

PAUL BLAZER HIGH SCHOOL

STUDENT HANDBOOK



Updated August 2021
Reviewed August 2022

To Paul G. Blazer Students:

As the new school year begins, the faculty and staff welcome you back to school. To our ninth grade students, we are glad that you are now Blazer students.

We want this school year to be special for you. We have high expectations for your success and want you to be totally involved. In this handbook, you will see all the student organizations of which you can be a part. We would like to see you join an extra-curricular activity and get to be an even bigger part of our student body.

As with most families and organizations, we have rules and regulations by which we must abide. Listed in this booklet are many regulations that we must all recognize and respect. Failure to do so will lead to problems that will become a burden as you work to achieve success as a student. Students at Blazer are respected for their good conduct and we want you to be regarded in the same way.

Take time to read through this handbook along with our course/curriculum guide with your parents. Both contain a great deal of information about Blazer and the many programs that are offered. Also, special guidelines are available to help you plan your future as a student here.

We hope that your year will be one of success and achievement.

Sincerely,

James A. Campbell, Principal

INFORMATION

School Telephone 327-6040

<u>For This Information</u>	<u>Call this Person</u>	<u>At this Number</u>
Attendance	Brittney Bowen	327-6043
Discipline	Assistant Principals	327-6040
Grades	Counselors	327-6044
Make-up work	Counselors	327-6044
Teacher Conferences	Counselors	327-6044
Football Office	Coach Tackett	327-2750
Boy's Basketball	Coach Bonner	327-6051
Girl's Basketball	Coach Davis	327-6052
Baseball	Coach Marushi	327-6053
Cafeteria	Angela Gehringer	327-6048
Training Room	Grace Gwinn	327-6050
Finance Officer	Katie Imel	327-6040
Youth Service Center	Brittney Brown	327-6040
JROTC	MSG Phillips	325-4561
Library	Bowling-Meade	327-6047
Blazer FAX Number.....	606-324-0517	

Paul G. Blazer High School Bell Schedule

Warning Bell – 8:05

1ST Period: 8:20 – 9:15

2nd Period: 9:20 – 10:10

3rd Period: 10:15 – 11:05

4th Period: 11:10 – 12:35

Lunch 1:11:10 – 11:35

Lunch 2:11:40 – 12:05

Lunch 3:12:10 – 12:35

5th Period: 12:40 – 1:30

6th Period: 1:35 – 2:25

7th Period: 2:40 – 3:25

One-Hour Delay Bell Schedule

Warning Bell – 9:05

1st Period: 9:20 – 10:05

2nd Period: 10:10 – 10:50

3rd Period: 10:55 – 11:35

4th Period: 11:40 – 1:05

Lunch 1: 11:40 – 12:05

Lunch 2: 12:10 – 12:35

Lunch 3: 12:40 – 1:05

5th Period: 1:10 – 1:50

6th Period: 1:55 – 2:35

7th Period: 2:30 – 3:25

Two-Hour Delay Bell Schedule

Warning Bell – 10:05

1st Period: 10:20 – 10:55

2nd Period: 11:00 – 11:30

3rd Period: 11:35 – 12:05

4th Period: 12:10 – 1:35

Lunch 1: 12:10 – 12:35

Lunch 2: 12:40 – 1:05

Lunch 3: 1:10 – 1:35

5th Period: 1:40 – 2:10

6th Period: 2:15 – 2:45

7th Period: 2:50 – 3:25

**PAUL G. BLAZER HIGH SCHOOL
MISSION STATEMENT**

Mission Statement: "Paul Blazer High School, in tandem with all stakeholders, will be a standard of excellence in education through instructing, motivating and empowering students to develop skills necessary for success in college and career."

STATEMENT OF BELIEFS

We believe that all people can learn.
We believe that education is a life-long building process.
We believe that education is a partnership involving the home, the school, and the community.
We believe that excellence is a standard that promotes success.
We believe high expectations improve individual achievement.
We believe that each person is of inherent worth.
We believe that every person has the potential to contribute to society.
We believe that individual differences are assets.
We believe that each person deserves an equal opportunity to learn.
We believe that people do best in a positive environment.
We believe that positive self-esteem enhances the learning process.
We believe that improvement is possible in all things.
We believe that both trust and honesty are necessary for effective human relationships.
We believe that people make a difference by working together.

OBJECTIVES

- To ensure that all Paul G. Blazer High School's students graduate and make a successful transition to productive work and/or post-secondary education.
- To ensure that all Paul G. Blazer High School's students are performing at expected achievement levels.
- To ensure that all Paul G. Blazer High School's students meet state mandated learning expectations.
- To ensure that all Paul G. Blazer High School students are College and/or Career Ready.

HISTORY OF ASHLAND HIGH SCHOOL

In 1877, Ashland school authorities erected Ashland's first public school known as the Central Building and located at 1400 Carter Avenue. Both grammar and high school grades were taught there. The first high school commencement exercises were held in the Ashland Central Building in 1885 with the following four students receiving diplomas: Ed T. Fisher, Ida Floyd, Docia McNaughton, and Guy Ogden. In 1895, construction of the Crabbe Building, located at 17th Street and Central Avenue, was begun. The building was completed in 1898. The Central High School Building, as it was then known, housed both high school and elementary students.

Black students in Ashland first attended classes in their church buildings and vacant storerooms. In 1902, a two-story brick school was erected for them at 7th and Central Avenue. Booker T. Washington School served both high school and elementary students. This school was abandoned in 1960 when Ashland Public Schools became fully integrated.

In 1917, a tract of land on Lexington Avenue and 26th Street was purchased. In November of that same year, the citizens of Ashland voted a \$200,000 bond issue for school

construction purposes. Within a year the new high school was opened for classes. In 1930, one ten-room addition to the school was completed, and a similar addition was finished in 1936.

When it was realized that further expansion was necessary, a building survey was conducted. In 1958, land was purchased in the west section of Ashland where Blazer High School now stands. Community support again insured quality education. Opened in 1962, Blazer is a comprehensive, accredited high school. Located on forty-three acres and consisting of 7 buildings, the campus is unique in beauty and design. The school was named in honor of Paul Garrett Blazer, founder of Ashland Oil. Blazer has a current enrollment of around 900 students in grades 9 through 12.

The school program is organized into four nine-week cycles of 45 days each in which students are offered course options in all subject areas. Blazer, with a certified staff of 60, provides college preparatory, advanced placement, vocational, and special education programs. Students are given the opportunity to choose from nearly 200 different course offerings within 14 departments. The co-curricular activities at Blazer are also vast and diversified. Twenty varsity sports highlight the athletic program. A certified trainer is on staff at Blazer. Numerous clubs and organizations are available for student membership.

The pride, spirit, and dedication originating at Ashland High School and continuing at Blazer have and will continue to provide the students with the quality education that will not limit their fixture aspirations.

ASHLAND BOARD OF EDUCATION HEALTH & WELLNESS POLICY

1. AISD will be tobacco and vape free for all employees at all times on our campus.
2. There will be guidelines for parents/guardians and school staff on nutritional snacks given during the school day and served 30 minutes after the last lunch period. An approved list will be provided to school principals.
3. Commercial vending will be limited to (2) times per year per classroom.

PAUL G. BLAZER HIGH SCHOOL CODE OF CONDUCT

The following is a list of behavioral offenses and the recommended responses. This is not a comprehensive listing, and the administration and SBDM Council of Paul G. Blazer High School and the Ashland Board of Education reserve the right to administer other corrective measures for other offenses that might occur.

Level 1 Offenses:

- AUP (Acceptable Use Policy) violation
- Cell phone violation** (See Cell Phone Policy, Page 9)
- Cheating/Academic Dishonesty (See Academic Honesty policy, Pages 9-10)
- Disrespectful attitude/behavior
- Disruption of the educational process
- Dress code violation (See Dress Code Policy, Pages 11-12)
- Driving/Parking violation
- Failure to show for detention
- Horseplay
- Inappropriate writing (non-threatening)
- Indecent gesture/non-directed profanity
- Lack of cooperation
- Loitering in student restrooms
- Misbehavior at any school function
- Misbehavior on the bus/bus stop
- Overly Affectionate Behavior/Public Display of Affection
- Possession/use of any tobacco-related products (See Tobacco Policy, Page 9)
- Possession and/or use of playing cards
- Selling food items at school without permission
- Sleeping in class
- Tardiness (to school & to class)
- Unauthorized area (See page 19)
- Unprepared for class
- Violation of cafeteria regulations
- Violation of teachers' classroom rules

Level 1 Responses – (Responses are based on the severity of the infraction as well as the number of times a student has committed such offenses):

- Verbal Warning/Reprimand
- Notification of parents/Parent Conference
- Withdrawal of privileges
- Detention (AM or PM)
- Alternative Education Room (AER) – All AER assignments are 2-day placements minimum
- Co-curricular/Extra-curricular probation/suspension
- Suspension of internet/network privileges
- Restitution
- Confiscation of banned material
- Referral to Counselor/Youth Service Center
- Change in Schedule

Level 2 Offenses:

- Repeated Level I responses
- Bullying/Cyberbullying (See Policy/Definition, Page 10)
- Defacing school property/vandalism
- Defiance of Authority
- Disrespect to teachers & staff (including substitute teachers)
- Failure to sign in or out
- Fighting (No Injury)
- Filming of activities (such as fights, etc.) on campus that are in violation of the code of conduct and/or showing of the filmed activities. (Punishable by 3 days suspension and confiscation of camera/filming device by administration for the duration of the school year).
- Gambling
- Inciting trouble
- Leaving class without permission
- Misbehavior in AER
- Possession of contraband (items not permissible at school)
- Skipping class
- Throwing objects
- Truancy
- Use of forged notes/excuses

Level 2 Responses (Responses are based on the severity of the infraction as well as the number of times a student has committed such offenses):

- Notification of parents/Parent Conference
- Withdrawal of privileges
- Alternative Education Room (AER) – All AER assignments are 2-day placements minimum
- Co-curricular/Extra-curricular probation/suspension/removal
- Suspension of internet/network privileges
- Restitution
- Confiscation of banned material
- Out-of-school suspension (1st OSS student may make-up missed work)
- Contact local law enforcement/School Resource Officer/Court Designated Worker
- Ashland Alternative School Assignment

Level 3 Offenses

- Repeated Level II offenses
- Repeated Bullying/Cyberbullying (See Policy/Definition, Page 10)
- Destruction of school property
- Fight resulting in injury
- Harassment of staff or students/Sexual Harassment (See Policy/Definition, Page 10-11)
- Malicious mischief
- Offensive racial/sexual or hate-related remarks or displays
- Possession/creation/sharing of pornographic material
- Possession/use of fireworks
- Tampering with official school records
- Theft/possession/sale of stolen property
- Use of profanity directed toward staff

Level 3 Responses (Responses are based on the severity of the infraction as well as the number of times a student has committed such offenses):

- Notification of parents/Parent Conference
- Withdrawal of privileges
- Co-curricular/Extra-curricular probation/suspension/removal -
Suspension of internet/network privileges
- Restitution
- Confiscation of banned material
- Out-of-school suspension (1st OSS student may make-up missed work)
- Contact local law enforcement/School Resource Officer/Court Designated Worker
- Ashland Alternative School Assignment

Level 4 Offenses

- Possession/use/under the influence of illegal drugs/alcohol/ inhalants/prescription or over-the-counter medicine/drugs/herbs without permit/controlled substance. (See Special Policy, pages 15-16)
- Possession/transfer/use of drug related paraphernalia
- Assault
- Possession/use of noxious sprays
- Felony behavior

Level 4 Responses (Responses are based on the severity of the infraction as well as the number of times a student has committed such offenses):

- 10 day Out-of-School Suspension
- Contact local law enforcement/School Resource Officer/Court Designated Worker -Recommendation for expulsion by the Board of Education
- Ashland Alternative School Assignment

Level 5 Offenses:

- Transfer/furnishing/sale of any illegal drug/alcohol/inhalants prescription or over the counter medicine/drugs/herbs without permit/controlled substance (See Special Policy, pages 15-16)
- Transfer/possession/sale/use of a weapon
- Possession/use of explosive device
- Threat (verbal or written) to the lives/welfare of staff or students
- Arson

Level 5 Responses:

- 10 day Out-of-School Suspension
- Contact local law enforcement/School Resource Officer/Court Designated Worker -Recommendation for expulsion by the Board of Education
- Ashland Alternative School Assignment

Notes:

1. All violations of the substance abuse and weapons policies will be reported to the local law enforcement agency.
2. Students who are suspended out-of-school may not be on school property, attend any school function (home or away), or participate in any school activity.

CELL PHONE POLICY

-CELL PHONE USE IS PERMITTED ON CAMPUS IN THE MORNING UNTIL THE 8:20 BELL, BETWEEN CLASSES, DURING LUNCH, AND AFTER SCHOOL DISMISSES AT 3:25. CELL PHONE USE IS NOT PERMITTED IN THE CLASSROOM UNLESS DEEMED FOR INSTRUCTIONAL USE BY A TEACHER. Use of cell phone in class or

having it out in class when not permitted by the teacher:

-1st offense = 2 days detention (Phone returned when detention is completed). -2nd offense = Confiscate phone & 2 days AER (Phone returned when AER is completed).

-3rd offense = Confiscate phone & 3 days AER (Phone returned to parent when AER is completed).

-4th offense or more = Confiscate phone, 3 days AER, and phone returned to parent on the last day of school.

Phone will not be returned to the student or parent until the punishment is served. Student is not allowed to remove sim card from phone. Refusal to surrender phone to teacher or administrator will result in 3-day suspension from school for defiance of authority as well as cell phone punishment.

TOBACCO POSSESSION/USE POLICY (Includes all tobacco-related product as well as Vapor/E-Cigarette Devices):

1st offense: 2 days AER

2nd offense: 3 days AER

3rd offense: 2 days out-of-school suspension & referral to smoking cessation classes

4th offense: 3 days out-of-school suspension and referral to Juvenile Court

ACADEMIC HONESTY

Purpose and Definition

Paul G. Blazer High School students are expected to attend school ready to learn. It is also expected that student behavior will reflect the ability to discern right from wrong. The well being of the school community depends on each student accepting responsibility for personal conduct in both social and academic endeavors. Academic honesty requires that students take responsibility for producing work that is reflective of the student's best effort. Academic dishonesty is evidenced by cheating or plagiarism and involves any attempt by a student to show possession of knowledge and skills that he/she does not possess. For purposes of this policy the following definitions are in effect:

Cheating is:

- Using dishonest, deceptive, or fraudulent means to obtain or attempt to obtain credit for academic work.
- Using notes, aides, or the help of another student on tests in ways other than those expressly permitted by the teacher.
- Looking at another student's tests or answers.
- Copying or allowing another student to copy from one's own test and other course work.

- Tampering with an instructor's record or student grades/scores.
- Unauthorized accessing, deleting, modifying, transferring or using any analog or digital files/programs locally or by remote access.

Plagiarism is:

- Taking the specific substance of another person's work and creating or offering it as one's own work without giving credit to that source.
- Not using quotation marks, indentation, and/or footnotes to denote material that has been directly quoted from another source.
- Paraphrasing an author without giving credit.

The consequences for a student's involvement in an act of academic dishonesty **will** include the following and will be addressed/documented by the classroom teacher:

1. The student will receive an automatic "zero" (failing grade) on the assignment or test.
2. The teacher will contact the student's parents/guardians.
3. The student will be sent to the office with a discipline referral for academic dishonesty (appropriate punishment to be assigned).

The consequences **may** also include:

1. If the student is a member, the student may be dropped from an academic organization (examples include Beta Club, National Honor Society, etc.).
2. The student may face possible restriction from participation in school activities (examples include athletics and other extracurricular activities).

Bullying/Cyberbullying (See Board Policy 09.422): **Bullying** is the repeated use by one or more students of a (but not limited to) written, verbal or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same district, or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district, that:

- 1) Causes physical or emotional harm to such student or damage to such student's property;
- 2) Places such student in reasonable fear of harm to himself or herself, or of damage to his or her property;
- 3) Creates a hostile environment at school for such student;
- 4) Infringes on the rights of such student at school; or
- 5) Substantially disrupts the education process or orderly operation of a school.

Cyberbullying means (but not limited to) any act of bullying through the use of the Internet, interactive and digital technologies, cellphones, or other mobile electronic devices or any electronic communications.)

Harassment/Discrimination (See Board Policy 09.42811): is unlawful behavior based on race, color, national origin, age, religion, sex or disability that is sufficiently severe, pervasive, or objectively offensive that it adversely affects a student's education or creates a hostile or abusive educational environment.

Depending on the circumstances and facts of the situation, and within the definition of harassment/discrimination contained in this policy, examples of conduct and/or actions that could be considered a violation of this policy include, but are not limited to:

1. Any nicknames, slurs, stories, jokes, written materials or pictures that are lewd, vulgar, or profane and relate to any of the protected categories listed in the definition of harassment/discrimination contained in this policy;
2. Unwanted touching, sexual advances, requests for sexual favors, and spreading sexual rumors;
3. Instances involving sexual violence;
4. Causing a student to believe that he or she must submit to unwelcome sexual conduct in order to participate in a school program or activity or that an educational decision will be based on whether or not the student submits to unwelcome sexual conduct;
5. Implied or overt threats of physical violence or acts of aggression or assault based on any of the protected categories;
6. Seeking to involve students with disabilities in antisocial, dangerous or criminal activity where the students, because of disability, are unable to comprehend fully or consent to the activity; and
7. Destroying or damaging an individual's property based on any of the protected categories.

DRESS CODE POLICY

Paul G. Blazer High School expects that all students will dress in a way that is appropriate for the school day or for any school sponsored event. Student dress choices should respect the District's intent to sustain a community that is inclusive of a diverse range of identities. The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). The school district is responsible for seeing that student attire does not interfere with the health or safety of any student that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size. Any restrictions to the way a student dresses must be necessary to support the overall educational goals of the school and must be explained within this dress code.

Basic Principle: Certain body parts must be covered for all students at all times.

Clothes must be worn in a way such that genitals, buttocks, and breasts are fully covered with opaque fabric. All items listed in the "must wear" and "may wear" categories below must meet this basic principle. Students MUST wear:

- **A shirt (with fabric in the front, back, and on the sides under the arms that covers the torso to the waist in any position)**
- **Pants/Jeans or the equivalent (for example, a skirt, sweatpants, leggings, a dress or shorts)**
- **Shoes**

Students MAY wear: as long as these items don't violate the Basic Principle listed above

- Hats, hoods, and toboggan (cap) may be worn outside **but must be removed upon entering a building**. Face must be visible by staff and not interfere with line of sight.

- Religious headwear
- Fitted pants, including legging, yoga pants, skinny jeans, or ripped jeans.
- Athletic attire
- Tank tops, including spaghetti straps

Students CANNOT wear:

- Violent language or images
- Images or language depicting drugs or alcohol (or any illegal item or activity)
- Hate speech, profanity, or pornography
- Images or language that creates a hostile or intimidating environment
- Any clothing that reveals visible undergarments
- Swimsuits
- Accessories that could be considered dangerous or could be used as a weapon
- Any item that obscures the face or ears (except as a religious observance)
- Pajamas (Unless permission is granted from Principal)
- Blankets

Additions and subtractions to this list may be made at principal discretion.

ASHLAND BOARD OF EDUCATION ATTENDANCE POLICY

Pupils are required to attend regularly and punctually to the school in which they are enrolled.

Truancy is defined as any pupil who has 3 unexcused absences and/or tardies. A pupil who has been reported as truant two or more times is a habitual truant.

Excused Absences

Excused absences or tardiness include:

1. Death or severe illness in the pupil's immediate family, to include: spouse, children, stepchildren, parents, guardian, in-laws, siblings, and any other blood relative living in the student's home. No more than three days shall be excused due to the death of a family member.
2. Illness of the pupil. (**Up to 5 Parent Notes per year** without a doctor's note)
3. Participation in school-related activities approved by the principal.
4. One day for attendance at the Kentucky State Fair.
5. Other valid reasons as determined by the principal.

ATTENDANCE POLICY PROCEDURES FOR BLAZER HIGH SCHOOL

1. If it is necessary for a student to be absent or late to school, the parent or guardian is asked to call the Attendance Office at 327-6043 to report the absence or tardy.
2. Doctor's notes must be presented on the day that the student returns to school. If the student does not have a doctor's note, he/she must bring a note from home even though the parent has called school to report the absence. **Parents or Doctor's notes will not be accepted beyond 5 school days of the absence.**
3. All school-sponsored activities during school time will not constitute an absence. It is the student's responsibility to check with all teachers to insure that an absence has not been recorded. Also, all missed work must be made up within the guidelines of the make-up work policy. Students should make every effort to get assignments before they miss the class.

4. Parents or guardians must notify the school at least 5 days in advance when it becomes necessary for a student to accompany them on an out-of-town trip. The student is to bring a note stating the reason for the absence. If the reason is educational, the student may receive an absence waiver. The principal or assistant principal will determine if the absence is excused or not (If the absence is excused, the student will receive a pre-arranged absence form to be signed by his/her teachers issued by the attendance office). The completed form must be returned to the attendance office before the student misses school. Students will be expected to get assignments before leaving and make arrangements for make-up work upon return to school. **With the new standards of attendance set by the state, the school must insist that vacations not be scheduled during school time.**
5. Students must file a request for an educational absence in the attendance office before a college visit. Verification of the visit must be brought back to the attendance officer upon return to school. All missed work must be made up.
6. If a student is tardy or leaves school for a medical or dental appointment or a driver's test, he/she must bring an official note to the attendance clerk upon return to school. A student is expected to return to school as soon as the appointment is completed.
7. If a student has missed more than their allotted 5 parent note days and there is some extenuating or emergency circumstance for violating the attendance policy, he/she can appeal. The appeal must be written and filed within five days of going over the allotted number of absences. The written appeal should be turned into the attendance office.
8. **Any 12th Grade student who has accumulated Nine (9) or more full-day unexcused absences from school will not be allowed to participate in Blazer High School's graduation ceremony and attend Senior Trip.**
NOTE: Days missed due to Out-of-School Suspensions will count towards total unexcused absences beginning with the 2nd out-of-school suspension.
9. **Dance regulations in regards to attendance are as follows:**
 - Any student with 3 or more full day unexcused absences will not be allowed to attend any dance during the 1st Quarter of the school year.
 - Any student with 9 or more full day unexcused absences will not be allowed to attend any dance during the 2nd Semester of the school year.

NOTE: Days missed due to Out-of-School Suspensions will count towards total unexcused absences beginning with the 2nd out-of-school suspension.

Extra-curricular/Co-curricular/Field Trips/Out-of-School Events Policy:

Blazer students often times have the opportunity to participate in many activities that will take them out of the class during the regular school day. In order to be afforded this opportunity, the student must meet the following criteria:

Academic: Student must have a passing average for the year in all core classes (Math, Science, English, and Social Studies) and student must be passing at least 5 classes during the current quarter that the event is taking place.

Attendance: Student must have 5 or fewer unexcused absences in order to participate.

Behavior: Students with 2 or more Out-of-School Suspensions are automatically disqualified from participating. Students with multiple AER infractions may not be allowed to participate (Determination to be made by school administrator based on the number and severity of the infractions).

Early Dismissal From School

Early dismissal from school for an illness/accident during the school day, medical/dental appointments, or driver's testing must be cleared through the attendance office. If a student is in need of an early dismissal, the student must submit a note from a parent/guardian, before school, to the attendance office; or, the attendance officer must have talked with the parent/guardian prior to the issuance of an early dismissal.

MAKE-UP WORK POLICY

1. Work for one day's absence is to be made up within two days. Work for several days' absence is to be made up within two weeks. The time needed for make-up work caused by an extended illness is to be worked out by the counselor, teacher, and student. **If a test is scheduled on the day a student returns to school and it was announced before the absence, the student will be expected to take the test. (Applies to 1-day absence). Students who are out 2 or more days for excused absences will be given adequate time to make up tests, even if they were announced prior to the students absence. No make-up work will be counted for unexcused absences.**
2. It is the responsibility of the student to make arrangements with the teacher for make-up work at the teacher's convenience.
3. No make-up work will be permitted for second and all further out-of-school suspensions.
4. It must be understood that some make-up work plans will vary because of the inherent nature of a particular subject. Reasonable allowance of time will be given in special fields.

HOMEWORK ASSIGNMENTS

When students are absent from school for 3 consecutive days or more, they may request their assignments by calling the Guidance Office at 327-6044. Assignments will be available after 3:00 PM on the next day.

PROGRESS REPORTS

Progress Reports are issued to all Blazer students at the end of every 3 and 6-weeks of each grading quarter. These will be sent home with the student. Grades may also be checked for students via the Parent Portal on Infinite Campus.

TARDINESS TO SCHOOL POLICY

Students must be in their first period classroom prior to the ringing of the tardy bell at 8:20 a.m. All students arriving at school after the tardy bell must "sign in" in the main lobby of Building 1 and obtain a tardy slip in order to be admitted to class. Three unexcused tardies (to school) cause the student to be considered a truant. **The accumulation of tardies and resulting penalties are in effect for the year and do not start over with the beginning of a grading period. Remember an unexcused tardy to school counts the same as an unexcused absence as it pertains to truancy!**

Corrective Actions For Tardiness To Class

Tardies to class are unacceptable and are usually the fault of the student. The first three (3) tardies to class will be dealt with by the classroom teacher. The fourth (4th) and subsequent tardies to class will result in an immediate referral to the front office, which will result in further disciplinary action.

Electronic Access/Network Usage

The Ashland Independent School District requires all students and parents to sign an Electronic User Agreement Form (**Acceptable Use Policy**) in order to use the school network. By signing this agreement, **ALL STUDENTS MUST** comply with the District's Internet and electronic mail rules and to communicate over the network in a responsible manner while abiding by all relevant laws and restrictions. I further understand that violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action and/or legal action may be taken.

SUBSTANCE ABUSE POLICY

1. All prescription and over-the-counter medicine/drugs/herbs that are to be taken during the school day must be taken to the nurse before school begins with proper forms completed and signed by parents/guardians (Permission Form for Over-the-Counter Medication, Board Policy 09.221). The possession, transfer, attempt to transfer, purchase, attempt to purchase prescription or over-the-counter medicine/drugs/herbs is strictly prohibited.
2. The use/possession/under the influence of/transfer/sale/purchase of alcohol or any controlled or illegal substance while on school property or while attending any school function at home or away is strictly prohibited.
3. The use/possession/transfer/sale/purchase/attempt to sale, transfer, or purchase any substance with the representation or creation of any impression that the substance which is possessed, transferred, sold, purchased, or attempt to do so while on school property or while attending any school function at home or away is strictly prohibited.
4. Possession of paraphernalia related to the use of a controlled or illegal substance on school property and while attending any school function at home or away is strictly prohibited.

Any student violating the substance abuse policy is subject to disciplinary actions as defined in Offenses and Responses or Early Intervention Substance Abuse Policy. (See information in the back of the handbook)

First Offense: Possession/use/under the influence of illegal drugs/alcohol/inhalants/prescription or over-the-counter medicine/drugs/herbs without permit/controlled substance. A school administrator shall hold a conference with the student and parent/guardian at the school. The student shall serve a 10 day out-of-school suspension.

First Offense: Transfer/furnishing/sale of any illegal drug/alcohol/inhalant/prescription or over-the-counter medicine, drug, or herb, controlled substance. A school administrator will suspend the student for ten days out-of-school and may recommend expulsion by the board of education for minimum of 18 weeks.

Repeat Violation: Any student who is charged with a repeat violation of any section of the substance abuse policy will be recommended for expulsion by the Ashland Board of Education.

SCHOOL MORNING & AFTERNOON DETENTION

Morning detention will be held in the office with the Principal from 7:30 to 8:05 Monday through Friday. Afternoon detention will be held in the cafeteria from 3:35 to 4:15 Monday through Thursday. Failure to show up on time or stay for the full amount of time will result in the student being issued another days detention. Students must bring school-related

assignments to work on OR THEY WILL NOT BE ALLOWED TO STAY. **Failure to serve detention within 5 days of assigned date will result in 2 days AER.**

WITHDRAWAL FROM SCHOOL

All students who withdraw from Blazer High School are required to checkout with their counselor. If during the school year, your child needs to transfer to another school, you as the parent must notify your child's counselor. On the student's last day, a Withdrawal Sheet will be prepared. Each teacher will sign the sheet and indicate the grade at the time of withdrawal, as well as any money owed. The student must complete the Withdrawal Sheet and other required documents before the student can be officially withdrawn.

STUDENT VISITORS

No student visitors will be allowed on campus at any time during the school day.

SCHOOL-RELATED FIELD TRIPS

Certain violations of district/school rules may result in a student's not being allowed to participate in an extracurricular trip. Students who have been suspended, expelled, or assigned to AER may not be eligible to participate in field trips. **All students must ride on the school provided transportation to and from the field trip.**

LOCKERS

A locker with a combination will be assigned upon request to each student by his/her 4th Period teacher. Each student is responsible for that locker and its contents. The school is not responsible for any missing articles. The lockers are the property of the school and are subject to inspection by school personnel. If a locker does not function properly, the student should report it to his/her fourth period teacher. Students may be assessed for damages to the locker. Students are not to share lockers. Bringing any valuables to school is discouraged. All coats should have identification in them.

SCHOOL BUS REGULATIONS

Students are under the jurisdiction of the school from the time they leave home until they return. The school bus driver is in charge of the loading and unloading of students to and from school. The driver has the right to assign seats. No tobacco or vape products are permitted on the bus. Any misconduct pertaining to the busing program may result in temporary or permanent suspension from riding the bus or other school disciplinary action. **RIDING THE BUS IS A PRIVILEGE, NOT A RIGHT.** A student may not get off the bus once he has boarded until they get to school or until they return home. Once a student arrives at school, he/she may not leave the school grounds without signing out. Leaving without permission will constitute an unexcused absence. Student responsibilities for riding school buses are outlined in the Code of Conduct book.

ASSEMBLIES

Assemblies are held periodically for the enrichment of the students. The conduct of the students during these assemblies should always be above reproach. The quality of our school is reflected in the conduct of the student body. Each class will have an assigned section. If a student does not attend, this will constitute an unexcused absence. When the assembly concludes, students will be dismissed by grade. For the safety of each student, all students MUST remain seated until dismissed.

OUT-OF-DISTRICT/OUT-OF-STATE STUDENTS

Pupils living outside the state who will be attending the Ashland Public Schools on a tuition basis will pay a fee equal to SEEK. Fees must be paid before schedules are issued. OUT-

OF-DISTRICT AND OUT-OF-STATE STUDENTS ARE SUBJECT TO BE SENT BACK TO THEIR HOME DISTRICT IF: (1) THEY PERFORM POOR ACADEMICALLY; (2) VIOLATE BLAZER'S DISCIPLINE POLICY; (3) HAVE POOR ATTENDANCE; (4) OR DUE TO LACK OF AVAILABLE SPACE. COURT-APPOINTED CUSTODY/GUARDIANSHIP MUST BE PRESENTED BEFORE AN OUT-OF-DISTRICT STUDENT CAN BE ENROLLED.

SCHEDULES

Very few schedule changes will be granted because parents and their children are given the opportunity to select classes in the spring. The master schedule is based upon these choices. No schedule changes are permitted after the 3rd day of the class beginning without the express permission of the principal.

FEES AND FINES

Students must assume the responsibility for paying all fees and fines. All records will be withheld until payment is made. Any time a fee or fine is paid, a student should receive a receipt that must be kept in case a refund is necessary.

CLASS FEES

Class fees cover materials used by the students and must be paid even if the books are free. These fees are listed in the course catalogue. Students may receive a school device to use (as available) for a \$40.00 refundable fee.

LIBRARY FINES

Students who have overdue library materials will be charged each day until the materials are returned.

ADMISSION OF NEW AND RETURNING STUDENTS

1. Health records (including official KY immunization certificate, and a KY physical exam form) must be up to date before the student enrolls.
2. A transcript from the previous school must be on file in the counselor's office within three weeks.
3. All fines and/or fees are to be cleared before reentering.
4. No student suspended or expelled from another school will be enrolled at Blazer.
5. Proven guardianship for students under the age of 18 and not living with parents must be established. This must be court-appointed guardianship.
6. If a student is out-of-district, he/she must fill out a non-resident student application form that must have the principal's approval before the student enrolls.

IMMUNIZATIONS

All students must have immunizations up to date upon entering each year. Students are required to have certificate of immunization against diphtheria, tetanus, polio, mumps, and

measles. By state law, a student must have an up-to-date immunization and health record on file before entering school. Students will not be allowed to enter until this is taken care of. It is difficult to get health department appointments at the beginning of school; therefore, appointments should be made early in the summer.

CAFETERIA INFORMATION AND REGULATIONS

The cafeteria areas are for the enjoyment of the students to eat breakfast and lunch. The following criteria are to be observed:

1. Clean the table of all food and paper products.
2. No running to or in the cafeteria. Walk to the cafeteria. Use walkways and do not cut through the grass.
3. No skipping line.
4. No food is to be eaten outside the cafeteria.
5. Students must remain in seats.

No outside food vendors will be allowed to deliver food to Blazer nor are parents permitted to bring food to students from outside food vendors per Board Policy.

Violations will result in disciplinary actions.

BREAKFAST – 7:30 a.m. to 8:10 a.m.

UNAUTHORIZED/RESTRICTED AREAS

BEFORE SCHOOL

If you enter Building 1 before school, you are to report to the cafeteria, library, or hallway of Building 1. If you remain outside, you are to stay under Building 1. During inclement weather all students will go to the cafeteria. No student is to go on campus until the bell rings unless they have a permit. No students are to be in Building 7 before school without teacher permission.

DURING LUNCH

All food must be eaten in the cafeteria. **DURING LUNCH, STUDENTS WILL REMAIN IN BUILDING 1 CAFETERIA. NO STUDENTS WILL BE ALLOWED OUTSIDE DURING LUNCHESES.** No student is to go on campus until the bell rings. No student is to leave school during lunch without permission.

RESTRICTED AREAS (AT ALL TIMES)

1. No student is allowed in the gym or gym locker rooms unless supervised by a staff member.
2. No student is allowed under or behind the gym or behind gym bleachers.
3. No student is allowed to go to or be in the parking lot without permission.
4. No student is allowed behind or under any building without staff supervision.
5. No student is allowed in a teacher's lounge or teacher's restroom, boiler room or message center without permission.

****ANY STUDENT FOUND IN A RESTRICTED/UNAUTHORIZED AREA WILL RECEIVE AT LEAST 2 DAYS AER****

DRIVING/PARKING REGULATIONS

1. Student cars must be parked in the student parking lot.
2. Upon arrival at school, students are to park in a space and leave their cars immediately. No student is to loiter in or around the parking lot before or after school.
3. All state and city laws pertaining to the operation of motor vehicles apply on the Blazer campus.
4. Students are not to occupy/move their vehicles during school hours.

5. Permission to go to your car during the school day can only be given by the Principal or Assistant Principal.
6. No student cars are to be parked under Building 1, along the curb behind and beside the gym or underneath the gym.
7. Students who do not comply with driving regulations will have their parking privileges revoked and/or other disciplinary action.
8. No use of tobacco products is permitted on the student parking lot.
9. No student is allowed to park in the teacher's parking lot.
10. All school rules apply on the parking lot.

****PARKING/DRIVING PRIVILEGES MAY BE DENIED BY GRADE IF SPACE BECOMES LIMITED. PRIORITY WILL BE GIVEN BY GRADE BEGINNING WITH SENIORS**.**

STUDENT DROP-OFF/PICK-UP

Morning drop off of students is to occur on the parking lot in front of the stairwell. Vehicles should then exit at the back of the parking lot next to the softball field. Students are not to be dropped off under Building 1 or at the top of the hill between Buildings 4 & 5. Students being picked up from school should be picked up from the parking lot or on the road between the softball field and track. Students are not to be picked up under Building 1 or in front of Building 7 (this area is reserved for bus traffic only) or at the top of the hill between Buildings 4 & 5.

STUDENT VALUABLES

Students should not bring large amounts of money or valuable objects to school. **The student, not the school, is responsible for his/her personal belongings.** Students are asked not to bring valuables to the locker room in the gymnasium. It is recommended that all students mark their belongings for identification purposes.

SEARCH AND SEIZURE

A student in the public common schools has the constitutional right to be secure in his or her person from all unreasonable searches and seizures. A search of a student by school officials is reasonable if it bears a rational relationship to a legitimate educational interest and is based upon reasonable suspicion (OAG79-168). The Principal or Assistant Principals will conduct all searches. All searches will be conducted in the presence of a certified person in the school, (i.e. teacher, counselor, and librarian). Searches may be made of lockers, automobiles, personal belongings, and persons. If a student refuses permission for his/her person or belongings to be searched, law enforcement officials may be involved. If illegal substances, weapons, stolen property, or other contraband are discovered in the process of any search, law enforcement officials may be notified. Strip searches will not be made by any school personnel. Students and staff are subject to drug dog searches. Vehicles on school parking lots may be subject to search. Students are subject to a breath-screening test for alcohol for reasonable cause, both at school and at all after-school activities.

EMERGENCY EVACUATION DRILLS

Fire, Tornado, Earthquake, Bomb Threat, and Lockdown drills will be held at selected intervals throughout the school year. Students are to:

1. Know the procedures for evacuation/lockdown in each classroom/area of campus.
2. Walk without talking to the designated exit and proceed to the designated outside area.
3. Be familiar with all drill procedures.

DANCE REGULATIONS

Dance regulations are as follows:

- Students from other schools will be permitted to attend as the date of a Blazer student (who is responsible for their dates behavior) with prior approval from administration via a guest request form.
- Students who leave a dance at any time for any reason may not return.
- **Appropriate conduct and attire for dances is expected, specifically no bare or see-through midriffs or garments that are too low or too short will be permitted.**
- No students below ninth grade or over the age of twenty are allowed to attend Blazer dances. For Prom, no ninth grade students are permitted.
- **Blazer's substance abuse policy is in full effect at dances (which includes the school parking lot).**
- Attendance requirements to attend dances are as follows:
 1. Any student with 3 or more unexcused absences will not be allowed to attend any dance during the 1st Quarter.
 2. Any student with 9 or more unexcused absences will not be allowed to attend any dance during the 2nd Semester.
- **Inappropriate dancing (i.e. grinding, sexually suggestive, provocative, etc.) is not permitted and that student will be removed from the dance. Students removed from the dance for inappropriate conduct may be prevented from attending future dances.**
- **PROM: Open to 12th and 11th grade students and invited 10th grade students. (No 9th grade students permitted)**

KING/QUEEN ATTENDANTS

Paul Blazer High School sponsors two dances each year. These dances are Homecoming and Prom. Along with these dances, the Freshman Class hosts the Kiwanis Bowl. At each activity a king/queen and attendants are selected.

As underclassmen, any person selected for queen or attendant at any one dance or bowl cannot be selected for an additional queen or attendant honor during that school year. For example, students who are selected for the Homecoming Court are not eligible for the Kiwanis Bowl Court.

COUNSELORS

If you have a problem or need information, seek the help of your counselor. Students will be assigned a counselor based on their last name and/or grade level. Students should see their counselor before school, during lunch, or after school. Counselors are trained to help students with educational planning, career decisions, understanding test scores, and personal concerns. Certain information of a personal nature that is shared with the counselor is confidential (private) and is told to no one else without the student's permission. Some exceptions to this are that a counselor must, according to the law, report (1) child abuse; (2) child neglect; (3) sexual molestation; (4) planned, attempted, or perpetrated criminal activity; or (5) situations involving a clear and present danger to the student. In addition, the counselor may have to testify or give information when ordered to do so by a court or when ordered to testify in any judicial or administrative hearing, however, such situations are rare. Also, information may be requested by a health care provider (psychiatrist, physician, psychologist, and the like) and will be provided as necessary. Be assured that the counselor keeps information confidential unless one of the legal exceptions applies, or the student gives permission for the counselor to reveal such information.

ACADEMICS

GRADE LEVEL CLASSIFICATION AND GRADUATION REQUIREMENTS

24 credits are required for graduation. The basic Carnegie unit of credit is given for the completion of a full year course. One-half unit is awarded for a semester course. A total of 24 units of credit are required for graduation. The following credit requirements have been established for the placement of students in a grade level:

NUMBER OF CREDITS

4 – 9 = Grade 10

10 – 16 = Grade 11

17 – 24 = Grade 12

PROMOTION

- To be promoted to Grade 10, students must have earned at least 4 credits.
- To be promoted to grade 11, students must have earned at least 10 credits.
- To be promoted to grade 12, students must have earned at least 17 credits.

The following requirements must be met for graduation from Paul G. Blazer High School:

GRADUATION REQUIREMENTS

State Requirements: 4 credits in English, 3 credits in science, 3 credits in social studies, 3 credits in mathematics (math class taken each year), ½ credit in health, ½ credit in physical education, and 1 credit in arts & humanities, and successful completion of national, state, and district required tests and writing pieces.

GRADUATION WITH HONORS

1. Each quarter grade is computed in the G.P.A.
2. G.P.A. is calculated to three decimal places, ex. 3.997

Students who have been at Blazer for fewer than two full semesters may graduate with honors but will be placed at the bottom of the category in which they are certified to graduate. However, this will have no effect on class standing.

SUMMA CUM LAUDE – 3.8 – 4.0

MAGNA CUM LAUDE – 3.4 – 3.79

CUM LAUDE – 3.0 – 3.39

VALEDICTORIAN/SALUTATORIAN

In order to be recognized as the Valedictorian or Salutatorian of the graduating class, a student must have been at Blazer for their entire Junior and Senior years of high school (four concurrent semesters) and physically be a student on Blazer's campus.

WEIGHTED GRADE POLICY

Weighted grades

A = 5.00

B = 4.00

C = 2.50

D = 1.00

F = 0.00

WEIGHTED GRADE TRANSFER POLICY

Blazer High School will accept weighted grades only for classes that are recognized as weighted in Blazer's current Curriculum Guide. No weighted credits will be given for transfer credits on the freshmen and sophomore levels.

CORRESPONDENCE COURSES

These credits will only be counted toward graduation for remediation purposes.

COURSES TO BE DESIGNATED AS FIVE (5) POINT CLASSES

ENGLISH

1.A.P. English Literature (4)

2.A.P. English Language (3)

MUSIC

1.A.P. Music Theory

MATH

1.A.P. Calculus

2.A.P. Statistics

SOCIAL STUDIES

1.A.P. U.S. History

2.A.P. Government & Politics, U.S.

3.A.P. European History

ART

1.A.P. Studio Art

2.A.P. Art History

FOREIGN LANGUAGE

1.A.P. Spanish Language

2.A.P. French

3.A.P. Latin

SCIENCE

1.A.P. Physics

2.A.P. Chemistry

3.A.P. Biology

DUAL CREDIT/EARLY COLLEGE COURSES TAUGHT BY BLAZER FACULTY ARE WEIGHTED AS WELL AS COLLEGE COURSES TAKEN BY STUDENTS AT A.C.T.C.

GRADING INFORMATION

Letter grades are assigned the following percentage:

A	90% - 100%	Excellent
B	80% - 89%	Good
C	70% - 79%	Average
D	60% - 69%	Below Average
F	Below 60%	Unsatisfactory

HONOR ROLLS

Honor rolls are computed at the conclusion of each quarter. In order for students to be listed on the High Honor Roll, the GPA for that quarter must be at least 4.0, and they must not have any grades of D or F. To be listed on the Honor Roll, the GPA must be at least 3.0 with no grade of D or F.

FINAL EXAM POLICY

Students at Paul G. Blazer High School are required to take a comprehensive final exam for each class at the end of the semester for semester classes and a mid-term and final exam for yearlong classes. The comprehensive final exam will be constructed in order for the assessment and evaluation of specific content-related knowledge and skill. Although much variety can exist based upon instructional needs and concerns for each class, all exams must require the appropriate rigor dictated by the content and level of the class.

Mid-term and Final Exams will be administered at the end of the 2nd and 4th quarter for yearlong classes. These exams will count 10% of the quarter grade.

CO-CURRICULAR ACTIVITIES

Every student at Blazer is encouraged to belong to a school club and/or be a member of a team sport. Clubs are considered worthwhile because they have the following objectives.

1. Develop leadership and fellowship

2. Exemplify the democratic process
3. Widen and deepen desirable interest
4. Motivate and enrich classroom work
5. Foster service to school and community

All clubs will meet before or after school. A schedule of meeting times and places is to be coordinated and approved by the assistant principal. INITIATIONS OF ANY KIND ARE PROHIBITED. Each organization must have a constitution and by-laws, which make provisions for grade requirements, attendance, and conduct. It is the duty of the members and sponsors to abide by the regulations of their organization. All fund-raising and club projects are to be fully outlined and brought to the principal and SBDM for approval. All finances are to be handled through the finance officer.

CLUB INDUCTIONS

Induction Ceremonies for Beta Club, National Honor Society, Spanish Honor Society, French Honor Society, and Mu Alpha Theta are required for membership; therefore, a student who is eligible for membership in one of these organizations must attend the induction ceremony in order to become a member.

STUDENT ACCIDENT INSURANCE

The Ashland Board of Education is providing school accident insurance coverage for every student enrolled in the Ashland Independent School System Coverage includes: Part A: Interscholastic Athletics/Activities to cover students of the Proposed Participant who are student athletes, student managers, student trainers, student cheerleaders or student participants at covered events.

Covered events means an interscholastic competition governed by the state high school athletic/activities authority or which is authorized, sanctioned or scheduled by the Proposed Participant, including school-supervised practice, game related activities and related Covered Travel as defined in the Policy.

Part B: Student Activities to cover students of the Proposed Participant (entire student body) engaged in a covered event.

Covered event means intramural and club sports; physical education classes; classroom and laboratory activities for credit; off-campus group activities assigned for credit; faculty sponsored clubs, plays and concerts; off-campus faculty sponsored and supervised field days; and Covered Travel directly to and from the above activity as defined in the Policy.

ATHLETICS

Athletics are an integral part of the secondary school program. Our aim is to provide an extensive program to facilitate maximum participation. Students participating in athletics are required to have a physical examination, which should screen for impairments of the heart, respiratory system, and skeletal system, muscular system. Any student who has a suspected impairment will be referred for further evaluation as to his/her fitness to participate in athletic program.

PARTICIPATION REGULATIONS

1. Must belong to school insurance group plan if not covered by another insurance plan.
2. Have an annual physical examination.
3. Have written parental permission to participate.
4. Attend practice regularly.
5. Be present in school on the day of a game (or be excused by the principal).
6. Must follow all school rules and those specifically set by the coach (approved by the administration). Violations will result in a discipline referral. All specific rules for an athletic activity must be given to the athletes in writing at the beginning of the season.

7. Students and Parents must complete and comply by the Blazer Athletic Code of Conduct that is provided at the beginning of each athletic season.
8. No athlete will be allowed to practice or participate while serving an out-of-school suspension or while academically ineligible.
9. Any athlete who violates the substance abuse policy on a first offense will not be able to practice or participate during his/her ten-day, out-of-school suspension. If the school is notified that the athlete has repeated violations he/she will be ineligible for the remainder of the season.

LETTERING REGULATIONS

Each sport and other lettering activities have their own individual lettering requirements. The coach or sponsor will provide each participant with the requirements before the season begins.

ELIGIBILITY REQUIREMENTS (State Mandate)

1. Student shall have a minimum of at least four passing grade averages throughout the school year.
2. Grade averages/eligibility will be checked each Friday for all student athletes. Ineligible athletes will not be allowed to participate in any games or practices for one week, at which time the next eligibility check will be run.

CRIMINAL VIOLATIONS

Students are accountable to their school in their role as students as well as to the law in their capacity as citizens. The criminal laws of the Commonwealth of Kentucky and of the federal government apply to the conduct of all persons on school property. Violations will be dealt with according to these laws and local school board policy.

Behavioral offenses in Levels II and III of the Ashland Code of Behavior may be serious enough to constitute violations of criminal law. In the event that administrative personnel deem an offense to be of a nature to warrant notification of law enforcement agencies, such notification may be given.

WEAPONS

Pupils shall not carry on their person or cause to be brought to school firearms, knives, or any other object, which can be classified as a dangerous instrument. Violation shall constitute reason for suspension and/or expulsion as well as being reported to the police.

ASBESTOS MANAGEMENT PLAN

This notice is being issued to ensure that you the AISD is in compliance with both national and state regulations that related to building materials that contain asbestos. The management plans are available for viewing in the main office of Paul G. Blazer High School during regular office hours Monday through Friday.