

# **Hazard High School Student-Parent Handbook 2020-2021**



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## **SBDM Council Members**

**Donald “Happy” Mobelini, Chairperson, Principal**

### **Teachers**

**Greg Fields**

**Jon Day**

**Brittany Wolfe**

### **Parents**

**Maria Brahman**

**Zece Davidson**

157 Bulldog Lane

Hazard, KY 41701

School Phone: 606-439-1318

Fax: 606-439-2285

Safe School Hotline: 1-800-418-6423, ext. 359

**Mission Statement:** The Mission of Hazard Independent Schools is to offer students a world-competitive education that will challenge their minds, inspire their hopes, and provide them the opportunity to achieve their dreams.

No pupil shall be discriminated against because of age, color, disability, parental status, marital status, race, national origin, religion, sex, or veteran status.

## **WE ARE HAZARD**

“Hazard athletes are called BULLDOGS...A bulldog is tenacious and stubborn; he never knows when he is licked. He just won't quit. This tenaciousness has been the most pronounced characteristic of our teams throughout the years. Many times our team has limped out at the half – 10, 15, and sometimes 20 points behind, but they would make a comeback in the second half and win the game. Our school has a reputation for putting out good teams. There have been a few years when we didn't even get out of the district, but we had a good team...As you represent our school, I urge you to think just a second on the characteristics of the BULLDOG...It's up to you to produce the old fighting spirit, the tenacity, and the determination of the Bulldog; to put your whole heart and soul into every game. Then, whether you win or lose, we are with you all the way...

**YOU ARE OUR BULLDOGS!!!”**

---Emma B. Ross (1893-1970) from “The Bulldog”

### **“The Bulldog Prayer”**

Dear Lord,

The battles we go through in life; give us the chance to play, the chance to poise and to strike, the chance to do it again. If we should win, let it be by the code with our faith and our honor held high. And if we should lose, let us stand by the road and cheer as the winners go by.

**AND DAY BY DAY, WE GET BETTER AND BETTER, ‘**

**TIL WE CAN'T BE BEAT!**

**AMEN BULLDOGS!**

## On Hazard High

On Hazard High,  
Win this game,  
We are the team of gold and blue.  
Let's get that ball and hit that line  
for Alma Mater too.

Fight 'em Bulldogs  
Fight 'til the end.

Hail to Hazard  
Best in the Land!

Get that ball and roll up that score  
for Hazard a victory.

## BULLDOGS



Dear Parents and Students,

I would like to take this opportunity to welcome you to Hazard High School. The faculty and staff are excited about being able to serve you and your child. We feel we provide a caring and nurturing environment at our school. One thing we strive for at the school is for your child to feel safe and comfortable, while at the same time getting a quality education. Hazard High is a public high school and just like the public, everything is not always perfect. If we have a problem, we will try to find a solution and work it out. There will be times throughout your educational career that you may disagree with some of the things we are required to do at the school but we must make decisions on what is best for the entire student body. We will always try to remain open minded and fair in our decisions. The school needs the support of the parents in order for us to offer an even better education. If we are all on the same page, things will run a lot smoother.

One thing I would encourage you as parents is to try and get your child involved in some type of extra-curricular activity. It is never too early to talk to your child about what they want out of life. This is important because now in high school, every class your child takes will be on their permanent record and transcript. The reason this is so important is because when your child applies for college, we will have to send the school a transcript. Another thing you need to realize is that your child does not have to have perfect grades. Colleges today really look at what type of classes your child took during high school. For instance, AP (advanced placement) courses carry more weight when applying for college than general courses. I ask that you not get caught in the mindset that your child has to make perfect grades in order to go to college. And if your child is planning to compete for valedictorian or salutatorian, the SBDM council has set up strenuous guidelines to put everyone on an equal playing field so be sure to read the requirements for these awards. The other thing I would strongly encourage is for you to always check on your child's progress. Attend open house, meet the teachers, and find out how your child is doing. I also encourage the students to start planning now for graduation and what they will do once they leave Hazard High School.

We have a great faculty and staff and we will assist you in any way we can but don't allow your child to take the easy way out. We will help you but as a parent it is also your responsibility to help us get your child the best education possible. Basically what I am saying is when your child begins to struggle for the first time, don't allow them to give up too easily especially if they have a desire to go into the medical field. If this is their desire, make sure they take every math and science class we have to offer. They will be better prepared when they enroll in college. Another thing you really need to understand is that the ACT is the single most important tool for getting into college. Students need to start taking it early and often. The testing dates are included in the handbook or you can see the counselor. We have also included other important testing dates in the handbook along with examples of what certain colleges require for entry.

I hope you have a great year and good luck!

"Happy" Mobelini

**Welcome to Hazard High School!** We look forward to working with you as we strive to make this year a successful one. This handbook was compiled to help students and parents familiarize themselves with our school policies. Please use the phone numbers to contact us if you need more information.

### Philosophy

The purpose of Hazard High School is to provide a positive educational atmosphere for the development of the individual student's intellectual, physical, and moral capacities and the skills and attitudes necessary for becoming a contributing member of our changing society. We recognize that each student is unique, but share common needs. Learning activities will be developed that will address the needs of each individual student and the entire school population. Teachers, administrators, and other school personnel will work with parents, students and the community to provide this educational experience.

### Objectives

1. To provide training in reading, writing, math, and life skills.
2. To encourage imaginative and innovative thinking.
3. To offer various curricular and extra-curricular activities that help the student discover and develop interests and abilities.
4. To create an atmosphere conducive to enthusiastic learning and to promote the idea of learning as a life-long process.
5. To encourage self-reliance and acceptance of responsibility.
6. To provide physical training and encourage a healthy lifestyle.
7. To help the student become aware of the dangers of using and abusing tobacco, alcohol, and other drugs.
8. To encourage cultural awareness and acceptance by promoting and understanding of persons belonging to different racial, cultural, or ethnic groups.
9. To provide the handicapped student with the least restrictive environment possible to promote the growth of the whole child.

### Parent/Guardian and Student Responsibilities

#### Parents/Guardian(s) should....

- Encourage students to do their best in school
- Stress regular and timely attendance
- Provide students with a suitable place to study
- Check on and encourage progress in learning, including homework
- Teach and encourage respect for other people and property
- Understand school rules and cooperate with school personnel in enforcement
- Treat all school personnel with respect
- Participate in school activities
- Inform the school of address and phone number changes
- Keep the school up to date on student health problems and needs

#### Students should....

- Strive to do their best in school
- Arrive on time to school and class
- Attend class prepared for work (supplies, books, etc.) and participate in class activities
- Comply with the authority of school personnel
- Obey all school rules and regulations
- Respect the rights of fellow students and all school personnel
- Conduct themselves in a manner that will not disrupt or deprive others of their education
- Respect the property of others
- Practice self-discipline

The administration, teachers, and other school personnel are responsible for providing consistent, firm, and fair discipline to ensure a safe and orderly learning environment in the school.

## **HAZARD HIGH SCHOOL FACULTY & STAFF**

**Donald "Happy" Mobelini, Principal**

Joanna Thompson	Arts & Humanities
Jordan Riddell	Band Director
Brittany Thompson	Chorus/Humanities
Ryan Francis	English
Sheena Breeding	English/Yearbook
Jennifer Adams	English/Spanish/Librarian
Jon Day	Guidance Counselor
Carla Croll	Math
Joshua Hurt	Math
Johnny Handshoe	Math/Science
Luke Glaser	Math
Laura Jo Pelfrey	Business Teacher
Larry Wayne Robinson	Math/Science
Al Holland	P.E./ Athletic Director
Eddie Browning	P.E./Health/Science
Tracey Feltner	English/Resource Teacher
Brittany Wolfe	Science/Biology
Gregory Fields	Social Studies
Patrick Hall	Social Studies
Michael Davidson	Social Studies
Maggie Roll	Spanish
Melissa Combs	Vocational/Allied Health
Kathy Patrick	Vocational/Business
Shaun Thacker	Special Education Teacher
Laura Hansen	Vocational/Dietetics
Debbie Wells	Teacher Aide
Brittany Inguagiato	School Nurse
Helen Wicker	YSC Director
Susan Combs	Secretary
Susan Campbell	Attendance Clerk
Carolyn Strong	Bookkeeper
Stephanie Caywood	Cafeteria Manager
Sarah Bowen	Cook/Clerk/Baker
	Cook/Clerk/Baker
	Cook/Clerk/Baker
Ronnie Feltner	Custodian
Danny Long	Custodian
Donald Pennington	Custodian

Diploma	Graduation Requirements		
<b>Standard</b>	English	4 credits	English I
			English II
			English III
			English IV or
			AP English Lit
	Math	3 credits	Algebra I
			Algebra II
	Must take 4 years of math		Geometry
	Science	3 credits	Biology
			2 Electives
	Social Studies	3 credits	U.S. History
			2 Electives
	Arts/Humanities	1 credit	
	Health/PE	1 credit	1/2 Health
			1/2 PE
Learning Plan	Complete every year		
22 Total Credits			
<b>College Prep</b>	English	4 credits	English I
			English II
			English III
			English IV or
			AP English Lit
	Math	3 credits	Algebra I
			Algebra II
	Must take 4 years of math		Geometry
	Science	3 credits	Biology
			Chemistry
			1 Elective
	Social Studies	3 credits	U.S. History
			Political Science
			1 Elective
	Arts/Humanities	1 credit	
Health/PE	1 credit	1/2 Health	
		1/2 PE	
Foreign Language	2 credits		
Learning Plan	Complete every year		
22 Total Credits			

Beginning in the 9<sup>th</sup> grade, every student at Hazard High School must complete their Learning Plan (formerly Individual Learning Plan, ILP) which includes the following:

1. Student Academic Information
2. Learning styles and interest inventories
3. Career Goals

Students will update their Plan each year including plans for reaching goals. The Kentucky Department of Education has mandated this as a graduation requirement.

**Eligibility for Valedictorian and Salutatorian – Must be enrolled at HHS 11<sup>th</sup> and 12<sup>th</sup> grades**

To be the **Valedictorian** at HHS, you as a student must meet these requirements:

1. Minimum ACT Composite score of 24 or better
2. Senior Portfolio score of Proficient or better
3. Take these classes—AP English IV, Pre-Calculus, and Spanish I & II
4. Must graduate college prep curriculum.

**NOTE: None of these classes can be taken as correspondence courses or on-line.**

To be **Salutatorian** at HHS, all requirements are the same as the valedictorian except for the ACT composite score, which must be a minimum of 22.

GPA for valedictorian and salutatorian will be based on high school credits only.

**Honor Roll Requirements**

In order to be considered for the “All A” Honor Roll a student must have received **only** A’s for **every** 9 weeks and semester grade in every class.

In order to be considered for the A/B Honor Roll a student must have receive only A’s and B’s for **every** 9 weeks and semester grade in every class.

**Procedure for Access to Educational Records**

Parents and school personnel have the right to review and inspect any educational records pertaining to their student. Procedures for access to the educational records of a previous or current student are available, upon request, in the guidance office.

**Grading Scale**

90 -100	A	Superior
80 - 89	B	Above Average
70 - 79	C	Average
60 - 69	D	Below Average
59 and Below	F	Failing

**Semester grades will be averaged as follows:**

$(1^{st} \text{ 9 weeks grade} \times 2) + (2^{nd} \text{ 9 weeks grade} \times 2) + (\text{Final Exam Grade})$  divided by 5.

**END-OF-COURSE EXAMS**

*Currently waiting on final determination from the state about changes.* Grades earned on end-of-course exams required for high school courses designated by Kentucky Administration Regulation shall count as twenty percent (20%) of a student’s last semester of that class. Kentucky Department of Education is revising this policy and we will let you know when it is finalized.

**Class Change or Drop Policy**

All class changes must be approved by the principal. Classes dropped may remain on the student’s permanent record as withdrawn passing (WP) or withdrawn failing (WF).

## **Class Retake Policy**

A student has the option to retake a failed class or a class with a low grade. The re-take for a class with a passing grade, being retaken to try for a higher grade, must be done during the next academic year. Re-takes for classes will be allowed with principal approval and are subject to space availability and on the following order of priority:

1. Students who have previously failed the class.
2. Students who have passed the class with a D.
3. Students who have passed the class with a C.
4. Students who have passed the class with a B.
5. JCPS/ or Approved Correspondence Program

Higher grades achieved by re-taking a class will replace the previous withdrawn or lower grade on the transcript.

## **Student Extra-Curricular Eligibility Policy**

In order to participate in extra-curricular activities, students enrolled in the Hazard Independent Schools must be making acceptable academic progress. Any student who fails more than one class is not considered to be making acceptable progress and will be declared ineligible to participate in all extra-curricular activities. Eligibility at Hazard High School will be determined weekly and will go into effect immediately. Ineligibility will remain in effect until reconsideration on the Friday following ineligibility and may be checked each week until eligibility is achieved. ***For eligibility purposes, incomplete grades are considered failures.***

In establishing this eligibility policy, the Board wishes to impress upon Hazard Independent School students and parents that academic achievement is of the utmost importance.

## **ATTENDANCE**

1. Students who are absent must report to the office when they return to school so they can obtain an admit slip. If student has a parent note or doctor's excuse it will be marked excused. If student does not have a note, it will be marked unexcused. The student will show the admit slip to each of the teachers on the student's schedule.
2. Students are allowed five (5) excused parent notes each year. Each note after those 5 notes must be from a physician or approved by the administration.
3. All notes **MUST** be submitted to the school secretary **within 5 school days** of the absence in order to be marked "excused". All other absences will be considered unexcused.
4. When you are tardy to school, **you must report to the office** when you arrive at school. Since teachers mark students absent when the bell rings and cannot change the record, students who do not report to the office for tardy slips end up being counted absent all day.
5. The school will attempt to contact parents/guardians each day a student is absent.

## What If Your Child Misses a Portion of the Day?

- If your child is absent less than 35% of the day, he/she will be counted Tardy—please bring in note.
- If your child is present 35%-84% of the day, he/she will be counted absent for ½ of the day—please bring in note.
- If your child is absent more than 84% of the day, he/she will be counted absent for the entire day.

***There is a definite need for daily attendance and class participation. Planning of activities and grading by the teacher will make this need readily apparent to the student by the inclusion of daily exercises, quizzes, and class participation for credit. Even with an excused absence all work cannot be made up, due to the nature of some classroom activities such as experiments or lectures.***

✦ **Students not in attendance for at least one half of the school day immediately preceding an extracurricular activity will not be eligible to attend or participate in after school activities or extracurricular activities at any Hazard Independent School.**

**What is Truancy?** Kentucky's Compulsory attendance law (KRS 159.150), defines a student as being an "habitual truant" after he/she has accumulated a total of **6 unexcused absences or tardies** or any combination of the two.

We are confident that all of our students are going to attend school regularly. However, if students do become truant, school personnel will contact parents to discuss the reasons for excessive absences and try to find ways to get the student to school consistently. In extreme cases, parents of students can be referred to court for truancy. No one wants that!

## **What is an Educational Enhancement Opportunity?**

A public school principal shall give a student an excused absence of up to ten (10) school days to pursue an educational enhancement opportunity determined by the principal to be of significant educational value, including but not limited to participation in an educational foreign exchange program or an intensive instructional, experiential, or performance program in one (1) of the core curriculum subjects of English, science, mathematics, social studies, foreign language, and the arts. Educational enhancement days may not be awarded during the state testing windows. Please see the principal or attendance clerk at least 5 days in advance if your child will be participating in an educational activity while absent from school.

## **What Is Homebound Education?**

Homebound education is a service provided by the school system to accommodate students who will be out of school for an extended period of time due to medical issues. To be eligible for homebound services, the student must be out of school for at least 5 consecutive days and a doctor must complete a form stating the reason that the student must miss school. The form must be completed **BEFORE** the student misses school, so contact the principal or secretary if you think your child will need to receive homebound services. The Director of Pupil Personnel at Central Office must approve applications.

## Eligibility for Extracurricular Activities

The following criteria for participation shall only apply to SBDM schools in the absence of council policy that establishes school criteria or when the council chooses to adopt criteria established by the Board:

### **ACCEPTABLE ACADEMIC PROGRESS**

To participate in extracurricular activities, students must be making acceptable academic progress. Any student who fails more than one (1) class is not making acceptable academic progress and shall be declared ineligible to participate in all extracurricular activities. **Any student that participates in Extra Curricular activities will have to be present 75% of school day to be eligible to practice or participate in any form.**

### **ELIGIBILITY**

Eligibility shall be determined with the first semester grade report ending in December and will be effective with the beginning of the spring semester in January. Grades shall be checked each grade reporting period thereafter to determine eligibility. Interim grades are reported every three (3) weeks at the elementary and middle schools and every four and one-half (4 ½) weeks at the high school.



## Driver's Permit/License for Students Ages 16-17

### **Kentucky No Pass No Drive Statute**

The "No Pass/No Drive" Statute (KRS 159.051) became law on June 25, 2007. This statute involves every public and private (including home) school district across the Commonwealth.

The statute states that any 16 or 17-year-old applying for the first time for a Driver's Instruction Permit will be required to have a **School Compliance Verification Form** issued and completed by the school. At HHS these are obtained from the Office. Basically the form verifies that the student is compliant with the components of the statute. If the student is not compliant, the form will not be issued.

SEE MRS. COMBS IN GUIDANCE OFFICE FOR THE FORM  
BEFORE THE DAY OF YOUR PERMIT TEST

If a student is issued a verification form and obtains a permit or driver's license, the student must remain compliant in order to be able to keep his/her driving privileges.

Reasons for denial of a verification form  
or  
Revocation of a student's driver's license/permit (from KRS159.051):

**1. Academic Deficiency**

The law specifies that a student "shall" pass four (4) courses (or the equivalent) per semester; 4/6 = 66%).

Reports of noncompliance based on academic deficiency will be made via the web portal using grades from the **previous** semester.

**2. Attendance**

- a. **Has nine (9) unexcused absences in the preceding semester.** Any absences due to suspension shall be unexcused absences.
- b. Absences do not accumulate into the following semester, but the student must be "compliant for an entire semester" to be reinstated. For example, if a student is not compliant at the end of the fall semester (December) then that student will be non-compliant (lose permit or driving privileges) for the entire spring semester. If the student has less than 9 unexcused absences for the spring semester and has passed at least 4 classes, then that student will then be deemed compliant at the end of the spring semester (May) and permit/driving privileges will be re-instated.

## ACT Test Dates

**National Test Dates for 2020-2021 will not open for registration until July 2020.**

<b>Test Date</b>	<b>Registration Deadline</b>	<b>(Late Fee Required)</b>
September 12, 2020	August 14	August 15 -August 28
September 13, 2020	TBD	
September 19, 2020	TBD	
October 10, 2020	TBD	
October 17, 2020	TBD	
October 24, 2020	September 18	September 19 - October 2
October 25, 2020	TBD	
December 12, 2020	November 6	November 7 - November 20
February 6, 2021	January 8	January 9 - January 15
April 17, 2021	March 12	March 13 - March 26
June 12, 2021	May 7	May 8 - May 21
July 17, 2021*		

# SAT Test Dates

Information about the SAT can be found at <http://sat.collegeboard.org/register/sat-us-dates>

## AP Exams

The Guidance Office will provide information about AP Exams.

### HHS Bell Schedule\*

*All students will report and remain in the cafeteria in the morning until the locker bell rings.*

<u>Bell</u>	<u>Time</u>	<u>1 Hour Delay</u>	<u>2 Hour Delay</u>
Locker Bell	8:08	9:08	This will be revised after construction is complete.
1st Period	8:15-9:05	9:15-10:05	
2nd Period	9:09-9:59	10:09-10:59	11:09-11:59
3rd Period	10:03-10:53	11:03-11:53	12:39-1:29
1st Lunch	10:53-11:18	<b>11:53-12:18</b>	<b>11:59-12:34(ALL)</b>
4th Period for 2nd Lunch Bunch	10:57-12:11	11:57-1:11	
2nd Lunch	12:11-12:36	<b>1:11-1:36</b>	
4th Period for 1st Lunch Bunch	11:22-12:36	12:22-1:36	1:34-2:24(ALL 4 <sup>th</sup> )
5th Period	12:40-1:30	1:40-2:30	2:39-3:29
6th Period	1:34-2:24	2:34-3:24	3:34-4:28
Break	2:24-2:34	3:24-3:34	<b>NO BREAK</b>
7th Period	2:38-3:28	3:39-4:28	<b>NO 7TH</b>

\* If circumstances dictate a 1-or 2-Hour Delay, schools will dismiss one hour later at 4:28.

### School Closing Information

In case of weather conditions that require the closing of school, the official announcement will be made over the local radio/TV stations—WSGS and WYMT. We want to make parents and students aware of another option that is available. Visit [www.wymtnews.com](http://www.wymtnews.com) and click on the “mobile” link and follow the on-line instructions. The service is available to both AT&T and Appalachian Wireless customers and several other service providers. This service is NOT provided for free by the school system. If your cell plan does not include free text messaging, there will be a per use charge for each text message alert that is received. Check with your cell phone provider for further information regarding fees for text messaging. You may also check the district website at [www.hazard.kyschools.us](http://www.hazard.kyschools.us) . Do not call the school or school officials to ask about closings. Announcements will be made as soon as possible via radio/TV.

### **EMERGENCY EVENT PROCEDURE**

In the event of an emergency at school which requires the presence of fire, emergency medical technicians, or the police, we ask that you read and follow the procedures listed below. If you hear of an event at the school, such as snow dismissal, fire or other emergencies:

1. Tune immediately to the local radio and TV stations for instructions. They will be notified as soon as possible.
2. DO NOT CALL the school. We need to keep phone lines open for emergency personnel, the administration and parents who are needed at the school. Your child will be in good hands.
3. DO NOT COME to the school unless you are called or hear an announcement on the radio or TV to do so.
4. When you do hear the announcement, please LISTEN CAREFULLY as it may be necessary to close some streets approaching the school for emergency vehicles.
5. In the event of an emergency, please know that only emergency vehicles will be allowed to enter the school via Bulldog Lane.
7. Daniel Field/Cooper Field House will be the location for students to be held until they are picked up in the event that we must evacuate the school premises.
8. Parents should make arrangements with children NOW as to what they are to do if an emergency arises and school is dismissed early. They need to be sure where to go if you work and no one is at home to receive them. This will reduce the number of phone calls to be made and the traffic at the school.

Please remember that our school has and practices efficient evacuation and emergency procedures regularly. Teachers are with the students and account for all students each time these procedures are practiced. We appreciate your cooperation and understanding for the importance and necessity of these procedures.

### **Activity Fees**

\*\*\*All fees are due at the beginning of the school year unless otherwise noted.

Student Activity Fee- \$110

Driving Fee- \$35

Some classes also require the purchase of a workbook or classroom supplies. These fees are due at the beginning of the school year or semester and are used to purchase consumable and instructional materials and supplies. Workbook and classroom supply fees are paid to the classroom teacher.

### **Dress Code**

The following dress code is strictly enforced. The guidelines are as follows:

- All shorts and skirts/dresses must be knee-length or longer.
- All shorts, pants and skirts must be at the waist and no underwear can be visible.
- No cropped shirts or strapless/sleeveless tops allowed. All shirts must have sleeves.
- Low-cut tops, shirts, blouses are not permitted.
- **NO STREET SHOES ALLOWED ON GYM FLOOR. MUST WEAR BALL SHOES FOR P.E. CLASSES AND NO ONE WILL WALK ACROSS THE FLOOR IN STREET SHOES.**

If a student is determined by HHS staff to be dressed inappropriately, the parent/guardian will be contacted to bring the student a change of clothing or to take the student home. If a parent/guardian cannot be reached, the student will be given appropriate clothing to cover up until the end of the school day.

**NOTE:** The HHS administration and staff has the sole authority to determine appropriate student dress.

### **Cell Phones/Electronic Devices**

At this time the school policy is that students may have a cell phone/electronic device at school. Students may use the phone or electronic device in the cafeteria or outside **ONLY:**

- before school
- after school
- at lunch
- at break

Students may not have the phone/electronic device visible at any other time including the classroom/hallways/gym. ***Parents need to be aware that if students are replying to a parent generated text message or phone call, the rule still remains in effect.***

The **1<sup>st</sup> time** the student is caught with a cell phone/electronic device out during unauthorized times; the phone will be confiscated until the end of the day. The PARENT or STUDENT may retrieve the phone at the end of the school day after paying a \$10.00 fine.

The **2<sup>nd</sup> time** the phone/device must be taken from the student; a \$25.00 fine will be imposed.

The **3<sup>rd</sup> time** the phone/device must be taken, it will be locked up and returned at the end of the semester.

✦ **Smart Watches are not allowed to be worn during class and testing times including, but not limited to, ACT testing.**

### **Telecommunication Devices - Local Board Policy**

#### **POSSESSION AND USE**

While on school property or while attending school-sponsored or school-related activities, whether on or off school property, students shall be permitted to possess and use personal telecommunications devices as defined by law<sup>1</sup> and other related electronic devices, provided they observe the following conditions:

1. Devices shall not be used in a manner that disrupts the educational process, including, but not limited to, use that:
  - a. Poses a threat to academic integrity, such as cheating;
  - b. Violates confidentiality
  - c. or privacy rights of another individual. This includes, but is not limited to, taking photographs, video, or audio recordings of others without the permission of the Principal/designee and the affected individual(s). An exception may be made for events considered to be in the public arena (e.g. sporting events, academic competitions, or performances to which the general public is admitted) where the activity does not materially disrupt the event, prevent others from observing the event, or otherwise violate legal rights. School social events for students, activities sponsored by student clubs, and activities during the school day that are not open to the public are not considered to be in the public arena.
  - d. Is profane, indecent, or obscene;
  - e. Constitutes or promotes illegal activity or activity in violation of school rules; or
  - f. Constitutes or promotes sending, sharing, or possessing sexually explicit messages, photographs, or images using any electronic device.

These restrictions shall not be interpreted to prohibit material protected under the state or federal constitutions where such material does not otherwise materially or substantially disrupt the education process or intrude upon the rights of others.

2. Unless an emergency situation exists that involves imminent physical danger or a certified employee authorizes the student to do otherwise, devices shall be turned on and operated only before and after the regular school day and during the student's lunch break.
3. When students violate prohibitions of this policy, they shall be subject to disciplinary action, including losing the privilege of bringing the device onto school property and being reported to their parent/guardian. A violation also may result in a report being made to law enforcement. In addition, an administrator may confiscate the device, which shall only be returned to the student's parent/guardian.

4. Students are responsible for keeping up with devices they bring to school. The District shall not be responsible for loss, theft, or destruction of devices brought onto school property.
5. Students shall comply with any additional rules developed by the school concerning appropriate use of telecommunication or other electronic devices.

Students shall not utilize a telecommunication or similar electronic device in a manner that would violate the District's Acceptable Use Policy or procedures or its Code of Acceptable Behavior and Discipline.

## Phone Passes

No phone passes or written notes will be accepted for student permission to leave the school premises. Any student who needs to leave school for any reason will have to be signed out by a parent or parent-authorized individual. There will be **NO EXCEPTIONS**, so please do not ask.

We also ask that parents try to schedule all appointments after school. We understand that some absences cannot be avoided, but we appreciate your cooperation in this matter.

## Parking Passes

Student drivers will be required to purchase a parking pass if they intend to drive to school. The cost will be \$40 per year (\$30 if you begin driving during the second semester). Students will be required to keep the pass in plain sight while your vehicle is parked on school grounds. All passes will be numbered, and each student will have their own individual parking pass. The parking lot will be checked each morning and periodically throughout the school day to make sure all students' vehicles have parking passes. Any student who isn't driving at the beginning of the school year will be required to inform the school when they do start driving, and they must purchase their parking pass at that time.

All students must park in the parking lot above the school. No students park in front of the school, around the cafeteria, by the gym, or directly in back of the building. No student will park in a handicapped space without a valid handicapped sticker. If any student is parked anywhere other than the designated area, the following punishments will be enforced for failure to cooperate with the parking rules:

**1<sup>st</sup> offense:** The student will be asked to move his/her vehicle to the designated parking area..

**2<sup>nd</sup> offense:** Driving privileges will be revoked for one (1) week.

**3<sup>rd</sup> offense:** Driving privileges will be revoked for one semester or equivalent thereof.

A list will be kept of all offenders in order to correct this problem.

No one is allowed to park in front of the school or by the cafeteria. Law enforcement personnel and the fire marshal have told us numerous times that emergency response personnel and vehicles would not be able to get through the road in front of the school due to the congestion. We kindly ask that you cooperate with us in order to keep our students and school safe.

## Student Accident Insurance

The Hazard Independent School District has a student accident insurance policy. This policy covers accidents that occur during the school day and while a student is participating in extra-curricular school activities. The insurance provides secondary coverage (pays remaining deductible after personal insurance has paid). It is the parent's responsibility to obtain a claim form from the school secretary if a claim must be filed. **The completed claim form must be submitted to Central Office within 90 days of the accident. If this is not completed within the time limit, PARENTS ARE RESPONSIBLE FOR ANY COSTS RELATING TO THE ACCIDENT.**

## **Student/Family Services**

### **Youth Service Center:**

Hazard High School has a Youth Service Center (YSC) to offer assistance to parents and students of Hazard High School. Helen Williams-Wicker is the director and can be reached by phone at 606-439-1318 or by emailing [helen.wicker@hazard.kyschools.us](mailto:helen.wicker@hazard.kyschools.us) . The center is located within Hazard High School in Room 1.

## **MEDICINE**

### **PRESCRIPTION MEDICATIONS**

Parents/guardians and health care providers shall complete the required forms before any person administers prescription medication to a student or before a student self-medicates. The form shall include the following information: student's name, physician's name of physician/health care provider, address, and phone number, type of medicine, dosage, time of day for dosage, reason medication is to be administered, possible reactions or side effects of medicine, release from liability, and parent/guardian's telephone numbers at home and work, as well as an emergency contact and numbers, as appropriate.

Prescription medications shall be administered only as prescribed on the physician/health care provider's written authorization. Prescription medications shall be sent to school in one (1) week increments unless otherwise approved by the Principal or designee. Parent/guardian shall have the ultimate responsibility to provide the school with an adequate supply of medication to enable the orders to be followed.

All prescription medication, original or refill, should be sent to school in a pharmacy labeled container that includes the student's name, date, medication, dosage, strength, and directions for use including frequency, duration, and mode of administration, prescriber's name, and pharmacy name, address, and phone number. Labels that have been altered in any way will not be accepted. Per KRS 218A.210, "A person to whom or for whose use any controlled substance has been presented, sold, or dispensed by a practitioner or other persons authorized under this chapter, may lawfully possess it only in the container in which it was delivered to him by the person selling or dispensing the same." Changes in the dosage and/or times of administration must be received in the form of a written order from the physician/health care provider OR a new prescription bottle from the pharmacy indicating the change and a note from the student's parent/guardian.

### **NONPRESCRIPTION MEDICATIONS**

Nonprescription (over-the-counter) medications may be accepted on an individual basis as provided by the parent or legal guardian when a completed authorization to give medication form is on file. The medication should be in the original container, dated upon receipt, and given no more than three (3) consecutive days without an order from the physician/health care provider. The school does not provide medications for students.

### **SELF MEDICATION**

In certain situations, a written physician's authorization will allow a student to responsibly carry self-administered emergency medication (Epicene, Insulin, Inhalers). A school authorization form must be completed by the physician and parent/guardian and must be on file in the school office. The authorization must show the student is capable of and has received training in administering the prescribed medication. For the safety of all students, no student is permitted to carry any medication on his/her person except as noted here.

## **BUS REGULATIONS**

In order to insure the safety and welfare of all students transported by school buses, orderly conduct must be observed at all times. We need your cooperation to maintain such conduct. Pupils should respect and obey those in authority. We hope it will never be necessary to deprive a student of bus riding privileges. Glass containers should never be carried on the buses. Food and drinks are not to be taken on the buses. Students must ride buses to which they are assigned. A note from the parent is necessary before a student may ride a different bus or get off the bus at a different stop.

1. The driver is in full charge of the bus and pupils. Pupils shall obey the driver and/or the bus monitor cheerfully and promptly.
2. Pupils shall occupy the space designated for them by the driver.
3. Pupils shall be on time; the bus cannot wait for those who are not.
4. Pupils are never to stand on the road while waiting on the bus.
5. Pupils are to clean their feet before boarding the bus.
6. Pupils are not to throw waste paper or rubbish on the floor of the bus.
7. Pupils are not to mar or otherwise deface the bus.
8. Pupils are not allowed to carry a knife or any sharp instrument on the bus.
9. Pupils are not to start to school when sick or when any member of the family has a contagious disease.
10. The following activities are prohibited at all times:
  - a. Improper behavior including: insolence, disobedience, vulgarity, foul language, fighting, pushing, shoving, or similar offensive acts.
  - b. Smoking or drinking on the bus.
  - c. Eating or drinking on the bus
  - d. Throwing articles onto or from the bus.
  - e. Placing musical instruments or other articles at the door.
  - f. Obstructing the aisles in any manner.
  - g. Occupying more space in a seat than required.
11. Pupils are to avoid unnecessary conversation with the driver.
12. Pupils are to keep arms and head inside the bus at all times.
13. Pupils are not to get off the bus except at home or school, unless prior approval has been authorized by a note from home.
14. Pupils are to remain in their seats at all times unless they are getting on or off the bus.
15. Pupils are to respect persons whom they pass on their routes.
16. Pupils are to walk on the left side of the road, facing traffic.
17. Pupils who must cross the road after getting off the bus shall pass in front of the bus and not behind it.
18. Should any of the above violations or other circumstances persist, the principal has the authority to deny the student the privilege of riding the bus.

Serious misconduct on the bus, which hinders the safety of students or operation of the bus, may cause a student to be prohibited from riding the bus. Examples of misconduct are: damage to bus property, bullying, fighting, use of tobacco, and profanity.

The principal is authorized to withhold bus-riding privileges up to a maximum of ten (10) school days per occurrence in the case of habitual or serious conduct violations. The Principal shall notify the parents in cases where bus-riding privileges have been withheld. The Superintendent or designee may withhold bus-riding privileges up to the remainder of the school year.

## **FOOD SERVICE**

## COMMUNITY ELIGIBILITY OPTION

We are pleased to inform you that Hazard High School is eligible for a program called the Community Eligibility Option for lunch and breakfast for the 2018-19 school year. All enrolled students are eligible to receive a healthy breakfast and lunch at school **no charge** each day of the school year.

Ala carte items and extras will still be available for purchase. Ala carte items may not be charged. **We recommend** that students **prepay for ala carte and extras on a weekly or monthly basis.** This may be done any **morning** before school **in the cafeteria.** Cash or check will be accepted.

Because of federal guidelines concerning lunchroom funding, we need to ask everyone to help by complying with the following federal regulations.

- **No restaurant meals or soft drinks shall be brought into the cafeteria while school lunch is in progress.** Violations of these rules can cause suspension of federal funding.
- In accordance with our food safety plan, **NO** homemade food items may be served or sold at school. This includes cupcakes, cookies, etc. for class parties, bake-sales, concessions, etc.
- Even though lunch and breakfast are provided at no charge to students, the district is still required to collect lunch applications. All students are required to return an application—even if they are not interested in participating. The child must return these forms to their 1<sup>st</sup> Period teacher during the first full week of school.

### **Meals for Students with Food Allergies and/or Special Dietary Needs**

The Food & Nutrition Services department has a policy of providing modified menus for students who have physical or mental disabilities or special dietary needs and are unable to consume the regular lunch or breakfast menu items. This policy is in accordance with a federal mandate to include all students in the school nutrition programs and is in accordance with policy guidelines outlined in FNS Instruction 783-2, Revision 2, *Meal Substitutions for Medical or Other Special Dietary Reasons*. The Food & Nutrition Services Department should be informed of any student who is unable to consume the meals normally served at the school in which they are enrolled.

Program regulations provide for the substitution of food items based on child-specific medical guidance. The regulations do not provide for the banning of selected foods for all students. The district believes that banning foods would be counter-productive and not in the best interest of all students at a specific school site. A concerted effort will be made to meet the nutritional needs and/or disability limitations of each student. Accordingly, the district has outlined the responsibilities for parents, school sites and Food & Nutrition Services as follows:

#### **Parent Responsibilities:**

1. Notify the school of any food allergy, disability or special dietary need.
2. Provide medical certification approved by a recognized medical authority (RMA) authorized to practice within the State of Kentucky.
3. Utilize the **EATING AND FEEDING EVALUATION: CHILDREN WITH SPECIAL NEEDS AND INFORMATION CARD.** To request a copy of the Information Card contact: **Rachel Miller, Food Service Director at (606) 436-0498 or 1-877-592-7981.** Update the medical certification on as needed.
4. Participate in any meetings or discussions regarding the student's meal plan.
5. Notify the school of any changes relating to the food allergy or special dietary need.

#### **School Site Responsibilities:**

1. Identify children requiring diet modifications. This will be accomplished primarily through registration materials and parental contact.
2. The school Nurse or Health Services Assistant will be notified and begin the process for the implementation of an Individual Health Services Plan (IHSP).
3. Request medical certification from parent or guardian. Utilize the **EATING AND FEEDING EVALUATION: CHILDREN WITH SPECIAL NEEDS AND INFORMATION CARD**
4. Send the medical certification to Food & Nutrition Services.
5. Additional responsibilities may include educational awareness for staff and students related to field trips, classroom parties, allergy alert identification and intervention.
6. Communicate plan requirements to all potential participants.
7. Monitor and update the plan as needed.

**Food & Nutrition Services Responsibilities:**

1. Provide food item substitutions for students based on medical need supported by a medical certification signed by a recognized medical authority. Menus will not be modified based on personal preference.
2. Provide training to cafeteria personnel on how to react to allergies and how to modify menus.
3. Communicate with parents, staff and medical authorities regarding diet modifications.
4. Maintain Special Diet information on each student and update annually.

**Bullying/Hazing**

**ACTIONS NOT TOLERATED**

Hazing, bullying, menacing, or abuse of students or staff members will not be tolerated.<sup>1</sup> Any student or employee who engages in an act that injures, degrades, or disgraces another student or staff member, disrupts the educational process, or interferes with a student's opportunity to obtain an education shall be subject to appropriate disciplinary action.

These provisions shall not be interpreted to prohibit civil exchange of opinions or debate protected under the state or federal constitutions where the opinion expressed does not otherwise materially or substantially disrupt the education process or intrude upon the rights of others.

Students who violate this policy shall be subject to appropriate disciplinary action.

This policy extends to any/all student language or behavior including, but not limited to, the use of electronic or online methods.

**BULLYING DEFINED**

Bullying refers to any intentional act by a student or groups of students directed against another student to ridicule, humiliate, or intimidate the other student while on school grounds, or at a school sponsored activity, which acts are repeated against the same student over time.

**REPORTS**

As provided in the District Code of Acceptable Behavior and Discipline, students that believe they are victims of bullying/hazing shall be provided with a process to enable them to report such incidents to District personnel for appropriate action.

Employees are expected to take reasonable and prudent action in situations involving student welfare and safety, including following District policy requirements for intervening and reporting to the Principal or to their immediate supervisor those situations that threaten, harass, or endanger the safety of students, other staff members, or visitors to the school or District. Such instances shall include, but are not limited to, bullying or hazing of students and harassment/discrimination of staff, students or visitors by any party.

Students who believe they have been a victim of bullying or who have observed other students being bullied shall, as soon as reasonably practicable, report it.

The District Code shall specify to whom reports of alleged instances of bullying or hazing shall be made. In serious instances of peer-to-peer bullying/hazing/harassment, employees must report to the alleged

victim's Principal, as directed by Board policy 09.42811. The Principal/designee shall investigate and address alleged incidents of such misbehavior.

In certain cases, employees must do the following:

1. Report bullying and hazing to appropriate law enforcement authorities as required by policy 09.2211; and
2. Investigate and complete documentation as required by policy 09.42811 covering federally protected areas.

#### **OTHER CLAIMS**

When a complaint is received that does not appear to be covered by this policy, administrators shall review other policies that may govern the allegations, including but not limited to, 09.426 and/or 09.42811. Harassment/discrimination allegations shall be governed by Policy 09.42811.

Adopted/Amended: 07/19/2012  
09.423

### **Use of Alcohol, Drugs and Other Prohibited Substances**

#### **DRUGS, ALCOHOL AND OTHER PROHIBITED SUBSTANCES**

No pupil shall purchase, possess, attempt to possess, use, be under the influence of, sell, or transfer any of the following on or about school property, at any location of a school-sponsored activity, or en route to or from school or a school-sponsored activity:

1. Alcoholic beverages;
2. Controlled substances, prohibited drugs and substances, and drug paraphernalia; and
3. Substances that "look like" a controlled substance. In instances involving look-alike substances, there must be evidence of the student's intent to pass off the item as a controlled substance.

In addition, students shall not possess prescription drugs for the purpose of sale or distribution.

#### **DEFINITIONS**

Controlled substance means any substance or immediate precursor listed in Chapter 218A of the Kentucky Revised Statutes or any other substance added by regulation under [KRS 218A.010](#).

Prohibited drugs include, but are not limited to, any substance that an individual may not sell, possess, use, distribute or purchase under Federal or Kentucky law.

Prohibited substances include:

1. All prescription drugs obtained without authorization, and
2. All prohibited substances however taken or used, including but not limited to, inhaling, ingesting, and/or injecting. These include, but are not limited to, prescribed and over-the-counter drugs and prohibited volatile substances as defined in [KRS 217.900](#) that are used or intended for use for an abusive and/or intoxicating purpose such as bath salts and synthetic marijuana.

#### **AUTHORIZED MEDICATION**

Use of a drug authorized by and administered in accordance with a prescription from a physician or dentist shall not be considered in violation of this policy.

#### **PENALTY**

Violation of this policy shall constitute reason for disciplinary action including suspension or expulsion from school and suspension or dismissal from athletic teams and/or other school-sponsored extracurricular activities.

### **REPORTING**

Employees of the District shall promptly make a report to the local police department, sheriff, or Kentucky State Police, by telephone or otherwise, if they know or have reasonable cause to believe that conduct has occurred which constitutes the possession or sale of controlled substances on the school premises, on a school bus/school approved transportation, or at a school sponsored or sanctioned event. In addition, when they have reasonable belief that a violation has taken place, Principals shall immediately report to law enforcement officials when an act has occurred on school property or at a school-sponsored function that involves student possession of a controlled substance on school property in violation of the law.

### **DRUG TESTING PROGRAM**

This policy applies to all students, grades seven (7) through twelve (12), choosing to participate in any extracurricular activity, including participants at the varsity and/or sub-varsity levels, and to students who drive or park on school property.

Prior to tryouts, or the start of the school year for student drivers, all student participants and their parents/guardians must read this policy and accompanying procedures and acknowledge, in writing, that they have read the policy and procedures, understand the policy and procedures, and agree to be bound by the terms and conditions contained in the policy and procedures.

All student participants will be tested at the beginning of each extracurricular activity season and at the beginning of the school year for student drivers. Random testing for all extracurricular activity participants will be conducted during the extracurricular activity season and during the school year for student drivers. All student participants and their parents/guardians must sign the "Student and Parent/Guardian Consent to Perform Urinalysis for Drug Testing" form before the student shall be permitted to participate in any extracurricular activity or be authorized to drive or park on school property.

Testing shall be accomplished by the analysis of urine specimen obtained from the student participants. Collection and testing procedures shall be established, maintained, and administered to ensure:

1. Randomness of selection procedures;
2. Proper student identification;
3. Identification of each specimen with the appropriate student participant;
4. Maintenance of the unadulterated integrity of the specimen; and
5. Integrity of the collection and testing process, as well as the confidentiality of test results.

The specific testing process shall be on file at the testing laboratory approved by the Board.

Student participants' urine specimen shall be tested for the following, which include, but may not be limited to:

1. Amphetamines;
2. Marijuana (THC);
3. Cocaine and its derivatives;
4. Opiates;
5. Phencyclidine (PCP);
6. Benzodiazepine;
7. Methamphetamine;
8. Methadone;
9. Barbiturates; and
10. Blockers and/or other abused, illegal, or controlled substances.

### **CONSEQUENCES (FOR A POSITIVE DRUG TEST)**

#### **First Violation**

1. A student testing positive will be suspended for the next four (4) consecutive interscholastic events or the next four (4) weeks of the season, whichever is greater in time. Student drivers shall be denied permission to drive and/or park on school property for the next four (4) consecutive weeks of school. The suspension will begin on the date that the results are received. If necessary, the suspension shall carry over to the student's subsequent participation in another extracurricular activity and/or the following season. Upon a positive drug test, the student shall be provided with names and contact information for various drug rehabilitation and counseling programs. Prior to readmission to participation to the extracurricular activity or reauthorization to drive, the student must submit to a new drug test administered in accordance with the same procedures utilized for random drug testing. A positive result shall be treated as a second violation.
2. If a student is reinstated to an extracurricular activity or driving privileges following the first violation, the student's participation in another activity shall not be restricted solely because of the existence of the first violation, as long as the student has completed the period of suspension and was appropriately reinstated to the prior activity. If the student elects not to seek reinstatement to the activity after a first violation (either because of the student's own election or because the season concluded prior to the expiration of the student's period of suspension), the student is still required to serve the unexpired portion of the suspension before becoming eligible for participation in any other athletic activity. A student serving a suspension for any extracurricular activity may try out for a second sport if the student provides a negative drug test result from the testing laboratory under contract. If the student successfully makes the team, prior to participation, the student must serve the unexpired portion of the previous suspension. Prior to readmission to participation to the extracurricular activity or reauthorization to drive, the student must submit to a new drug test administered in accordance with the same procedures utilized for random drug testing. A positive result shall be treated as a second violation.

### **Second Violation**

1. For a second violation, the student participant shall be suspended for the next eighteen (18) consecutive interscholastic events or eighteen (18) consecutive weeks of scheduled school attendance, whichever is greater in time. Student drivers with a second violation shall be denied permission to drive and/or park on school property for the next eighteen (18) consecutive weeks of school. If necessary, the suspension shall carry over to the student's subsequent participation in another extracurricular activity and/or the following season.

Before reinstatement to the activity after a second violation, the student participant must successfully complete recommendations that resulted from the chemical dependency assessment as evidenced by a written statement to that effect issued by a treatment counselor. The student must submit to a new drug test administered in accordance with the same procedures utilized for random drug testing. A positive result shall be treated as a third violation.

2. If a student is reinstated to the activity following a second violation, the student's participation in another activity shall not be restricted solely because of the existence of the second violation, as long as the student has completed the period of and was appropriately reinstated to the prior activity. If the student elects not to seek reinstatement to an activity after a second violation (either because of the student's own election or because the season concluded prior to the expiration of the student's period of suspension), the student is still required to serve the unexpired portion of the suspension before becoming eligible for any other extracurricular activity.

A student serving a suspension for one (1) extracurricular activity may try out for a second extracurricular activity if the student provides a negative drug test result from the testing laboratory under contract. If the student makes the team, prior to participation, the student must serve the unexpired portion of the previous suspension. A positive result shall be treated as a third violation.

### **Third Violation**

For a third violation, the student participant shall be suspended for the next thirty-six (36) consecutive interscholastic events or thirty-six (36) consecutive weeks of scheduled school attendance, whichever is greater in time. Student drivers with a second violation shall be denied permission to

drive and/or park on school property for the next thirty-six (36) consecutive weeks of scheduled school attendance.

Any additional violations shall disqualify the student's involvement in all extracurricular activities (varsity and sub-varsity) or from driving/parking on school property for the remainder of his/her enrollment in the District.

**CONFIDENTIALITY**

Appropriate measures shall be taken to protect student confidentiality throughout the testing process and in the handling of test results. Access to drug-testing results shall be restricted on a need-to-know basis to those persons in positions designated by the Superintendent.

**PREVENTION PROGRAM**

The Superintendent shall establish a comprehensive and on-going drug-free/alcohol-free prevention program for all students which shall include notice to students and parents of the following:

1. The dangers of drug/alcohol/substance abuse in the schools;
2. The District's policies and related procedures on drug-free/alcohol-free schools;
3. The requirement for mandatory compliance with the District's established standards of conduct, including those that prohibit use of alcohol, drugs and other controlled and prohibited substances;
4. Information about available drug/alcohol counseling programs and available rehabilitation/student assistance programs; and
5. Penalties that may be imposed upon students for violations of this policy.

Qualified substance abuse educators shall conduct each year at least one (1) educational seminar for students and parents/guardians on alcohol and substance abuse. Student attendance is mandatory.

**EXTRACURRICULAR ACTIVITIES**

- |                           |                 |
|---------------------------|-----------------|
| Softball                  | Academic team   |
| Baseball                  | Band            |
| Football                  | Chorus          |
| Basketball (boys & girls) | Track           |
| Volleyball                | Biology Club    |
| Tennis                    | Soccer          |
| Golf                      | STLP            |
| Speech                    | Student Drivers |
| Cheerleading              | Fishing Team    |
| Drama                     | 09.2241         |

Adopted/Amended: 06/14/2007  
Order #: 4117

**TOBACCO FREE CAMPUS**

Hazard Independent Schools has adopted a tobacco free policy for all campuses. No use of tobacco products including cigarettes, smokeless/chewing tobacco or alternative nicotine products and "vapor products" including e-cigarettes is permitted within the facilities or on the property of Hazard High School at any time. Violation will result in automatic out-of-school suspension

**Student Code of Conduct**

**School/Faculty Jurisdiction**

1. On school property, before, during, and after school hours
2. At any school activity function, or event, on or off school property
3. At a bus stop or on authorized school transportation

4. Off school property when a student's behavior has direct relationship to the school, a school function or school personnel

### **Level I offenses**

1. Any use of violence, force, coercion, threat, intimidation, any act of bullying, or endangering students and staff.
2. Possession, threatened use of, or use of a weapon. (Examples of weapons are, but are not limited to: pocket knives of any blade length, pepper or other spray designed for self-defense, fireworks, explosives, artificial knuckles, guns or any device capable of expelling a projectile, or any device capable of being used or converted to inflict physical harm upon another.)
3. Possession, use, being under the influence of, or trafficking in narcotics, prescription or non-prescription drugs, alcoholic beverages, stimulant drugs or any legal or illegal physical or mental altering or stimulating substance.
4. Physical assault or threat of physical assault to teacher, administrator, support staff, or visitor.
5. Taking or attempting to take the property of another by extortion, coercion, physical or verbal threat, or physical harm.
6. Verbal assault of a teacher, administrator, support staff, or visitor.
7. Violation of suspension by presence on school property or attendance at any extra-curricular activity.
8. Damage of or theft of school or personal property.

**Consequences:** At the discretion of the principal, possible out-of-school suspension, possible recommendation of expulsion, notification of law enforcement agencies and the court system, possible counseling sessions required before returning to school. NOTE: Damaged or stolen **property** must be returned/restored.

**NOTE: Weapon possession will likely result in expulsion recommendation for not less than one calendar year.**

### **Level II offenses**

1. Physical assault of a fellow student (fighting)—3 days out-of-school suspension.
2. Verbal/written assault of a fellow student/use of profane or obscene language (verbal or written) or gestures
3. Failure to follow/obey instructions (insubordination)
4. Leaving school without permission/skipping school
5. Gambling
6. Failure to remain in an assigned area
7. Use of tobacco products on school property
8. Skipping class or school
9. Inappropriate behavior and/or failure to comply with classroom rules/requests
10. Falsification and/or forgery of excuses, passes, permission slips, or any other documents in relation to school
11. Excessive unexcused tardy events to school or to class
12. Failure to report for an admit slip

**Consequences:** At the discretion of the principal, possible in-school or out-of-school suspension, possible recommendation of expulsion, notification of law enforcement agencies and the court system, possible counseling sessions required before returning to school.

### **Disruptive Behavior on School Transportation Vehicle**

The assigned driver has the responsibility and authority to respond to disruptive behavior at the time of the occurrence, as he/she deems necessary. Further disciplinary action by the principal may be necessary and consequences will be assigned in accordance with the Student Code of Conduct.

### **General Disciplinary Information**

1. Parent/Teachers conferences will be scheduled to discuss recurring student classroom misbehavior.

2. Consequences for infractions not specifically addressed by the Student Code of Conduct will be based upon the severity of the infraction as judged by the principal and/or faculty.
3. Corporal punishment may be administered within the guidelines established by the Hazard Board of Education.
4. **Students shall not be permitted to earn credit for work assigned and due during an unexcused absence and/or out-of-school suspension.**

### **Excessive Disciplinary Problems**

Consequences for excessive discipline problems may include, but are not limited to the following:

1. More severe consequences
2. A behavior contract
3. Mandatory counseling
4. Involvement of parents, law enforcement agencies, the court system, social agencies, other school personnel, the school board, etc.

### **EXPULSION OF EXCEPTIONAL STUDENTS**

The Admission and Release Committee (ARC) shall convene prior to the expulsion of any special education student. This committee shall consist of the principal or designee, parent, special educator, and possible support persons. Parents shall be informed of their rights. Parents do have the right to request a hearing. If parents request a hearing and the hearing is granted, the student shall remain in his present program until a decision is reached. The ARC shall consider the following four items:

1. Insure that the IEP and placement are appropriate and are being fully implemented.
2. Consider the student's handicapping condition and determine whether it is the basis of the discipline problem.
3. If the ARC concludes that the placement is appropriate and in the process of implementation, and that the handicapping condition is not the basis of the student's inappropriate behavior, then the ARC shall give this determination to the Superintendent and the Board of Education. The Committee is limited to making the above written determination. It is not the role of the ARC to recommend expulsion.
4. If the student's handicapping condition is found to be the basis of the discipline problem, then the ARC shall so state in its written determination. In this instance, expulsion would be inappropriate, and the ARC would need to consider changes in the student's program that might result in more appropriate behavior.

NOTE: The above only applies to expulsion. Short term exclusions, such as suspension, shall apply the same to handicapped as to other students.

### **Desks, Lockers, and Other Storage Areas**

Desks, locker, other storage areas provided by the school, and cars on school property are considered school property and are subject to inspection/search by the school personnel, and/or legal authorities at all times.

Dear Parent/Guardian,

Our most important function in Hazard Independent School District is to provide the safest learning environment possible for all of our students and school staff members.

Unfortunately, in recent years, Kentucky's P-12 schools have experienced an escalation of terroristic threats being made by students with intent to do harm to either other students or school staff members. Plainly stated, these are threats being made to shoot people or detonate bombs with lethal intent. In fact, between January 23 and April 30<sup>th</sup> of last school year (2018), Kentucky schools experienced (294) terroristic threats that caused widespread fear throughout the school's community and resulted in total disruption to the educational process. In many of those cases, school officials and law enforcement officials were forced to close schools to investigate the threats that had been made. In other cases, school attendance plummeted for days after the threat was made. Many school leaders have said that the emotional, instructional, and financial impacts of these acts are incalculable.

**Terroristic Threatening in the second degree is defined in state law (KRS 508.078)**

**(1) A person is guilty of terroristic threatening in the second degree when, other than as provided in KRS 508.075, he or she intentionally:**

**b) Makes false statements by any means, including by electronic communication, for the purpose of:**

- 1. Causing evacuation of a school building, school property, or school-sanctioned activity;**
- 2. Causing cancellation of school classes or school-sanctioned activity; or**
- 3. Creating fear of serious bodily harm among students, parents, or school personnel**

**(For the complete text for KRS 508.078 please see the attached page.)**

Such threats to our students and school staff are totally unacceptable and will not be tolerated. As a result, the purpose of this letter is to notify all parents and guardians that school district officials (in coordination with responding law enforcement agencies) will **pursue immediate legal charges for felony terroristic threatening in the second degree, to the absolute fullest extent of the law, against anyone who makes such threats, including students.** Moreover, we will advocate to our highest ability that the prosecution of these individuals be swift, and their punishment be severe.

Our approach to eliminating terroristic threatening in our school and district is strong and unwavering, and as a result, it is imperative that you discuss this critically important matter with your student as soon as possible. School and law enforcement officials are determined to put a halt to these willful acts of terrorism being made toward our students. Please do your part to ensure that your student never becomes a party to such an offense by educating him/her on the seriousness of its consequences.

Together we can prevent this unnecessary, dangerous, and disruptive crime from victimizing our schools. I appreciate your partnership in keeping our school the safest place for your student to learn and grow.

If you have any questions or concerns, please contact me at your convenience.

Sincerely,

Donald Happy Mobelini, Principal of Hazard High School

**PLEASE CAREFULLY REVIEW DETAILS OF KRS 508.078 ON FOLLOWING PAGE**

## **Definitions of Terroristic Threatening:**

### **508.078 Terroristic threatening in the second degree.**

**(1) A person is guilty of terroristic threatening in the second degree when, other than as provided in KRS 508.075, he or she intentionally:**

**(a) With respect to any scheduled, publicly advertised event open to the public, any place of worship, or any school function, threatens to commit any act likely to result in death or serious physical injury to any person at a scheduled, publicly advertised event open to the public, any person at a place of worship, or any student group, teacher, volunteer worker, or employee of a public or private elementary or secondary school, vocational school, or institution of postsecondary education, or to any other person reasonably expected to lawfully be on school property or at a school-sanctioned activity, if the threat is related to their employment by a school, or work or attendance at school, or a school function. A threat directed at a person or persons at a scheduled, publicly advertised event open to the public, place of worship, or school does not need to identify a specific person or persons or school in order for a violation of this section to occur;**

**(b) Makes false statements by any means, including by electronic communication, for the purpose of:**

- 1. Causing evacuation of a school building, school property, or school-sanctioned activity;**
- 2. Causing cancellation of school classes or school-sanctioned activity; or**
- 3. Creating fear of serious bodily harm among students, parents, or school personnel;**

**(c) Makes false statements that he or she has placed a weapon of mass destruction at any location other than one specified in KRS 508.075; or**

**(d) Without lawful authority places a counterfeit weapon of mass destruction at any location other than one specified in KRS 508.075.**

**(2) A counterfeit weapon of mass destruction is placed with lawful authority if it is placed as part of an official training exercise by a public servant, as defined in KRS 522.010.**

**(3) A person is not guilty of commission of an offense under this section if he or she, innocently and believing the information to be true, communicates a threat made by another person to school personnel, a peace officer, a law enforcement agency, a public agency involved in emergency response, or a public safety answering point and identifies the person from whom the threat was communicated, if known.**

**(4) Except as provided in subsection (5) of this section, terroristic threatening in the second degree is a Class D felony.**

**(5) Terroristic threatening in the second degree is a Class C felony when, in addition to violating subsection (1) of this section, the person intentionally engages in substantial conduct required to prepare for or carry out the threatened act, including but not limited to gathering weapons, ammunition, body armor, vehicles, or materials required to manufacture a weapon of mass destruction.**

### **Penalties**

**Violating a Class D felony (adult) 1-5 years imprisonment (KRS 532.020) and/or \$1,000-\$10,000 fine (KRS 532.020).**

**Violating a Class C felony (adult), 5-10 years imprisonment (KRS 532.020) and/or \$1,000-\$10,000 fine (KRS 532.020).**

**Violating a felony (juvenile) fine not to exceed \$500 (KRS 635.085), with fine assessed at the court's discretion in lieu of commitment to the Department of Juvenile Justice.**

## **Fire Alarm**

When the fire alarm rings, it is assumed there is a real emergency. Students should form a single line to designated exits, moving at least 100 feet from the building and remaining there until the bell rings or until directed by a teacher. Exit instructions for fire and tornado drills are posted inside the entrance to each classroom. Students should follow these instructions or take direction from the classroom teacher

## **SEC. 9528. ARMED FORCES RECRUITER ACCESS TO STUDENTS AND STUDENT RECRUITING INFORMATION.**

### (a) POLICY-

(1) ACCESS TO STUDENT RECRUITING INFORMATION- Notwithstanding section 444(a)(5)(B) of the General Education Provisions Act and except as provided in paragraph (2), each local educational agency receiving assistance under this Act shall provide, on a request made by military recruiters or an institution of higher education, access to secondary school students names, addresses, and telephone listings.

(2) CONSENT- A secondary school student or the parent of the student may request that the student's name, address, and telephone listing described in paragraph (1) not be released without prior written parental consent, and the local educational agency or private school shall notify parents of the option to make a request and shall comply with any request.

(3) SAME ACCESS TO STUDENTS- Each local educational agency receiving assistance under this Act shall provide military recruiters the same access to secondary school students as is provided generally to post-secondary educational institutions or to prospective employers of those students.

(b) NOTIFICATION- The Secretary, in consultation with the Secretary of Defense, shall, not later than 120 days after the date of enactment of the No Child Left Behind Act of 2001, notify principals, school administrators, and other educators about the requirements of this section.

Source: <http://www2.ed.gov/policy/elsec/leg/esea02/pg112.html>

## **Class Trip Guidelines**

These are the guideline for situations that would disqualify a student from attendance on a class trip:

- I. Attendance**—Any student with excessive unexcused absences/tardies
- II. Offenses** – Any student with excessive discipline referrals.

## **Extra-Curricular/Class Trips**

This year we are excited about the school year and the many wonderful extra-curricular trips we are planning.

Freshmen— Pigeon Forge/Gatlinburg, TN

Sophomores— Chicago, IL

Junior - New York City, Baltimore, & Washington, D.C.

Seniors— Charleston, SC and Bahamas

**NOTE: Money that is paid by students for the trips is non-refundable. We reserve the right to exclude any child from their trip if they have excessive attendance or discipline problems throughout the year.**

--More information will be sent home with your child about their respective trip, including costs, itineraries, and payment due dates.

## Notification of FERPA Rights

The Family Educational Rights and Privacy Act (FERPA) affords parents and “eligible students” (students over 18 years of age or students who are attending a postsecondary institution) certain rights with respect to the student’s education records. They are:

- 1) ***The right to inspect and review the student’s education records within forty-five (45) days of the day the District receives a request for access.***

Parents or eligible students should submit to the school Principal/designee a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parent or eligible student of the time and place where the record(s) may be inspected.

- 2) ***The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or in violation of the student’s privacy or other rights.***

Parents or eligible students may ask the District to amend a record that they believe is inaccurate, misleading, or in violation of privacy or other rights. They should write the school Principal, clearly identify the part of the record they want changed, and specify why it is inaccurate, misleading, or in violation of their privacy or other rights.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise him/her of the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- 3) ***The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.***

Exceptions that permit disclosure without consent include:

- a. Disclosure to school officials with legitimate educational interests. A “school official” is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility to the District.

- b. Upon request, disclosure of education records without parent/eligible student notice or consent to officials of another school district or post-secondary institution in which a student seeks or intends to enroll or is already enrolled or to other entities authorized by law so long as the disclosure is for purposes related to the student’s enrollment or transfer.

- c. Disclosure of information to those whose knowledge of such information is necessary to respond to an actual, impending, or imminent articulable and significant health/safety threat.

- 4) ***The right to notify the District in writing to withhold information the Board has designated as directory information as listed in the annual directory information notice the District provides to parents/eligible students.***

To exercise this right, parents/eligible students shall notify the District by the deadline designated by the District.

- 5) ***The right to prohibit the disclosure of personally identifiable information concerning the student to recruiting representatives of the U. S. Armed Forces and its service academies, the Kentucky Air National Guard, and the Kentucky Army National Guard.***

Unless the parent or secondary school student requests in writing that the District not release information, the student's name, address, and telephone number (if listed) shall be released to Armed Forces recruiters upon their request.

- 6) ***The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.*** The name and address of the Office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-8520

Written policies and procedures have been developed which describe districts' requirements regarding the confidentiality of personally identifiable information. There are copies in the principal's office of each school, and at the board of education office. Copies describing these policies and procedures are available for review, and may be obtained by contacting:

Superintendent, Hazard City Schools  
705 Main Street  
Hazard, Kentucky 41701  
606-436-3911

### **Notification of PPRA Rights**

The Protection of Pupil Rights Amendment (PPRA) affords parents and eligible students (those who are 18 or older or who are emancipated minors) certain rights regarding conduct of surveys, collection and use of information for marketing purposes, and certain physical examinations. These include the right to:

- ◆ **Consent before minor students are required to submit to a survey, analysis, or evaluation** that concerns one (1) or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education:
  1. Political affiliations or beliefs of the student or student's parent;
  2. Mental or psychological problems of the student or student's family;
  3. Sex behavior or attitudes;
  4. Illegal, anti-social, self-incriminating, or demeaning behavior;
  5. Critical appraisals of others with whom respondents have close family relationships;
  6. Legally recognized privileged relationships such as with lawyers, physicians, or ministers;
  7. Religious practices, affiliations, or beliefs of the student or the student's parents; or
  8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).
- ◆ **Receive notice and an opportunity to opt a student out of:**
  1. Any other protected information survey, regardless of funding;
  2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student (except for any physical exam or screening permitted or required under state law); and
  3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others. **NOTE:** If

the parent/eligible student has indicated no directory information is to be provided to third parties or if the marketing activity involves provision of social security numbers, consent form 09.14 AP.122 should be used.

◆ **Inspect, upon request and before administration or use:**

1. Protected information surveys to be used with students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

The District shall annually provide parents and eligible students notice of these rights under law in the Student Handbook, the District *Code of Acceptable Behavior and Discipline*, or other avenue designated by the Superintendent/designee.

The District shall also notify parents and eligible students at least annually at the start of each school year of the specific or approximate dates of the activities listed above. A new or supplemental notice shall be given as necessary to provide the opportunity to consent or opt out under the standards set forth above. Parents/eligible students who believe their rights have been violated may file a complaint with:

***Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Ave., SW  
Washington, D. C. 20202-8520***

**Release of Students and Student Information to  
Divorced, Separated, or Single Parents**

The Board shall release the student to either parent, guardian, or legal custodian unless the school has been informed and provided with evidence that there is a state law or court order governing such matters as divorce, separation or custody, or a legally binding document which provides instruction to the contrary.

## Federal Programs:

**Definition:** Title 1 is a federally funded program designed to help disadvantaged children reach high academic standards. A school with at least 40% low-income is eligible to plan and implement a schoolwide program (SWP). A schoolwide program must upgrade the entire educational program in the school to raise academic achievement for all students.

**Title I, Part A -Improving Academic Achievement of the Disadvantaged** --is a federally funded initiative designed to provide supplemental instruction for those students who demonstrate need in targeted content areas. Schools identify children most at risk of failing to meet academic expectations.

**Title I, Part C (“Migrant Education”):** The Migrant Education Program provides advocacy and educational reinforcement for children who move from state to state or county to county with parents or guardians seeking seasonal and/or temporary employment in agricultural activities

**Title 1 Parent D Prevention & Intervention of Children & Youth Who Are Neglected, Delinquents or At-risk:** This program provides financial assistance to educational programs for youth in state-operated institutions or community day programs.

**Title II, Part A, Improving Teacher Quality:** The purpose of this program is to help schools and school districts improve teacher and principal quality and to ensure that all teachers are highly qualified. The program’s goal is to increase the academic achievement of all students by having a highly qualified teacher in every classroom and highly qualified principal at every school.

**Title III – Limited English Proficient:** Title III provides supplemental financial assistance to states and schools to ensure that children who are limited English proficient, including immigrant children and youth, attain English proficiency, develop high levels of academic attainment in English, and meet the same challenging State academic content and student academic achievement standards as all children are expected to meet.

**Title IV, Part A—Student Support and Academic Enrichment:** to: 1) provide all students with access to a well-rounded education, 2) improve school conditions for student learning, and 3) improve the use of technology to improve the academic achievement and digital literacy of all students.

**Title V, Part A, Innovative Education Program Strategies:** This program assists local education reform efforts that are consistent with and support statewide reform efforts. They also support state and local efforts to implement promising education reform programs, provide a continuing source of educational improvement, help meet the special needs of at-risk and high-need students, and support programs to improve school, students, and teacher performance.

### **Notice to Parents of Teacher’s Qualifications/Certification**

If the school receives Title I funds, the District shall notify parents of students attending the school annually that they may request the District to provide information regarding the professional qualifications of their child’s classroom teachers. In complying with such requests, the District shall provide the information designated by federal law.

I am confident in the ability of our faculty to provide the highest level of instruction for all students as we work toward implementing and attaining new federal and state requirements. As always, I appreciate and encourage your continued involvement at school and support of your child’s education.

## **Annual Asbestos Notice**

August 1, 2020

To: Parents and Legal Guardians  
Teachers  
Staff  
Parent/Teacher Organizations  
Short Term Workers

From: The Hazard Independent Board of Education and Superintendent

All School buildings used by this local education agency have been inspected and a management plan developed for any asbestos containing material found during the inspection.

The management plan is available for inspection at each respective school and the Central Office during normal business hours by representatives of the EPA and the state, the public; including teachers, other school personnel and their representatives, as well as parents and guardians. A reasonable charge will be assessed for copies. Periodic surveillance is conducted each June and December on all school buildings in the district.

Response actions are as follows:

No response actions necessary as of above date.

*Nathan Johnson*

Nathan Johnson/AHERA Designated Person

## Hazard Independent Schools

705 Main Street  
Hazard, Kentucky 41701  
(606)436-3911 (606)436-6484  
FAX: (606)436-2742

### 2021-22 Bus Routes

**Bus #**                      **Route**

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#### (Morning Route)

- 5** Baker Avenue, Oakhurst Avenue, Memorial Gym, Memorial Drive, Main Street, High Street, Gorman Hollow, Hazard Middle School, Roy G. Eversole, Hazard High School
- 7** Lothair, Locust Street, Algoma Street, Mulberry Street, Woodland Park, Liberty Street, Learn 'n Play, Broadway, Roy G. Eversole, Newland Street, Hazard Middle School, Hazard High School
- 6** North Main, Walker Branch Road, Wabaco, Hazard Middle School, Children's House Montessori, Roy G. Eversole, Hazard High School
- 9** Special Needs and East Main /Lothair
- 3** Pre School

#### (Evening Route)

- 5** Roy G. Eversole, Children's House Montessori (K – 4), Hazard Middle School, Main Street, High Street, Hazard High, Black Gold Boulevard, Medical Mall, Black Gold Court, Gorman Hollow, Town Mountain, Baker Avenue, LO Davis Drive, Memorial Gym.
- 7** Roy G. Eversole, Liberty Street, Hazard Middle School, Main Street, Learn 'n Play, Hazard High, Liberty Street, East Main, Woodland Park, Lothair, Locust Street, Algoma Street, Mulberry Street, Christopher Road, Hazard Community College
- 6** Roy G. Eversole, Main Street, High Street, North Main Street, Hazard Middle School, Children's House Montessori, Memorial Drive, Hazard High, North Main Street, Walker Branch Road, Wabaco
- 1** Roy G. Eversole, Hazard Middle School, Roy G. Eversole, Hazard High, Memorial Drive, Morton Boulevard, Rock Ridge Road, ARH Hospital, Roy Campbell Drive, ARH Parkway, New Beginnings, Highland Drive, Grand Oak Lane, Food City Parking Lot
- 9** Special Needs and East Main/Lothair
- 3** Preschool

