

Middlesboro Independent Schools



Handbook and Code of Acceptable Behavior and Discipline 2026-2027

The Middlesboro Independent School District
provides equal educational and employment opportunities.

Middlesboro Board of Education
220 North 20th Street
Middlesboro KY 40965
(606) 242-8800

William E. (Bill) Jones, Superintendent



Middlesboro Independent Schools 2026-2027 School Calendar

Monday, August 10 th	Planning Day (Teachers & Staff)
Tuesday, August 11 th	Opening Day (Teachers)
Wednesday, August 12 th	First Day for Students
Monday, September 7 th	Labor Day (No School)
Monday, October 5 th – Friday, October 9 th	Fall Break (No School)
Monday, November 2 nd	Planning Day (Teachers & Staff)
Tuesday, November 3 rd	Election Day (No School)
Monday, November 23 rd – Friday, November 27 th	Thanksgiving Break (No School)
Friday, December 18 th	Shortened ½ Day
Monday, December 21 st – Friday, January 1 st	Winter Break (No School)
Monday, January 18 th	Martin L. King Day (No School)
Monday, February 15 th	Planning Day (Teachers & Staff)
Friday, March 19 th	Professional Development (No School)
Monday, April 5 th – Friday, April 9 th	Spring Break (No School)
Friday, May 21 st	½ Day Projected Last Day for Students
Monday, May 24 th	Closing Day for Faculty & Staff

MIDDLESBORO BOARD OF EDUCATION

Mrs. Teresa Brown, Chairperson

Mrs. Joyce Hoskins, Vice Chairperson

Mrs. Sarah Ausmus

Mrs. Natasha Fuson

Mr. Mark Woods

Mr. William "Bill" Jones, Superintendent



MIDDLESBORO INDEPENDENT SCHOOLS
WHERE EVERYONE MATTERS EVERY DAY

Reviewed Annually

Revised June 2026

www.mboro.k12.ky.us

NOTICE TO PARENTS

PLEASE SIGN AND RETURN TEAR OUT SHEETS AT THE BACK OF THE BOOK

INTRODUCTION

The Middlesboro 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 Middlesboro Board of Education also requires compliance with established standards and rules of the district and the laws of the community, state and nation.

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

- Orderly operation of the schools;
- A safe environment for students, district employees and visitors to the schools;
- 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 the District while at school, on their way to and from school, while on the bus or other District vehicle, and while they are participating in school-sponsored trips and activities. The Superintendent/designee is responsible for its implementation and application throughout the District. The Principal is responsible for administration and implementation of this Code within his/her school in a uniform and fair manner without partiality or discrimination. Each school/council must select and implement appropriate discipline and classroom management techniques necessary to carry out this Code and shall provide a list of the school's rules and discipline procedures in the school handbook. Teachers and other instructional personnel are responsible for administering Code standards in the classroom, halls, and other duty assignment locations.

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.

Respectfully,

William "Bill" Jones, Superintendent

Middlesboro Independent Schools

PROCEDURES FOR DEVELOPING A CODE OF ACCEPTABLE BEHAVIOR AND DISCIPLINE

This code of Acceptable Behavior and Discipline has been developed by a committee representing the schools, the Central Office, the Middlesboro Board of Education, students, parents and the community. Schools have distributed copies to all students and employees of the district and to all parents of students as they enroll in the district. The Superintendent has directed the Code be posted in each school, with the Principal being responsible for seeing that teachers and other personnel discuss its contents with students in a timely and age appropriate manner. In addition, each school will reference the Code in the school's handbook. On request, the Principal shall provide help for non-English speaking, blind, deaf, or non-reading students and parents.

Each year, the Code Committee will review the Code in preparation for the coming school year.

The committee welcomes suggestions on ways to improve this document. Individuals may send written comments to the Superintendent who will forward them to the Code Committee for consideration

MIDDLESBORO INDEPENDENT SCHOOL DISTRICT'S HANDBOOK COMMITTEE MEMBERS

William "Bill" Jones

Jesse Allen

Erica Arnette

Carlena Carter

Austin Jones

Leah Jones

Dr. Jamie Johnson

Sandy Ramsey

Michele Schneider

Holly Vanover

Danielle Wilson

OUR VISION

Where Everyone Matters Every Day

OUR MISSION

Provide a gold standard education that nurtures the whole child.

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MIDDLESBORO INDEPENDENT SCHOOL PERSONNEL

William "Bill" Jones 220 North 20th Street	Superintendent	606-242-8800
Dr. Jamie Johnson 220 North 20th Street	Director of Pupil Personnel/Transportation/ FRYSC Director	606-242-8818
Michele Schneider 220 North 20th Street	Director of Special Educ/Preschool Coordinator/ELL/Safe Schools Coordinator	606-242-8807
Carlena Carter 220 North 20th Street	Instructional Supervisor/District Assessment Coordinator/Federal Programs Coordinator	606-242-8808
Sandra Ramsey 220 North 20th Street	Food Service Director	606-242-8814
Austin Jones 220 North 20th Street	District Technology Director	606-242-8803
Jesse Allen 4404 W Cumberland Ave	High School Principal	606-242-8820
Erica Arnette 4400 W Cumberland Ave	Middle School Principal	606-242-8880
Danielle Wilson 3400 W Cumberland Ave	Elementary School Principal	606-242-8842
Judy Grandey 220 North 20th Street	Educational Mentor	606-242-8800
Leah Jones 220 North 20th Street	School Social Worker/Homeless & Health Coordinator	606-269-2416
Jason Lambdin 220 North 20th Street	Mental Health Case Manager	606-242-8800
Billie Mike 220 North 20th Street	Attendance Specialist/Parent & Family Engagement	606-242-8809
Dr. Elizabeth Edwards 4404 W Cumberland Ave	Gifted and Talented Coordinator	606-242-8820

Our Family Resource Youth Service Centers

Middlesboro Elementary
3300 W Cumberland Ave
Middlesboro KY 40965
606-242-8860

Middlesboro Middle School
4400 W Cumberland Ave
Middlesboro KY 40965
606-242-8890

Middlesboro High School
4404 W Cumberland Ave
Middlesboro KY 40965
606-242-8837

ATTENDANCE

Absences and Excuses

Pupils are required to attend regularly and punctually the school in which they are enrolled. Recording of absences and tardies shall be made in compliance with the requirements of 702 KAR 7:125.1

Truancy Defined

Any student who has attained the age of six (6), but has not reached his/her eighteenth (18th) birthday, who has been absent from school without valid excuse for three (3) days or more, or tardy without valid excuse on three (3) days or more, is a truant.

Any student enrolled in a public school who has attained the age of eighteen (18) years, but has not reached his/her twenty-first (21st) 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.

For the purposes of establishing a student's status as a truant, a student's attendance record is cumulative for an entire school year. When students transfer from one Kentucky district to another, attendance information from the previous district shall become part of their official attendance record for that school year. Excused Absences

An excused absence or tardiness is one for which work may be made up, such as:

1. Death or severe illness in the pupil's immediate family;
2. Illness of the pupil, including mental or behavioral health;
3. Religious holidays and practices;
4. One (1) day for attendance at the Kentucky State Fair;
5. Documented military leave;
6. One (1) day prior to departure of parent/guardian called to active military duty;
7. One (1) day upon the return of parent/guardian from active military duty;
8. Visitation for up to ten (10) days with the student's parent, de facto custodian, or person with legal custody who, while on active military duty stationed outside of the country, is granted rest and recuperation leave;
9. Ten (10) days for students attending basic training required by a branch of the United States Armed Forces
10. Students participating in any of the page programs of the General Assembly;2 or
11. Other valid reasons as determined by the Principal, including trips qualifying as educational enhancement opportunities

Students shall be granted an excused absence for up to ten (10) school days to pursue an educational enhancement opportunity determined by the Principal to be of significant educational value. This opportunity may include, but not be limited to, participation in an educational foreign exchange program or an intensive instructional, experiential, or performance program in one (1) of the core curriculum subjects of English, science, mathematics, social studies, foreign language, and the arts.

Unless the Principal determines that extenuating circumstances exist, requests for date(s) falling within State or District testing periods shall not be granted.

The Principal's determination may be appealed to the Superintendent/designee whose decision may then be appealed to the Board under its grievance policy and procedures.

Students receiving an excused absence under this section shall have the opportunity to make up school work missed and shall not have their class grades adversely affected for lack of class attendance or class participation due to the excused absence.

School Handbooks

Each school handbook shall include specific attendance requirements.

Notes Required

Notes must be submitted to the school within three (3) student attendance days upon a student's return to school following an absence or tardy event or the absence will be considered unexcused.

Medical Excuse

During the school year, ten (10) authorized healthcare provider excuses may be used for medical reasons, which include but are not limited to, physician, dental, or eye care visits. After the tenth medical excuse has been submitted, students will be required to submit a medical excuse form provided by the school. The medical excuse form must be completed by a physician.

Suspension

Projects or homework assigned prior to suspension shall be accepted for credit. Students shall be responsible for submitting assignments due during the time of the suspension.

Long-term projects assigned during the suspension and due at a later date shall be accepted..

Work assigned and due during suspension shall not be accepted.

Contagious Diseases and Parasites 09.213

If a child is found to have a communicable disease or parasite, the parent or legal guardian shall notify the principal. If a student is known or suspected to have a communicable disease or parasite that can be transmitted in a school setting, the student may be asked to remain home until cleared by a medical professional in accordance with generally accepted medical standards. In the event of an epidemic, the board may close the schools in order to prevent further spread and to disinfect the school building.

Principals and school personnel trained to identify live lice shall adhere to the following guidelines:

1. When students are observed/reported to have live head lice any time during the school year:
 - a. Playmates closely associated with the student and possibly siblings of the student that attend the same school may be checked for live lice, which are defined by the Center for Disease Control as crawling lice. In general, school-wide checks are not necessary.
 - b. Parents of each student identified as having live lice will be contracted by a school/District representative advising them of the finding.
2. Principals or school personnel shall offer parents of students identified as have live lice;

- a. Visual evidence of live lice in the student's hair.
- b. Verbal and/or written information/direction for hair treatment and household procedures.
3. In most cases, students should not be excluded from school. However, in all instances when personnel identify live lice, they shall confirm with the student and/or parent guardian that the following have occurred:
 - a. The parent/guardian has combed the student's hair with an actual lice/nit comb or applied special lice killing shampoo on the same or next day.
 - b. When the student returns to school after treatment, designated school personnel rechecked the student before s/he returned to the classroom. If live lice remained, steps 2 and 3 above were reestablished.
4. School personnel shall follow up with students found with a second and subsequent case of live head lice to assure that:
 - a. Prescribed medical treatment for live lice has been applied to the student's hair no later than the next day.
 - b. Any second application required is applied with the recommended time frame.
5. The Superintendent/designee shall establish education/information programs on head lice control methods for school personnel, community members, students, and parents.

District Guidance for Prevention/Control of Bed Bugs in Schools

Due to the concern of bed bugs on student's clothing/belongings and possible transfer to the classroom/school environment the district recommends that schools create a "Bed Bug Action Plan." KSBA removed the district policy and recommended schools create action plans instead. Schools should review their plan annually in order to ensure their action steps align with current guidance from CDC and EPA

PLAN

- The district recommends the schools develop a "Bed Bug Action Plan."
- School Principal(s) should identify school personnel who are to be responsible for educating teachers, staff, and families about bed bugs. (Training)
- School Principal(s) should identify school personnel to examine and isolate clothing and/or belongings. (Detailed Process)
- Guidance Counselors(s) should notify the student's parents/guardians of the finding of the bed bug. (Notification)
- Guidance Counselors(s) will consult with the FRYSC Director and the School Social Worker to provide families with resources if needed. (Support Services)
- School Principal(s) should contact pest management if they know or suspect infestation or repetitive identification of bed bugs in a particular classroom/school environment. (Response)

- Guidance Counselors(s) in collaboration with the FRYSC Director should contact the District Health Coordinator upon repetitive identification of the same student/family. (Response)

Student Medication Guidelines

The first dose of any new medication should be given at home when possible. Medication that must be given at school should be brought to school by the parent/guardian whenever possible. Medication that is sent to school with the student should be transported in the original container placed in a sealed envelope with the student's name on the outside and given to designated school personnel immediately upon arrival. The medication should be counted, and the number of pills received should be noted on the Medication Administration Record.

Except for emergency medications (including, but not limited to FDA approved seizure rescue medications and injectable epinephrine devices) and medications approved for students to carry for self-medication purposes all medications shall be kept in a safe, locked, secure place accessible only to the responsible authorized school personnel. Medications requiring refrigeration shall be stored in a separate refrigerator in a supervised area.

Any use of opioid antagonist shall comply with KRS 217 .186

School personnel who administer medication shall arrange for the child to take the medication at the proper time. Unless otherwise approved to self-medicate, students are to be supervised by an authorized individual when taking medication. The person supervising the administration of medication must keep a written record.

DISPOSAL OF UNUSED MEDICATION

Notice shall be mailed to the parent/guardian prior to the end of the school year informing them that their child has medication remaining and that it must be picked up by the parent/guardian. If the medication is not retrieved, the school nurse or designated staff member, with a witness present, shall count the number of any pills or tablets remaining and document the amount on authentication Log. Leftover prescription medication may then be mixed with a designated substance, such as glue for pills and kitty litter for liquids, and placed in a trash receptacle or destroyed in accordance with current health care standards. Both parties shall sign the Medication Log when this is completed. All medications shall be destroyed if the parent/guardian does not pick them up.

MEDICATION REFUSAL

If a child refuses to take medication or is uncooperative during medication administration documentation shall be made, the parent/guardian and school nurse (if appropriate) will be contacted and medication administration may be omitted. If necessary, a conference may be scheduled with the parent/guardian to resolve the conflict.

MEDICATION ERROR

If an error in the administration of medication is recognized, initiate the following steps:

1. Keep the student in the first-aid location. If the student has already returned to class when the error is recognized, have the student accompanied to the first-aid location.
2. Assess the student's status and document.
3. Identify the incorrect dose/type of medication taken by the student.
4. Immediately notify the school administrator and school nurse, if appropriate, of the error, who shall notify the student's parent/guardian.
5. Notify the student's physician/health care provider.
6. If unable to contact the physician/health care provider, contact the Poison Control Center for instructions.
7. Carefully record all circumstances and actions taken, including instructions from the Poison Control Center or physician/health care provider, and the student's status.
8. Complete a "Medication Administration Incident Report" form.

REFERENCES;

KRS 1583.834:KRS 158.836:158.838

KRS 217.86

Kentucky Board of Nursing Advisory Opinion Statement #16 Roles of Nurses in the Administration of Medication Via Various Routes (2023)

Kentucky Department of Education Medication Administration Training Manual for Non-Licensed School Personnel(2025)

Controlled/Scheduled Substance Act of 1970

DISCRIMINATION/SEXUAL HARASSMENT

It is the policy of Middlesboro Independent Schools not to discriminate on the basis of sex, race, color, religion, handicap, or national and ethnic origin in the admission of students or on its administration of educational programs scholarships, or other school administered programs.

Sexual Harassment is a form of discrimination. Any student, male or female, has the right to be treated with respect and fairness. Sexual Harassment in any form will not be tolerated in the Middlesboro Independent Schools.

Pledge of Allegiance & Moment of Silence or Reflection

PLEDGE OF ALLEGIANCE

Each student shall be afforded the opportunity to begin each school day with the Pledge of Allegiance to the Flag of the United States.¹

No student shall be required to participate in the Pledge against the student's or the parents' wishes.²

MOMENT OF SILENCE OR REFLECTION

The moment of silence or reflection shall occur at the commencement of the first class of each day and shall be implemented with the following guidelines:

- It shall be of at least one (1) minute but not to exceed two (2) minutes in duration;

- Students remain seated and silent and make no distracting display so that each student may, in the exercise of his or her individual choice, meditate, pray, or engage in any other silent activity which does not interfere with, distract from, or impede other students' exercise of individual choice;
- District personnel shall not provide instruction to any student regarding the nature of any reflection that a student may engage in during the moment of silence or reflection; and
- Notification shall be sent to parents/guardians providing information on the policy and encouraging them to provide guidance to their pupils regarding the moment of silence or reflection.

DISPLAY OF NATIONAL MOTTO

The Board shall require each elementary and secondary school to display the national motto, "In God We Trust," in a prominent location which means a school entryway, cafeteria, or common area where students are likely to see an item on display. Per KRS 158.195, the display may take the form of, but is not limited to, a plaque or student artwork.

Local boards may allow any teacher or administrator in a public school district of the Commonwealth to read or post in a public school building, classroom, or event any excerpts or portions of: the national motto; the national anthem; the pledge of allegiance; the preamble to the Kentucky Constitution; the Declaration of Independence; the Mayflower Compact; the writings, speeches, documents, and proclamations of the founding fathers and presidents of the United States; United States Supreme Court decisions; and acts of the United States Congress including the published text of the Congressional Record. There shall be no content-based censorship of American history or heritage in the Commonwealth based on religious references in these writings, documents, and records.

REQUIRED STANDARDS

The Middlesboro Board of Education expects employees, students, parents/ guardians and others associated with schools to apply the following standards in a reasonable and fair manner:

To promote the full implementation of conduct standards and maximize safety in the school environment, The Middlesboro Board of Education requires all employees to make supervision of all school activities a top priority among their assigned duties. The younger the child, the greater the need for adult guidance and protection.

A professionally planned and positive school atmosphere is necessary for academic progress and a safe environment. Therefore, students shall not interfere with the orderly environment of the school or school activity. Examples of prohibited behavior include, but are not limited to:

- Actions such as harassment of, or discrimination, against other students on the basis of race, color, national origin, age, religion, marital status, political beliefs, sex or disability.
- Insubordination (disobedient or defiant behavior)

- Sale of items without prior approval of the Superintendent or Principal
- Wearing apparel, accessories or hairstyles that disrupt the educational process or threaten health or safety. Possession of prohibited items, such as laser lights and paging devices (except for members of a volunteer fire fighting or emergency medical organizations).
- Regular and punctual school attendance is both a privilege and a responsibility of the student. Good attendance is necessary to satisfactory progress and high academic achievement. Examples of attendance violations include, but are not limited to: Absence from school without valid excuse Tardy without valid excuse
- Students shall exercise self-control as required by the particular situation and in keeping with school and district rules or be subject to removal from the regular classroom setting or transportation system. In addition, a student may be barred from participating in extracurricular activities, pending investigation that she/he has violated either the District's behavior standards or the school council's criteria for participation.
- Examples of prohibited behaviors include, but are not limited to:
 - Fighting and physical attacks
 - Possession of a weapon
 - Threats by verbal or written statements or gestures with intent to harm or demean others
 - Possession and/or use of alcohol or prohibited drugs Possession and/or use of prohibited tobacco products
- School property belongs to the community and the state. It must be protected and preserved for educational and community use. Therefore, students shall respect school property and the property of others.
- Examples of prohibited behaviors include, but are not limited to:
 - Theft of school property or personal property of employees or other students
 - Abuse of school or personal property to include intentional or careless damage or destruction
 - Extortion of money or property
 - Prohibited use of electronic media and other District Technological resources
 - Littering

Students shall work cooperatively and productively with each other and with school personnel in a manner that is consistent with standards of respect and courtesy. Examples of prohibited behaviors that would detract from a safe and orderly learning environment include, but are not limited to:

- Making abusive and harassing statements regarding race, gender, disability, religion or nationality
- Use of profanity
- Lying
- Cheating

- Ignoring or breaking rules and procedures established to maintain order Otherwise behaving in a manner disrespectful of others.

This Code is part of the Middlesboro Board of Education policy on student behavior and discipline.

Caution: After this Code is distributed for the school year, changes to Middlesboro Board of Education policy, including those affecting provision of this Code, may be necessary due to new/revised statutes and regulations and case law. A complete copy of the policy manual is available for inspection at each school and Other Middlesboro Board of Education Policies

The District's Safety Plan

The District's special education policy and procedure manual Kentucky Revised Statutes and Administrative Regulations Council Policies

School Handbook

Student Records Information (FERPA)

NOTICE OF NON-DISCRIMINATION

Middlesboro Independent School System hereby notifies students, their families and potential employees that the Middlesboro Independent School System does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex or disability in employment programs, vocational programs, or activities set forth in compliance with federal and state statutes and regulations. The District provides equal access to the Boy Scouts and other designated youth groups.

Any persons having inquiries concerning Middlesboro Independent School's compliance with Title II, Title IV, Title VI, Title IX and/or Section 504 may contact:

Federal Programs Coordinator

Middlesboro Independent Schools

220 North 20th Street

Middlesboro, KY 40965

(606) 242-8818

The Middlesboro Independent School System offers the following career and technical education programs for all students regardless of race, color, national origin, including those with limited English proficiency, sex or disability in grade 9-12: Business and Office Technology, Health Sciences, Automotive Repair and Refurbishing, Carpentry, and Welding. Persons seeking further information concerning the vocational education offerings and specific pre-requisite criteria should contact:

Bell County Area Technical Center Director

9824 US 25E • Pineville, KY 40977

(606) 337-3094

*To obtain this information in a language other than English, call (606) 242-8800

STUDENTS' RIGHTS AND RESPONSIBILITIES

Students in the Middlesboro Independent School System have the right to;

Students, as citizens of the United States, are guaranteed certain individual rights by the Constitution of the United States. Students have the right to engage in activities which do not materially or substantially disrupt the educational process or present danger to the health and safety of persons or infringe on the rights of others. The Middlesboro School System guarantees the following rights to students:

1. Freedom of speech
2. Protection of person and property while in school
3. Confidentiality of personal school records
4. Academic Grades based only on academic performance
5. Make up work, if possible, upon returning to school from an excused absence
6. To inspect (if 18 years old, and other students with their parents' and/or guardians' written consent) their educational records. This includes the right to challenge any misleading or inaccurate statements contained in their record.
7. Consultation with teachers, counselors, administrators, and other school personnel
8. Free election of their peers in student organizations in which students have the right to seek and hold office.
9. Involvement in school activities without being subject to discrimination on the basis of race, sex, or religion
10. Right to respect from other students and school personnel
11. An appropriate public education which maintains high educational standards and meets the needs of individual students
12. To organize or to have membership in groups/clubs within the school so long as the group/club follows established board of education guidelines, does not disrupt the orderly educational process, and does not discriminate against any student because of sex, religion, age, race, national origin, economic status, marital or parental status, handicapped condition and/or veteran status
13. To appeal any action taken by the school which they feel is unfair or inequitable regarding any of the rights listed in this document
14. To be secure in an environment free of discrimination based on an individual's race, sex, disability and religious or political beliefs

Students in the Middlesboro Independent School System have the responsibility to:

1. To display consideration for the rights and property of others
2. To refrain from persistent violations of school regulations established by the local Board of Education and implemented by the administration
3. To be in attendance at all regularly scheduled classes and refrain from acts of truancy such as being absent without permission for school and/or class

4. To abstain from the possession and/or use of illegal substances, alcohol weapons, dangerous instruments, fireworks, and other incendiary devices
5. To abstain from gambling, extortion, theft, or any other unlawful activity
6. To abstain from the use of tobacco /vapes/ecigs
7. To study diligently, complete all homework and classwork in accordance with the teachers' instruction, and to maintain the best possible level of academic achievement
8. To tell the truth in all school matters
9. To respect the dignity and worth of every individual
10. To refrain from libel, slanderous remarks, and unnecessary obscenity in verbal and written expression
11. To dress and groom in a manner that meets reasonable standards of health, cleanliness and safety and does not disrupt the educational process
12. To respect the reasonable exercise of authority by school administrators and teachers in maintaining discipline in the school and at school sponsored activities
13. To refrain from fighting, creating disturbances, excessive noise, and abusive language
14. To help maintain and improve the school environment, preserve school property, and exercise the utmost care while using school facilities
15. To abstain from unwanted touching, sexual name calling, sexual jokes, and spreading sexual rumors
16. To be in attendance free from the influence of drugs or alcohol. Students needing to take medications of any kind must turn these in to the school office or to the school nurse as soon as they arrive on school property
17. To assist in maintaining a safe and secure school environment by reporting any dangerous or threatening behavior. If a student or adult is aware of another student possessing, using, distributing, or abusing any type of unauthorized substance, he/she should report this immediately to school personnel. Names of persons making such reports will be kept confidential.

TEACHERS' RIGHTS AND RESPONSIBILITIES Teachers and their Aides have the right to:

1. The support of co-workers, administrators and parents
2. To work with in an educational environment with a minimum of disruptions
3. Expect all assignments, including homework, to be completed and turned in as assigned
4. To remove any student from class whose behavior significantly disrupts a positive learning environment (for no more than one class period during which time the student will be in the office or other designated area with supervision)
5. To remain safe from physical harm and freedom from verbal abuse
6. To provide input to aid in the formation of policies that relate to their relationships with students and school personnel

7. To take action, necessary in emergencies, to protect their own person or property or the persons or property of those in their care.

Teachers have the responsibility to:

1. Evaluate students' assignments and return them as soon as possible
2. Reward exemplary behavior or work of students
3. Recommend for retention in a class any student who fails to meet the basic standards for such a class
4. Maintain an atmosphere conducive to good behavior and to exhibit an attitude of respect for students
5. Exhibit neatness and cleanliness of personnel dress and hygiene; and dress appropriately for teaching assignment in order to maintain respect of students
6. Maintain necessary records of students' progress and attendance in a timely and accurate manner
7. Follow and enforce rules and regulations of the Board of Education and/or school administration
8. Inform parent/guardians of the child's successes, opportunities, problems, or failures in a timely manner
9. Exhibit exemplary behavior in terms of dress, action, and voice
10. Exhibit concern for the progress and academic performance of their students
11. Be constant learners in the subject(s) they are assigned to teach
12. Maintain an environment free of harassment or discrimination based on race, sex or religious preference
13. Maintain high expectations of students
14. Report suspicions of abuse to legal authorities {local/state police, Sheriffs Department, Commonwealth Attorney of KY or Cabinet for Families and Children}.

PRINCIPALS' RIGHTS AND RESPONSIBILITIES Principals/Assistant Principal have the right to:

1. The support of students, parents and teachers in carrying out the educational programs and policies established by the school system
2. Provide input for the establishment of procedures and regulations that relate to the school
3. Safety from physical harm and verbal abuse
4. Take necessary action in emergencies to protect their own person or property, or the persons or property of those in their care
5. Suspend any student whose conduct disrupts the educational process
6. Administer the school environment to provide the proper learning atmosphere.

Principals/Assistants have the responsibility to:

1. To be instructional leaders

2. Create and foster an atmosphere of mutual respect and consideration among pupils and staff members
3. Recommend to superintendent only effective staff for tenure
4. Conduct fair and effective staff evaluations and report these to the Superintendent
5. Assist in the development of staff improvement plans based on staff evaluations in order to ensure appropriate delivery of instruction
6. Administer discipline fairly and equally, following the guidelines set forth in this code
7. Exhibit exemplary behavior in action, dress, and speech
8. Implement and evaluate all aspects of the educational program to improve learning and comply with the policies, regulations, procedures, or laws of the district, State, and Nation
9. Report suspicion of abuse to legal authority (local/state police, Sheriffs Dept., Commonwealth Attorney or KY Cabinet for Families and Children).

PARENTS' RIGHTS AND RESPONSIBILITIES Parents have the right to:

1. Send their child to school in a safe environment where learning is valued
2. Expect that classroom disruptions will be dealt with fairly, firmly, and quickly
3. Expect the school to maintain high academic standards
4. Review their child's academic progress and other pertinent information which may be contained in personal records
5. Address a question concerning their child to the proper school officials and receive a reply in a reasonable period of time

Parents have the right to know:

Parents have the right to request information regarding the professional qualifications of classroom teachers. Upon request parents have the right to know whether a teacher has met state qualifications and certification criteria for the grade levels and subject areas for which they provide instruction. Parents may request this information from the principal of the school or at the Middlesboro Board of Education.

Parents have the responsibility to:

1. Instill in their child the value of an education
2. Instill in their child a sense of responsibility
3. Become familiar with the educational policies and programs of the Middlesboro Board of Education and to encourage their child to follow all school policies
4. Aid their child in understanding the disciplinary procedures of the school by modeling respect for those procedures and addressing concerns through appropriate channels
5. See that their child is regular in attendance
6. Inform the school official on any long term illness affecting their child
7. Demonstrate respect for all school personnel at school and related activities
8. Instill in their child the need for proper and appropriate student attire and hygiene
9. Exhibit concern for the academic performance of their child

10. Instill in their child a sense of responsibility for a safe school environment.

TITLE 1 - PARENT/FAMILY INVOLVEMENT POLICY

This policy and the plan to implement it have been developed jointly and in agreement with, and will be distributed to, parents of students participating in the Title I program.

Expectations for Parent Involvement

It is the intent of the Board that parents of participating students shall be provided with frequent and convenient opportunities for full and on-going participation in the Title I program, including opportunities to suggest modifications, based on changing needs of parents and the schools.

All comments indicating parents' dissatisfaction with the Title I Plan shall be collected and submitted along with the plan to the Department of Education.

The Title I program shall be designed to assist students to acquire the capacities and achieve the goals established by law, as well as the goals and standards established by the Board. These goals and standards shall be shared with parents in a manner that will enable them to: (1) participate in decisions concerning their child's education and (2) monitor and improve the educational achievement of their child.

Support for Program

If the District's Title I allocation is \$500,000 or more, the District shall reserve one percent (1 %) of its allocation for the purpose of promoting parent involvement. Parents of participating students shall be provided the opportunity to help decide how this portion of the Title I funds will be used.

The District will provide coordination, technical assistance, and other support necessary to assist schools in planning and implementing effective parent involvement activities.

1. Assist parents in understanding Kentucky's assessment and • their child's performance.
2. Provide training and materials to help parents work with their children to improve their achievement (i.e. literacy and technology training).
3. Train staff with the assistance of parents on how to reach out to, communicate and work with parents as equal partners in their children's education.
4. Implement and coordinate parent programs.
5. Inform parents about school activities and meetings in a language they can understand.
6. Coordinate and integrate parent involvement programs with Head Start, the Home Instruction Program for Preschool Youngsters, the Parent as Teachers Program, and public preschool to support parents in helping in their children's education.

SCHOOL POLICY

Each school shall submit to the Superintendent and Board, for the review and comment, its Title I school parent involvement policy, which must meet all legal requirements. This policy shall be developed jointly with, and distributed by the school to parents of participating students.

A copy of each school's parent involvement policy and accompanying checklist

shall be kept on file in the Central Office.

References: Section 1118 of Improving America's Schools Act (IASA) of 1994 KRS 158.645

KRS 158.6451

Related Policy: 08.1345

Revised/Amended 2/16/2010

Order #: 95-108

MIDDLESBORO INDEPENDENT SCHOOL DISTRICT (MISD)

SPECIAL EDUCATION DISCIPLINE PROCEDURES

In cases where disciplinary action involves exceptional (special education) students and those who have been referred for evaluation for possible special education placement and/or related services, the following discipline procedures should be followed based on Federal and Kentucky Regulations: 34 C.F.R. Part 300; 707 KAR 1:002-1:380

- (1) The ARC may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct.
- (2) School personnel may remove a student with a disability who violates a code of student conduct from the student's placement to an appropriate interim alternative education setting, another setting, or suspension, for not more than ten (10) consecutive school days (to the extent those alternatives are applied to children without disabilities).
- (3) School personnel may remove a student with a disability from the student's current placement for additional periods of time of not more than ten (10) consecutive school days in the same school year for separate incidents of misconduct, as long as those removals do not constitute a change in placement because of disciplinary removals.
- (4) After a child with a disability has been removed from the child's current placement for ten (10) school days in the same school year, educational services as described in subsection (5) (a) and (b) below shall be provided during any subsequent days of removal.
- (5) A child with a disability who is removed from the child's current placement for more than ten (10) consecutive school days, including an IAES placement, shall:
 - (a) Continue to receive a free, appropriate public education so as to enable the child to continue to participate in the general curriculum, although in another setting, and to progress toward meeting the goals set out in the child's IEP; and

(b) Receive, as appropriate, a functional behavioral assessment, and behavioral intervention services, and modifications, that are designed to address the behavior violation so that it does not recur.

(6) The services described in subsection (5) of this section may be provided in an interim alternative educational setting.

(7) The MISD shall provide educational services to a child with a disability during periods of removal of ten (10) or less school days in the same school year if it provides services to children without disabilities who are similarly removed.

(8) After a child with a disability has been removed from the child's current placement for ten (10) school days in the same school year, and the current removal is for not more than ten (10) consecutive school days and is not a change in placement because of disciplinary removals, school personnel, in consultation with at least one (1) of the child's teachers, shall determine the extent to which educational services explained in subsection (5) of this section are needed.

(9) 11th Day and Subsequent Removal Periods Determination of Change of Placement – Before the child is removed for the 11th day in any school year and before any subsequent removals during the same school year, the building principal, and the DoSE, or designee, determine if the removal constitutes a change in educational placement. They must be in agreement that the removal is not an educational change in placement. If they do not so agree, the removal is treated as a change in educational placement

(10) If a removal is a change in placement because of disciplinary removals, the child's ARC shall convene within ten (10) school days after the change of placement is made and shall determine the appropriate educational services for the child. If the student has been placed in an interim alternative educational setting, the MISD shall invite staff from that alternative setting to the ARC meeting.

Section 14. Manifestation Determination and Interim Alternative Educational Setting (IAES)

(1) Within ten (10) school days of any decision to change the placement (including an IAES) of a child with a disability because of a violation of a code of student conduct, the relevant members of the child's ARC, as determined by the MISD and the parent, shall convene a meeting to review all relevant information in the student's file, including the child's IEP, any teacher observations, teacher-collected data, and any relevant information provided by the parents to determine:

(a) If the conduct in question was caused by, or had a direct and substantial relationship to the child's disability;
or

- (b) If the conduct in question was the direct result of the LEA's failure to implement the IEP.
- (2) The conduct shall be determined to be a manifestation of the child's disability if the ARC determines that either of the conditions in subsection (1)(a) or (b) of this section was met.
- (3) If the ARC determines the condition described in subsection (1)(b) of this section was met, the MISD shall take immediate steps to remedy those deficiencies.
- (4) If the ARC determines the conduct was a manifestation of the child's disability, the ARC shall:
 - (a)(i) Conduct/provide for a functional behavioral assessment, unless the LEA had conducted a functional behavioral assessment before the behavior that resulted in the change of placement occurred and had implemented a behavioral intervention plan for the child; or
 - (ii) Review the behavioral intervention plan, (if one has already been developed) and modify it, as necessary, to address the behavior; and
- (b) Return the child to the placement from which the child was removed unless the MISD and the parent agree to a change of placement as part of modification of the behavioral intervention plan or because of the special circumstances (interim alternative educational setting) explained in subsection (5) of 707 KAR 1:340.
- (5) School personnel may remove a child with a disability to an interim alternative educational setting for not more than forty-five (45) school days without regard to whether the behavior is a manifestation of the child's disability if the child:
 - (a) Carries a weapon to, or possesses a weapon at, school, on school premises, or to, or at, a school function under the jurisdiction of KDE or the MISD;
 - (b) Knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance while at school, on school premises, or at a school function under the jurisdiction of the KDE or the MISD; or
 - (c) Has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function under the jurisdiction of KDE or the MISD.
- (6) If the behavior that gave rise to the violation of the school code is determined not to be a manifestation of the child's disability, school personnel may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to children without disabilities for

removals that would exceed ten (10) consecutive school days. If the ARC determines the behavior is not related to the disability of the child, the summary recorder documents the ARC's decision on the district form including:

- (a) The decision of the ARC;
- (b) A description of any evaluation procedure, test, record, or report the ARC used to reach its decision; and
- (c) Any other factors relevant to the ARC's decision.

(7) If the Superintendent did not serve as the MISD Representative, within 3 days of the ARC's determination that the behavior is not related to the disability of the child, the MISD Representative informs the Superintendent of the ARC's decision. If this determination is made, the Superintendent may recommend expulsion to the MISD Board of Education according to the MISD's regular policies and procedures for expulsion.

(8) On the date on which a decision is made to make a removal that constitutes a change of placement of a child with a disability because of a violation of the code of student conduct, the KPSD shall notify the parents of the decision and provide the parents with a copy of the procedural safeguards including parent's rights in accordance with Section 4 of 707 KAR 1:340.

(9) The ARC of the child shall determine the interim alternative educational setting and the services for any child removed under Sections 13(4), 13(10) and 14(5) of 707 KAR 1:340.

Additional Middlesboro Independent Schools (MISD) Discipline Procedures for Students Eligible for Special Education Services

1. The Building Principal or Assistant Principal shall notify and consult with the Director of Special Education (DoSE) regarding any suspension of a student receiving services under the Individuals with Disabilities Education Act (IDEA).
2. If a student's behavior results in a suspension and raises concerns regarding the student's safety, the safety of others, or indicates a potential pattern of recurring behavior, an Admissions and Release Committee (ARC) meeting should be convened as soon as practical to review the student's needs.
 - a. The ARC shall review the student's current IEP, behavior data, and the effectiveness of existing supports and services.
 - b. If the ARC determines the behavior is recurring or that additional behavioral supports are warranted, the ARC shall consider the need for a Functional Behavioral Assessment (FBA) and, if appropriate, develop or revise a Behavior Intervention Plan (BIP).
 - c. The ARC shall review the appropriateness of the student's placement and services within the continuum

of special education services to ensure the student is being educated in the Least Restrictive Environment (LRE) while appropriately addressing behavioral and safety needs.

3. These procedures are intended to provide early intervention and proactive planning and do not replace or alter the disciplinary protections and procedural safeguards afforded under IDEA, including manifestation determination requirements when applicable.

Homeless Education Program

The Middlesboro Independent School District is making a strong effort to provide educational services to all children and youth located in our district. It is important that the district provide as much information about services to all who reside in the Middlesboro Independent District.

The Middlesboro Independent School District identifies children and youth that may meet the eligibility criteria of homelessness. Homeless children and youth are to be provided services comparable to those received by other students. The services include transportation services and education programs for which students meet eligibility criteria. These school services may include those provided under Title I or similar state or local programs; programs for students with disabilities; programs for students with limited English proficiency; vocational or technical programs; gifted and talented programs; school nutrition programs; and transportation.

The mission of the Kentucky Department of Education's Homeless Education Program along with the Middlesboro Independent Schools is to be a supporter and nurturer of homeless children and youth; to help them achieve educational success; and to prepare them for the challenges of adult life. It is in this mission statement that the Middlesboro Independent School District would like to remove barriers that may prevent attendance to school and to provide additional support to help our children and youth be successful.

Homeless children or youth are defined as individuals ages three (3) to twenty-one (21) that lack a fixed, regular, and adequate nighttime residence. The term includes:

1. Sharing housing due to loss of housing or economic hardship
2. Living in motels, hotels, dilapidated trailers or camping ground due to lack of alternative adequate housing
3. Living in emergency or transitional housing
4. Abandoned in hospitals
5. Awaiting foster care
6. Having a primary nighttime residence that is a public or private place not designed for, or ordinarily used as regular sleeping accommodations
7. Living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations
8. Migratory students who live in housing described above

It is the responsibility of the Middlesboro Independent School District to identify children and youth that may meet the eligibility criteria of homelessness. If you know of someone that may meet the definition of homeless, please notify the child's school or contact the District Office.

Child Find for Children with Disabilities in Need of Special Education or 504 Services

Educational Records

The Middlesboro Independent School District keeps educational records in a secure location in each school and Board office.

The Middlesboro Independent School District obtains written consent from a parent or eligible student (age 18 or who is attending a postsecondary institution), before disclosing personally identifiable information to an entity or individual not authorized to receive it under FERPA.

For students who have been determined eligible for Special Education, educational records will be destroyed at the request of the parents when they are no longer needed to provide educational programs or services. The Middlesboro Independent School District may destroy the educational records of a child without parent request **five years** after they are no longer needed to provide educational programs or services. Parents are advised that data contained in the records may later be needed for Social Security benefits or other purposes. The Middlesboro Independent School District may retain, for an indefinite period of time, a record of the student's name, address, telephone number, grades, attendance records, classes attended, grade level completed, and year completed.

Eligibility

Children eligible for Special Education include those children with disabilities who have autism, deaf-blindness, developmental delay, emotional-behavior disability, hearing impairment, mental disability, multiple disabilities, orthopedic impairment, other health impairment, specific learning disability, speech or language impairment, traumatic brain injury, or visual impairment and who because of such an impairment need Special Education services.

Children eligible for 504 services include those children in a public elementary and secondary education program who have a current physical or mental impairment that currently substantially limits some major life activity which causes the student's ability to access the school environment or school activities to be substantially limited.

Children eligible for the State-Funded Preschool program include three- and four-year-old children identified with disabilities. Preschool children eligible for special education must have an Individual Education Plan (IEP) instead of a 504 plan to receive State-Funded Preschool program services.

The Middlesboro Independent School District has an ongoing "*Child Find*" system, which is designed to locate, identify and evaluate any child residing in a home, facility, or residence within its geographical boundaries, age three (3) to twenty-one (21) years, who may have a disability and be in need of Special Education or 504 services. This includes children who are not in school; those who are in public, private, or home school; those who are highly mobile such as children who are migrant or homeless; and those who are advancing from grade to grade, who may need but are not receiving Special Education or 504 services.

The district's "*Child Find*" system includes children with disabilities attending private or home schools within the school district boundaries who may need special education services.

The Middlesboro Independent School District will make sure any child enrolled in its district who qualifies for Special Education or 504 services, regardless of how severe the disability, is provided appropriate Special Education or 504 services at no cost to the parents of the child.

Parents, relatives, public and private agency employees, and concerned citizens are urged to help the Middlesboro Independent School District find any child who may have a disability and need Special Education or 504 services. The District needs to know the name and age, or date of birth of the child; the name, address, and phone number(s) of the parents or guardian; the possible disability; and other information to determine if Special Education or 504 services are needed.

Letters and phone calls are some of the ways the Middlesboro Independent School District collects the information needed. The information the school District collects will be used to contact the parents of the child and find out if the child needs to be evaluated or referred for Special Education or 504 services.

If you know of **a child who lives within the boundaries** of the Middlesboro Independent School District, who may have a disability, and may need but is not receiving Special Education or 504 services, please call 606-242-8807 or send the information to:

Michele Goodin Schneider
Director of Special Education/504 Coordinator
Middlesboro Independent Schools
220 N 20th St
Middlesboro, KY 40965
606-242-8807

If you know of **a child who attends a private or home school within the boundaries of the Middlesboro Independent School District**, who may have a disability, and may need but is not receiving Special Education services, please call 606-242-8807 or send the information to:

Michele Goodin Schneider
Director of Special Education/504 Coordinator
Middlesboro Independent Schools
220 N 20th St
Middlesboro, KY 40965
606-242-8807

"Child Find" activities will continue throughout the school year. As part of these efforts the Middlesboro Independent will use screening information, student records, and basic assessment information it collects on all children in the District to help locate those children who have a disability and need Special Education or 504 services. Any information the District collects through *"Child Find"* is maintained confidentially.

Written *Policies and Procedures* have been developed which describe the District's requirements regarding the confidentiality of personally identifiable information and *"Child Find"* activities. There are copies in the Principal's office of each school, and in the Board of Education office. Copies of these *Policies and Procedures* may be obtained by contacting:

Jamie Johnson
Director of Pupil Personnel
220 N 20th St
Middlesboro, KY 40965
606-242-8818

The District office is open Monday through Friday, from 8am to 4pm

The Middlesboro Independent School District provides a public notice in the native language or other mode of communication of the various populations in the geographical boundaries of the District to the extent feasible.

If you know of someone who may need this notice translated to another language, given orally, or delivered in some other manner or mode of communication, please contact the *Director of Special Education/Section 504 Coordinator* at the address or phone number listed above for the Middlesboro Independent Schools.

For 2026-2027 School Year
4907-7859-5757, v. 1

Student Records

Records containing student information shall be made available to the parent of the student, guardian, or eligible student on written request. Eligible students include those 18 years of age or older or those enrolled in a postsecondary school program. For information concerning access or corrections to student records, contact the Principal or the Superintendent at the Central Office address and telephone number listed on the front cover.

REPORTS TO LAW ENFORCEMENT OFFICIALS/DCBS

When principals have reasonable belief that certain violations have taken place, they are required by law to immediately report them to law enforcement officials in accordance with KRS 158.154. Violations on school property or at a school sponsored function requiring a report to law enforcement officials include:

- assault resulting in serious physical injury;
- a sexual offense;
- kidnapping;
- assault involving the use of a weapon;
- possession of a firearm in violation of the law;
- possession of a controlled substance in violation of the law; or willful damage to school property

Honors and Awards

Beginning with the graduating class of 2028-2029, Middlesboro High School will award one (1) valedictorian and one (1) salutatorian.

To earn these honors of distinction, students must meet these criteria in addition to all other graduation requirements. Grade Point Average (GPA) will be calculated from the beginning of freshman year through the end of the third nine (9) weeks grading period of senior year. The formulation for calculation is total number of GPA points/total number of credits.

DISTINGUISHED GRADUATE

Completion of all coursework required for the Diploma of Distinction; and GPA of 3.75 or greater.

HONOR GRADUATE

Completion of Pre-College Curriculum; and GPA of 3.5 or greater.

The Valedictorian and Salutatorian will be selected from students who complete the Diploma of Distinction Pathway. The student who completes the Diploma of Distinction with the highest GPA will be named Valedictorian. The student with the second highest GPA will be named Salutatorian. If a student or students tie for the highest GPA, numerical averages from the final grade for every high school course will be calculated to determine one (1) valedictorian and one (1) salutatorian.

Adopted/Amended: 9/16/2025

Order #: 2025-3739

Middlesboro Independent Schools STEM Initiative

The Middlesboro Independent School District is committed to providing a dynamic and comprehensive education that prepares students for the challenges and opportunities of the future. To accomplish this, district leaders have prioritized an educational approach that equips students with the critical 21st-century skills necessary for college, career, and life readiness. Our Science, Technology, Engineering, and Mathematics (STEM) initiative, launched during the 2022–2023 school year, has become a cornerstone of our commitment to fostering critical thinking, problem-solving, creativity, collaboration, and innovation. Through intentional planning and implementation, both Middlesboro Elementary School and Middlesboro Middle School have earned nationally recognized STEM certification, demonstrating the district's commitment to high-quality STEM learning experiences. Middlesboro High School is currently engaged in the certification process, expanding opportunities for students to engage in rigorous, real-world, interdisciplinary learning. By the 2027–2028 school year, Middlesboro Independent Schools anticipates becoming a fully nationally STEM-certified district, providing a seamless K–12 STEM pathway that prepares all students to thrive in an increasingly complex and technology-driven world.

What is STEM?

STEM is an acronym that stands for Science, Technology, Engineering, and Mathematics. In its infancy, a STEM-based education focused on each of the four individual disciplines; however, STEM has now evolved more into an innovative and interdisciplinary approach to learning that integrates each of these four disciplines into instruction. The STEM approach empowers students to explore, inquire, and collaborate while applying their knowledge to real-world challenges. Our STEM program aims to cultivate a love for inquiry and discovery, nurturing the next generation of leaders, thinkers, and innovators.

The Pillars of Our STEM Program:

Integrated Curriculum: We seek to achieve seamless integration across grade levels and subjects. We believe in connecting the dots between the STEM subjects and all other content areas creating opportunities for students to see the meaningful relationships between these disciplines.

Project-Based Learning: A student-centered, hands-on approach is at the heart of our STEM model. Students work collaboratively on real-world projects that require critical thinking, problem-solving, and creativity. These projects encourage students to engage in an engineering design process that provides a

framework for designing solutions to unique problems. Students apply their knowledge and skills in practical ways, preparing them for the challenges they will face beyond the classroom.

Cutting-Edge Technology: In our rapidly evolving digital age, technology is an essential component of learning. Our students have access to the latest technology, providing them with opportunities to engage with tools and digital platforms that are relevant to the current and future job market.

Community Partnerships: Exposure to authentic real-world careers and experiences is a core component of a STEM-based approach. We collaborate with local businesses, industries, and organizations to provide our students with authentic STEM experiences. These partnerships expose students to real-world applications of STEM principles and potential career pathways.

Empowering Educators: Our dedicated educators receive ongoing professional development in STEM education. They are equipped with the knowledge and skills to implement innovative teaching methods that promote inquiry, critical thinking, and hands-on learning.

Current and Future STEM Opportunities for Students: As the STEM initiative grows, we are diligent in creating a wide range of opportunities for students to explore and excel in the world of science, technology, engineering, and mathematics, including:

- **Career and Technical:** We seek to grow and expand programming that provides students with specific skills that are aligned with the needs of our local industry partners and create pathways that connect our students to an expanded array of potential career options.
- **STEM Clubs and Competitions:** Extra-curricular programming focused on robotics, coding, engineering challenges, and scientific research.
- **STEM Fairs and Expos:** Regularly scheduled STEM fairs and expos that provide a platform for students to showcase their projects and discoveries to the school community.

At Middlesboro Independent Schools, our STEM program is more than just an educational initiative; it is a pathway to a future filled with endless possibilities. We believe in nurturing the natural curiosity and creativity of our students, empowering them to embrace the challenges of a rapidly changing world. Our commitment to excellence in STEM education prepares our students for success, instilling in them the confidence and skills needed to become the leaders and innovators of tomorrow. Together, we embark on a journey of exploration, inquiry, and discovery, shaping a brighter future for our students and our world.

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.

Physical Restraint

Use of physical restraint by all school personnel is permitted when a student's behavior poses an imminent danger of physical harm to self or others in clearly unavoidable emergency circumstances. In such situations, staff who have not had core team training may physically restrain students, but shall summon core trained school personnel as soon as possible.

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 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.

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:

1New 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

Adopted/Amended: 1/18/2010

Order #: 2010-774

In addition to violations of this Code, students may also be charged with criminal violence.

CRIMINAL VIOLATION

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

Schools should report these offenses to the appropriate law enforcement agency and assist these agencies in investigation and prosecuting the offender.

DRUG POLICY-STUDENTS

The unlawful possession, use, distribution or abuse of an unauthorized substance, such as alcohol or drugs, by students on school premises or during any part of the school's activities is prohibited.

The violation of student conduct in relation to drugs and/or alcohol can result in disciplinary sanctions up to and including expulsion and referral for prosecution. For information on medications, see school principal.

Current information about available drug and alcohol counseling, rehabilitation, and re-entry programs will be available in each school through the counselor's office. Compliance with these standards of conduct is mandatory. Parents and students are requested to sign the code of conduct insert and return it to school

officials. Students needing to take medications of any kind must turn these in to the school office or to the school nurse as soon as they arrive on school property.

WEAPONS

Students/staff/citizens are never allowed to bring a weapon to school. The Middlesboro Board of Education urges parents and other citizens to make sure that students do not have inappropriate access to weapons. Both Board policy and the law prohibit the carrying, bringing, using, or possessing of any weapon or dangerous instrument in any school building, on school grounds, in any school vehicle or at any school-sponsored activity. Except for authorized law enforcement officials, the Middlesboro Board of Education specifically prohibits the carrying of concealed weapons on school property.

When a student violates the prohibition on weapons, the Principal shall immediately make a report for the Superintendent, who shall determine if charges for expulsion are to be brought before the Middlesboro Board of Education. Unless the Middlesboro Board of Education chooses to consider charges on a case-by-case basis, the penalty for students bringing a firearm or other deadly weapon, destructive device or booby trap device to school or onto school campus/property under jurisdiction of the District shall be expulsion for a minimum of twelve (12) months. (The Gun-Free Act of 1994 and KRS 158.150) District employees must also report to law enforcement officials if they know or have reasonable cause to believe that conduct has occurred that constitutes the carrying, possession, or use of a deadly weapon on the school premises, on a school bus, or at a school sponsored or sanctioned event.

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. The Kentucky for Safe Schools is used as a resource when dealing with this behavior. Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose. Forms for reporting bullying are located on the district website.

<http://www.mboro.k12.ky.us/harrassment-bullying-report> or contact principals. You may also report by calling S. T.O.P.! Tipline at (866) 393-6659

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, cyber bullying, intimidation, verbal or physical abuse of others, or other threatening behavior. 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.

STUDENT TELECOMMUNICATIONS DEVICES

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 personal telecommunications devices and other related electronic devices. Students are prohibited from using a personal telecommunication device during instructional time, except during an emergency, if directed to do so by a teacher for an instructional purpose, or if authorized by a teacher. Students shall not access social media unless authorized to do so by a teacher for an instructional purpose. 09.4261 These are the basic guidelines established by the state; however, school administrators and SBDM councils may implement more stringent policies and procedures. Additionally, medical circumstances may necessitate a student having access to their phone.

ACCEPTABLE USE OF TECHNOLOGY

The Board supports reasonable access to various information formats for students, employees and the community and believes it is incumbent upon users to utilize this privilege in an appropriate and responsible manner as required by policy and related procedures, which apply to all parties who use District technology. Employees are required to follow Board policy and administrative procedures and guidelines designed to provide guidance for access to electronic media and authorized communication systems. If you have questions about what constitutes acceptable use, please check with the Principal/designee, 08.2323/08.2324

TRACEABLE COMMUNICATIONS

The Board shall designate a traceable communication system to be the exclusive means for District employees and qualified school volunteers to communicate electronically with students enrolled in the District. Employees and volunteers that violate this policy will be subject to disciplinary action.

A District employee or qualified school volunteer, unless authorized, shall not engage in unauthorized electronic communication as defined in KRS 160.145. A District employee that violates this policy may be subject to disciplinary actions in accordance with, for certified employees, KRS 161.120 and 161.790, and for classified employees KRS 161.011. A qualified school volunteer that violates this policy may be prohibited by the District from future school volunteer opportunities.

ELECTRONIC RESOURCES ACCEPTABLE USE POLICY AND PROCEDURES FOR STUDENTS

The Middlesboro Independent Schools offer network and Internet access to students as part of the instructional process. This document contains the Acceptable Use Policy (AUP) for student users of the Middlesboro Schools' data system. Written consent is required before any student is given access to

network resources; however, educators may use the Internet during class-directed group demonstrations with or without parental consent.

STUDENT RULES AND RESPONSIBILITIES

Each student will be held accountable for violations of the Electronic Resource Acceptable Use Policy and Procedures. The use of his or her account must be in support of education and must be consistent with the academic expectations and goals of the Middlesboro Schools.

1. Users must maintain passwords and must not allow others to use their passwords.
2. Users may only access their personal files. Accessing another's folders, work or files is prohibited.
3. Appropriate language must be used over the Network at all times (no swearing, use of vulgarities, or any other inappropriate language).
4. Users must not use the Internet or email to harass, insult, or attack others.
5. Transmitting or viewing any material in violation of U.S. or state regulations including copyrighted, threatening, or obscene materials is prohibited. Sending or receiving offensive messages or pictures from any source will result in immediate suspension of privileges.
6. Playing/downloading non-educational games are strictly prohibited.
7. Users must not reveal their personal address or phone number or the personal address or phone number of other individuals.
8. Users must not communicate credit card numbers, bank account numbers, or any other financial information over the network.
9. Vandalism shall result in the cancellation of privileges. Vandalism is defined as any attempt to harm or destroy equipment, data, the operating system or applications of another user.
10. Users must obey copyright laws.
11. Use of commercial activities by for-profit organizations, product promotions, political lobbying, or illegal activities is strictly prohibited. Use of public property for personal gain is a felony and is subject to prosecution.

Right to Privacy

Any files or accounts on the Middlesboro Schools' network are the property of the Middlesboro Schools. The Middlesboro Schools reserve the right as a network administrator to access any user folder and/or electronic mail account of any user at any time. Users are advised not to place confidential documents in their user folder and never to use e-mail for confidential information. All Internet sites visited will be logged and reviewed for suitability of Internet use to assure compliance with the AUP and with state law.

Consequences

Based upon the acceptable use guidelines outlined in this document, the system administrators will deem what is inappropriate use and the decisions they make will be final. The system administrators may close an account at any time. The administration, faculty, and staff of the Middlesboro Schools may deny, revoke or suspend specific user accounts. In the case of vandalism, the user will be required to pay for

damages. Violation of any of the above mentioned rules and responsibilities will result in a loss of access and may result in other disciplinary and/or legal actions.

Disregard of Rules

Individuals who refuse to sign required acceptable use documents or who violate District rules governing the use of District technology shall be subject to loss or restriction of the privilege of using equipment, software, information access systems, or other computing and telecommunications technologies.

Employees and students shall be subject to disciplinary action up to and including termination (employees) and expulsion (students) for violating this policy and acceptable use rules and regulations established by the school or District.

Responsibility for Damages

Individuals shall reimburse the Board for repair or replacement of District property lost, stolen, damaged, or vandalized while under their care. Students or staff members who deface a District web site or otherwise make unauthorized changes to a web site shall be subject to disciplinary action, up to and including expulsion and termination, as appropriate.

Responding to Concerns

School officials shall apply the same criterion of educational suitability used to review other educational resources when questions arise concerning access to specific databases or other electronic media.

Audit of Use

Users with network access shall not utilize District resources to establish electronic mail accounts through third-party providers or any other nonstandard electronic mail system.

The Superintendent/designee shall establish a process to determine whether the District's education technology is being used for purposes prohibited by law or for accessing sexually explicit materials. The process shall include, but not be limited to:

1. Utilizing technology that meets requirements of Kentucky Administrative Regulations and that blocks or filters internet access for both minors and adults to certain visual depictions that are obscene, child pornography, or, with respect to computers with Internet access by minors, harmful to minors;
2. Maintaining and securing a usage log; and
3. Monitoring online activities of minors.

References:

KRS 156.675; 47.U.S.C. § 254; 701 KAR 005:120

Public Law 110-385, Broadband Data Improvement Act/Protecting Children in the 21st Century Act.

Kentucky Education Technology System (KETS)

Related Policies: 03.1325/03.2325

08.1353; 08.2322 AP.1; AP.21

09.14; 09.421; 09.422; 09.425; 09.426

158.183 Prohibited acts by students -- Rights of student -- Duties of local board of education -- Administrative remedies.

(1) Consistent with the Constitutions of the United States of America and the Commonwealth of Kentucky, a student shall have the right to carry out an activity described in any of paragraphs (a) to U) of subsection (2) of this section, if the student does not:

(a) Infringe on the rights of the school to:

1. Maintain order and discipline;
2. Prevent disruption of the educational process; and
3. Determine educational curriculum and assignments;

(b) Harass other persons or coerce other persons to participate in the activity; or

(c) Otherwise infringe on the rights of other persons.

(2) Consistent with the Constitutions of the United States of America and the Commonwealth of Kentucky, and subject to the provisions of subsection (1) of this section, a student shall be permitted to voluntarily:

(a) Pray or engage in religious activities in a public school, vocally or silently, alone or with other students to the same extent and under the same circumstances as a student is permitted to vocally or silently reflect, meditate, speak on, or engage in nonreligious matters alone or with other students in the public school;

(b) Express religious or political viewpoints in a public school to the same extent and under the same circumstances as a student is permitted to express viewpoints on nonreligious or nonpolitical topics or subjects in the school;

(c) Express religious or political viewpoints in classroom, homework, artwork, and other written and oral assignments free from discrimination or penalty based on the religious or political content of the submissions;

(d) Speak to and attempt to discuss religious or political viewpoints with other students in a public school to the same extent and under the same circumstances as a student is permitted to speak to and attempt to share nonreligious or nonpolitical viewpoints with other students. However, any student may demand that this speech or these attempts to share religious or political viewpoints not be directed at him or her;

(e) Distribute religious or political literature in a public school, subject to reasonable time, place, and manner restrictions to the same extent and under the same circumstances as a student is permitted to distribute literature on nonreligious or nonpolitical topics or subjects in the school;

(f) Display religious messages on items of clothing to the same extent that a student is permitted to display nonreligious messages on items of clothing;

(g) Access public secondary school facilities during noninstructional time as a member of a religious student organization for activities that may include prayer, Bible reading, or other worship exercises to the same extent that members of nonreligious student organizations are permitted access during noninstructional time.

(h) Use school media, including the public address system, the school newspaper, and school bulletin boards, to announce student religious meetings to the same extent that a student is permitted to use school media to announce student nonreligious meetings;

(i) Meet as a member of a religious student group during noninstructional time in the school day to the same extent that members of nonreligious student groups are permitted to meet, including before and after the school day; and

(h) Use school media, including the public address system, the school newspaper, and school bulletin boards, to announce student religious meetings to the same extent that a student is permitted to use school media to announce student nonreligious meetings;

(i) Meet as a member of a religious student group during noninstructional time in the school day to the same extent that members of nonreligious student groups are permitted to meet, including before and after the school day; and (h) Use school media, including the public address system, the school newspaper, and school bulletin boards, to announce student religious meetings to the same extent that a student is permitted to use school media to announce student nonreligious meetings;

(h) Use school media, including the public address system, the school newspaper, and school bulletin boards, to announce student religious meetings to the same extent that a student is permitted to use school media to announce student nonreligious meetings;

j) Be absent, in accordance with attendance policy, from a public school to observe religious holidays and participate in other religious practices to the same extent and under the same circumstances as a student is permitted to be absent from a public school for nonreligious purposes.

(3) Consistent with its obligations to respect the rights secured by the Constitutions of the United States of America and the Commonwealth of Kentucky, a local board of education shall ensure that:

(a) 1. The selection of students to speak at official events is made without regard to the religious or political viewpoint of the student speaker;

2. The prepared remarks of the student are not altered before delivery, except in a viewpoint-neutral manner, unless requested by the student. However, student speakers shall not engage in speech that is obscene, vulgar, offensively lewd, or indecent; and

3. If the content of the student's speech is such that a reasonable observer may perceive affirmative school sponsorship or endorsement of the student speaker's religious or political viewpoint, the school shall communicate, in writing, orally, or both, that the student's speech does not reflect the endorsement, sponsorship, position, or expression of the school;

(b) Religious and political organizations are allowed equal access to public forums on the same basis as nonreligious and nonpolitical organizations; and

(c) No recognized religious or political student organization is hindered or discriminated against in the ordering of its internal affairs, selection of leaders and members, defining of doctrines and principles, and resolving of organizational disputes in the furtherance of its mission, or in its determination that only persons committed to its mission should conduct these activities.

(4) Consistent with its obligations to respect the rights secured by the Constitutions of the United States of America and the Commonwealth of Kentucky, a local board of education shall permit public schools in the district to sponsor artistic or theatrical programs that advance students' knowledge of

society's cultural and religious heritage, as well as provide opportunities for students to study and perform a wide range of music, literature, poetry, and drama.

(5) No action may be maintained under KRS 158.181 to 158.187 unless the student has exhausted the following administrative remedies;

(a) The student or the student's parent or guardian shall state his or her complaint to the school's principal. The principal shall investigate and take appropriate action to ensure the rights of the student are resolved within seven (7) days of the date of the complaint;

(b) If the concerns are not resolved, then the student or the student's parent or guardian shall make a complaint in writing to the superintendent with the specific facts of the alleged violation;

(c) The superintendent shall investigate and take appropriate action to ensure that the rights of the student are resolved within thirty (30) days of the date of the written complaint; and

(d) Only after the superintendent's investigation and action may a student or the student's parent or legal guardian pursue any other legal action.

Effective: June 29, 2017

History: Amended 2017 Ky. Acts ch. 15, sec. 1, effective June 29, 2017. -- Created

1998 Ky. Acts ch. 294, sec. 3, effective July 15, 1998.

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.

Evidence-based, age-appropriate nicotine prevention and cessation material shall be distributed to all students at the beginning of each school year, and students shall have access to the material throughout the school year.

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 Code of Acceptable Behavior and Discipline.

PENALTIES

If a student under the age of twenty-one violates this policy, then the District will confiscate the alternative nicotine products, tobacco products, or vapor products and:

1. For the first incident, the school counselor or other school-based mental health services provider shall provide to the parent or guardian and the student evidence-based, age-appropriate nicotine cessation information to include but not be limited to materials, programs, and referrals for treatment;
2. A second incident shall result in providing information listed above and disciplinary action as determined by the Board and included in the District Code of Acceptable Behavior and Discipline; and
3. Third and subsequent incidents may result in an in-school or out-of-school suspension. The school shall provide the opportunity for a student to complete an evidence-based, age-appropriate nicotine education program during an in-school suspension.

Disciplinary Responses to Student Misconduct

Middleboro High School

These are the minimum requirements. Please refer to the school handbook for more details.

Levels of Misconduct	Examples	Possible Disciplinary Response Procedures	Response Options
Level I: Minor misbehavior on the part of the student which impedes orderly classroom procedures or interferes with the orderly operation of the school. These misbehaviors can usually be handled by an individual staff member but sometimes require the intervention of other school support personnel.	Classroom disturbance Tardies Failure to complete assignments Inappropriate dress Running or horseplaying in hall or cafeteria Cheating Not prepared for class with paper, book, and pencil Use or possession of tobacco products is prohibited in the Middleboro High School	There is immediate intervention by staff member who is supervising the student or who observes the misbehavior. Repeated misbehavior requires a parent/teacher conference; conference with the counselor and/or administrator. A proper and accurate record of the offenses and disciplinary action is maintained by the staff member.	Verbal reprimand by teacher Special assignment Counselor referral Withhold break privileges Detention Loss of driving privileges
Level II: Misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school. These infractions, which usually result from the continuation of Level I misbehaviors,	Disrespect to a teacher or administrator Continued disruptive classroom behavior Abusive language Public display of affection Improper use of motor	The student is referred to the administrator for appropriate disciplinary action. The administrator meets with the student and/or teacher and effects the most	Counselor referral Corrective discipline Report to parents Teacher/student/principal conference In-school suspension Detention Loss of driving privileges

require the intervention of personnel on the administrative level because the execution of Level I disciplinary options has failed to correct the situation. Also included in this level are misbehaviors which do not represent a direct threat to the health and safety of others but whose educational consequences are serious enough to require corrective action on the part of administrative personnel.	vehicle on school grounds Unmodified Level I offenses.	appropriate response. The teacher is informed of the administrator's action. A proper and accurate record of the offense and the disciplinary action is maintained by the administrator. A parental conference is held.	
Level III: Acts directed against person or property but whose consequences do not seriously endanger the health or safety of others in the school. These acts might be considered criminal but most frequently can be handled by the disciplinary mechanism in the school. Corrective measures which the school should undertake however, depend on the extent of the school's resources for remediating the situation in the best interest of all students.	Use of controlled substance Fighting Destruction of school property Destruction of teacher or student property Stealing Skipping classes Threatening student Truancy Unmodified Level II offenses Harassment/Intimidation	The administrator initiates disciplinary action by investigating the infraction and conferring with staff on the extent of the consequences. The administrator meets with the student and confers with the parent about the student's misconduct and the resulting disciplinary action. A proper and accurate record of offenses and disciplinary actions will be maintained by the administrator.	Counselor referral Parent Conference Detention In-school suspension Loss of driving privileges Payment of damages Suspension
Level IV: Acts which result in violence to another person or property or which pose a direct threat to the safety of others in the school. These acts are extremely serious in nature and may require administrative actions which result in immediate removal of	Possession of weapons, explosives Extortion, harassment Assaulting a teacher (verbal or physical) Continuous fighting Possession, use, distribution or abuse of unauthorized substance such as alcohol or drugs Unmodified Level III offenses	The administrator verifies the offense, confers with the staff involved and meets with the student. The student is immediately removed from the school environment. Parents are notified. School officials may contact law enforcement	Hearing before principal Loss of driving privileges Suspension Hearing before the school board Expulsion Criminal proceedings

the student from the school, the intervention of law enforcement authorities or other action by school authorities.		agencies and assist in prosecuting offenders in accordance with KRS 158.154 A complete and accurate report is submitted to the superintendent for Board action. The superintendent may refer the student for a full due process hearing before the board. In cases of violations relating to alcohol or drugs, final response shall take into consideration all factors to include but not to be limited to the amount and type of substance and the frequency of occurrence.	
Tobacco Vaping Policy: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. Possession 1st offense: 1 day ISS 2nd offense: 3 days ISS 3rd offense: 2 days of suspension Uses: 1st offense: 2 days ISS 2nd offense: 4 days ISS 3rd offense: 3 days of suspension Students who possess or use tobacco/vapes will be cited to court or fined. 1st offense: \$50 2nd offense: \$100 3rd offense: \$150			

Disciplinary Responses to Student Misconduct

Middlesboro Middle School

These are the minimum requirements. Please refer to the school handbook for more details.

Levels of Misconduct	Examples	Possible Disciplinary Response	Response Options
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		Procedures	
Level I: Minor misbehavior on the part of the student which impedes orderly classroom procedures or interferes with the orderly operation of the school. These misbehaviors can usually be handled by an individual staff member but sometimes require the intervention of other school support personnel.	Failure to do class work Class or school tardies Running or horseplay in halls or during lunch Bringing electronic devices or video games to school Dress code violation	There is immediate intervention by staff member who is supervising the student or who observes the misbehavior. Repeated misbehavior requires a parent/teacher conference; conference with the counselor and/or administrator. A proper and accurate record of the offenses and disciplinary action is maintained by the staff member.	Verbal reprimand by teacher Teacher/student/head of department conference Lunchroom detention Parent Conference Any illegal item will be taken from the student and kept in the office for 90 days unless the parent comes to the office and personally picks the item up. On the second offense the item will be kept until the end of the school year.
Level II: Misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school. These infractions, which usually result from the continuation of Level I misbehaviors, require the intervention of personnel on the administrative level because the execution of Level I disciplinary options has failed to correct the situation. Also included in this level are misbehaviors which do not represent a direct threat to the health and safety of others but whose educational consequences are serious enough to require corrective action on the part of administrative personnel.	Disrespect to a teacher or administrator Classroom disturbance which limits learning. Cheating Repeated or extreme dress code violation	The student is referred to the administrator for appropriate disciplinary action. The administrator meets with the student and/or teacher and effects the most appropriate response. The teacher is informed of the administrator's action. A proper and accurate record of the offense and the disciplinary action is maintained by the administrator. A parental conference is held.	Guidance referral Report to parents Detention Teacher/student/head of department conference In-school suspension
Level III: Acts directed	Cutting class	The administrator	Guidance referral

against person or property but whose consequences do not seriously endanger the health or safety of others in the school. These acts might be considered criminal but most frequently can be handled by the disciplinary mechanism in the school. Corrective measures which the school should undertake however, depend on the extent of the school's resources for remediating the situation in the best interest of all students.	Leaving school without permission Truancy Use or possession of tobacco/vapes Fighting Disrespect to teacher Stealing/Possession of stolen property Destroying a teacher or students property Destroying school property	initiates disciplinary action by investigating the infraction and conferring with staff on the extent of the consequences. The administrator meets with the student and confers with the parent about the student's misconduct and the resulting disciplinary action. A proper and accurate record of offenses and disciplinary actions will be maintained by the administrator.	Parent/Principal Conference Detention In-school suspension Payment of damages
Level IV: Acts which result in violence to another person or property or which pose a direct threat to the safety of others in the school. These acts are extremely serious in nature and may require administrative actions which result in immediate removal of the student from the school, the intervention of law enforcement authorities or other action by school authorities.	Assaulting a teacher or student Possession of weapons, explosives, etc Extortion Substance abuse Possession, use, distribution or abuse of unauthorized substance such as alcohol or drugs Actions which require treated by a doctor or hospital Arson Bomb threat Unmodified Level III offenses Harassment/Intimidation Bullying to include cyber bullying	The administrator verifies the offense, confers with the staff involved and meets with the student. The student is immediately removed from the school environment. Parents are notified. School officials may contact law enforcement agencies and assist in prosecuting offenders in accordance with KRS 158.154 A complete and accurate report is submitted to the superintendent for Board action. The superintendent may refer the student for a full due process hearing before the board. In cases of violations relating to alcohol or drugs, final response shall take into consideration all factors to include but not to be limited to the	Hearing before principal Suspension Hearing before the school board Expulsion Criminal proceedings

		amount and type of substance and the frequency of occurrence.	
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Disciplinary Responses to Student Misconduct

Middlesboro Elementary School

These are the minimum requirements. Please refer to the school handbook for more details.

Levels of Misconduct	Examples	Possible Disciplinary Response Procedures	Response Options
Level I: Minor misbehavior on the part of the student which impedes orderly classroom procedures or interferes with the orderly operation of the school. These misbehaviors can usually be handled by an individual staff member but sometimes require the intervention of other school support personnel.	Hall misbehavior Restroom misbehavior Cafeteria misbehavior Playground misbehavior Failure to follow class rules.	There is immediate intervention by staff member who is supervising the student or who observes the misbehavior. Repeated misbehavior requires a parent/teacher conference; conference with the counselor and/or administrator. A proper and accurate record of the offenses and disciplinary action is maintained by the staff member.	Verbal warning Verbal reprimand Special assignment Behavioral contract Withdrawal of privileges Time-out Detention
Level II: Misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school. These infractions, which usually result from the continuation of Level I misbehaviors, require the intervention of personnel on the administrative level because the execution of Level I disciplinary options has failed to correct the situation. Also included in this level are misbehaviors which do not represent a direct threat to the	Continuation of unmodified Level I misbehavior. Deliberate disruption Profanity/Vulgarity Smoking or using tobacco/vapes Truancy Leaving school grounds without permission	The student is referred to the administrator for appropriate disciplinary action. The administrator meets with the student and/or teacher and effects the most appropriate response. The teacher is informed of the administrator's action. A proper and accurate record of the offense and the disciplinary action is maintained by the administrator.	Counseling Withdrawal of privileges Parent conference with principal, teacher, student Suspension

health and safety of others but whose educational consequences are serious enough to require corrective action on the part of administrative personnel.		A parental conference is held.	
Level III: Acts directed against person or property but whose consequences do not seriously endanger the health or safety of others in the school. These acts might be considered criminal but most frequently can be handled by the disciplinary mechanism in the school. Corrective measures which the school should undertake however, depend on the extent of the school's resources for mediating the situation in the best interest of all students.	Fighting(simple) Vandalism (minor) Possession/use of unauthorized substances Theft, possession or sale of stolen property Threats to others Fighting or striking a faculty member Extortion	The administrator initiates disciplinary action by investigating the infraction and conferring with staff on the extent of the consequences. The administrator meets with the student and confers with the parent about the student's misconduct and the resulting disciplinary action. A proper and accurate record of offenses and disciplinary actions will be maintained by the administrator.	Temporary removal from class Full out-of-school suspension Referral to outside agency
Level IV: Acts which result in violence to another person or property or which pose a direct threat to the safety of others in the school. These acts are extremely serious in nature and may require administrative actions which result in immediate removal of the student from the school, the intervention of law enforcement authorities or other action by school authorities.	Assaulting a teacher Possession/use/transfer of dangerous weapons Extortion Assault/battery Vandalism Furnishing/selling/possession of unauthorized substance Arson Bomb threat Unmodified Level III offenses	The administrator verifies the offense, confers with the staff involved and meets with the student. The student is immediately removed from the school environment. Parents are notified. School officials may contact law enforcement agencies and assist in prosecuting offenders in accordance with KRS 158.154 A complete and accurate report is submitted to the superintendent for Board action. The superintendent may refer the student	Other administrative action which results in appropriate placement.

		for a full due process hearing before the board. In cases of violations relating to alcohol or drugs, final response shall take into consideration all factors to include but not to be limited to the amount and type of substance and the frequency of occurrence.	
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158.150 Suspension or expulsion of pupils- All pupils admitted to the common schools shall comply with the lawful regulations for the government of the schools:

(a) Willful disobedience or defiance of the authority of the teachers or administrators, use of profanity or vulgarity, assault or battery or abuse of other students, the threat of force or violence, the use or possession of alcohol or drugs, stealing or destruction or defacing of school property or personal property of student, the carrying or use of weapons or dangerous instrument, or other in incorrigible bad conduct on school property, as well as off school property at school-sponsored activities, constitutes cause for suspension or expulsion from school; and

(b) Assault or battery or abuse of school personnel; stealing or willfully or wantonly defacing, destroying, or damaging the personal property of school personnel on school property, off school property, or at school sponsored activities constitutes cause for suspension or expulsion from school.

Disciplinary Responses to Student Misconduct

TRANSPORTATION

These are the minimum requirements. Please refer to the school handbook for more details.

Levels of Misconduct	Examples	Possible Disciplinary Response Procedures	Response Options
Level I: Behavior of students exhibits annoying misbehaviors that interferes with the transportation safety of others and the orderly operation of the bus.	Littering Improper boarding/departing procedures Unnecessary noise Failure to remain seated	1. Verbal reprimand by bus driver/principal 2. Behavior contracts (elementary level) 3. Counseling 4. Conference with parents, bus driver, students	Incident frequency 1st: 1,2 2nd: 2,3,4 3rd: 4,5
Level II: Behavior of students is disruptive so that it interferes with the transportation safety of others whose consequences are serious enough to require corrective action.	Profanity Refusing to obey bus driver Hanging out of window Throwing objects	5. Withdrawal of bus privileges Principal's option (1-10 days) 6. Withdrawal of bus privileges for a period of time up to the remainder of the years	1st: 1,2,3,4 2nd: 4,5,6 3rd: 4,5,6

Level III: Acts of behavior exhibited directly against persons or property whose consequences may seriously endanger the health or safety of others.	Pushing/Tripping Smoking/Tobacco/Vapes Lighting matches Spitting	7. (principal's option) For the safety of our students, all buses will be equipped with cameras.	1st: 4,5,6 2nd: 4,5,6 3rd: 4,5,6
Level IV: Acts which result in violence to another person or property or which pose a direct threat to the safety of others.	Vandalism Tampering with bus equipment Drugs Fighting Alcohol Bringing articles aboard the bus of injurious/destructive nature such as knives, guns, etc Arson Bomb threat Possession, use, distribution, abuse of any unauthorized substance, such as alcohol or drugs		1st: 4, 2nd: 4,5,6 3rd: 4,5,6

Grievances

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.

Middlesboro Independent Schools

220 North 20th Street, Middlesboro, KY 409651 (606)242- 88141

sandra.ramsey@mboro.kyschools.us

Dear Parents/Guardians of the Middlesboro Independent Students:

Our district and schools are participating in several federal programs of which I would like to make you aware. Each program greatly can and does benefit your child on a daily basis. Across the district, we offer free breakfast and lunch to each and every student without discrimination. The program that makes this possible is the Community Eligibility Program (CEP). The School Breakfast Program (SBP) and the National School Lunch Program (NSLP) provides the assistance for our students to receive these breakfasts and lunches respectively. As part of NSLP, an after school snack can be provided as well. Last year, we started a new program known as CACFP (Child and Adult Care Food Program). This new program allows students to be fed before they come home from school. CACFP has allowed many of our students to eat before tutoring or other organized events. Lastly, at Middlesboro Elementary School (because only elementary schools qualify), we have the Fresh Fruit and Vegetable Program (FFVP), which provides fresh produce to students at least 2 days a week. If you would like more information about food service or you have questions about any of our programs, please do not hesitate to contact me. Our goal is to provide quality meals to as many students as possible! Data has proven that when students are not hungry, their performance increases Thank you so much and if you need anything, please feel free to contact food service.

Sincerely,



Sandy Ramsey

USDA Nondiscrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877- 8339.

To file a program discrimination complaint, a Complainant should complete the USDA Program Discrimination Complaint Online Form (AD-3027) found online at [How to file a Complaint](#), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW
Washington, D.C. 20250-9410

(2) fax: (833) 256-1665 or (202) 690-7442: or

(3) email: program.intake@usda.gov

This institution is an equal opportunity provider

Dear Parent/Guardian

**Please sign, date, and detach the
following perforated forms and return
them to the school.**

Food Allergies and Food Modifications:

Student's Name: _____

School attends: MES MMS MHS

3. Food Allergies: YES NO

4. Does the child medically require a food modification: YES NO; **if no, do not fill out the remainder of this form. Please sign and return to school. If YES, the form must be completed by a physician if the child is disabled or has an IEP and other medical specialist, such as a Nurse Practitioner/Physician's Assistant, etc. for other food modifications.**

5. Does the child have a disability? If YES, describe the major life activities affected by the disability. YES NO

6. Does the child have special nutritional or feeding needs? YES NO

7. List any dietary restrictions or special diet:

8. List any allergies or food intolerances to avoid:

9. List foods to be substituted:

10. List all foods that need the following change in texture. If all foods need to be prepared in this manner, indicate "ALL:"

Cut up or chopped into bite size pieces:

Finely ground:

Pureed:

11. List any special equipment or utensils needed:

12. Indicate any other comments about the child's eating or feeding patterns:

Parent's Signature _____

Physician Signature _____

(*If the student is disabled and has an IEP, a physician signature is required)

Other Medical Specialist/Caretaker _____ (if no disability/IEP)

Food Service Director/Cafeteria Manager _____

Special Education Director or ARC Chair _____

HOUSEHOLD AND INCOME FORM

Middleboro Independent Schools are participating in the Community Eligibility Provision (CEP) under the National School Lunch Program. Under CEP, **all** children in the school will receive a breakfast/lunch at no charge regardless of income or completion of this form. However, to determine eligibility for various additional state and federal program benefits, please complete, sign and return a **single application per household** to Family Resource/Youth Service Center.

PART 1. ALL HOUSEHOLD MEMBERS

Names of all people living in your household (First, Middle Initial, Last)	School the child attends, or indicate "NA" if household member is not in school	Grade Level	Check if a foster child (legal responsibility of the state welfare agency or court). If all children listed below are foster children, skip to Part 5 to sign this form.	
			☐	
			☐	
			☐	
			☐	
			☐	
			☐	
			☐	

PART 2. HOMELESS, MIGRANT, RUNAWAY STATUS

If any child you are applying for is homeless, migrant, or a runaway, check the appropriate box and call 606-242-8879.

HOMELESS ☐ MIGRANT ☐ RUNAWAY ☐

If this household receives **SNAP/KTAP** please enter benefit # 11 _ _ _ _ _ (Skip to part 4)

PART 3. TOTAL HOUSEHOLD GROSS INCOME (before deductions). List all income on the same line as the person who receives it. Check the box for how often it is received. Record each income only once. If you provided a case number in Part 2, you do not need to provide income information. If you enter '0' or leave any fields blank, you are certifying (promising) that there is no income to report.

1. NAME (List only household members with income, including any students in the home who have income)	2. GROSS INCOME AND HOW OFTEN IT WAS RECEIVED														
	Earnings from work before deductions	Weekly	Every 2 Weeks	Twice Monthly	Monthly	Public assistance, child support, alimony	Weekly	Every 2 Weeks	Twice Monthly	Monthly	Pensions, retirement, Social Security, SSI, VA benefits, All Other Income	Weekly	Every 2 Weeks	Twice Monthly	Monthly
(Example) Jane Smith	\$200	☒	☐	☐	☐	\$150	☐	☒	☐	☐	\$0	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐

PART 4. SIGNATURE (ADULT HOUSEHOLD MEMBER MUST SIGN)

I certify (promise) that all information on this form is true and that all income is reported. I understand that the school will get state and federal funds based on the information I give. I understand that school officials may verify (check) the information. I understand that if I purposely give false information, my child(ren) may lose benefits.

Sign here: _____ Print name: _____ Date: _____
 Address: _____ City: _____ State: _____ Zip Code: _____ Phone: _____
 Number: _____ Cell Phone Number: _____

DO NOT FILL OUT THIS PART. THIS IS FOR SCHOOL USE ONLY.

Annual Income Conversion: Weekly x 52; Every 2 Weeks x 26; Twice A Month x 24; Monthly x 12

Total Income: _____ Per: ☐ Week ☐ Every 2 Weeks ☐ Twice A Month ☐ Month ☐ Year Household size: _____

Categorical Eligibility: _____ SES Code: Free _____ Reduced _____ Paid _____

FRAM Coordinator: _____ Date: _____

Non Discrimination Statement: In accordance with Federal Law and U.S. Department of Education policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, gender identity, age, or disability. To file a complaint of discrimination, write U.S. Department of Education, Office for Civil Rights, The Wanamaker Building, 100 Penn Square East, Suite 515, Philadelphia, PA 19107-3323 or call (215) 656-8541 (Voice). Individuals who are hearing impaired or have speech disabilities may contact U.S. DOE through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). The U.S. Department of Education is an equal opportunity provider and employer.

Privacy Notice

The Kentucky Department of Education is requiring schools to collect the information on this form. You do not have to give this information, but if you do not, we cannot determine your child's eligibility for additional benefits under state and federal programs. We will hold the information you provide us as private and confidential to the extent required by law. However, we will share your socioeconomic status with various state and federal programs to help them evaluate, fund, or determine benefits for their programs, with auditors for program reviews, and with law enforcement officials to help them look into violations of program rules. Regardless, all students enrolled in a Community Eligibility Provision school will receive meals at no charge.

HOUSEHOLD CHECKLIST

- ☐ Have you included all your children as household members?
 - ☐ For each household member receiving income, is the frequency checkbox checked?
 - ☐ Have you signed the form?
-

Home Language Survey

Dear Parent/Guardian:

The purpose of the home language survey (HLS) is to determine the primary or home language of the student. This information is essential in order for schools to provide meaningful instruction for all students. The HLS is part of the statewide identification process required under Section 3113(b)(2) of the Every Student Succeeds Act (ESSA) and 703 KAR 5:070 and the related [Inclusion of Special Populations Guidance](#).

The HLS must be given to all students in grades K-12 upon their initial enrollment in the district as a first screening process to identify potential English learner students. The HLS is administered one time, upon initial enrollment in grades K-12 and remains in the student's cumulative file.

Please note that the answers to the survey below are student-specific. **If a language other than English is recorded for ANY of the required survey questions below, the district is legally obligated to do further assessment of your child to determine if they are eligible for language support.**

Answers will not be used for determining legal status or for immigration purposes. If your child is identified for English language services, you may decline some or all of the services offered to your child.

If you have any questions on how to complete the HLS, please contact your child's school.

Student Information (required):

Name: _____ Grade: _____

Student Language Background (required):

1. What is the language most frequently spoken at home?
2. Which language did your child learn when they first began to talk?
3. What language does your child most frequently speak at home?
4. What language do you most frequently speak to your child?

Language for School Communication (not required):

5. In which language would you prefer to receive all school information:

Parent/Guardian Signature: Date:

By signing here, you certify that responses to the four required questions above are specific to your student. You understand that if a language other than English has been identified, your student will be tested to determine if they qualify for language support services, to help them become fluent in English. Students qualifying for language support services are entitled to services as an English learner and will be tested annually to determine their English language proficiency as required by ESSA 1111(b)(2)(G).

For School Use Only

School personnel who administered and explained the HLS and potential placement of a student into an English language development program if a language other than English was indicated:

Name: _____ Date: _____



Save the Children®

Norfolk County Schools now offers a variety of free services to our community, students, and families. **Innovative Approaches to Literacy** and **Save the Children** would like to help. Please consider possible needs after reading below.

- ☐ My **KINDERGARTNER** would like to participate in the "Literacy Bag" program. They will receive a weekly instructional, interactive bag with which to engage and return in exchange for a new bag.

Name of Child: _____

Homeroom Teacher: _____

Parent/Guardian Name: _____

Phone Number: _____

- ☐ My **FIRST** Grade child would like to participate in the "Literacy Bag" program. They will receive a weekly instructional, interactive bag with which to engage and return in exchange for a new bag.

Name of Child: _____

Homeroom Teacher: _____

Parent/Guardian Name: _____

Phone Number: _____

- ☐ Our family has an **EXPECTANT MOTHER** and would like to participate in the Early Birth, home education program from **Save the Children**.

Name: _____

Phone Number: _____

Address: _____

- ☐ Our family has a child aged **0-2 years** and would like to participate in **Save the Children's** free, family, home education program.

Name: _____

Phone Number: _____

Address: _____

- ☐ Our family has a child aged **3-5 years** and would like to participate in the **Save the Children's** free, family, home education program.

Name: _____

Phone Number: _____

Address: _____

**NOTICE OF WEAPONS POLICY
MIDDLESBORO INDEPENDENT SCHOOLS**

WEAPONS POLICY - STUDENTS

Code of Conduct Handbook

The Middlesboro Independent Schools will strictly comply with all State and Federal weapons regulations.

Federal law mandates each local Board of Education adopt a policy requiring the expulsion from school for a period of not less than one (1) year for a student determined to have a weapon on school property.

KRS 527.070 states:

Unlawful possession of a weapon on school property in Kentucky is a felony punishable by a maximum of five (5) years in prison and a ten thousand dollar (\$10,000) fine.

Compliance with these standards is mandatory. Parents and students are required to sign this Code of Conduct insert and return it to school officials.

**WE HAVE READ THE ABOVE WEAPONS POLICY FOR STUDENTS
IN THE CODE OF CONDUCT HANDBOOK AND KNOW THAT COM-
PLIANCE WITH THESE STANDARDS OF CONDUCT IS MANDATORY.**

SIGNATURE OF STUDENT

DATE

SIGNATURE OF PARENT OR GUARDIAN

DATE

NOTICE OF DRUG POLICY
MIDDLESBORO INDEPENDENT SCHOOLS

DRUG POLICY - STUDENTS

Code of Conduct Handbook
2025-2026

The unlawful possession, use, distribution or abuse of an unauthorized substance, such as alcohol or drugs, by students on school premises or during any part of the school's activities is prohibited.

The violation of student conduct in relation to drugs and/or alcohol can result in disciplinary sanctions up to and including expulsion and referral for prosecution.

Current information about available drug and alcohol counseling, rehabilitation, and re-entry programs will be available in each school through the counselor's office.

The Middlesboro School System, in order to address the growing threat of substance abuse, has set forth parameters for random drug testing of students (grades 6-12) and classified and certified staff. A copy of the policy may be obtained in the principals' offices or on the Middlesboro Schools' web site. www.mboro.kyschools.us

Compliance with these standards of conduct is mandatory. Parents and students are requested to sign this code of conduct insert, remove receipt from handbook, and return it to school officials.

— — — — —

**WE HAVE READ THE ABOVE DRUG POLICY FOR STUDENTS IN THE
CODE OF CONDUCT HANDBOOK AND KNOW THAT COMPLIANCE
WITH THESE STANDARDS OF CONDUCT IS MANDATORY.**

SIGNATURE OF STUDENT

DATE

SIGNATURE OF PARENT OR GUARDIAN

DATE

SCHOOL - PARENT/FAMILY COMPACT
MIDDLESBORO INDEPENDENT SCHOOLS
2025-2026

PARENT PLEDGE

I will:

- Let the school know if my child has any problems
- Encourage reading in my home
- Point out math skills used every day
- Reinforce the need for my child to be ready for work, vocation or college when they graduate
- Communicate with the school about all needs whenever possible - either by person, by phone, in writing, or by email
- Keep communication open with school at all time

Parent Signature: _____

Date _____

STUDENT PLEDGE

I will:

- Let a school adult and/or family member know if I need help
- Read on my own every day
- Work to improve my math skills by completing school assignments
- Work to become better in all subject areas
- Prepare to be ready for work, vocation or college when I graduate
- Be a good school citizen

Student Signature: _____

Date _____

EDUCATOR PLEDGE

I will:

- Create a learning-partnership with our students and their families
- Monitor student progress and update families regularly
- Use teaching strategies that help students become better in all subjects
- Make assignments and assessments that are interesting and relevant
- Make sure all students get help as soon as it is needed
- Work to "close the achievement gap" overall
- Strive for all students to be ready for work, vocation or college when they graduate

Teacher Signature: _____ Date _____

STUDENT RESIDENCY QUESTIONNAIRE MIDDLESBORO INDEPENDENT SCHOOLS

The information on this form is required to meet the law known as the McKinney-Vento Act, which is also known as Title X, Part C of the No Child Left Behind Act.

School _____

Name of Student _____ ☐ Male ☐ Female

Birth Date _____ Age _____ SS # (if appropriate) _____

Check the box that best describes with whom the student resides:

- ☐ Parent
- ☐ Legal Guardian(s) /custodian
- ☐ Caregiver(s) who are not legal guardian(s) *Examples: friends, parents of friends, etc.*
- ☐ Other

Name of person with whom the student resides:

_____ DOB _____

Address _____

City _____ State _____ Zip _____

Phone # _____ Cell Phone # _____

Please check only one box that best describes where the student is presently living:

- ☐ In my home or apartment or in Section 8 housing with parent(s), legal guardian(s), or legal custodian
- ☐ In the home of a friend, relative, or other caregiver with no legal custody
- ☐ In a shelter
- ☐ In a motel, campsite, car or van

Do you need help with "transportation to school events/extracurriculars?"

- ☐ Yes ☐ No

Signature of Parent/Legal Guardian

ELECTRONIC ACCESS/USER AGREEMENT FORM
MIDDLESBORO INDEPENDENT SCHOOLS

Print User's Name _____

User's Address _____ *Last* _____ *First* _____ *MI*

Student Information _____ *City* _____ *State* _____ *Zip*

User's Age _____ Date of Birth _____ Sex _____

School _____

Phone No. _____ User's Grade _____

Homeroom/Classroom _____

Please check if you are ☐ Student ☐ Member of the Community

As a user of the Middleboro Independent School District's computer network, I hereby agree to comply with the District's Internet, network, and electronic mail rules (Acceptable Use Policies); and to communicate over the network in a responsible manner while abiding by all relevant laws and restrictions. I further understand that violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action and/or legal action may be taken.

User's Signature _____ *Date*

Prior to the student being granted independent access privileges, the following section must be completed by parent or guardian, for students under 18 years of age.

As the parent or legal guardian of the student (under 18) signing above, I grant permission for my child to access networked computer services such as electronic mail and the Internet. I understand that this access is designed for educational purposes; however, I also recognize that some materials on the Internet may be objectionable, and I accept responsibility for guidance of Internet use by setting and conveying standards for my child to follow when selecting, sharing, researching, or exploring electronic information and media.

Consent for Use of Gmail

The Gmail e-mail solution is provided to your child by the District as part of the G-suite service from Google. By signing this form, you hereby accept and agree that your child's rights to use the Gmail service, and other Gmail/Google services as the Kentucky Department of Education may provide over time, are subject to the terms and conditions set forth in District policy/procedure as provided, and that the data stored in such Gmail services, including Gmail service, is managed by the District pursuant to policy 08.2323 and accompanying procedures. You also understand that the Google Email provided to your child can also be used to access other electronic services that provide features such as online storage and instant messaging. Before your child can use those Google services, he/she must accept the Google Service Agreement and, in certain cases, obtain your consent.

Name of Parent or Guardian _____

Signature of Parent or Guardian _____ *Date*

Daytime Phone No: _____ Evening Phone No: _____

Student's Name: _____ Grade: _____ Home Room Teacher: _____

**Middlesboro Independent School District
TECHNOLOGY EQUIPMENT
Sign-Out Agreement**

All students and/or their parents/guardians will be required to sign this form before; technical equipment can be released from the district facility.

By completing, and signing this form, I acknowledge and agree to this policy:

1. I accept the MISD policy for responsible use of technical equipment, signature required, verifies, your acceptance, of responsibility, for the equipment, while in your possession.
2. I agree to take appropriate care, while using technical equipment, and supervise student use. While in my possession, equipment will be kept clean, with an alcohol based cleaner, such as Windex. (Do not use an ammonia based cleaner as this could damage the device.)
3. Upon notification, from district/school administrators, equipment must be returned to the school - clean.

Parent/Guardian Responsibilities

- Talk to your children about values and standards that they should follow regarding use of the Internet.

Student Responsibilities

- Use computers/devices in a responsible and ethical manner
- Obey general school rules concerning social media behavior and communication
- Use all technology resources in an appropriate manner to prevent damage

Student Activities Strictly Prohibited

- Illegal installation or transmission of copyrighted materials
- Any action that violates existing board policy or public law
- Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening or, obscene materials
- Use of chat rooms, sites selling term papers, book reports, and other forms of student work
- Messaging services
- Internet/computer games except learning games assigned by the teacher
- Spamming (sending mass or inappropriate e-mails)
- Gaining access to other students' accounts, files, and/or data
- Use of the school's Internet/e-mail accounts for financial or commercial gain or for any illegal activity
- Students are not allowed to give out personal information, for any reason, over the Internet. This includes, but is not limited to, setting up Internet accounts including those necessary for chat rooms, eBay, email, etc.
- Participation in credit card fraud, electronic forgery, or other forms of illegal behavior.

To be completed by Supervisor/Teacher authorizing the check-out

Equipment Make/Model: _____ Asset Tag: _____

Serial Number: _____

To be completed by Parent/Guardian

Student Name (please print): _____

Parent /Guardian Name: _____

Home Address: _____

Phone Numbers: Home: _____ Work: _____ Cell: _____

I have read and agree to comply with this Technical Equipment Check Out Agreement. I understand that no web-filtering system is perfect and the parent/guardian is responsible for ensuring appropriate supervision of their student, while accessing the Internet, on Middlesboro Independent School District (MISD) equipment.

I also understand that I assume accountability and responsibility for use and condition any MISD equipment, I have checked out. I understand that I am personally liable, for:

- The replacement cost of the item (\$399), if not returned; or
- The amount required for repair, and/or replacement parts, if the item is damaged when returned.

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Student Media Consent and Release Agreement

Students of Middlesboro Independent Schools are occasionally asked to be part of School District publications and/or public relations activities. In order to guarantee student privacy and ensure your agreement for your student to participate, the Middlesboro Independent School District asks that you sign this form for each student and return it to that child's homeroom teacher.

Agreement

Students and Parents/Guardians agree to release to Middlesboro Independent Schools the student's name, picture, art, written work, voice, verbal statements, portraits (video or still), and consent to their use by Middlesboro Independent Schools.

Middlesboro Independent Schools agrees that the student's name, picture, art, written work, voice, verbal statements, and/or portraits (video or still) shall only be used for public relations, public information, school publicity, and instruction. These pictures and/or articles may or may not personally identify the student. The school may use the pictures and/or videos in subsequent years.

Students and Parent/Guardian understand and agree that:

1. No monetary consideration shall be paid.
2. Consent and release have been given without coercion or duress.
3. This agreement is binding upon heirs and/or future legal representatives.
4. If the Student and/or Parent/Guardian wish to rescind this agreement they may do so at any time with written notice.

Student's Name (Print Name): _____

Grade Level: _____ First Period (Homeroom) Teacher: _____

Effective Date of Agreement: _____

I do ____/I do not ____ agree to the terms of the Student Media Release Form (please check one)

Parent/Guardian's Signature: _____

Parent/Guardian's Name (Print Name): _____

CONFIRMATION OF RECEIPT OF CODE

MIDDLESBORO INDEPENDENT SCHOOLS

I have received a copy of the Handbook and Code of Acceptable Behavior
and Discipline for the 2026-2027 school year.

I have read the code and agree to abide by its content.

Signature of Parent or Guardian

Date

Signature of Parent or Guardian

Date

Date Form Received by School _____



Our mission is to provide services that will increase the number of students prepared to enroll and succeed in postsecondary education.

To increase the rate of high school graduation and participation in postsecondary education for GEAR UP students.
To increase GEAR UP students' and their families' knowledge of postsecondary education options, preparation and financing.

Some of the services that we offer, but are not limited to:

- College Visits
- Mentoring
- Counseling and Advising
- Job Shadowing
- Leadership through Service
- Student Workshops
- Family Events
- College Student Shadowing

Feel free to contact us at any time: 606-242-8820 ext. 8610

Shelly Lewis Academic Interventionist: shelly.lewis@mboro.kyschools.us
Greg Frost Academic Interventionist: greg.frost@mboro.kyschools.us
Allison Hamlin College & Career Navigator: allison.hamlin@mboro.kyschools.us



The
Children's
Reading
Foundation
of Appalachia
Kentucky

**Read 20 Minutes
Today With a Child**

Visit us on FACEBOOK



Save the Children®

District Website: mboro.k12.ky.us

S.T.O.P.! Tipline

(866) 393-6659

Sad or scared? Call the S.T.O.P! Tipline to report bullying, physical or sexual abuse, if someone threatens to bring a gun to school, a student in a living situation where there are illegal drugs or addiction, concern about a possible suicide, or anything else you've seen or heard that's bothering you.

Distress/Counseling Helpline

1-800-985-5990

or text Talk With Us to 66746

The Substance Abuse and Mental Health Services Administration (SAMHSA) Disaster Distress Helpline is a 24/7, 365-day-a-year, national hotline dedicated to providing immediate crisis counseling for people who are experiencing emotional distress related to any

natural or human-caused disaster. This hotline is toll-free and multilingual.

National Suicide Prevention Lifeline

1-800-273-TALK (8255)

Crisis Line: 988