

Silver Grove Independent Public Schools

Code of Conduct
and
School Information
2017-2018



Mission Statement:

Working together to ensure that all students reach their highest potential.

Silver Grove Independent Public Schools

Board of Education

Melanie Pelle, Chairperson

Jennifer Steidel-Jones, Vice-Chairperson

Jason Stewart, Board Member

Shannon Turner, Board Member

VACANT, Board Member

Dennis Maines, Superintendent

This Code of Conduct and School Information publication provides the basic procedures which will be followed in disciplinary matters and the meaning and explanations of the procedures and the violations. The Silver Grove Independent Public Schools do not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities or other designated youth groups as set forth in compliance with federal and state statutes and regulations.

Silver Grove Independent Public Schools

108 West Third Street

P.O. Box 444

Silver Grove, KY 41085

859-441-3894

Superintendent's Message

Dear Parent/Guardian:

The Silver Grove Board of Education is committed to maintaining a safe and orderly school environment in which students receive a quality education. To achieve this goal, the board has established a Code of Conduct to provide parents and students a set of expectations for student behavior. This Code of Conduct is designed to keep our students in school so they can continue to learn and be successful.

The success of school discipline depends upon a collaborative effort among home, school and community. By working together we can achieve the goals we all want - safe, orderly schools and a quality education for your child. Please read this Code of Conduct and discuss it with your child. With your support and encouragement, we are confident your child will be successful and will meet the behavioral expectations of the Silver Grove Independent Public School.

Thank you,

Dennis Maines

Superintendent



Purpose

The purpose of the Code of Conduct is to provide information concerning the guidelines and procedures governing student conduct and discipline to ensure wholesome learning environments are maintained in the Silver Grove Independent Public School. The Silver Grove Board of Education believes each individual student and situation must be considered and any extenuating circumstances must always be reviewed for the welfare of our students. The Code is intended to act as a guide to ensure students are treated fairly while exercising enough flexibility to address individual cases. This flexibility is meant to enhance the learning environment.

The Code of Conduct applies to all students enrolled in the Silver Grove Independent Public School and is reviewed annually. Parents and students are asked to review this handbook. Please keep this handbook as a reference during the school year. Contact your child's principal if you should have any questions regarding the Code of Conduct or other information included in this handbook. Additional copies are available through your child's school office or online at www.silvergrove.kyschools.us

Staff Directory

Board Office

Dennis Maines - Superintendent

Jennifer Stewart - Director of Exceptional Children, Federal Programs, Pre-School Director, Director of Pupil Personnel

Sherry Ellis - Finance Officer and Food Service Director

Silver Grove School

Wesley Murray - Principal

Julie Kaeff - Counselor and Family Resource Youth Services Center

Erica Fillhardt – Administrative Assistant

Satoshia Meyer - Nurse

Teachers

Ellen Blom – 2nd grade

Hannah Booth – 4th, 5th, 6th grades

Laura Coleman – 7th through 12th Math

Alex Dean – 4th, 5th, 6th grades

Joe Dees – 7th through 12th Social Studies

Jane Eltzroth – Health and Physical Education

Christy Greis – Title I Reading Interventionist

Denise Huninghake – 7th through 12th English

Kelli Kagey – Exceptional Children

Emily Kenner – 3rd grade

Lauren Ritter – Arts and Humanities

Megan Schultz – Kindergarten and Preschool

Bev Smith – Exceptional Children

Jay Sprague – 7th through 12th Science

Maranda Varney – 4th, 5th, 6th grades

Nicole Wiseman – 1st grade

Sharon Howard – Speech Pathologist

Instructional Assistants

Sara Remley

Tammy Whobrey

Traci Akers

Facilities

Pat Gossett

Austin Imhoff

Cafeteria

Saundra Buckler

Mistie Wilson

Transportation

Guy Tracey

2017-2018 Calendar

AUGUST

August 3 – First Day for Students

August 16 – Preschool First Day

August 18 – Early Release @ 1:20

SEPTEMBER

September 4 – Holiday - No School

September 15 – Early Release @ 1:20

OCTOBER

October 6 – Professional
Development - No School

October 9-13 Fall Break – No School

October 20 – Early Release @ 1:20

NOVEMBER

November 17 – Early Release @ 1:20

November 22-24 Thanksgiving Break
No School

DECEMBER

December 15 – Early Release @ 1:20

December 20 – January 2 – Winter
Break - No School

JANUARY

January 3 – Students Return from
Winter Break

January 15 – Holiday – No School

January 19 – Early Release @ 1:20

FEBRUARY

February 9 – Early Release @ 1:20

February – 16 – Professional
Development – No School

February 19 – Holiday – No School

MARCH

March 16 – Early Release @ 1:20

APRIL

April 2-6 – Spring Break – No School

April 20 – Early Release @ 1:20

MAY

May 3 – Preschool Last Day

May 14 – Students Last Day (Early
Release @ 1:20)

May 18 – Graduation

Possible Make-Up Days – May 15, 16,
17,18,21,22 23, 24, 25, 29, 30, 31

Policy and Philosophy Statement

The ultimate purpose of education is to help students explore and embrace their capabilities in order to become effective citizens. Developing personal discipline and accepting responsibility is a major part of this task.

The Silver Grove Board of Education's primary concern in the area of discipline is that all of our students have the opportunity to learn in an environment most conducive to learning. Discipline interventions are used when a student displays unacceptable behavior. In order to ensure a safe learning environment for all other students, staff at our school may help provide intervention and strategies.

The following definitions serve as guidelines in the development of a district wide code of student conduct.

ENROLLED STUDENTS are members of the Silver Grove Independent Public School, entitled to the privileges and obligations of that membership.

DISCIPLINE is the positive direction of behavior toward established standards of conduct, fully understood and based upon reason, judgment, and the rights of self and others. Acceptable discipline ensures an orderly environment where all people can live and learn to their full potential.

Ideal discipline is self-directed and self-controlled. The school, community, and parents share responsibility for helping every student develop positive self-discipline. A student's age is factored into determining appropriate expectations of self-control and self-discipline. When self-control falters and self-discipline fails, disciplinary forces outside the individual must be imposed to protect the rights of others.

RESPECT FOR SELF, OTHERS, AND PROPERTY is based upon accepted traits acknowledged by a majority of the school community, which individuals are willing and able to recognize in themselves or others that leads to high standards of conduct.

The Code of Student Conduct provides grievance procedures to promote an atmosphere of open communication and fairness as required by constitutional due process.

This Code of Student Conduct encourages behavior that will enable students to develop to their fullest potential. Students are responsible for this Code in school, at school sponsored or school related activities, as well as to and from school. It is expected that sound, fair, and equitable judgment should be considered by students, teachers, principals, parents/guardians and others when applying the Code's Policies. This policy applies to all students in the Silver Grove Independent Public School System.

Rights and Responsibilities

Student Rights and Responsibilities

In order to enable students to develop to their fullest potential it is necessary to establish cooperative relationships among students, parents, and educators. These types of cooperative relations are achieved through the following responsibilities.

Students have the *right* to:

- exercise their guaranteed rights as provided by the Constitution of the United States and the Commonwealth of Kentucky;
- express their opinions as long as no evidence exists that they are interfering with the operation of the school or that their assumed rights are infringing on the rights of others;
- participate without discrimination because of sex, race, color, national origin, religion or handicap in educational opportunities and school activities that the board sponsors and for which the student qualifies. (Title VI, The Civil Rights Act of 1964, Title IX The Educational Amendments of 1972, and Section 504, Rehabilitation Act of 1973, American Disabilities Act of 1990);
- be treated as individuals and to expect equal, consistent and just decisions from employees of the district; procedural due process concerning major disciplinary actions against them;
- file grievances for alleged violations of federal laws in accordance with the grievance procedures established by Title IV (Sex Discrimination), the Rehabilitation Act of 1973 and others. Students have the right to a fair and impartial hearing before a board-appointed compliance officer;
- receive academic grades based only upon academic achievement;
- access their records, as well as the right to confidentiality of their academic records, except as provided by law.

Students have the *responsibility* to:

- assume an increasing number of responsibilities as they mature and progress through the school system. Teachers shall guide students in defining and assuming responsibilities.
- respect the rights of all fellow students and to follow the regulations and policies established by school authorities;
- treat their teachers and other school employees with respect and to obey their directives;
- join with other members of the school community to establish a climate for learning that will permit all students to achieve their maximum potential.

Rights and Responsibilities

Parent or Guardian Rights and Responsibilities

Parents or guardians have the *right* to:

- send their child to a safe and secure school where learning is valued;
- know that disruptions to the learning process will be dealt with fairly and swiftly;
- expect high academic standards to be maintained within the school environment;
- receive reports of their child's academic progress;
- review any pertinent information contained in their child's personal school records;
- expect their child's records are maintained in a confidential manner (KY Family Education Rights and Privacy Act and Federal Family Educational Rights and Privacy Act);
- enroll their child in the Silver Grove Independent Public School District where they shall attend classes regularly and promptly with minimal interruptions.

Parents or guardians have the *responsibility* to:

- establish and maintain a positive attitude toward education, at home and outside of school;
- show an interest in their child's schoolwork and communicate with the school;
- encourage their child's regular attendance and report any absence to the school;
- inform their child about the disciplinary procedures of the school, emphasizing the importance of each procedure;
- ensure their child exhibits neatness and cleanliness in personal attire and hygiene;
- cooperate with the school when their child is involved in a discipline matter;
- provide written documentation of any student who has an existing, documented history of physical abuse of a school employee or of carrying a concealed weapon on school property or at a school function (KRS 161.195);
- support the efforts of school personnel;
- demonstrate respect for teachers, administrators, and school personnel at school and at all school related activities;
- provide and keep current, accurate, up-to-date census information on file at each child's school;
- provide adequate supervision for their child at all times when they are absent or suspended from school.

Rights and Responsibilities

Teacher and Staff Rights and Responsibilities

Teachers or Staff have the *right* to:

- receive the support of co-workers, administrators, and parents;
- work in an educational environment with minimal disruptions;
- expect all assignments, including homework, to be completed and turned in as assigned;
- remove any student whose behavior significantly disrupts a positive learning environment for up to one (1) class period, during which time the student will be in the office or other designated areas; be safe from physical harm and freedom from verbal abuse; written information, including the nature of the student behavior, on any student with whom they are to work with or come in direct contact with, when there is a documented history of physical abuse of a school employee or of carrying a concealed weapon on school property or at a school function (KRS 161.195);
- provide input that aids in the development of policies that relate to their relationships with students and school personnel;
- take action necessary in emergencies to protect their own person or property or the persons or property of others in their care.

Teachers or Staff have the *responsibility* to:

- meet and instruct assigned classes in the assigned location at the designated time;
- plan a program of study that, as much as possible, meets the individual needs, interests, and abilities of the students;
- create a classroom environment that is conducive to learning and appropriate to the maturity and interest of the students;
- prepare for classes and show written evidence of preparation upon request of immediate superior;
- guide the learning process through established curriculum goals and clear objectives to meet the goals;
- maintain student confidentiality;
- employ a variety of instructional techniques and instructional media consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved;
- implement the district's philosophy of education, instructional goals, and objectives at all times;

Rights and Responsibilities

Teacher and Staff Rights and Responsibilities (continued)

Teachers or Staff have the *responsibility* to:

- regularly assess the accomplishments of students and provide progress reports, including reports to parents as required, and/or Individual Education Program and course curriculum outlines when appropriate;
- regularly assess the learning needs of students and seek the assistance of district specialists as required;
- take all necessary and reasonable precautions to protect students, equipment, materials and facilities;
- maintain accurate, complete, and correct records and their confidentiality as required by law, district policy, and administrative regulation;
- assist administration in implementing all policies and rules governing student conduct for the classroom and school related activities as set forth by the Silver Grove Code of Student Conduct;
- make provisions for being available to students and parents for education-related purposes outside the instructional day;
- plan and supervise purposeful assignments for aide(s) and volunteer(s) and evaluate their job performance in cooperation with department heads of instruction and guidance;
- maintain and improve professional competence;
- attend staff meetings and serve on staff committees required;
- act in accordance with the bylaws and policies as set forth by the Silver Grove Board of Education, Kentucky Revised Statutes and Kentucky Administrative Regulations;
- carry out all duties as directed by the principal.

Rights and Responsibilities

Principal/Designated Educators Rights and Responsibilities

Principal/Designated Educators have the *right* to:

- receive the support of students, parents, teachers, and other school officials in order to carry out the educational programs and policies established by the school system;
- provide input for the establishment of procedures and regulations that relate to the school;
- be protected from physical harm and verbal abuse;
- have written knowledge of any student who has an existing, documented history of physical abuse of a school employee or of carrying a concealed weapon on school property or at a school function (KRS 161.195);
- take necessary action in emergencies to protect their own person or property or the persons or property of those in their care;
- suspend any student whose conduct disrupts the educational process;
- administer a school environment that provides the proper learning environment.

Principal/Designated Educators have the *responsibility* to:

- establish and maintain an effective learning climate in the schools;
- provide leadership for the school in regard to community input and parental participation;
- administer fair and equal discipline that follows the guidelines set forth in the Code of Student Conduct;
- provide written documentation of a staff member who supervises any student and who has a history of physical abuse of a school employee or carrying a concealed weapon on school property or at a school function. (KRS 161.195);
- maintain student records in accordance with law; (confidentiality)
- plan, implement, and evaluate the total instructional program;
- establish a program to disseminate information explaining the Code of Student Conduct to the school community.

Family Educational Rights and Privacy

The **Family Education Rights and Privacy Act (FERPA)** gives parents and eligible students (over 18 years of age or students attending a postsecondary institution), certain rights with respect to educational records.

The right to inspect and review the student's education records

Parents or eligible students should submit to the school Principal/designee a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify you of the time and place where the record(s) may be inspected. Records must be available to parents or eligible students within forty-five (45) days from the day the District receives a request for access.

The right to request an amendment to the student's education records

Parents or eligible students may ask the District to amend a record that they believe is inaccurate, misleading, or in violation of privacy or other rights. They should write the school Principal, clearly identify the part of the record they want changed, and specify why it is inaccurate, misleading, or in violation of their privacy or other rights. If the District decides not to amend the record as requested by the parent or eligible student, you will be notified of the decision and advised of the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

The right to consent to disclosure of personally identifiable information contained in education records.

One exception that permits *disclosure without consent* is disclosure to school officials with legitimate educational interests. A "school official" is a person employed by a district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and contracted law enforcement); a person serving on the school Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a legitimate educational interest when the official needs to review an education record in order to fulfill his/her professional responsibility. Upon request, the District will disclose education records without consent to officials of another school district in which a student seeks or intends to enroll or to other entities authorized by law.

The Silver Grove Independent Public School has the right to disclose personally identifiable information concerning a student to recruiting representatives of the U.S. Armed Forces and its service academies, the Kentucky Air National Guard and the Kentucky Army National Guard. However if a parent, guardian, or eligible student requests in writing that the District not release information including the student's name, address, and telephone number (if listed), such information will not be released.

Family Educational Rights and Privacy

Confidential Records and Disclosure of Student Information

Confidentiality of student educational records

Student educational records are maintained in secure locations in the school and district office. Personnel are trained annually concerning confidentiality of student records. School and district administrators, teachers, clerical and support staff, nurses, counselors, paraprofessionals, contracted service providers, who are involved in a student's education, have a legitimate educational interest or the "need to know" has authority to access, review and/or release student records.

Disclosure of directory information

The District may disclose personally identifiable information from the educational records of a student if that information has been designated as "directory information." The Board of Education has approved "directory information" to include: student names, addresses, telephone numbers, date and place of birth, major field of study, participation in officially recognized activities and sports, photographs, grade level, weight and height of athletic team members, dates of attendance, degrees and awards received and most recent educational institution attended by the student. Any student or parent/guardian who does not wish to have directory information released must notify the District by completing the enrollment form within 5 days of the start of the school year or upon enrollment in the Silver Grove Independent School District.

Written consent to release student information and records

The written consent of the parent, guardian or eligible youth is required to release student information and records except as follows:

- to school officials with legitimate educational interests, such as administrators, supervisors, instructors, teachers, support staff (including health or medical staff, law enforcement unit personnel);
- to persons or companies with whom the District has contracted to perform a special task (i.e. attorney, auditor, consultant, evaluator, or therapist, third party Medicaid biller);
- to school official who has a legitimate educational interest to review an education record in order to fulfill professional responsibilities including Kentucky Department of Education employees;
- to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals;
- upon the request of another school in which a student seeks or intends to enroll;

- to Armed Forces recruiters as requested (only student's name, address, telephone number (if listed));
- to others as authorized by federal and state laws, i.e. law enforcement officials with a subpoena.

Destruction of Records

The District retains student records as required by the Commonwealth of Kentucky. A record of a student's name, address, telephone number, grades, attendance records, classes attended, grade level completed, and year completed are retained indefinitely. Other records are destroyed according to a prescribed schedule ranging from 1 year to 5 years following graduation or withdrawal. You may request a copy of the schedule of record retention from the school principal or other District administrator.

Destruction of Special Education and Services Records

Records that document a child's eligibility for special education and services needed are retained by the District for at least five years after a child graduates or exits from the Silver Grove Independent School District. These records may be needed for Social Security benefits or other purposes. A parent, legal guardian or eligible youth may request that records be destroyed prior to this destruction schedule by contacting the Director of Special Education. Before the District will honor the request to destroy records, the parent or youth is advised to retain copies of certain records which may be needed for Social Security benefits or other purposes. Contact the Director of Special Education for further information: (859) 441-3894.

CHILD FIND NOTICE

The Silver Grove Independent School District is committed to locate, identify and evaluate any child age 3-21 who resides in the District and who may have a disability and need special education services. This includes children attending public, private or home schools as well as those not attending school at all, migrant or homeless children, and children unable to access or progress in the general course of study as well as those advancing from grade to grade but who may need special education services.

Parents, relatives, public and private agency employees, and concerned citizens are urged to help the District find any child who may need special education services. If you know a child who lives within the District boundaries who may have a disability and need special education services, please contact the Director of Special Education for further information: (859) 441-3894. The information provided is confidential and will only be used to contact the child's parent or guardian to find out if the child needs to be referred for an evaluation to access special education.

Attendance

The progress of our students depends greatly on punctuality and regularity of attendance. All students are expected to attend class every day that school is in session. Regular attendance is the goal of the Silver Grove Independent Public School attendance policy. We firmly believe that attendance is the responsibility of the student as well as the parent/guardian. Students need to be present for instruction to achieve academic success. When students are absent they miss essential instruction, discussion, assistance, support and guidance from their teachers that cannot be “made up” by doing work at home.

We understand students may occasionally be called away from their daily work of learning due to medical or unexpected situations. Each student will be allowed five (5) excused absences per school year, when accompanied by a written parent/guardian note. An additional five (5) absences will be excused with a medical excuse/note signed by their physician. One note parent/medical excuse is required for each day of absence. (Example: If your child misses 3 days due to flu etc. A parent note that includes the dates missed will count as 3 parent notes. A medical excuse note that includes the dates missed will count as 3 medical excuse notes). Serious Chronic Medical Conditions can be excused with the Silver Grove Independent Public School’s Medical Excuse Form signed by their physician. Any absence over 10 days due to a chronic illness will also require the Silver Grove Independent Public School’s Medical Excuse Form signed by their physician. The Medical Excuse Form is designed for chronic medical conditions only. Forms are located in the office.

Every student should be in the area designated by the building principal prior to the beginning of the school day. In addition, each student should be in each class on time. To secure such attendance we ask for your full cooperation. Of all the things we can teach in schools, one of the most important is being at school and being on time.

Kentucky Compulsory Attendance Laws

Except as provided in KRS 159.030, each parent, guardian, or other person residing in the state and having custody or authority of any child between the ages of six (6) and eighteen (18) will send the child to a regular public day school for the full term that the public school of the District in which the child resides is in session, or the public school that the board of education of the District makes provision for the child to attend. A child’s age is between six (6) and eighteen (18) when the child has reached his sixth birthday and has not passed his eighteenth birthday. Any parent/guardian who elects to send a child five (5) years of age to school will keep the child in regular attendance. Every child who resides in Kentucky is subject to the laws relating to compulsory attendance, and neither he/she, or the person in charge of him/her, will be excused from the operation of those laws or the penalties under them on the grounds that the child’s residence is seasonal or that his parent is a resident of another state.

Residence of a child is the governing factor of school assignment.

Attendance

(Continued)

Reporting your Child's Absence from School

Call your child's school each day to report that he/she is unable to attend school.

859-441-3873

Students are responsible to make up all missed class work

It is the student's and parent's/guardian's responsibility to contact the teacher concerning make-up work. For every day the student has an excused absence, he/she will receive two days to complete make-up work. Any prescheduled assignments, projects, or tests that a student misses due to an absence must be completed immediately upon return to school.

Truancy

Any student who is six (6) years old, but has not reached his or her eighteenth birthday, who has been absent from school without valid excuse for three (3) attendance events, or tardy on three (3) attendance events, is a truant. Any student enrolled in a public school who is eighteen (18) years old, but has not reached his or her twenty-first birthday, who has been absent from school without valid excuse for three (3) or more attendance events, or tardy without valid excuse on three (3) or more attendance events, is a truant. Any student who has been reported as a truant two (2) or more times is a habitual truant. (Board Policy 09.122 and 09.123)

Prior to reaching Truancy, after 3 unexcused absences you may be required to attend a Truancy Mediation or Truancy Diversion meeting at your student's school.

Attendance Procedures

Parents or guardians should call the school before 9 a.m. daily to report student's absences, and when the student returns to school he/she must bring proper documentation signed and dated. Students understand that absences should be used for personal illness or injury, professional appointments (doctors, dentists, etc.). Pupils are not reported as absent when participating in school activities which are authorized by the Board of Education and are a definite part of the instructional program of the school.

Pupils are not reported as absent when participating in activities which are provided in KRS 158.240 and 159.035. Pupils may not be permitted to attend after school functions on that day if they were absent from school unless approved by the principal. Participation in 4-H activities is considered attendance (KRS 159.035). Anything in the statutes of the Commonwealth to the contrary notwithstanding, all pupils in the schools of

Attendance

(Continued)

the state who are enrolled in properly organized 4-H club are considered present at school for all purposes when participating in regularly scheduled 4-H club educational activities, provided the student is accompanied by or under the supervision of a county extension agent or the designated 4-H club leader for the 4-H club educational activity in which the student participates. Attendance at Kentucky State Fair (KRS 158.070 (2) this section states: a board of education “will use one day of valid absences for attendance at the State Fair for students applying for valid absence for this purpose.” Absences because of death in the immediate family require a written statement and phone call to the principal/designee.

Absent Excuses

Parents may write up to 5 excused absent notes for full day absent and 5 parent notes for a tardy that is less than 1 1/2 hours. These notes may indicate illness, death in family, religious holiday, court, etc. Your child’s doctor may write up to 5 additional notes indicating that the child was ill and was seen, and needed to miss school. If your child has a chronic medical condition, you may turn in a medical excuse form at the beginning of the school year, or as soon as the child is diagnosed with condition.

Excused Absences

Administrators make the final decision on excused or unexcused absences. A parent may make a written request to excuse up to 5 total days per school year for any of the following:

- Illness
- With a medical excuse form for chronic conditions
- Medical appointment for student
- Death in the family
- Religious holiday
- Reporting to court
- Driver’s test (1/2 day permitted up to two times)
- Prearranged absence (Principal has final decision)
- Educational Enhancement (EHO)

KRS 159.035 a public school principal shall give a student an excused absence of up to ten (10) school days to pursue an educational enhancement opportunity determined by the principal to be a significant educational value, including but not

Attendance

(Continued)

limited to participation in an education foreign exchange program or an intensive instructional, experiential, or performance program in one (1) of the core curriculum subjects of English, science, mathematics, social studies, foreign language, and the arts.

- Other circumstances approved by principal

When a student must be absent from school, it is the responsibility of the parent or guardian to call the school by 9 a.m. to inform the school of the reason for the absence. The parent or guardian must send a written note to explain the absence when the student returns to school. When a call and note are not received by the school, the absence will be counted as unexcused.

Unexcused Absences

The following count toward truancy:

- Out of School Suspension
- Indifference of parent/guardian
- Out of town
- Poverty issues
- Juvenile detention-jail
- Working at home or business
- Babysitting
- Transportation
- Child Care
- Distance from school
- Truancy
- Oversleeping
- Skipping school (unknown by parent)
- Illness (*more than 5 unexcused with note from parent*)

Attendance

(Continued)

Extra-Curricular Activities

All absences for which parents/guardians have called and sent the proper written excuses giving valid reasons for the absence are excused. Invalid absences are considered unexcused.

Any student with an unexcused absence or tardy from school cannot participate in extra-curricular activities the day of the absence. Any student, with an excused absence or tardy from school, may participate in extra-curricular activities on the day of the absence or tardy only with the approval of the principal or designee.

Tardy to School

Should a student be tardy, he/she must report to the principal/designee for proper admittance to school. The principal/designee will issue tardy slips. Chronic unexcused tardiness may result in consequences or truancy charges.

Tardy to Class

Any student who is not in their assigned area at the designated time is tardy to class. Being tardy to class may result in assignment to detention. A repeated tardy to class may result in additional consequences.

Leaving School Grounds

Students must remain at school at all times or check out through the principal's office. Students leaving campus during the school day without permission will be subject to disciplinary action, including suspension.

Make-Up Work

Students with excused or prearranged absences (acceptably documented) will be allowed to make up work. It is the student's and parent's/guardian's responsibility to contact the teacher concerning make-up work. For every day the student has an excused absence, he/she will receive two days to complete make-up work. If a student has been given a date or deadline by which assignments or projects are due to be turned in or for when a test will be administered, and the student is absent on that date, the student will be expected to turn in the assignment or project and/or to take the test on his/her first day back to school.

Attendance

(Continued)

Returning after an absence

When your child returns to school, immediately send a signed and dated note stating the reason he/she was absent. All parent notes must be received no later than 2 school days after the absence in order to be excused. Doctor notes must be received within 5 school days in order to be excused. If your child is late for school because of a medical or other appointment, a note signed by the parent/guardian, doctor, and/or other professional providing a service to the student is required. If your child must leave school early for a medical or other appointment, a note signed by the parent/guardian or medical professional must be provided. A child who has accumulated more than three unexcused absences or unexcused tardiness may be referred to the Campbell County Juvenile Court. The principal will enact fair consequences.

Technology

Silver Grove Independent Public Schools

Acceptable Use Policy for Students

The Silver Grove School District has access to and use of the Internet and E-mail as part of the instructional process. Students must sign a student Acceptable Use Policy agreement before direct access to Internet or teacher directed electronic mail will be provided. Written parental consent shall be required before any student is given direct, hand-on access to the Internet or to teacher directed electronic mail. However, educators may use the Internet during class directed group demonstrations with or without parental consent. Students will be held accountable for violations of the student Acceptable Use Policy agreement and understand that disciplinary action may be taken.

Local Technology Resources

- The use of your account must be in support of education and research and consistent with the educational objective of the Silver Grove Independent School District.
- You may not share your password to anyone.
- You may not transmit obscene, abusive or sexually explicit language.
- You may not create or share computer viruses.
- You may not destroy another person's data.
- You may not break into the network or use it for commercial purposes.
- You may not monopolize the resources of the Silver Grove Independent School District Network by such things as running large programs, downloading copyrighted music files, creating P2P networks and/or applications over the network, sending massive amounts of e-mail to other users, or using system resources for games.
- You may not break or attempt to break into any computer networks or change passwords on district installed remote programs.
- You may not use another account for any purpose.
- You may not use MUD (multi-user games) via the network.
- You are not permitted to get from or put onto the network any copyrighted material (including software), or threatening or sexually explicit material. Copyrights must be respected.

Technology

(Continued)

Internet Regulations

- Internet access through the school is to be used for instruction, research, and school related activities. School access is not to be used for private business or personal, non-school related communications.
- Teachers, library media specialist, and other educators are expected to select instructional materials and recommend research sources in print or electronic media. Educators will select and guide students on the use of instructional materials on the Internet.
- You may not offer Internet access to any individual via your Silver Grove Independent School District account.
- Purposefully annoying other Internet users, on or off the Silver Grove Independent School District system, is prohibited. This includes such things as continuous talk requests and chat rooms.
- Students should not reveal their name or personal information to or establish relationships with “strangers” on the Internet, unless a parent or teacher has coordinated the communication.
- The school should never reveal a student’s personal identity or post a picture of the student or the student’s work on the Internet with personally identifiable information unless the parent has given written consent.
- A student who does not have a signed AUP on file may not share access with another student.

As a user of the educational system, users should notify a network administrator or a teacher of any violations of this contract taking place by other users or outside parties. They may be done anonymously.

Electronic Mail Regulations

Students and employees of the Silver Grove Independent School District are prohibited from using district resources to establish Internet E-Mail accounts through third party providers. Only Kentucky Education Technology Systems e-mail can be used.

- Be polite. Do not write or send abusive messages to others.
- You may not use electronic mail for communications that are not directly related to instruction or sanctioned school activities. Do not use electronic mail, for instance, for private business or personal, non-related communications.
- You may not swear, use vulgarities or any other inappropriate languages.
- You may not send or attach documents containing pornographic, obscene, or sexually explicit material.

Technology

(Continued)

- You may not access, copy or transmit another user's messages without permission.
- Do not reveal your personal address or phone number or those of other students unless a parent or teacher has coordinated the communication.
- You may not send electronic messages using another person's name or account.
- You may not send electronic messages anonymously or from another person's account.
- Do not create, send, or participate in chain or spam e-mail.

The electronic mail is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.

Communication Devices (Cell Phones)

Communication devices, such as cell phones, can be a major distraction to the educational process and environment. Students will obey the expectations stated below:

- Devices must be powered off by 8:00 a.m. (tardy bell). Students can resume use once they exit the building at dismissal.
- Devices may be kept on the person but must remain out of sight during class, during transitions, and during restroom breaks.
- Students may, upon entering the doors of the cafeteria for lunch, appropriately use their devices. Upon exiting the doors of the cafeteria, devices are to be powered off and out of sight.
- Students attending after school detention are prohibited from using their device until he/she is dismissed from detention.
- Any use of camera phones and/or any other media/audio devices to transmit personal images or school course evaluation materials or disparages to anyone will be dealt with as a serious breach of security and disciplined accordingly.
- Any violations of these usage policies may result in confiscation. If the device has been confiscated, a parent/guardian will need to come to school to pick the device up from the office. Chronic non-compliance may result in permanent loss of privileges.

The school district accepts no responsibility for use, breakage, theft or loss of these personal items including communication devices or other items including music players, computing or other audio/video devices.

Parents/guardians,

Cell phones have become a part of our communication world. We understand the convenience of being able to communicate with your child in a timely and efficient manner. However, please understand the challenges that cell phones have brought upon educators and the school environment. The above expectations are to protect the integrity of our school, its operations, its culture, its individuals, and the education of all of our students. If you must communicate with your child, please contact the school office at 859-441-3873. We appreciate your support and cooperation with these expectations.

Bus or Van Use and Safety

School Bus/Van Safety and Rules and Regulations

Silver Grove Board of Education Policies 06.32, 06.33, 06.34, 06342

The District has authority in all matters of student behavior, including when a student is on his/her way to or from school (by bus or by walking), or any school-related or school-sponsored activity. As such students are subject to the same code of conduct as presented in this handbook on any school-provided transportation.

Bus/Van Conduct

Responsible student behavior is extremely important on the school bus/van to ensure the safety of the passengers and driver. All students must follow these bus/van conduct guidelines.

Students must

- treat the bus/van driver with the same courtesy and respect given teachers and respect that the driver is in charge of the bus/van;
- behave on the bus/van. Unacceptable behavior includes noncompliance, disrespect, disobedience, vulgar, foul and profane language, fighting, harassing, pushing, and shoving other students and other offensive acts.
- obey and respect the bus monitor, if a monitor is assigned to assist on the bus;
- board the bus/van quickly and take a seat immediately without disturbing other passengers and without running or shoving;
- stay on the bus/van while it is moving and remain seated until the bus comes to a complete stop.
- Only occupy the space in the seat that is required, especially when students are asked to ride three (3) to a seat;
- hold all of their personal items on their lap, items cannot be placed in the aisle, another seat on in the front or rear of the bus/van.
- keep the bus/van clean and refrain from damaging it.
- when necessary, cross the road only in front of the bus/van and at a safe distance in order to be seen by the driver and on the driver's signal.
- In an emergency situation students should: Remain calm, listen for the driver's instructions and exit the bus/van promptly.

Students may not

- trade or move seats during the bus/van ride or when the bus/van is moving unless directed or given permission to do so.
- open or close windows without permission. Doors/exits may not be opened except in an emergency.

Bus or Van Use and Safety

(Continued)

- engage in any activity which might distract the driver's attention from driving including: Loud talking, laughing, shouting or singing;
- litter, damage, tamper, or cause excessive wear to the bus/van or other property.
- stand in the road or street while waiting for the bus/van or engage in activities such as: fighting, pushing, or rough housing at bus stop.
- extend any body part or object out of the bus/van windows or doors;
- engage in unnecessary conversation with the bus/van driver
- consume food or drinks on the bus.
- use electronic devices such as radios, recorders, cell phones, etc. except with the permission of the bus/van driver or monitor.
- transport or have in their possession firearms or other dangerous weapons (real or pretend) while on the school bus/van. Students will be reported to the appropriate law enforcement agency for violations.

Parents/guardians may be held responsible for restitution of any damages, beyond normal usage, caused by their child.

Discipline Consequences

Any student who does not follow the above regulations and/or who refuses to promptly comply with directives regarding his/her behavior while on or waiting for the school bus/van will be documented in writing by the bus/van driver or bus monitor. This behavior report will be sent to the principal or designee of the school, the Director of Pupil Personnel and/or the Director of Exceptional Children. The Principal shall notify the parents in cases where bus/van riding privileges have been withheld. The Superintendent or the Superintendent's designee may withhold bus/van riding privileges up to the remainder of the school year. Students with disabilities who exhibit inappropriate conduct shall be managed in accordance with their Individual Education Plan (IEP) and the legal obligations and standards adopted by the Board.

Emergency Procedures

The Director of Transportation has a school bus/van transportation safety program as required by applicable law and administrative regulation. Appropriate safety information is disseminated annually in writing to employees, parents, and pupils of the school district.

Bus or Van Use and Safety

(Continued)

A series of bus evacuation drills are conducted during each school year. All enrolled students participate in these drills, unless absent on the day the drills are scheduled.

Due Process Procedures

Parents and guardians may file complaints regarding bus/van drivers, bus monitors, students, or parents whose behavior interferes with the safe operation of the school bus with the Principal or Director of Transportation.

Code of Conduct

Discipline Philosophy

Discipline Philosophy

Each year all classroom teachers develop and submit for approval from their building Principal a discipline plan unique to their individual classrooms. The plan consists of rules, consequences, and positive rewards. It is discussed with the students and shared with the parents before implementation. Students then have a choice in their behavior. They can choose to follow the discipline plan and receive a positive reward or exhibit an inappropriate behavior and receive a consequence. The cornerstone of the program is communication between the principal, teacher, parent, and student on an ongoing basis.

Inappropriate Behaviors

The enumerated inappropriate behaviors listed here are applicable at all times while students are on school property, as well as off school property at school sponsored activities, and on the way to and from school or school sponsored trips and activities unless otherwise specifically accepted herein KRS 161.160 and KRS 158.150. Violations of these rules may result in appropriate discipline measures.

It is very important that our schools maintain safe learning environments. Many of the rules contained in the Code of Student Conduct are also state laws. By violating the Code of Student Conduct, you may also be breaking the law. The Silver Grove Independent Public School takes very seriously the obligation to provide safe schools. Violations of school and state law can and will be prosecuted. Even if you are under age 18, any violation of these rules is so extremely serious that suspension or expulsion of the violator, even for a first offense, may be warranted.

Safe Crisis Management

The administration endorses the Safe Crisis Management model provided by the JKM Training, Inc. Verbal de-escalation skills are the primary mode of prevention and early intervention with acting out students. Physical intervention is used as a last resort and only when a student presents danger to him/herself and/or others. Staff members must be currently certified in Safe Crisis Management in order to utilize physical intervention techniques.

Code of Conduct

Reporting Incidents and Discipline Procedures

Reporting of Incidents

In compliance with KRS 158.154, 158.155 and 158.156 any employee of the Silver Grove School who knows or has reasonable cause to believe that a school student has been the victim of a felony offense shall immediately provide an oral or written report to the principal of the school attended by the victim. The principal shall notify the parents, legal guardians, or other persons exercising custodial or supervision of the student when the student is involved in an incident reportable under this section by use of the approved district form. Within 48 hours of the original report, the principal will file a written report to the Director of Pupil Personnel containing the following information:

- The name(s) and address(es) of the student, victim, and his or her parent, guardian, or other person exercising control or supervision;
- Student's age
- Nature and extent of violation;
- Name and address of the student allegedly responsible for the violation;
- Any other information that the principal making the report believes may be helpful in furtherance of KRS chapter 158.

Any employee who knows or believes that an act has occurred on school property or at a school sponsored event, on a school bus/van, or within 1000 feet of a school that is a misdemeanor involving: a deadly weapon controlled substance, or any felony shall make a report to the local police, and or the Director of Pupil Personnel.

The Silver Grove Independent Public School District shall comply with KRS 620.030 which requires any person who knows or has reasonable cause to believe a child is dependent, neglected, or abused to immediately cause an oral or written report to be made to local law enforcement, Kentucky State Police, the Cabinet for Health and Family Services, the Commonwealth or County Attorney; by telephone or otherwise. Any supervisor who receives, for an employee, a report of suspected dependency, neglect, or abuse shall promptly make a report to the proper authorities for investigation.

The Discipline/Court Liaison shall notify a local law enforcement agency (if necessary) or the county attorney, and Silver Grove Board of Education; and assist in any investigation as required by KRS chapter 158.

Disciplinary Procedures

Disciplinary actions are guided by the nature of the offense. Please refer to the chart on the following pages which shows the disciplinary action to result from each offense. In addition to the following disciplinary actions for Class I and Class II offenses, parents may be required to attend programs designed to reduce or eliminate their child's misbehavior.

Code of Conduct

Discipline Procedures Chart

Elementary

Offense	Disciplinary Action
Class I	In-school conference with student and/or parent/guardian
Class I second offense and subsequent offenses	Parent notification and/or conference along with any of the following disciplinary actions: <ul style="list-style-type: none">• Extra academic assignment• Detention• In-school detention (during the school day)• Out of school suspension• Expulsion
Class II offenses	Parent notification and/or conference along with any of the following disciplinary actions: <ul style="list-style-type: none">• Detention• In-school detention (during the school day)• Out of school suspension• Modification of school services, bus/van suspension, removal/suspension from extracurricular activities• Referral to civil authorities• Expulsion

Secondary

Offense	Disciplinary Action
Class I	In-school conference with student and/or any of the following disciplinary actions: <ul style="list-style-type: none">• Detention• Parent notification and/or conference
Class I second offense and subsequent offenses	Parent notification and/or conference along with any of the following discipline actions: <ul style="list-style-type: none">• Detention• In-school detention (during the school day)• Out of school suspension• Expulsion
Class II offenses	Parent notification and/or parent conference along with any of the following disciplinary actions: <ul style="list-style-type: none">• Detention• In-school detention• Out of school suspension• Expulsion• Modification of school services, bus/van suspension, removal/suspension from extracurricular activities• Referral to civil authorities

Code of Conduct

Rules and Regulations

Retaliation Prohibited

Any student (or parent on behalf of a student) who feels they suffered retaliation for reporting violations of the Code of Conduct should report the retaliation to the principal. Code 2.12 prohibits retaliation. The principal shall take seriously any report of retaliation by a student and take appropriate disciplinary actions in accordance with this Code of Conduct and shall consider a disciplinary hearing request with the discipline review committee to ensure the safety of the victim.

Corporal Punishment

Corporal punishment or paddling is prohibited as a form of punishment.

After School Detention

Students may be kept after school for a period of fifteen (15) minutes without parent notification. Students may be kept after school for extended periods of time with parent notification. Parents of elementary students must be notified prior to extended detention.

It is the responsibility of the student (grades 7-12) to notify their parents when they are going to serve detention. Students have twenty-four (24) hours to take an assigned detention, unless approved by an administrator. Repeated skipping of detention may result in additional consequences up to suspension.

Criminal Violations

It should be noted that all students are subject to the local, state, and federal penal codes in addition to the appropriate behaviors listed in the Silver Grove Independent Public Schools' Code of Student Conduct. When appropriate, a student will be referred to the civil authorities for adjudication.

The Principal and Superintendent have the responsibility to administer discipline fairly and equally, following the Code of Conduct, but also using his/her judgement. Administration has the final decision on appropriate disciplinary actions.

Code of Conduct

Class I Offenses

1.01 (O) Disruptive Behavior any deliberate action by a student that interferes with the educational process. (B)

1.02 (O) Verbal Abuse of Another Student is an intentional or willful maligning or gross insult of another student. (B)

1.03 (O) Profanity or Vulgarity is any language, act, expression, or remark that is offensive to modesty or decency. (B)

1.04 (O) Cheating is the use of unauthorized notes or other aids or the copying or using of the work of other students without prior permission of the teacher when such use or copying relates to required schoolwork. (B)

1.05 (O) Failure to Follow Staff Instructions is the failure to complete assignments, including state-mandated test, and to follow other classroom or school regulations. (B)

Note: Failure to complete assignments is considered an academic concern and will be addressed by teachers and counselors. A referral to the office may only be made after all efforts, including parental involvement, have failed.

1.06 (O) Gambling is the act of wagering, betting, or taking risks for gain, either monetarily or otherwise. Examples include but are not limited to: playing cards; throwing dice; or other like games. (B)

1.07 (O) Skipping Class is the failure of a student to report to a scheduled class without first obtaining consent of the proper school authority. Skipping the last class of the day may also be considered as leaving school grounds w/o permission. (B)

1.08 (O) Failure to Serve Extended Detention is the failure to attend an assigned detention. (B)

1.09 (O) Failure to Serve Teacher Detention is the failure to attend an assigned detention. (B)

1.10 (O) Failure to Serve Administrator Detention failure to attend an assigned detention. (B)

1.12 Dress Code Violation is any item not accepted within the school-based dress and appearance guidelines including, but not limited to “Heelys” and other shoes with wheels, skateboards and roller skates on or in school property. (B)

1.13 Tardy to Class is the failure of a student not getting to class before the tardy bell rings. (B)

1.14 (O) Disruptive Behavior (Aggression) is the intentional striking or touching of another person or attempts to do so against the other person’s will with the intent or likely result to cause harm. (This offense is not to be confused with “fighting” which is set out in number 2.07). (B)

Code of Conduct

Class II Offenses

The inappropriate behaviors listed here are unacceptable any time a student is on school property, as well as off school property, at school sponsored activities, and on the way to and from school or school sponsored trips and activities unless otherwise specifically accepted here in KRS 161.180 and KRS 158.150.

Similar to Class I Offenses, any violation of the Code of Student Conduct, may also break the law. Silver Grove Independent Public Schools takes very seriously the obligation to provide safe schools. Violations of school and state law can and will be prosecuted. Even if you are under age 18, violations of these rules are so extremely serious that such behavior may warrant suspension or expulsion of the violator, even for a first offense.

2.01 Leaving School Grounds Without Permission is leaving school grounds during the designated school day without first obtaining permission of the principal or his/her designee. (B) (L)

2.02 (O) Skipping School is the unexcused or unauthorized absence from school or class for a minimum of two (2) hours. (B)

2.03 (O) Unsworn Falsification (Includes Forgery) is altering or use of any document to falsify information or to deliberately deliver misleading or false information to school officials that leads to criminal violations. KRS 523.100 (L)

2.04 (O) Defiance is the willful refusal by a student to follow reasonable directives of authorized school personnel (including failure to identify oneself when requested) or to accept in-school disciplinary measures. KRS 161.190 (L)

2.05 Bus/Van Discipline includes any situation arising within the bus/van or in the close proximity thereof that distracts from the safety of students and driver. KRS 158.110 subsection 4 (B)

2.06 (O) Fighting Student to Student (Aggression) willingly engaging in physical contact with another student for the purpose of inflicting harm. Any provocation (verbal/physical) may be considered a mitigation of the charge. A student who finds himself/herself the victim of an attack should make every effort to get out of the situation including blocking, running, and calling for help. (B)

2.07 (O) Fighting Student to Staff (Aggression) willingly engaging in physical contact with any staff member for the purpose of inflicting harm. Any provocation (verbal/physical) may be considered a mitigation of the charge. A student who finds himself/herself the victim of an attack should make every effort to get out of the situation including blocking, running, and calling for help. (B)

Code of Conduct

Class II Offenses (Continued)

2.08 (O) Fighting Student to Other (Aggression) willingly engaging in physical contact for the purpose of inflicting harm. Any provocation (verbal/physical) may be considered a mitigation of the charge. A person who finds himself/herself the victim of an attack should make every effort to get out of the situation including blocking, running, and calling for help. (B)

2.09 (O) Vandalism and/or Criminal Mischief is the willful or malicious destruction, defacement or fouling of any property. Vandalism includes, but is not limited to, computer hardware and/or software, breaking windows, writing on walls, destroying restroom fixtures, or use of paint or like materials to deface any portion of the interior or exterior of school property or public conveyance to or from school or a school sponsored activity. KRS 512.020 (L)

2.10 (O) Theft or Possession of Stolen Property is the unlawful taking or disposition of property of another with intent to deprive the owner of the property. Receiving stolen property or possession of stolen property is included in this offense. KRS 514.030 (L)

2.11 (O) Terroristic Threatening is the threat to cause serious physical injury or death to another. KRS 508.078 (L)

2.12 Bullying means any unwanted verbal, physical, or social behavior among students that involves a real or perceived power imbalance and is repeated or has the potential to be repeated:

- That occurs on school premises, on school-sponsored transportation, or at a school-sponsored event; or that disrupts the education process.

This definition shall not be interpreted to prohibit civil exchange of opinions or debate or cultural practices protected under the state or federal Constitution where the opinion expressed does not otherwise materially or substantially disrupt the education process. KRS 158.148

Bullying allegations will be evaluated from the perspective of a reasonable student who is being bullied. Some examples include but are not limited to means of intentional written, electronic, verbal or physical act or actions against another person(s). Any act which endangers the mental or physical health or safety of a person, embarrasses, frightens, or degrades a person or which destroys or removes public/private property, for the purpose of initiation, admission into, or affiliation with, or as a condition for continued membership, in a group, organization/team. The expressed or implied consent of the alleged person against whom the actions have been taken will not be a defense.

Students being bullied or who know of someone being bullied must report this to a school official. All school employees have an obligation to report harassing or bullying to school administration and/or to law enforcement officials. School officials have a duty to investigate all allegations of bullying or harassing behavior. Students who violate this policy shall be subject to appropriate disciplinary action, including but not limited to suspension and expulsion.

Code of Conduct

Class II Offenses (Continued)

Students who believe they are victims of bullying, cyberbullying and/or hazing or who have observed other students being bullied or hazed shall, as soon as reasonably practicable, report it and be provided with a process to enable them to report such incidents to District personnel for appropriate action.

Alleged instances of bullying or hazing shall be made to the school principal. In serious instances of peer-to-peer bullying/hazing/harassment, employees must report to the alleged victim's Principal, as directed by Board policy 09.42811. The Principal/designee shall investigate and address alleged incidents of such misbehavior. In applicable cases, employees must report bullying and hazing to appropriate law enforcement authorities and complete documentation as required by the District's harassment/discrimination policies covering federally protected areas.

Retaliation for reporting any violation of the code of conduct is considered harassment/bullying and is prohibited under this code. KRS 502.070 (L)

2.13 (O) Harassment operates with intent to intimidate, harass, annoy, or alarm another person. Harassment is prohibited at all times on school property and off schools grounds during school- sponsored activities. Furthermore, it is unlawful to discriminate or harass others based on the race, color, national origin, age, religion, sex, genetic information or disability of any individual involving intimidation by threats of or actual physical violence; the creation, by whatever means, of a climate of hostility or intimidation, or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred or prejudice.

All school employees have an obligation to report harassing or bullying to school administration and/or to law enforcement officials. School officials have a duty to investigate all allegations of bullying or harassing behavior (see bullying section of this document).

Students who violate this policy shall be subject to appropriate disciplinary action, including but not limited to suspension and expulsion.

Students who believe they are victims of harassment/discrimination or who have observed other students being harassed or discriminated against shall, as soon as reasonably practicable, report it and be provided with a process to enable them to report such incidents to District personnel for appropriate action. In each school building, the Principal is the person responsible for receiving reports of harassment/discrimination at the building level. Otherwise, reports of harassment/discrimination may be made directly to the Superintendent. Additionally, if sexual discrimination or harassment is being alleged, reports may be made directly to the District Title IX Coordinator. Complaints of harassment/discrimination, whether verbal or written, shall lead to a documented investigation and a written report. Without a report being made to the Principal, Superintendent or Title IX/Equity Coordinator, the District shall not be deemed to have received a complaint of harassment/discrimination. Employees

Code of Conduct

Class II Offenses (Continued)

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

Retaliation for reporting harassment/bullying is also considered harassment/bullying and is prohibited under this code. KRS 502.070 (L)

2.14 (O) Harassing Communications on School Property or at a School Sponsored Event is the intent to intimidate, harass, annoy, or alarm a person while enrolled as a student in this district he or she communicates with or about another school student, anonymously or otherwise, by telephone, Internet, telegraph, mail, or any other form of electronic or written communication in a manner which a reasonable person under the circumstances should know would cause the other student to suffer fear of physical harm, intimidation, humiliation or embarrassment. KRS 502.080 (L). It should be noted that harassing communications is a law violation whether on or off school property and may be reported to law enforcement for criminal prosecution. KRS 502.080 (L)

2.15 (O) Arson or Attempted Arson is the intentional damaging of property by starting a fire or causing an explosion or the attempt to start a fire or cause an explosion that would likely result in property damage. KRS 513.020 (L)

2.16 (O) Explosive Device Possession and/or Use in the possession or use of any combustible or explosive composition or any substance or combination of substances or articles prepared for the purpose of producing a visible or an audible effect by combustion explosion, deflagration or detonation. KRS 237.040 (L)

2.17 (O) Dangerous Instruments Possession and/or Use is the possession or use of any object that could do harm or create fear of harm or injury, including, but not limited to, laser pins/pointers. KRS 527.070, 500.080 (L) for example:

- Any knife on school property is a board violation, any knife other than an ordinary pocket knife is a (felony law violation)
- Billy, nightstick or club; (felony law violation)
- Blackjack or slapjack; (felony law violation)
- Nunchaku karate sticks; (felony law violation)
- Shuriken or death star; (felony law violation) or
- Artificial knuckles made from metal, plastic, or other similar hard material (felony law violation)

2.18 (O) Weapon—Firearm Possession and/or Use is the possession or use of any instruments which can expel a projectile which can be or could be used to do harm or create fear of harm or injury or any weapons of mass destruction. KRS 527.070 (L)

Code of Conduct

Class II Offenses (Continued)

2.19 (O) Inciting Student Disorder is the intentional promotion or advocacy by word or deed to incite student misconduct by any student for any purpose. (B)

2.21 Trespassing is the entering or remaining in any structure, means of conveyance, or property without being authorized, licensed, or invited, or having been authorized, licensed or invited, and refusing to depart after being warned or directed to do so by proper authority. KRS 511.070 (L). Students who enter buildings or loiter on school grounds during school hours or at school sponsored events held on school grounds while on suspension and/or expulsion, will be considered trespassing and subject to removal by the police.

2.22 Inappropriate Materials and/or Objects is possession or circulation of obscene materials or objects as defined in KRS 531.010 (B) Distribution of said materials may also be a law violation KRS 531.030 (L).

2.23 Truancy and/or Excessive Tardy is unauthorized absence from class or school in excess of six (6) days for the total school year, unless accompanied by a physician's statement reporting these days absent and the nature of the illness. KRS 159.150.

2.24 Beyond Control is the persistent violations of the Code of Student Conduct or persistent violations of the criminal laws of Kentucky. Any combination of ten (10) CLASS I or II OFFENSES during one (1) school year can be considered "persistent". KRS 630.020 and 600.020(4) (L).

2.25 Abuse and/or Threat School Personnel is an act that directs speech or conduct toward a teacher, school administrator, or any other school employee functioning in an official capacity as an employee of the board when the student knows or should know that the speech or conduct will disrupt or interfere with normal school activities or will nullify or undermine the good order and discipline of the school. KRS 161.190 (L)

2.26 Use of Cell Phone and/or Electronic Device is the use of a device while on school property during school hours that emits an audible or visible signal or transmission, may take a photo or play a game, vibrate, display a message or otherwise summon or deliver any text or verbal communication to The possessor. Possession of such a device in a powered "on" mode is considered use and also prohibited under this section. Students may use their devices in the cafeteria during their regularly scheduled and supervised lunch period. Devices may be confiscated and sent to Central Office. Parents or guardians may pick up cell phones on the first offense, after 48 hours (to allow for delivery). Second or subsequent offenses, device may be held to the end of the school year. KRS 158.165 (L)

2.27 (O) Tobacco or E-Cig Possession Use is the use or possession of tobacco products while in or upon school premises, including, but not limited to, smoking, chewing, or inhaling tobacco or having such products on one's person, in one's school desk, or in one's school locker. This includes Electronic Cigarettes or any nicotine delivery system. KRS 438.311 (L)

Code of Conduct

Class II Offenses (Continued)

2.28 (O) Marijuana Possession and/or Distribution is the use, possession or distribution of any drug or substance which is defined by KRS 218A or a look-alike substance defined in KRS. 218A350 as a controlled substance or any substance which the possessor believes is a controlled substance or the distribution of any alcoholic beverage. Any student under the influence of any controlled substance (drugs or alcoholic beverage) is in violation of this section. KRS.222.202 (L)

2.29 (O) Use, Possession or Distribution of Controlled Substances, or simulated (Drugs or Alcohol) is the use, possession or distribution of any drug or substance including prescription which is defined by KRS 218A or a look-alike substance defined in KRS 218A350 as a controlled substance or any substance which the possessor believes is a controlled substance or the distribution of any alcoholic beverage. Any student under the influence of any controlled substance (drugs or alcoholic beverage) is in violation of this section. KRS.222.202 (L)

2.30 Use, Possession, or Distribution of Drug Paraphernalia. No student shall possess drug paraphernalia. Drug paraphernalia means all equipment, products, and materials of any kind that are used, intended for use, or designed for use in packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance. Drug paraphernalia includes, but is not limited to pipes, scales, roach clips, hypodermic syringes, needles, containers, spoons and other objects designed or intended for use, storing, or concealing controlled substances. KRS 218A.500 (L)

2.31 (O) Under Influence Drugs and/or Alcohol includes all offenses of intoxication with the exception of driving under the influence. In Kentucky, this offense equates to alcohol intoxication and/or public intoxication, which occurs when a person appears in a public place manifestly under the influence of alcohol, a controlled substance, a synthetic substance, or other intoxicating substance. (L)

2.32 Inhalant(s) Possession and /or Use is the use, possession, or distribution of halothane, nitrous oxide, amyl nitrite or butyl nitrate, on school property or at a school sponsored activity. Furthermore, it is the use, with the intent of producing a mood altering effect, of any volatile substance that produces psychoactive vapors. Any student found to be under the influence of any inhalant is in violation.

2.33 Improper Use of Medication (RX or Non RX) is the possession or use of a prescription or non- prescription medication by an individual unless the medication is in its original container, clearly and properly labeled, accompanied by a physician's order and/or written permission of the parent and registered with the Principal or his/her designee. Students shall not share any prescription or nonprescription medication with another student. The unauthorized possession and/or use by students of prescription or nonprescription drugs or medications during the school day may result in disciplinary actions against the student. KRS 218A.210 (L)

Code of Conduct

Class II Offenses (Continued)

2.34 (O) Sexual Assault (Unwanted Sexual Touching) Subjecting another person(s) to sexual contact by forcible compulsion; or Participant(s) subjecting another person to sexual contact who is incapable of consent because he/she: is physically helpless; less than sixteen (16) years old; or is mentally incapacitated including willing participant(s). This includes any type of Sexual Activity, Misconduct or Exposure at school, on the school bus or at any school sponsored event for any age student including (sexting) the act of sending sexually explicit messages or photos, videos, audio or visual files electronically, primarily between cell phones or other electronic media.

2.35 Gang Paraphernalia Use, Possession or Recruitment. No student shall be permitted, while on school property, to use, possess, or display gang related paraphernalia including but not limited to color flags, emblems, or codes that may indicate gang allegiance. Any group of three or more persons with common interest, bonds, and activities characterized by criminal interest, including but not limited to robbery, assault, or damage of property may face disciplinary consequences under this section (B) gang recruitment is a law violation, KRS 506.140 (L)

2.36 Technology Misuse is the malicious or unauthorized use of technological or media equipment for purposes including, but not limited to, fraud, deception, harassment, or other unlawful or non-academic reason. (B)

2.37 (O) Assault in the First Degree serious physical injury to another person by means of a deadly weapon or a dangerous instrument; or under circumstances manifesting extreme indifference to the value of human life he/she wantonly engages in conduct which creates a grave risk of death to another and thereby causes serious physical injury to another person. KRS.508.010 (L)

2.38 (O) Assault in the Second Degree is the intention to cause serious physical injury to another person; or he/she intentionally causes injury to another person by means of a deadly weapon or dangerous instrument; or he/she wantonly causes serious physical injury to another person by means of a deadly weapon or dangerous instrument. KRS 508.020 (L)

2.39 (O) Assault in the Third Degree is one recklessly or intentionally attempts to cause physical injury to any school employee or peace officer.

2.40 (O) Assault in the Fourth Degree is one intentionally or wantonly causes physical injury to another person by means of a deadly weapon or dangerous instrument.

2.41 Kidnapping a person is guilty of kidnapping when he/she unlawfully restrains another person and when he/she intend to: hold him/her for ransom or reward; or to accomplish or to advance the commission of a felony; or to inflict bodily injury or to terrorize the victim or another; or to use him/her as a shield or hostage; or to deprive the parent or guardian of the custody of a minor, when the person taking the minor is not a person exercising custodial control or supervision of the minor. KRS 509.040 (L)

Code of Conduct

Suspension/Expulsion Procedures

Due Process Procedures

An administrator may request an extended suspension up to ten days; and/or a discipline review hearing for serious violations of the code of conduct. The request shall be made before the close of the school day following the administrator's knowledge of the incident. The request shall be made in writing to the Superintendent of Schools or to the Director of Pupil Personnel. A certified hearing officer (either the Director of Pupil Personnel or Designee) shall conduct the hearing and make a written recommendation to the Superintendent. That recommendation may include: expulsion by the Board of Education, alternative placement, extended suspension, or return to school with or without other sanction.

Suspension/Expulsion Procedures for Identified Educationally Disabled Students

The Superintendent, Director of Exceptional Children, and the building principal make sure that appropriate procedures are followed in the suspension and expulsion of children and youth with disabilities. Consequences are applied for all children, including children with disabilities, as long as the consequence does not conflict with the provisions of the child's program.

- Suspensions of less than ten (10) days during a school year, which are utilized as temporary discipline measures (if the suspension is for a minor infraction and no further disciplinary action is planned), an Admissions and Release Committee (ARC) meeting is not required unless requested by the parent, Principal or other service providers. However, for an aggregate of ten (10) days of suspension for the year, or where expulsion is contemplated, the ARC convenes. Special Education services and access to the general curriculum shall continue for suspensions beyond ten (10) days.
- For suspensions of ten (10) days in length where expulsion is contemplated, parents are given prior written notification of the Admissions and Release Committee meeting. The notice must meet regulatory criteria for an admissions and release committee meeting notice as set forth in 707 KAR 1:060, the Due Process Policy and Procedures Manual. Parents are given a copy of their rights, which include that they have the right to a due process hearing if they disagree with the committee's determinations.

Code of Conduct

Suspension/Expulsion Procedures

Grievance Procedures

This procedure is for the use of any parent or guardian to appeal disciplinary measures in regard to any CLASS I OFFENSE or CLASS II OFFENSE that results in suspension. A parent or guardian desiring to question actions taken by school personnel may follow this procedure.

If the problem is related to the classroom, the parent or guardian will contact the Principal to arrange a conference with the classroom teacher, as soon as possible, to discuss the problem.

If this conference does not resolve the situation, the teacher and the parent or guardian will arrange for a conference with the Principal or the Principal's designee with a minimum of delay.

If the problem is not related to the classroom, the parent will contact the Principal directly.

If none of the above procedures results in a satisfactory solution to the problem, the parent or guardian may state the complaint in writing and request a conference with the Superintendent or the Superintendent's designee. During this conference, either party shall be notified in advance if such persons are to be present.

The Superintendent or the Superintendent's designee will advise the parent or guardian within fourteen (14) days after the conference.

Code of Conduct

Search and Seizure

Search of Student or Personal Property by School Authorities

When a principal or his/her designee has reasonable cause to believe that a student possesses or is carrying a dangerous, illegal or stolen item, the Principal, his/her designee, or a faculty member of the same sex as the student may search the student's person and remove the item. The board does not approve of "strip search" under any circumstances. The Principal, his/her designee may search, or permit the search, of a student's personal property when there is a reasonable cause to believe the student possesses dangerous, illegal or stolen items.

Search of Lockers and Other School Property by School Authorities

All lockers assigned to students are the property of the school district. At no time does the school relinquish its exclusive control of its lockers. Although the student and the board may have joint control of lockers, desk or other school property, the student never has exclusive control of this property. Students are solely responsible for the contents of their lockers. Materials, articles, lockers, desk or other school property, that are in violation of school policy, will result in consequence for the student who has been assigned such, locker, desk, or other school property.

Random Search of Lockers, Desk, and Other School Property

Random search of school property, such as desk and their contents, have a positive impact on deterring violations of school rules and regulations, ensure proper maintenance of school property, and provide greater safety for pupils and personnel. Accordingly, the Principal or his/her designee may search all or a limited number of lockers, desk or other school property (including all contents) at any time, without notice, and without parental/guardianship or student consent. The Principal or his/her designee shall not be obligated, but may request the assistance of a law enforcement officer in conducting a search. The Principal or his/her designee shall supervise all searches. In the course of a search, the Principal or his/her designee shall respect the privacy rights of the student regarding any items discovered that are not illegal or against school policy and rules.

Reasonable Suspicion of Vehicle, Locker, Desk & Other School Property

When a Principal or his/her designee has reasonable suspicion that a vehicle parked on school property, or that a locker, desk or other school property (including all content) may contain articles or materials that are dangerous, illegal, stolen or likely to pose a threat to the maintenance of discipline or order in the school, the Principal or his/her designee may conduct a search of that locker, desk or other school property (including all contents). The Principal or his/her designee shall not be obligated, but may request the assistance of a law enforcement officer in conducting the search.

Code of Conduct

Search and Seizure (Continued)

Seizure

When conducting searches, the Principal or his/her designee may seize any illegal or unauthorized items, items in violation of policy and rules, or any other items reasonably determined by the Principal or his/her designee to be a potential threat to the safety or security of others. Any items seized by the Principal or his/her designee shall be removed from the locker and held by school officials for evidence in disciplinary proceedings and/or turned over to law enforcement officials. The parent/guardian of a minor student, or a student eighteen (18) years of age or older, shall be notified by the Principal or his/her designee of items removed from the locker.

Police Officer / Deputy Sheriff / School Resource Officers (SROs)

Administrators may request sworn peace officers employed, contracted, or otherwise requested to assist in conducting searches or controlling dangerous situations for the safety of students and staff. This may include but is not limited to School Resource Officers (SROs).

General School Information

Arrival and Dismissal

The front doors of the school will open at 7:25 daily. Students will enter the building and proceed to the cafeteria and small gym. Breakfast is served from 7:30 to 7:55. At 7:55 the students in grades 7-12 will exit the small gym and will report to the main gym for morning assembly. The K-6th grade students will convene in the small gym for the daily morning assembly. All students must be in the building prior to 8:00 to avoid tardiness.

Students are dismissed from school daily at 3:00 except for early release staff development days. Early release dismissal takes place at 1:20. All students are expected to leave the building at dismissal unless they are supervised by a staff member, staying for tutoring/extra help, or serving detention.

Dress Code

Appropriate dress is important and necessary in the school environment. Students will be expected to follow the expectations below:

- Attire should be modest and not distracting.
- Hats are not permitted.
- All pants/shorts must be worn at the waist.
- Skirts, dresses, and shorts must be fingertip length.
- Shorts are allowed through fall break and after spring break. (P – 6th grade)
- Shirt straps must be 2 inches in width.
- Coats and jackets are to be kept in lockers and not worn during instructional hours.
- Jewelry and other forms of accessories are permissible as long as they are not distracting to others.
- Any item of clothing or accessory that suggests violent acts, promote or suggest obscenity, promote a gang, call for an illegal act, or portray alcohol, tobacco, illegal substances or the use of any of the preceding is prohibited.
- Sunglasses are prohibited unless medically prescribed.
- Exceptions to the dress code may take place on administratively supported spirit days, etc.

Administration has final determination if a situation is violating dress code.

Graduation Dress for Seniors

Senior boys will wear dress shoes or boots, dress pants, and a shirt and tie. Senior girls will wear dress shoes or sandals with a heel strap. Senior girls will wear an appropriate length white dress or skirt. Seniors not in appropriate dress for graduation will not be permitted to participate in the graduation ceremony. No flip-flops, jeans, shorts, tennis shoes, or inappropriate clothing items are allowed. There will be a dress rehearsal prior to the actual ceremony. The decision of the principal on these items is final.

General School Information

(Continued)

No Pass No Drive

A No Pass/No Drive statute was updated and went into effect on June 26, 2007, with the passage of this statute schools must inform the Department of Transportation whether students between the ages of 16 and 19 are passing the equivalent of 4 classes and has not accumulated 9 unexcused absences, including tardies (3 tardies equal 1 day absent). The State and Department of Transportation are working together to keep students in school and to provide an incentive to pass those classes. This information will be sent when a student turns 16 and again each semester.

The bill reads: "The No Pass/No Drive statute result in the denial or revocation of a student's driver's license for academic deficiency or dropping out of school as a result of excessive or unexcused absences. Academic deficiency is defined as a student who does not have passing grades in at least 4 courses, or the equivalent of 4 courses, in the preceding semester. A student is deemed to have dropped out of school when he/she has 9 or more unexcused absences in the preceding semester. Any absence due to suspension is considered unexcused."

Effective July 1, 2006 attendance for all students in the state has been calculated based on the actual time the student is absent from school rather than the percentages that were previously required by regulation. With this regulation any student that is late more than 60 minutes or leaves more than 60 minutes early will be considered absent. Under 60 minutes the student will be considered tardy. There are no more half-day absences; absences are based on the minutes the student is not in school. All absences are considered "attendance events."

Kentucky's truancy statutes say a student is a habitual truant if he or she has 6 unexcused attendance events.

Event Attendance

All Silver Grove students must have a 93% attendance record in order to take part in events such as field trips, proms, banquets, etc.

In addition to the board policy on attendance, all students must abide by the following:

- A student must have a 93% attendance record in order to take part in all activities; such as senior field trip prom, senior banquet, non-academic field trips, non-academic banquets, etc.
- A senior with an attendance rate of 85% or less shall not be allowed to participate in the graduation ceremony.
- All students are allowed five absence events by board policy.
- Please refer to the student handbook under attendance for details.

General School Information

(Continued)

- If a student is tardy to school or leaves school early, he or she shall bring a note, within two days, signed by their parent/guardian stating the reason, or the absence event shall be counted against their 93% required attendance.
- Only excused absences stated in the student handbook will be accepted as counting toward the 93% mandatory attendance policy for students.
- Excused absences shall be governed by board policy.
- The decision of the principal is final.

Senior Graduation

Seniors must have completed all course work by one week prior to graduation to graduate and participate in the ceremony.

Lunch and Breakfast

Silver Grove Independent participates in the Community Eligibility Provisional food service. All students will receive a free breakfast and lunch. Students are permitted to pack their lunch to consume in the cafeteria during the regularly scheduled lunch time. Packed lunches are for the individual student and not to be shared with others. Students that pack their lunch may also receive a school meal. All school meals meet the federal requirements for balanced nutritional value. We recommend that packed meals are equitable to the federal guidelines for nutritional value. Ala-carte sales are available to the students. Charges are not permitted for ala-carte items.

Competitive Foods

Outside food items for class or group consumption are not permitted until after 1:00. Such as, birthday celebrations, cupcakes, pizza, etc. All events such as these must receive prior approval by the teacher or principal.

Tuition

Nonresident students admitted to the District will be charged a tuition fee per board policy.

Disruptive Items

A member of the school staff may confiscate any item that is determined disruptive to the educational process. These items may be returned to the student by the staff member or coordinated through the school office.

General School Information

(Continued)

Medication

All medication must be monitored and controlled through the nurse's office. Students are not to share over the counter or prescription medication with anyone. In accordance with state law, students with a doctor's statement may keep in their possession inhalers used to treat asthma.

Land line phone use

When students need to contact a parent or guardian by telephone, they must get permission from the teacher/staff to be excused to go to the office to make the phone call.

Food and Beverages

Students are permitted to carry with them clear water bottles or clear drinking containers filled with water. All other drinks are prohibited. Students are not permitted to use flavor packs to water bottles. The liquid must be clear. Food items are not permitted to be consumed outside of the cafeteria during instructional or transitional times.

Locks and Lockers

Students in grades 4-12 will be assigned a lock and locker. Students are not permitted to trade lockers and the student issued a locker is responsible for all items in that locker at any time. Locks must be kept on the lockers at all times. Lockers are school property. Please refer to the search and seizure portion of this publication.

Lost and Found

Lost and found clothing items will be displayed on a clothing rack located outside of the cafeteria. All other items will be sent to the office. Items not claimed at the end of the school year will be donated or discarded.

Bicycles

All bicycles must be properly set and locked in the bicycle rack located at the cafeteria entrance.

Student Parking

Students that drive to school are required to park in the school parking lot so that streets remain clear in the event of an emergency.

General School Information

(Continued)

Field Trips

Purpose: The purpose of this policy is to facilitate and establish the process for selecting and approving student participation for educational field trips.

Procedure: A field trip is defined as any activity that takes place during the school day, away from school. Field trips are planned events to enrich the classroom learning experience. Field trips can be used as a reward for good attendance, behavior, or academic excellence.

Field trips are sponsored by the school teachers and will be outgrowths of the subject material being taught. Written permission must be given before the event by the parent for the child to accompany the class on a field trip. Permission slips with the information concerning the field trip will be sent home several days prior to the planned activity.

Field trips that are reward in nature will have clearly defined criteria that will be provided to the students and parents by the teacher/sponsor.

Parents who volunteer to accompany classes on a field trip must be listed on the approved volunteer list. In order to be approved, you must submit a volunteer background check. The form is available in the office. However, parent participation may be limited due to space and ticket availability.

The student must not be a consistent behavior problem. The principal will have the final on whether a student will or will not attend a trip.

It is the responsibility of the field trip sponsor to ensure compliance with this policy. In challenges by students, parents, and others, an administrator can review the case and make a recommendation. The school's administrator's decision is final.

Athletic Information

Administration

The Superintendent assisted by the Principal and Director of Athletics shall administer the athletic policies and procedures as approved by the Silver Grove Board of Education. The District Athletic Director shall be a member of the Title IX committee for the school.

Eligibility (Players)

The following policy applies to grade levels 7th through 12th.

The athletic director will conduct the weekly grade reports every Friday at 3:00 P.M.

If at any time a student athlete is making one "F" they must attend after school E.S.S. and they have one eligibility period to improve the grade to a passing mark and that individual is eligible to participate in practice and play in games. If the grade is not improved to passing after the one week eligibility period they are ineligible until a passing grade is achieved.

If at any time during the school year, a student-athlete is making two "F's" on the weekly grade check he/she will be considered ineligible starting on the concurrent Monday and consisting of the entirety of the next calendar week inclusive of that weekend even if satisfactory marks are earned on the next grade check.

Students with two "F's" may attend practice and games in their sport but may not participate in either.

When a sport laps over a grading term that student's eligibility for the next week shall be based off of the average grade of the prior term(s).

Progress will be determined by consultation between the teacher and athletic director. In cases of a dispute between members of the affected parties (student/teacher/athletic director) the principal will make the final decision in determining student progress.

Personal behavior is another area that may affect a student-athlete's eligibility status. The rules of social probation will be strictly enforced. Student-athletes are role models for all of our students and their personal behavior and academic progress should be held to high standards.

The complete athletic handbook is located on the school website.

CONFIRMATION OF RECEIPT 2017-2018

Student's printed name _____

- I have read and understand the information provided in this Code of Conduct and School Information handbook.

Student Signature _____

Parent Signature _____

Date _____

- I have read all information in regard to attendance procedures and will abide by all attendance guidelines and Kentucky Revised Statutes pertaining to attendance.

Student Signature _____

Parent Signature _____

- I have read all information in regard to disciplinary procedures and behavioral expectations.

Student Signature _____

Parent Signature _____

- I have read all information pertaining to acceptable technology use and cell phones.

Student Signature _____

Parent Signature _____

THIS FORM MUST BE SIGNED AND RETURNED TO SCHOOL