies or school related activities (NOT ASSEMBLIES). Students will not be allowed to leave campus to retrieve forgotten assignments from home. Students who need to be excused before the school day ends **must check out** with the Attendance Office using the following procedure:

- ◆ A parent/guardian must call the office **before** the student leaves campus. The Attendance Office will verify that a parent or guardian has contacted the school.
- ◆ The student must then sign out at the Attendance Office.
- ◆ Students who drive will be given a pass that will allow them to leave the parking lot.

Failure to follow the above procedure will result in the student receiving an unexcused absence from the class and possible disciplinary action by administration. **Please refer to the Secondary Code of Conduct, pages 29-31.**

No student may be excused from class by a parent/guardian and still remain on campus. A student may not be excused from single class periods without first checking out of the office and **returning with written verification of an appointment (i.e. medical, dental or legal).** For example, if a student has a dental appointment and must leave school, but plans to return before the end of the day, a parent/guardian must call or sign the student out (the student must sign out in the Attendance Office before they will be permitted to leave campus). Upon returning to campus, the student must return to the attendance office, sign in, **and provide the office with a note from the doctor's office.**

Our attendance personnel work very hard accounting for all of our students. They are in constant communication with students, parents, teachers, and administrative personnel to verify absences. The

Secondary Code of Conduct addresses procedures for parents/guardians to follow when excusing a student from school, and school personnel strictly adhere to these procedures. Please help us maintain an efficient and effective school environment. Feel free to call the Attendance Office if you think there is a problem with your student's attendance.

Excessive Excused Absences

A.R.S. 15-803 (B) states that absences may be considered excessive when the number of absent days exceeds 10% of the number of required attendance days.

Illness

If a student becomes ill during the school day, s/he must report to the Desert Mountain school nurse, Mrs. Umfrid. The nurse will notify the parent and ascertain if the student needs to leave campus for home. The student will then check out through the Attendance Office. Failure to follow this procedure may result in an unexcused absence for each class missed and possible disciplinary action by administration. For additional information, please refer to the "Excessive Excused Absences" and "Health Center" section of this handbook.

Tardy Policy

Being on time is essential to forming good work habits that will help the students throughout their lives. Tardiness is defined as "not being at your work station when class starts." The teacher must admit all tardy students when they arrive. **However, if the student is more than 10 minutes late to class, that student will be assigned an unexcused absence. Tardiness may affect classroom participation credit.** In addition, a student who is tardy disrupts the educational process for other students who are there on time. Therefore, students who are tardy can expect to face disciplinary consequences including detention, pride patrol, disciplinary referrals, Saturday School, and/or dropped from class with no credit and assigned to Study Hall. **Please refer to Article C - Attendance Regulations in the Secondary Code of Conduct, pages 29-31.**

Truancy

A habitually truant child is a child between ages 6-16 who has **5 days of unexcused absences** within a single school year (A.R.S. 15-803). **Students under the age of 16 who are in violation of the State truancy law will be referred to the SRO/Scottsdale Police Department.**

Withdrawals

If a student is permanently leaving DMHS s/he is **required** to go through a withdrawal procedure. **A withdrawal form must be completed and the student's ID and books must be returned.** Students and their parents should contact Mrs. Sarah Anderson, Enrollment Secretary, at 484-7017 to begin the process. An exit meeting with a counselor is also recommended.

GENERAL INFORMATION

Activities

Students representing the school (i.e. athletics, pom, cheer, performing arts, clubs, student government, etc.) will comply with the stated expectations and/or rules of their respective organizations. If you have any questions about activities, please call Ms. Patty Hester, Activities Secretary at 484-7006 or Ms. Trina Ganster, Assistant Principal of Activities at 484-7007.

Activity Card

Students have the option of purchasing an Activity Card for \$20.00 (\$45 for adults), which may only be used by the owner for sporting events, discounts on Performing Arts events, and other specific events determined by DMHS. The card is **not** good for state playoff games or tournaments. There will be a \$20.00 charge to replace a lost Activity Card.

Advanced Placement Courses

Advanced Placement (AP) courses are university level courses taught by trained high school teachers. They culminate in a three-hour national examination offered in May in each content area. Many universities in the United States grant university credit for qualifying scores on AP examinations. Students are responsible for examination fees, which are approximately \$80.00 per course. Students admitted to AP courses usually earn all A's and B's in academic classes and test above the 8th stanine in standardized testing. All students who enroll in AP courses are expected to take the AP exam for those courses.

Athletics

DMHS, home of The Wolves, is a member of AIA and in the 5AI division of competition. Accordingly, our athletic department follows all rules and regulations stipulated in the AIA Handbook, SUSD Athletic Handbook, Athletic Code of Conduct and SUSD Uniform Code of Conduct. Please read the following sections of this handbook to gain information about Athletics at DMHS. If you have questions not answered in the following sections, please call Mr. Steve Harris, Athletic Director, at 484-7061, Ms. Patty Hester, Athletics Secretary at 484-7006, Mr. Donald Durocher, Athletic Equipment Manager at 484-7071, or Ms. Trina Ganster, Assistant Principal of Athletics at 484-7008.

Athletic Eligibility

- Progress reports are used to notify athletes and parents of the students who are in danger of failing or failing and may possibly lose their eligibility to participate in athletics.
- A student must receive a passing grade in all subjects at the end of the first and third quarters and the end of the first and second semesters (semester grade) to be eligible for participation. The date for determining eligibility will be the Monday after teachers submit official grades to the District.
- Eligibility checks will be made at the end of each quarter and at the end of each semester by the Athletics Secretary to determine a student's eligibility for the succeeding period.
- High school students must take a minimum of 2.5 credits (5 class periods) each semester. A Senior who is meeting all requirements for graduation must enroll in and pass a minimum of 2.5 credit hours (5 class periods) to maintain eligibility the seventh semester and must take a minimum of 2 credit hours (4 class periods) the eighth semester. A concurrent enrollment course may count as one of the five class periods first semester. Correspondence courses and Study Hall do not count as one of the classes.
- Yearly physicals are required for all athletes including Pom and Cheer. The appropriate form may be picked up from the Athletics office.

Note: Students participating in pom, cheer, band or as a trainer must also abide by these eligibility rules when participating in AIA competition.

Athletic GO PASS

In order to receive a GO PASS, student athletes must submit the following to, Mrs. Oppenheim, Athletics Secretary:

1. Proof of a yearly physical examination (on an AIA physical examination card) prior to the first meeting or practice. The physical examination for the following school year shall be given on or after March 1st.
2. Two parent consent cards prior to the first meeting or practice.
3. First time DMHS athletes must also submit a copy of their original birth certificate and last semester grades.

Note: All forms may be picked up in the Athletics office from Ms. Hester, Athletics Secretary.

Athletic Ineligibility

An athlete becomes ineligible to participate in athletics if s/he receives a(n):

- **Incomplete:** The student will regain eligibility when the teacher verifies that the student has completed requirements and is passing, or the student is passing all classes on the next date to regain eligibility.
- **Failure at 9 weeks or semester:** The student will be ineligible for 3 weeks. To regain eligibility on the 4th Monday, the student must submit a Grade Check form to Mrs. Hester, Athletics Secretary verifying that s/he is passing all classes.
- **Failure at end of spring semester:** A student may regain eligibility by passing a summer school class for each deficiency. If a deficiency is not made up during the summer, the athlete is ineligible the first three weeks of the school year. To regain eligibility on the 4th Monday, the student must submit a Grade Check form to Ms. Patty Hester, Athletic Secretary verifying that s/he is passing all classes.

Note: An athlete will also be ineligible to participate in athletics if s/he has **not** received a **GO PASS** from Ms. Hester, Athletics Secretary, who is located in the DMHS Athletics Office.

Athletic Participation Fee

The extracurricular activity participation fee is \$125 per activity, \$250 maximum per student, \$350 maximum per family and is **nonrefundable** in the event of loss of eligibility, disciplinary dismissal or voluntary withdrawal. The fee is payable at the Student Store before the first game of each sport. If the fee is a financial hardship, please submit a fee waiver form that may be obtained in the Student Store. If approved, the fee will be waived. Please let the Student Store manager, Mrs. Bev Pundsack or Mrs. Kelley Bowlin in the Student Store know if you have reached the \$250 student or \$350 family maximum.

Athletic Seasons and Teams

Please refer to the DMHS website to view the start dates for athletic seasons and team information.

Bell Schedules

Regular Bell Schedule *Homeroom is at the beginning of second period.

<u>Period 3 Lunch:</u>		<u>Period 4 Lunch:</u>		<u>Period 5 Lunch:</u>	
Period 0	7:15-8:08	Period 0	7:15-8:08	Period 0	7:15-8:08
Period 1	8:15-9:08	Period 1	8:15-9:08	Period 1	8:15-9:08
	*Homeroom 9:15-9:22		*Homeroom 9:15-9:22		*Homeroom 9:15-9:22
Period 2	9:15-10:15	Period 2	9:15-10:15	Period 2	9:15-10:15
Period 3 Lunch	10:15-10:50	Period 3	10:22-11:15	Period 3	10:22-11:15
Period 4	10:50-11:43	Period 4 Lunch	11:15-11:50	Period 4	11:22-12:15
Period 5	11:50-12:43	Period 5	11:50-12:43	Period 5 Lunch	12:15-12:50
Period 6	12:50-1:43	Period 6	12:50-1:43	Period 6	12:50-1:43
Period 7	1:50-2:50	Period 7	1:50-2:50	Period 7	1:50-2:50

Bicycles

Bicycles are to be parked in the racks on the East side of school near the parking lot or North of the library entrance. Bikes should be securely locked with a strong chain and lock.

Booster Clubs

Booster Clubs are organizations of parents and community members that promote athletics and academic programs at DMHS. Further, they develop partnerships with coaches and program directors to help finance athletics and activities. Many sports have Athletic Boosters. Academic Boosters include: Band, Choir, Drama, IBPA, Science and Visual Arts. Please contact the coach or program director if you are interested in joining a DMHS booster club.

Bus Service

Bus service is provided for students who live beyond a designated area of the school. Bus routes are set by the SUSD Transportation Department and **may be viewed on the website or on the office window and the windows of the 1000 building approximately one week before the start of school.** If you have questions or concerns about new stops, bus overcrowding or times of pick up or drop off, please call the Transportation Department at 484-8550. The use of the bus service is a privilege. For the safety of all concerned, proper behavior is a necessity when riding the buses to and from school. The SUSD Uniform Code of Student Conduct applies to students while they are on a school bus. Students who present disciplinary problems may have their privilege to ride the bus suspended or revoked.

Cafeteria

The Desert Mountain Cafeteria provides a wide selection of food and beverage items. Specialties include: Teriyaki Rice Bowl, Italian pasta and pizza, salads, deli sandwiches, Mexican food items and a daily special. Vending machines are also in service during lunch. Lunch is served through all scheduled lunch breaks. Our cafeteria uses a payment system that allows a debit account to be accessed by using the student's ID card. This system allows fast and secure service. Any dollar amount may be deposited into the account. See Michael Parent, Cafeteria Manager, or any cashier for further details and assistance in setting up the account. You also have the option to make a prepayment on your child(s) cafeteria account via internet or by phone using your MasterCard or Visa. The charge for this service is \$1.95 per credit card transaction **regardless of the amount you pay.** You must visit www.MyLunchMoney.com to get started or call the toll-free customer support center at 1-800-479-3531 to enroll by phone. Hours of operation are Monday through Friday 8:00 am through 5:00 pm Pacific Standard time. **Students must eat lunch, regardless of where it comes from, in the cafeteria.**

Class Fees

The SUSD Governing Board determines which classes will have a fee. Fees are due at registration or you may pre-pay in July. Waiver forms are available in the Student Store for students who need financial assistance and/or qualify for free or reduced lunch.

Closed Campus

DMHS is a **closed campus**; early dismissal will be given **only** for medical or legal appointments, family emergencies or school related activities. **Students will not be allowed to leave campus to retrieve forgotten assignments from home.** All students are required to remain on campus throughout the school day and should be enrolled in six periods of class each day. Seniors with a minimum of 4 classes may be granted a shortened day (early release pass) with a signed parent agreement.

Clubs and Organizations

DMHS offers more than a fine education; we have a variety of active clubs in which your student can participate. Various clubs and classes, in cooperation with STUGO, sponsor dances and other school activities. Except for size and specific requirements, all clubs and organizations are open to all students, as per Governing Board policy, which states that "the Governing Board encourages student involvement in the many and varied organizations that compliment the academic program." All clubs and organizations will follow the Districts guidelines as outlined in the Student Activities and Auxiliary Operations handbook. These organizations will also be under the authority and approval of the Assistant Principal of Activities, Ms. Ganster, and STUGO. A list of clubs and sponsors is available in the Activities Office and Front Office each fall, after club rush.

Code of Conduct

For a complete explanation of all policies concerning student conduct and rights in the Scottsdale Unified School District, please refer to your copy of the Secondary Code of Conduct or visit www.susd.org/district/student-services/CofC.cfm to view the PDF.

College and Career Center

The College and Career Center is designed for students, parents, faculty and the community. Current college, university, vocational, military, job, scholarship and test information is available. The College and Career Center is located in room 5105, west of the main office. If you have questions, please contact Mrs. Diane Sterner at 484-7028. The College and Career Center is open Monday-Thursday 7am-4pm.

Concurrent Enrollment

Qualified students may concurrently enroll in community college and university courses while in high school. Pre-approval forms are available in the Guidance Office and must be submitted to Mrs. Sandy Lundberg, Assistant Principal, for approval **prior to** the start of the course. Students are responsible for the payment of the appropriate college/university tuition. Seniors concurrently enrolled must attend at least four classes on the Desert Mountain campus.

Correspondence Courses

Prior to enrollment into a correspondence course, a student **must complete a pre-approval form** available in the Guidance Office. Students are limited to no more than one correspondence course per semester. A maximum of two correspondence credits are allowed over the high school career. The Registrar, Mrs. Andrea Kaufmann, must proctor all midterms and finals at DMHS. Official transcripts are **due by Thursday, May 13th, 2010.**

Counselors in the Guidance Office

Ms. Dale Merrill - Department Chair
Mr. Terry Kellen
Mr. John Andrews – IB Counselor
Ms. Susan Engle
Mrs. Dana Molnar
Mrs. Leslie Georgoulis

Phone Number

484-7021
484-7022
484-7023
484-7024
484-7025
484-7026

Appointments may be scheduled by phoning the individual counselor. If you have questions, please call Mrs. Mary Loftus, the Guidance Secretary at 484-7019. If the matter is urgent in nature, please call the office at 484-7000 to speak to a staff member.

Dances

DMHS students **must** have their Student ID in order to be admitted into all dances. In order for a DMHS student to bring a guest to all dances (on or off campus), the student **must** submit a Guest Contract to Ms. Ganster, Assistant Principal of Activities, **by the due date noted on the Guest Contract. All guests at any school dance including Homecoming and Prom must be under the age of 21 in order to be approved and admitted.**

Dress Code

SUSD places responsibility for personal appearance and dress on the parents and students.

Dress must meet reasonable safety, health and decency standards, as well as the standards of decorum that do not cause any disruption in the educational process. Detailed information is provided in the Secondary Code of Conduct. Please refer to your copy or visit www.susd.org/district/student-services/CofC.cfm

Dress Code Reminders

- Shoes or sandals must be worn at all times.
- Do rags, hair nets or bandanas are not allowed.
- Shirts, jewelry and/or decorations with logos or words that promote alcohol, drugs, tobacco, gangs, violence, bigotry, religious or ethnic slurs, or sexual connotations are not permitted.
- Any clothing that immodestly exposes the chest, back, shoulders, abdomen or buttocks are not allowed. This includes, but it not limited to: half shirts, muscle shirts, undershirts, net shirts, cropped

tops, cut-out sides or backs, halter-tops, thin straps (spaghetti straps), sheer clothing, tube (strapless) tops and cut-off shorts/skirts.

- Clothing that is ragged, baggy or sagging are inappropriate.
- Chains, spiked ankle, wrist and neck bands, etc. are inappropriate.

Drinks/Food in Classrooms

Drinks and/or food are not allowed in classrooms or carpeted hallways. Bottled water is the only beverage permitted in the classroom. Violations may result in campus cleaning.

Drug, Weapon or Gang Affiliation and Activity

Gangs that initiate or advocate activities who threaten the safety and well being of persons or property on school campuses are dangerous and in opposition to the purposes for which the schools are operated. Any student wearing, carrying or displaying gang, drug or weapon paraphernalia or making gestures that symbolize gang membership or causing any incident affecting the school program/environment of other students shall be subject to appropriate disciplinary and/or legal action.

Dual Enrollment

Qualified Juniors and Seniors may dual enroll in a limited number of high school courses at DMHS. Consult the current SUSD High School Planning Guide and/or the Guidance Office for a current list of dual enrollment options. These courses allow a student to earn college credit for the high school course without leaving the DMHS campus. Students are responsible for the payment of the appropriate university/college tuition.

Early Release/Late Arrival

Teacher In-Service Days occur four times per year (9/16, 12/2, 1/27, 2/10). The Bell Schedule will be adjusted to shorten all classes. Students will attend all classes from 8:15 am-11:30 am, with no lunch periods on these days. Buses will run in the morning at their regular time and will depart DMHS at shortly after 11:30 am for the return trip home. EVIT buses will run at their normal times. On standardized testing or late arrival dates, there may also be adjusted schedules. Please watch for this information on the DMHS website. Late arrival dates result in two bus runs; the first run delivers students at 8:15 am. The second run is 3 hours later.

Electronic Devices

Electronic devices, such as beepers, cellular phones, IPODs/MP3/CD players, etc. that are carried or used in a manner which interferes with the orderly operation of the school are prohibited. Thus, electronic devices including cell phones must be off and put away during class time. Electronic devices may be confiscated if they are on and/or out during class time. If confiscated, the teacher will give the electronic device to the grade level administrator for student pick-up at the end of the school day. The second time the item is confiscated, it will need to be picked up from the administrator by the parent or guardian. Lockers are available to students, please encourage your student to secure their belongings at all times.

Note: The District shall not assume responsibility for the loss of, or damage to, personal property stored or used on school premises (LEGAL REF.: A.R.S. 15-341).

East Valley Institute of Technology

All East Valley Institute of Technology (EVIT) students will begin school on **Monday, August 10, 2009**. If you are scheduled for morning classes, the bus for EVIT will leave DMHS at 7:20 am and return at 11:22 am. If you are in afternoon classes, the bus will leave DMHS at 11:25 am and returns at 3:15 pm.

EVIT is Arizona's first joint Technical Education District. All programs at EVIT are occupation-specific and taught by industry-experienced professionals using state-of-the-art equipment. EVIT maintains partnerships with business and industry throughout the East Valley to ensure that all training programs

provide students with job skills necessary for employment. At EVIT, students learn in a working environment while developing a broad range of skills essential for successful living. Through career planning, skill instruction, related academics, leadership training, workplace experiences, and employment readiness, EVIT students are prepared to take their place in the workforce and/or continue their education. If you are interested in this program, talk to your counselor to explore possibilities. For additional information, please call EVIT at 480-461-4000.

eLearning

NovaNet coursework is offered as an alternative form of instruction for students who need to replace failing grades with pass/fail credit at the recommendation of counselors, administrators, parents and teachers. A maximum of four credits may be awarded. The last day a student may begin a NovaNet course for the 09/10 school year is April 9, 2010.

Final Exams

Early Exam Requests

There will be **no** early final exams at DMHS **except** in "hardship" cases. If the early exam request represents a possible "hardship" case, the teacher will contact the appropriate grade level administrator for approval. If the "hardship" case is approved by the grade level administrator, the teacher will make arrangements for early final exam administration.

Guest Accommodations

If a parent, family member or guest needs accommodations to attend and/or participate in a school meeting or function, please contact Mr. Hartmann, Assistant Principal, at 484-7005 **at least 2-3 business days prior to the event.**

Guests

DMHS is a **closed campus**. Guests of students will **not** be permitted on campus during the school day in order to maintain the academic environment and safety of all students. For all other visitors and additional visitor information, please refer to the "Visitors" section of this handbook.

Note: For guests of students at school dances, please refer to the "Dances" section of this handbook.

Hall Passes

All students should be in class unless accompanied by a staff member or carrying a hall pass. Students who are members of STUGO and the DMTV, Newspaper, and Yearbook staff must wear the appropriate ID lanyard while conducting related business in the halls during class time. The ID lanyard will serve as their hall pass.

Health Center

A Registered Nurse is available in the Health Center to provide health services to students and staff at DMHS. Mrs. Kathy Umfrid and Mrs. Marcy Cameron are our School Nurses and may be contacted at 484-7011. Students should report to the Health Center immediately for assessment and treatment by the School Nurse if they are injured or become ill during the school day. When the School Nurse determines that the student is unable to remain in school, a parent/guardian will be contacted before the student is released from school. Then, the student will be provided with a pass to leave campus and be excused by the School Nurse for any classes missed. Transportation is to be provided by the parent/guardian as students may not transport other students in cases of illness or accident. **Students leaving school during the school day, for illness or accident, must sign out through the Health Center. They must sign out through the Attendance Office for other reasons such as: medical, dental or legal appointments.**

Medical/Emergency Card

An updated (yearly) medical/emergency card giving permission must be signed and on record before any medication can be dispensed. **As per the Secondary Code of Conduct, students may receive consequences for unauthorized use and/or possession of medication.**

Medications

When it is necessary for a student to take medication during school hours, school personnel may cooperate if the following conditions are met:

- The parent/guardian must provide a written request providing directions as to the administration of the medication.
- Whether a **prescription** or **over-the-counter medication**, the medication must be brought to school in its original container. The current pharmaceutical label must be attached to the container of any prescription medication.
- **All medications must be kept in the Health Center. No student may carry medications on their person. An exception may be made by the School Nurse for students to carry certain medications (i.e. asthma inhalers) when necessary.**

NOTE: This year, there will be a change in practice in the Nurse's Office concerning over-the-counter medications of ibuprofen (Advil or Motrin) and acetaminophen (Tylenol). **As per the Secondary Code of Conduct, a *limited* supply of stock over-the-counter medications *may be* offered by the school and *must be dispensed by the School Nurse.*** Due to the increasing evidence of the potential side effects upon the liver and kidneys of these seemingly "harmless" medications, **the Health Center will administer two doses per student, per year. If parents wish for their student to receive additional doses, they will need to provide the medication to the Health Center.** This will also enable parents to be more aware of the amount of these medications that their students may be taking. Please contact the Health Center with any questions.

Immunizations

Arizona Law (HB 2193) requires that all students attending school must have their immunizations up to date. The School Nurse notifies parents, **as a courtesy**, if their child's vaccines need to be updated. When immunizations are not current, the student is not allowed to attend school until the requirements are met. **It is the parent's responsibility to keep their child's vaccines up to date and provide medical documentation to the School Nurse when immunizations are updated.** Exception from immunization requirements for medical reasons or personal beliefs and a detailed list of immunization requirements are available in the Health Center.

Homework

The Desert Mountain High School community realizes that homework is a necessary and important part of the curriculum. The purpose of homework is a means of practice, preparation, review, application and enrichment. Because of the diverse nature of the use of homework, the amount given will vary considerably according to the course, the teacher and the ability and needs of the students. However, homework in one or more of its various forms is a necessary element of each course. Students will be expected to fulfill their homework obligation to the teacher, the course and themselves. If a student will be absent for **more than three consecutive days**, please contact your child's teachers by phone or email regarding missed work. If you are unable to get a hold of a teacher, you may notify the office and work missed will be requested from the instructor on your student's behalf.

Homework Makeup Policy

One day is given for each **excused** absence day to make up homework, missed assignments or tests. Full credit is given for work made up on time. It is the student's responsibility to initiate a make up schedule for work and/or tests missed. **No credit will be given for work missed due to an unexcused absence.**

Honors/Pre-IB Classes

Honors, AP and IB classes are taught in a self-contained setting where students in the class complete honors level work and earn honors credit. The Pre-IB Program serves two functions at DMHS; it prepares interested students for the International Baccalaureate Program and also serves as part of the DMHS Honors Program. Honors courses are designed for students with A's and B's who test within or above the 8th stanine on standardized tests. In addition, teacher recommendation may also be required. Enrollment into an honors class is a commitment for the entire semester. Some honors classes may require summer assignments. Check the DMHS website for specific details.

Insurance (School)

The Scottsdale Unified School District does not carry insurance for injuries sustained by students. A student insurance plan is offered for purchase through an outside agency. Forms for this insurance are available in the Athletics Office. **Student insurance is not mandatory; however, students participating in athletics or field trips must have either family insurance or student insurance.**

International Baccalaureate (IB) Program

The International Baccalaureate program is a pre-university course of study for 11th and 12th graders that culminates in International examinations in content areas. IB students, in addition to taking examinations in six content areas, also complete a 4,000 word extended essay, conduct 150 hours of service (Creativity, Action, Service) and attend a seminar course entitled "The Theory of Knowledge." Interested Sophomore students may apply for the IB Program in February of their Sophomore year. All IB students should take Pre-diploma courses during their 9th and 10th grade years. IB students will incur additional costs due to examination fees and materials. Fees will be collected during the fall semester of the Junior and Senior years. For additional information on the IB program, please call Laura Kamka, IB Coordinator at 484-7062. If your student is taking Pre-diploma courses or in the IB program, you may also contact John Andrews, IB Counselor at 484-7023.

Intervention Planning Team (IPT)

IPT is designed to assist any student who is exhibiting behaviors that may detrimentally impact their educational experience. Attendance and tardies are a key component to success and are considered a major factor in their academic success. The team is made up of the student's teachers, administration, counselors, school psychologist and Special Education Department Chair. The parents and student are invited and encouraged to be in attendance at the IPT meeting. Parents and staff should contact their identified counselor for possible referral to the Intervention Planning Team. For counselor names and contact information, please refer to the "Counselors" section of this handbook.

Library

Quality resources and services to support student learning

Palomino Library, a branch of the Scottsdale Public Library, is located in the center of the Desert Mountain campus. It is a shared-use facility that serves as both a school and public library that welcomes the community's use. Our goal is to help students locate information and to increase their information literacy skills by becoming efficient, effective, and ethical researchers who evaluate information for its relevance, accuracy, and bias.

On school days, Palomino Library is open Monday-Thursday from 7:45 am-8 pm and Friday from 7:45 am-6 pm. In addition, the Library is open Saturday 10 am-6 pm, but closed Sunday.

Palomino Library has a collection of over 78,000 items and students can access items from the library system collection, which totals over 600,000 items. The librarians strive to provide quality resources in a variety of formats to support a wide range of interests and reading levels. Special student collections at Palomino Library include:

- A selection of current textbooks for use in the library, provided by the DMHS Student Store

- Classic novels for English assignments

Most books, recorded books, music CDs, videos, and DVDs are checked out for three weeks. New DVDs are checked out for one week, and all other new items are checked out for two weeks. If not requested by another library user, items may be renewed an unlimited number of times. Renewals can be arranged by visiting in person, clicking on the [My Account](#) link on the library system's website at <http://www.scottsdalelibrary.org>, or calling Telephone Renewal at 480-312-2434. Some online services require entering both a library card number and a PIN – a personal identification number – that can be quickly set up online, during a library visit, or by calling the Palomino Library Checkout Desk at 480-312-6104.

Students check out items using a Scottsdale Public Library card. Students are encouraged not to borrow or loan library cards. Late charges range from 20¢ per day for most items up to 50¢ per day for new items. Parents are financially responsible for the items their students check out.

Library services for DMHS students may include:

- Teacher reserve collections that place library materials for current research assignments on hold. These are available in the library for student use through the due date of the assignment.
- Library instruction when classes are starting research projects.
- Custom web pages with links to top-quality sites, called "tracks," to direct students to online resources for assignments. Tracks are located at TrackStar, <http://trackstar.4teachers.org>. The track ID numbers are provided to classes.
- Research assistance offered by the Instructional Specialist Librarian and the staff at the Information Desk.

Other services available for all library users include:

- Free transfers of available items requested from Civic Center, Mustang and Arabian Libraries
- Free hold requests on items that are checked out
- Telephone and e-mail reference service for simple questions
- Free interlibrary loan service for items not owned by the Scottsdale Public Library System

Scottsdale Public Library System subscribes to an excellent selection of online subscription resources. Click on the Business & Research tab at <http://www.scottsdalelibrary.org> to view this collection. Excerpts from reference books, articles from thousands of magazines and local, national, and international newspapers are available online. The library staff is happy to assist students to locate and use these authoritative resources. These online resources are available for use on the library workstations or from your home computer. Information about accessing and searching the online resources provided by both the Scottsdale Public Library System and the Scottsdale Unified School District is presented to classes during library instruction. Drops for returning books are available in the parking lot in front of the library. CDs, videos, and DVDs may be placed in the sheltered drop located immediately north of Palomino Library's entrance.

Note: When visiting the library during school hours, students are expected to observe the SUSD Computer and Network Resource Agreement that prohibits the use of e-mail and online chat (i.e. myspace.com), games, and discussion groups. An exception is that articles from the online research databases purchased by the library system and the school district may be e-mailed home for printing when those resources provide an e-mail option. Signs noting specific computer/website restrictions are posted on library computers as a reminder for students.

Palomino Library offers a variety of self-serve copying and printing services, including color copies and prints:

8.5x11" black-and-white copy or print	\$0.20
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11x17" black-and-white copy	\$0.40
8.5x11" color copy or print	\$0.75
11x17" color copy	\$1.50

Free public out-going fax service also is available for local area codes

Library Parking

Please remember that students, staff, and parents are NOT allowed to park in the North parking lot designated for library parking during regular school hours. This allows community members access to the public library throughout the day. Senior students who have early release schedules are allowed to use the library **after** their dismissal, but **must** remain parked in their designated DMHS student parking area.

Library Usage

Can students use the public library when excused from school? No. **Please remember that the Palomino Library is a shared facility during our regular school hours.** Thus, it is considered "part of the Desert Mountain campus" from 7:45 am–2:50 pm and the SUSD Code of Student Conduct applies. **All students are expected to be in class when they are on our campus during school hours.**

Library Contacts

Information Desk	480-312-6103
Checkout Desk	480-312-6124
Chris Howley, Instructional Specialist Librarian	480-312-6106
Telephone Renewal	480-312-2434
Library Shop (used book and gift store)	480-312-6105
Scottsdale Public Library's website	http://www.scottsdalelibrary.org

Lockers

Each student at DMHS is assigned a locker for the entire time s/he is a student at the school. PE lockers are also made available to students taking PE. Locks for the lockers are secured through the Student Store for \$5.00. **Only locks with the District logo on them and purchased through the DMHS Student Store are allowed on the lockers.** School personnel will remove all other locks. Please remind your student to go to their lockers before school, at lunch and after school, **not** during class. Lockers are the property of the Scottsdale Unified School District. School administration has the right to search lockers at any time they feel they have a reasonable suspicion that a violation of the Secondary Code of Conduct has occurred. If a student has forgotten their locker combination or location, please see Mrs. Kathy Meister, Administrative Assistant, in the front office.

Lost and Found Articles

Lost and found articles are kept in the main office and donated to charity at the winter and summer breaks, if not claimed. Please report lost articles immediately and check daily for anything lost. For more information, please refer to the "Student/Personal Property" section of this handbook.

Messages to Students

Please be aware that DMHS endorses classroom instruction as a priority. Therefore, we will not interrupt instructional time to deliver messages, food, floral or balloon bouquets, etc. to your student. If you have a situation that you feel requires immediate attention during the school day, you must gain the grade level Administrator's approval. Please make arrangements before school with your student with regard to doctor appointments, after school plans and work schedules.

National Honor Society

National Honor Society (NHS) is a nationally recognized organization that honors outstanding students who excel academically and in service-oriented activities. The purpose of NHS is to create enthusiasm for scholarship, stimulate a desire to render service, promote leadership and develop character. Many

colleges highly regard membership in NHS and keep this in mind as they consider applicants.
Applications are accepted at the beginning of the school year only.

National Honor Society -- Membership

For consideration, Juniors and Seniors must meet the following criteria:

1. attend Desert Mountain for one semester
2. have a minimum grade point average of 3.5 based on four academic subjects a year
3. have completed 20 hours of community service
4. have active leadership role(s) in the community or school
5. receive superior teacher evaluations.

Note: NHS membership from a previous school will be honored upon presentation of the NHS card to the DMHS sponsor.

Newsletter – Wolf Pack Pride

Please check the DMHS website monthly. It is one of the main vehicles of communication with the DMHS parent community.

Parent Teacher Organization (PTO)

The Parent Teacher Organization aids and assists the school wherever and whenever possible. Through fundraising efforts and membership fees, the PTO generously supports a variety of programs for DMHS students and faculty. An executive board consisting of elected parents who meet on a monthly basis governs the PTO. Committees are established which assist in the endeavor to make Desert Mountain High School a great place to learn and work. All parents are encouraged and welcomed to join and attend meetings of the DMHS PTO. For additional information, please visit our website by going to www.dmhspto.org

DMHS PTO Executive Board

President:	Martha Andrews	480 577-7311	mka61@cox.net
1 st VP:	Shari Rood	480 391-3080	k4peachy@cox.net
2 nd VP:	Alissa Cohen		azliss@cox.net
	Julie Shinbaum		jsgsaz@cox.net
3 rd VP:	Carolyn Attal	480 419-9272	cattalwatts@cox.net
Recording Sec’y:	Kim Kletscher	480 991-6268	bakakletscher@cox.net
Treasurer:	Yolanda Gales	480 767-1339	ygales2@cox.net
Parliamentarian:	Mauri Collins	602 330-6070	mauricoll@yahoo.com

Committee Chairs:

Copy Center:	Debbie Atchinson	480 314-0370	debatchaz@hotmail.com
Directory Ads:			
Data Input:	Bev Kotowich	480 664-9415	bkotowitch@cox.net
Enews/Communications:			
Retail Funding Support:			
Hospitality	Judi Duffey	480 551-1887	mjduffey@cox.net
	Lesley Bergquist	480 451-6869	lab61@cox.net
	Susan Spillman	480 951-0069	susanspillman@cox.net
Newcomers:	Bev Kotowich	480 664-9415	bkotowitch@cox.net
Newsletter:	Mauri Collins	480-391-1282	mauricoll@yahoo.com
On-Call Volunteers	Beth McMahan	602-619-8048	mcmotravel@aol.com

Outreach:			
Project Graduation	Carolyn Attal	480 419-9272	cattalwatts@cox.net
PPG Auction:			
PPG Treasurer	Amy Foley	480 585-7634	AmyjFoley@aol.com
PPG Volunteer Coordinator	Debbie Osman	480 451-0820	dosman1@cox.net
Purchasing:	Shari Rood	480 391-3080	k4peachy@cox.net
Staff Appreciation:	Donna Doglione	602- 686- 3341	pinkmnmgirl@msn.com
	Jeanne Brandom	480-612-1965	jbrandom@mac.com
Teacher Feature:	Jennifer Fabiano	602-826-0985	jfabiano@cox.net
Volunteer Coordinator:	Beth McMahon	602-619-8048	mcmotravel@aol.com
Webmaster:	Mauri Collins	480 391-1282	mauricoll@yahoo.com

Note: Please send E-news, PTO Website inquiries, and all Newsletter items to desertmountainpto@yahoo.com.

Parking

Parking at DMHS is **extremely limited**. There are approximately 740 parking spaces available to students, with approximately 1800 students eligible to drive. Since parking space is a precious commodity on our campus, parking is a privilege at DMHS, not a right. **As a result, parking permits will be sold to Seniors first. UNDER NO CIRCUMSTANCES WILL PERMITS BE SOLD TO FRESHMEN OR SOPHOMORES – NO EXCEPTIONS.**

Seniors

SENIOR STATUS IS ONLY GRANTED TO THOSE STUDENTS WHO HAVE EARNED 15 OR MORE CREDITS. Seniors must submit a Senior Parking Permit Registration form along with \$100.00 either through the mail-in registration procedure or on August 4, 2008 during Senior registration or they will be added to the lottery list **after** interested Juniors.

Juniors

Since parking is limited and sold to Seniors first, the remaining spaces will be sold to Juniors who are selected through a **lottery** system. **JUNIOR STATUS IS ONLY GRANTED TO THOSE STUDENTS WHO HAVE EARNED 10 OR MORE CREDITS.** If you are a Junior interested in entering the lottery, and have a valid Arizona Driver's License (not permit) please fill out the Junior Parking Permit Lottery form and submit it to DMHS no later than August 5, 2008 during Junior registration.

Parking Locations (for students with parking permits)

Students with full schedules will park in the **upper West lot**. Early release students will park in the **lower West lot**, as this will be the only unlocked lot during the day. **Only Band, Advanced Theatre and Advanced Vocal Ensemble students will park in the East lot.** Student and/or parent/guardian vehicles are **not** permitted to park or drive south of the school including the service drive at any time for any reason.

Students are not allowed to park in the North parking lot or the Staff Only lot north of the 7000 building at any time during regular school hours. This allows community members access to the public library throughout the day and provides a location for staff members to park. Senior students who have early release schedules are allowed to use the library **after** their dismissal, but **must** remain parked in their designated DMHS student parking area.

Parking Permit Rules

- Student must have the vehicle present in order for the parking sticker to be affixed.
- Student must show a valid Arizona driver license and Arizona vehicle registration to receive a sticker.

- The Scottsdale Unified School District does **NOT** assume care, custody, or control of any vehicle or its contents, and is **NOT** responsible for fire, theft, damage, or loss of any kind.
- Permits are **NON-TRANSFERRABLE** and are to be used **ONLY** by the registered student.
- Permits are granted to the student and **NOT** the car. Parking is a privilege, **NOT** a right.
- Student is responsible for exchanging his/her parking sticker with the Student Store at a cost of \$5.00 each for:
 - Schedule change which affects release time
 - Change in vehicle being driven (to include a new purchase and/or window replacement)
 - In both cases above, old sticker **must** be returned and exchanged for a new one.

Note: The fee for a parking permit is \$100.00. Lost permits are replaced at an additional cost of \$100.00.

Parking Permit - Temporary

Temporary Parking Permits may only be requested by Juniors and Seniors who have already been issued a parking permit, but due to uncontrollable circumstances cannot drive their vehicle temporarily (i.e. car is in the shop). Approval of requests for a temporary parking permit will be determined by administration only. Students who need a temporary parking permit must see Dr. Sackos, Assistant Principal, before the day it is needed, as **students will NOT be allowed to park on campus without a permit.**

Parking/Traffic Violations

Students are expected to follow all parking/traffic rules and regulations at all times as they will be **strictly enforced**. Failure to follow all parking/traffic rules and regulations will result in school and/or law enforcement consequences; including towing at the student/family expense.

Phone Use

The office phones are for official use only and students may use them for school business or crucial parent contact.

Planning Guide

The SUSD High School Planning Guide is the official District curriculum and policy guide. Families may also access current information via the district website at www.susd.org.

Posters/Printed Material

All posters, signs, printed materials, etc., relating to school activities **must be approved** by Ms. Ganster, Assistant Principal of Activities, **at least ten days** before being displayed or distributed on campus. The Communications and Marketing Office at SUSD at 484-6100, must approve printed materials not directly related to school activities.

Project Graduation

Project Graduation is an alcohol-free, adult-supervised, all night party for graduating Seniors of Desert Mountain High School. All graduating Seniors are invited. It is organized and funded by the DMHS PTO's Project Graduation Committee, which consists of high school parents. The Project Graduation Committee is always looking for volunteers and donations from DMHS parents and the Scottsdale community. See the PTO section of this handbook for Project Graduation Committee contact information.

Sales on Campus

Groups that wish to sell products on campus must be officially recognized school organizations and must have the sale approved by submitting an Activity Sales Petition to the Student Government and the Student Activities Assistant Principal, Ms. Ganster. All funds collected must be deposited in the school's student funds account. The required paperwork is available in the Activities Office.

Saturday School

Purpose

To provide a safe, structured, success oriented environment for students experiencing attendance and behavior-related problems.

Guidelines and Schedules

Saturday School hours will be from 8:00 am – 12:00 pm. Students should park in the East parking lot and report to the auditorium by entering through the East doors. **The doors will be locked at 8:00 am sharp. Anyone arriving after 8:00 am will be refused admission.** It is suggested that students arrive 5-10 minutes early to prevent missing the entry time. If any type of conflict appears to exist on an assigned Saturday, parents are asked to call DMHS at 484-7000 to speak with your student's grade level administrator no later than the Wednesday preceding the assigned Saturday School. Documentation verifying the conflict may be required. Rescheduling a Saturday School is subject to administrative approval.

Saturday School Absences

Reporting a student absence due to illness should be done Saturday morning between 7:15 am and 7:45 am. Calls are to be made by parents/guardians only. Calls should be made to the Saturday School supervisor,

Ms. Ganster at 484-7007. **Please do not leave a message on the attendance line.** In order to avoid suspension on the following two school days, medical documentation may be required.

If a student does not report to Saturday School, parents will be notified as soon as possible after 8:00 am. **Unexcused absences from Saturday School will result in a two-day in-school suspension.** This suspension will be served on the following Monday and Tuesday. The school will attempt to contact the parent/guardian by phone to inform them of the suspension. Students removed from Saturday School for disciplinary reasons will receive no credit for attendance and will be assigned a consequence consistent with the disciplinary infraction.

Schedule Changes

Schedule changes will **NOT** be made except for the following reasons:

1. missing a course or class period
2. took a course over the summer
3. course requested is not on schedule

School Colors

The official colors of Desert Mountain High School are maroon and gray.

School Fusion Website

The DMHS website provides highly individualized calendar, grades, and personal files in one place. Students and parents can sign in to a student's personalized page and access their online grades and teachers' websites using the student's Galileo log in and password.

School Mascot

The mascot of Desert Mountain High School is the wolf.

School Tax Credit

To qualify for the "school tax credit", you must make cash contributions or pay fees to a public school for support of extra-curricular activities or for character education programs. The fees could be for your own child, however you can still claim the credit if you don't have a student in the school. The tax credit, for single taxpayers, for public school extracurricular activities/character education is \$200. For married taxpayers, that file a joint tax return, the credit is \$400. Once paid the tax credit payments are non-

refundable by the school. You take the tax credit on your Arizona State Income Tax Return. For more information, go <http://www.revenue.state.az.us/brochure/707.pdf>

School Resource Officer (SRO)

An SRO is a Scottsdale police officer that is regularly on an SUSD campus, as assigned by the City of Scottsdale. The primary purpose of the SRO is to ensure the safety & well being of those on the Desert Mountain High School Campus. Additionally, he will provide prevention and education in a variety of subjects including drugs, alcohol, bullying and harassment, and truancy. Desert Mountain's SRO is Detective Rob Kataroff who may be contacted at 484-7012.

Section 504 of the Rehabilitation Act and Americans with Disabilities Act Notice of Non-Discrimination

Applicants for admission and employment, students, parents, persons with disabilities, employees and all unions or professional organizations holding collective bargaining or professional agreements with the Scottsdale Unified School District are hereby notified that this school does not discriminate on the basis of race, sex, color, national origin, age or disability in admission or access to, or treatment, or employment in its programs and activities. Any person having inquiries concerning DMHS' compliance with the regulation implementing Title VI, Title IX, The Americans with Disabilities Act (ADA) or Section 504 is directed to contact Mr. Hartmann, Assistant Principal and Section 504 Coordinator, at 484-7005. If a parent, family member or guest needs accommodations to attend and/or participate in a school meeting or function, please contact Mr. Hartmann, Assistant Principal, at 484-7005 **at least 2-3 business days prior to the event.**

Senior Course Load Requirements

Seniors must take a minimum of 2 credits (4 class periods) each semester of their Senior year. **Senior athletes must take 2.5 credits (5 class periods that can include off campus concurrent enrollment, but not correspondence classes or Study Halls) first semester to play fall and winter sports.**

Site-Based Leadership Team - Site Council

The Site Based Leadership Team or Site Council is a school committee that meets regularly to address campus improvement plans, curriculum issues and staff development. This team/council consists of teachers, parents, staff, students and community members.

Skateboards/Scooters/Rollerblades/Wheelies

The use of skateboards, scooters, rollerblades or shoes with built-in wheels (wheelies) are prohibited on the DMHS campus and will result in the confiscation of the item to be picked up by a parent/guardian.

Smoking

In accordance with District policy, there is **no smoking at any time on campus, in school vans, school vehicles or off campus at any school-sponsored event.** This includes visitors to our campus after school hours.

Student Government (STUGO)

Student Government provides students with leadership opportunities and allows students to identify issues, concerns and methods for solving problems within their school. Due to this leadership emphasis, a positive campus climate is maintained and student success is promoted. The students in this class are elected by the student body and the students attend a class period with a teacher. The STUGO Advisor is Mr. Tim Pickering, DMHS teacher.

Student IDs

All students are to obtain a current Student Identification card at the time of registration. **Due to the number of students at DMHS, student IDs must be carried at all times while on campus.**

Current DMHS ID cards are required in order to receive textbooks and must be shown in order to be admitted to all school dances. If a student withdraws from DMHS, their ID card must be returned before leaving. There is a \$5.00 charge at the Student Store in order to replace an ID card. **Students who do not have a current ID at school dances may not be admitted.**

Student/Personal Property

The District shall **not** assume responsibility for the loss of, or damage to, personal property stored or used on school premises (**A.R.S. 15-341**). For additional information, please refer to the "Lost and Found" section.

Student Store

School fees for the 2009-10 school year may be paid in July using the "mail-in" or "online" pre-payment plan or the week of August 3-7 during Registration. The Student Store also coordinates "all student fees"; including Student IDs, Activity Cards, Dance tickets, Yearbooks, PE uniforms and locks. Tax Credit donations for extra-curricular activities, such as student field trips, are also processed through the Student Store. **All checks should be made payable to DMHS (no student checks will be accepted). No checks will be accepted during the month of May.** Textbooks are also assigned by the Student Store and returned to the Student Store at the end of the year. For "single semester courses", first semester textbooks must be returned before winter break. Failure to return books will result in a book fee. Report cards and/or diplomas may be withheld until all fees are paid. In addition, all fees/fines should be paid during registration or if schedule changes are made which incur a fee. Tickets to school dances, senior breakfast or graduation will not be sold if there are outstanding fees or fines on the student's account. Bookstore hours are 7:30 am-3:30 pm; July 27, 2009 to June 2, 2010. If you have any questions, please call Mrs. Pundsak at 484-7059 or Mrs. Bowlin at 484-7058.

Teacher Communication

Communication with your student's teachers is of vital importance. You may leave messages for teachers during the school day by calling 484-7000 and asking for the teacher's voice mail or dialing his/her extension. You can expect a response within 24 hours. Please keep in mind that our teachers are with students from 8:15 am-2:50 pm and probably will not return your calls or answer their phone during class time. Teachers may also be reached via email by going to the DMHS website at <http://desertmountain.susd.org/> or the SUSD website at www.susd.org and clicking on Staff E-mail then E-mail Directory.

Textbooks

All students receive their textbooks at the beginning of the school year upon presentation of a current DMHS ID card. Students are responsible for the textbooks issued to them and must return the same textbooks at the end of the course. If a student drops a class or withdraws from school, s/he is responsible for returning their textbooks to the Student Store. Failure to return textbooks will result in the student paying for new textbooks. If a student damages a textbook when it is in his/her care, s/he will be responsible for the replacement of that book. Grades may be withheld and/or transcripts may not be sent until all obligations are fulfilled.

Telephone Directory – The Wolf Pack

The DMHS PTO prints a DMHS Directory that includes names, addresses, phone numbers, student names and student phone numbers for all Desert Mountain families. For those families who wish to be excluded in part or entirely from the directory, please mark the appropriate box on the directory form in the summer mailing and/or on the PTO membership form sent out by the PTO.

Visitors

DMHS is a **closed campus**. Guests of students will **not** be permitted on campus during the school day in order to maintain the academic environment and safety of all students. All other visitors must show valid

ID, sign in at the front office and receive a DMHS Visitor ID which must be visibly worn at all times while on campus.

Note: It is unlawful to loiter on or adjacent to the school campus. Violators will be prosecuted to the full extent of the law.

Withdrawals/Incompletes

Withdrawals

Last day to drop a class with nothing on student record:

1st Semester: October 3, 2009

2nd Semester: March 6, 2010

Last day to drop a class with a "WP" or "WF" on the student record:

1st Semester: November 11, 2009*

2nd Semester: April 14, 2010*

*Students who withdraw after these dates will have a "WP" recorded on their transcript if they are passing the course; if they are failing the course, a grade of "F" will be recorded and computed into their Grade Point Average. **Students withdrawing from a class are responsible for returning their textbooks to the Student Store.**

Incompletes

First Semester

The student has the first four weeks of the following semester to complete the requirements or the incomplete grade automatically reverts to an "F."

2nd Semester

The student has the first four weeks of the fall semester to complete the requirements or the incomplete grade automatically reverts to an "F."

Athletes

Please refer to the Athletic Ineligibility section of this handbook or the Athletic Code of Conduct for an explanation of how incomplete grades affect athletic eligibility.

Yearbook – Archives

Our school yearbook is a yearly collection of student and staff photographs and memories created by the Yearbook staff of students. The Yearbook Advisor is Ms. Lindsay DeMaiolo, DMHS English teacher.