North Oldham Middle School

2024-2025 STUDENT PARENT HANDBOOK

North Oldham Middle School

1801 S. Hwy 1793
Goshen, KY 40026

Main Office: (502) 228-9998 FAX: (502) 228-0985
Website: www.oldham.kyschools.us/12/home

Allison Steineker - Principal

Victoria Byrka - Associate Principal/AD
Lindsey Porter - Counselor
Jamie Edgar - Guidance Sec./Registrar
CoachMax Valentine - Library Specialist
Christy Davis - Bookkeeper
Lindsay Godbey - Nurse
Jeremy Smith - Assistant Principal
Katie Ackert - Counselor
Abby Schwager - Instructional
Heather Miller - Office Manager
Amy Tucker - Attendance Clerk

SBDM Council members

Allison Steineker, Chairperson
Craig Holeman - Teacher Representative
Emily Lucchese - Teacher Representative
Hayden Buerster - Teacher Representative
Amanda McGraw - Parent Representative
Liz Kershner - Parent Representative
Alison Filippini - Parent Representative

School Mascot
Mustang

School Colors
Teal, Black, White

School Hours

North Oldham Middle School facilities operate at the following times:

School Office	8:15am - 4:15pm	Monday – Friday
Instructional Day	9:00am - 4:00pm	Monday – Friday
Media Center	8:15am - 3:45pm	Monday – Friday

Students may arrive at school in the morning no earlier than 8:15 A.M.

NOMS MISSION AND VISION

Mission
To empower students with the knowledge and skills to be prepared for high school and college.

Vision
Our staff and students achieve at high levels through rigor and relationships in a safe environment.

Motto
Today's Learners...Tomorrow's Leaders.

Mustang P.R.I.D.E.
Students and staff at North Oldham Middle School are guided by our school's five core values. These values were identified by the school's leadership team and further defined by the entire teaching staff. As North Oldham Mustangs, we use these core values to guide our work in the classroom, on the playing field and in the community.

- **Positive** - We focus on growth and a willingness to build upon our collective strengths to overcome any obstacle that stands in our way.
- **Respectful** - We strive to understand one another with the goal of caring for ourselves, accepting others and embracing all things North.
- **Innovative** - We constantly adjust by looking outside for new ideas and bringing them to light.
- **Driven** - We are self-motivated and goal-oriented members of the North community who persevere towards a vision of excellence.
- **Engaged** - We are actively invested in the ownership of learning in order to foster comprehension and not compliance.

SECTION 1 - ATTENDANCE

Absences from school
We expect all students to be in school every regular school day. **If it is necessary for you to be absent from school, please call the office at 502-228-9998 before 9:00 a.m.** Absent students, out of school more than 50% of the day, may not participate in any regularly scheduled school activities including extra-curricular activities.

Students may accumulate a total of **eight** full day absences per year. Physician's authorization or other credible proof will be required for each subsequent absence beyond the eight-day limit. Depending upon the time and location of the appointment, a physician's note will not automatically excuse the student from school for an entire day.

Upon returning to school after an absence or tardy due to doctor/dentist appointment or illness, students **MUST** present a written note within three school days signed by a parent, guardian or physician explaining the nature and dates of the absence in order for the day to be excused. This written explanation is required regardless of phone contact.

If a student is absent on the last school day before or the day after October break, Thanksgiving break, Winter break, Spring break, while the student's class(es) are on a field trip, the Thursday before the Kentucky Derby, or Oaks day (if school is in session) or absent on any day during which students are taking state assessment tests, the student must provide a physician's statement or other credible proof to excuse the absence. This proof is required regardless of the total number of absences the student has accumulated.

Students leaving early for school related sports/club activities will be excused. Sports leagues or any other extracurricular activities (outside of school) will be excused by using a parent note.

Keep in mind, these parent notes will be counted among the eight parent notes a student receives during the school year.

After eight excused parent note days have been accumulated during the year, **any** additional absence MUST be supported by a physician's statement indicating the student was under his/her care, otherwise the absence will be unexcused.

Absences are classified in the following ways:
Excused Absence

- Illness of the student
- Death or serious illness of immediate family
- Physician's appointment
- Religious Observation (documentation must be provided)
- Educational enhancement opportunities – The excused absence form must be submitted to the attendance clerk **five days prior** to leave for approval.
- Other excused absences granted by OCBE policy or state statute.

Unexcused Absence

- Family trip/vacation
- Suspension
- Childcare of siblings and/or relatives
- Other absences not educationally justifiable

If you know you are going to be absent from school at a future date, an excused absence form will need to be completed (5) five days prior to the absence and submitted to the attendance clerk. This form can be found on the NOMS website or in the front office. Tests or exams must be made up upon your return and will be scheduled with the individual teachers. It is the responsibility of the student to arrange for the completion of missed work with each teacher.

Students are also expected to follow attendance regulations found in the Oldham County Board Policy. Effective July 1, 2005, Kentucky state law requires that a student with more than six (6) unexcused absences shall be referred to the Oldham County Board of Education's Department of Pupil Personnel (DPP) for investigation and possible court involvement.

Truant
Students choosing not to attend class or leaving school without permission are considered truant.

State law requires students to attend school every day that school is in session unless they have a justifiable reason for their absence per KRS 159.030 and KRS 159.150. The parent/guardian/custodian is responsible for keeping the child in regular school attendance. Any student who is truant may be referred to the Department of Pupil Personnel.

Late Arrivals
The school day BEGINS at 9:00 a.m. sharp and ends at 4:00 p.m. All students are expected to be prepared for their first class to begin promptly at 9:00 a.m. Parents MUST sign in any late arrivals in the front office.

Tardies are classified as either excused or unexcused.

Excused Tardies include but are not limited to:

- Medical appointments -a note **must** be provided
- Illness

Unexcused Tardies include but are not limited to

- Missed bus.
- Childcare for siblings and/or relatives
- Traffic, car problems and/or personal transportation issues
- Oversleeping
- Finishing homework/projects
- Passports

After 3 unexcused tardies, parents will be notified in writing and the student will be issued a detention. All subsequent tardies will reflect an additional detention for each one. Effective July 1, 2005, Kentucky state law requires that a student with more than six (6) unexcused tardies shall be referred to the Oldham County Board of Education's Department of Pupil Personnel (DPP) for investigation and possible court involvement.

Early Dismissals
If an adult other than the parent is to pick up a student, the custodial parent must send written notification identifying the person, the reason for the dismissal, and the time of dismissal. The school **requires an ID** of any person who comes to get a student, and the school reserves the right to refuse to release a student to anyone other than to the custodial parent. On the day of an early dismissal, the student should notify the teachers of this dismissal and obtain assignments for the next day.

SECTION 2- CONDUCT

Conduct

Simply put, we expect **you** to demonstrate **your** personal best **every** day in the way in which you conduct yourself, in the way in which you represent yourself and your family, and in the way you treat others. in this handbook. The Board Policy outlines specific rules and regulations as well as describing consequences for misbehavior that apply to the North Oldham Middle School and to every Oldham County School.

SECTION 3 – DRESS CODE

NOMS Dress Code Policy

North Oldham Middle School expects that all students will dress in a way that is appropriate for the school day. Student dress choices should respect the District's intent to sustain a community that is inclusive and diverse. 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, student attire does not contribute to a hostile or intimidating atmosphere for any student, and dress code enforcement does not reinforce or increase marginalization or oppression of ANY group.



Minimum Requirements

Headgear including, but not limited to, hats, hoods, and caps are not allowed unless permitted for religious, medical, or other reasons by school administration.

Shoes must be worn at all times and should be safe for the school environment.

Fabric covering all private parts/areas must not be see through.

Private parts/areas (including stomach) must be covered in all positions of movement.

Clothing and shoes must be suitable for all scheduled classroom activities including physical education, science labs, NOvation Lab, and other activities where unique hazards exist.

See image for additional minimum requirements.

Additional Requirements

Clothing may not depict, advertise or advocate the use of alcohol, tobacco, marijuana or other controlled substances. Clothing may not depict or imply pornography, nudity, or sexual acts.

Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected groups. Clothing may not depict or advertise weapons of any kind.

Dress Code Enforcement

- All teachers must be informed of the dress code and know clearly what it states.
- All students must be informed of the dress code and sign it at the beginning of the year.
- Students in violation of the NOMS Dress Code will be counseled and offered garments deemed appropriate. If appropriate garments are not available, the parent or guardian will be notified to bring a change of clothing.

If a student refuses to comply with the dress code, the following action(s) will be taken:

- First offense - Warning
- Second offense - Call Home
- Third offense - Lunch Detention
- Fourth offense (and other offenses after) - Office Referral for Defiance

NOTE: If the student's attire threatens the health or safety of any other person, then discipline for dress violations will be consistent with discipline policies for similar violations.

NOMS reserves the right to modify the dress code to meet the special needs of students for religious, cultural, or approved medical reasons.

SECTION 4 - EXTRACURRICULAR ACTIVITIES

Extracurricular Activities

A key to student success at North Oldham Middle School will be active participation in extracurricular activities. North Oldham Middle School promises to be alive with numerous offerings for our students. We encourage every student to participate in at least one extracurricular activity. Students participating in sports must have a current sports physical on file with the front office.

Academic Extracurricular Eligibility

The OCBE requires all students to maintain specific academic expectations in order to participate in any extracurricular activity. Additionally, KHSAA guidelines (when applicable) indicate a student athlete must be passing three out of four classes to be academically eligible to participate in any sport.

For student athletes

If a student athlete fails to meet the SBDM policy (9001) guidelines at official grade reporting times, the student athlete is immediately subject to consequences as outlined in the policy to participate in any aspect of the athletic program.

Grade Checks

To monitor compliance with SBDM policy 9001 guidelines, all student athlete grades will be reviewed each week on a pass/fail basis. NOMS students are expected to maintain a passing grade in ALL core classes and ALL Related Arts classes. When applicable, student athletes must be passing three out of four classes in order to be eligible under KHSAA Guidelines.

COVID- Safety Guidelines

All student athletes and coaches must follow the most recent safety guidelines from KHSAA

SECTION 5 - FEES

Fees
The OCBE requires fees to be paid upon registration. These fees are established by the OCBE and include fees for classroom resources, agendas, supplies including novels, workbooks, licenses and Chomebooks, etc.

Chromebook Lease
North Oldham Middle School is a 1:1 Chromebook school. This fee covers the lease, network formatting, monitoring software and insurance which allows the Chromebook to be fixed if/when damaged. Students in 6th grade will pay $115, 7th grade will pay $117, and 8th grade will pay $110 for their lease yearly. At the end of their 8th grade year there is a minimal fee to pay off the device (typically less than $40) and they are able to take the device with them to high school. Please review the NOMS Chromebook Guide for more information.

SECTION 6-FOOD

Breakfast
Breakfast is served daily from 8:30 a.m.to 9:00 a.m.

Lunch
All students are encouraged to eat lunch. Students may bring their lunch from home or they may purchase lunch from the cafeteria. Students are expected to follow the guidelines for appropriate use of the cafeteria facilities in order to have a safe and enjoyable experience during the lunch break. We will not have microwaves in use at school this year.

Middle/High School Costs
Lunch Paid: $2.85
Breakfast Paid: $1.30
Lunch Reduced: $0.40
Breakfast Reduced: $0.30

Free and Reduced-Price Meal Application:
https://www.oldham.kyschools.us/departments/nutrition-services/free-reduced-price-meals

Menu information for each school will be located at https://schools.mealviewer.com/district/OldhamCountySchools,KY . There are ongoing production and supply issues with many of our vendors. The menus are subject to change due to availability of products, but we will do our best to keep the menus updated to the best of our ability.

In order to reduce waste, we will be implementing Offer Versus Serve. This means students may choose the items that they wish to take to create a complete meal. They do not have to and should not take all items offered unless they intend to consume them. The meal must contain ½ cup of fruit or vegetable.

Cafeteria Charge Policy
When a student has accumulated up to three (3) lunch charges, they will be told to bring money in the next day to pay for the charges. If the student has accumulated up to five (5) charges, the manager or assistant manager will submit the student's name to the principal, so they can contact the family and assist with collecting the charges. If the student has cash to pay for their meal, the cashier may take the change, if any and put it against the charges on the student's account. If all the change is not needed to pay the charges on the account, the cashier will ask the student if they want the balance of the monies to be put on their account or given to them. If the student does not bring in the money then he/she will be provided a lunch.

SECTION 7-FORGOTTEN ITEMS

Students that have forgotten items brought to school by a parent will only be notified in between class changes if it is an emergency. All other items will sit in the front office until the end of the day at which time a note will be sent to them. Please let your student know that if he/she forgets something at home, it will be his/her responsibility to check the front office for those items at his/her convenience.

SECTION 8-HIGHLY QUALIFIED TEACHERS

We are extremely proud of the expertise and the experience of our staff. OCS consistently has high percentages of teachers who meet the federal government's Highly Qualified Teacher requirements and who hold National Board Teacher Certification. We respect parents' rights to know about the qualifications of their children's teachers and welcome inquiries about teacher credentials. Please contact Richard Graviss, Personnel Director, at 502-241-3500 for additional information.

SECTION 9- GRADING

NOMS Mastery Learning + Grading Policy

Purpose (Standards Mastery): The primary purpose of a student's grade is to communicate academic performance: what the student knows and is able to do as measured against the learning standards of the course. All teachers at North Oldham Middle School will use a standards-based system to measure learning and will use the following conversion chart to calculate a student's cumulative academic grade.

Purpose (Learner Behaviors Mastery): The primary purpose of a student's learner behavior grade is to communicate behavioral/work performance. Examples of assignments that fall under this category include, but are nor limited to, homework, classwork, following class expectations, participation, and standards *practice* work.

Purpose (Learner Behaviors Mastery): The primary purpose of a student's learner behavior grade is to communicate behavioral/work performance. Examples of assignments that fall under this category include, but are nor limited to, homework, classwork, following class expectations, participation, and standards *practice* work.

Grade Calculations: Students will receive one grade per course. Grades will be weighted to ensure they are reflective of student progress toward the achievement of standards, with standards mastery accounting for 90% and learner behaviors accounting for 10% of the total grade. Note: Not all teachers will enter learner behaviors assignments, which means those courses will be based solely on standards mastery alone.

Courses with exceptions: Pathways (GATES and Tier III) and Chinese will utilize an effort scale of ESNU. See example rubric below.

Non-negotiables:

- No extra credit will be given/allowed.
- All assessments will offer retakes/redos (as long as students follow the required steps outlined by teachers)
- Progress will be updated weekly.

STANDARDS MASTERY (4 Point Standards Based Grading Scale)

Standards Based Score	Rationale	Gradebook % Equivalent
4	The student consistently meets the demand of the complete standard, and then **creates** a new product using that knowledge. There is **transfer** of their understanding of the standard to new situations that prove complex thinking and an extension of the key concepts, processes and skills.	**100%**
3.5	The student consistently meets the demand of the complete standard and **makes their own meaning** through **application** of the knowledge to a new situation, using critical thinking and processing.	**95%**
3	The student consistently meets the demand of the complete standard and is able to **access** and **acquire** the concept/content.	**90%**
2.5	The student demonstrates an understanding of **parts of the standard** and can **apply** those parts to new situations. There may be a skill or content within the standard that the student has access to, but is not yet able to apply.	**80%**
2	The student demonstrates an emerging understanding of **parts of the standard**. There may be a skill or content within the standard that the student does not yet have access to.	**70%**
1	The student demonstrates an **inconsistent** understanding of, and may be **approaching access** to, parts of the standard.	**60%**
0	The student did not complete assignment/assessment in order to determine proficiency level.	**50%** (grades below this % are not allowed or applicable)

SECTION 10- INSURANCE

Student Insurance

The Oldham County Board of Education does not carry insurance for students. In order to participate in school activities such as field trips and extracurricular activities, students must have insurance. School insurance may be purchased if your medical insurance coverage does not include your student. Please see someone in the front office for forms.

SECTION 11-LOCKERS & BACKPACKS

Lockers

We will not use lockers the first month of school as students adjust to their schedule and we determine how many lockers will be needed. Students are responsible for carrying their personal belongings throughout the day and may use a backpack. After a month, a parent/guardian may contact the office and request a locker. Once a student has an assigned locker, if in a classroom they will be unable to go back for left items during a class. If a student requires use of a locker due to 504, IEP or any other unforeseen circumstance please contact the front office and we will ensure they have access to a locker at the start of school.

Backpacks

Students may bring backpacks to and from school to transport their belongings. Due to limited space in classrooms a student's backpack cannot disrupt the traffic flow/movement in the classroom. Therefore, backpacks of reasonable size can be brought to class if they can be stored under the dimensions of the seat and/or can be hung on the back of an empty chair without tipping over. Rolling backpacks are permissible.

SECTION 12-MEDICATION POLICY/ILLNESS

Medication Policy

Students themselves are **not permitted** to bring any medications into the school, carry medication on their person or transport medications during bus transportation to/from school. (Exception: Emergency or Life-Sustaining medications prescribed and documented on our care plan by physician).

All prescription medication must be brought into the school office by a parent/guardian in the most current, original pharmacy-labeled containers. This includes the student's name, name of drug, dosage, route of administration, specific time of administration, and expiration date.

School personnel **cannot** divide or cut pills in half. **Please provide adequate quantities** of medication needed for daily school administration for the duration of the current prescription, as school staff cannot accept medication from improper containers. Please request two prescription bottles from your pharmacy if needed.

All prescription medication will be counted upon receipt by school personnel. **Your signature** will be required that we have received the documented amount of medication. Please allow adequate time for this when bringing medication to the school office. Medications will be administered according to prescription/manufacturer's dosing instructions unless documentation from a physician stating otherwise is received.
An *Authorization to Give Medication* form must be signed by parent/guardian for the administration of both over the counter and prescription medication. This form must be current, coinciding with the current prescription medication you are requesting school personnel to administer. New forms are to be filled out when there is a change in medication and must be renewed every school year.

An *Authorization to Give Medication and Medication Administration as needed form* must be signed by parent/guardian for the administration of over the counter (OTC) medication. Each time the student requests an OTC medication, school personnel are required to contact the parent/guardian to communicate the current student complaint. **School staff cannot administer OTC medication until the parent/guardian has been reached.** This is to protect the student from an overdose of medication or change in the student's medical history. OTC medications must be provided to the school in a **small**, **unopened**, original manufacturer's container and can only be administered according to the manufacturer's dosing instructions. Adult strength medications will not be administered to a child without physician authorization and documentation. An OTC medication will **not** be administered more than three (3) consecutive days without a physician's order.

All oral medications for field trip purposes must be signed in by the parent/guardian in a pharmacy labeled prescription bottle. Only the amount required for the field trip shall be needed. This applies to SCHOOL DAY field trips only, not extended or overnight trips. When prescriptions are filled at your pharmacy, please request one additional pharmacy labeled container. This will provide one bottle for the school day medication and an additional bottle should a field trip be scheduled during that time.

Narcotic/Pain medication is not permitted to be housed, stored, or administered by OCBE employees."

Illness
Should a student become ill during the school day and need assistance, the student must first obtain permission from the teacher and then should proceed to the health room for assistance. **STUDENTS SHOULD NOT CALL OR TEXT HOME ON THEIR OWN**. **The health room will contact the parent /guardian.**

SECTION 13-MEDIA CENTER/TECHNOLOGY

Media Center
Students may use the Media Center as necessary to supplement their class studies. Materials may be checked out for a two-week loan period and may also be renewed as necessary. Students are responsible for **all** items checked out in their name. Each student may check out three items at any given time. Overdue notices are distributed every two weeks. Students that lose or damage books will be responsible for paying the replacement cost of those materials. Students with severely overdue books (6 weeks or longer) will be assigned lunch detention until the books are returned or the replacement cost has been paid.

The Media Center is open from 8:30 a.m. until 4:00 p.m. each school day. A hall pass is required during the school day, along with students being required to sign in and out.

Computer Use
All students using school owned computers on campus must have an Acceptable Use Policy on file. Students using their own device who opted out of the leasing program prior to March 31st must also have an Acceptable Use Policy on file. Misuse of the computer, computer equipment or Internet access may result in privileges being suspended and/or other disciplinary actions.
Please refer to OCBE Policy 9064 in this handbook for additional information.

Electronic Devices
Cell phones, headphones, iPod, electronic games, Bluetooth devices, or other communication or listening devices are not to be seen, turned on, or used during the instructional day. Any school employee who discovers a student in possession of a personal telecommunications device shall report it to an administrator at the school. Students possessing such devices will follow the following guidelines:

- **Warning** - The student will sign a warning sheet and place the device in the locker for the remainder of the day.
- **First violation** - The student must turn over the device to the front office who will return at the end of day.
- **Second violation** - Requires parent/guardian signature for pick up.
- **Third violation** - Device will be kept for 5 days (which may include weekends) and requires parent/guardian signature for pick up.
- **Any additional violations** - Device will be kept for 5 days and requires parent/guardian signature for pick up.

Electronic devices are permitted prior to 9:00 a.m. and after 4:00 p.m. If a teacher gives students special permission to listen to electronic listening devices (Headphones or IPods), that device can only be used within the four walls of that teacher's classroom. If seen outside of that classroom, the item(s) will be forfeited. **All devices are brought in at the student's own risk; the school will not be responsible for the investigation of the damage, theft and/or loss of electronic devices.**

SECTION 14– TRANSPORTATION

Transportation
Students at North Oldham Middle School may ride a bus, walk or be transported by car. All students are expected to go home directly after school unless staying for extra-curricular activities. There is no loitering outside of the school building after the school day has ended. A change to a student's daily transportation must be submitted in writing to the front office. **NO transportation changes will be taken after 3:15 p.m**.

Bus Service
All students riding a bus, for purposes of field trip or transport to/from school or extra-curricular events, are expected to follow the instructions of the driver. Bus changes require a note issued by the office. No student will be allowed to ride on the bus with another student. It is a privilege to ride a school bus.

Please note the following items are prohibited from being transported: tuba, cello, French horn, baritone horn, string bass, drums, guitar, skateboards, golf clubs, baseball bats, basketballs, soccer balls, living creatures (large or small), glass or balloons. Pottery needs to be well wrapped in a newspaper.

Car Riders
Please utilize the designated student drop off/pick up area. **Students are not to be let out in the main parking lot or on the lower drive to walk across traffic**. **This is strictly for student safety**. This helps with the traffic flow and efficiency of our drop-off and pick-up times. Your cooperation will be appreciated.

Loitering
Students are not allowed to hang out after school around the school building or on school campus, including the gazebo area. Students are to be picked up or walk home in a timely manner. If students are involved in extracurricular activities they need to report directly to the supervised activity.

SECTION 15 - VISITORS

Visitors
Oldham County Schools will continue to limit visitors in the school environment, including lunchroom visitors. Building administrators will approve any essential visitors on an individual basis.

Visitors should park in the designated visitor spots in front of the building and proceed to the front office where they must sign in upon arrival. No one may proceed directly to the classrooms for any reason. Please note that North Oldham Middle School is a smoke-free facility at all times. This also includes when attending after school events.

THE BOARD

Suzanne Hundley
Board Chairperson
District 2
CA, CR, KW
SOMS, SOHS



Larry Dodson
Board Vice Chair
District 3
CA, CE, CR, LG
EOMS, SOMS



Joe Dennis
Board Member
District 4
BU, CE, LA, LG
EOMS, NOMS, OCMS
NOHS, OCHS



Carly Clem
Board Member
District 5
BU, CE, GO, HA, KW, LA
NOMS, OCMS, SOMS
NOHS, OCHS, SOHS



Allison Sheffer
Board Member
District 1
GO, HA NOMS NOHS





STUDENTS

Students access learning in a safe and supportive learning environment, feel valued as individuals, and contribute to a culture of belonging where differences are accepted.

Students' experiences create future opportunities without limitations.

Students are empowered to pursue passions, instilled with academic curiosity and encouraged to take an active role in their educational experiences.

Students have access to innovative learning opportunities in world class facilities in academics, arts, and athletics.

EMPLOYEES

Employees feel valued as professionals and have a voice that contributes to a culture of collaboration.

Employees experience a healthy work-life balance.

Employees have the resources and support to do what is best for all students.

Employees access high quality professional learning and training with clear pathways to grow and advance within the organization.

FAMILIES

Families feel valued and engaged as a trusted partner in their child's academic journey beginning at birth.

Families have clarity around their child's progress P-12.

Families are connected to resources to support each child's individual needs and remove barriers to learning.

Families are actively engaged in the educational experience.

COMMUNITY

The community feels valued and engaged as an active partner to support our students and has multiple pathways to invest in our organization.

The community is aware and informed through productive, two-way communication to engage and advocate for our district at the local and state level.

The community sees a clear return on investment that ensures Oldham County is a great place to live and work.

The community sees school and district staff leading and serving.

OLDHAM COUNTY SCHOOLS

OLDHAM COUNTY SCHOOLS

Ignite Passion. Experience Excellence.

2024/2025

DISTRICT ADMINISTRATION OFFICE

6165 W. Highway 146
Crestwood, KY 40014
(Ph): (502) 241-3500 (Fax): (502) 241-3209

Dr. Jason Radford - Superintendent of Oldham County Schools

Sharla Six – Deputy Superintendent of Oldham County Schools

Lori McDowell - Director of Communications & Development

Kerri Alexander - Chief Finance Officer

Jane Easton - Executive Assistant to the Superintendent

Teresa Gill – Executive Secretary to the Deputy Superintendent

Brent Deaves - Assistant Superintendent for Support Services

Kate Luxemburger – Administrative Assistant to the Assistant Superintendent for Support Services

Eric Davis - Director of Student Services

Michael Williams - Director of Pupil Personnel

Richard Graviss - Director of Personnel

Jeff Webb - Director of Transportation

Trey Greenwell – Director of Technology

Brent Bohannon - Architect/Director of Facilities Mgmt.

Carlina Loyd - School Nutrition Director

Dr. Dylan Smith - Assistant Superintendent for Student Learning

Ashley English – Administrative Assistant to the Assistant Superintendent for Student Learning

Matt Jacobson -High School Level Director

Jenna Daulton – Middle School Level Director

Liz Dant – Elementary School Level Director

Niki Whitaker - Director of Specialized Academic Programming

Jaclyn Green – Director of Multi-Tiered System Supports

Mac MacWilliams - OCS Arts Center Director

SCHOOL DIRECTORY

Superintendent: Dr. Jason Radford, Ed. S

ELEMENTARY SCHOOLS

Oldham County Preschool 222-3700
4309 Brown Blvd.
La Grange, KY 40031
Principal: Jessica Kasten

Buckner Elementary 222-3712
4307 Brown Blvd.
La Grange, KY 40031
Principal: Richard Parrott

Camden Station Elementary 241-1271
6401 W. Highway 146
Crestwood, KY 40014
Principal: Dana Corsen

Centerfield Elementary 241-1772
4512 Centerfield Dr.
Crestwood, KY 40014
Principal: Krista Mornar

Crestwood Elementary 241-8401
500 W. Highway 146
Crestwood, KY 40014
Principal: Beth Wallingford

Goshen Elementary @ Hillcrest 228-0101
12518 Ridgemoor Drive
Prospect, KY 40059
Interim Principal: Candace McDaniel

Harmony Elementary 228-2228
1901 S. Highway 1793
Goshen, KY 40026
Principal: David Fiorini

Kenwood Station Elementary 241-1452
6321 Veteran's Memorial Parkway
Crestwood, KY 40014
Principal: Jenn Crase

La Grange Elementary 222-9454
500 W. Jefferson Street
La Grange, KY 40031
Principal: Heather Thomas

Locust Grove Elementary 222-3521
1231 East Highway 22
Crestwood, KY 40014
Principal: Kristen Wilson

MIDDLE SCHOOLS

East Oldham Middle School 222-8480
1201 E. Highway 22
Crestwood, KY 40014
Principal: Craig Grimm

North Oldham Middle 228-9998
1801 S. Highway 1793
Goshen, KY 40026
Principal: Allison Steineker

Oldham County Middle 222-1451
4305 Brown Blvd.
Buckner, KY 40010
Principal: Tim Caldwell

South Oldham Middle 241-0320
6403 W. Highway 146
Crestwood, KY 40014
Principal: Kendra Witak

HIGH SCHOOLS

North Oldham High School 228-0158
1815 S. Highway 1793
Goshen, KY 40026
Principal: Rush Sullivan

Oldham County High 222-9461
1150 North Highway 393
La Grange, KY 40031
Principal: Natalie Brown

South Oldham High 241-6681
5901 Veteran's Memorial Parkway
Crestwood, KY 40014
Principal: Melissa Woosley

Buckner Alternative High School 222-3767
1350 N. Highway 393
La Grange, KY 40031
Principal: Beth Carter

Arvin Education Center 222-0132
1650 Colonels Drive
La Grange, KY 40031
Principal: Matt Watkins

CAPAA 241-0618
7105 Floydsburg Road
Crestwood, KY 40014
Administrator: Mac McWilliams

OLDHAM COUNTY SCHOOLS

2024-2025 DISTRICT CALENDAR

AUGUST
7-12 PD DAYS: NO SCHOOL
13 OPENING DAY FOR STAFF
14 FIRST DAY FOR STUDENTS
30 STAFF WORK DAY: NO SCHOOL

SEPTEMBER
2 LABOR DAY: NO SCHOOL
27 STAFF WORK DAY: NO SCHOOL

OCTOBER
21-25 FALL BREAK: NO SCHOOL

NOVEMBER
4 CONFERENCE/FLEX DAY: NO SCHOOL
5 ELECTION DAY: NO SCHOOL
27-29 THANKSGIVING BREAK: NO SCHOOL

DECEMBER
23-31 WINTER BREAK: NO SCHOOL

JANUARY
1-3 WINTER BREAK: NO SCHOOL
6 STAFF WORK DAY: NO SCHOOL
20 MLK JR DAY: NO SCHOOL

FEBRUARY
14 STAFF WORK DAY: NO SCHOOL
17 PRESIDENTS' DAY: NO SCHOOL

MARCH
14 STAFF WORK DAY: NO SCHOOL
31 SPRING BREAK: NO SCHOOL

APRIL
1-4 SPRING BREAK: NO SCHOOL

MAY
2 OAKS DAY: NO SCHOOL
26 MEMORIAL DAY: NO SCHOOL
27 LAST DAY FOR STUDENTS
28 CLOSING DAY FOR STAFF

POSSIBLE MAKE UP DAYS (5)
MAY 28
MAY 29
MAY 30
JUNE 2
JUNE 3

2024

JULY

M	TU	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

AUGUST

M	TU	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

SEPTEMBER

M	TU	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER

M	TU	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

NOVEMBER

M	TU	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

DECEMBER

M	TU	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

2025

JANUARY

M	TU	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

FEBRUARY

M	TU	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MARCH

M	TU	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

APRIL

M	TU	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

MAY

M	TU	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

JUNE

M	TU	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OPENING/CLOSING DAY (FOR STAFF)
PROFESSIONAL DEVELOPMENT DAY
FIRST/LAST DAY FOR STUDENTS
HOLIDAY
STAFF WORK DAY
CONFERENCE/FLEX DAY
NON SCHOOL DAY
ELECTION DAY
MAKE-UP DAYS

OLDHAM COUNTY SCHOOLS

2025-2026 MAJOR BREAKS

OCTOBER 20 - 24, 2025
FALL BREAK

DECEMBER 22, 2025 - January 2, 2026
WINTER BREAK

APRIL 6 - 10, 2026
SPRING BREAK

2025

JULY

M	TU	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST

M	TU	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

SEPTEMBER

M	TU	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

OCTOBER

M	TU	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

NOVEMBER

M	TU	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

DECEMBER

M	TU	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

2026

JANUARY

M	TU	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

FEBRUARY

M	TU	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

MARCH

M	TU	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL

M	TU	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY

M	TU	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	29	29

JUNE

M	TU	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

NON SCHOOL DAY

FY25 Board Policies

The Oldham County Board of Education has transitionedto KSBA Policies and Procedures beginning FY25. Please access the OCS Policy and Procedure Manual for more information on the District Website:

https://www.oldham.kyschools.us/board

STUDENT/PARENT HANDBOOK



2024-2025

CODE OF ACCEPTABLE BEHAVIOR AND DISCIPLINE

INDEX

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09.423	Use of Alcohol, Drugs and Other Prohibited Substances
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CODE OF ACCEPTABLE BEHAVIOR AND DISCIPLINE

INTRODUCTION

The Oldham County Board of Education requires high standards of personal conduct from each student to promote respect for the rights of others and to accomplish the purposes of the schools. The Board requires compliance with established standards and rules of the district and the laws of our community, state and nation.

The central purpose of our school system is to educate each student to his or her highest level possible. To support the success of the educational program, the Board directs employees to hold each student accountable to the standards of this Code in a fair manner. Compliance with these standards is necessary to provide:

- Orderly operation of our schools;
- A safe environment for students, employees and visitors;
- Opportunities for students to achieve at a high academic level in a productive learning environment;
- Assistance for students at risk of failure or of engaging in disruptive behavior;
- Regular attendance of students; and,
- Protection of property.

This Code applies to **all** students in Oldham County Schools while in school, anywhere on the school campus, on their way to or from school, while on the bus or other school district vehicle, and while participating in or attending school-sponsored trips and activities. The Superintendent/designee is responsible for its implementation and application throughout the Oldham County Schools. The Building Principal is responsible for administration and implementation of this Code within his/her school or at events sponsored by his/her school. Teachers and other instructional personnel are responsible for administering this Code in the classroom, halls, and any other assigned locations. All school employees shall administer the Code in a uniform and fair manner without partiality or discrimination. In this regard, the Board pledges its full support to all school employees responsible for implementing this Code.

Every student, parent, and school staff member receives a copy of this Code and receives instructions on how to use it. Staff may use reasonable judgment on how to apply the Code, but the Code will be enforced equitably.

This Code establishes minimum behavior standards. Recognizing that each school, grade or class may require special provisions, school councils, administrators and teachers have full authority to make rules to enforce these standards in keeping with their areas of responsibility. Caution: This Code may be updated during the school year due to changes in the law, after it has been distributed.

The Code shall be included in all student handbooks distributed at the various schools or made available to parents and students upon enrollment for each school year.

STATEMENT OF NONDISCRIMINATION

The Oldham County Board of Education does not discriminate on the basis of age, color, disability, parental status, marital status, race, national origin, religion, sex or veteran status in the programs, activities and services it provides, as required by law.

Individuals who have questions concerning compliance with this requirement should contact the Superintendent's Office at the Board of Education's Central Office (241-3500).

La Junta de Educación del Condado de Oldham no discrimina por motivos de edad, color, discapacidad, estado parental, estado civil, raza, origen nacional, religión, sexo o estado de veterano en los programas, actividades y servicios que brinda, según lo requiera la ley.

Las personas que tengan preguntas sobre el cumplimiento de este requisito deben comunicarse con la Oficina del Superintendente en la Oficina Central de la Junta de Education (241-3500).

DEVELOPMENT

Student Discipline Code

In accordance with KRS 158.148 the Board shall develop a student discipline code that shall be posted at each school, referenced in all school handbooks, and provided to school employees, parents, legal guardians, or other persons exercising custodial control or supervision. As required by KRS 158.148, a process shall be developed to provide information to those parties and to train employees.

The code shall prohibit bullying and establish standards of acceptable student behavior and discipline and may include District-wide standards of behavior for students who participate in extracurricular and co-curricular activities.

The code also shall include a process addressing how students can report code violations and incidents of bullying to District personnel for appropriate action and information regarding the consequences of bullying and violating the code and violations reportable under KRS 158.154, KRS 158.156, or KRS 158.444.

REVIEW

The Board shall update the student discipline code at least every two (2) years.

REPORTING OF DATA

As directed by the Kentucky Department of Education (KDE), the District shall report to the Center for School Safety when a student has been disciplined by the school for a serious incident, as defined by KDE; charged criminally for conduct constituting a violation under KRS Chapter 508; or charged criminally under KRS 525.070 or KRS 525.080 in relation to a serious incident.

Data collected on an individual student committing a reportable incident shall be placed in the student's disciplinary record.

REFERENCES:

KRS 158.148; KRS 158.153; KRS 158.154; KRS 158.156; KRS 158.165
KRS 158.444; KRS 160.295
KRS 525.070; KRS 525.080

RELATED POLICIES:

09.2211; 09.3; 09.42; 09.421; 09.422; :09.425; 09.426; 09.42811; 09.43; 09.431; 09.434; 09.4341; 09.435

Student Behavior

The Board requires high standards of personal conduct from all pupils and embraces the concept that each pupil shall respect the rights of others and abide by the administrative procedures of the school district and the laws of the community and state.[1]

REFERENCES:

[1]KRS 160.290
KRS 161.180

OLDHAM COUNTY BOARD OF EDUCATION POLICY

BEHAVIOR VIOLATIONS AND CONSEQUENCES 09.435AP1
CODE OF ACCEPTABLE BEHAVIOR AND DISCIPLINE

References: KRS 158.150; KRS 158.153; KRS. 158.154; KRS 161.190; 20 USC§1400; 707 KAR 1:280-1:380
Relates to: 09.435

1. In accordance with OCBE Policy, teachers, instructional personnel and administrators are responsible for administering the Code of Acceptable Behavior. Principals and/or their designees investigate disciplinary reports and will make final determination of whether particular conduct constitutes a behavior violation. The principal's decision concerning imposition of in-school discipline or parent conference shall be final.
2. School administrators, teachers or other school personnel may immediately remove or cause to be removed threatening or violent students from a classroom or the district transportation system pending any further disciplinary action that may occur.
3. School administrators or teachers may utilize more severe punishment consequences than the first consequences noted if the conduct is a repeated violation or if the conduct is sufficiently severe.
4. The principal or designee will hold a parent/guardian conference to discuss disciplinary measures pertaining to drugs and/or alcohol and may refer violators under this policy to the Department of Pupil Personnel, which will determine if a referral should be made to the district Student Services Specialist for a substance abuse assessment and substance abuse education. The DPP may file a report with the Court-Designated Worker (CDW).
5. The principal shall submit all information and evidence to local law enforcement as required by law.
6. Students with disabilities or those students being considered in the formal referral process for special education services shall be disciplined in accordance with this Code and applicable state and federal law governing the education of students with disabilities.
7. Disciplinary decisions are to be made at the school level. A student or parent may appeal the decision of a teacher or school administrator to the principal in accordance with the school's SBDM policy on discipline.
8. In cases involving suspension or referral to an alternative school, or suspension or removal from an athletic team or extracurricular activity, a student or parent may appeal to the superintendent only if there has been a violation of Board or SBDM policy or due process by the school administrator. Appeals to the Superintendent must be made in writing within three (3) days of the adverse action by the school and must include the basis for the alleged violation of due process or Board or SBDM policy.
9. Expulsions shall be governed by Board Policy 09.435.

*Principals are required by law to notify the police of these violations.

Reportable violations include: Misdemeanors involving weapons or drugs, or felonies that occur on or within 1000 feet of school property or at a school event.

†These violations may not be used alone as a basis for referral to the alternative school.

OLDHAM COUNTY BOARD OF EDUCATION POLICY

BEHAVIOR VIOLATIONS AND CONSEQUENCES 09.435AP1
CODE OF ACCEPTABLE BEHAVIOR AND DISCIPLINE

References: KRS 158.150; KRS 158.153; KRS. 158.154; KRS 161.190; 20 USC§1400; 707 KAR 1:280-1:380
Relates to: 09.435

References: KRS 158.150; KRS 158.153; KRS. 158.154; KRS 161.190; 20 USC§1400; 707 KAR 1:280-1:380 Relates to: Board Policies 9028, 9030, 9033, 9080 Relates to: 9068.01AR; 9068.02AR; 9085.01AR; 9085.02AR DESCRIPTION OF BEHAVIOR VIOLATION **LAW VIOLATIONS**	In-school Discipline Examples: See handbook.	Parent/Guardian Conference	Short-Term Suspension (1-3days)	Long-Term Suspension (4 to 10 days)	Referral to Alternative Program	Initiate Expulsion Procedures
1st Degree Assault *				●	●	●
2nd Degree Assault *			●	●	●	●
3rd Degree Assault * (Assault on Police Officer/Teacher)			●	●	●	●
4th Degree Assault * (Simple Assault)	●	●	●			
Abuse of a Teacher *	●	●	●			
Alcohol Distribution *			●	●	●	●
Alcohol Possession *			●	●	●	●
Alcohol Use *			●	●	●	●
Arson*			●	●	●	●
Burglary *			●	●	●	●
Criminal Abuse *			●	●	●	●
Destruction of Property *			■	■	■	■
Disorderly Conduct *			●	●	●	●
Drug Distribution *			●	●	●	●
Drug Possession *			●	●	●	●
Drug Use *			●	●	●	●
Embezzlement			●	●	●	●
Forgery †	●	●	●			
Fraud	●	●	●			
Gambling †	●	●	●			
Harassing Communication *			●	●	●	●
Harassment *	●	●	●	●	●	●
Homicide *				●	●	●
Kidnapping *				■	■	■
Loitering	●	●	●			
Menacing *			●	●	●	●
Motor Vehicle Theft *			●	●	●	●
Possession of Stolen Property	●	●	●			
Rape *				●	●	●
Robbery/Theft *	●	●	●	●	●	●
Sexual Assault *			●	●	●	●
Sexual Offense (non-touch) *			●	●	●	●
Stalking *			●	●	●	●
Terroristic – Bomb *			●	●	●	●
Terroristic Threat *			●	●	●	●
Terroristic – Chemical/Biological/Nuclear *				●	●	●
Trespassing	●	●	●	●		
Vandalism *	●	●	●	●		
Wanton Endangerment *			●	●	●	●
Weapon Possession *			●	●	●	●
Weapon Distribution *			●	●	●	●
Weapon Use *			●	●	●	●

OLDHAM COUNTY BOARD OF EDUCATION POLICY

BEHAVIOR VIOLATIONS AND CONSEQUENCES 09.435AP1
CODE OF ACCEPTABLE BEHAVIOR AND DISCIPLINE

References: KRS 158.150; KRS 158.153; KRS. 158.154; KRS 161.190; 20 USC§1400; 707 KAR 1:280-1:380
Relates to: 09.435

References: KRS 158.150; KRS 158.153; KRS. 158.154; KRS 161.190; 20 USC§1400; 707 KAR 1:280-1:380 Relates to: Board Policies 9028, 9030, 9033, 9080 Relates to: 9068.01AR; 9068.02AR; 9085.01AR; 9085.02AR DESCRIPTION OF BEHAVIOR VIOLATION **LAW VIOLATIONS**	In-school Discipline Examples: See handbook.	Parent/Guardian Conference	Short-Term Suspension (1-3days)	Long-Term Suspension (4 to 10 days)	Referral to Alternative Program	Initiate Expulsion Procedures
Academic Cheating/Plagiarism †	●	●	●			
Bullying	●	●	●	●	●	●
Dangerous Instrument	●	●	●			
Disrespectful Behavior †	●	●	●			
Disruptive Behavior †	●	●	●			
Dress Code Incident †	●	●	●			
Failure to attend detention †	●	●	●			
Fighting – Student to Other (Physical Aggression)	●	●	●	●	●	●
Fighting – Student to Staff (Physical Aggression)	●	●	●	●	●	●
Fighting – Student to Student (Physical Aggression)	●	●	●	●	●	●
Insubordination †	●	●	●			
Leaving Campus †	●	●	●			
No State Violation						
Profanity/Vulgarity/Pornography †	●	●	●			
Self-Endangerment	●	●	●	●	●	●
Skipping Class †	●	●	●			
Skipping School †	●	●	●			
Tardy to Class †	●	●	●			
Threatening Another Student	●	●	●	●	●	●
Threatening Staff	●	●	●	●	●	●
Tobacco Distribution	●	●	●			
Tobacco Possession	●	●	●			
Tobacco Use	●	●	●			
Violation of District Acceptable Use Policy	●	●	●			

Pregnant and Married Students

Married and/or pregnant pupils shall be permitted the same rights and privileges as other pupils.[1] Pregnant students may not participate in activities which will endanger the student or fetus.

REFERENCES:

[1]34 CFR 106.40
OAG 93-37
OAG 97-26

Student Conduct

The Superintendent/designee shall be responsible for overall implementation and supervision of the Board's Code of Acceptable Behavior and Discipline, and each Principal shall be responsible for administration and implementation of the Code within each school. The Principal shall apply the Code uniformly and fairly to each student without partiality or discrimination.

The Principal of each school, or school council in schools with SBDM, shall set school policy concerning the selection and implementation of appropriate discipline and classroom management techniques necessary to carry out the Code.

REFERENCES:

KRS 158.148
KRS 160.290
KRS 161.180

RELATED POLICY:

09.438

Care of School and Personal Property

PUPILS RESPONSIBLE

Pupils shall be held responsible for damage to school property.

SCHOOL PROPERTY

Any pupil, organization, or group of pupils participating in activities who destroys, defaces, damages or removes school property shall be subject to disciplinary action and liability for the cost of restoring the property.

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 damage to school property. For the purposes of determining when to make this report, damage to school property shall refer to instances involving:

1. Intentional harm, and
2. Damage beyond minor loss or breakage, excluding normal wear and tear.

PERSONAL PROPERTY OF SCHOOL PERSONNEL

Any pupil, organization, or group of pupils who steals or willfully or wantonly destroys, defaces, or damages the personal property of school personnel on school property, off school property, or at school-sponsored activities shall be subject to suspension or expulsion from school.[2]

STUDENTS' PROPERTY

Any pupil, organization, or group of pupils participating in activities who destroys, defaces, damages or steals the personal property of students shall be subject to disciplinary action.

PARENTS LIABLE

Parents shall be liable for property damage caused by their minor children.[1]

REFERENCES:

[1]KRS 157.140 (Textbooks); KRS 405.025 (Willful Damage)
[2]KRS 158.150
KRS 158.154; KRS 160.290
704 KAR 3:455

RELATED POLICY:

09.438

:

Bullying/Hazing

In order to effectively participate in the democratic process as adults, students must learn to respect the rights of others and to interact with them in a civil manner. Therefore, students are required to speak and behave in a civil manner toward students, staff and visitors to the schools.

ACTIONS NOT TOLERATED

The use of lewd, profane or vulgar language is prohibited. In addition, students shall not engage in behaviors such as hazing, bullying, menacing, taunting, intimidating, verbal or physical abuse of others, or other threatening behavior.[1] This policy extends to any/all student language or behavior including, but not limited to, the use of electronic or online methods. Such behavior is disruptive of the educational process and interferes with the ability of other students to take advantage of the educational opportunities offered.

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.

BULLYING DEFINED

Per KRS 158.148, "bullying" is defined as any unwanted verbal, physical, or social behavior among students that involves a real or perceived power imbalance and is repeated or has the potential to be repeated:

1. That occurs on school premises, on school-sponsored transportation, or at a school-sponsored event: or
2. That disrupts the education process.

This definition shall not be interpreted to prohibit civil exchange of opinions or debate or cultural practices protected under the state or federal Constitution where the opinion expressed does not otherwise materially or substantially disrupt the education process.

HAZING DEFINED

Per KRS 508.150, "hazing" is defined as an action which endangers the mental or physical health of a minor or student for the purpose of recruitment, initiation into, affiliation with, or enhancing or maintaining membership or status within any organization*, including but not limited to actions which cause, coerce, or force a minor or a student to:

(a) Violate federal or state criminal law;

(b) Consume any food, liquid, alcoholic liquid, drug, tobacco product, or other controlled substance which subjects the minor or student to a risk of mental harm or physical injury;

(c) Endure brutality of a physical nature, including whipping, beating or paddling, branding, or exposure to the elements;

(d) Endure brutality of a mental nature, including personal servitude, sleep deprivation, or circumstances which would cause a reasonable person to suffer substantial mental distress;

Bullying/Hazing

HAZING DEFINED (CONTINUED)

(e) Endure brutality of a sexual nature; or

(f) Endure any other activity that creates a reasonable likelihood or mental harm or physical injury to the minor or student.

*Per KRS 508.180, "organization" is defined as a number of persons who are associated with a school or postsecondary education institution and each other, including a student organization, fraternity, sorority, association, corporation, order, society, corps, club, or similar group and includes any student organization registered pursuant to policies of the school or postsecondary education institution at any time during the previous five (5) years.

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.

REFERENCES:

[1]KRS 158.150
KRS 158.148
KRS 158.156

Bullying/Hazing

KRS 160.290
KRS 508.180
KRS 525.080
Bethel School District No. 403 v. Fraser, 478 U.S. 675, 106 S.Ct. 3159, 92 L.Ed.2d 549 (1986)
Mahanoy Area School District v. B. L., 594 US _ (2021)
Tinker v. Des Moines Independent School District, 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)

RELATED POLICIES:

03.162; 03.262; 09.13; 09.421; 09.425; 09.426; 09.4281; 09.42811; 09.438
09.2211 (re: reports required by law)

:

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, prohibited volatile substances as defined in KRS 217.900 or synthetic compounds/substances that are used or intended for use for an abusive and/or intoxicating purpose.

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 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 use, possession, or sale of controlled substances on the school premises or within one thousand (1,000) feet of school premises, on a school bus, 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.

Use of Alcohol, Drugs and Other Prohibited Substances

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.

REFERENCES:

KRS 158.150; KRS 158.154; KRS 158.155
KRS 160.290; KRS 161.180
KRS 217.900; KRS 218A.020; KRS 218A.1430; KRS 218A.1447 OAG 82-633; OAG 93-32
Clark County Board of Education vs. Jones, KY. App., 625 S. W. 2d 586 (1981).
Board of Ed. of Tecumseh Public School District, Independent School Dist. No. 92 of Pottawatomie Cty. v. Earls, _____U.S. ___, 242 F.3d 1264 (2002)

RELATED POLICY:

09.2241

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Tobacco, Alternative Nicotine, or Vapor Products

Students shall not be permitted to use or possess any tobacco product, alternative nicotine product, or vapor product as defined in KRS 438.305 on or in all Board property at all times, including any vehicle, owned, operated, leased, or contracted for use by the Board and while attending or participating in any school-related student trip or student activity.

Adequate notice shall be provided to students, parents and guardians, school employees, and the general public.

Signage shall be posted on or in all property, including any vehicle that is owned, operated, leased, or contracted for use by the Board, clearly stating that the use of all such products is prohibited at all times and by all persons on or in the property.

School employees shall enforce the policy. Students who violate these prohibitions while under the supervision of the school shall be subject to penalties set forth in the local code of acceptable behavior and discipline.

REFERENCES:

KRS 160.290; KRS 160.340; KRS 161.180
KRS 438.050; KRS 438.305; KRS 438.345; KRS 438.350
OAG 81-295; OAG 91-137
P. L. 1114-95, (Every Student Succeeds Act of 2015)

RELATED POLICIES:

03.1327; 03.2327; 05.31; 06.221; 10.5

:

Assault and Threats of Violence

For purposes of this Policy, a "threat" shall refer to a communication made by any means, including, but not limited to, electronic and/or online methods.

STUDENTS

Any student who threatens, physically assaults, batters or abuses another student shall be subject to appropriate disciplinary action, including suspension or expulsion.[1]

Students may also be subject to prosecution or juvenile justice interventions for assault, threats, or other abusive conduct.

The Principal shall provide written notice to all students, parents, and guardians of students within ten (10) days of the first instructional day of each school year of the provision of KRS 508.078 and potential penalties under KRS 532.060 and KRS 534.030.[2]

EDUCATIONAL PERSONNEL

Any student who threatens, physically assaults, batters or physically or verbally abuses educational personnel on or off school property (and the incident is likely to substantially disrupt the educational process) shall be subject to appropriate disciplinary action[1] up to and including expulsion from school and/or legal action.

REMOVAL OF STUDENTS

School administrators, teachers, or other school personnel may immediately remove or cause to be removed threatening or violent students from a classroom setting or from the District's transportation system pending any further disciplinary action that may occur. Threatening or violent behavior shall include, but not be limited to:

1. Disrupts the classroom environment and education process or the student challenges the authority of a supervising adult.
2. Verbal or written statements or gestures by students indicating intent to harm themselves, others or property.
3. Physical attack by students so as to intentionally inflict harm to themselves, others or property.

The Principal may establish (school) procedures for a student's removal from and reentry to the classroom when the student's behavior disrupts the classroom environment and education process or the student challenges the authority of a supervising adult. In addition to removal, the student shall be subject to further discipline for the behavior consistent with the school's code of conduct.

Removal of students from a bus shall be made in compliance with 702 KAR 5:080.

Each school shall designate the site(s) to which employees may remove students from a classroom setting and the employee(s) who will supervise the student at the site.

When teachers or other personnel remove a student, they shall complete and submit a form to document the removal and the causes as soon as practicable. The Principal/designee shall review the removal as soon as possible to determine if further disciplinary action is warranted or if the student is to be returned to the classroom.

Assault and Threats of Violence

REMOVAL OF STUDENTS (CONTINUED)

Per KRS 158.150, a student who is removed from the same classroom three (3) times within a thirty (30) day period shall be considered "chronically disruptive" and may be suspended from school and no other basis for suspension shall be deemed necessary.

At any time during the school year, for a student who has been removed from the classroom the Principal may require a review of the classroom issues with the teacher and the parent, guardian, or other person having legal custody or control of the student and determine a course of action for the teacher and student regarding the student's continued placement in the classroom.

At any time during the school year, the Principal may permanently remove a student from a classroom for the remainder of the school year if the Principal determines the student's continued placement in the classroom will chronically disrupt the education process for other students.

When a student is removed from a classroom temporarily or permanently, the Principal shall determine the placement of the student in lieu of that classroom, which may include but is not limited to:

- Another classroom in that school; or
- An alternative program or setting, which may be provided virtually, as approved by the Superintendent.

Any permanent action by the Principal shall be subject to an appeal process in accordance with Policy 09.4281/Grievances.

REPORT TO LAW ENFORCEMENT AGENCY

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 assault resulting in serious physical injury, a sexual offense, kidnapping or each instance of assault involving the use of a weapon.

DOMESTIC/DATING VIOLENCE REPORTING AND EDUCATION

Upon the request of a victim, school personnel shall report an act of domestic violence and abuse or dating violence and abuse to a law enforcement officer. School personnel shall discuss the report with the victim prior to contacting a law enforcement officer.

School personnel shall report to a law enforcement officer when s/he has a belief that the death of a victim with whom s/he has had a professional interaction is related to domestic violence and abuse or dating violence and abuse.

These reporting requirements covering domestic violence and abuse or dating violence and abuse do not relieve school personnel of the duty to report any known or suspected abuse, neglect, or dependency of a child pursuant to KRS 620.030. This separate reporting requirement covers abuse, neglect or dependency of a child committed or caused by a parent, guardian, other person exercising control or supervision, or a person in a position of authority or special trust.

Assault and Threats of Violence

DOMESTIC/DATING VIOLENCE REPORTING AND EDUCATION (CONTINUED)

If individual school personnel has reasonable cause to believe that a victim with whom s/he has had a professional interaction has experienced domestic violence and abuse or dating violence and abuse, s/he shall provide educational materials to the victim relating to such form(s) of abuse and including information on access to regional domestic violence programs or rape crisis centers and how to access protective orders. These materials shall be made available to school personnel in print form or on the web by the primary domestic violence, shelter, and advocacy service provider designated by the Cabinet for Health and Family Services to serve the school District's area.

NOTIFICATIONS

As soon as the Superintendent/designee confirms that a serious threat has been confirmed, designated personnel shall attempt to notify staff members and/or students who have been threatened and parents of students who are the subject of a threat. Such notification shall observe and comply with confidentiality requirements of applicable law including, but not limited to, state and federal Family Educational Rights and Privacy Act (FERPA) laws.

Any District employee assigned to work directly with, or who comes in contact with, a student with a documented history of physical abuse of a school employee or of carrying a concealed weapon on school property or at a school function, shall be notified in writing of the student's history by the Principal or designee, guidance counselor or other official who has knowledge of the student's behavior prior to the assignment or contact.

REFERENCES:

[1]KRS 158.150
[2]KRS158.1559
KRS 158.154; KRS 160.290
KRS 161.155; KRS 161.190; KRS 161.195 KRS 209A:020; KRS 209.160
KRS 209A.100; KRS 209A.110; KRS 209A.130 KRS 211.160; KRS 403.720; KRS 456.010
KRS 508.025; KRS 508.075; KRS 508.078; KRS 525.080
KRS 532.060; KRS 534.030; KRS 620.030
702 KAR 5:080

RELATED POLICIES:

03.123; 03.13253; 03.223; 03.23253; 05.4; 05.48
06.34; 09.14; 09.2211; 09.422; 09.426; 09.4281; 09.429; 09.4341

:

Disrupting the Educational Process

Behavior that materially or substantially disrupts the educational process, whether on or off school property or at school-sponsored events and activities, shall not be tolerated and shall subject the offending student to appropriate disciplinary action. For purposes of this section, behavior which disrupts the educational process shall include, but not be limited to:

1. Conduct that disrupts the classroom environment and education process or the student challenges the authority of a supervising adult;
2. Conduct which threatens the health, safety, or welfare of others;
3. Conduct which may damage public or private property, including the property of students or staff;
4. Illegal activity;
5. Conduct that materially or substantially interferes with another student's access to educational opportunities or programs, including the ability to attend, participate in and benefit from instructional and extracurricular activities; or
6. Conduct that materially or substantially disrupts the delivery of instructional services or interferes with the orderly administration of the school and school-related activities or District operations.

REMOVAL

Per KRS 158.150, a student who is removed from the same classroom three (3) times within a thirty (30) day period shall be considered "chronically disruptive" and may be suspended from school and no other basis for suspension shall be deemed necessary.

At any time during the school year, for a student who has been removed from the classroom the Principal may require a review of the classroom issues with the teacher and the parent, guardian, or other person having legal custody or control of the student and determine a course of action for the teacher and student regarding the student's continued placement in the classroom.

At any time during the school year, the Principal may permanently remove a student from a classroom for the remainder of the school year if the Principal determines the student's continued placement in the classroom will chronically disrupt the education process for other students.

When a student is removed from a classroom temporarily or permanently, the Principal shall determine the placement of the student in lieu of that classroom, which may include but is not limited to:

- Another classroom in that school; or
- An alternative program or setting, which may be provided virtually, as approved by the Superintendent.

Any permanent action by the Principal shall be subject to an appeal process in accordance with Policy 09.4281/Grievances.

Disrupting the Educational Process

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, 09.422 and/or 09.42811, which address harassment/discrimination allegations.

REFERENCES:

KRS 158.150; KRS 158.165; KRS 160.290

RELATED POLICIES:

09.13; 09.422; 09.425; 09.4281; 09.42811; 09.431; 09.438

:

Telecommunication Devices

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[1] 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 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**;**
   c. Is profane, indecent, or obscene;
   d. Constitutes or promotes illegal activity or activity in violation of school rules; or
   e. 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.
6. 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.

Telecommunication Devices

NOTICE OF POLICY

Notice of this policy and penalties for violating it shall be published annually in the District's Code of Acceptable Behavior and Discipline.

REFERENCES:

[1]KRS 158.165

KRS 525.080

RELATED POLICIES:

08.2323; 09.426; 09.436; 09.438

Grievances

GENERAL

Any student who wishes to express an educational concern or grievance shall observe the following order of appeal:

1. Teacher;
2. Principal;
3. School council, where appropriate;
4. Superintendent;
5. Board.

The order of appeal shall not be construed to mean that students are not free to confer with the Superintendent or Board whenever they so wish. However, if the grievance concerns discipline of an individual student, the Board may, on a case-by-case basis, determine if it will hear the grievance based on whether the facts presented in the written grievance fall within its discretion or authority. If there is a question as to whether the grievance is within the Board's discretion or authority, the Board will consult with legal counsel.

PROCEDURES

Grievance procedures shall address, but not be limited to, the conditions for filing a grievance, time limitations for the filing and the appeal of a grievance, and a process for the orderly review and appeal of each individual grievance.

EXCEPTIONS

Harassment/Discrimination allegations shall be governed by Policy 09.42811.

Federal law requires the District to implement separate and specific processes for responding to complaints/grievances about Title I programs and to those alleging discrimination in the delivery of benefits or services in the District's school nutrition program.

RELATED POLICIES:

07.1
08.13451
09.422; 09.425; 09.426; 09.42811; 09.431; 09.434; 09.4341; 09.435
10.2

Harassment/Discrimination

DEFINITION

Harassment/Discrimination is unlawful behavior based on race, color, national origin, age, religion, sex (including sexual orientation or gender identity), 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.

The provisions of this policy shall not be interpreted as applying to speech otherwise protected under the state or federal constitutions where the speech does not otherwise materially or substantially disrupt the educational process, as defined by policy 09.426, or where it does not violate provisions of policy 09.422.

PROHIBITION

Harassment/Discrimination is prohibited at all times on school property and off school grounds during school-sponsored activities. This prohibition also applies to visitors to the school who may come into contact with employees and students. (Acts of harassment/discrimination based on sex may be committed by persons of the same or the opposite sex.)

District staff shall provide for a prompt and equitable resolution of complaints concerning harassment/discrimination.

DISCIPLINARY ACTION

Students who engage in harassment/discrimination of an employee or another student on the basis of any of the areas mentioned above shall be subject to disciplinary action, including but not limited to suspension and expulsion.

GUIDELINES

Students who believe they or any other student, employee, or visitor is being or has been subjected to harassment/discrimination shall, as soon as reasonably practicable, report it. In each school building, the Principal is the person responsible for receiving reports of harassment/discrimination at the building level. Otherwise, reports of harassment/discrimination may be made directly to the Superintendent. Additionally, if sexual discrimination or harassment is being alleged, reports may be made directly to the District Title IX Coordinator. Complaints of harassment/discrimination, whether verbal or written, shall lead to a documented investigation and a written report.

Employees who believe prohibited behavior is occurring or has occurred shall notify the victim’s Principal, who shall immediately forward the information to the Superintendent.

The Superintendent shall provide for the following:

1. Investigation of allegations of harassment/discrimination to commence as soon as circumstances allow, but not later than three (3) school days of receipt of the original complaint, regardless of the manner in which the complaint is communicated to a District administrator. A written report of all findings of the investigation shall be completed within thirty (30) calendar days, unless additional time is necessary due to the matter being investigated by a law enforcement or governmental agency.

The Superintendent/designee may take interim measures to protect complainants during the investigation.

Harassment/Discrimination

GUIDELINES (CONTINUED)

2. A process to identify and implement, within five (5) school days of the submission of the written investigative report, methods to correct and prevent reoccurrence of the harassment/discrimination. If corrective action is not required, an explanation shall be included in the report.

3. A process to be developed and implemented to communicate requirements of this policy to all students, which may include, but not be limited to, the following:

   - written notice provided in publications such as handbooks, codes, and/or pamphlets; and/or
   - such other measures as determined by the Superintendent/designee.

Method(s) used shall provide a summary of this policy, along with information concerning how individuals can access the District's complete policy/procedures and obtain assistance in reporting and responding to alleged incidents. Students, parents or guardians, as appropriate, will be directed to sign an acknowledgement form verifying receipt of information concerning this policy as part of the Board-approved code of acceptable behavior and discipline.

4. Age appropriate training during the first month of school to include an explanation of prohibited behavior and the necessity for prompt reporting of alleged harassment/discrimination; and

5. Development of alternate methods of filing complaints for individuals with disabilities and others who may need accommodation.

When sexual harassment is alleged, the District's Title IX Coordinator, as designated in the student handbook/code, shall be notified.

NOTIFICATIONS

Within twenty-four (24) hours of receiving a serious allegation of harassment/discrimination, District personnel shall attempt to notify parents of both student victims and students who have been accused of harassment/discrimination.

In circumstances also involving suspected child abuse, additional notification shall be required by law. (See Policy 09.227.)

In applicable cases, employees must report harassment/discrimination to appropriate law enforcement authorities in accordance with law.[1]

PROHIBITED CONDUCT

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;

Harassment/Discrimination

PROHIBITED CONDUCT (CONTINUED)

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.

CONFIDENTIALITY

District employees involved in the investigation of complaints shall respect, as much as possible, the privacy and anonymity of both victims and persons accused of violations.

APPEAL

Upon the completion of the investigation and correction of the conditions leading to the harassment/discrimination, any party may appeal in writing any part of the findings and corrective actions to the Superintendent.

If a supervisor is an alleged party in the harassment/discrimination complaint, procedures shall also provide for addressing the complaint to a higher level of authority.

Failure by employees to report, notify, and/or initiate an investigation of alleged harassment/discrimination as required by this policy, or to take corrective action shall be cause for disciplinary action.

RETALIATION PROHIBITED

No one shall retaliate against an employee or student because s/he submits a grievance, assists or participates in an investigation, proceeding, or hearing regarding the charge of harassment/discrimination of an individual or because s/he has opposed language or conduct that violates this policy.

Upon the resolution of allegations, the Superintendent shall take steps to protect employees and students against retaliation.

FALSE COMPLAINTS

Deliberately false or malicious complaints of harassment/discrimination may result in disciplinary action taken against the complainant.

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, 09.422 and/or 09.426.

Harassment/Discrimination

REFERENCES:

[1]KRS 158.156
42 USC 2000e, Civil Rights Act of 1964, Title VII
Racial Incidents and Harassment Against Students at Educational Institutions; Investigative Guidance (U.S. Department of Education)
U. S. Supreme Court - Franklin vs. Gwinnett County
29 C.F.R. 1604.11, Equal Employment Opportunity Commission (EEOC) Regulations Implementing Title VII
20 U.S.C. 1681, Education Amendments of 1972, Title IX
34 C.F.R. 106.1-106.71, U.S. Department of Education Office for Civil Rights Regulations Implementing Title IX
Gebser v. Lago Vista Independent School Dist., 118 S. Ct. 1989 (1998)
Davis v. Monroe County Bd. of Educ., 119 S. Ct. 1661 (1999)
Bostock v. Clayton County, Georgia 140 S.Ct. 1731 (2020)

RELATED POLICIES:

03.162; 03.262
09.13; 09.2211; 09.227
09.422; 09.426; 09.438

Title IX Sexual Harassment

INTRODUCTION AND SCOPE

A United States Department of Education regulation published on May 19, 2020 defines sexual harassment for purposes of Title IX (sometimes referred to in policy and procedure as "Title IX Sexual Harassment"). In addition to numerous other matters, the regulation sets forth grievance procedure requirements that apply (including the initiation of a "formal complaint") before there is a determination that a student is responsible for Title IX Sexual Harassment. The applicable definition of sexual harassment describes serious sexual misconduct. If the alleged actions that are the subject of a formal complaint do not descend to the level of conduct described in the definition of Title IX Sexual Harassment; do not take place in a "program or activity" of the school District within the meaning of Title IX; or do not take place in the United States, the formal complaint must be dismissed.

Such a dismissal does not mean that the alleged offending party cannot be the subject of investigation or discipline on grounds other than "Title IX Sexual Harassment" as addressed in Board policy or law, including conduct allegedly constituting sexual harassment or other sexual misconduct that does fall within the definition of "Title IX Sexual Harassment."[1]

PROHIBITION

Title IX Sexual Harassment in educational programs or activities of the District is prohibited.

GRIEVANCE PROCEDURE

The District shall provide a Title IX Sexual Harassment grievance procedure that treats complainants and respondents equitably as required by Federal Regulation.[2]

DEFINITIONS

Title IX Sexual Harassment

"Title IX Sexual Harassment" means conduct on the basis of sex that satisfies one or more of the following:

1) An employee of the District conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct (i.e., quid pro quo sexual harassment);

2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity;

3) "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30). For purposes of this definition, "sexual assault" means an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting system. A sex offense is an act directed against another person, without the consent of the second person, including instances where the second person is incapable of giving consent.[3]

Title IX Sexual Harassment

DEFINITIONS (CONTINUED)

Title IX Sexual Harassment (continued)

The term "dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be based on the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

The term "domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

The term "stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others; or suffer substantial emotional distress.

Consent

"Consent" means a voluntary expression of willingness, permission, or agreement to engage in sexual activity throughout a sexual encounter. Consent cannot be granted by an individual: who is less than the statutory age of consent under Kentucky criminal law, has a mental or physical condition or incapacity that prevents the giving of consent; or from whom ostensible "consent" is extracted through threat, coercion, or forcible compulsion.

Complainant

"Complainant" means an individual who is alleged to be the victim of conduct that could constitute sexual harassment. This applies to such individual even if no formal complaint is filed. Only a complainant who is participating or attempting to participate in the District's educational programs or activities may file a formal complaint.

Respondent

"Respondent" means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment. This applies to such individual even if no formal complaint is filed. Only a person in his or her individual capacity is subject to a Title IX investigation.

Title IX Coordinator (TIXC)

The TIXC is the individual or individuals designated and authorized to coordinate District Title IX programs. The TIXC is expected to engage in activities intended to provide a fair and neutral process for all parties, including implementation of supportive measures and remedies where appropriate. The District may use co-coordinators and/or deputy coordinators.

Title IX Sexual Harassment

Formal Complaint

"Formal complaint" means a document filed by a complainant or signed by the TIXC alleging sexual harassment against a respondent and requesting that the District investigate the allegation of sexual harassment. A formal complaint may be filed with the TIXC in person, by mail, or by electronic mail, by using the contact information provided by the District. The complaint document may be physical or electronic, shall contain the complainant's physical or digital signature, or otherwise indicate that the complainant is the person filing the formal complaint. Where the TIXC signs a formal complaint, the TIXC is not "the complainant" or otherwise considered a party, but is to comply with applicable procedures.

Supportive Measures

"Supportive measures" mean nondisciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Supportive measures may include counseling, extensions of deadlines or other course- related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, unilateral restrictions on contact that are not unreasonably burdensome on a respondent, changes in work or housing locations, increased security and monitoring of certain areas of the campus, and other similar measures. Supportive measures shall be confidential, to the extent that maintaining such confidentiality would not impair the ability of the District to provide the supportive measures. The TIXC is responsible for coordinating the effective implementation of supportive measures.

Education Program or Activity

''Education program or activity'' means District operations and includes locations, events, or circumstances over which the District exercises substantial control over both the respondent and the context in which the sexual harassment occurs.

Preponderance of the Evidence

"Preponderance of evidence" means evidence that is of greater weight or more convincing that an asserted fact or facts occurred than evidence in opposition to such facts. It is evidence which as a whole shows that an assertion to be proven is more likely than not.

REGULATION AND POLICY DOES NOT AFFECT PARENT RIGHTS

Absent a court order or other legal requirement to the contrary, a parent or guardian is authorized to act on behalf of a minor student regarding decision-making and the exercise of rights under the Title IX Sexual Harassment policy and procedure, including the opportunity to accompany a minor student to meetings and interviews.

Title IX Sexual Harassment

SEGREGATION OF FUNCTIONS / CONFLICT OF INTEREST

The TIXC, investigator, decisionmaker(s), and any informal resolution facilitator shall not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. These individuals are to serve impartially without prejudgment of the facts at issue. The investigative, initial decision-making, appellate decision-making, and resolution functions must be performed by different trained individuals, who may be District employees or contractors.

CONFIDENTIALITY

With respect to its administration of Title IX Sexual Harassment policies and corresponding procedures, the District must keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted under FERPA[4], required by law, or to carry out Title IX purposes, including the conduct of any investigation, hearing or Title IX judicial proceedings.

Investigative evidence directly related to the allegations of a formal complaint gathered by the District is subject to inspection and review by the parties but is not to be disseminated to the public. The United States Department of Education rule commentary provides that under the applicable FERPA definition of "education records" a parent of a complainant or respondent (or eligible student) has a right to inspect and review any witness statement that is directly related to the student, even if that statement contains information that is also directly related to another student, if the information cannot be segregated or redacted without destroying its meaning.[4]

EMPLOYEES SHALL REPORT

Employees who believe or have been made aware that they or any other employee, student, or visitor has been subject to Title IX Sexual Harassment shall report it to the TIXC. Failure to make such a report shall be grounds for discipline up to and including termination. If the knowledge of the reporting party gives rise to reasonable cause to believe that the reported conduct constitutes child abuse Policy 09.227 or a reportable criminal offense Policy 09.2211, notification of state officials shall be made as required by law.[6]

FALSE REPORTS PROHIBITED

Employees or students who intentionally make false reports related to the District's administration of this policy and the corresponding procedures, are subject to disciplinary sanctions under applicable District policy, law, or the Code of Acceptable Behavior and Discipline, as applicable.

Title IX Sexual Harassment

RELATED EVIDENCE RULES SUMMARY

The following rules apply to the District investigation and grievance process under the Title IX Sexual Harassment regulation:

a) The District shall not require, allow, rely upon, or otherwise use questions or evidence that constitutes or seeks disclosure of information protected under a legally recognized privilege unless the person holding such privilege has waived the privilege.
b) The District cannot access, consider, disclose, or otherwise use a party's records made or maintained in connection with provision of treatment to the party by medical or mental health professionals or paraprofessionals unless the District obtains written consent from the party.
c) Questions and evidence about the complainant's sexual predisposition or prior behavior are not relevant unless such questions and evidence are offered to prove that someone other than the respondent committed the conduct or, such questions or evidence are offered to prove consent.

RETALIATION PROHIBITED

No District or other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any Title IX investigation, proceeding, or hearing.

REFERENCES:

[2]34 C.F.R. § 106.45
[3]KRS 510.020
[4]85 Fed. Reg. 30433 (May 19, 2020)
Americans with Disabilities Act (42 U.S.C. §12101 et seq., as amended; 28 C.F.R. § 35.107)
Section 504 of the Rehabilitation Act of 1973 (Section 504) (29 U.S.C. § 794 et seq., as amended; 34 C.F.R. § 104.7)
Title IX of the Education Amendments of 1972 (20 USC § 1681, et seq.); 34 C.F.R. Part 106
Clery Act (20 U.S.C. §1092(f)(6)(A)(v)
Violence Against Women Act (34 U.S.C. § 1092(f)(6)(A)(v) 34 U.S.C. § 12291(a)(10)
34 U.S.C. §12291(a)(3)
34 U.S.C. §12291(a)(8)

RELATED POLICIES:

[1]03.162; 03.262; 09.42811
[5]09.14
[6]09.227; 09.2211
03.1621; 03.2621

Title IX Sexual Harassment

Threat Assessments

"School safety" shall mean a program of prevention that protects students and staff from substance abuse, violence, bullying, theft, the sale or use of illegal substances, exposure to weapons and threats on school grounds, and injury from severe weather, fire, and natural disasters."

"School security" shall mean procedures followed and measures taken to ensure the security of school buildings, classrooms, and other school facilities and properties.

"Threat assessment team" and "team" shall mean a school safety and security threat assessment team established pursuant to this policy and KRS 158.4410.

ESTABLISHMENT AND MEMBERSHIP OF TEAMS

A school safety and security threat assessment team shall be established at each school of the District. The members of the team at each school shall be designated by the District School Safety Coordinator, and shall consist of two (2) or more school staff members. School staff members that may be designated as a member of the team at any given school may include: school administrators; school counselors; school resource officers; school-based mental health services providers; teachers; and other school personnel. If necessary, a threat assessment team may serve more than one (1) school of the District.

PURPOSE OF TEAM

The purpose of a team shall be to identify and respond to students exhibiting behavior that indicates a potential threat to school safety or school security.

GENERAL COMPONENTS OF SCHOOL SAFETY AND SCHOOL SECURITY PLANNING

According to the U.S. Secret Service Guide, Enhancing School Safety Using a Threat Assessment Model: An Operational Guide for Preventing Targeted School Violence, key components of a comprehensive school safety and school security plan include efforts to:

1. Foster a climate of respect and trust;
2. Build relationships;
3. Promote communication;
4. Identify concerning behaviors;
5. Maintain a threat assessment team;
6. Reinforce clear policies and procedures;
7. Provide resources to appropriately respond to students;
8. Promote information-sharing between the school District and appropriate community stakeholders as allowed by law;
9. Liaison with law enforcement; and
10. Provide consistent training to stakeholders.

Threat Assessments

GUIDING PRINCIPLES OF COMPREHENSIVE THREAT ASSESSMENT PLANNING

The District School Safety Coordinator, members of threat assessment teams, and other appropriate District administrators and staff, shall give appropriate consideration to the following non-exhaustive list of general principles as threat assessment teams are established and as they plan for and conduct their work:

1. A threat assessment process best functions as one component of overall school safety, in conjunction with physical school security and emergency management.
2. Students may engage in a continuum of concerning behaviors, the vast majority of which will be non-threatening and non-violent, but may still call for some type of response.
3. Students should feel empowered to communicate their own concerns to appropriate school staff without fear of reprisal. Incoming reports regarding concerning behavior or statements presenting a threat to school safety and school security should be given due consideration and assessed.
4. The goal of a threat assessment process is to identify, assess, and respond to potential threats to school safety and school security. The process begins with establishing a comprehensive plan for schools to:
    a. Identify students or situations of concern;
    b. Gather additional relevant information in a lawful manner;
    c. Assess the student or situation risk, in context based on the totality of the information available; and
    d. Identify and implement or recommend appropriate response strategies to address the concern.

THREAT ASSESSMENT TEAM MEMBER TRAINING

Training to members of threat assessment teams should be provided or arranged by the District regarding the purpose of the team, the guiding principles stated above, and the members' roles in enhancing school safety and school security through identifying and responding to students exhibiting behavior that indicates a potential threat to school safety or school security. Training shall address the following: strategies to properly respond to students who provide information about a threatening or concerning situation, ways to assess and respond to potential threats, and how and to whom they should report threatening communications or behavior.

THREAT ASSESSMENT TEAM MONITORING

The District School Safety Coordinator and the Superintendent/designee shall monitor the work of the threat assessment team in each school of the District.

Threat Assessments

ACCESS TO STUDENT RECORDS

Threat assessment team members, including any members who are not school District employees, are hereby designated as "school officials" for purposes of the Family Educational Rights and Privacy Act (FERPA), and as such may access student records to the extent necessary in connection with the work of the team, in accordance with FERPA and Board Policy 09.14.

INTERACTION OF TEAM ACTIVITIES WITH SCHOOL DISCIPLINARY ACTION AND/OR LAW ENFORCEMENT

Threat assessment team activities and any responses undertaken or recommended by a team, do not negate or override applicable disciplinary procedures or action under Board policy or the Code of Acceptable Behavior and Discipline or legal reporting requirements, including those covering bullying or criminal activity; dependency, neglect or abuse; or domestic and dating violence.[2]

IMMUNITY FROM CIVIL OR CRIMINAL LIABILITY

A school District, School Safety Coordinator, and any school employees participating in the activities of a school safety and security threat assessment team enjoy immunity from civil and criminal liability regarding their participation in the threat assessment process as provided in KRS 158.4410.[1]

REFERENCES:

[1]KRS 158.4410
U.S. Secret Service Guide, *Enhancing School Safety Using a Threat Assessment Model: An Operational Guide for Preventing Targeted School Violence*

RELATED POLICIES:

[2]09.2211; 09.227; 09.438
05.4; 09.14; 09.425

Driver's License Revocation

Students who are sixteen (16) or seventeen (17) years old who become academically deficient or deficient in attendance shall be reported to the Transportation Cabinet for driver's license, permit or driving privilege revocation.[1]

ACADEMIC AND ATTENDANCE DEFICIENCIES

Academic and attendance deficiencies for students age sixteen (16) or seventeen (17) enrolled in regular, alternative, part-time, and special education programs shall be defined as follows:

1. They shall be deemed academically deficient if they have not received passing grades in at least four (4) courses, or the equivalent of four (4) courses, taken in the preceding semester.
2. They shall be deemed deficient in attendance when they accumulate nine (9) unexcused absences for the preceding semester. Suspensions shall be considered unexcused absences.

REINSTATEMENT OF DRIVING PRIVILEGE

Students whose driving permits are revoked, but later meet the statutory standards for reinstatement, must then apply to the Director of Pupil Personnel to have their standing confirmed. The District shall make the required report to the appropriate agency.

REFERENCES:

[1]KRS 159.051, KRS 186.470
601 KAR 13:070
OAG 77-419

RELATED POLICIES:

08.221
09.123

Student Disciplinary Processes

SCHOOL-RELATED ACTIVITIES

The authority of the District in matters of student behavior is not limited to school buildings and grounds or to times when the pupil is on his/her way to or from school, but extends to any activity which is school-related or school-sponsored. The principal's decision concerning imposition of in-school discipline or parent conference shall be final. In cases involving suspension or referral to an alternative school, or suspension or removal from an athletic team or extracurricular activity, a student or parent may appeal to the superintendent only if there has been a violation of Board or SBDM policy or due process by the school administrator. Appeals to the Superintendent must be made in writing within three (3) days of the adverse action by the school and must include the basis for the alleged violation of due process or Board or SBDM policy.

TRAUMA-INFORMED APPROACH

"Trauma-informed approach" means incorporating principles of trauma awareness and trauma-informed practices, as recommended by the federal Substance Abuse and Mental Health Services Administration, in a school in order to foster a safe, stable, and understanding learning environment for all students and staff and ensuring that all students are known well by at least one (1) adult in the school setting.

The Board shall develop a plan for implementing a trauma-informed approach in the District. The plan shall be based on the Trauma-Informed Toolkit from KDE and include but not be limited to:

a) strategies for enhancing trauma awareness throughout the school community;

b) conducting an assessment of the school climate including but not limited to inclusiveness and respect for diversity;

c) developing trauma-informed discipline policies;

d) collaborating with the Department of Kentucky State Police, the local sheriff, and the local chief of police to create procedures for notification of trauma-exposed students; and

e) providing services and programs designed to reduce the negative impact of trauma, support critical learning, and foster a positive and safe school environment for every student.[2]

TREATMENT OF PUPILS

Student disciplinary measures should not be administered in a manner that is humiliating, degrading, or unduly severe or in a manner that would cause the pupil to lose status before his/her peer group. Teachers should guard against making remarks to other pupils concerning a student's shortcomings.

Unless an administrator or the Board acts under authority of KRS 158.150, no school, school administrator, teacher, or other school employee shall expel or punish a student based on juvenile court information received by the employee from any source. Administrators may act to protect staff and students when the student's conduct, as reflected by the information, indicates a substantial likelihood of an immediate and continuing threat of harm to students or staff. In cases where such actions are necessary, the following provisions shall apply:

1. Restrictions imposed on the student shall represent the least restrictive alternative available and appropriate to remedy the threat.

2. Supporting material shall be documented in and kept with the student's juvenile court record.
3. The student and/or parent/guardian may appeal actions taken to the Superintendent or to the Circuit Court with appropriate jurisdiction.[1]

SERIOUS PROBLEMS

Serious disciplinary problems shall be promptly reported to the Principal and to the parent(s) of the student.

COUNCIL RESPONSIBILITY

Each school council shall select and implement discipline and classroom management techniques for the school. The council's discipline policies shall provide for involvement of parents in disciplinary situations involving their children.

In non-SBDM schools, the Principal shall make these decisions in compliance with Board policy.

REPORTING

Each school shall annually provide to the Department of Education, using the student information system, an assessment of school incidents relating to disruptive behaviors resulting in a criminal or juvenile status offense or public complaint, including whether:

1. The incident involved a public offense or noncriminal misconduct;
2. The incident was reported to law enforcement or the court-designated worker and the charge or type of noncriminal misconduct that was the basis of the referral or report; and
3. The report was initiated by a school resource officer.

CHILDREN AND YOUTH WITH DISABILITIES

Discipline for children and youth with disabilities shall observe, and be in conformity with, federal and state procedures and guidelines.

REFERENCES:

[1]KRS 158.153
[2]KRS 158.4416
KRS 158.150; KRS 158.449
KRS 160.290; KRS 160.340; KRS 160.345
KRS 161.180; KRS 610.345
P. L. 105-17

RELATED POLICIES:

08.14; 09.14; 09.429; 09.438

Due Process

RIGHT TO DUE PROCESS

Before being punished at the school level with suspension for violation of school regulations, a student shall have the right of the following due process procedures.[1]

1. The student shall be given oral or written notice of the charge(s) against him or her;
2. If the student denies the charge(s), the student shall be given an explanation of the evidence of the charge(s) against him or her; and
3. The student shall be given an opportunity to present his or her own version of the facts relating to the charge(s).

STUDENTS WITH DISABILITIES

In cases which involve students with disabilities, procedures mandated by federal and state law shall be followed.[2]

REFERENCES:

[1]KRS 158.150
[2]P. L. 105-17; 707 Chapter 1; Honig v. Doe, 108 S.Ct. 592 (1988)

RELATED POLICIES:

09.426
09.43
09.433
09.434
09.4341
09.435

Detention

PRINCIPAL TO ESTABLISH

The Principal or his designee may establish a detention hall as an alternative disciplinary method.

NOTICE TO PARENTS

A pupil's parent/guardian shall be notified prior to the detention so that transportation may be arranged by the parent.[1]

REFERENCES:

[1]KRS 160.290
KRS 160.340

Corporal Punishment

Employees shall not utilize corporal punishment as a penalty or punishment for student misbehavior. Corporal punishment shall refer to the deliberate infliction of physical pain on a student by any means.

REFERENCES:

KRS 160.290
KRS 160.340
KRS 161.180
704 KAR 7:160
704 KAR 7:170

RELATED POLICIES:

09.2212
09.43

Suspension

WHO MAY SUSPEND

In accordance with KRS 158.150, the principal or assistant principal may suspend a student up to a maximum of three (3) days per incident.

The Superintendent may suspend a student up to a maximum of ten (10) days per incident.

LENGTH OF SUSPENSION

A student may not be suspended for more than a total of ten (10) days per incident.

Suspension of primary school students shall be considered only in exceptional cases where there are safety issues for the child or others, as determined by the Superintendent/designee.

PRIOR DUE PROCESS REQUIRED

A student shall not be suspended until due process procedures have been provided as described in KRS 158.150 (09.431)[1], unless immediate suspension is essential to protect persons or property or to avoid disruption of the educational process. If the Superintendent lengthens the period of suspension imposed by the Principal, additional due process shall be provided.

A student who is removed from the same classroom three (3) times within a thirty (30) day period shall be considered "chronically disruptive" and may be suspended from school and no other basis for suspension shall be deemed necessary.

IMMINENT DANGER

In such cases, due process shall follow the suspension as soon as practicable, but no later than three (3) school days after the suspension.

WRITTEN REPORT REQUIRED

The Principal or assistant Principal shall report any suspension in writing[1] immediately to the Superintendent and to the parent of the student being suspended. The written report shall include the reason for suspension, the length of time of the suspension, and the conditions for reinstatement.

STUDENTS WITH DISABILITIES

In cases which involve students with disabilities, the procedures mandated by federal and state law for students with disabilities shall be followed.[2]

REFERENCES:

[1]KRS 158.150
[2]20 U.S.C. Sections § 1400 et seq; 707 Chapter 1; Honig v. Doe, 108 S.Ct. 592(1988)
OAG 77-419; OAG 77-427; OAG 77-547
OAG 78-392; OAG 78-673
707 KAR 1:340
Goss v. Lopez, 419 US 565 (1975)

RELATED POLICIES:

09.425; 09.426; 09.43; 09.431

Alternative Education

DEFINITION

Alternative Education Program means a program that exists to meet the needs of students that cannot be addressed in a traditional classroom setting but through the assignment of students to alternative classrooms, centers, or campuses that are designed to remediate academic performance, improve behavior, or provide an enhanced learning experience. Alternative education programs do not include career or technical centers or departments.[1]

PURPOSE

The purpose of the Board's Alternative Education Program is to provide:

- Learning activities that support innovative pathways and are aligned to college and career outcomes for all students.
- A curriculum that is aligned with the Kentucky Academic Standards and the learning goals in each student's Individual Learning Plan (ILP).
- Successful student transition to the regular school assignment, when possible, or to post-secondary status.
- A meaningful alternative to suspension and/or expulsion of a student.

ALTERNATIVE EDUCATION IN LIEU OF EXPULSION

In lieu of expelling a student, or upon the expiration of a student's expulsion, the Superintendent may place a student into an alternative program or setting if the Superintendent determines placement of the student in his or her regular school setting is likely to substantially disrupt the educational process or constitutes a threat to the safety of other students or school staff.

The alternative program or setting may be provided virtually. Students placed in an alternative program or setting shall be subject to compulsory attendance requirements under KRS Chapter 159 and applicable Board policy.

Action to expel, extend the expulsion, or place in an alternative program or setting a student shall not be taken until the parent, guardian, or other person having legal custody or control of the student has had an opportunity for a hearing before the Board. Following the initial alternative placement of a student, the Board shall review the alternative program or setting placement at least once per year and determine if the placement should be continued.[4]

NOTE: Students do not have a right to assignment to alternative programs or services except as specifically provided by law.

As required by Kentucky Administrative Regulation the District shall ensure:

- That each Alternative Education Program is not limited in scope or design and is aligned to the academic program of the District.
- A student enrolled in an Alternative Education Program may be eligible to participate in one (1) or more types of programs to address student learning needs that may include an alternative digital learning environment, credit recovery, or an innovative path to graduation.
- The Board shall review this policy and accompanying procedure(s) annually.[2]

Alternative Education

ELIGIBILITY CRITERIA

Alternative education placements may be utilized for students at:

- ❑ All grade levels
- ❑ Middle and high school grade levels
- ❑ High school level

Placement may be voluntary or involuntary, and the program may be offered either on-site or off-site.

An ILP shall exist for a student in grade six (6) and above as required by regulation prior to placement in a District Alternative Education Program. Criteria for involuntary assignment by District personnel in the Alternative Education Program may include one (1) or more of the following:

- The need for a different educational environment for the student that will reflect an instructional delivery style best provided in an alternative setting.
- The student has contributed to substantial and on-going disruption of the educational process.
- Documentation that there are specific academic and/or behavioral performance areas that require intensive assistance best provided in alternative setting.
- Confirmation that the student has significant and on-going truancy issues that are impeding academic growth.
- Documentation that the student needs intensive support in the areas of social and personal issues that are impeding academic performance and/or behavioral expectations.
- The student has been assigned for code of conduct or Board policy violations for which assignment to an alternative program is authorized under the code or policy.
- The student has been identified as being at risk of academic failure and/or dropping out of school.
- The student has previously dropped out of school, but has requested to return to school via enrollment in an alternative education setting.
- The student is assigned to an alternative school or program for other reasons as provided in the code of conduct, Board policy, or other program standards adopted by the Board.
- Other reasons related to safety concerns and educational needs of the student referenced in 704 KAR 19:002.

A student's parent/legal guardian or a student who is eighteen (18) years of age or older may request voluntary placement in the Alternative Education Program.

Alternative Education

NOTIFICATION

The Principal or other designated administrator shall notify the parents by letter of their child's assignment to the Alternative Education Program. The letter shall include length and reason for assignment, expected behavior of the student, and notification that assignment may be extended or shortened depending upon the attitude and cooperation of the student.

The duration of the alternative assignment shall be as provided in applicable Board policy, code of conduct, or other alternative program standards adopted by the District or as decided by the team and approved by the Superintendent/designee.

ATTAINMENT OF A HIGH SCHOOL EQUIVALENCY DIPLOMA

Students enrolled in a District-operated alternative education program shall be eligible to seek attainment of a High School Equivalency Diploma if the student:

- Is at least seventeen (17) years of age;
- Is not on track to graduate*; and
- Has previously attained a passing score on an official readiness test for a High School Equivalency Diploma.

*Not on track to graduate – At the fourth (4th) school year, cumulative grade point average of less than 2.5 and/or not at the 75% mark to obtain the minimum twenty-two (22) credits to graduate.

A student who has attained a High School Equivalency Diploma shall be exempt from compulsory attendance.[3]

ILPA TEAM

The Superintendent/designee shall appoint members of a team to develop an Individual Learning Plan Addendum (ILPA) for students with long term placements in grades six through twelve (6-12) assigned to an alternative school or program. The team may consist of the lead administrator/designee of the student's current school/program, the lead administrator/designee of the alternative school/program, counselors, teachers and other staff as appropriate.

The Superintendent/designee shall chair the team and invite the guardians, and as appropriate, the student to participate.

After consideration of input of the team, the counselor or the designated administrator shall prepare or revise the ILPA to address, as appropriate, academic and behavioral needs, criteria for re-entry into the traditional program and review of student progress.

EXCEPTIONS:

- Such decisions for individual students with disabilities under the IDEA shall be made when required through the Admissions and Release Committee process and changes in service delivery required under the IDEA shall be made to the student's IEP.
- Such decisions for students identified under Section 504 shall be made through the team process as required under federal law and corresponding District policies and procedures.

Alternative Education

EXTRACURRICULAR PARTICIPATION

Students assigned to alternative schools or programs shall be eligible to access extracurricular activities including, but not limited to sports activities, as allowed under applicable Board policy, code of conduct, SBDM policy, KHSAA rules or other alternative program standards adopted by the District.

CONTINUING SUPPORT

Opportunities shall be provided for students to continue regular school work as appropriate under the supervision of Alternative Education Program staff. Students participating in an alternative program shall continue to be able to access tutoring, transportation, library and media services, specialty course work, intervention, counseling, and other resources and services already available in the District as determined through the development of the ILPA.

TRANSITION

Students may transition to a regular classroom setting in accordance with any criteria for re-entry established by the ILPA Team and in accordance with the following process:

1. The lead Alternative Education Program administrator/designee shall invite the student (age 18 or older) or the parent/legal guardian to meet to discuss the proposed transition. If the parent/legal guardian or adult student do not attend, written notification shall be provided to explain the proposed re-entry.

   For IDEA or Section 504 students, the IEP or Section 504 team shall determine placement of students as required by law.
2. Strategies shall be documented to promote successful transition to include specific staff responsibilities and how follow-up monitoring will occur.
3. Should the transition not be successful for the student, reassignment to the Alternative Education Program may be considered, and the ILPA Team may be reconvened accordingly.

COLLABORATION WITH OUTSIDE AGENCIES

The coordinator or lead administrator of the Alternative Education Program shall establish a process to collaborate with outside agencies involved with involuntary placements, including courts or other social service agencies to address student transitions between programs. Release of protected information about students involved in the program shall be in compliance with the Family Educational Rights and Privacy Act (FERPA).

NOTE: THIS POLICY DOES NOT APPLY TO A TEMPORARY/SHORT-TERM INTERVENTION.

Alternative Education

REFERENCES:

[1]KRS 160.380
[2]704 KAR 19:002
[3]KRS 158.143
[4]KRS 158.150
KRS Chapter 159
707 KAR 1:320
Student Discipline Guidelines, Kentucky Department of Education OAG 77-419

RELATED POLICIES:

08.131; 08.141
09.123; 09.14; 09.426; 09.431; 09.435

Alternative Education

Expulsion

BOARD MAY EXPEL

The Board may expel or extend the expulsion of any student from the regular school setting for misconduct as defined by law. Provision of educational services will be required unless the Board determines, on the record and supported by clear and convincing evidence, that the expelled student posed a threat to the safety of other students or school staff and could not be placed in a state-funded agency program.[1]

The Board shall require the expulsion from school for a period of at least twelve (12) months for a student who is determined by the Board:

1. Through clear and convincing evidence to have made threats that pose a danger to the well-being of students, faculty, or staff of the District;
2. To have brought a weapon to a school under its jurisdiction per Board Policy 05.48. The Board may expel a student for longer than twelve (12) months.

Behavior that may be determined to pose a threat shall include, but not be limited to, the physical assault, battery, or abuse of others on or off school property (and the incident is likely to substantially disrupt the educational process); the threat of physical force; being under the influence of drugs or alcohol; the use, possession, sale, or transfer of drug or alcohol; the carrying, possessing, or transfer of weapons or dangerous instruments; and any other behavior that may endanger the safety of others.

The Superintendent shall present to the Board for its approval options for providing or ensuring that educational services are provided to expelled students.

In lieu of expelling a student, or upon the expiration of a student's expulsion, the Superintendent may place a student into an alternative program or setting if the Superintendent determines placement of the student in his or her regular school setting is likely to substantially disrupt the educational process or constitutes a threat to the safety of other students or school staff.

HEARING AND RECORDS REQUIRED

Action to expel, extend the expulsion, or place in an alternative program or setting a student shall not be taken until the parent, guardian, or other person having legal custody or control of the student has had an opportunity for a hearing before the Board.[1] The special education and disciplinary records of IDEA eligible students shall be sent to the Board for review before the decision is made to expel.[3]

Within thirty (30) days prior to the end of a student's expulsion, the Board shall review the details of the expulsion and current factors and circumstances, including if ending the expulsion will substantially disrupt the education process or constitute a threat to the safety of students or school staff, to determine if the expulsion shall be extended for a period not to exceed twelve (12) months. The expulsion review process shall be used prior to the end of each expulsion period until the Board ends the expulsion or the student is no longer subject to compulsory attendance under KRS 159.010.

Expulsion

BOARD DECISION FINAL

The Board may establish an appeals committee and delegate authority to hear appeals to the committee. Otherwise, the Board's decision shall be final.[1]

STUDENTS WITH DISABILITIES

In cases which involve students with disabilities, procedures mandated by federal and state law for students with disabilities shall be followed. (Students with disabilities who are eligible for services under federal law may be expelled for behavior unrelated to their disabilities, as long as legally required procedural safeguards are followed. Educational services must continue for IDEA eligible students who are expelled.)[1&3]

TRANSFER OF RECORDS

Records transferred to another school must reflect the charges and final action of an expulsion hearing if the student was expelled for homicide, assault, or an offense in violation of state law or school regulations governing weapons, alcohol or drugs. Records of a student facing an expulsion hearing on charges described above shall not be transferred until the expulsion hearing process is completed.[2]

REFERENCES:

[1]KRS 158.150
[2]KRS 158.155
[3]20 U.S.C. § 1400 et seq. Individuals with Disabilities Education Act (IDEA); 707 Chapter 1; Section 504 of the Rehabilitation Act of 1973, as amended
KRS 159.010
Honig v. Doe, 108 S.Ct. 592(1988); OAG 78-673

RELATED POLICIES:

05.48; 09.12; 09.423; 09.425; 09.426; 09.43; 09.431; 09.434

Search and Seizure

REASONABLE SUSPICION

No pupil's outer clothing, pockets, or his or her personal effects (e.g., handbags, backpacks, etc.) shall be searched by authorized school personnel unless there are reasonable grounds to believe the search will reveal evidence that the pupil has violated or is violating either a school rule or the law.[1] Search of a pupil's person shall be conducted only with the express authority of the Principal/designee.

AUTHORIZED PERSONNEL

Searches of a pupil's person, on-campus vehicle, or his or her personal effects shall only be conducted by a certified person directly responsible for the conduct of the pupil or the Principal/designee of the school which the student attends. However, when an immediate threat to the health or safety of others occurs off site with no certified employee reasonably available, a non-certified person (i.e., bus driver or coach/sponsor) that is responsible for the students is authorized to conduct the search of a student or his/her personal effects. Examples of immediate threats would include reasonable suspicion of the presence of illegal drugs or a weapon.

WITNESS/PERSONAL SEARCHES

When a pat-down search of pupil's person is conducted, the person conducting the search shall be the same sex as the pupil; and a witness of the same sex as the pupil shall be present during the search. In addition, no search of a pupil shall be conducted in the presence of other students.

These restrictions shall not apply to situations involving an imminent threat to students or staff where immediate action is required to prevent harm to health and safety.

STRIP SEARCHES

No strip searches of students shall be permitted.

FAILURE TO COOPERATE

Students who fail to cooperate with school authorities when requested to shall be subject to other disciplinary action.

REGULAR INSPECTION

School property, such as lockers, desks, and network systems, technology resources and accounts owned or supplied by the District are jointly held by the school and the pupil. School authorities have the right to conduct general inspection of all such property and resources on a regular basis. During these inspections, items which are school property, such as overdue library books, may be collected. Students should not expect privacy for items and information left in such locations. A single desk, locker or a technology resource/account may be searched if reasonable grounds exist to believe that evidence of a violation of the law or a school rule is contained therein.

ILLEGAL ITEMS

Illegal items (e.g., weapons, drugs, etc.) or other possessions reasonably determined by proper school authorities to be a threat to the pupil's safety or to others' safety and security may be seized by school officials.

Search and Seizure

OTHER DISRUPTIVE ITEMS

Items which may be used to disrupt or interfere with the educational process may be temporarily removed from the pupil's possession by a staff member. Such items may be returned to the pupil by the staff member or through the Principal's office.

DISPOSITION OF ITEMS

All items which have been seized shall be turned over to the proper authorities or returned to the true owner.

REFERENCES:

[1]New Jersey vs. T.L.O., 105 S.Ct. 733 (1985)
KRS 161.180; KRS 531.335
Safford Unified School Dist. No. 1 v. Redding, 129 S.Ct. 2633 (2009)

RELATED POLICIES:

08.2323; 09.4261