Lighthouse Academy
Student Handbook



Jenny Hester, Director of Alternative Programs
Charlie Graves, Assistant Director of Alternative Programs
Krista Hunt, School Counselor

Teachers: Dr. Lyndsey Thomason, Zeke Wright, Amy Woosley, Casey Yates

877 Jackson Street
Bowling Green, KY 42101
270-782-5410

Last updated 6/2/26

Vision and Mission

Lighthouse Academy provides students with an individualized program in a small learning community to help students be successful in obtaining a high school diploma.

Enrollment

Once a student is enrolled in Lighthouse Academy, the student may not return to their A1 school. Due to the ability for a student to have unrestricted progression, a student has the opportunity to graduate early, which may affect KEES money.

Transportation

Students enrolling from WEHS, WCHS, GHS, or SWHS have the ability to ride a bus from their feeder school to Lighthouse Academy. Students riding a transfer bus to Lighthouse Academy should not enter the building at their school of residence without the permission of an administrator.

Students with a valid driver's license are permitted to drive to Lighthouse Academy. Students are expected to abide by all traffic rules and regulations. Failure to do so may result in loss of driving privileges.

Students can also be a car rider.

Schedule

7:30 - Doors Open, Breakfast in cafeteria
8:00 - Class begins
11:30-12:00 Lunch
2:00 - Feeder buses arrive
2:30 - Final dismissal

All students are eligible for a free breakfast and lunch.

Attendance

The progress of a student at school depends greatly on the punctuality and regularity of attendance. We firmly believe that attendance is a student-parent/guardian responsibility. When a student must be absent from school, it is the responsibility of the parent/guardian to call the school on the date of the absence to inform the school of the reason for the absence.

- **A written excuse (parent note or doctor's note) must be submitted within 5 school days of an absence. If a note is not received by the school within 5 school days, the absence will be counted as unexcused.**
- **A parent/guardian may submit 7 parent notes during the school year to excuse attendance events.**
- **Once a student uses all their parent notes for the year, only a third-party note, document, or other information requested by the school will excuse the absence or tardy. Otherwise, all absences and tardies after the 7 excused ones will be unexcused.**

KENTUCKY COMPULSORY ATTENDANCE LAWS

Except as provided in KRS 159.030, each parent, guardian, or other person residing in the state and having custody or charge of any child between the ages of six (6) and eighteen (18) shall send the child to a regular public day school for the full term that the public school of the district in which the child resides is in session, or the public school that the board of education of the district makes provision for the child to attend. Any parent or guardian who elects to send a child five (5) years of age to school shall keep the child in regular attendance. Every child actually residing in this state is subject to the laws relating to compulsory attendance, and neither he nor the person in charge of him shall be excused from the operation of those laws or the penalties under them on the ground that the child's residence is seasonal or that his parent is a resident of another state.

TRUANCY, WHAT CONSTITUTES: Any student who has attained the age of six (6) years but has not reached his or her eighteenth birthday, who has been absent from school without valid excuse for three (3) days, or tardy on three (3) days, is a truant. Any student enrolled in a public school who has attained the age of eighteen (18) years, but has not reached his or her twenty-first birthday, who has been absent from school without valid excuse for three (3) or more days, or tardy without valid excuse on three (3) or more days, is a truant. Any student who has been reported as a truant two (2) or more times is a habitual truant. A tardy is defined as missing no more than 35% of the regularly scheduled school day. A tardy can occur in either the morning or afternoon.

No Pass-No Drive Policy (WCBE 09.4294)

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 revocation.

A student will be considered academically deficient in the following circumstances:

A. A student attends a school with a block schedule and fails one or more courses in a semester.
B. A student attends a school with a six period day and fails two or more courses in a semester.
C. Lighthouse students must earn a minimum of four (4) credits per year to remain academically eligible to keep their license.

A student will be considered deficient in attendance upon:

A. Dropping out of school.
B. Accumulating nine (9) unexcused absences in the preceding semester. This includes any absences due to suspension. Before applying for a driver's permit or license, a student must obtain a School Compliance Verification Form for Driver's License from the school they attend.

Delivery of Instruction

Our curriculum is provided by Courseware, which is online and can only be accessed while at school. The program includes interactive instruction, work activity pages, review and practice of specific skills, short quizzes, and end of unit tests. Students will be required to complete either Guided Notes or 10 custom notes per tutorial. After submitting either of these items to the teacher, the assessment will be unlocked. The student must make a 60% or higher on assessments in order to continue. The student may reset their own quiz twice. After the third unsuccessful attempt, the teacher will need to reset the quiz.

Due to student progression through courses, KEES money may be affected.

*****Students are expected to spend a minimum of four and a half hours per day actively working on instruction and/or assessment.**

Monitoring Student Progress

Your student's teacher and administration will monitor student progress weekly; however, if a parent or guardian would like to receive weekly reports, please let us know. An email will be sent requesting that you join Courseware Family Sensei. You will need to create an account in order to have weekly progress reports mailed to you. If at any time you have questions about your student's progress, please do not hesitate to contact us.

Graduation Requirements

Students must meet graduation requirements set forth by the Warren County Board of Education and the Kentucky Department of Education.

4	English
4	Math
3	Science
3	Social Studies
2	World Language for academic diploma, otherwise electives
.5	Health
.5	PE
1	Technology
4	Electives
22	Credits

Student Expectations

Students are expected to follow the Warren County School Board Policy, the District Student handbook, and the guidelines specific to Lighthouse Academy, which are explained in the Lighthouse Academy Student Handbook.

Dress Code

Lighthouse Academy believes student dress is an important phase of social education. Schools are educational institutions and students are expected to dress in preparation for adult business. Students should dress appropriately for the occasion and are expected to dress in a manner which promotes a positive learning environment. The school is responsible for seeing that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student.

- All tops/upper garments must be opaque and cover the midriff and cleavage when standing in a normal, upright position and when participating in normal activity. Upper garment must have material on shoulder wider than a spaghetti strap and must have fabric from the armpit to the waistband.
- Shorts, skirts and dresses must extend to or beyond a modest length such that undergarments cannot be seen when sitting or bending.
- Lower body garments should be worn at the waist level and should remain there during normal activity.
- Headgear such as hats, caps, visors, sunglasses, etc. may not be worn unless necessary for health or safety purposes or cultural/religious requirements. Requires pre-approval from administration. Hooded sweatshirts shall be kept off the head with the hood lying flat on the back.
- Blankets are not allowed in the building.
- Inappropriate symbols, pictures, advertisements on any article of clothing or the body is prohibited. Images or language that depicts drugs, alcohol, illegal activity, or any hate speech is prohibited.
- Shoes must be worn at all times. House shoes may not be worn.

Personal Electronic Devices

Students are prohibited from using their personal electronic device during instructional time (HB 208); therefore, cell phones will be collected by the teacher upon entry to the classroom. Students may use their personal electronic device during breakfast, lunch and during breaks. The school is not responsible for lost or stolen digital devices.

Chromebooks are available to each student for use while at school.

The Warren County District Student Handbook, which includes all the rules and regulations for students, will be used for all offenses not directly included within the Lighthouse Student Handbook.

I acknowledge that I have received a copy of the Lighthouse Academy Handbook. I understand that it contains important information on procedures and expectations. I realize this handbook is not intended to cover every situation which may arise but is simply a general guide to which to refer.

I understand that it is my responsibility to familiarize myself with the information and that I agree to abide with the policies and rules of the school and district.

I further understand and acknowledge that Lighthouse Academy may change, add or delete any policies or provisions in this handbook as it sees fit in its sole judgment and discretion.

I acknowledge, understand and choose to abide by the policies and expectations outlined in the Lighthouse Academy Handbook as well as in the Warren County School District Student/Parent Handbook.

Date_____ Student's Name _____

Student Signature_____

Guardian Signature_____

Parent/Guardian Email address for Courseware Family Sensei invitation:

_____