STUDENT HANDBOOK
2026 - 2027



Elizabethtown Independent Schools

Elizabethtown High School

620 N. Mulberry St
Elizabethtown, KY 42701
(270) 769-3381

Josh Henderson, Principal
Travis Thompson, Assistant Principal
Janae Bell, Assistant Principal

ELIZABETHTOWN INDEPENDENT SCHOOLS

Calendar 2026/2027 - Amended xx/xx/xxxx

July 2026

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

August 2026

Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

14

September 2026

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

21

October 2026

Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

16

November 2026

Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

17

December 2026

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

14

82

ELIZABETHTOWN INDEPENDENT SCHOOLS

First day for students is August 12, 2026

Last day for students is May 25, 2027

Staff Opening Day is Aug 10 ; **Closing Day** is May 26

Preschool first day - August 20, 2026

Preschool last day - May 19, 2027

Nine Week Grading Periods

1st	Aug 12 - Oct 16 (41 days)
2nd	Oct 19 - Dec 18 (41 days)
3rd	Jan 5 - Mar 10 (45 days)
4th	Mar 11 - May 25 (45 days)

Progress Report Dates

Sep 15 (8/12 - 9/10); Nov 20 (10/19 - 11/17)

Feb 10 (1/5 - 2/5); Apr 26 (3/11 - 4/21)

Report Card Dates

Oct 23, Jan 8, Mar 17, May 25

****The yearly report card distributed on the last day of school is for K-8 students.**

Student Dismissal Days

Professional Learning/Planning Days

August 5, 11, October 12, January 4, April 5

Professional Development Days

August 4, 6, June 1, 2

Holidays

Sept 7, Nov 26, Dec 25, Jan 1

Breaks

FALL Oct 5 - 9

CHRISTMAS Dec 21 - Jan 1

SPRING Mar 29 - Apr 2

Dismissal Days

Nov 3, 25, 27, Jan 18, May 18

Early Release Fridays

Sep 18, Oct 2, Nov 13, Feb 12, Mar 26, Apr 16

Scheduled Make-Up Days

Note: School will not be in session **unless** used as make-up day if missed for weather.

Feb 15, Mar 12, Apr 30, May 27, 28

January 2027

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

18

February 2027

Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

19

March 2027

Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

19

April 2027

Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

18

May 2027

Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

16

June 2027

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

90

Professional Learning/Planning (5)

PD Days (4)

Holidays (4)

Dismissal Days/Breaks

First Day/Last Day for Students

Opening/Closing Day for Teachers

Early Release Fridays (6)

Scheduled Make-Up Days (5)

****Dates are subject to change due to unforeseen circumstances.**

****Last day for students is subject to change.**

CALENDAR: 2026-2027

ELIZABETHTOWN INDEPENDENT SCHOOLS

August 4-6	Tuesday - Thursday	Professional Learning and Professional Development for EIS Staff
August 10	Monday	Opening Day for EIS Staff
August 11	Tuesday	Professional Learning Day for EIS Staff
August 12	**Wednesday**	**First Day for Students – FULL DAY OF INSTRUCTION**
August 20	**Thursday**	**PreSchool First Day**
September 7	Monday	Labor Day Holiday - SCHOOL DISMISSED
September 10	*Thursday*	*Midway of first grading period*
September 15	*Tuesday*	*Progress Reports distributed (based on 21 days; Aug 12 – Sep 10)*
September 18	Friday	Early Release Friday (All schools dismiss 2 hours early)
October 2	Friday	Early Release Friday (All schools dismiss 2 hours early)
October 5-9	Monday – Friday	Fall Break - SCHOOL DISMISSED
October 12	Monday	Professional Learning Day for EIS Staff
October 16	*Friday*	*End of first grading period (41 days; Aug 12 – Oct 16)*
October 23	*Friday*	*Report Card Day (first grading period)*
November 3	Tuesday	Election Day - SCHOOL DISMISSED
November 13	Friday	Early Release Friday (All schools dismiss 2 hours early)
November 17	*Tuesday*	*Midway of second grading period*
November 20	*Friday*	*Progress Reports distributed (based on 21 days; Oct 19 – Nov 17)*
November 25-27	Wednesday - Friday	Thanksgiving Break - SCHOOL DISMISSED
December 18	*Friday*	*End of second grading period (41 days; Oct 19 – Dec 18); End of First Semester (82 days)*
December 21 - January 1		Christmas Break - SCHOOL DISMISSED
January 4	Monday	Professional Learning Day for EIS Staff
January 5	Tuesday	Students return to school after Christmas Break
January 8	*Friday*	*Report Card Day (second grading period)*
January 18	Monday	Martin Luther King Day - SCHOOL DISMISSED
February 5	*Friday*	*Midway of third grading period*
February 10	*Tuesday*	*Progress Reports distributed (based on 23 days; Jan 5 – Feb 5)*
February 12	Friday	Early Release Friday (All schools dismiss 2 hours early)
February 15	Monday	Presidents' Day - SCHOOL DISMISSED
March 10	*Wednesday*	*End of third grading period (45 days; Jan 5 – Mar 10)*
March 12	Friday	SCHOOL DISMISSED (unless used as a make-up day)
March 17	*Wednesday*	*Report Card Day (third grading period)*
March 26	Friday	Early Release Friday (All schools dismiss 2 hours early)
Mar 29 - Apr 2	Monday - Friday	Spring Break/KEA – SCHOOL DISMISSED
April 5	Monday	Professional Learning Day for EIS Staff
April 16	Friday	Early Release Friday (All schools dismiss 2 hours early)
April 21	*Wednesday*	*Midway of fourth grading period*
April 26	*Monday*	*Progress Reports distributed (based on 23 days; Mar 11 – Apr 21)*
April 30	Friday	SCHOOL DISMISSED

PLEASE NOTE - *KSA Testing Window is the last 14 instructional days. AP Testing for EHS will be administered the first two weeks in May.*

May 18	Tuesday	Primary Election Day - SCHOOL DISMISSED
May 19	Wednesday	*PreSchool Last Day
May 25	Tuesday	*Last Day for Students – FULL DAY OF INSTRUCTION
		**End of 4th grading period (45 days; Mar 11 – May 25); End of second semester (90 days)*
		**Report Card Day (fourth grading period)*
May 26	Wednesday	*Closing Day for Teachers
May 27-28	Thursday - Friday	*SCHOOL DISMISSED UNLESS USED AS MAKE-UP DAYS

Dates are subject to change due to unforeseen circumstances.
Dates of Progress Reports and Report Cards are subject to change due to printing and/or technology issues.
*** Only if make-up days are not needed to meet state requirements.**

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A TRADITION OF *Excellence*

EHS BELL SCHEDULE

REGULAR DAY

1ST PERIOD	8:00 - 8:50
2ND PERIOD	8:55 - 9:45
3RD PERIOD	9:50 - 10:40
4TH PERIOD	10:45 - 11:35
5th PERIOD	11:40 - 1:05
1ST LUNCH	11:40 - 12:05
2ND LUNCH	12:10 - 12:35
3RD LUNCH	12:40 - 1:05
6TH PERIOD	1:10 -2:00
7TH PERIOD	2:05 - 2:55

MONDAY ADVISORY DAY

ADVISORY	8:00 – 8:25
1ST PERIOD	8:30 – 9:15
2ND PERIOD	9:20 – 10:05
3RD PERIOD	10:10 – 10:55
4TH PERIOD	11:00 – 11:45
5TH PERIOD	11:50 – 1:15
1ST LUNCH	11:50 – 12:15
2ND LUNCH	12:20 – 12:45
3RD LUNCH	12:50 – 1:15
6TH PERIOD	1:20 – 2:05
7TH PERIOD	2:10 – 2:55

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EHS BELL SCHEDULE

EARLY RELEASE DAY

1ST PERIOD	8:00 – 8:30
2ND PERIOD	8:35 – 9:05
3RD PERIOD	9:10 – 9:40
4TH PERIOD	9:45 – 10:15
5TH PERIOD	10:20 – 10:50
6TH PERIOD	10:55 – 11:25
7TH PERIOD	11:30 – 12:55
1ST LUNCH	11:30 – 11:55
2ND LUNCH	12:00 – 12:25
3RD LUNCH	12:30 – 12:55

ONE HOUR DELAY

1ST PERIOD	9:00 - 9:40
2ND PERIOD	9:45 - 10:25
3RD PERIOD	10:30 - 11:10
4TH PERIOD	11:15 - 11:55
5th PERIOD	12:00 - 1:25
1ST LUNCH	12:00 - 12:25
2ND LUNCH	12:30 - 12:55
3RD LUNCH	1:00-1:25
6TH PERIOD	1:30 - 2:10
7TH PERIOD	2:15 - 2:55

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EHS BELL SCHEDULE

A TRADITION OF *Excellence*

TWO HOUR DELAY

1ST PERIOD	10:00 - 10:30
2ND PERIOD	10:35 - 11:05
3RD PERIOD	11:10 - 11:40
4TH PERIOD	11:45 - 12:15
1ST LUNCH	11:45- 12:10
2ND LUNCH	12:15 - 12:40
3RD LUNCH	12:45 - 1:10
5th PERIOD	1:15 - 1:45
6TH PERIOD	1:50 - 2:20
7TH PERIOD	2:25 - 2:55

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COLLEGE READINESS BENCHMARKS

Name: _____

What are YOU doing to be college ready?

(Meeting benchmarks in ACT, SAT or KYOTE in English, Math, and Reading = College Ready)

BENCHMARK	ACT	SAT	KYOTE (12th)
English	18		6
Math	19	510	22
Reading	20	490	20
Science	23		

Tracking Your ACT Progress

BENCHMARK	ACT Score	SAT Score	KYOTE	Met Benchmark? (Check)
English				
Math				
Reading				
Science				
Composite				

Tracking Your GPA

GPA	9th	10th	11th	12th
1st Semester				
2nd Semester				
Cumulative				

My Total KEES Money Available:

_____	+	_____	+	_____	+	_____	+	_____	=	_____
Freshman GPA		Sophomore GPA		Junior GPA		Senior GPA		ACT/SAT Bonus		**My KEES Money**

For additional information on KEES money click HERE.

KEES INFORMATION

The Kentucky Educational Excellence Scholarship (KEES) offers cash for good grades. Based on grades, Kentucky high school students can earn money that can be used to help pay tuition expenses at a Kentucky college, university, or technical school for four full years.

The amount of money earned is based on each year's GPA, and a bonus will be given based on ACT composite score.

At the end of each year, students will receive a letter stating the amount they are eligible to receive based on that year's grades.

Students can check their accounts online **HERE**.

GPA	Amount		ACT Score	SAT Range	Amount
4.0	$500		28 or above	1300-1600	$500
3.9	$475		27	1260-1290	$464
3.8	$450		26	1230-1250	$428
3.75	$437		25	1200-1220	$393
3.7	$425		24	1160-1190	$357
3.6	$400		23	1130-1150	$321
3.5	$375		22	1100-1120	$286
3.4	$350		21	1060-1090	$250
3.3	$325		20	1030-1050	$214
3.25	$312		19	990-1020	$179
3.2	$300		18	960-980	$143
3.1	$275		17	920-950	$107
3.0	$250		16	880-910	$71
2.9	$225		15	830-870	$36
2.8	$200				
2.75	$187				
2.7	$175				
2.6	$150				
2.5	$125				

EHS ATHLETIC PROGRAMS

ATHLETIC DIRECTOR: DOUG BARNES

TEAM	HEAD COACH	SEASON
Cheerleading	Joella Nall	Fall
Cross Country	Ray Springsteen	Fall
Football	Tyler Mattingly	Fall
Golf – Boys	Ashley Atcher	Fall
Golf - Girls	Ashley Atcher	Fall
Soccer – Boys	Alex Higdon	Fall
Soccer – Girls	Rob Zoeller	Fall
Volleyball	Bart Catlett	Fall
Archery - Boys & Girls		Winter
Basketball – Boys	James Haire	Winter
Basketball – Girls	Amber Courtney	Winter
Bowling	Tyrell Robinson	Winter
Swimming	Cyro Tavares	Winter
Baseball	Cody Bridges	Spring
E-Sports	Cody Maraman	Spring
Fishing	Bart Catlett	Spring
Softball	Lexi Sullivan	Spring
Tennis - Boys	Karen Henson	Spring
Tennis - Girls	Karen Henson	Spring
Track – Boys & Girls	Trevor Deneen	Spring

CLUBS AND ACTIVITIES SPONSORS

CLUB/ACTIVITY	SPONSOR
Academic Team	Rex Hanson
Art Club	Pacey Hammond
Band	Reginald Smith
Beta Club	Truman Padgett
Chess Club	Jarrid Hawkins
Chorus	Catherine Spalding
Educators Rising	Amber Courtney
Fellowship of Christian Students (FCS)	Michele Deon
Future Business Leaders of America (FBLA)	Greg Spears
Flag Corps/Safety Team	JROTC: Annie Gordon/Caesar Camacho
Health Occupations Students of America (HOSA)	Kayla Thompson
Poetry Club	
Purple Star	Shay Ditto
Pep Club	Ashley Atcher
Spanish Club	Monica Austin
Sources of Strength/My Brother's & Sister's Keeper	Terry Jones
Student Council	Ellie Cannon
Student Technology Leadership Program (STLP)	Greg Spears
Students Against Destructive Decisions (SADD)	Shay Ditto
Technology Student Association	Missy Mills
Theater Guild	
Pickleball Club	Alex Shearer
Winterguard/Colorguard	Keleena Richardson
Winter Percussion Ensemble	Reginald Smith
Y Club (KUNA & KYA)	Dennis Bellinger
Yearbook/Newspaper Advisor	Grace Tweedy

WELCOME MESSAGE

Dear Elizabethtown High School Students and Families,

Welcome to a new and exciting school year at Elizabethtown High School!

It is my honor to serve as your principal, and I am thrilled to partner with each of you as we work together to provide a supportive, engaging, and high-quality educational experience for all of our students. At Elizabethtown High School, we are committed to academic excellence, personal growth, and community involvement. Whether you are a returning student or new to our Panther family, we are glad you're here.

Our faculty and staff are dedicated to creating a positive school culture where students are challenged to reach their full potential and encouraged to be responsible, respectful, and ready to learn. We believe that strong relationships between school and home are key to student success, and we welcome your involvement throughout the year.

As we begin this journey together, I encourage you to take pride in being part of the Elizabethtown tradition of excellence and to make the most of every opportunity—both in and out of the classroom.

Thank you for your continued support and partnership. Here's to a successful and memorable school year!

Sincerely,



Josh Henderson, EdS.
Principal
Elizabethtown High School

#GoBigE

MISSION AND VISION STATEMENTS

PHILOSOPHY OF ELIZABETHTOWN HIGH SCHOOL

Realizing the sacredness of the human personality and the importance of the dignity of each individual, we believe that the purpose of the school is to promote the development of each individual for personal, social, and economic living as a responsible member of society.

We believe in the statement "For every child, all that he is capable of becoming." We interpret this to mean that we will communicate with the student at his/her level of learning and challenge him/her to continue to pursue his potential.

We believe the curriculum should be sufficient to provide each student the preparation he/ she will need for the years ahead. The curriculum should be expanded as needed to meet the cultural needs and personal aspirations of each student and our community.

We believe every classroom should provide a challenging learning environment for every student in it.

We believe every student should be evaluated according to his or her ability and the progress he or she has made.

We believe there should be extra-curricular activities such as varsity athletics, intramural and club activities for all students. These are a vital part of our educational process and are instrumental in developing spirit, morale, and unity among our students.

We believe that the making of decisions and the setting of policies rest with the school board, SBDM Council, administration, and faculty, each group in its sphere of influence.

EHS MISSION STATEMENT

We help each and every student in our high school develop higher-order thinking skills and leadership skills in preparation for postsecondary education and the global workforce. We empower students to achieve their potential using community internships and projects.

EHS VISION

All students will be successfully placed in a postsecondary institution or career of their choosing.

EIS DISTRICT VISION STATEMENT

"A Tradition of Excellence: High Standards, Each Student, Every Day."

EIS DISTRICT MISSION STATEMENT

We exist to guide all students to achieve their personal excellence within an equitable environment.

A TRADITION OF *Excellence*

SCHOOL CONTACT INFORMATION

SCHOOL INFORMATION

Elizabethtown High School
620 North Mulberry Street
Elizabethtown, KY 42701

Telephone: 270-769-3381
Fax: 270-769-2539

Main Office Hours: 7:30 am - 4:00 pm
Counseling Office Hours: 8:00 am - 4:00pm
School Hours: 8:00 am - 2:55 pm

ELIZABETHTOWN HIGH SCHOOL OFFICE STAFF

Josh Henderson - Principal
Travis Thompson – Assistant Principal
Janae Bell - Assistant Principal
Melissa Butler - School Counselor
Amiee Miller - School Counselor
Rebecca Evans – Bookkeeper
Kim Wilcox - Counseling Office Secretary
Ashley Singleton- Secretary/Attendance Clerk

FACULTY AND STAFF EMAIL

The general email address for all EHS faculty and staff is the person's firstname.lastname@etown.kyschools.us For example, **john.doe@etown.kyschools.us**.

STUDENT EMAIL

The general email address for students is the person's firstname.lastname@stu.etown.kyschools.us. For example, **jane.doe@stu.etown.kyschools.us**.



GENERAL INFORMATION RESOURCES

SCHOOL DISTRICT INFORMATION

Elizabethtown Board of Education
219 Helm Street
Elizabethtown, KY 42701
(270) 765-6146

SCHOOL COMMUNICATION

Elizabethtown High School offers a variety of ways to keep up with important news and information on our school district:

Web Site: The district's site offers a wealth of information about the district. Make sure that you regularly visit **etown.kyschools.us**. Visit the Elizabethtown High School site by going to **ehs.etown.kyschools.us**.

Social Media: Follow us on **Instagram** (ElSetownhs), **Facebook** (ehs.etown.kyschools.us), X @ElSEtownHS.

Student/Parent Communication: School Status Connect, Infinite Campus Messenger, Google Suite, SportsYou

Publications:

1. School information to include a weekly newsletter and the calendar will be sent via Infinite Campus and posted on the school website starting Aug. 31st.
2. The Counseling Office publishes a weekly Senior Newsletter. The Senior Newsletter is accessible on the 12th grade Google Classroom and emailed to parents.
3. The district brochure is on the web. Hard copies are available at all schools and the Central Office.
4. The local newspapers are forwarded news releases and weekly information about school news.

SCHOOL - COMMUNITY ORGANIZATIONS

Elizabethtown High School has three active organizations that work to benefit the students which include:

1. Athletic Boosters
2. Band Boosters
3. Elizabethtown Educational Foundation
4. PTSO

For more information about these organizations, please call the front office at (270) 769-3381.

GENERAL HIGH SCHOOL REQUIREMENTS

INFORMATION FROM THE KENTUCKY DEPARTMENT OF EDUCATION

704 KAR 3:305 establishes the minimum requirements for high school graduation for Kentucky public schools. The **Minimum High School Graduation Requirements FAQ** serves to provide schools and districts with comprehensive information for implementing the requirements.

MINIMUM GRADUATION REQUIREMENTS

The **Minimum Graduation Requirements** chart provides an overview of the required foundational and personalized credits (updated 1/26/23).

PRE-COLLEGE CURRICULUM

In addition to the above requirements, college bound students should earn two credits in a foreign language.

Kentucky Minimum Requirements for High School Graduation

Kentucky Department of EDUCATION

704 KAR 3:305 establishes the minimum requirements for high school graduation for Kentucky public schools.
To receive a high school diploma, each student in a public school must earn a minimum of 22 credits for high school graduation.

- 10 foundational credits - aligned to the content contained in the *Kentucky Academic Standards*
- 12 personalized credits - aligned to the content contained in the *Kentucky Academic Standards* and the student's Individual Learning Plan (ILP)

	English	Math	Social Studies	Science	Additional Requirements
Foundational Credits	• English I • English II	• Algebra I • Geometry	• Social Studies credit • Social Studies credit	• Science - lab-based credit • Science - lab-based credit	• Health - half credit • Physical education - half credit • Visual/Performing Arts - one credit • Civics Literacy requirement* • Demonstration of performance-based competency in technology • Elective credit - Financial Literacy** • Elective credit • Elective credit • Elective credit • Elective credit • Elective credit
Personalized Credits	• English credit • English credit	• Math credit • Math credit	• Social Studies credit	• Science credit	

*House Bill (HB) 536 (2024) amended KRS 158.141 to require, beginning with students entering grade 9 in the 2025-2026 academic year, the successful completion of a one-half (1/2) credit course in civic literacy or a civics test in order to graduate with a regular diploma from a Kentucky public high school.

**HB 342 (2025) amended KRS 158.1411 to require, beginning with students entering grade 9 on or after July 1, 2026, successful completion of a one-credit course in financial literacy. Students who entered grade 9 prior to June 30, 2026, are not required to complete a full credit elective course but must successfully complete one or more courses or programs that meet the Kentucky Academic Standards for Financial Literacy.

Resources:

- Advanced Coursework
- Career and Technical Education (CTE)
- Civic Literacy Requirement Guidance Document
- Dual Credit
- Early Graduation Program
- Financial Literacy Elective Course Code Guidance Document
- Individual Learning Plan (ILP)
- Kentucky Academic Standards (KAS)
- Minimum High School Graduation Requirements Webpage and FAQ
- Performance-Based Credit
- Postsecondary Readiness
- Searchable State Course Code Database

Updated July 2025

CURRICULUM AND INSTRUCTION 08.221

ACHIEVEMENT

Teachers shall maintain detailed, systematic records of the achievement of each student. A student's grade shall not be lowered as a disciplinary action.

GRADE REPORTS

Students at EHS shall receive progress/grade reports at the end of every nine weeks.

MID-TERM REPORTS

Mid-term reports shall be issued for all students in grades 9-12.

STUDENT PROGRESS

The following scale shall be used to report academic progress for students in grades four through 12 to parents:

LETTER SCORE RANGE PERFORMANCE		
A+	99-100	Excellent
A	97-98	Excellent
A-	95-96	Excellent
B+	93-94	Above Average
B	90-92	Above Average
B-	88-89	Above Average
C+	86-87	Average
C	79-85	Average
C-	77-78	Average
D+	75-76	Below Average
D	72-74	Below Average
D-	70-71	Below Average
F	0-69	Failing

GRADING

For secondary students grades 8-12, the following shall be used to assign a grade point to a numeric grade:

NUMERIC GRADE	GRADE POINT EQUIVALENT
95-100	4.00
94	3.86
93	3.71
92	3.57
91	3.43
90	3.29
89	3.14
88	3.00
87	2.91
86	2.82
85	2.73
84	2.64
83	2.55
82	2.45
81	2.36
80	2.27
79	2.18
78	2.09
77	2.00
76	1.86
75	1.71
74	1.57
73	1.43
72	1.29
71	1.14
70	1.00
69 and Below	0.00

Exceptions to the above scales may be allowed for special education students if the parent/guardian and school personnel agree to an exception and so state in the student's IEP.

Students enrolled in Honors or Advanced Placement classes shall receive a converted grade at the end of each nine-week (9) and semester exam. Students in Honors classes shall have the final nine week (9) grades and semester exam multiplied by 1.05, and those enrolled in Advanced Placement classes shall have their final nine-week (9) grades and semester exam multiplied by 1.08. These grades shall appear on report cards and transcripts.

References: KRS 158.140; KRS 158.645; KRS 158.6451; KRS 158.860 KRS 160.345; KRS 161.200; 703 KAR 004:040; 703 KAR 005:200 Related Policies: 02.441; 08.113; 08.22; 08.222; 08.5 Adopted/Amended: 8/19/2013 Order #: 14354

GRADE CLASSIFICATION

GRADE CLASSIFICATION

The number of credits a student has earned determines the student's grade classification. Student grade levels are assigned in August of each year.

Class of 2030 & beyond		Class of 2029
9th = successful completion of 8th grade		10th = 4 credits
10th = 5 credits		11th = 10 credits
11th = 12 credits		12th = 17 credits
12th = 19 credits		Graduate = 24 credits
Graduate = 25 credits	**GRADE REPORTING**	
Class of 2028		**Class of 2027**
11th = 10 credits		12th = 16 credits
12th = 16 credits		Graduate = 22 credits

Every effort is made by the school to inform parents of student progress. Midterm Progress Reports are emailed home approximately four weeks into each grading period and reports cards are sent via email approximately one week after the end of each quarter. Paper copies are available if requested. Please check the school calendar for the dates of grade reporting. If a student or parent has a question about any of his/her grades, the student or parent should first consult the teacher of the specific course.

STUDENT PROGRESS

Scores from standardized tests will be used in conjunction with class performance, grades and teacher recommendations to determine the appropriate placement of students.

ACADEMICS AND STUDENT SERVICES

ACT/SAT TESTING CODES:

ACT/SAT/CEEB CODE: 180-740
ACT Test Center Code: 176-440
SAT Testing Center Code: 18130

ACT TEST DATES	SAT TEST DATES
September 19, 2026	August 22, 2026
October 17, 2026	September 12, 2026
December 12, 2026	October 3, 2026
February 27, 2027	November 7, 2026
April 10, 2027	December 5, 2026
June 12, 2027	March 6, 2027
July 10, 2027	May 1, 2027
	June 5, 2027

Contact the Counseling Office for complete details and registration deadlines.

ADVANCED PLACEMENT (AP) PROGRAM

Advanced Placement (AP) is a program offering college-level courses and examinations to high school students, providing the opportunity to earn college credit. Policies for credit vary by college or university. At Elizabethtown High School, AP courses are available in the following subjects: Calculus, World History, US History, Spanish IV, Physics, Statistics, Human Geography, English Language, PreCal, English Literature, Biology, and US Government and Politics.

Elizabethtown High School has partnered with Advance Kentucky to expand access to rigorous college-level coursework, especially for student populations traditionally underrepresented in these courses. Through this partnership, Honors and AP courses now have open enrollment. While teachers provide recommendations to guide parents and students, the final decision on course enrollment is made by the parents and students.

The following policy applies to dropping Honors or AP courses at EHS:

First Quarter: Students are not permitted to drop Honors or AP courses during the first quarter. This policy exists because students often feel overwhelmed initially, but typically, conversations with teachers and extra support help them succeed as the year progresses.

After the First Quarter: Decisions to drop an Honors or AP course are made on a case-by-case basis following a conference involving the parent, teacher, and administrator. Generally, students may only drop a course if they have demonstrated significant efforts to seek help (e.g., staying after school, attending conferences with the teacher) and still cannot succeed. If a student is allowed to switch classes, their grade will transfer with them.

Note: For non-elective AP courses, students will not be permitted to drop the class if there is no space available in a lower-level course.

Bottom Line: Try your best, and the school will support you!

ELIZABETHTOWN INDEPENDENT SCHOOLS - WORK ETHIC CERTIFICATION PROGRAM

The Elizabethtown Independent Schools Work Ethic Certification Program promotes characteristics that are critical to success in the workplace. Each student in elementary, middle, and high school receives essential workplace ethics instruction. This learning culminates during the students' Senior Year with the opportunity to earn the Work Ethic Certificate. This Senior year program allows students to demonstrate the attainment of essential workplace ethics indicators through multiple options that include successful completion of Standards Criteria, Work Experience or Community Service, and/or Course Credit. Any student who intends to earn the Work Ethic Certificate and Chord must commit to doing so no later than October 1 of his/her Senior Year.

GRADUATION REQUIREMENTS

Responsibility to complete courses and for credits awarded is solely the responsibility of the student. All students must be enrolled full time. Seniors students may fill out an application to request to be a teacher's aide or office aide for one period with no credit given. Applications may be obtained from the Counseling Office. Students need to select courses from the Curriculum Guide which contains descriptions and prerequisites for all courses. Students may not repeat classes for which they have already received credit in order to earn a better grade.

COURSE REPEAT POLICY

Students may only repeat a course that they have failed. Repeated course grades will not "replace" previous failing grades - all grades for courses taken by a student will appear on the transcript and be used in determining rank and GPA.

CREDIT EARNED BELOW THE NINTH GRADE

See SBDM Policy 2.06. A hard copy may be obtained at any time from the Counseling Office upon request.

CREDIT RETRIEVAL

What is Credit Retrieval?

Credit retrieval is an intervention strategy that enables students to retake a class through Independent Study. Quick Facts about the program:

- A student may participate in credit retrieval only if the student has failed a class (exceptions to this can be made by the administration).
- Enrollment is limited. Placement is based on those behind grade level with top priority given to upperclassmen.
- The student must be able to work independently and have adequate reading and comprehension skills.
- Participation requires a commitment to attendance and a motivation to succeed.

When is Credit Retrieval offered?

- This program may be offered during the school day for those severely behind in credits.
- A student may apply and be considered for placement in the summer program. Space is limited.

Parents needing more information about Credit Retrieval may contact the Counseling Office.

ELIZABETHTOWN COMMUNITY & TECHNICAL COLLEGE (ECTC) COURSES

Review SBDM Policy 10.03. A hard copy may be obtained at any time from the Counseling Office upon request.

Students in the SEEK program and Panther College are responsible for tuition, books, and fees. Students are eligible for dual credit scholarships to help pay for tuition. If you have any questions, please contact the Counseling Office at Elizabethtown High School.

EARLY GRADUATION

Early Graduation will be possible for students who intend to move on an accelerated timeline through high school and graduate college-ready before the typical four years of high school or age 18. Interested students need to contact their school counselor or the Gifted Coordinator.
Parents/Guardians must meet with the school guidance counselor prior to October 1st.
For additional information click **HERE**.

ENROLLMENT INFORMATION

Parents of new students should go online to our district website and complete the online registration. Once the Counseling Office receives records from the student's previous school, the parent will be contacted for an enrollment appointment. A student must be accompanied by his/her parent or legal guardian to enroll.

New enrollees/transfers will be required to present, at the time of enrollment: official transcript and/or in-progress grades from previous school, birth certificate, immunization certificate, IEP or 504 documentation, preventative health care examination (physical), and social security card. See the District website for more information.

INFORMATION FOR PARENTS REGARDING HOMELESS SERVICES

If your family lives in any of the following situations - in a shelter, motel, vehicle or campground; on the street; in an abandoned building, trailer or other inadequate accommodation; or doubled up with friends or family because you cannot find or afford housing - then your pre school-aged and school-aged children have certain rights and protections under the McKinney Vento Homeless Education Assistance Act. Your eligible children have the right to: receive a free, appropriate education; enroll in school immediately, even if lacking documents normally required for enrollment; enroll in school and attend classes while the school gathers needed documents; enroll in the local school, or continue attending their school or origin (the school they attended when permanently housed or the school in which they were last enrolled), if that is your preference and is feasible; if the school district believes that the school you select is not in the best interest of your children, then the district must provide you with a written explanation of its position and inform you of your right to appeal its decision; receive transportation to and from the school or origin, if you request this; receive educational services comparable tot those provided to other students, according to your children's needs.

If you find your children may be eligible, contact the local liaison, Travis Gay, Assistant Superintendent for Student Services and Support, at 270-765-6146, to find out what services and supports may be available. Assistance can also be obtained from the Family Resource/Youth Services Center at EHS at, 270-769-3381 Ext 2409.

CHANGE IN RESIDENCY

If residency is changed outside the city school district lines during the course of the school year, the following two options exist:

1. Withdraw from the Elizabethtown School District and enroll in the appropriate school district where the new residence has been established.
2. Complete the non-resident application for continued enrollment. This application can be found on the district website.

FAMILY RESOURCE AND YOUTH SERVICES CENTER (FRYSC)

Through the FRYSC, a variety of programs and services are made available to students and their families free of charge. Qualified professionals provide some of the services at the schools, such as individual and group counseling, and parent education programs. Other needs are met by connecting you to existing resources in the Elizabethtown area. The Family Resource and Youth Services Center for the HS is located in Room 409 at Elizabethtown High School. Services provided by the FRYSC include but are not limited to:

- **Education** - You will be directed to adult learning opportunities, GED classes, job readiness seminars, and parenting skills training.
- **Health** - You will be directed to appropriate health care and given information about available medical assistance.
- **Employment** - You will be assisted with employment counseling, training, and placement. Summer and part-time job development is also included.
- **Child Care** - You will be directed to affordable, quality childcare and information on accessing financial assistance for those who qualify.
- **Counseling** - You will be assisted with drug and alcohol abuse, family crisis, and mental health counseling. Free assessments and evaluations will be provided. Qualified professionals at the schools offer some individual and group counseling.
- **Emergency Aid** - You will be directed to assistance for unusual crisis situations.

GRADUATION ANNOUNCEMENTS, CAPS, GOWNS, AND INVITATIONS

Students classified as graduating juniors and seniors will place orders for graduation announcements, caps, gowns, invitations, and other related materials in the fall of their senior year. *Students who place orders enter into a legal contract with the provider and will be responsible to the provider for all materials ordered.* This includes students who fail to graduate on schedule with their respective class.

SCHOOL COUNSELORS

Elizabethtown High School provides access to two counselors and an assistant to support students. If a student wishes to speak with a counselor, they can schedule an appointment either in the Counseling Office or by emailing his/her counselor. Counselors will then call the student to the Counseling Office at an appropriate time. Counselors are available to assist with a variety of needs, including course scheduling, personal issues, career information, high school programs, college information, credit retrieval, test information, transcript requests, study assistance, financial aid, job opportunities, and other concerns.

STATEMENT OF CONFIDENTIALITY

School counselors are trained to help students with educational planning, career decisions, understanding test scores, and personal concerns. Certain information of a personal nature that the student might share with a counselor is confidential (private) and told to no one else without the student's permission. Some exceptions to this that a counselor must report are: child abuse, child neglect, sexual molestation, planned, attempted, or perpetrated criminal activity, or situations involving a clear and present danger to student or others.

In addition, the counselor will have to testify or give information when ordered to do so by a court or when ordered to testify in any judicial or administrative hearing. In addition, if the counselor makes a referral to a health care provider (psychiatrist, physician, psychologist, etc.), some information will be given. Such situations are rare. Be assured that Kentucky law generally requires the counselor to keep certain information confidential, unless one of the legal exceptions applies or you give permission for the counselor to reveal such information.

COMMUNICATION

It is the goal of the Counseling Office to keep parents and students informed of programs, meetings, and various other activities of importance. Listed below are ways our information is communicated:

- EHS Website: **ehs.etown.kyschools.us**
- Emails to parents and students in guidance distribution list
- Infinite Campus Messenger
- Letters mailed home
- Senior Newsletter—weekly newsletter for seniors posted in the 12th grade Google Classroom
- Handouts given to students in classes
- School Status Connect, social media (Facebook, Instagram, X)
- EHS School Counselors' Website
- Individual and small group conferencing

HOMEBOUND PROGRAM

The Homebound Program is available for students who have a homebound application completed by a physician, psychiatrist or psychologist verifying a student's health condition renders it inadvisable to attend school for an extended period of time. Applications are available from the Central Office.

HOMEWORK

Students will have tasks such as research, special projects, etc. to complete at home. It is the responsibility of the student to write all assignments due in his/her agenda or put on their Google calendar. Parents should monitor homework and encourage completion. This monitoring of homework shows interest/concern in the child's education.

GRADUATION HONORS

DETERMINATION OF HONOR GRADUATE

In accordance with SBDM Policy 2.10, students must meet the following criteria to graduate with honors from Elizabethtown High School:

1. Have a cumulative numeric average of 95% (not rounded) or above in course work and;
2. Have earned a minimum composite ACT score of 25, or have earned a minimum SAT score of 1200 and;
3. Have taken at least 7 of the following courses:
    a. Honors Courses,
    b. Advanced Placement Courses, and/or
    c. Dual Credit courses that count towards a college's general education curriculum

DETERMINATION OF VALEDICTORIAN AND SALUTATORIAN

In accordance with Elizabethtown High School SBDM Policy 2.05, the determination of valedictorian and salutatorian for the graduating senior class is based on the following criteria:

1. The honor graduate with the highest cumulative numerical average will be selected as the valedictorian.
2. The honor graduate with the second highest cumulative numerical average will be selected as the salutatorian.

VALEDICTORIAN, SALUTATORIAN

Review SBDM Policy 2.05 or a hard copy may be obtained at any time from the Counseling Office upon request.

CLASS RANK INFORMATION

Determination of Class Rank: Class rank is determined by the numerical average of final grades as listed on the student's transcript starting with 9th grade classes.

HONOR'S DAY (UNDERCLASSMEN)

Honor's Day for underclassmen will be held on a date to be determined in order to recognize the achievements of our underclassmen. Academic, as well as other awards are acknowledged during this time.

HONOR'S NIGHT (SENIORS)

Seniors will be recognized for college, university, military, and local scholarships as well as other academic awards.

KEES SCHOLARSHIP PROGRAM

The Kentucky Educational Excellence Scholarship (KEES) offers scholarships for Kentucky students to Kentucky colleges or technical schools based on grade point average and gives bonus amounts for scores on the ACT and/or SAT. There is no application. Elizabethtown High School reports GPA and test scores to the State Department at the end of each school year. Students are advised to check their KEES account to ensure accuracy. You may find more information at **www.kheaa.com**.

MAKE-UP WORK

When a student has an excused absence, it is the student's responsibility to contact each teacher and make arrangements to complete any missed work. Students will be allowed at least one day for each day absent to complete assignments. If a student knows in advance that they will be absent due to a planned activity, such as a field trip or competition, they must inform their teachers beforehand to arrange make-up work. However, students absent for Educational Enhancement Opportunities will not be granted additional time beyond what was originally assigned.

For unexcused absences or suspensions, students may request make-up work, but it is at the teacher's discretion whether the work will be provided. All previously announced quizzes, tests, and assignments are expected to be completed within a reasonable amount of time after the student returns to school - typically within three days.

PARENT TEACHER CONFERENCES

Parents are encouraged to communicate regularly with their student's teachers via email or phone. To request a conference with a teacher, parents can contact the Counseling Office at 270-769-3381. Conferences are typically scheduled for Tuesdays or Thursdays at 3:15 p.m.

SCHEDULE CHANGES

Refer to SBDM Policy 5.02 or a hard copy may be obtained at any time from the Counseling Office upon request. Schedule changes will be minimal and require administrator approval.

SCHOOL PUBLICATION

The Etonian, the Elizabethtown High School yearbook, is a yearly publication that is staffed by members of the journalism class. It is created throughout the school year and received by students during the spring semester.

FINAL EXAMS AND CRITERIA FOR EXEMPTIONS

Final exams take place at the end of each spring semester. Midterms will be conducted at the end of the Fall semester. **Midterms exemptions ONLY qualify for students who have perfect attendance for the Fall semester.** All students are expected to attend. In case of an emergency, makeup exams may be scheduled with an excused absence and advance notice from a parent/guardian. The following exemptions are for final exams only:

For Students in Grades 9-10:

- Teachers may grant exemptions to students having 95% grade average AND No more than 3 unexcused absences and not identified as chronically absent. Teachers have the right to give final exam exemptions if the student has 3 or less unexcused absences and are not listed as chronically absent. Any student with yearlong perfect attendance passing the class has the opportunity to be exempt from taking a final exam.

For High School Juniors:

- Teachers have the right to exempt juniors from their Final Exams if they have met or exceeded the benchmark score (See Below) on the STATE SAT that is administered in MARCH, are passing all classes, AND No more than 3 unexcused absences and not identified as chronically absent, are passing all classes. Any student with yearlong perfect attendance passing the class has the opportunity to be exempt from taking a final exam.
- Math Benchmark =ACT 19/SAT 510
    - 19/510 or higher on the Math TEST would result in an exemption from their final exam in their math class.
- Science Benchmark =ACT 20
    - 20 or higher on the Science TEST would result in an exemption from their final exam in their science class.
- English Benchmark = ACT 18/SAT 490
    - 18/490 or higher on the English TEST
- Reading Benchmark =ACT 20/SAT 490
    - 20/490 or higher on the Reading TEST

For High School Seniors:

- Teachers may exempt seniors from their Exams if they are College and/or Career Ready (transition ready) AND No more than 3 unexcused absences and are not identified as chronically absent, are passing all classes. Any student with yearlong perfect attendance passing the class has the opportunity to be exempt from taking a final exam.
- Dual Credit and AP Classes will be at Teacher's discretion.

SUMMER SCHOOL

We will offer a two (2) week opportunity for students to retrieve credits they may have failed during the school year. Students may be referred by teachers, parents, counselors or themselves. Priority is given to upperclassmen to facilitate timely graduation.

TRANSCRIPT REQUESTS

Academic records are confidential and can only be released with written consent. No phone or email requests will be accepted. Students must request transcripts through **Parchment**. Please allow at least 2 school days for requests to be processed.

PROCEDURES AND ROUTINES

AFTER SCHOOL TRANSPORTATION

It is the responsibility of parents to transport their children to after school activities.

ASSEMBLIES

Assemblies held during the school day may result in adjustments to the daily schedule, depending on the time and location of the program. For most assemblies, students are assigned seats and are expected to sit with their Assigned groups. During assemblies, students should conduct themselves appropriately for the activity. While students are encouraged to show school spirit during pep rallies, horseplay will not be tolerated.

BEFORE SCHOOL HOURS

Elizabethtown High School is in session from 8:00 am until 2:55 pm. 7:15 am is the earliest a student/parent may arrive on school grounds. Students arriving before 7:50 am are to wait in the commons area or gym until the first bell rings. No student should be in any other area of the building without permission.

AFTER SCHOOL HOURS

At the end of the school day, students must exit the building and grounds through the front doors unless under the supervision of a teacher, coach, or activity sponsor. Except for school sponsored events, parents and students should not be on school grounds after 3:10 pm.

BUS PASSES

A written request from a parent/guardian is required in order for a student to ride a different bus or get off at a different stop. The written request must be turned in to the principal's office in the morning. If a student does not have a bus pass, he/she cannot ride home on a different bus or get off at a different stop. Students will not be dropped off at bus stops that are not board approved.

SCHOOL FUNCTIONS

Dances may be held throughout the school year for Elizabethtown High School students and their dates/guests. However, school administration may limit participation to EHS students only. Admittance to dances may require valid student identification cards. All students are subject to the high school code of conduct. Students are expected to conduct themselves appropriately at all school events, avoiding any disturbances that could negatively impact the school's reputation or that of the student body. Regardless of their location, students are representatives of Elizabethtown High School and should take pride in this responsibility, always conducting themselves as worthy representatives of the school. School policies and disciplinary actions apply to students at all school-sponsored events, both home and away, including dances and sports events held at other schools. Students with a history of chronic truancy or poor academic achievement may be restricted from participating in extracurricular activities at the discretion of the administration.

DRILLS - FIRE AND DISASTER

State law requires regular fire and disaster drills. These drills are necessary for the safety of all students and staff. Instructions for drills are posted in each classroom and every student and teacher should be familiar with the drill procedures of any room they occupy. It is essential that when the signal is given, everyone promptly moves to the designated areas where attendance is being taken.

EMERGENCIES AND SCHOOL CLOSINGS

When the school must be closed, opened later than usual, or dismissed early, announcements will be made via radio and a One-Call system to the home telephone number listed on your child's personal information sheet. Radio stations include FM WQXE 98.3, WULF 94.3, WLVK 105.5, WASE 103.5, WIEL 1400, and WXAM 1430. Notices will also be placed on HCEC-TV Channel 2 and Louisville TV stations (FOX 41, WAVE 3, WLKY 32, and WHAS 11). Also, School Status Connect messages will be sent.

During inclement weather, local radio stations will receive closure notices by 6:00 AM on weekday mornings. To keep phone lines open, please refrain from calling the stations, the school, or school officials' homes. No announcement will be made if the school is operating on schedule, except to announce the reopening of school following an extended closure due to emergency situations.

On days of snow and ice, pedestrian traffic should use the following areas:

- Sidewalk located on the main entrance in front of the school.
- Sidewalk located on the main entrance in the back of school.
- Sidewalk located on the side entrance adjacent to the new gym.

REUNIFICATION PROCEDURES

Emergency/Reunification Procedures are to be used in the event of an evacuation of the school due to an emergency situation. The following steps will be taken should a crisis occur:

A. First responders will close off the campus. Parents WILL NOT be allowed on school grounds to pick up students.
B. Students AND staff will not be allowed to leave by car but will be transported by busses to a designated reunification Site.
C. Parents will receive emergency information and where the reunification site will be housed by a one call sent through Infinite Campus as well as School Status Connect.
D. Once students arrive at the reunification site students will be released ONLY to parents/guardians who are documented as emergency contacts and who present a picture ID such as a driver's license, military ID or passport.

The reunification process can be time consuming so parents are urged to be patient.

STUDENT EMERGENCY

When a student gets seriously ill or injured at school, the parent or guardian will be called as soon as possible. Therefore it is extremely important to make sure that the school has updated home, work, and cell phone numbers. If there is a family emergency, the parent or guardian should contact the principal's office to arrange for the student to leave school.

PERSONAL PROPERTY AND EQUIPMENT

Students shall not use personal equipment such as headphones, gaming devices, or any other portable electronic devices during instructional time. If found, the device will be confiscated and turned into the Principal or designee. The school assumes no responsibility for loss or damage to a student's personal equipment or property. No trading or selling of personal items is permitted on campus. Refer to the discipline section for all rules regarding cell phone usage and personal devices.

ANNOUNCEMENT PROCEDURES

In accordance with House Bill 19 (HB 19), Elizabethtown High School will observe a one-minute moment of silence at the start of each school day. This time is intended for quiet reflection, prayer, or meditation at the discretion of each student. During this minute, students must remain silent and may not interfere with others' participation. Faculty and staff will not direct or influence how the time is used, ensuring that the moment remains neutral and respectful of all beliefs. Announcements will be daily after the 8 AM bell.

BREAKFAST/LUNCH PROCEDURES

Lunch is served during 5th period, and all students must report to the cafeteria—regardless of whether they eat. Meals are free through the Community Eligibility Provision (CEP), with extra items available for purchase. Students must enter through the hallway by the main office and may only use the restrooms near the commons. Food and drinks must stay in the cafeteria; eating in classrooms is not allowed. Students may not leave campus, visit other hallways, or receive food deliveries during lunch without permission. All trays and trash should be properly returned or thrown away. Free/reduced meal applications are available in the front office for students who qualify for additional services.

GRADUATION PROCEDURES

Students who meet all graduation requirements established by Elizabethtown High School and the Board of Education are eligible to receive a diploma. Graduation exercises and the awarding of diplomas take place once a year at the end of the school term. Only students who have fully completed all graduation and attendance requirements will be permitted to participate in the ceremony. Participation in graduation is a privilege—not a right—and may be revoked at any time by school administration.

HALL PASSES

To ensure a safe and productive learning environment, all student movement during instructional time must be approved and documented through the eHallpass system. In addition to using eHallpass, students must wear a designated classroom lanyard pass any time they leave the room. Each classroom will have one physical pass to accompany approved hall passes. To minimize disruption to learning:

- Students are limited to two eHallpasses per day, unless otherwise approved by administration (e.g., medical needs, special accommodations). Students who exceed this limit are subject to disciplinary action.
- Students found in the hallway without a lanyard pass and/or active eHallpass will be considered out of their assigned area and may be subject to disciplinary consequences.

Abuse of hall pass privileges may result in loss of pass access or other appropriate disciplinary action.

IMMUNIZATIONS

Kentucky law requires that any student enrolled in public school must have a valid certificate of immunization. In compliance with the law, any child enrolling in the Elizabethtown Independent School district must have a valid immunization certificate on file or present one to the local school on the day of enrollment.

LIBRARY/MEDIA CENTER GUIDELINES

Books may be checked out for up to two weeks, with a one-week extension available if needed to complete an assignment. Students are responsible for the cost of any book or material that is lost or returned in damaged condition. Computer use is limited to academic purposes only—games, chat rooms, and inappropriate browsing are not allowed. All students must follow the Acceptable Use Policy, which is signed and submitted at the beginning of the school year. Printing is limited to ten pages, and color printing is available for $0.25 per page. Food and drinks are not permitted anywhere in the Media Center.

LOCKER ASSIGNMENTS

There are no locker assignments at EHS. EHS does not have lockers for students. Students are responsible for the items they bring daily and EHS is not responsible for lost or stolen property.

LOST AND FOUND

Personal property lost or found in the school should be reported to the principal's office. Found items not claimed within 30 days will be donated to charity.

LANDLINE TELEPHONE USE

Students will be called to the phone in emergency situations only. Messages of an urgent message only will be delivered to students. The school cannot guarantee messages will be delivered. The following guidelines will be followed:

1. Students may use teacher/coach landline phones only with teacher/coach permission and direct teacher/coach supervision. The phone in the office may be used during the day - students must obtain permission from their teacher and the office staff prior to use.
2. Landline Phones should be used only before and after classes or during lunch – not during class time.
3. Students shall comply with any additional rules developed by the school concerning appropriate use of telecommunication or other electronic devices.
4. Students shall not utilize a telecommunication or similar electronic device in a manner that would violate the district's Acceptable Use Policy or procedures or its' Code of Acceptable Behavior and Discipline.

PRESCRIBED OR OVER THE COUNTER MEDICATION

For school personnel to administer any type of medicine to your child at school, we must have signed permission on file. The medicine must be brought to school with complete instructions and in its original container with the prescription label attached. Students cannot keep prescribed or over the counter medication in their possession unless granted special permission by the Principal. Permission forms require a parental signature and are located in the front office.

SALES AND FUNDRAISING

Students are allowed to sell only the materials approved for school sponsored fundraising activities. Selling for non-school groups or organizations, such as churches, clubs, etc. is not permitted. No selling or trading of personal items will be tolerated on campus. Any theft related to personal items, the school will not be accountable for the missing or sold items.

STUDENT AND STAFF IDENTIFICATION

The Elizabethtown Independent Schools (EIS) Identification Badge System will be used for student and staff identification, bus ridership, cafeteria and lunch scanning, library services, device login, and other operational needs as the system expands. All students and staff are expected to wear their school-issued identification badge and keep it visible at all times while on school property. Failure to comply with badge requirements may result in disciplinary action in accordance with school policies.

SCHOOL FEES

Your personal check is welcome at our school to pay fees and purchase student items. In the event your check is returned unpaid, you understand and agree that your check may be electronically re-deposited. There is a $25.00 returned check processing fee as allowed by state law. No report cards, records, transcripts, or diplomas will be issued until all fees are paid. Students must pay the following fees:

CLASS OR ACTIVITY	FEE
Athletic Fee	$100
Band/Color Guard/Percussion	$350
BETA	$40
Calculator Rental	$20
Cheer	$250
Chromebook Fee	$40
Class Fee	$20
ELA Novel	$15
FBLA	$20
Fine Arts	$25
Guitar Class	$45
IT/Computer Science	$10
KYA/KUNA	$30
Pep Club	$10
Physical Education/Athletic Development	$5
Science	$30
Social Studies	$15
Winter Guard	$400
Winter Percussion	$100

STUDENT DROP-OFF/PICK-UP

Students may only be dropped off/picked-up in front entrance of the school in the designated zone no earlier than 7:15 am. Parents may NOT drop off or pick up students from any other location until after 4:00 pm.

TEXTBOOKS/CHROMEBOOK

For identification, each book is numbered. Each student is responsible for all textbooks/Chromebook loaned to him/her and is expected to return each item at the end of his/her participation in the course or pay for any item lost, destroyed, stolen, or mutilated. Charges for damage to a textbook/Chromebook are determined by the extent of the damage, and are made on a prorated basis. The **Chromebook Acceptable Use Agreement/Contract** must be signed at the beginning of the school year. No report cards, records, transcripts, or diplomas will be issued until all books are turned in and/or fees paid. Students should immediately write their names in all textbooks issued to them in the space provided inside the front cover. Lost textbooks will be returned to the appropriate teacher.

VISITORS

All persons who are not regular members of the school personnel must report to the Main Office, state their reason for being on school grounds, or in the building, and obtain a visitor's pass. As to whether the person can remain, is entirely up to the school administration. This is for the protection of the students and staff and will be enforced. Bringing visitors to school is discouraged. However, if there is a valid reason why a visitor must come to school with one of our students, this will be considered by the principal or principal's designee prior to the visit.

PROCEDURES FOR ENTERING THE BUILDING

1. A visitor will enter at the front foyer, state purpose for their visit and fill out the sign in on RAPTOR.
2. He/she will be required to turn in keys OR a picture ID (ex. Driver's license) to the front office staff. The keys or ID will be safely secured in the school resource officers office
3. The visitor will be issued a Sticker to wear. Please wear the sticker at all times when in the building.

PROCEDURES FOR EXITING THE BUILDING

1. Return the sticker to the front office.
2. Sign out of the visitors log in Raptor.
3. Keys or identification will be returned to the owner

SENATE BILL 181 COMPLIANCE

Effective for the 2025–2026 school year, Elizabethtown High School will adhere to the communication guidelines established by Kentucky Senate Bill 181.

To ensure transparency and student safety, all communication between students and staff must take place through district-approved platforms monitored by Elizabethtown Independent Schools. These platforms include: SchoolStatus, SportsYou, and Google (Email & Classroom). Personal communication through voice call, text messaging, or other private messaging apps is strictly prohibited unless a district-approved waiver is on file.

ATTENDANCE

ATTENDANCE

Elizabethtown High School is in session from 8:00 a.m. until 2:55 p.m. Students arriving before 8:00 a.m. are to wait in the commons area. No student should be in any other area of the building without permission. Attendance is a student and parent/guardian responsibility. The progress of a student depends upon the punctuality and regularity of attendance. Therefore, unless prevented by sickness, accident, or other avoidable causes, a student is required to attend classes every time they are scheduled.

PERFECT ATTENDANCE

Perfect Attendance is defined to be any student who has no EXCUSED or unexcused tardies, no excused half days or full days and no unexcused half days or full days. Exemptions for finals based upon attendance are addressed in the final exam policy on page 29.

ABSENCE GUIDELINES

Extra-Curricular Participation

In order for a student to participate in any extra-curricular activity, the student must be in school at least four full periods, not including lunch period. Exceptions may be made at the discretion of school administration in extenuating circumstances.

Doctor Appointments/Court Appearances

Under normal circumstances, no more than one-half (1/2) day will be excused for appointments/ appearances. Doctor/dental appointments should be scheduled outside the school day when possible.

Students should never leave the building without permission or without signing out in the Office.

Students who are chronically absent/truant may not be eligible for school events such as Prom, Senior Walk, dances. Each case will be reviewed individually at the discretion of the administration.

PROCEDURES FOR LEAVING SCHOOL EARLY

Students must never leave the school building without permission and/or without "signing out" in the Front Office with parent approval. Failure to follow this procedure may result in school discipline. Legitimate reasons for early dismissal from school will be accepted, providing a note signed by a parent is presented at school. A student must also submit a parental note to the Attendance Office upon returning to school the next day.

Students seeking an early dismissal should report to the Main Office before first period with a note stating the reason and time to be excused. The student will be given a pass that should be shown to the classroom teacher before leaving . The student must sign out in the Main office before leaving the building. Failure to sign out may result in school discipline. The reason for early dismissal must be explicit in order to be considered excused.

Email attendance notes to ehs.attendance@etown.kyschools.us (not used for signing students out).

EXCUSED/UNEXCUSED ABSENCES

Statement of Policies and Procedures

Attendance is a shared responsibility between students and parents/guardians. The progress and success of a student depend heavily on regular and punctual attendance. It is the parent/guardian's responsibility to notify the school when a student is absent and to ensure that documentation is submitted in a timely manner to excuse the absence.

Reporting an Absence

When a student is absent, the parent/guardian must call the school by 8:30 a.m. on the day of the absence to inform the office of the reason. This call simply lets the school know the parent is aware of the student's absence—it does not automatically excuse the absence. To be excused, the absence must meet one of the criteria listed below and be verified with appropriate documentation.

Excused Absences

The following are recognized as valid reasons for an excused absence:

- Student illness, including mental or behavioral health, or injury of the student
    - Six (6) days per year will be excused by a parent note
    - Medical or dental appointments verified with a statement from the provider
- Death or severe illness in the immediate family (must be documented in writing)
- Religious holidays or practices
- Court appearances (must include a copy of summons or subpoena)
- Driver's license exam
- College visits (juniors and seniors only, must be pre-approved by the counseling office)
- Prearranged absences approved by the Principal
- Documented military leave or related events as outlined by state law
- Other valid reasons as determined by the Principal, including approved Educational Enhancement Opportunities

Unexcused Absences

Examples of unexcused absences include, but are not limited to:

- Truancy
- Oversleeping
- Missing the bus or being suspended from the bus
- Working or babysitting
- Out-of-town trips not pre-approved
- Failure to provide documentation within the required timeframe

Documentation Requirements

Parents/students have five (5) school days from the day the student returns to submit documentation for an absence to be excused. The return day is considered Day 1 of the five-day window.

- Parent notes must include: date(s) of absence, reason for the absence. parent/guardian signature, and parent/guardian phone number. Notes can be emailed to ehs.attendance@etown.kyschools.us (not used to sign students out).

EDUCATIONAL ENHANCEMENT OPPORTUNITIES CONTINUED

Upon receiving an Educational Enhancement Opportunity request, the building administrator will do one of three things:

1. Approve the Educational Enhancement Opportunity Form
2. Give conditional approval to Educational Enhancement Opportunity
    a. Requests may be conditionally approved by the building administrator pending the student satisfactorily completing all academic coursework prior to the absence.
3. Deny the Educational Enhancement Opportunity
    a. If denied, the absence will be unexcused and work may not be made up. To be granted an Educational Enhancement Opportunity, the student will meet all the criteria listed below.
        i. Submit a request on the designated form one week prior to the beginning date of the experience. This form is available on the site as well as in the main office.
        ii. Not have a cumulative "D" or "F" average in any course.
        iii. Must have at least 95% attendance for the quarter at the time of the request.
        iv. Document valid learning content created by the enhancement opportunity.

Educational Enhancement Opportunity may not be approved for:

1. Application submitted after the absence.
2. Absence during State testing windows or Semester Exam week.

TARDY POLICY

To promote consistency and fairness, the following policies apply to unexcused tardies. Please note that tardy to school and tardy between classes are treated as separate offenses and do not stack. Each resets every semester.

Tardy Between Classes

This policy refers to students who are late to class during the school day without a valid excuse.

- 1st Tardy: Verbal Warning/Documentation
- 2nd Tardy: Verbal Warning/Documentation
- 3rd Tardy: Verbal Warning/Documentation
- 4th Tardy: After-School Detention
- 5th Tardy: After-School Detention
- 6th Tardy: Half Day Saturday School (7th tardy will results in full day Saturday School)
- 8th tardy and beyond will result in consequences at the discretion of the school administrators.

Tardy to School

This policy refers to students who arrive late to school without a valid excuse.

- 1st Tardy: Verbal Warning/Documentation
- 2nd Tardy: Verbal Warning/Documentation
- 3rd Tardy: Verbal Warning/Documentation
- 4th Tardy: After-School Detention
- 5th Tardy: After School Detention
- 6th Tardy: Half Day Saturday School (7th tardy will results in full day Saturday School)
- 8th tardy and beyond will result in consequences at the discretion of the school administrators.

TRUANCY

KRS 159:150 states that any child 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. Habitual truancy is when a student is reported as a truant (2) or more times.

TRUANCY DIVERSION PROGRAM

EHS has entered into a collaborative endeavor with the Circuit Court's Family Court Division to implement a program aimed at eliminating truancy in our school. Habitual truancy is defined as having 6 unexcused absences, or tardies. When a student accumulates 3 unexcused absences, or tardies, they will sent a notification letter to their home – if 3 additional unexcused absences, or tardies, then occur, a follow up letter will be sent home and the family will be given the option of participating in the Truancy Diversion Program following a truancy charge filed through the Court Designated Workers Office.

WITHDRAWAL FROM SCHOOL

Upon withdrawing from Elizabethtown High School, a student must report to the front office to receive a withdrawal sheet. This sheet is presented to each teacher, who assigns a grade and initializes the form when all fees, work and books have been accounted for. A copy of the withdrawal sheet is given to the student to take to his/her new school. Under no circumstances will a teacher sign the slip or assign a grade if any of the following are not complete:

1. Fees paid, including library fines, etc.,
2. Books/Chromebook returned in satisfactory condition,
3. Work completed.

A parent/guardian must be present during withdrawal, and sign associated paperwork. All debts must be cleared with the school before transcripts, report cards or diplomas will be released.

DISCIPLINE

Students are expected to follow school rules and maintain good behavior. Any student who is not in good standing - in terms of discipline, attendance, or grades - may lose the privilege to participate in rewards, field trips, or extracurricular activities such as school dances. These decisions are made at the discretion of school administration.

SEARCH AND SEIZURE

Lockers, backpacks, vehicles, and personal belongings on school property are subject to search at any time under school board policy. These inspections are not intended to harass students, but are conducted to help ensure the health, safety, and well-being of everyone on campus. All students and visitors will be screened daily between 7:15 AM-2:55 PM by a weapons detection system. Detectors are also throughout the school to monitor electronic nicotine products. When necessary, and under specific conditions, the administration may authorize the use of trained dogs to detect controlled substances on school grounds. The principal or a designated administrator will always be present during these searches. Dogs will remain on a leash and will not come into direct contact with students.In addition, students who appear to be under the influence of drugs or alcohol may be subject to a search of their person and belongings. These actions are taken to maintain a safe and secure school environment and are not intended as punishment.

Students participating in overnight trips will be required to have their bags searched prior to departure. Bag searches will be conducted by school personnel to ensure compliance with school policies and to promote the safety and well-being of all participants.

THE GUN-FREE SCHOOLS ACT OF 1994 AND KRS 158.150

Students are strictly prohibited from carrying, bringing, using, or possessing any weapon or dangerous object in school buildings, on school grounds, in school vehicles, or at any school-sponsored event. In accordance with the Gun-Free Schools Act of 1994, any student who brings a weapon onto school property will be expelled for a minimum of one full calendar year. The Board of Education may review and adjust the length of the expulsion on a case-by-case basis. For students identified under the Individuals with Disabilities Education Act (IDEA), the Board will follow federal guidelines and consider necessary modifications to the disciplinary process. All school employees are legally required to report to law enforcement if they know—or have reasonable cause to believe—that a student has violated this policy.

HOUSE BILL 91 - BULLYING/HAZING

To grow into responsible citizens and effectively participate in the democratic process, students must learn to respect the rights of others and communicate in a respectful way. All students are expected to speak and act with civility toward classmates, staff members, and visitors at all times. Disrespectful, rude, or inappropriate behavior will not be tolerated.

ACTIONS NOT TOLERATED

Students may not use lewd, profane, or vulgar language or engage in bullying, hazing, intimidation, or other threatening behavior - whether in person or online. This includes anything that disrupts learning or prevents others from participating in school. Consequences range from detention to expulsion, depending on the severity of the behavior. Respectful discussion is allowed, as long as it doesn't significantly disrupt school or violate others' rights.

HARASSING COMMUNICATIONS (HOUSE BILL 91 / KRS 525.080)

It is against the law for a student to use any form of communication—including phone calls, text messages, social media, email, or written notes—to intentionally harass, intimidate, threaten, embarrass, or cause fear to another student. This includes anonymous messages or posts made about another student. If a reasonable person would understand the message to be harmful, intimidating, or serve no valid purpose, it may be considered harassing communication under Kentucky law. Students who violate this law may face school disciplinary action and possible legal consequences.

BULLYING (BOARD POLICY 09.422)

Bullying is any intentional act by a student or group of students that targets another student to ridicule, humiliate, or intimidate them—whether on school grounds or at a school-sponsored event. Bullying involves unwanted, aggressive behavior and includes a real or perceived imbalance of power. The behavior happens repeatedly or has the potential to happen more than once. All students have the right to feel safe at school. Bullying will not be tolerated and may result in disciplinary action.

CELL PHONE AND PERSONAL DEVICE POLICY (KY HB 208)

Students are not permitted to use or display personal telecommunications devices—including cell phones, smartwatches, smartglasses, wireless earbuds or headphones, and any similar electronic devices—at any time during the school day, unless explicitly authorized by school administration in emergency circumstances. **This includes, but is not limited to: during class time, between classes, in restrooms, locker rooms, or hallways.** Exception is earbuds/headphones for instructional purposes only with teacher approval. Lunch is an exception as well if administration gives approval.

Devices must remain powered off and stored out of sight (e.g., in backpacks) from arrival on campus until dismissal. Violations of this policy will result in disciplinary action and confiscation of the device. Repeated violations may result in increased consequences. No exceptions will be made for use of devices for music, timekeeping, communication, academic purposes, or checking messages. All communication between students and parents during the school day must occur through the school office. This policy is intended to promote a focused learning environment and ensure student privacy, safety, and academic integrity.

Consequences for Violations

- 1st Offense: Device confiscated for one (1) school day, student serves detention, and may pick up the phone at the end of the day.
- 2nd Offense: Device confiscated for three (3) school days, student serves a half-day Saturday school, and a parent/guardian must pick up the phone.
- 3rd Offense: Device confiscated for five (5) school days, student serves a full-day Saturday school, and a parent/guardian must pick up the phone.
- 4th Offense and Beyond: Disciplinary action at administrative discretion, which may include loss of privileges or further suspension of device rights.

Additional Guidelines

Students are responsible for any device they bring to school. The district is not responsible for lost, stolen, or damaged devices. Refusal to surrender a device when requested, or exceeding three violations, will result in additional disciplinary consequences as determined by administration. This policy is designed to protect the learning environment, student privacy, and academic integrity.

TITLE IX REPORTING

Any concern or allegation involving inappropriate conduct between a student and an employee must be reported immediately to school administration and the District Title IX Coordinator. All reports will be addressed in accordance with district policy and applicable law. More information on the policies and procedures of Title IX reporting can be found on the district code of conduct.

DRESS CODE POLICY

The Elizabethtown High School dress code is designed to support an academic environment where all students can focus, feel safe, and prepare for college, career, and life. Learning how to dress appropriately for a given setting is a key part of career readiness and contributes to a respectful and professional school culture.

General Requirements

Students must wear:

- A shirt with sleeves (minimum 2-inch straps) that fully covers the chest, stomach, and back.
- Pants or the equivalent (e.g., jeans, khakis, dress pants, shorts, skirt, or dress that meets length requirements).

The following are **not** allowed:

- Spandex or stretch material, leggings, yoga pants, biker shorts, or pajama pants
- Shorts or skirts shorter than fingertip length when standing with relaxed shoulders
- Any clothing that exposes the midriff, back, chest, or undergarments
- Wearing shirts, jackets, hoodies, etc. that represent other high schools
- Sheer, see-through, or strapless tops
- Sleeveless tops without sufficient shoulder coverage (minimum 2 inches wide) no exposed undergarments
- Hats, hoods, or head coverings (except for religious or medical reasons)
- Pajamas, lounge sleepwear, and blankets
- Clothing with violent, profane, drug-related, or sexually suggestive content
- Bandanas or accessories that could be considered dangerous or distracting
- Sagging pants or any clothing that exposes undergarments
- Face paint or distracting cosmetic applications
- Apparel and accessories with protruding spikes, sharp studs, or heavy chains

Professionalism Expectation

Clothing should reflect an academic and professional environment. Clothes should be neat, clean, and appropriate for the school setting.

Student Identification

When students do not wear the school-issued identification badge ($10 replacement fee).

- 1st Offense: Documented Warning
- 2nd Offense: Documented Warning
- 3rd Offense: Detention

Special Circumstances

- Course-specific dress (e.g., for P.E., science labs, or career-based classes) will be communicated by instructors. Activity-specific shoes (e.g., closed-toe for labs or sneakers for gym) may be required for safety.
- Events or theme days may allow for alternate attire, with administrative approval.
- Students are expected to dress appropriately at all school-sponsored events, including athletic games, performances, and extracurricular activities. While school spirit and comfort are encouraged, clothing should still provide appropriate coverage and not expose the midriff, chest, back, or undergarments.

Consequences for Violations

When students violate the dress code, the expectation is that they will be in compliance before returning to the classroom setting.

- 1st Offense: Documented Warning
- 2nd Offense: Detention
- 3rd Offense: Detention
- 4th Offense and Beyond: Saturday School/Admin Discretion

SCHOOL BUS CONDUCT AND RULES

Conduct: Bus transportation to and from school is a privilege that requires students to exhibit good behavior for safety reasons. The bus driver will refer any discipline issues to the principal. Students who violate the rules may temporarily or permanently lose their bus-riding privileges. In such cases, parents or guardians are responsible for transporting their child to and from school, and absences due to lack of transportation will be considered unexcused.

Rules

1. The Student must ride the bus to which he or she is assigned.
    a. The bus will run only on public roads.
    b. The bus will pick up and deliver the student to the same stop every day.
    c. The bus will transport only authorized persons.
    d. A request for a change in the bus stop or for permission to ride the bus must be submitted to the principal who will issue a Bus Pass, which the student will submit, to the bus driver.
2. The student shall wait at the assigned bus stop until the driver stops the bus, opens the door, and signals the student to board.
    a. The parent or guardian is responsible for the child's safety and behavior while going to and from the bus stop.
    b. The student must be present at the stop when the bus is scheduled to arrive.
    c. While waiting for the bus, the child must stand off the roadway, not in the road.
3. The student must obey the bus driver promptly at all times.
4. After boarding the bus, the student shall take a seat without disturbing others.
    a. Students shall sit three in a wide seat, if necessary, and shall not stand when seating is available.
    b. The student may be assigned a seat by the driver to maintain order, to re solve a discipline problem, or to permit easy evacuation of the bus, if required.
5. The student must behave on the bus. He or she must not:
    a. Distract the driver from the road; Shout, make loud noises or use foul language; Track mud onto the bus; Push, shove or fight; Possess weapons, explosives, or other dangerous objects; Transport pets or wildlife; Throw objects or litter; Eat, drink, or smoke; Tamper with bus controls, equipment or accessories; Block the bus door or obstruct the aisle; Occupy more than one seat space; Open or close a window without the driver's permission; Interfere when the driver is disciplining another student.
6. When the bus is moving, the student shall keep arms, legs and head inside the windows.
7. The student shall remain seated until the bus has come to a complete stop. Then the student may change seats, with the driver's permission, or exit the bus.
8. In the afternoon, the bus will leave school only when students are seated and quiet.
9. The student who damages a bus shall be subject to disciplinary action by the principal. The parent or guardians must pay for the damage before the student is allowed back on the bus.

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.

Students who violate these prohibitions while under the supervision of the school shall be subject to the penalties set forth in the Code of Acceptable Behavior and Discipline.

Consequences: In accordance with Kentucky state law, if a student under the age of 21 is caught using or possessing a vape, the following consequences shall apply:

1. 1st Offense: 2 days of In-School Detention (ISD) and mandatory completion of a vaping cessation course (hosted at the school)
2. 2nd Offense: 3 days of In-School Detention (ISD) and required re-completion of the vaping cessation course
3. 3rd Offense: 3 days Out-of-School Suspension (OSS) and Required re-completion of the vaping cessation course
4. 4th Offense: 5 days Out-of-School Suspension (OSS) and Required re-completion of the vaping cessation course
5. Habitual Offenses: Referred for a DRC (Discipline Review Committee) meeting for further disciplinary action

Confiscated items will not be returned. Vaping cessation course completion is required in addition to the disciplinary consequence. Failure to complete the course may result in additional consequences.

CHEATING & PLAGIARISM

Elizabethtown High School has a zero-tolerance policy for cheating and plagiarism to ensure fair and honest academic work.

Cheating and plagiarism include (but are not limited to):

- **Plagiarism:** Submitting someone else's work without proper citation.
- **AI Use:** Using AI tools like ChatGPT or Grammarly without teacher permission or acknowledgment. AI may only be used if clearly allowed.
- **Unauthorized Devices:** Using phones, calculators, smart glasses, smart watches, or AI to access or share answers or test materials.
- **Forgery:** Altering or faking teacher records.
- **Unauthorized Materials:** Accessing or sharing test info without approval.

STUDENT PARKING PRIVILEGES

Elizabethtown High School students who are licensed drivers will be able to drive their vehicles to school and park in the student parking lots according to the following guidelines:

1. Students wishing to drive must obtain a parking permit. The permit will be in effect for one (1) school year. Students must have a permit in the car at all times.
2. Students not having permits, outdated permits, or invalid permits will lose parking privileges for a period of time.
3. SBDM council will establish the cost or waive the cost of the parking permit and the cost of fine before the beginning of each year.
4. Students must park in their numbered parking spaces. Students not parking in the correct areas, will be asked to move the vehicle and receive an unexcused tardy for being late to class.
5. Students must plan their time so that they arrive at school on time. This means allowing for congested roads leading to the school and allowing plenty of time to arrive so that they can be in class at 8:00 AM.
6. Vehicles in continuous violation could be towed or removed at the discretion of the school administration.

STUDENT PARKING PRIVILEGES - MOTOR VEHICLES

Students must obey four rules regarding motor vehicles on school property:

1. No parking in unauthorized areas.
2. No sitting in parked cars.
3. No one shall be in the parking lot during school hours without permission of school personnel.
4. No speeding, squealing of tires, or any exhibition of unsafe driving.

Violators are subject to a warning or revocation of driving privileges on school property as well as to possible suspension or expulsion from school.

NO PASS, NO DRIVE: KRS 159.051 AND KRS 186.470

(1) When a student age sixteen (16) or seventeen (17) drops out of school or is declared academically deficient, the school administrator or his designee shall notify the superintendent of schools of the district in which the student is a resident or is enrolled. The reports shall be made at the end of each semester but may be made earlier in the semester for accumulated absences. A student shall be deemed to have dropped out of school when he has nine (9) or more unexcused absences in the preceding semester. Any absences due to suspension shall be unexcused absences. A student shall be deemed academically deficient when he has not received passing grades in at least four (4) courses, or the equivalent of four (4) courses, in the preceding semester. The local school board shall adopt a policy to reflect a similar standard for academic deficiency for students in alternative, special education, or part-time programs.

DETENTION

As an alternative disciplinary method, a detention period will exist Tuesday and Thursday each week from 3:00-4:00 p.m. This period will serve those students involved in the Levels I and II disciplinary infractions in the handbook.

After the misbehavior is reported to the principal's office, detention will be assigned and students will be responsible for notifying parents of detention. An additional day of detention or other consequences may be added for the following infractions:

1. Late for detention – expected to be in the room by 3 PM.
2. Disruptive during detention.
3. Student makes no attempt to carry out the assignment issued to them.
4. Does not attend on the date assigned.

IN-SCHOOL DETENTION PROGRAM

The In-School Detention Program (ISD) will be run according to following regulations. Your child will be held accountable to these regulations while serving their assignments.

Purpose: The ISD provides a disciplinary alternative other than suspension from school by modifying student behavior and providing disciplinary action that does not stop the learning process.

Procedure: School administrators will assign students to ISD as needed, with additional days at the administration's discretion. Classroom teachers will provide assignments to the alternative teacher, who will assist students in completing their work to ensure they do not fall behind. All assignments must be completed and submitted to the alternative teacher by the end of each day for grading by the classroom teacher. Self-help learning packets may also be assigned and must be returned to the alternative teacher, who will forward them to the counselor. Students are expected to be actively engaged with their assigned work throughout the day.

ISD operates from 8:00 am to 2:55 pm, after which students must leave the school immediately. Students will have a morning and afternoon restroom break, with additional breaks at the alternative teacher's discretion. Lunch will be eaten separately from the rest of the student body. Students assigned a full day in ISD are not permitted to participate in extracurricular activities or athletic practices/games on that day.

Examples of Offenses: Offenses that could cause a student to be assigned to the ISD include, but are not limited to: missing, or being sent home from Saturday School, major classroom disruption, insubordination, fighting, truancy, tardiness, dress code violations, and violations according to the school handbook:

Reasons to Add Additional Days:

1. Unexcused absence
2. Tardy
3. Nonproductive behavior
4. Disruptive behavior
5. Breaking any of the following ISD rules: No talking; No snacks; No sleeping; Must stay seated, unless directed otherwise; All work must be turned in at the end of the day.

ISD - CONDITIONS FOR RELEASE

1. All regular classroom assignments and any additional assignments must be complete.
2. Must complete the number of days assigned.
3. Demonstrate a cooperative attitude during all assigned days.

Refusal to Serve: Refusal to serve the ISD as assigned or misconduct during their stay in ISS will result in suspension from school until the student is brought to a conference by a parent or guardian. At this time, arrangements will be made to complete the original assignment and additional assignments will be made. Failure to appear at that assignment will result in suspension until they serve in the ISD. Continued failure to serve could result in placement at EAC, court referral and/or expulsion. Students who are assigned to several ISD's without correction of the problem may be considered beyond control and thus eligible for suspension or expulsion. Days of attendance must be consecutive. Days absent will not count as part of the assignment.

SATURDAY SCHOOL

Saturday School offers an alternative to out-of-school suspension, requiring students to make up for misbehavior outside regular hours. Assignments may be half-day (8:00 AM – 11:30 AM) or full-day (8:00 AM – 2:55 PM), with breaks coordinated by the monitor. Principals may assign multiple sessions depending on the offense.

Students and parents are responsible for transportation, lunch, and following school rules - including the dress code. No visitors, snacks, or non-emergency phone use are allowed. Misconduct during Saturday School may lead to further consequences such as ISS or suspension.

Reasons for Assignment

Offenses may include excessive tardiness, unexcused absences, class disruptions, and other violations outlined in the handbook.

Excused Absences

- Death in the family
- Student illness verified by a doctor's note
- Other pre-approved absences by school officials

Unexcused Absences

- Lack of transportation
- Oversleeping
- Weather
- Work
- School or non-school activities (e.g., sports, band, church)

Consequences for Missing Saturday School

- **Missing a half-day:** 1 day of In-School Detention (ISD) and make up initial consequence.
- **Missing a full day:** 2 days of ISD and make up initial consequence.
- **Refusal to attend or repeated absences:** Additional ISD, suspension, DRC referral, or expulsion
- **Repeated assignments without improvement:** May be considered beyond school control and referred to CDW, Valley View, or considered for expulsion.

SUSPENSION

A principal or assistant principal may deny a student the right to attend school or to take part in any school function. Suspension shall be made solely after the principal or assistant principal has: made an investigation thereof, notified the student of the charge(s), explained to the student the evidence against him or her, giving the student a chance to explain his or her position, and determined that such suspension is necessary to help any student to further school purposes, or to prevent an interference therewith. Within twenty-four hours, or such additional time as it is reasonably necessary following such suspension, the principal or assistant principal shall send a written statement to the student's parent or guardian describing the student's conduct, misconduct or violation of any rule or standard and the reasons for the action taken. The principal or assistant principal shall make a reasonable effort to hold a conference with the parent or guardian before, or at the time the student returns to school.

Due Process: A student shall not be suspended from school until the following due process procedures have been provided:

1. The student has been given an oral or written notice of the charge(s) against him or her, which constitute cause of suspension.
2. The student has been given an explanation of the evidence of the charge(s) if the student denies the charge(s).
3. The student has been given an opportunity to present his or her version of the facts relating to the charge(s).

EXPULSION

All students admitted to the schools shall comply with the lawful regulations for the government of the schools. KRS 158.150 provides for suspension or expulsion of a student for the following reasons: 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 or school personnel, 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, the carrying or use of weapons or dangerous instruments, or other incorrigible bad conduct on school property as well as off school property at school sponsored activities.

ELIZABETHTOWN ALTERNATIVE CENTER (EAC)

The Elizabethtown Board of Education has developed the Elizabethtown Alternative Center as a placement for students who are having trouble functioning in their regular schools. The EAC is available for all students in the Elizabethtown Independent School District, grades 6 -12. Placement in the EAC may be recommended as a disciplinary measure by a building principal for any suspension or expulsion offense. An Admissions and Release Committee for students with disabilities who need an alternative program to achieve success in school may also recommend placement. The EAC is not a guaranteed placement when students have committed an expulsion offense. Principals retain the right to bypass placement in the EAC if they feel expulsion is the appropriate recommendation.

Actual placement of any student will not occur until the Director for Student Services receives a recommendation from the principal and a meeting has been held. Those in attendance should include the Director for Student Services, principal/assistant principal, EAC teacher, and parents.

EAC CONTINUED

Placement of any special education student will require an appropriate Admissions and Release Committee meeting. A committee made up of the representatives listed above may give special consideration for inclusion of students in grades 4 and 5.

While in the program, students will continue their regular academic studies. Counseling services, conflict resolution instruction, and a regular physical activity will also be part of each student's program. Students with disabilities will receive specially designed instruction provided by an appropriately certified special education teacher as per each student's individual education plan.

A student that has attended and exited the EAC will be eligible for expulsion or re-entry into the program on the first suspension/expulsion offense after returning to the regular school program.

#GoBigE

ATHLETICS/EXTRA-CURRICULAR ACTIVITIES

ADMISSION TO ATHLETIC EVENTS

- Children under the age of five (5) are admitted free.
- No pets are allowed to school events, unless it is a certified service animal with documentation.
- Alcohol or illegal substances are not permitted on campus. Any person(s) found under the influence or alcohol or illegal substances will result in removal from campus and legal consequences could occur.
- All fans must wear shirt, pants, and shoes to all events.
- Flags and noise makers are not allowed at events. Any other belongings brought to games that could be a distraction (including but limited to: toys, balls, etc) will be confiscated and removal could happen if deemed necessary.
- All children on campus below the age of 14 and/or under 9th grade must have a parent/chaperone with them at all events.
- Coaches Cards are good for the holder.
- No passes will be accepted for any Fundraiser Event or post-season tournament play held at EHS. All-Season Passes can be purchased for an entire year.
- Add students are encouraged to attend all school events. However, students can be denied to school events at the discretion of administration based on disciplinary actions
- Adult passes are $75.00.

ATHLETIC ELIGIBILITY

According to the Kentucky High School Athletic Association (KHSAA), for a student to be eligible, he/she must be at his/her proper grade level before the first day of school. In addition, on a weekly basis, he/she must be passing at least two-thirds (2/3) of the subjects in which he/she is currently enrolled (five of the seven classes). For more information, please visit the **KHSAA website**.

ATHLETIC FEES/FUNDRAISING

Athletic Fee: $100.00

The athletic fee at EHS started during the 2006-2007 school year when it was approved by the EIS Board of Education. The funds raised from the collection of the athletic fee will go toward each team's budget to cover the cost of athletic equipment/supplies, officials, and security for home games. Students who are eligible for free or reduced meal plans may request a waiver (free) or reduction ($50.) in the athletic fee. The Athletic Fee or waiver request is due before your team's first official competition. Any athlete that has not paid the fee or requested a waiver will not be allowed to compete until the fee is paid.

To encourage good attendance at games and support for all of our programs, each student athlete will be given a student athletic pass after fees are paid or a waiver is submitted. If you have more than one student athlete in your household that participates on one of the EHS athletic teams the maximum amount of student athletic fees will be $200.00. This athletic fee has been approved by the Elizabethtown Board of Education and the EHS SBDM council.

ATHLETICS/EXTRA-CURRICULAR ACTIVITIES CONTINUED

Athletic Passes:

EHS Annual Athletic Passes will allow the named card holder admission into any EHS HOME GAME, except for District, Regional, or State competitions and potential special tournaments/games used as fundraisers for our Athletic Programs. We encourage all of our students, parents, alumni, community members, and Panther fans to purchase season passes as soon as you can, so you may take advantage of it throughout the entire school year. Student athletes who paid the full athletic fee ($100.00) are credited with up to $50.00 towards one additional pass for a family member residing in the same household.

- Individual Adult Athletic passes are available for $75.00.
- Passes for adults, community members, and non-athlete students are sold through the EHS front office and not purchased through coaches

DRUG TESTING OF ATHLETES

All students, grades 6-12, wishing to participate in interscholastic athletics, together with the parents or guardians, shall sign a form consenting to drug testing of the student athlete. A copy of Policy 09.313 detailing the specifics of how, when and who will be tested is available in the main office.

The Athletic Department policy is not designed to supersede the school policy. Its application is restricted to all situations not directly covered by the school policy.

DRUG USAGE/POSSESSION/DISTRIBUTION

The High School drug policy calls for the automatic suspension from school and placement at our Alternative School for any student who, while at school, traveling to or from school, or while attending or participating in any school sponsored activity, is in possession of drugs for use or distribution.

EXTRACURRICULAR ACTIVITIES

Extra-curricular activities are available to high school students who meet eligibility requirements. Students should be alert for announcements of meetings for these activities. Students may be removed from these activities for violations of the Code of Conduct.

NCAA CLEARINGHOUSE INFORMATION

The NCAA Eligibility Clearinghouse is an organization that works with the NCAA to determine a student's eligibility for athletics participation in his or her first year of college enrollment. More information about eligibility requirements can be found **HERE**.

EXPECTATIONS OF STUDENT ATHLETES

As representatives of Elizabethtown High School, the EHS Athletic Department, and Extra Curricular Programs, students should understand the following.

1. Student-Athletes and students that participate in extracurricular activities at EHS are students first and shall abide by the EIS Code of Conduct and KHSAA By-laws. Participation in extracurricular activities at EHS is a privilege and students must demonstrate respect, leadership, and sportsmanship to earn this privilege. Any conduct that results in dishonor or disrespect to themselves, the team, the club, or the school will not be tolerated. Acts of unaccepted conduct such as, but not limited to, theft, vandalism, disrespect, immorality, drug, alcohol, and/or tobacco use, or violations of the law that tarnish the reputation of everyone associated with the school will result in disciplinary action.
2. Under KHSAA guidelines, students must be at his/her proper grade level before the first day of school. In addition, on a weekly basis, he/she must be passing at least two-thirds of the classes they are enrolled in (five of seven classes at EHS). Please visit the **KHSAA website** for more information.
3. We believe that the responsibility of a student-athlete and students that participate in extra -curricular activities is a year-round commitment and does not end with the season or school year. Therefore, the Code of Conduct is in effect for all four years of a student's high school career or all years of a student's middle school career, it will be enforced all 12 months of the year, and may carry over to the next season of participation. Consequences will be cumulative during middle school and high school participation.

EXPECTATIONS OF STUDENT ATHLETES CONTINUED

4. Both in and out of season violations of expectations and the Code of Conduct will result in consequences to be determined by the head coach, athletic director, and/or school administrator and may include, but not limited to, game suspension and/or removal from the team. Subsequent violations may result in the student losing the privilege of participation in extracurricular programs for his/her entire high school career. The Athletic Department policy is not designed to supersede the school policy. Its application is restricted to all situations not directly covered by the school policy.
5. Students assigned to the In-School Suspension Room at their home school will not be allowed to participate in an extracurricular activity and/or athletic event to include practices and games on the day they are assigned to the In-School Suspension Room.
6. Students that are suspended from school will not be allowed to participate in an extracurricular activity and/or athletic event to include practices and games on any day that they are suspended from school and will not be allowed to be on any school property during the duration of their suspension.
7. Students that violate the Code of Conduct that leads to disciplinary actions resulting in placement in an A5 school such as the EAC program at Valley View, will lose the privilege of participating in extracurricular activities and athletic events to include practices and games as stated in KHSAA By-Law 4-3.
8. An athlete dropping out of one sport shall not be allowed to participate or practice in another sport before the season ends without the consent of both coaches. A student dropped from a sport for disciplinary reasons may not participate in another sport for the remainder of the season in which he/she was dropped.

The Elizabethtown Board of Education provides supplemental insurance coverage for student athletes. Insurance claim forms may be obtained from the Main Office. The school assumes no responsibility for filing or paying insurance forms.

SOCIAL MEDIA EXPECTATIONS FOR STUDENT ATHLETES

As representatives of Elizabethtown High School, the EHS Athletic Department, and Extra Curricular Programs, students should understand the following:

1. Student-Athletes and students that participate in extracurricular activities at EHS may not post online any pictures, information or other content that might cause embarrassment to themselves, fellow student athletes, teams, coaches, the athletic department or school. (Ex. Obscene language or images, pictures with alcohol/drugs, references to drugs or sex.)
2. Derogatory, threatening, or defamatory language toward another individual is not allowed. (Ex. Taunting comments aimed at a student athlete).
3. No posts should depict or encourage unacceptable or illegal activities. (Ex. Illegal drug use, gambling, or sexual harassment/assault).
4. Students are not to post comments that create a serious danger to the safety of another person or that constitute a credible threat of serious physical and/or emotional injury to another person.
5. Students may not post any content online that would violate team and/or school policies, and KHSAA rules.

SOCIAL MEDIA EXPECTATIONS OF STUDENT ATHLETES CONTINUED

6. Students may not post any information that is sensitive or personal in nature. (ex. injuries or eligibility status).
7. Students must provide their coaches and sponsors with access to their social networking sites if requested. The Athletic Department may monitor student athletes' public social media sites in order to protect Elizabethtown High School and its students.

Violation of the EHS Social Media Policy for students in extracurricular activities may result in disciplinary action, including but not limited to, temporary or permanent suspension from the team as determined by head coach and administration and other disciplinary actions as outlined in our Code of Conduct and State Laws.

Coaches are required to report any violation, via email, to their athletic director or school administration.

HAZARDS OF PARTICIPATING IN ATHLETICS

The student athlete and the parent/guardian should be aware that playing, practicing, or participating in any manner in any sport could be a dangerous activity involving many risks of injury.
The dangers and risks include, but are not limited to;

1. Death;
2. serious neck, head, and spinal injuries which may result in complete or partial paralysis;
3. brain damage;
4. serious injury to virtually all bones, joints, ligaments, muscles, tendons, and other aspects of the musculoskeletal system;
5. serious injury or impairments to other parts of the body, general health and well-being.

Because of the dangers of participating in sports, the student should recognize the importance of following the coach's instructions regarding playing techniques, training and other team rules and obey each instruction.



FEDERAL AND STATE REQUIREMENTS

KENTUCKY'S SCHOOL ACCOUNTABILITY SYSTEM

Kentucky's Accountability System provides information about the education afforded by schools to help determine which are doing well and which need assistance. Kentucky schools are held accountable at both a state and federal level. State accountability is defined by **KRS 158.6455**. This law mandates specific elements to hold schools accountable. Federal accountability is defined by the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (2015). Find more information **HERE**.

SUICIDE PREVENTION AND AWARENESS

Suicide is the second leading cause of death for youth and young adults in Kentucky. According to the **Kentucky Youth Risk Behavior Survey**, 15 percent of Kentucky high school students (1 in 7) reported having seriously considered suicide within a 12-month period. In addition, 17.4 percent of Kentucky middle school students (nearly 1 in 5) reported that they had seriously considered killing themselves at some point in their lives. However, experts say that suicide can be preventable. When educators, students and communities learn warning signs and how to take action when a young person might be at risk of a suicidal crisis, lives can be saved.

KRS 158.039 requires that all students in grades six through twelve receive suicide prevention information before September 15 of each year and again by January 15th of each year. This information shall be provided in person, by live streaming, or via a video recording. Students who are absent when the training is given should be provided with the lesson at a later date. This information shall be provided in person, by live streaming, or via a video recording. There is no opt-out provision in KRS 156.095(6) that allows for students (or staff) to opt out of the training requirements.

RISK FACTORS FOR SUICIDE

"Risk factors are characteristics at the biological, psychological, family, community, or cultural level that precede and are associated with a higher likelihood of negative outcomes."

Students at higher risk include, but are not limited to, those who:

- Experience violent altercations (theft, physical attacks, sexual assault/harassment and/or dating violence)
- Do not get enough sleep
- Do not perform well academically
- Overperform academically or in extracurricular activities
- Use substances
- Spend an excessive amount of time on social media
- Experience bullying and do not feel safe at school OR who bully others
- Have access to lethal means (eg: prescription medications, firearms, etc.)
- Have attempted suicide previously
- Have experienced/are exhibiting any significant change in behavior that is beyond average for the student

PROTECTIVE FACTORS FOR SUICIDE

"Protective factors are characteristics associated with a lower likelihood of negative outcomes or that reduce a risk factors impact. Protective factors may be seen as positive countering events. "

Some protective factors include but are not limited to:

- Involved in effective physical and/or mental healthcare
- Connected to a trusted adult/mentor
- Are able to talk with family about their feelings
- Feel understood and accepted by family during difficult times
- Are accepted and supported in their identity (family, peers, school)
- Live in a supportive, safe, and stable environment
- Have healthy coping skills
- Have adequate life skills (including problem solving skills, ability to adapt to change)
- Have a willingness to access support/help
- Have positive self-esteem and a sense of purpose or meaning in life

Even youth with many protective factors in place can still struggle with thoughts of suicide. On the other hand, youth with multiple risk factors may NOT experience suicidal ideation. It is important to not make assumptions about whether a student is experiencing suicidal ideation. Instead approach young people with confidence and competence when asked for support and help.

CRISIS RESOURCES

The following resources are provided to schools by the Kentucky Department for Behavioral Health, Developmental and Intellectual Disabilities.

- **Crisis Text Line:** Text KY to 741741
- **Suicide and Crisis Lifeline:** Call or Text 988
- **Suicide and Crisis Lifeline Chat:** 988lifeline.org
- **Trevor Lifeline:** Call 866-488-7386
    - Provides 24/7 free and confidential crisis support services to LGBTQ young people.
- **Trevor Text Line:** Text START to 678-678
- **Kentucky School STOP Tip Line:** 866-393-6659
    - For anonymous reporting of unsafe situations in a school; tip is passed to school personnel.

Dear Parent/Guardian,

Our top priority at Elizabethtown Independent School System is to provide the safest learning environment possible for all of our students and staff members. As mandated by Senate Bill 1, passed into law in February 2023, all Kentucky schools are required to notify parents and guardians about Terroristic Threatening and the consequences for those found guilty of making threats within school communities.

This summer, the Elizabethtown Independent School Administrative Team met with representatives from the following agencies to discuss enhancing school safety and approved this letter outlining the consequences for making Terroristic Threats against our schools, students, and staff:

- The Elizabethtown Police Department
- The KY State Police
- The West Point Police Department
- The Hardin County Sheriff's Office
- The Hardin County EMS
- The Hardin County Fire Department

Terroristic Threatening in the second degree is defined in state law (**KRS 508.078**). A person is guilty of terroristic threatening in the second degree when, other than as provided in KRS 508.075, he or she intentionally, "makes false statements by any means, including by electronic communication, for the purpose of:

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

Such threats to our students and staff are completely unacceptable and will not be tolerated. Therefore, the purpose of this letter is to inform all parents and guardians that school district officials, in coordination with responding law enforcement agencies, will pursue immediate legal charges for felony terroristic threatening in the second degree to the fullest extent of the law against anyone who makes such threats, including students. Furthermore, we will strongly advocate for swift prosecution and severe punishment for these individuals.

Our approach to eliminating unsafe behaviors in our schools and district is firm and unwavering. It is imperative that you discuss this critically important matter with your student as soon as possible. School and law enforcement officials are determined to stop any willful acts of violence toward our students or staff members. Please do your part to ensure that your student understands the seriousness of these consequences and avoids becoming involved in such offenses. Together, we can prevent these unnecessary, dangerous, and disruptive acts from affecting our schools. We appreciate your partnership in keeping our schools safe places for your students to learn and grow.

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

Respectfully,

Elizabethtown Independent School Administrators and Staff

SAFETY TIPLINE, ONLINE PREVENTION

The Safety Tipline, Online Prevention or S.T.O.P Tipline is designed for use as an "online" reporting/prevention tool. If students, parents or community members know of an unsafe situation in school (bullying, weapons, drugs or alcohol, etc.), they can anonymously pass on that information to school personnel by using the link below.

Use this tip line to report bullying, violence or other school issues. You may report anonymously, or choose to be contacted.

SAFE SCHOOL REPORTING TOOL



KENTUCKY OFFICE OF HOMELAND SECURITY
READY AND PREPARED

REQUIRED STUDENT FORMS

ATTENDANCE REQUIREMENTS AND THE POTENTIAL IMPACT ON SCHOOL ACTIVITIES

To participate in various school activities, EHS students must maintain regular attendance throughout the school year. Attendance and academic achievement are closely linked, and this policy ensures students demonstrate integrity and dedication by being present in the classroom. Excessive absences may result in consequences outlined by local board policy, including restrictions on field trips, dances, and graduation activities. EHS will not be responsible for any financial loss incurred due to these consequences. Extenuating circumstances will be reviewed on a case-by-case basis, with the principal making the final decision. Students are expected to attend school for 420 minutes per day, with attendance calculated in compliance with state guidelines.

CALCULATION OF DAILY ATTENDANCE AND TARDIES

In accordance with **702 KAR 7:125**:

- Tardy: A student missing 35% or less of the school day (up to 147 minutes).
- Half-Day Absent: A student missing 36%-84% of the school day (148-356 minutes).
- Whole-Day Absent: A student missing more than 84% of the school day (357-420 minutes).

Attendance is determined by the KDE based on the pupil entry and exit log, recorded at check-in/out times. Attendance in high schools is also taken by class period. Two unexcused half days will accumulate to one full unexcused absence.

Students participating in co-curricular, virtual, or performance-based activities, as authorized by local board policies and state regulations, may be counted present under specific conditions. For detailed attendance policies, refer to local board guidelines.

PARENT PORTAL

To request a new parent portal account, email **parent.portal@etown.kyschools.us** with your name and your student's name. Please allow 3 days to receive notification that your request has been received and a login and temporary password has been created for your use.

ACCESSING THE PARENT PORTAL

1. Go to the **E-town website**.
2. Click PARENTS/STUDENTS on the menu bar.
3. Select INFINITE CAMPUS PORTAL LINK.
4. Read the Parent Portal User Agreement and click the I AGREE button.
5. The Infinite Campus Portal screen appears.
6. Log in using the username and password that you have been given.
7. If there are errors or if you have forgotten your login/password please contact **parent.portal@etown.kyschools.us** and we will answer your question/make the needed change as soon as we can.

HANDBOOK AWARENESS STATEMENT AND ACKNOWLEDGEMENT

We, the undersigned, acknowledge that we have received and read the Elizabethtown High School Student Handbook which includes code of acceptable behavior and discipline, bus safety code of acceptable behavior and discipline, dress code policy, and EHS cell phone policy. We, the undersigned, also acknowledge that there may be an occasion during the school year when students in particular grades may be asked to provide information in survey form which will be used for the design of instructional activities. Our signature indicates our permission for such a survey to be administered.

Parents should inform the school of changes in residence, custody, phone, work and emergency telephone numbers.

*Policies and Procedures are subject to change due to possible revisions after the printing date of the Student Handbooks in August 2026. A copy of all current Board of Education Policies and Procedures are available in the Superintendent's Office, each school office, or they may be found **HERE**. EHS SBDM Policies are available in our school office, or they may be found on the school website.*

STUDENT NAME (PRINTED): _____

STUDENT SIGNATURE: _____ DATE: _____

PARENT SIGNATURE: _____ DATE: _____

EHS SIGNATURE PAGE

We, the undersigned, acknowledge that we have received and read the forms listed below. Please return this form to your Advisory teacher.

ADVISORY TEACHER: _____ GRADE:_____

STUDENT NAME (PRINTED): _____

STUDENT SIGNATURE: _____ DATE: _____

PARENT NAME (PRINTED): _____

PARENT SIGNATURE: _____ DATE: _____

Students and parents must initial each statement below:

_____ _____ 1. Attendance Requirements and the Impact on School Student Parent Activities

_____ _____ 2. Request for Parent Portal Account

_____ _____ 3. Emergency & Reunification Information

_____ _____ 4. Handbook Awareness Statement and Acknowledgement

_____ _____ 5. Cell Phone Policy Page