



**BOYD COUNTY HIGH SCHOOL**  
**Ashland, Kentucky**

*Established 1925*

**Student Handbook**  
**2020-2021**

**Tom Holbrook**

Principal

**Jacob Meade**  
Assistant Principal

**Courtney Bartley**  
Assistant Principal

14375 Lions Lane  
Ashland, Kentucky 41102

Phone (606) 928-7100

Fax (606) 928-1312

*No student, parent, faculty, staff, or any member of the general public shall be denied equal educational or employment opportunity by the Board County Board of Education because of age, color, disability, parental status, marital status, race, national origin, religion, sex, actual or perceived sexual orientation or gender identity, political affiliation, or veteran status.*

Reviewed & Approved by the  
Boyd County High School-Based Decision Making Council  
August 12, 2019

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<b>Welcome</b>
On behalf of the faculty and staff, we would like to welcome you to the 2020–2021 school year at Boyd County High School. It is a year with unprecedented changes. Together we will navigate while still offering as many opportunities and services as we can safely offer. We are looking forward to assisting you in fulfilling your educational goals and to help you make your school year the best one yet. You can benefit from everything the school has to offer, both curricular and extra/co-curricular, by being actively involved in your classes and in the school’s various programs. If you encounter difficulties, seek out any of the staff and we will do our best to assist you. We welcome the opportunity to help you as you proceed through your high school career.
<b>To Parents</b>
The faculty and staff of Boyd County High School are looking forward to working with you and your child during this school year. Our goal is to assist your child in every way we can to become a successful adult and to live a fulfilling and fruitful life. If you have questions concerning any phase of your child’s school life – academic, extra/co-curricular, social, health, attendance – please feel free to call on the school for assistance. We welcome parent involvement in the life of the school.
<b>Vision</b>
Believe. Achieve. Succeed.
<b>Mission</b>
Enriching the community by educating students to think, to work, to succeed.
<b>Alma Mater</b>
Hail to thee our Alma Mater, Guide of Strength and Guide of Youth. In thy halls of stately stature, Light of Duty, Light of Truth. All of Nature’s Beauty gathered mid our streams and rolling hills. As the days recall the splendor, Love of Friends we all can feel. When the memory recalls us, and our hearts draw ever near, With the light to ever guide us. Hail to thee, Hail to thee, Hail to thee so dear.
<b>School Song</b>
Cheer for the Lions, scarlet and white. They’ve got the spirit, they’ve got the fight. This is victory, they do or die; That is the spirit of Boyd County High. No matter to them how skilled be the foe, Onward, onward, ever they go. Boyd County’s Loyal Sons are marching onward, Onward to victory.

### **Changes Due to Covid19 Pandemic**

As safety guidelines from the CDC, state agencies, the local health department, etc. change regularly, BCHS will change procedures and guidelines in order to ensure students are as safe and healthy as possible. These procedures, policies, guidelines, etc. must be followed at all times. We will not list all of these in the handbook due to the fluid nature from the above mentioned agencies. However, below is a list of some current and notable changes. This does not include nearly all of the guidelines put in place if we return to in person instruction during the 20-21 school year.

- Everyone will wear a mask.
- Assigned seating in classrooms and cafeteria.
- Limited number of students in bathrooms.
- No hats, hoods, or other headgear.
- No meal delivery from outside visitors during the school day.
- Etc.

Obviously there are changes to the attendance policy, club activities, sporting events, etc. due to the pandemic. These will be regularly posted on the district website and shared via Twitter and other platforms. When we return to school and move toward normalcy, we expect to return to the normal policies which are still included in this handbook.

## Bell Schedule\*

### 2020-2021 A/B Block Schedule

A day will meet Monday, Wednesday, and every other Friday. Advisor Advisee meets every day.

B day will meet Tuesday, Thursday, and every other Friday. Advisor Advisee meets every day.

Class	Start	End	Time
Advisor Advisee	8:35	8:50	15 minutes
Travel Time	8:50	9:00	10 minutes
Block 1 (A days) Block 5 (B days)	9:00	10:35	1 hour 35 minutes
Travel Time	10:35	10:45	10 minutes
Block 2 (A days) Block 6 (B days)	10:45	12:45	2 hours
Lunch 1	10:45 11:05	11:05 11:10	20 minutes 5 minutes travel time
Lunch 2	11:10 11:30	11:30 11:35	20 minutes 5 minutes travel time
Lunch 3	11:35 11:55	11:55 12:00	20 minutes 5 minutes travel time
Lunch 4	12:00 12:20	12:20 12:25	20 minutes 5 minutes travel time
Lunch 5	12:25	12:45	20 minutes
Travel Time	12:45	12:55	10 minutes
Block 3 (A days) Block 7 (B days)	12:55	2:05	1 hour 10 minutes
Travel Time	2:05	2:15	10 minutes
Block 4 (A days) Block 8 (B days)	2:15	3:35	1 hour 20 minutes

**\*Subject to Change Due to Potential Changes in Covid19  
Health Requirements.**

Page for Modified Bell Schedules Once In-Person Instruction Resumes

Page for Modified Bell Schedules Once In-Person Instruction Resumes

Page for Modified Bell Schedules Once In-Person Instruction Resumes



Student Activities

Academic Activities	Athletics Activities
<p>Academic Team  Distinguished Leaders  Foreign Language Festival  Future Problem Solving Team  Governor’s Cup Academic Competition  Governor’s Scholars Program  Governor’s School for the Arts  HOBY  Junior Achievement  Junior Varsity Challenge  Kentucky Boys/Girls State  KUNA  KYA  Marshall S.C.O.R.E.S. Festival  Mock Trial Team  National Merit Scholarship Program  Science Olympiad</p>	<p>Archery*  Athletic Trainers*  Baseball  Basketball*  Bass Fishing*  Cheerleading  Cross Country*  Football  Golf*  Soccer*  Softball*  Swim Team*  Tennis*  Track and Field*  Volleyball**  Wrestling</p> <p><i>*denotes boys’ and girls’ teams</i>  <i>**denotes girls’ team</i></p>
Clubs and Organization	Clubs and Organization
<p>4-H Club  Art Club  Beta Club  Chess Club  Drama Club  Family Career and Community Leaders of America (FCCLA)  Fellowship of Christian Athletes (FCA)  Future Business Leaders of American (FBLA)  Future Educators of America (FEA) Health  Occupational Student Association (HOSA)  Teen Court  BCCTEC Student Council  Big Brothers/Big Sisters</p>	<p>KEY Club  Kentucky Youth Assembly (KYA)  Mu Alpha Theta  National FFA Organization  National Honor Society  National Spanish Honor Society  NJROTC  Pep Club  Rho Kappa Social Studies Honor Society  Science Club  Skills USA  Student Council  World Languages Club</p>

### Attendance by The Numbers

2
<ul style="list-style-type: none"> <li>• A student will serve lunch detention when he/she receives 2 or more unexcused tardies to school.</li> </ul>
3
<ul style="list-style-type: none"> <li>• Three or more unexcused absences and/or tardies is the definition of “truant” under the law. School officials will contact the parents of students, by phone or letter, with three (3) unexcused absences and/or tardies.</li> <li>• Three consecutive schools days after a student returns from an excused absence is the time a student is permitted to complete make-up work.</li> </ul>
5
<ul style="list-style-type: none"> <li>• Five unexcused absences and/or tardies means a student loses driving privileges for ten (10) school days.</li> <li>• Five unexcused absences and/or tardies results in a notification to parent(s) by letter of the number of absences or tardies, discussing the laws and interventions.</li> <li>• A maximum of five (5) absences per school year may be excused by a note from the student’s parent.</li> <li>• Absences exceeding five (5) days per school year may be excused by a physician state or court document.</li> <li>• Absences beyond five (5) days within a school year, a physician’s statement, a court document, or other required verification must be presented or the absence will be considered unexcused and credit for the make-up work will be at the discretion of the teacher.</li> <li>• Any student who misses five (5) consecutive days of school due to illness or surgery shall be referred to the home/hospital instruction program. Arrangements for home/hospital instruction may be made with the Principal or DPP.</li> </ul>
6
<ul style="list-style-type: none"> <li>• Students identified as habitual truants (six (6) unexcused absences and/or tardies) shall be served a Final Notice.</li> <li>• Six or more full day unexcused absences for a 12<sup>th</sup> grade student will prevent a student from participating in Boyd County High School’s graduation ceremony.</li> <li>• Six or more full day unexcused absences will prevent a student from attending prom or homecoming dances.</li> </ul>
10
<ul style="list-style-type: none"> <li>• A maximum of ten (10) absences per school year may be excused by a written excuse from the student’s physician.</li> </ul>

### Attendance Frequently Ask Questions

<b>What is an absence?</b>
An absence is when a student misses more than 60 minutes of one day. This absence is calculated as a percentage of the day missed. This will use one of the 5 parent notes allowed for the school year.
<b>What is a tardy?</b>
A student is considered tardy if they miss 60 minutes or less in one day. This can be checking in late, checking out early, or a combination of the two.
<b>What does truant mean?</b>
Any student who has been absent from school without valid excuse for three (3) or more days, or tardy without valid excuse on three (3) or more days, is a truant.
<b>What does habitual truant mean?</b>
Any student, who has been reported as a truant, two (2) or more times, is habitual truant.
<b>What is an Educational Enhancement Opportunity?</b>
Students shall be granted an excused absence for up to ten (10) school days to pursue an educational enhancement opportunity determined by the Principal to be of significant educational value. This opportunity may include, but not limited to participation in an educational foreign exchange program or an intensive instructional, experiential, or performance program in one (1) of the core curriculum subjects of English, science, mathematics, social studies, foreign language, and arts. Unless the Principal determines that extenuating circumstances exist, requests for dates falling within State or District testing shall not be granted. The Principal's determination may be appealed to the Superintendent/designee whose decision may then be appealed to the Board under its grievance policy and procedures. Students receiving an excused absence under this section shall have the opportunity to make up school work missed and shall not have their class grades adversely affected for lack of class attendance or class participation due to the excused absence. A period of no more than three (3) school days may be excused for the purpose of lice treatment and removal of nits per school year.
<b>How many days do I have to make up work after an excused absence?</b>
You have three (3) consecutive days to make up your work after you return to school.
<b>If I have an unexcused absence, can I make up work or tests I missed on that day?</b>
No.
<b>Can I participate in after-school (extra-curricular) activities, such as sports, if I have been absent from school?</b>
No, students may not participate in after-school activities if they were not at school for ½ the day, unless the absence or tardy was in the case of a death in the immediate family.
<b>What absence can be excused?</b>
Causes for absences that are considered excused:
<ol style="list-style-type: none"> <li>1. Death or severe illness in the pupil's immediate family,</li> <li>2. Illness of the pupil with a parent's note (a physician's statement shall be required after five (5) full-day absences),</li> <li>3. Medical and dental appointments,</li> <li>4. College or career days (2 days per year maximum) or ASVAB testing,</li> <li>5. Religious holidays and practices,</li> </ol>

6. One (1) day for attendance at the Kentucky State Fair, or for other reasons for which excused absences are permitted under applicable law, such as service as election officers, military burial honor guard program, and Veteran's Service Organization burial honor guard or other activities for which applicable law specifically permits absence from school,
  7. Participation in competitions, conferences, conventions, or other activities that are scheduled in such a way as to minimize absence from regular classroom instruction including pre-approved field trips subject to the provisions of policy 09.36,
  8. Documented military leave,
  9. One (1) day prior to departure of parent/guardian called to active military duty,
  10. One (1) day upon the return of parent/guardian from active military duty,
  11. Visitation for up to ten (10) days with the student's parent, de facto custodian, or person with legal custody who, while on active military duty stationed outside of the country, is granted rest and recuperation leave, or
  12. Other valid reasons as determined by the Principal, including trips qualifying as educational enhancement opportunities.
  13. Ten (10) days for students attending basic training required by a branch of the United States Armed forces
  14. After ten (10) days of absences in a school year, the District medical excuse form shall be completed in order for the student to receive additional medical absences.
- Note: Any appointments, i.e. dental, doctor, eye, court, etc., will be unexcused if they exceed a half-day, unless otherwise noted on the excuse from the provider.

**Does my attendance record transfer from other districts?**

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

**What is the checkout policy?**

- Students the age of 18 or older may check themselves out without parental consent only with administrative approval. Students under the age of 18 (minor) must have an individual from their approved contact list on their Emergency Release Form physically present to check them out.
- Adults must show a photo ID in order to check students out of school.
- Students need to submit a completed Emergency Release Form. This form is for parents to list names of other people who may check the student out in case of a medical emergency.

**Early Dismissal**

- Early dismissal from school for an illness or accident during the school day or for medical/dental appointments for which a parent/guardian has called must be cleared with an administrator. Students must return to school with parent/doctor's note. Students who come to school with an early dismissal request need to follow the guidelines under ATTENDANCE.
- A student with early dismissal will not be dismissed from class until his/her parent/guardian is at school to sign him/her out at the attendance window. Students must present an early dismissal slip at the attendance window before leaving school.
- A student will not be dismissed to leave with a person not listed on the student's emergency card.

Academics

Graduation Requirements for Classes of 2021-2023*	
✓ <b>English/Language Arts</b> English I, English II, English III, & English IV	4
✓ <b>Mathematics</b> Algebra I, Geometry, Algebra II, & a Math Elective	4
✓ <b>Social Studies</b> Contemporary U.S. History, World Civilization, & US History	3
✓ <b>Science</b> Intro to Physics w/ Earth Space Science, Chemistry & Biology	3
✓ <b>Health</b>	½
✓ <b>Physical Education</b>	½
✓ <b>Arts &amp; Humanities</b> Visual Art, Arts & Humanities, Choir, Band, Class Guitar, Dance or Speech & Drama	1
✓ <b>Electives</b>	8
✓ <b>World Language *</b> Two years of one world language	
<b>TOTAL CREDITS</b>	<b>24</b>

*\*Recommended for any student seeking admission to a college or university*

In addition to the above stated number of credits required, the Boyd County High School SBDM Council requires the following:

1. Complete state assessment as mandated by the Kentucky Department of Education (unless exempted).
2. Individual Learning Plan (ILP) must be 100% complete every year per the Kentucky Department of Education requirement.

Grading Procedures	
<p>A. Grade reporting will be done via the Infinite Campus program. Care is to be taken to ensure accuracy in reporting.</p> <p>B. A minimum of 1 summative grade a week should be entered per class per student, with assignments being both formative and summative in nature.</p> <p>C. Summative grades should be entered within one week of the due date. (For major writing assignments or in-depth projects the teacher may take up to 2 weeks past the due date to enter the final grade). However, all grades should be posted in Infinite Campus on the same 9 week term that the assignment was due for the student.</p> <p>D. Students should fully understand the grading expectations and receive a scoring rubric for all subjective grading (essays, presentations, complex projects, etc.). It is best practice that they also have the opportunity to see exemplars before they begin such an assignment.</p> <p>E. Teachers may choose to reteach material for struggling students and retest the same standards at their discretion.</p> <p>F. Parents of failing students will be notified by phone or email at least once a month and be made aware of what tools and interventions are available to their student (parent portal, tutoring, ESS, retesting, etc.). This will be documented on Infinite Campus under “teacher contacts.”</p>	
Classification Requirements	
The following minimum requirements must be met in order to attain the classification indicated:	
Freshman	Promotion from 8 <sup>th</sup> grade
Sophomore	6 Credits
Junior	12 Credits
Senior	18 Credits
Minimum Credits for Graduation	24 Credits
<i>Cumulative folders are kept on file for three (3) years after graduation date. Students may request them at that time; otherwise, folders will be destroyed.</i>	
Early Graduation and Hardship Graduation	
<p>Students may obtain an application to be considered for early graduation or hardship graduation from the counseling office and follow the procedures outlined. Students will be notified as to whether or not their application is approved. <b>It is understood that students who graduate early will not be permitted to return and participate in student activities-- including the graduation ceremony.</b> If rare and extenuating circumstances exist, the student</p>	

may request special permission to participate in an activity, but must obtain written permission from the principal to do so.

Assessment	Dates	Grade Level			
		9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>
STAR	Varies	★	★		
Summative Writing Assessment	May			★	
College Entrance Exam	March		★*	★	
Science Summative Test	May			★	
Reading Summative	May			★	
Math Summative	May			★	
KOSSA	Varies			★	★
ASVAB	Varies			★	★
Industry Certifications	Varies			★	★
State Civic Assessment	Varies	★	★	★	★

#### Assessment Overview

Kentucky's Unbridled Learning assessment and accountability system is designed to provide in-depth information about the performance of students, schools, districts and the state as a whole. Students are assessed according to the following chart:

Definitions	
College Entrance Exam	College entrance exam given to all high school juniors; subjects tested are English, mathematics, reading and science. *10 <sup>th</sup> grade may test depending on state requirements and district funding.
ASVAB	The Armed Services Vocational Aptitude Battery (ASVAB) is a multiple-choice test used to determine qualification for enlistment in the US armed forces.
Summative Assessments	This state test is given to test student content knowledge at the end of course in science, reading and math.
Kentucky Online Testing (KYOTE)	This is a Web-based placement exam program that uses standardized tests to measure preparedness for college-level learning.
KOSSA	Kentucky Occupational Skills Standards Assessment (KOSSA) is a measure of technical skill attainment for federal Perkins accountability

STAR	STAR assessments provide the most valid, reliable, actionable data in the least amount of testing time- usually 20 min. or less in reading and math assessments.
State Civic Assessment	All students will have to be assessed on the state mandated civic test. All students must pass this test before graduation.
Summative Writing Assessment	All 11 <sup>th</sup> grade students will be assessed with a summative writing assessment to determine their on demand writing proficiency.

### Career and Technical Education

Mission
The mission of Career and Technical Education is to assist schools in providing students with skills necessary for a successful transition to postsecondary education or work and a desire for life-long learning in a global society.
Purpose
Career and Technical Education is an essential component of the high school curriculum. For many students, it represents as much as a third of their high school experience. It is a critical component in meeting the needs of students in academic achievement, career exploration, career preparation, and leadership development. Successful transition to postsecondary education, work, or the military is one of the goals of Kentucky's educational system. The percentage of students making successful transition is a component of the high school accountability index.
Choosing a Career Pathway
<p>Choosing a Career Pathway involves exploring a student's interests and abilities and providing coursework that will offer transferable skills as a student moves through the educational process and prepares for a specific occupation. To assist in the selection of a Career Pathway, a student should gather and carefully consider information about several topics. Among them are the following:</p> <ul style="list-style-type: none"> <li>• Self-Assessment – The Individual Learning Plan (ILP) allows students to learn about themselves, their interests (recreation, sports, academic, etc.), aptitudes, learning styles, and work/life values. Also, personal preferences play an important part in choosing a career pathway.</li> <li>• Characteristics of a Career Pathway – Learning about and comparing the basic features of a career pathway will enable students to narrow their choices. Firsthand experiences through job shadowing or paid cooperative positions answers numerous questions such as, "What does it mean to have a job in this career pathway."</li> <li>• Trends in the Workforce – Students should become aware of the nature of the economy and the changing structures of business and industry. Knowledge about projections of high demand and high wage jobs in Kentucky and in the nation prepare students to make informed career decisions.</li> <li>• Educational Requirements – Some Career Pathways require education beyond high school and students should be aware of postsecondary programs providing the education which matches specific occupational requirements. Students need to know which occupations have state or national licensing requirements.</li> </ul>
Completing a Career Pathway
<p>Students who follow a course sequence and complete requirements in a career pathway may earn one or more of the following certificates:</p> <p><i>Career Major Certificates</i></p> <p>Requirements shall include:</p> <ul style="list-style-type: none"> <li>• Successful completion of all high school graduation requirements including four credits relevant to a career pathway.</li> </ul>



- Work-based learning related to a specific career. Some examples of these experiences include job shadowing, internship, practicum and cooperative education and/or a culminating project aligned to the career pathway.
- The project must include a descriptive writing entry explaining the relationship between the project and the student’s future educational and career plans. Demonstration of the project is the culminating event.

*Career and Technical Certificate of Achievement*

The certificate is based on the following:

- Successful completion of four credits within a course sequence of a career pathway.

*Skills Standard Certificate*

Requirements shall include:

- Successful completion of three credits in a pathway that encompasses the state or national skills standard, Kentucky Occupational Skills Standards Assessment, KOSSA.
- Attainment of a passing score on a career specific KOSSA.

*Industry Certificates*

Requirements shall include:

Successful completion of specific course requirements including passing an industry assessment in that particular career pathway.

**Applying for College Credit**

Students may request college credit for career classes taken during their junior or senior years of high school.

**School Enterprise**

An on campus work based learning credit that is an extension of a CTE program.

### **Transition Readiness in Kentucky**

Kentucky believes that, as the nature of work and the types of careers change, *all* students will need higher-level skills to meet their career goals. The expected outcome of addressing the readiness issues in this manner is that more students will reach higher levels of proficiency and more students will be transition ready.

What is Kentucky definition of Transition Readiness?



## Transition Readiness



### Student Expectations for Transition Readiness

#### High School Diploma

Earn a high school diploma by meeting/exceeding the Kentucky Minimum High School Graduation Requirements

#### AND

#### Meet Requirements of Academic or Career Readiness

 <b>Academic Readiness</b>	 <b>Career Readiness</b>	<b>English Language Readiness (only required for English Learners)</b>
<ul style="list-style-type: none"> <li>✓ Benchmarks, determined by Council on Postsecondary Education (CPE) on a college admissions exam or college placement examination; OR</li> <li>✓ A grade of C or higher in each course on 6 hours of KDE-approved dual credit; OR</li> <li>✓ A score of 3+ on exams in 2 Advanced Placement courses; OR</li> <li>✓ A score of 5+ on 2 exams for International Baccalaureate courses; OR</li> <li>✓ Benchmarks on 2 Cambridge Advanced International examinations; OR</li> <li>✓ Completing a combination of academic readiness indicators listed above.</li> </ul> <ul style="list-style-type: none"> <li>• Demonstration of academic readiness shall include one quantitative reasoning or natural sciences and one written or oral communication, or visual and performing arts; or humanities; or social and behavioral sciences learning outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Receiving an Industry Certification (<i>Approved by the Kentucky Workforce Innovation Board on an annual basis</i>); OR</li> <li>✓ Scoring at or above the benchmark on the Career and Technical Education End-of-Program Assessment for articulated credit; OR</li> <li>✓ A grade of C or higher in each course on 6 hours of KDE-approved Career and Technical Education dual credit; OR</li> <li>✓ Completing a KDE/Labor Cabinet-approved apprenticeship; OR</li> <li>✓ Completing a KDE-approved alternate process to verify exceptional work experience.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Meeting exit criteria for English language proficiency assessment (Overall composite of a 4.5 on a Tier B/C) for any student who received English Language services during high school.</li> </ul> <ul style="list-style-type: none"> <li>• English Language Learners are included in academic and career readiness in addition to English Language Readiness.</li> </ul>

*Note: Students participating in the alternate assessment program and earning an alternate diploma will have criteria for Transition Readiness based on alternate assessment requirements and employability skills attainment.*

Please contact the Office of Standards, Assessment and Accountability (OSAA) if there are any questions:

(502) 564-4394

[dacinfo@education.ky.gov](mailto:dacinfo@education.ky.gov)

KDE-OSAA:06/3/2019

### BCHS Counseling Department

Your school counselors are here to assist all students of Boyd County High School in achieving success in their academic and personal lives as well as in their preparation for their post-secondary educational plans. The counselors provide services in the following areas:

- Personal and crisis counseling
- Academic counseling

- Career guidance and planning
- Referral to appropriate support and counseling agencies

Your high school counselors are here to serve all students to help make their educational experience a successful one. An “open door policy” is practiced and all students are encouraged to utilize these services. Parents should feel free to phone their child’s counselor at (606) 928-7100, when they have questions. Counselors may also be contacted by email as provided on the school’s web site.

#### Schedules

In the spring the students will make schedule requests for the upcoming year. Requests for classes must be approved by parent/guardian and appropriate school personnel. All students must be enrolled in a minimum of seven (7) classes. Schedule changes can only be made through the first three (3) days of the course that the student is enrolled by completing the form found on the following link: <https://docs.google.com/forms/d/e/1FAIpQLSc7NaAAtDx6WjDmQ7Wix24VXnzdx1BYMVrgHmOboKccyRiQ/viewform>. After that point, students can only transfer out of a course after meeting with the teacher of that course, parent/guardian, department chair of the subject, counselor and an administrator. Any schedule change will result in the grade following the student to the next course.

#### Withdraws and Transfers

When a student knows that he/she is going to move or withdraw from school, he/she must see the registrar and counselors to complete the necessary forms. All books must be returned to the issuing teachers and to the library prior to withdrawal. We cannot release official transcripts until we receive notification of enrollment from the new school.

#### Extended School Services

Extended school services are available to all students as funding permits. Special extended school services are available throughout the school year. If a student should fail a class, BCHS offers various opportunities to earn lost credits, such as: ESS programs, summer school, and/or virtual learning courses. The procedures for credit recovery are available in the counseling office.

#### Grade Reports

Grade reports to parents will be given to the students at the end of each grading period. Midterm grade reports will be given to the students at the mid-point of each grading period. Grades can be checked by visiting the Infinite Campus website (link is found on the Boyd County District web page). You may contact school registrar for an access PIN number.

#### Grading Scale

90%-100%	A
80%-89%	B
70%-79%	C
60%-69%	D
0%-59%	F
Incomplete	I

Note: Incomplete will be changed to an F at the end of the year if the work is not returned in a timely manner.

#### Individualized Learning Plan

The Individual Learning Plan (ILP) is a standards based program with online support, that allows students to take interest inventories, document their high school accomplishments, research college and career opportunities and search for scholarships.

Annual completion/revision of the ILP (grades 6-12) is mandated by the state and supervised by our staff.

- ILPs are to be completed for each grade level before the last two weeks of the school year.

<ul style="list-style-type: none"> <li>Individual Learning Plan (ILP) must be 100% complete every year per the Kentucky Department of Education requirement. Failure to complete an ILP may result in a student being retained until the requirement is met.</li> </ul>
<b>Interventions</b>
The goal for all students at Boyd County High School is to be “transition ready” when they graduate. To reach this goal the students must meet benchmark scores on various state mandated assessments. To reach these benchmarks, in addition to regular classroom instruction, teachers and students may use tutoring options, virtual learning, various classroom interventions, etc. All students will also have the opportunity to access ACT preparation resources during the school year. Students who are struggling have opportunities to attend ESS tutoring, summer school, and possibly use of the online credit recovery program.
<b>KEES Scholarship Program</b>
The Kentucky Educational Excellence Scholarship (KEES) offers scholarships for Kentucky students to Kentucky colleges or technical schools based on grade point average and gives bonus amounts for scores on the ACT and/or SAT. There is no application. Grade Point Averages (GPA) and test scores are reported to the State Department at the end of each school year. Students are advised to check their KEES account to insure accuracy. You may find more information at <a href="https://www.kheaa.com/website/kheaa/kees?main=1">https://www.kheaa.com/website/kheaa/kees?main=1</a> .
<b>Make Up Work</b>
Students who have an excused absence from school are allowed to make up work missed in class. Teachers must allow students a minimum of three (3) days to make up their work. It is the student’s responsibility to obtain all make-up work from the teacher. No class work or test from an unexcused absence may be made up for credit.
<b>Advanced Placement</b>
The College Board's Advanced Placement courses are college-level classes in a wide variety of subjects that students may take while still in high school. They offer challenging course work and a college like experience. AP class grades at BCHS are weighted when calculating high school GPA. Currently more than 90 percent of colleges and universities across the country offer college credit, advanced placement, or both, for qualifying AP Exam scores. You can find colleges and universities that offer credit or placement for AP scores by going to: <a href="http://collegeboard.org">collegeboard.org</a>
<b>Dual Credit</b>
Dual Credit allows students to earn high school and college credit for the same course simultaneously. Dual Credit classes are held on our campus and are offered in a cooperative partnership with both Morehead State University and Ashland Community and Technical College. Grades in Dual Credit classes are not weighted when calculating your GPA. A tuition fee, lower than what you would have to pay on campus, is required.

### Instructional Fees Schedule

All Students		
Technology/Print/Textbook Fee	\$10.00	Per Class
Lock Rental Fee	\$6.00	Students are required to use a lock from BCHS

Parking Permit	\$10.00 Per Semester	Students are required to have the proper parking permit and documentation
Arts and Humanities		
Select Choir	\$30.00	Tux/Dress Rental
Science		
All Science Courses	\$10.00	Lab Fee
Dual Credit/AP Courses		
ACTC Courses	\$50.00	Per Semester; covers all ACTC courses for that semester
AP Courses	\$98.00	Per Test
Dual Credit College Courses	Varies	Students are responsible for purchasing the required textbook and materials
Fees do not apply for Co-Op, School-to-Work Programs, NJROTC, and Peer Tutoring		
Waiver of Fees		
<ul style="list-style-type: none"> <li>• Students who qualify to participate in the federal Community Eligibility Provision lunch program previously known as Free/Reduced Lunch Program are eligible to have instructional fees waived or reduced.</li> <li>• Parent(s)/Guardian(s) of students eligible for the Community Eligibility Provision lunch program must complete and submit a "Fee Waiver/Reduction" form to request the waiver of fees.</li> <li>• <b>The form must be completed and submitted to school within the first ten (10) days of a student enrolling in classes in order for students to be eligible.</b></li> <li>• Parking Permit fees and Dual Credit College Course fees are not eligible for waiver</li> <li>• Additional information on AP class fees can be found under the AP Class Agreement.</li> </ul>		
Fines/Fees		
Students who owe any outstanding fines or fees will not be permitted to walk across the stage at graduation. Additionally, they may not be able to attend school dances.		

### General Information and Procedures

Bus Riding Procedures
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Policies and procedures for bus riders are distributed at the beginning of each school year by each bus driver. If you have any questions regarding policies and procedures, please contact the transportation department at (606) 928-7126.

If you wish to ride a different bus than you normally ride, you must have a signed note from a parent/guardian and turn it in to the front office before the end of your lunch period.

#### Cafeteria

- Breakfast and lunch are provided free for all students.
- Household Income Forms will be distributed to every student at the beginning of the school year and must be returned.
- Students will not be allowed to charge meals.
- Lunchrooms shall serve meals which meet or exceed the requirements specified by state and federal regulations.
- Outside food **may not** be brought in unless it is prepacked in a container that does not indicate a specific restaurant.

#### Class Officer Elections

Class officer elections are generally held within the first three weeks of the fall semester. Students who wish to run for an office must complete an application form by the due date noted on the form. Candidates will be given an opportunity to speak to their respective classes. The classes will vote for their choices of candidates during class following the candidates' speeches.

Duties of the class officers are as follows:

- 9<sup>th</sup> – Prepare for homecoming festivities, help choose and organize fundraising;
- 10<sup>th</sup> – Prepare homecoming festivities, help choose and organize fundraising;
- 11<sup>th</sup> – Prepare homecoming festivities, choose and organize fundraising, choose official class ring company, choose prom theme and decorate, announce prom king and queen;
- 12<sup>th</sup> – Prepare homecoming festivities, represent class on Student Council, design senior shirts choose official senior accessories company, plan and coordinate senior talent show, plan and coordinate senior breakfast and senior graduation.

Club, organization, activities, and class officers will all abide by the same regulations as those on the officer election form. Officers will be removed from office for unexcused or excessive absences from school, disciplines issues, or any court referral.

<b>No Pass No Drive</b>
<ul style="list-style-type: none"> <li>• All 16 and 17 year old students who wish to try for their learner’s permit must obtain a form from the front office, fill out the top, and have their parent/guardian sign it.</li> <li>• A designated school employee will complete the school section of the form.</li> <li>• To be eligible to try for the permit, a student must have passed 5/7 of their classes <b>and</b> have less than nine (9) unexcused absences in the preceding semester.</li> <li>• Students who are sixteen (16) or seventeen (17) years old who become academically deficient or deficient in attendance shall be reported to the Transportation Cabinet for driver's license, permit or driving privilege revocation.</li> </ul>
<b>Parking Fee</b>
<p>Students who are legal drivers and wish to drive to BCHS need to obtain a parking permit application from the front office. The parking fee is \$20.00 per year. If a student receives parking privileges during the second semester the fee is \$10.00. Freshmen are not allowed to drive on campus. If students lose their parking privileges for any reason, this fee will not be refunded.</p>
<b>Additional Requirements</b>
<ul style="list-style-type: none"> <li>• All students will be subject to random drug testing at any time. See Drug Testing Policy for revocation of driving privileges.</li> <li>• Students must park in assigned parking spaces.</li> <li>• Dangerous or unsafe driving on campus may result in the revocation of driving privileges and an additional administrative response.</li> </ul>
<b>Driver’s License Revocation</b>
<p>Students who are sixteen (16) or seventeen (17) years old who become academically deficient or deficient in attendance will be reported to the Transportation Cabinet for driver’s license, permit or driving privilege revocation in accordance with Kentucky’s No Pass No Drive law.</p> <p>Driving/parking privileges may be revoked for a number of other reasons as outlined in this handbook (attendance, demerits, drug testing policy, etc.).</p>
<b>Academic and Attendance Deficiencies</b>
<p>Academic and attendance deficiencies for student’s age sixteen (16) and seventeen (17) enrolled in regular, alternative, part-time, and special education programs shall be defined as follows:</p> <ul style="list-style-type: none"> <li>• They shall be deemed academically deficient if they have not received passing grades in at least five (5) courses, or the equivalent of five (5) courses, taken in the preceding semester.</li> <li>• They shall be deemed deficient in attendance when they drop out of school or accumulate nine (9) unexcused absences for the preceding semester. Suspensions shall be considered unexcused absences.</li> </ul>

Drug Testing



All students enrolled in Boyd County High School are subject to drug testing at any time while on school property or school functions, based upon suspicion of being under the influence. Students who refuse to submit to a drug test or the student's parent/guardian refuses to allow the student to submit to drug test, the student may lose all privileges (driving to school, extracurricular activities, non-academic field trips, dances, graduation exercises, cell phone, etc.). Administration will attempt to notify a parent/guardian prior to administration of drug test.

- First time a student tests positive on a drug test he/she will be referred to a drug counseling service and be subject to discipline according to the code of conduct.
- If the student or student's guardian refuses counseling services, then a court referral will be made to the Court Designated Worker and additional consequences may be applied (referral to BCC, additional days of OSS, etc.)

#### Emergency Care and First Aid

First aid and/or emergency care treatment can be obtained in the front office. All students are to have an up-to-date emergency card on file with the school. All students who need to call home because of an illness must use the phone in the front office. Do not use the classroom teacher's phone or any personal communication device.

Mission Statement
The mission of the Youth Services Center is to support youth and their families. The center seeks to do this by location assistance and empowerment activities so families who may be struggling can more effectively access and utilize the community based programs in the area. The center will "link" youth and their families with the appropriately needed center and/or community services.
What is Youth Services?
Youth Services was created as part of the Kentucky Education Reform Act (KERA) and was opened at the beginning of the 1993-94 school year. The center is available to meet the needs of families of the students enrolled in Boyd County High School and Boyd County Middle School in order to enhance success of the students in the classroom. All services are confidential.
Referral Process
Students, parents, family members, friends or interested citizens can make a student or family referral to the center. If you know of a student's family that needs our services, please contact the Youth Services Center. Please have the following information ready when you call: <ul style="list-style-type: none"> <li>• Student and/or family name</li> <li>• Address</li> <li>• Phone number</li> <li>• Reason for making the referral</li> </ul>
Who is Eligible for Services
The center receives a state grant based on the number of students who are eligible for Community Eligibility Provision meals. However, once established, the center can serve ALL youth and their families enrolled in Boyd County High School regardless of family income. Here is a small sampling of services provided: <ul style="list-style-type: none"> <li>• Counseling referral services</li> <li>• Readifest</li> <li>• Drug counseling</li> <li>• Employability counseling and training</li> <li>• Family enrichment activities</li> <li>• Speakers Bureau</li> <li>• Parent Volunteers</li> <li>• Health Fair</li> </ul>
Contact Information
Tracy Caldwell, Coordinator Office Hours 8:00-3:30 Appointments can be made after office hours. The center is open during the summer. Phone (606) 928-7008 Fax (606) 928-1312

Hall Restrictions Morning and Afternoon

Prior to the tardy bell, students are limited to the cafeteria and gym. During the four lunch periods, students are limited to the cafeteria, commons area and library through the commons area doors. Students may be confined to cafeteria only.

#### Hall/Restroom Pass

All students are required to follow checkout procedures when leaving a classroom. Students must: sign out of the classroom, leave their cell phone in designated area, display the appropriate hall pass while out of class, and sign back in to the classroom upon returning. Students who have proven they cannot be trusted in the halls may lose the privilege of a hall pass and have to be escorted when they leave the classroom.

#### Insurance

Applications for student insurance will be available to all students. 24-hour Coverage or School Time Coverage Plans are available. Applications will be distributed in homeroom the first week of school.

#### Library Media Center

- The library will be open during each school day.
- The library circulation system will read the individual barcode and maintain current circulation/fines for the student. Periodic reports will be issued to classroom instructors as a reminder to the students of all library obligations. These library obligations must be settled before a student exits BCHS.
- Library materials from the regular circulation are to be returned after a two-week period, although they may be renewed once for a total of four-week use. These materials carry a fine of 5¢ a day for each day overdue (excluding non-school days).
- The BCHS Library offers many digital opportunities. These resources are available to students and staff upon request; however, scheduled classes take precedence. The earlier your request is made, the likelihood of resource access increases.
- Please feel free to visit the BCHS Library. We also welcome the parents and community members.
- Any student entering the library throughout the school day must have a written note from their teacher and sign in at the service desk.

#### Lockers

- Students may register for lockers with the designated staff member. The cost is \$6.00. Lockers will be assigned by the school staff.
- It is the student's responsibility to see that his/her locker is kept locked and in order at all times. If your locker becomes inoperative, report it immediately to an appropriate staff member.
- Lockers are considered school property and will be inspected periodically. Student lockers may be subject to search if there is reason to believe that drugs, alcohol, stolen property, or other contraband might be present in that locker.
- Only Boyd County High School locks are to be used with the exception of the gym locker room for your PE/ROTC period only. All other locks will be removed. If the lock which you are issued is lost, broken, or stolen, you will be required to obtain another lock.

- Do not tamper with another lock, attempt to share a locker, or give your combination to another person.
- Students will be permitted to go to their locker between all class changes, before school and after school. Students are not to go to their lockers during lunch periods.

#### Medications

- Students requiring medication during the school day shall submit the parental consent form (Authorization to Give Medication) prior to the administering of any medication.
- All medication must be in a properly labeled prescription container, kept in the front office, delivered by a parent or guardian to the front office prior to the beginning of school
- Over-the counter medications, i.e. aspirin, Tylenol, Pepto-Bismol, etc., will not be provided by the school.
- Medications will only be administered between classes, except in emergency situations.

#### Personal Valuables

Students should never leave valuables untended. Always assume doors will be unlocked. Students are encouraged to bring and use a lock during their PE/ROTC period if they use the locker room. Students are responsible for their personal items. The most common items that are targets of school theft are small technology items. Such items can disappear in an instant. The school is not responsible for lost or stolen items.

#### Posters

- Items adhered to the wall should be removed the day following the event.
- To avoid damage to the wall surface, tape of any kind will not be used. Special adhesive must be used to place items on the walls.
- No posters, stickers, or notices may be posted anywhere in the building without approval of the administration.

#### School Closings

In the event of severe inclement weather, school may be closed. School closings will be announced over local radio and television stations. Please do not call the school. You will receive a communication from our automated messaging system.

#### School Dances

- Dances sponsored by BCHS booster clubs are open to all BCHS students and their administrator approved dates. Non BCHS students require administrator approval.
- The Junior Class sponsors the Junior-Senior Prom each year. The prom is open to all juniors and seniors of Boyd County High School and their guests. All guests must be sophomores and above and must be approved by the school staff.
- If adequate funds are not raised through the fund raising program, there will be a charge for prom

attendance.

- Students who have six (6) or more full day unexcused absences are not eligible to attend the homecoming or prom dances.
- Dancing will be face to face. Inappropriate dancing (grinding, sexually suggestive, provocative, etc.) will not be permitted. Students, who continue after being warned, will be removed from the dance & disciplinary action will be taken.

### Formal Dress Code

#### *Females*

- Two-piece dresses are permitted; however, they must adequately cover the body and be determined appropriate by the BCHS administration.
- The waistbands of the skirts/pants must be no longer than the bottom of the navel and the bottom edge of the tops should be no higher than the ribcage.
- There should be no holes or openings below the hipline (the pelvic bone area should not be showing). Slits in dresses should not be higher than mid-thigh. Only opaque material should be used in these areas.
- Dresses with an open back should come no lower than the waistline.
- Tops should adequately cover the chest area from the arm pit to the rib cage, as determined by the administration of BCHS.

#### *Males*

- Males are to maintain the formality of the occasion during the entire event. Jackets may be removed; t-shirts are not appropriate formal attire.
- Dress pants or slacks should be worn to the dance.
- For prom, dress pants or slacks must be worn to the dance. A dress jacket and a tie are required.

### Informal Dance Dress Code

Regular school dress code will be in effect.

### School Related Transportation Events

- All student participants traveling to any school-related events, including athletic events, for which the school provides bus transportation, must travel from the home school to the event in a Board-owned vehicle or, with prior authorization, in a private vehicle driven by their parent/guardian.
- Parent/guardians wishing to transport their child to and/or from a school-related trip for which the District is providing transportation must sign the required waiver. Unless a student leaves an event with a parent or legal guardian who is listed for that particular student in his/her permanent file and who has submitted the required waiver, any student who travels to the event on the bus must also return on the bus to the home school.
- *Exception* If a student is a participant in two (2) or more school-related events on the same day, and one (1) of those events is scheduled to end after the bus is scheduled to depart for the next event, the parent/legal guardian shall be allowed to transport the student to the next event, provided the parent/guardian submits the required waiver.

Board Policy 9.36 School-Related Student Trips

## Senior Portraits

Tux and Drape format will be used for senior photographs within the yearbook.

## Shuttle Bus Transportation

- Those students enrolled in classes at Boyd County Career and Technical Center (BCCTEC) will be transported to and from the high school by school bus only.
- All school bus regulations apply.
- No drop offs are permitted.
- A student taking an automobile to BCCTEC to be serviced must (prior to driving):
  - obtain a work order from BCCTEC;
  - allow no one to ride to or from the school with him/her;
  - go directly to and from BCCTEC;
  - any exception must be cleared through an administrator.

## Telephone, Messages, and Deliveries

- School phones are for office use only. Students will be called to the telephone only in case of an emergency. Students may not use school phones to check work schedules or to see who is picking them up for appointments, etc. Students are to make all work and/or transportation arrangements prior to the beginning of the school day.
- Telephones messages which are important for a student will be brought to the classroom during the last five (5) minutes of the school day.
- Flower and gift deliveries for students will not be allowed at any time.

## Valedictorian Salutatorian

- Students will be eligible for Valedictorian and Salutatorian awards upon meeting the following criteria:
  - The student, who complies with the above conditions and has the highest class rank when his/her cumulative GPA is rounded to the nearest thousandth, shall be the class Valedictorian.
  - The student who complies with the above conditions and has the second highest class rank, when his/her cumulative GPA is rounded to the nearest thousandth, shall be the class Salutatorian
  - In order to be recognized as the Valedictorian or Salutatorian of the graduating class, a student must have been at Boyd County High School for their entire junior and senior years of high school – four (4) concurrent semesters – and physically be a student on Boyd County High School's campus. Students attending either the Craft or Gatton Academies will be recognized separately during the ceremony.

In the event students comply with the above conditions and there is a GPA tie, the students will share that particular award.

## Graduation with Honors Categories

There shall be three (3) honor categories for graduating seniors.

- Highest Distinction
  - A cumulative weighted GPA of 4.00+, when rounded to the nearest thousandth, and
  - A minimum of three (3) AP classes and/or dual credit taken and passed.
- High Honors
  - Accumulative weighted GPA within the range of 3.75 – 3.99, when rounded to the nearest thousandth, and
  - A minimum of three (3) AP classes and/or dual credit taken and passed.
- Honors
  - A cumulative weighted GPA of 3.30 or greater when rounded to the nearest thousandth.

#### Visitors

- All approved visitors must register in the office and obtain a visitor’s pass, which must be worn at all times
- Visitors are to be escorted by the appropriate school staff.
- Students are not allowed to have visitors at school.

#### Select District Policies

<p><i>A comprehensive list of Board policies and procedures may be found at: <a href="http://policy.ksba.org/b13/">http://policy.ksba.org/b13/</a>.</i></p>
<p><b>Accesses to Technology (Acceptable Use Policy)</b></p>
<p>The Board supports reasonable access to various information formats for students, employees, and the community and believes it is incumbent upon users of electronic media and/or Boyd County Public Schools (BCPS) network to utilize this privilege in an appropriate and responsible manner as required by this policy and related procedures, which apply to all parties who use District technology. The full policy can be found on the district’s website under both Staff and Student tabs.</p>
<p><b>Overview</b></p>
<p>The Acceptable Use Policy (AUP) outlines both the privileges and the responsibilities associated with the use of Boyd County Public Schools’ network and its resources. This policy addresses teacher supervision of student computer use, ethical use of electronic media, including, but not limited to, the Internet, email and other electronic resources. This policy also addresses issues of privacy versus administrative review of electronic files and communications. In addition, the (AUP) prohibits utilization of networks for prohibited or illegal activities, the intentional spreading of embedded messages, or the use of other programs with the potential of damaging or destroying programs or data.</p>
<p><b>Permission/Agreement Form</b></p>
<p>A written parental request shall be required prior to the student being granted independent access to electronic media involving District technological resources.</p> <p>The required permission/agreement form, which shall specify acceptable uses, rules of on-line behavior, access privileges, and penalties for policy/procedural violations, must be signed by the parent or legal guardian of minor students (those under 18 years of age) and also by the student. This document shall be kept on file as a legal, binding document. In order to modify or rescind the</p>

agreement, the student's parent/guardian (or the student who is at least 18 years old) must provide the Superintendent with a written request.

#### Audit of Use

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

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

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

#### Teacher & Student Owned Devices

The District appreciates the fact that employees are willing to bring in personally owned devices to be used for school work and student use. However, several items must be addressed when connecting a non-KETS standard device to the District's network:

1. Security
2. Network stability
3. Liability for personal property
4. Virus protection
5. Repairs and upgrades

A student or staff member who brings privately owned devices to school are personally responsible for the equipment. Responsibility for the maintenance and repair of the equipment rests solely with the student/staff member. Any damage to the equipment is the responsibility of the individual. No privately owned devices, printers, or other devices may be attached to the District's network. All privately owned devices may only connect to the District's network through the Guest Wireless connection.

Software residing on privately owned devices must be personally owned. All devices must include up-to date anti-virus software as necessary.

District technicians will not service or repair any device not belonging to the District. No internal components belonging to the District shall be placed in any personal equipment, whether as enhancements, upgrades or replacements. No software that is deemed by the District technology department to be for personal use will be supported by District level personnel. If personal software interferes with the District network software or hardware, a technician may remove the personal software from the device. Any damage caused by use in the District is the responsibility of the owner.

Purchasing perishable supplies to be used in equipment not owned by the District is the owner's responsibility.

The District retains the right to determine where and when privately owned equipment may access the network. The student/staff member is responsible for the security of the equipment when it is not being



used. The District does not guarantee the privacy or security of any item stored on or transmitted by any privately owned devices.

A privately owned device can be connected to the District's guest wireless network only, including access to the Internet, under the following conditions:

1. The connection has been approved and/or performed by the District technology department.
2. Use of the device must adhere to this policy.
3. File storage on the network from privately owned devices is limited to schoolwork only.
4. The individual must supply all necessary hardware/software and cabling to connect to the network.
5. Privately owned devices must be running up-to-date virus detection software prior to accessing the network or Internet.

For privately owned devices being used in District facilities, the District reserves the right to:

1. Monitor all activity.
2. Make determinations on whether specific uses of the device are consistent with this policy.
3. Log network use and monitor storage disk space utilized by such users.
4. Deem what is appropriate use.
5. Remove the user's access to the network and suspend the right to use the privately owned device in District facilities if at any time it is determined that the user is engaged in unauthorized activity or is violating this policy.
6. Limit the number of devices per user that can be connected to the district network.

#### Accesses Privileges to Electronic Media

Access to electronic information resources can range from read-only access to instructional software to full search capability of the Internet and to email/other electronic communication when available. For these reasons, Boyd County Public Schools maintain the right to limit access to software, and/or documents found either on the Internet, via technical or human barriers. A technology protection measure may be disabled by the Board's designee during use by an adult to enable access for bona fide research or other lawful purpose.

#### Permission and Agreement Form

In order to access the network and electronic resources available at Boyd County Public Schools, every employee, board member, student, and community member must have a signed and applicable AUP User Contract on file.

#### Retention of Records for E-Rate Participants

Following initial adoption, this policy and documentation of implementation shall be retained for at least ten (10) years after the last day of service in a particular funding year.

#### References and Related Policies

##### **REFERENCES:**

KRS 156.675; KRS 365.732; KRS 365.734  
701 KAR 5:120  
16 KAR 1:020 (Code of Ethics)

47 U.S.C. 254/Children’s Internet Protection Act; 45 C.F.R. 54.520Kentucky Education Technology System (KETS)

**RELATED POLICIES:**

03.1325/03.2325; 03.17/03.27  
08.1353; 08.2322  
09.14; 09.421; 09.422; 09.425; 09.426

**Reviewed/Revised July 22, 2014**

Harassment

Harassment/Discrimination is intimidation by threats of or actual violence; it is also conduct, including but not limited to the use of language, actions, or symbols in a manner as to be commonly understood to convey hatred, contempt, or prejudice, that is sufficiently severe or pervasive that it adversely affects a student’s education or creates a climate of hostility or intimidation for that student, both from the perspective of an objective educator and from the perspective of the student at whom the harassment is directed. The civil exchange of opinions or debate does not constitute harassment. Students may not, however, engage in behavior that interferes with the rights of another student or materially and substantially disrupts the educational process.  
*See School Board Policies 09.42811 (“Harassment”), 09.426 (“Disrupting the Educational Process”), and 09.422 (“Hazing”)*

**False Complaints**

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

**Prohibition**

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

**District Policy and Procedure**

The District will investigate the allegations of harassment/discrimination that you have brought to its attention. The investigation will be conducted by a District administrator or other individual with specific training and/or experience in this area. If you have any questions for the District's investigator, you may contact him/her at 606-928-4141.

During the investigation, you have the right to: (a) provide the District with information and documentation concerning the alleged improper conduct; (b) advise the District of the identity and location of any possible witness (es); and (c) exercise all other rights set forth in law or in District policy.

The District is interested in knowing what actions you are seeking in response to your complaint. Although law does not require the District to comply with all requested actions in order to eliminate harassment/discrimination, a collaborative dialogue may be a useful tool in insuring that it is eliminated.

The District will take reasonable steps to preserve confidentiality and will make every effort to prevent public disclosure of the names of the parties involved, except to the extent necessary to carry out the investigation. The District is interested in knowing your views about confidentiality issues and will try

to accommodate them, subject to the District being able to fulfill its commitment to eliminate harassment/discrimination.
District employees and students who are alleged perpetrators of harassment/discrimination misconduct may be entitled to due process and may be protected by certain confidentiality rights. Subject to the rights of student or employees, the District will make an effort to keep you advised of the progress of its investigation and of any decisions it reaches concerning the situation. If you have any questions concerning the progress of the investigation or the actions taken by the District to remediate any harassment/discrimination that may have occurred, please feel free to contact the Title IX/Equity Coordinator or the individual assigned to investigate a complaint. If you are dissatisfied with the progress of the investigation, the progress of rendering a decision, or the decision itself, you have the right to appeal to the Board of Education.
If it is concluded following the investigation that the allegations have merit and that action will be taken to remediate the situation, the District may follow up with you to make sure that there is not a recurrence of the improper conduct. If there is any repeat of any improper conduct, we ask you to notify immediately the Title IX/Equity Coordinator and/or a District administrator.
The District will make every attempt to correct the effects of any improper conduct on the complainant and others. Please advise us of the actions you believe the District should take to correct the discriminatory effects of the improper conduct.
Retaliation against an individual who has reported improper conduct by faculty, staff or students, including sexual harassment/discrimination, is strictly forbidden. If you believe that any of those parties is retaliating against you in any way, please notify the Title IX/Equity Coordinator and/or a District administrator immediately. If you are not satisfied with the District's response, you have the right to file a complaint with the Office of Civil Rights at the following address:
Wanamaker Building, Suite 515 100 Penn Square East Philadelphia, PA 19107

#### Steps in Reporting Harassment

<ol style="list-style-type: none"> <li>1. Parent, student or employee receives harassment form. (Forms may be acquired via the school website or front office. It may also be most relevant to use the Safety Tip Line <a href="https://kycss.org/stop/stop.php?district=Boyd.County.School.District&amp;form=other">https://kycss.org/stop/stop.php?district=Boyd.County.School.District&amp;form=other</a>).</li> <li>2. Parent, student or employee returns completed form to any certified employee at Boyd County High School.</li> <li>3. Completed form is forwarded to an administrator for investigation.</li> <li>4. Administrator must complete written summary of investigation and action.</li> <li>5. Administrator notifies student who filed complaint that evidence indicates validity or non-validity of complaint.</li> <li>6. Administrator, after approval copy of harassment is complete, is sent to the director of pupil personnel at Boyd County Schools District Office.</li> <li>7. Original form is returned to the high school secretary, for filing in a confidential manner.</li> </ol>
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#### Code of Conduct

<b>General Guidelines</b>
All staff members have the same authority to discipline students in any area of the building, on the campus and at school functions as they would in the classroom. Students are to comply with the requests of the staff as they relate to student conduct, classroom work and safety. Students will be disciplined in compliance with the Boyd County High School Code of Conduct.
<b>Due Process</b>
A pupil shall not be suspended from school until after at least the following due process procedures have been provided: <ul style="list-style-type: none"> <li>• The pupil has been given oral and written notice of the charge or charges against him/her which constitute cause for suspension:</li> <li>• The pupil has been given an explanation of the evidence of the charge or charges if the pupil denies them: and</li> <li>• The pupil has been given an opportunity to present his/her own version of the facts relating to the charge or charges.</li> </ul> <p>These due process procedures shall precede any suspension from the common school unless immediate suspension is essential to protect persons or property or to avoid disruption of the ongoing academic process. In such cases the due process procedures outlined above shall follow the suspension as soon as practicable but no later than three days after the suspension.</p>
<b>FERPA</b>
In compliance with the Family Right to Privacy Act, individual disciplinary actions are confidential and student records may be discussed only with a lawful, responsible adult supervisor. In cases involving students with disabilities, the procedures mandated by federal and state law will be followed.
<b>Search</b>
Although students have the right to freedom from unreasonable search and seizure, school officials have the right, under the law, to search students or their property whenever there is a reasonable suspicion they have something which violates school rules or endangers others. Students may be searched to maintain the ongoing educational process, maintain order, and/or protect people and property. Searches may include the student and his or her locker, desk, automobile, or personal belongings. A personal search includes a search of a student's accessories (purse, wallet, backpack, cell phone, note-books, gym bag, etc.) and/or outer garments (pockets, pant legs, socks, shoes, jacket/hoodie pockets, waistband, etc.) that would not require disrobing.
<b>Behavior Expectation and Procedure</b>
All resolutions to behavioral events at Boyd County High School will be assigned according to school/county policies. The discipline code covers all school functions (on and off school grounds), and traveling to and from school or a school activity, function or event. The following charts outline levels of infractions, definitions of behaviors, and basic administrative responses to common incidences.
<b>Level 1 Mild Infractions</b>
This is the lowest level. A teacher or staff member in charge handles these behaviors. These behaviors are usually not referred to the office unless they are excessive in terms of damage, loss, disruption, frequency, or injury, whereupon they become Level 2 events.
<b>Behavior Definitions</b>
<ul style="list-style-type: none"> <li>• <b>Classroom Disruption</b> – Low intensity, but inappropriate disruption correctable by unobtrusive classroom strategies.</li> <li>• <b>Tardy to Class (1<sup>st</sup> thru 3<sup>rd</sup> Instance)</b> – Student is late to class without proper documentation.</li> <li>• <b>Unexcused Tardy to School</b></li> </ul>
<b>Level 2 Moderate Infractions</b>

These are moderate behaviors. These behaviors are referred to the office for administrative action. Repeat behaviors will result in increasing penalties and may be handled as Level 3 infractions. Behaviors that are excessive in terms of damage, loss, disruption or injury become Level 3 events

**Behavior Definitions**

- **Disrespect**– Brief or low intensity failure to respond to adult requests, but eventually compliant.
- **Disruption to the Educational Process** – Low intensity, but inappropriate disruption not correctable by unobtrusive classroom strategies.
- **Dress Code Violation** – Student wears clothing that does not fit within the dress code guidelines practiced by the school/district.
- **Electronic Devices** – Cell phones and other electronic devices may be used before and after school hours, during lunches, and between classes. Students will be in violation when found using electronic devices during instructional times (including restroom trips) unless given specific permission by a teacher or administrator. The use/possession of cell phones is a privilege not a right, and that privilege can be revoked for various offenses.
- **Gambling** – Participation in games of chance for the express purpose of exchanging money.
- **Inappropriate Verbal Language** – Low intensity instance of inappropriate language.
- **Instigation** – Encouraging/promoting a situation which leads to disruption of the educational process, e.g., spreading of rumor, encouraging fighting via. filming/texting, fostering conflict, etc.
- **Parking/Driving Violation** – Failure to register automobile or any violation of the student driving regulations. Student must have permission from an administrator to return to their vehicle during the course of the school day.
- **Physical Contact (Horseplay)** – Non-serious, but inappropriate physical contact (e.g., pushing not in anger, tripping, public display of affection).
- **Property Misuse/Littering** – Low intensity misuse of property, used if property can be restored to original condition or if proper restitution can be made.
- **Skip Class/Unauthorized Area** – Student leaves class without permission, stays out of class without permission, improper sign-in/sign-out or in an area not authorized by school staff.
- **Tardy to Class (4<sup>th</sup> Instance and Beyond)** – Student is late to class without proper documentation.
- **Unauthorized Sales** – The selling and distribution of any product not sanctioned or endorsed by the school. No food/snack items may be sold at school until thirty (30) minutes after the last lunch.
- **Unserved Detentions**- Student failed to attend assigned detention during the time allotted by administration.
- **Repeated Level 1 Infraction** – 3 or more instances of a Level 1 infraction.
- **Other** – Any other minor problem behaviors that do not fall within the above categories.

Level 3 Severe Infractions

This is the category of serious offenses. It includes dangerous, defiant, and highly disruptive behaviors. Lower level acts that continue regardless of the best efforts of previous interventions are handled as Level 3 events. Repeated behaviors at Level 3 may result in suspension and recommendation to the Superintendent for a pre-expulsion hearing.

**Behavior Definitions**

- **Abusive language/inappropriate language/profanity/obscene gestures** – Verbal messages that include swearing, name calling, use of words in an inappropriate way and/or use of obscene gestures.
- **Combustibles/Noxious Substances** – Student is in possession of substances/objects readily capable of causing bodily harm and/ or property damage or (e.g., firecrackers, gasoline, lighter fluid, smoke bombs, and irritants etc.).
- **Defiance/Insubordination**– Refusal to follow directions of board employees. Socially rude interactions directed toward individuals. Disrespectful messages may include negative comments based on race, religion, gender, age, and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities or other personal matters.
- **Disruption to The Educational Process** – Causing an interruption in a class, activity or common area. Disruption includes sustained loud talk, yelling, or screaming; noise with materials; throwing objects, horseplay or roughhousing; sustained out-of-seat behavior; disruptions caused using technology violations, severe dress-code violations, threatening comments, etc.
- **E-cigarettes/Personal Vapes/Electronic Nicotine Delivery Systems** - Student is in possession of or is using E–cigarettes/Personal Vapes/Electronic Nicotine Delivery System or paraphernalia.
- **Extortion** – The solicitation of money or something of value from another student, regardless of the amount/value, in return for protection or in connection with a threat to inflict harm.
- **False Complaint**-Student falsely reports harassment, bullying, threats, etc.
- **Fighting/Physical Aggression** – Actions involving serious physical contact where injury may occur (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.). Disciplinary action could vary depending on level of involvement (e.g. Primary aggressor, instigator, etc.).
- **Forgery/Theft/Falsifying Documents** – Student is in possession of, having distributed or responsible for removing someone else's property or has signed a person's name without that person's permission.
- **Harassment/Tease/Taunt/Bullying** – Student delivers disrespectful messages (verbal or gestural) to another person that includes threats and intimidation, obscene gestures, pictures, and/or written notes.
- **Lying/Academic Dishonesty/Plagiarism** – Student delivers message that is untrue/student cheats or helps others to cheat/student claims other's academic work as their own.
- **Search (Refusal)** – Student refuses a search when reasonable suspicion exists that they have something which violates school rules or endangers others.
- **Skip School/Truancy** – Student leaves school without permission or stays out of school without permission.
- **Threat**- Student makes a threat (direct or conditional) to harm another student or staff member which has a direct impact on the educational process. Threat may be made verbally, via text, social media, gesture etc.
- **Tobacco/Smoking Paraphernalia** – Student is in possession of or is using tobacco and/or is in the possession of smoking paraphernalia.
- **Trespass (Criminal)** – Student knowingly enters or remains unlawfully within or upon school premises.
- **Vandalism/Property Damage** – Student participates in an activity that results in substantial destruction or disfigurement of property.
- **Repeated Level 2 Infraction** – 3 or more instances of a Level 2 infraction.
- **Other** – Behavior causing this referral is not listed above. Staff using this definition will specify the problem behavior observed.

#### Level 4 Illegal Activities/Critical Infractions

This is the category of most serious offenses. Level 4 behaviors result in action by law enforcement, referral to alternative educational setting, charges being filed and/or 10-day suspension with recommendation to the Superintendent for a pre-expulsion hearing.

##### **Behavior Definitions**

- **Aggressive Behavior Toward Board Employee** – Infractions include serious or repeated verbal abuse/harassment/assault/threatening person and/or property (by word or gesture)/sexual harassment (physically).
- **Alcohol** – Student is in possession of or is using alcohol.
- **Arson** – Student plans and/or participates in malicious burning of property.
- **Assault** – Physical attack of one person or a group of persons on another with the intent to injure.
- **Bomb Threat/False Alarm** – Student delivers a message of possible explosive materials being on-campus, near campus, and/or pending explosion; student falsely activates fire alarm.
- **Criminal Mischief** – Destruction of property not belonging to subject.
- **Drugs** – Student is in possession of or is using illegal drugs/substances or imitations.
- **Emergency Equipment** – The act of tampering with emergency equipment so as to falsely alert emergency services, or school, to a non-existent emergency and/or tamper with other emergency equipment (e/g/ fire extinguisher).
- **Inappropriate Sexual Conduct** – Conduct of a sexual nature, whether consensual or non-consensual directed toward student or adult, including sexual harassment.
- **Terroristic Threatening** – Student threatens to commit any crime likely to result in death or serious physical injury to another student or likely to result in substantial property damage to another student or school personnel.
- **Theft** – Student is in possession of, having passed on or being responsible for removing someone else's property or has signed a person's name without that person's permission worth \$300 or above.
- **Weapons** – Student is in possession of knives or guns (real or look alike), or other objects readily capable of causing bodily harm.
- **Repeated Level 3 Infraction** – Chronic disregard for the authority of school; used when previous behavior interventions prove ineffective.
- **Other** – Behaviors not listed above, including all potential law violations. Staff using this definition will specify the problem behavior observed.

*For any behavior that is not specifically named in this policy, administrators will exercise their right to review the facts and administer discipline deemed appropriate after consulting the Code of Acceptable Behavior from the Boyd County Board of Education.*

#### Behavior Response Matrix

Level 1 Infraction	
<p>This is the lowest level. A teacher or staff member in charge handles these behaviors. These behaviors are usually not referred to the office unless they are excessive in terms of damage, loss, disruption, frequency or injury, whereupon they become Level 2 events. Teachers will need to provide at least three (3) incidents of documentation to move to the next level. Disruption is low intensity, but inappropriate.</p>	
Teacher Staff Response	
1 <sup>st</sup> Offense	<p>A staff member observing a Level 1 infraction corrects the student at the time and documents this incident. Documentation is not sent to the office; however, staff members should document the incident in order to assess the frequency of the behavior. Classroom strategies can include, but are not limited to, the following</p> <ul style="list-style-type: none"> <li>• Gentle verbal reprimand</li> <li>• Proximity correction</li> <li>• Eye contact with student/ "teacher look."</li> <li>• Moving student within classroom</li> <li>• Planned ignoring</li> <li>• Help the student correct the problem</li> <li>• Verbal warning; reminding student of consequences of continuing behavior</li> <li>• Remind and relocate</li> <li>• Lunch detention</li> </ul>
2 <sup>nd</sup> Offense	In addition to responses listed above, teachers are to contact parents.
3 <sup>rd</sup> Offense	Treated as disrespect/defiance, moved to Level 2.
Level 2 Infractions	
<p>These are moderate behaviors, but nonetheless cannot go unchecked. These behaviors are referred to the office for administrative action. The administrator will choose responses from the continuum. Repeat behaviors or behaviors that are excessive in terms of damage, loss, disruption or injury will result in increasing penalties and may be handled as level 3 events.</p> <p>Misbehaviors that, while not requiring immediate administrative involvement, do require documentation because:</p> <ul style="list-style-type: none"> <li>• the reporting staff member has reported an incident, which may require school-wide correction that involves other staff members (e.g., detention).</li> <li>• the reporting staff member wants/needs administrative input on the incident (e.g., a teasing incident that may be harassment).</li> <li>• The reporting staff member feels the administrator should be aware and/or have a record of the situation (e.g., Level 1 misbehavior is becoming chronic).</li> </ul>	
Teacher/Staff Response	
A staff member observing a level 2 infraction corrects the student at the time and completes an incident report form in Infinite Campus.	
Administration Response	
1 <sup>st</sup> Offense /2 <sup>nd</sup> Offense	<ul style="list-style-type: none"> <li>• Conference with student</li> </ul>



	<ul style="list-style-type: none"> <li>• Conference with parents</li> <li>• Restitution</li> <li>• Apology</li> <li>• Up to 2 days Bus Suspension</li> <li>• Referral for counseling</li> <li>• Lunch Detention</li> <li>• Loss of Privileges, including driving on campus and cell phone use</li> <li>• Up to 3 days After School Detention</li> <li>• Up to 3 days In-School Suspension</li> </ul>
3 <sup>rd</sup> Offense	Treated as Defiance, moved to Level 3
<b>Level 3 Infractions</b>	
Serious misbehaviors that require immediate administrative involvement (office referral) and written documentation.	
<b>Teacher/Staff Response</b>	
A staff member observing a Level 3 infraction sends the student to the office or calls for help to remove the student, and completes an incident report form in Infinite Campus.	
<b>Administration Response</b>	
1 <sup>st</sup> Offense	<ul style="list-style-type: none"> <li>• Conference with student</li> <li>• Conference with parents</li> <li>• Restitution</li> <li>• Student Apology</li> <li>• Up to 10 days Bus Suspension</li> <li>• Referral for counseling</li> <li>• Loss of Privileges, including driving on campus and cell phone use</li> <li>• Lunchroom detention (any duration)</li> <li>• Up to 5 days After School Detention</li> <li>• Up to 10 days In-School Suspension</li> <li>• Up to 5 days Out of School Suspension</li> <li>• Placed on Behavior Contract</li> <li>• Notification of law enforcement</li> <li>• Placed in Alternative Setting</li> <li>• Confiscation of products illegal to have on campus (tobacco, vapes, alcohol, etc.) These products will be discarded and not returned.</li> </ul>
2 <sup>nd</sup> Offense	<ul style="list-style-type: none"> <li>• Any combination of responses listed above</li> <li>• Up to 20 days Bus Suspension</li> <li>• Up to 10 days Out of School Suspension</li> </ul>
3 <sup>rd</sup> Offense	<ul style="list-style-type: none"> <li>• Any combination of responses listed above</li> <li>• Up to year-long Bus Suspension</li> </ul>
4 <sup>th</sup> Offense	Move to Level 4 Offense
<b>Level 4 Offense</b>	

Any school infraction or illegal activity warranting intervention from outside agencies, i.e., law enforcement, Board of Education, court system, etc.	
Teacher/Staff Response	
A staff member observing a Level 4 infraction sends the student to the office or calls for help to remove the student, secures the safety of other students, and completes an incident report form in Infinite Campus.	
Administration Response	
1 <sup>st</sup> Offense	<ul style="list-style-type: none"> <li>• Placed at Boyd County Central</li> <li>• Up to 10 days suspension with referral to the Superintendent for a pre-expulsion hearing</li> <li>• Notification of law enforcement</li> <li>• Counseling referral</li> <li>• Court referral</li> </ul>

In all cases, administrators will exercise their right to review the facts and administer discipline deemed appropriate after consulting the Code of Acceptable Behavior from the Boyd County Board of Education

#### Boyd County Central

<p>Boyd County Central School serves students in grades 6-12 who are not successful in the traditional school setting due to grades, attendance, and/or behavior.</p> <p>Students referred to BCC must attend at least 90 school days. After 90 days, administration will consider allowing the student to return to BCHS based on attendance, academic success, and behavior. Students will only transition back to BCHS at the end of a semester.</p> <p>Students who are referred to BCC but do not enroll at the time of the referral (home school program, another district, etc.) will not be reenrolled at BCHS until they have successfully completed the district's program at BCC.</p> <p>BCC students who are transported to BCHS after school will be assigned a designated area until transportation home arrives. Refusal to remain in assigned area may result in losing bus privileges.</p> <p>Students who are currently enrolled at Boyd County Central may not be permitted to attend Boyd County High School functions (Sports Activities, Dances, Clubs, or any BCHS affiliated activity).</p> <p>Students who successfully transition from Boyd County Central to Boyd County High will be on a probationary status for 9 weeks. During this time student must have:</p> <ul style="list-style-type: none"> <li>• Zero unexcused absences.</li> <li>• No more than 2 demerits.</li> <li>• No failing grades.</li> </ul> <p>If a student does not meet the above criteria, then administration may place the student back at Boyd County Central.</p>
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#### Demerit System

Points are assigned per behavior consequence:

After accumulating **6 demerits** a student will be referred to the BCHS Counseling department.

After accumulating **9 demerits** a student may lose privileges and can be ineligible to participate in student/school activities (graduation, school-sponsored trips, talent show, dances, sports, etc.) A student shall be considered habitual after accumulating 9 demerits. A meeting will be scheduled with the student, his/her parent/guardians, and administration to sign a behavior contract.

After accumulating **12 demerits** a pre-court referral conference will be scheduled. The student may lose additional privileges. The student may also be transferred to Boyd County Central.

After accumulating **15 demerits**, the student will be referred to the Court Designated Worker and the district will file Beyond School Control. A student may lose all privileges (including driving) and may be ineligible to participate in additional student/school activities (graduation, school-sponsored trips, dances, talent show, sports, etc.). If student remains in the district, he/she will be transferred to Boyd County Central.

Detention – 1 demerit

In-School Suspension – 2 demerits

Out of School Suspension – 3 demerits

Extra five (5) days Out of School Suspension and/or transferred to Boyd County Central.– 4 demerits

#### Dress Code

In the interest of promoting a safe, united, and orderly learning environment, students are to adhere to the following as it pertains to their daily appearance. All students are expected to adhere to common practices of modesty, cleanliness, and neatness and to dress in such a manner as to contribute to the academic atmosphere. Students in violation will be provided with appropriate clothes to insure limited loss of instructional time. Students who refuse to change into the clothes provided, causing them to miss more class time, will be considered defiant/non-compliant.

#### Students are Not Permitted to Wear

- Chains, spikes, hanging/dangling fabric, hanging/dangling embellishments, or excessively large pockets.
- Transparent/semi-transparent clothing.
- Tank tops, cutoffs, or spaghetti straps. (Sleeveless shirts, blouses, dresses etc. **are** permitted with straps measuring the width of a dollar bill).
- Pajamas.
- Sunglasses, unless medically required.
- Headgear, including, but not limited to, hats, hoods, sweatbands, scarves, combs (picks), bandannas, etc. unless designated as protective gear in a classroom setting or as part of a designated day.
- Clothing with obscene, suggestive, vulgar, disrespectful, profane or references to illegal products for minors, e.g., alcohol, tobacco, slogans, emblems or slogans on any garment, notebook, book bag, etc.

#### General Guidelines

- Hair must be worn so that eyes can be seen at all times.
- The neckline of all shirts, blouses, and dresses must adequately cover the chest area; the midriff and back must be covered while sitting, walking, standing, or bending.
- All dresses and skirts must be within 2 ½ inches from the top of the knee-cap when properly worn around waist, as measured by holding a dollar bill horizontally at the top of the knee cap.
- Shorts must be fingertip length.
- All pants, dresses, shorts and skirts must be worn around the waist.
- Proper underclothing must be worn at all times and must not be visible.
- All clothing must have a hem or cuff. No cut-offs.
- Shoes must be worn at all times.
- All clothing must be hole-free (above fingertip length); however, frays are permitted as long as skin or undergarments are not showing underneath.
- This dress code is enforced on all school related trips and at all school related functions.
- The administration may waive specific sections of the dress code for special events during the school year, e.g., pajama day, etc.
- Any article of clothing is subject to review by the administration if deemed a disruption to the educational process.

#### Parent-Student-School Compact

Effective schools are a result of families and school staff working together to ensure that children are successful in school. A learning compact is an agreement among these groups that firmly unites them. This is an invitation to be involved in a partnership with your child's learning.

##### Parent/Guardian

I want my child to achieve; therefore, I will encourage my child by doing the following:

- See that my child attends school regularly and is on time.
- Support school staff in maintaining proper discipline.
- Set aside a specific time for homework and review it regularly.
- Provide a quiet, well-lighted place for my child to study.
- Encourage my child's efforts and be available for questions.
- Stay interested in and aware of what my child is learning.
- Communicate with my child's teachers on a regular basis.
- Be involved in the development of an Individual Learning Plan (ILP).
- Attend parent/teacher conferences and open houses.
- Check grades, homework assignments and discipline referrals online through Infinite Campus. You may contact the school registrar for a username and password.
- Convey the importance of successful high school classroom work to a successful transition to adult life.
- Encourage student to participate in BCHS Extended School Services opportunities.

##### Student

It is important that I work to the best of my ability; therefore, I will strive to do the following:

- Attend school regularly.
- Be prepared for school each day with completed assignment and supplies.
- Work cooperatively with my classmates.
- Respect myself, my school, and other people.
- Follow rules of student conduct.

- Make continued progress toward graduation by actively participating in curricular/co-curricular/extra curricular activities.
- Guard against individual behavior interfering with the ability of other students to learn or teachers to facilitate learning.

Teacher

It is important that students achieve; therefore, I will strive to do the following:

- Provide necessary assistance to parents so that they can help with homework.
- Encourage students and parents by communicating regularly about student progress.
- Contact parents regularly to convey something positive about students.
- Provide high quality instruction in a supportive and non-threatening environment.
- Hold high expectations for all students, believing that all can learn.
- Make my classroom and myself accessible to parents.

Administration

I support this compact for parent involvement; therefore, I will strive to do the following:

- Provide an environment that allows for positive communication.
- Encourage teachers to provide assignments that will facilitate learning at high levels.

*Acknowledgment of Online  
Boyd County High School  
Student Handbook*

<http://www.boyd.k12.ky.us/1/Home>

Quick Links  
BCHS Student Handbook

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Print Student's Name

Grade

As the parent(s) or guardian(s) of the aforementioned child, we have read and discussed the student handbook together.

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Student's Signature

Date

---

Parent/Guardian's Signature

Date

Please print, sign and have your child return this form to the appropriate teacher within the first week of school.

*Boyd County High School  
14375 Lions Lane  
Ashland, Kentucky 41102  
Phone (606) 928-7100  
Fax (606) 928-1312*