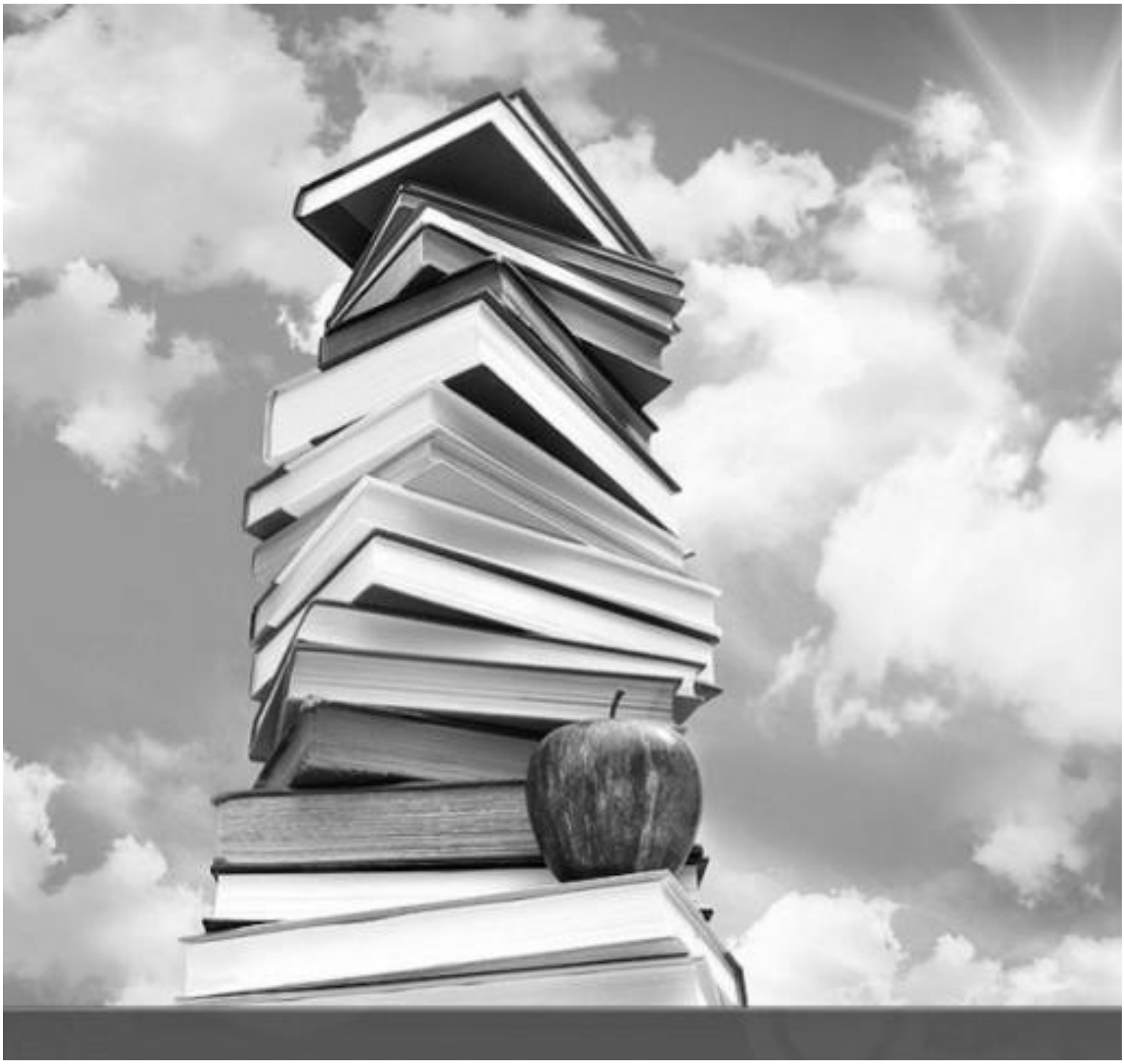
CAMPBELL COUNTY SCHOOLS

DISCIPLINE CODE

2025-2026



CAMPBELL COUNTY SCHOOLS
2025-2026 DISTRICT CALENDAR

The Campbell County School District calendar is available on school and district websites.

S.T.O.P. SAFETY TIP LINE

(Safety Tip Line, Online Prevention)

The S.T.O.P. Safety Tip Line link is available on each school website, as well as the district website. If you have information or concerns about any safety issue, do your part and report it. Just click on the S.T.O.P icon to report. You can remain anonymous.

FOR EMERGENCIES – CALL 911

CCS STUDENT DISCIPLINE CODE: 2025-26
DISCLOSURE AND ACKNOWLEDGEMENT FORM

NOTE: Please complete, detach, and return this form to your child's school

PLEASE CHECK ONE: Parent/Guardian ☐ Student 18 years of age or older ☐

STUDENT NAME: _____
LAST FIRST MI

SCHOOL: _____ GRADE: _____

PARENT(S)/GUARDIAN(S) NAMES: _____

I hereby acknowledge the receipt of the Student Discipline Code, Confidentiality, Notice of Terroristic Threatening (and potential penalties), Notice of Transportation Safety, Health Services and Mental Health Services, and the Student Acceptable Use Policy (AUP) for Technology for Campbell County Schools (an individual school handbook may also be provided). I have read and discussed their respective terms with my child. Parent/Guardian and child/student agree to comply with the Student Discipline Code, Transportation Services Safety Policies, and the Acceptable Use Policy (AUP) for Technology.

NOTE: Access for use of electronic resources is granted by signing this form. If you do **not** wish for your child to have access to electronic media including internet and email, please check here ☐

STUDENT SIGNATURE: _____ Date: _____

PARENT/GUARDIAN SIGNATURE: _____ Date: _____

CONFIDENTIALITY

Pursuant to KRS Chapter 160, you as students and parents of students attending Campbell County Schools are advised that you are entitled to privacy and confidentiality of student educational records. See Notification of Family Educational Rights and Privacy Act (FERPA) on Pages 16-17 of the Discipline Code. You are further advised that only "Directory Information" as defined by KRS 160.700 will be released to third parties without your written permission except as provided for by KRS 160.720(2). Directory information means: student name and address, telephone numbers, date and place of birth, school email address, participation in school recognized sports and activities, photo or image, dates of attendance, degrees, honors and awards received, and most recent educational institution attended by student, contained in education records in the custody of the public school.

Any eligible student or parent/guardian who does not wish to have directory information released shall notify the Superintendent/designee in writing by September 30 or within 30 calendar days of receiving notification of FERPA rights. See Page 19 of the Discipline Code if you wish to "Opt-Out" of this provision.

TERRORISTIC THREATENING IN THE SECOND DEGREE (AND POTENTIAL PENALTIES)

Refer to Notice of Terroristic Threatening in the Second Degree (and Potential Penalties) section of the Discipline Code (Pages 12-13).

SEXUAL EXTORTION

Refer to Sexual Extortion Policy (09.4221) noted within the Discipline Code (Pages 14-15).

STUDENT ACCEPTABLE USE POLICY (AUP) FOR TECHNOLOGY

Refer to Students' Acceptable Use Policy (AUP) for Technology section of the Discipline Code (Pages 23-27).

TRACEABLE COMMUNICATION SYSTEM

Refer to Traceable Communication System Policy (08.2324) noted within the Discipline Code (Page 27).

HEALTH SERVICES AND MENTAL HEALTH SERVICES

Refer to Health Services and Mental Health Services section of the Discipline Code (Page 36).

TRANSPORTATION SAFETY

All students and parents/guardians shall follow district transportation services safety policies based on statewide transportation services policy guidelines and statewide student discipline guidelines (Pages 37-38).

RESILIENCY POLL PERMISSION FORM

Dear Parent or Guardian,

Campbell County Schools, in partnership with Terrace Metrics, Inc., is proud to provide an innovative assessment service to students and families. This assessment is designed to examine the social/emotional strengths and needs of participating students in grades K-12. This consent form will describe the purpose of the service. You can also view the following video as well:

https://www.terracemetrics.org/consent-process

What Should I Know as Parent or Guardian?

1) Only students who have parental permission can participate in the assessment (10-15 minutes to complete).
2) Parent/Guardian can receive a customized, easy-to-follow report of your child's results, along with specific recommendations that correspond with the findings upon request. Please contact your child's school for these results.
3) Only designated members of our school's response team (e.g., counselors, administrators) will have access to your child's individual report. Teachers **will not** have access to individual data.
4) The data is de-identified; that is, all scoring and coding of data is done using student ID numbers. Your child **will not** enter any personal information when completing the assessment.
5) The assessment is **not** a diagnostic tool, and **no information** from this assessment will be placed into your child's education file.
6) The purpose of this assessment is to determine how each student is functioning with each indicator area.

The following areas may be assessed on the resiliency poll:

All Grades: (Actual scale may differ for K-2, 3-5 and 6-12)

Global Life Satisfaction	Positive School Experiences	Depression	Generalized Anxiety	Current Traumatic Stress

Grades: 3-5 and 6-12 (Additional)

School Victimization Scale	Social Ostracism Scale	Children Hope Scale

Grades 6-12 ONLY (Additional):

Resiliency	Grit	Child and Adolescent Leadership Scale	Personal Standards	Self-Criticism

Student Name: _____ Parent Name: _____

I am the parent/guardian of above student and I DO _____ or DO NOT _____ give permission for my student to participate in the resiliency poll. My consent shall be granted until such time as I provide written consent for my student to not participate.

_____ _____

Signature of Parent/Guardian of Minor Date

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CAMPBELL COUNTY SCHOOLS

DISTRICT FOCUS PILLARS

- Our school community is our biggest asset. We respect, value, and retain students and the highest quality staff.
- World class, innovative pathways and spaces will be enhanced for all students to explore passions and talents with attention to efficiency and fiscal responsibility.
- All students will perform on grade level in reading and math by their exit from primary.
- All students will exemplify and make rigorous progress toward the Profile of a Graduate in a safe, nurturing, and student-centered environment.

DISTRICT GOALS

- Every student in every classroom will be engaged in meaningful work.
- All students will meet growth goals and be on track for College and Career Readiness.
- All teaching and learning will lead toward a national high school ranking.
- Communication with students, parents, staff, and community will be frequent and transparent – expect a 24-hour response.
- All students will be engaged in the highest quality extracurricular opportunities with state-of-the-art facilities.
- Every student will be prepared for the 21st century enabling them to communicate, collaborate, critically think, create and innovate.
- Technology resources will inspire and empower our students.

For text of the Campbell County Schools Comprehensive District Improvement Plan, go to the Campbell County Schools Website: http://www.campbell.kyschools.us

NON-DISCRIMINATION POLICY STATEMENT

Students, their families, employees and potential employees of Campbell County Schools are hereby notified that the Campbell County School District does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex, genetic information or disability in employment, vocational programs, or activities as set forth in compliance with federal and state statutes and regulations.

The U.S. Department of Education's Office for Civil Rights (OCR) enforces, among other statutes, Title IX of the Education Amendments of 1972. Title IX protects people form discrimination based on sex in the education programs or activities that receive federal financial assistance.

INTRODUCTION

The Campbell County School District is committed to providing quality education for all students. We believe a safe and orderly environment must be maintained for this process to be effective.

If a conflict exists between the code of conduct and the adopted policies/procedures of the Board of Education or state statutes, the policies/procedures or state statutes shall govern.

STATEMENT OF PURPOSE

As a certified agent of the State of Kentucky, Campbell County Schools has the moral and legal responsibility to provide an education for all children within its district. The responsibility to take advantage of this educational opportunity rests with each student, encouraged by the support and involvement of his/her teachers and parents/guardians. The purpose of this document is:

1) to affirm and protect the rights of the district and building administration, teachers, parents/guardians, and students;
2) to define the responsibilities of the district and building administration,teachers, parents/guardians, and students;
3) to document pertinent Kentucky state laws that serve as parameters for the respective discipline codes of schools within the district; and
4) to identify the regulations governing students who ride school buses.

It should be noted that although parents and students have many rights guaranteed by state and federal laws and court decisions, some of these rights may end when and where they begin to interfere with the constitutional rights of others. Most importantly, students need to know that every right carries with it the responsibility to exercise that right wisely and that failure to do so may result in loss of privileges. Essentially, then, the responsibility for conduct is in the hands of each individual student and his/her parent/guardian, and, when an action by a student is not in compliance with an accepted standard, specific consequences shall be uniformly applied as outlined in this document and the individual school codes.

The intent of this code is to help students maintain acceptable behavior. Used properly by students, parents, teachers, counselors, administrators, and all other school personnel, this document should be an instrument which will help provide an atmosphere that will enable students to achieve the goal of a basic education, thus allowing them to be competitive in the adult world.

JURISDICTION OF CODE

This code will be in effect on school property during regular school hours as well as other places and times where teachers and school administrators have jurisdiction over students, including (but not necessarily limited to) school-sponsored functions, before or after school programs, field trips and athletic events. This code also applies to students at bus stops and when they are being transported on school buses.

In addition, those students in vocational education programs who are registered in a regular high school come under the jurisdiction of this code.

It should be noted that various state laws and school board policies mandate certain administrative functions which are not part of this code, and this code is intended neither to restrict nor deny those functions.

APPLICATION OF CODE

The solution to a problem or the resolution of a conflict within the educational setting usually can be accomplished through an informal process by the people most directly involved: the teacher and the student. It is expected, therefore, that every effort will be made by the teacher to handle the situation with the student at the time the unacceptable behavior occurs. If misconduct is of a serious nature, additional action must be taken immediately.

The management of order and discipline is an essential element of a safe and productive learning environment. Establishing fair and consistent discipline at the lower grades, and being consistent as the student progresses, should reduce the need for additional methods of discipline. As students mature and advance in school, they are expected to assume a greater degree of responsibility for their behavior. Although these rules are written for all students K-12, many apply primarily to older students. Accordingly, the type of disciplinary action taken may vary with age and situation as well as the type of misconduct.

When considering the consequences/interventions of inappropriate behavior, the following circumstances may be reviewed and taken into consideration:

- age and/or developmental stage of student;
- frequency of misconduct; behavioral history;
- seriousness of particular misconduct;
- attitude of student; degree of cooperation of student;
- educational placement;
- attendance and academic standing.

The Campbell County Board of Education believes each student should accept the rights and responsibilities appropriate to their level of maturity and abide by the rules and regulations of the Board and its designated employees.

Note: Consequences and interventions are at the discretion of administration when incidents rise to that level.

CAMPBELL COUNTY SCHOOLS

Our Community. Our Schools. Our Commitment.

MISSION

The mission of the Campbell County School District, in partnership with students, staff, parents, and community, is to do "WHATEVER IT TAKES" to ensure our students' success in college, career and life.

WE BELIEVE STUDENTS COME FIRST

- All students can learn and will succeed given time and support.
- All students must develop self-discipline and personal responsibility.
- All students must be challenged to reach their highest potential.
- Community, parents, and educators working together will create the best support for students.
- Community, families, educators, and students share in the responsibility for learning.
- Learning is a lifelong process.
- Everyone must be treated with dignity and respect.

RESOLUTION

Therefore, be it resolved that the Campbell County School Board directs its superintendent of schools to:

- Ascertain that building level disciplinary procedures adhere as closely as possible to the stated beliefs as permitted by existing school district and building–level codes of studentbehavior;
- Examine the school district code of student behavior for consistency withstated beliefs;
- Propose revisions to the code if necessary to achieve consistency; and
- Assist building-level administrators and SBDM councils to revise their building-level codes of conduct and disciplinary procedures to achieve district-wide consistency.

STUDENT RESPONSIBILITIES

Students Have the Responsibility To:

1. Be at school every day unless an absence is excused. Be on time and prepared for school and classes.
2. Bring notes from parents/guardians or medical professionals for excused absences.
3. Sign in or out of school on entry/exit logs.
4. Complete classwork and homework on time. In accordance with established school policies, complete make-up assignments and/or tests missed due to absence.
5. Understand and obey school and classroom rules/expectations and follow the *Discipline Code.*
6. Work to excel academically and assume responsibility for their academic achievement and conduct. Participate in school activities and functions in order to have a more positive school experience.
7. Respect the rights and property of students and staff. Make reasonable efforts to secure personal property.
8. Behave in a safe and responsible manner. Be respectful to others, avoiding profanity, insults, threats, and harassment.
9. Follow the school dress code and use proper hygiene.
10. Refrain from possessing any firearm, knife, deadly weapon or dangerous instrument on school property, at school sponsored functions, before or after school programs, field trips, athletic events or on school buses
11. Practice good citizenship by being helpful and honest whenever there is a problem. Ask teachers or school staff members for help with problems or concerns.
12. Report to a classroom teacher or school staff member, when necessary, a violation of the *Discipline Code* where confidentiality and protection from reprisal is maintained and assured as much as possible.
13. Complete and sign a student-dropout questionnaire if 18 years old or older and dropping out ofschool.
14. Refrain from possessing, using, being under the influence of, and/or selling alcohol, tobacco products, marijuana, controlled substances, or any other non-prescription mind- or mood-altering substances while at school or school-sponsored/related activities, or on school buses (including electronic cigarettes or any other vaping products).
15. Refrain from using any electronic pager or cellular telephone while at school or while attending school-sponsored/related activities, or on school buses (see Acceptable Use Policy regarding any exceptions).
16. Conduct themselves on school buses in accordance with rules governing safety and school conduct in general.
17. Refrain from conduct that disrupts classroom work or school activities, creates disorder, invades the rights of others, or damages or destroys private or public property.
18. Be aware of their academic progress and status, communicate this information to their parents or guardians, and encourage parents to become involved in educational activities and at-home learning.
19. Practice self-control and use the proper channels through which rules or practices may be questioned or changed.
20. Refrain from bullying behavior. Bullying is repeated, persistent negative action over time showing an imbalance of power which is purposeful and not accidental.

PARENT AND GUARDIAN RESPONSIBILITIES

Parents and Guardians Have the Responsibility or Right To:

1. Ensure regular, punctual attendance, unless the child is physically unable to attend, in accordance with the compulsory school attendance law. Report and explain any absence to the school in accordance with established school policy.
2. Inform the school of any condition or circumstance that may affect their child's learning, attendance, or participation in school programs and activities.
3. Accept their own role as the primary educators of their child.
4. Stress to their child the importance of an education; establish and maintain a home environment that fosters a positive attitude toward education and learning.
5. Establish and maintain a home environment in which homework can be accomplished without distraction or disturbance. Make sure that their child has time, space, materials, and help for homework.
6. Demonstrate respect for teachers, administration, and school personnel at home, at school, and at school-related activities.
7. Inspect their child's cumulative record and request removal or correction of any false or misleading statements, in conformity with current guidelines, and to receive upon request, names and addresses of all persons or agencies outside the school system who have been given information about their child.
8. Assist their child in complying with established standards of personal grooming and dress.
9. Show an interest in their child's schoolwork through regular communication with the school and discuss any problems with appropriate school personnel. Keep up with their child's progress and review, sign, and return progress reports and report cards.
10. Cooperate with the school when their child is involved in a disciplinary matter. Support the school's discipline measures and assist the school with discipline when needed.
11. Maintain contact with the school staff through conferences, messages, or appointments made through school office.
12. Communicate with their child about academic performance and behavior, and develop in their child self-respect, self-confidence, and a positive self-concept.
13. Be involved in what goes on at school and attend parent-teacher conferences. Participate in the recommending of policies proposed for adoption by the Campbell County Board of Education and/or School Based Decision Making (S.B.D.M.) councils.
14. Keep the school up to date on telephone numbers and address changes, medical problems, and family or social problems, including documentation of guardianship or another change in legal status, that may affect their child's school performance.
15. Keep the school up to date with the names of anyone allowed to sign their child out of school.
16. Review the *Discipline Code* and the school rules with their child.
17. Provide, upon enrollment, a sworn statement on an official form when a student has been adjudicated guilty/ expelled for an offense involving weapons, alcohol, and/or drugs.
18. Follow drop-out prevention process prior to allowing their child to drop out of school.
19. Ensure that their child has current immunizations and required medical examinations.
20. Pay required fees and fines (unless on fee waiver).

TEACHER RESPONSIBILITIES

Teachers Have the Responsibility To:

1. Keep accurate records of grades, attendance, and behavior.
2. Demonstrate responsible attendance. Provide adequate supervision for students assigned to their care and inform the principal's office or a colleague if absent from assignment.
3. Dress appropriately and professionally
4. Be a role model who demonstrates self-control and responsible citizenship.
5. Engage each student in the educational process and promote appropriate behavior.
6. Help students understand class and school expectations and the *Discipline Code*.
7. Provide students with a brief summary of content, objectives, requirements, and grading methods at the beginning of each course. Assign appropriate classwork and homework and provide clear directions.
8. Evaluate students' assignments and return them as soon as possible. Inform parents/guardians and students early or upon request about progress and any attendance, behavior, or academic problems during the course.
9. Create a classroom environment in which students can ask for help and feel safe and respected.
10. Help parents/guardians find assistance regarding health and social problems.
11. Seek training and education in the establishment of safe and successful schools.
12. Employ fair and consistent discipline to teach students responsible behavior.
13. Set high expectations for student behavior and academics and help students reach their goals.
14. Refer to the principal/designee reports of code violations that may warrant disciplinary action including and up to suspension or expulsion of a student or to make other reports required by law.
15. Maintain a positive, professional attitude and behavior toward all students, parents, administrators, other teachers, and the Board of Education.
16. Encourage all students to participate in school activities.
17. Possess thorough knowledge and understanding of subject matter and its cultural and practical values.
18. Maintain on-going professional development and employ an understanding of human growthand development.
19. Implement the Board approved curriculum by developing instructional activities that meet students' needs.
20. Refer students with possible special challenges to the appropriate resources (e.g., speech therapist, social worker, special education, etc.) and notify parents or guardians of such referral.
21. Deal firmly, promptly, and consistently with disruptions or violations of Board policy, the code of conduct, and school procedures, and, if necessary, enlist the support of administrators.
22. Reply promptly and respectfully to inquiries and suggestions from parents/guardians and administrators.
23. Follow the policies and standards adopted by the Board of Education/administration and site-based councils and work appropriately where change is desired.
24. Help students master basic skills, develop positive self-concepts, self-respect, and self-confidence in order to clarify their values, respect the worth and dignity of others, and make choices that lead to responsible citizenship.
25. Devote the full academic day to providing instruction, guidance, and supervision, and use the planning period for the benefit of the school, student, teacher, or professional planning anddevelopment.

PRINCIPAL/ADMINISTRATOR RESPONSIBILITIES

Principals/Administrators Have the Responsibility To:

1. Demonstrate responsible attendance.
2. Serve as a role model for students in action, speech, and personal appearance.
3. Create and maintain, with the help of staff, a positive learning environment with appropriate discipline according to the approved code and local policies.
4. Implement and evaluate all aspects of the educational program to promote learning and comply with the policies, procedures, regulations, and/or laws of the school, district, state, and nation.
5. Ensure dissemination of policy information, assessment results, and overall school performance.
6. Apply academic and disciplinary policies fairly and impartially according to prescribed guidelines using their best judgment.
7. Encourage active involvement of parents/guardians in the education of their child.
8. Communicate with students, parents, staff, and community in a transparent and timely fashion.
9. Be available for conferences with staff, students, parents, and others regarding disciplinary matters.
10. Ensure implementation of all pertinent statutes and administrative regulations.

CAMPBELL COUNTY BOARD OF EDUCATION RESPONSIBILITIES

The Campbell County Board of Education Has the Responsibility To:

1. Set policy and ensure implementation of all pertinent statutes and administrative regulations.
2. Create and foster an environment which promotes an atmosphere conducive to learning.
3. Provide and monitor school curriculum and activities which address the needs of all students and reflect world-class standards of academic achievement.
4. Provide materials and support needed to implement the established curriculum.
5. Provide support services in the areas of guidanceand counseling, evaluation and testing, and health.
6. Ensure dissemination of policy information, assessment results, and overall district performance.
7. Apply academic and disciplinary policies fairly and impartially according to prescribed guidelines.
8. Foster a spirit of cooperation and purpose within and among the respective school staffs.
9. Promote positive working relationships among faculty, parents/guardians, and students.
10. Encourage active involvement of parents/guardians in the education of their child.

CAMPBELL COUNTY SCHOOLS
NOTICE: TERRORISTIC THREATENING IN THE SECOND DEGREE (AND POTENTIAL PENALTIES)

July 1, 2025

TO: Parents/Guardians and Students of Campbell County Schools
FR: Campbell County School District
RE: Provisions of KRS 508.078 and Potential Penalties Under KRS 532.060 and KRS 534.030

Our highest priority at Campbell County Schools is to provide a safe learning environment for students and staff. Unfortunately, in recent years schools across the country have experienced an escalation of statements made by students and other individuals threatening widespread harm to students and/or staff. Such threats can result in considerable concern across the school community and total disruption to the educational process.

These threatening statements are unacceptable and will not be tolerated at any school. As required by KRS 158.1559, the purpose of this letter is to notify parents, guardians, and students that in addition to school disciplinary action, school district officials (in cooperation with law enforcement agencies) will pursue legal charges for felony terroristic threatening in the second degree against anyone who makes such threats, including students.

Terroristic threating in the second degree is defined by KY state law KRS 508.078. In summary, a person is guilty of terroristic threatening in the second degree when he or she intentionally:

(a) With respect to any school function, threatens to commit any act likely to result in death or serious physical injury to any person, student group, teacher, volunteer worker, or employee of a school, or to any other person reasonably expected to lawfully be on school property or at a school-sanctioned activity. **A threat directed at a person or persons at a school does not need to identify a specific person or persons or school in order for a violation of this section to occur;**

(b) Makes false statements by any means, including by electronic communication, for the purpose of:

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

***Please read the complete text and details of KRS 508.078, including penalties, on the following page.**

Our approach to eliminating terroristic threatening in schools is unwavering. Please help ensure that your child never becomes a party to such an offense by discussing this important matter with him/her, including the seriousness of its consequences. Together we can help keep our school safe. Thank you.

TERRORISTIC THREATENING IN THE SECOND DEGREE (KRS 508.078)

Definition

(1) A person is guilty of terroristic threatening in the second degree when, other than as provided in KRS 508.075, he or she intentionally:

(a) With respect to any scheduled, publicly advertised event open to the public, any place of worship, or any school function, threatens to commit any act likely to result in death or serious physical injury to any person at a scheduled, publicly advertised event open to the public, any person at a place of worship, or any student group, teacher, volunteer worker, or employee of a public or private elementary or secondary school, vocational school, or institution of postsecondary education, or to any other person reasonably expected to lawfully be on school property or at a school-sanctioned activity, if the threat is related to their employment by a school, or work or attendance at school, or a school function. A threat directed at a person or persons at a scheduled, publicly advertised event open to the public, place of worship, or school does not need to identify a specific person or persons or school in order for a violation of this section to occur;

(b) Makes false statements by any means, including by electronic communication, for the purpose of:

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

(c) Makes false statements that he or she has placed a weapon of mass destruction at any location other than one specified in KRS 508.075; or

(d) Without lawful authority places a counterfeit weapon of mass destruction at any location other than one specified in KRS 508.075.

(2) A counterfeit weapon of mass destruction is placed with lawful authority if it is placed as part of an official training exercise by a public servant, as defined in KRS 522.010.

(3) A person is not guilty of commission of an offense under this section if he or she, innocently and believing the information to be true, communicates a threat made by another person to school personnel, a peace officer, a law enforcement agency, a public agency involved in emergency response, or a public safety answering point and identifies the person from whom the threat was communicated, if known.

(4) Except as provided in subsection (5) of this section, terroristic threatening in the second degree is a Class D felony.

(5) Terroristic threatening in the second degree is a Class C felony when, in addition to violating subsection (1) of this section, the person intentionally engages in substantial conduct required to prepare for or carry out the threatened act, including but not limited to gathering weapons, ammunition, body armor, vehicles, or materials required to manufacture a weapon of mass destruction.

Penalties (KRS 532.020, KRS 532.060, KRS 534.030, KRS 635.085)

-Violating a Class D Felony (adult): 1-5 years imprisonment and/or $1,000-$10,000 fine.

-Violating a Class C Felony (adult): 5-10 years imprisonment and/or $1,000-$10,000 fine.

-Violating a Felony (juvenile): Commitment to the Department of Juvenile Justice. In lieu of commitment to the Department of Juvenile Justice, the court may in its discretion impose a fine (not to exceed $500).

THREAT ASSESSMENTS

In accordance with KRS 158.148, KRS 158.441, and 702 KAR 7:125, Campbell County Schools may conduct a threat assessment when a student is believed to have made a threat of harm to self or others. A threat assessment is a systematic process used to determine the credibility, seriousness, and potential impact of a threat, as well as to develop appropriate responses and supports. This process is aligned with guidance from the Kentucky Department of Education and includes participation from school administrators, mental health professionals, and other relevant personnel. The goal is to ensure the safety of all students and staff while providing necessary behavioral and mental health supports to the student involved.

PARENT NOTIFICATION: SEXUAL EXTORTION POLICY (09.4221)

In accordance with Kentucky law and Board Policy 09.4221, Campbell County Schools is required to provide annual notice regarding **sexual extortion**. This notice applies to all parents/guardians of students enrolled in our district and is intended to ensure awareness of this serious issue.

Definition of Sexual Extortion

Under Kentucky law, A person is guilty of sexual extortion when he/she communicates, through any means, a threat to:

1) Injure the property or reputation of another person or commit violence against another person with the intent to coerce that person to:
   a) Engage in sexual conduct; or
   b) Produce, provide, or distribute any matter depicting that person engaging in sexual conduct or in a state of nudity or semi-nudity; or
2) Distribute any matter depicting another person engaged in sexual conduct or in a state of nudity or semi-nudity with the intent to coerce that person to:
   a) Engage in sexual conduct;
   b) Produce, provide, or distribute any matter depicting that person engaging in sexual conduct or in a state of nudity or semi-nudity;
   c) Provide the payment of money, property, services, or any other thing of value to the perpetrator; or
   d) Do any act or refrain from doing any act against his or her will.

Sexual extortion is a Class A misdemeanor unless:

a) The victim, as a result of the commission of the offense:
   (1) Engages in sexual conduct;
   (2) Produces, provides, or distributes any matter depicting himself or herself engaging in sexual conduct or in a state of nudity or semi-nudity;
   (3) Provides the payment of money, property, services, or any other thing of value to the offender;
   (4) Does any act or refrains from doing any act against his or her will; or
   (5) Suffers serious physical injury;

In which case it is a Class D felony; or

b) 1. The person:
   (1) Was previously convicted of any sexual offense under KRS Chapter 510 or a sex crime as defined in KRS 17.500;
   (2) Occupied a position of special trust or a position of authority as those terms are defined in KRS 532.045 in relation to the victim;

(3) Used or threatened the use of a deadly weapon or dangerous instrument against the victim during the commission of the offense; or
(4) Is an adult and the victim is a minor, and there is greater than a four (4) year difference in age between them; or

2) The offense was committed during the course of a kidnapping as described in KRS 509.040; in which case the person shall be charged one (1) level higher than the level otherwise specified in this subsection.

If the victim attempts suicide resulting in serious physical injury or dies by suicide within ninety (90) days of the commission of the offense as a proximate result of the trauma the victim experienced during or following the commission of the offense, the person may be prosecuted for homicide under KRS Chapter 507 or assault under KRS Chapter 508.

This section does not apply to:

a) Images involving voluntary nudity or sexual conduct in public, commercial settings, or in a place where a person does not have a reasonable expectation of privacy;
b) Disclosures made in the public interest, including the reporting of unlawful conduct, or lawful and common practices of law enforcement, criminal reporting, corrections, legal proceedings, or medical treatment;
c) Disclosures of materials that constitute a matter of public concern; or
d) When acting in its capacity as a provider of those services, a:
    (1) Broadband internet access service provider;
    (2) Telecommunications service provider, an interconnected VoIP service provider, or a mobile service provider as defined in 47 U.S.C. sec. 153;
    (3) Commercial mobile service providers as defined in 47 U.S.C. sec. 332; or
    (4) Cable operator as defined in 47 U.S.C. sect. 522; or
e) An interactive computer service, as defined in 47 U.S.C. sec. 230, related to content provided by a user of the interactive computer service.

An age-appropriate version of this information will also be shared with all students in grades 4 and above within the first ten (10) instructional days of the school year.

If you have any questions about this policy or need additional resources related to student safety and responsible digital behavior, please contact your school principal or the district office.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Notification of FERPA Rights

The Family Educational Rights and Privacy Act (FERPA) affords parents and eligible students (students over 18 years of age, who are married, or who are attending a postsecondary institution) the following rights with respect to the student's education records.

1) **The right to inspect and review the student's education records within forty-five (45) calendar days of the day the district receives a request for access.**

Parents or eligible students submit a written request to the school principal/designee that identifies the record(s) they wish to inspect. The Principal arranges for access and notifies the parent or eligible student of the time and place where the records may be inspected.

2) **The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or in violation of the student's privacy or other rights.**

Parents or eligible students may ask the district to amend a record they believe is inaccurate, misleading or in violation of privacy or other rights. The parent writes the school principal, clearly identifying the part of the record they want changed, and specifying why it is inaccurate, misleading, or in violation of their privacy or other rights.

If the district decides not to amend the record as requested by the parent or eligible student, the district notifies the parent or eligible student of the decision and advises them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures are provided to the parent or eligible student when notified of the right to a hearing.

3) **The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.**

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

4) **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.**

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, DC 20202-4605

5) **The Superintendent or the Superintendent's designee is authorized to release Board approved directory information.**

Directory Information is information contained in an educational record which would not generally be considered harmful or an invasion of privacy if disclosed. This information may be released without consent. This information may include the student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and most recent educational agency or institution attended.

Any eligible student, parent, or guardian who does not wish to have directory information released notifies the Superintendent in writing on or before September 30 of each school year or within thirty (30) calendar days after the Annual FERPA Notice has been distributed. The written request must specifically state what information may not be classified as "*Directory Information*".

6) **The district keeps educational records in a secure location in each school and Board office.**
7) **The district obtains written consent from a parent or eligible student before disclosing personally identifiable information to an entity or individual not authorized to receive it under FERPA.**
8) **For students who have been determined eligible for special education, education records are destroyed at the request of the parent when they are no longer needed to provide educational programs or services.**

The district may destroy the educational records of a child without a parent's request three (3) years after they are no longer needed to provide educational programs or services. Parents are advised that data contained in the records may later be needed for Social Security benefits or other purposes. The district may retain, for an indefinite period of time, a record of the student's name, address, telephone number, grades, attendance record, classes attended, grade level completed, and year completed.

Children determined eligible for special education services include those children with disabilities who have a hearing impairment, visual impairment, emotional-behavioral disability, deaf-blindness, other health impairment, specific learning disability, mental disability, multiple disabilities, speech or language impairment, developmental delay, orthopedic impairment, autism, or traumatic brain injury, and who because of such an impairment need special education services. Also included for consideration are children who have a current physical or mental impairment that substantially limits a major life activity.

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA RIGHTS)

Notification of PPRA Rights

PPRA affords parents and eligible students (those who are 18 or older or who are emancipated minors) certain rights regarding conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before minor students are required to submit to a survey, analysis or evaluation that concerns one (1) or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education.

- Political affiliations or beliefs of the student or student's parent;
- Mental or psychological problems of the student or student's family;
- Sex behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of others with whom respondents have close family relationships;
- Legally recognized privileged relationships such as with lawyers, doctors, or ministers;
- Religious practices, affiliations, or beliefs of the student or the student's parents; or
- Income (other than as required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

Receive notice and an opportunity to opt a student out of:

- Any other protected information survey, regardless of funding;
- Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student (except for any physical exam or screening permitted or required under state law); and
- Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use:

- Protected information surveys of students;
- Instruments used to collect personal information from students for any of the above marketing sales, or other distribution purposes; and
- Instructional material used as part of the educational curriculum.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-4605

CAMPBELL COUNTY SCHOOL DISTRICT
STUDENT DIRECTORY INFORMATION OPT-OUT FORM

In accordance with the Family Educational Rights and Privacy Act (FERPA), Kentucky law, and Board Policy 09.14.

STUDENT INFORMATION

Student Name: _____ Date of Birth: _____
School: _____ Grade: _____

NOTICE TO PARENTS AND ELIGIBLE STUDENTS

Under FERPA and KRS 160.700–730, Campbell County School District may disclose directory information without prior consent unless you opt out. This information may be shared with media, educational institutions, potential employers, and military recruiters, among others. You have the right to request that this information not be disclosed. If this form is not returned within 30 calendar days of receiving it, the district may release directory information at its discretion, unless otherwise required or restricted by law.

WHAT IS DIRECTORY INFORMATION?

The following items are considered directory information under federal and state law: name, address, telephone number, school email address, date of birth, participation in school-sponsored activities and sports, dates of attendance, grade level, degrees, honors, awards received, and photo or image.

NOTE: Opting out of directory information will exclude the student's name, photo, or awards from yearbooks, honor rolls, graduation/ promotion programs, and school publicity, unless required by law.

Disclosure to Higher Education, Employers, Military, and General Public

Please check appropriate box(es):

☐ I DO NOT give permission to release any directory information.
☐ I DO NOT give permission to release any directory information to institutions of higher education or potential employers.
☐ I DO NOT give permission to release my student's directory information to military recruiters.

This request will be effective for the current academic year only and must be renewed on an annual basis.

SIGNATURE

Parent/Guardian or Eligible Student Signature: _____
Printed Name: _____ Date: _____
Return this form to your school's front office or registrar within 30 calendar days of receipt.

I hereby cancel and revoke this Request and Authorization to restrict disclosure of my directory information. Upon cancellation and revocation, the Campbell County School District is permitted to release my directory information publicly without my prior written authorization.

Dated this _____ day of _____, 20 _____

_____
Signature

CORPORAL PUNISHMENT

"Corporal punishment" is defined as the deliberate infliction of physical pain by any means upon the whole or any part of a student's body as a penalty or punishment for student misbehavior.

Effective July 1, 1991, no person employed or engaged by any public elementary or secondary educational system within this school district shall inflict or cause to be inflicted corporal punishment or bodily pain upon a pupil attending any school or institution within such educational system: provided, however, that any such person may, within the scope of his employment, use and apply such amounts of physical restraint as may be reasonable and necessary to protect oneself, the pupil, or others from physical injury, to obtain possession of a weapon or other dangerous objects within control of the pupil, or to protect property from serious harm (KRS 503.110).

GRIEVANCE PROCEDURES / TITLE IX, TITLE VI, and SECTION 504

Employees and students have both the right and the responsibility to express school related concerns and grievances to the administration regarding Title IX, Title VI, and Section 504.

For the discussion and consideration of a grievance, any employee or student or group of employees or students should contact the Coordinator concerning the matter. A formal complaint should then be put in writing, signed, dated, and delivered to the Coordinator. Timelines noted within policies and procedures shall be followed and communicated to the Complainant and Respondent. If the formal complaint cannot be resolved through the Coordinator or Informal Resolution Facilitator, the matter shall be assigned to an Investigator and Decision Maker. The Appellate Decision Maker shall have authority to preside over the appeal process per policy and procedure. The Board of Education shall hear an appeal only under the advice of the Board Attorney as to whether the appeal falls within the requirements of policy.

SEARCH AND SEIZURE (KRS 161.180/OAG 79-168)

A student in the public common schools has the constitutional right to be secure in his or her person from all unreasonable search and seizure. A search of a student by school officials is generally reasonable if it bears a rational relationship to a legitimate educational interest and is based upon reasonable suspicion.

Limitations on the reasonableness of a search exist depending upon the nature of the place searched, along with other factors such as the age of the student and the purpose of the search, and a teacher or administrator who participates in or conducts an unreasonable search of a student could be sued for damages in state court on the theory of invasion of privacy, trespass or assault and battery, or in federal court for a civil rights violation. A student's consent to be searched must be scrutinized carefully.

USE OF PHYSICAL RESTRAINT AND SECLUSION (704 KAR 7:160)

This administrative regulation establishes the requirements for the use of physical restraint and seclusion in school districts. It also establishes notification and data reporting requirements for the use of physical restraint and seclusion within those districts. It does not prohibit the lawful exercise of law enforcement duties by sworn law enforcement officers. Specific board policy and procedure can be found on the Campbell County School District website www.campbellcountyschools.org; click Board of Education and then click Policy and Procedure Manual. You will be directed to our board policy and procedure site. Chapter 9, policy 09.2212 (Use of Physical Restraint and Seclusion) and procedure 09.2212 AP.21 (Physical Restraint and Seclusion Forms) provide reference information. The process for registering any complaints regarding this regulation is contained in Chapter 10, policy 10.2 (Citizen Suggestions and Complaints) and procedure 10.2 AP2 (Citizen Complaint to the Board).

CHILD ABUSE AND NEGLECT

KRS 620.030 and 620.050 are child protective laws for persons under eighteen (18) years old. They apply to any child whose health or welfare is harmed or threatened when any parent, guardian, or other person inflicts physical or mental injury, commits sexual abuse, abandons or exploits or does not provide the child with adequate care and supervision, such as food, clothing, shelter, education, and medical care necessary for the child's well-being. A child who becomes emotionally disturbed because of constant friction in the home or exposure to unwholesome and demoralizing circumstances is also considered abused.

Any school employee who has reasonable cause to believe any of the above has occurred must, by law, make an oral report to a local law enforcement agency or Kentucky State Police; the Cabinet or its designated representative; the Commonwealth's attorney or county attorney by telephone or otherwise.

CHILD FIND

For Children with Disabilities in Need of Special Education Or 504 Services

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

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

For students who have been determined eligible for Special Education, educational records will be destroyed at the request of the parents when they are no longer needed to provide educational programs or services. The Campbell County School District may destroy the educational records of a child without parent request three (3) years after they are no longer needed to provide educational programs or services. Parents are advised that data contained in the records may later be needed for Social Security benefits or other purposes. The Campbell County School District may retain, for an indefinite period of time, a record of the student's name, address, telephone number, grades, attendance records, classes attended, grade level completed, and year completed.

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

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

Children eligible for the State-Funded Preschool program include three and four- year-old children identified with disabilities and four-year-old children who are at-risk, as defined by federal poverty levels up to 160%. Preschool children eligible for special education must have an Individual Education Plan (IEP) instead of a 504 plan to receive State-Funded Preschool program services.

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

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

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

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

"Child Find" activities will continue throughout the school year. As part of these efforts the Campbell County School District will use screening information, student records, and basic assessment information it collects on all children in the District to help locate those children who have a disability and need Special Education or 504 services. Any information the District collects through "Child Find" is maintained confidentially. Written Policies and Procedures have been developed which describe the District's requirements regarding the confidentiality of personally identifiable information and "Child Find" activities. There are copies in the Principal's office of each school, and in the Board of Education office. Copies of these Policies and Procedures may be obtained by contacting:

The Campbell County School District provides a public notice in the native language or other mode of communication of the various populations in the geographical boundaries of the District to the extent feasible. If you know of someone who may need this notice translated to another language, given orally, or delivered in some other manner or mode of communication, please contact the Director of Special Education/Section 504 at the address or phone number listed below for the Campbell County School District. The district office is open Monday through Friday, from 8:00 a.m. to 4:30p.m.

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

If you know of a child who lives within the boundaries of the Campbell County School District who may have a disability, and may need but is not receiving Special Education or 504 services, please call Campbell County Schools or send the information to:

Campbell County Schools
Attn: Director of Special Education/504
101 Orchard Lane
Alexandria, KY 41001
Phone: 859-635-2173
Fax: 859-448-2439

STUDENTS' ACCEPTABLE USE POLICY (AUP)
CAMPBELL COUNTY SCHOOLS: 2025 – 2026

Directions: Completely review this Student Acceptable Use Policy. Read and discuss with your child the following contract completely. The signature of a parent or guardian in the Student Discipline Code (page 1) is required for all students.

In partnership with the Kentucky Department of Education, the Campbell County School District provides access to and use of various technologies including the Internet and Email as part of the instructional process. Technology resources and network access are intended solely to support educational and instructional goals. All users are expected to use resources responsibly and will be held accountable for their behavior and communications.

Students and parents must sign receipt of the Acceptable Use Policy agreement for access to network services, including electronic mail. However, educators may use and/or provide essential access to the Internet during class directed group activities/ demonstrations with or without parental consent. **Students will be held accountable for violations of the Acceptable Use Policy agreement and understand that disciplinary action may be taken**. For K-5 students this agreement must be completed each school year. For 6-12 students this agreement, once signed and filed, remains in effect at that school until revisions require that a new AUP agreement be sent home for signature.

CAMPBELL COUNTY SCHOOLS NETWORK ACCESS

(Including Internet and Electronic Mail)
TERMS AND CONDITIONS: VERSION 1.9

Acceptable Use – Use of any organizations' networks or computing resources must comply with the rules appropriate for that network.

Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening, obscene or sexually explicit material, or material protected by trade secret. Use for product advertisement or other commercial use, or political lobbying is not consistent with the purposes of Campbell County Schools and is inappropriate. Illegal activities are strictly prohibited.

Rights, Responsibilities, and Privileges – An Acceptable Use Policy document containing these Terms and Conditions Version 1.9 must be signed by all students and adults before using network and Internet resources provided by Campbell County Schools. The AUP is designed to enable all users to understand their responsibilities as users of the Internet via the Campbell County Schools Network.

Social Networks – District employees, teachers, and activity sponsors upon approval from the school/district, may set up social networking sites for the purpose of communication and/or use in the classroom. Teachers and sponsors, with approval, may ask students to sign up for an account on these sites in order to participate in online instructional activities and discussions. Students shall not reveal personal information about themselves or others. By signing the Acceptable Use Policy, you accept and agree to the use of instructional social networking sites by your child. Violation of the terms and conditions could result in the loss of network services including, but not limited to the Internet, and could eliminate future access.

GENERAL NETWORK GUIDELINES

Internet access through the school is to be used for education and administration purposes. School access is not to be used for private business or personal, non-school related communications.

- Use of your account must be in support of education and consistent with the educational objectivesof Campbell County Schools.
- You shall not create or share computer viruses.
- You shall not give your password to anyone.
- You shall not destroy or alter another person's data.
- You shall not access, share or alter anyone else's local or Internet accounts.
- You shall not use the network for commercial purposes.
- You shall not monopolize the resources of the Campbell County Schools Network by such things as accessing or running large programs and applications over the network, sending massive amounts of email to other users, or using the system resources for games or streaming music.
- You shall not break or attempt to break into the Campbell County Schools Network or other computer networks.
- You shall not play multi-user games via the network.
- No illegal activities shall be conducted via the Campbell County Schools Network.
- You shall not circumvent security measures of the computer or Network. This includes using a "proxy or site redirect" website or program to access web pages that have been blocked.

- You shall not offer Internet access to any other individual via your account or the account of any other user.
- Purposefully annoying other Internet users, on or off the Campbell County Schools system, is prohibited.
- A student who does not have a signed AUP on file shall not gain access to the Network by sharing with another student.
- Students shall not reveal any personal information to or establish relationships with "strangers" on the Internet unless a parent or teacher has coordinated the communication for instructional purposes.
- You shall not transmit obscene, abusive or sexually explicit language or material.
- You are not permitted to get from or put onto the network any copyrighted material (including software). Copyrights must be respected.
- You shall not use technology to threaten or intimidate anyone.
- No Privacy Guarantee- The Superintendent/designee has the right to access and review files and communications to maintain system integrity and ensure that individuals are using the system responsibly.

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

ELECTRONIC COMMNUICATION REGULATIONS

Students of Campbell County Schools have access to electronic mail and video conferencing systems. These systems provide users with the ability to communicate with others both inside our organization and outside the organization utilizing text, audio and video.

Students of Campbell County Schools are prohibited from using district resources to establish accounts through third party providers. **Only Kentucky Education Technology Systems' email can be used. Microsoft O365 is the email system that is provided to all students and staff in our district and is the only email that should be used for all school related communications.**

- Harassing or bullying others is prohibited. Be polite. Do not write or send abusive, harassing, insulting, or threatening messages to others.
- You shall not take photos, videotape, screenshot or record students or staff members (both virtually or in person) without consent and permission from school officials.
- You shall not use your electronic accounts provided by Campbell County Schools, on or off campus, for communications that are not directly related to instruction or sanctioned school activities. Do not use electronic communications, for instance, for private business or personal, non-related communications. Do not forward chain letters, jokes or other messages not related toschool appropriate activities.
- You shall not access third party email accounts or video conferencing services not used for instructional purposes from the Campbell County Schools Network.
- You shall not swear, use vulgarities or any other inappropriate language.
- You shall not send, attach, broadcast or otherwise distribute pornographic, obscene, or sexually explicit material.
- You shall not access, copy or transmit another user's messages without permission.
- Do not reveal your personal address or phone number or those of others unless a parent and/or teacher has coordinated the communication.
- You shall not send electronic communications using another person's name or account.
- You shall not send electronic communications anonymously.

Electronic communication is not guaranteed to be private. The Superintendent/designee has the right to access and review files and communications to maintain system integrity and ensure that individuals are using the system responsibly. Messages relating to or in support of illegal activities may be reported to authorities.

TELECOMMUNICATION DEVICES

POSSESSION AND USE

While on school property or while attending school-sponsored or school-related activities, whether on or off school property, students may be permitted to possess and use personal telecommunication devices as defined by law (KRS 158.165) and other related electronic devices, provided they observe the following conditions:

1. Devices shall not be used in a manner that disrupts the educational environment, including but not limited to use that:
   A. Infringes upon, impairs, or otherwise threatens academic integrity, such as cheating;
   B. Uses Artificial Intelligence (AI) to infringe upon, impair, or otherwise threaten academic integrity;
   C. Violates confidentiality or privacy rights of another individual. This includes, but is not limited to taking photographs,

video, or audio recordings of others without the permission of the principal/designee and the affected individual(s). An exception may be made for events considered to be in the public arena (e.g., sporting events, academic competitions, or performances to which the general public is admitted) where the activity does not materially disrupt the event, prevent others from observing the event, or otherwise violate legal rights. School social events for students, activities sponsored by student clubs, and activities during the school day that are not open to the public are not considered to be in the public arena;

D. Is profane, indecent, or obscene;
E. Constitutes or promotes illegal activity or activity in violation of school rules; or
F. Constitutes or promotes sending, sharing, or possessing sexually explicit messages, photographs, or images using any electronic device.

2. Students are responsible for keeping up with devices they bring to school. The District shall not be responsible for loss, theft, or destruction of devices brought onto school property.
3. Students shall comply with any additional rules developed by the school concerning appropriate use of telecommunication or other electronic devices.
4. Students shall not utilize a telecommunication or similar electronic device in a manner that would violate the District's Acceptable Use Policy or procedures or its Code of Acceptable Behavior and Discipline.
5. Students shall not alter or change the operating system of a device.
6. Students shall not use any unauthorized software on a device.

These restrictions shall not be interpreted to prohibit material protected under the state or federal constitutions where such material does not otherwise materially or substantially disrupt the educational environment or intrude upon the rights of others.

When students violate prohibitions of this policy, they shall be subject to disciplinary action, including losing the privilege of bringing the device onto school property and being reported to their parent/guardian. A violation may also result in a report being made to law enforcement. In addition, law enforcement or an administrator may confiscate the device.

NETWORK SERVICES, SECURITY, RELIABILITY AND DAMAGES

LOSS OF NETWORK SERVICES - The Superintendent, Chief Information Officer, or designee (as appropriate) may suspend or close an account at any time as required. The administration, faculty, and staff of Campbell County Schools may submit a request to deny, revoke, or suspend specific user accounts. Revocation of unsupervised network and Internet access will be for a period deemed appropriate. Students whose accounts are denied, suspended, or revoked do have the following rights:

- To request in writing from the Chief Information Officer or designee, a written statement justifying the actions. This must be done within two weeks of the suspension or termination of services.
- To submit a written appeal to the Superintendent.
- Pending the decision of the Superintendent, a user can make a final appeal to the Board of Education. The decision of the Board of Education is final.

RELIABILITY - The Campbell County Board of Education will not be responsible for any damages including, but not limited to, loss of data, delays, non-deliveries, or service interruptions.

SECURITY - Security on any computer system is a high priority, especially when the system involves many users. If any user can identify a security problem on the Campbell County Schools Network, s/he must notify a system administrator or the Chief Information Officer. Do not demonstrate the problem to others.

DAMAGES - Individuals shall reimburse the Board for repair or replacement of District property lost, stolen, damaged, or vandalized while under their care. Students who deface a District website or otherwise make unauthorized changes to a website shall be subject to disciplinary action, up to and including expulsion and termination, as appropriate. This includes, but is not limited to, the uploading or creation of computer viruses.

USE OF ARTIFICIAL INTELLIGENCE (AI) IN THE DISTRICT

The Board supports the innovative and ethical use of technology to enhance teaching, learning, and operations. As artificial intelligence (AI) tools become increasingly available, the district is committed to ensuring that students and staff engage with these technologies in a manner that is responsible, safe, and aligned with our educational mission.

USE OF ARTIFICIAL INTELLIGENCE (AI) BY STUDENTS

Students may access AI tools as part of instructional activities, under direct supervision and with clear guidelines. Student use of AI must be age-appropriate and developmentally suitable (in compliance with user agreements), support learning goals and assigned tasks, and encourage original thinking and academic integrity.

Students may not use AI to complete assignments dishonestly, generate harmful, inappropriate, or deceptive content, or circumvent internet filters or other technology restrictions.

Student use of AI tools is governed by the District AUP and Student Code of Acceptable Behavior and Discipline. Teachers may include use limitations in syllabi. Teachers will provide instruction on ethical and appropriate AI use, including discussions of bias, reliability, and critical thinking.

ROLES OF STAFF

The use of technology requires all users to be safe and responsible digital citizens. The schools and District utilize the following strategies to help keep users safe:

- Schools provide internet safety and digital citizenship instruction each year.
- Teachers and staff actively monitor technology use in the classroom.
- Internet access will be filtered as required by state/federal regulations and school practices.
- Internet activity may be monitored and recorded at any time.
- Network/School administration may review files/communications to ensure appropriate use.

_____

Student:

I have read this Student Acceptable Use Policy. I will abide by the stated Terms and Conditions. I am advised that violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation my access privileges may be revoked, and school disciplinary action and/or appropriate legal action may be taken.

Student Internet Safety:

- I will talk with my parents or guardian about their expectations and ground rules for going online.
- I will keep my identity private.
- I will never respond to any online communication that makes me feel uncomfortable and/or is inappropriate.
- I will never meet in person with anyone I have first "met" online without discussing it with my parents orguardian. This is the biggest danger to your safety.
- I will respect other people's rights while online.

CONSENT FOR USE:

By signing the receipt of the Campbell County Schools Discipline Code contained on page 1, the parent/guardian authorizes the district to grant the student access to CCS Networks. You hereby accept and agree that your child's rights to use the electronic resource provided by the District and/or the Kentucky Department of Education (KDE) are subject to the terms and conditions set forth in District policy/procedure. Please also be advised that data stored in relation to such services is managed by the District pursuant to Policy 08.2323 and accompanying procedures. You are also advised that the email address provided to your child can also be used to

access other electronic services or technologies that may or may not be sponsored by the District, which provide features such as online storage, online communications and collaborations, and instant messaging. Use of those services is subject to either standard consumer terms of use or a standard consent model. Data stored in those systems, where applicable, may be managed pursuant to the agreement between KDE and designated service providers or between the end user and the service provider. Before your child can use online services, he/she must accept the service agreement and, in certain cases, obtain your consent. Furthermore, you grant Campbell County Schools the right to create accounts on behalf of students for programs and resources that have been deemed appropriate and/or necessary for instructional purposes. Please contact your child's school for a complete list of programs utilized.

***To opt out of the use of the CCS Network and related services, the parent/guardian must provide written notice of such opt-out to the school principal.**

TELECOMMUNICATION DEVICES – PROHIBITED USE (09.4261)

Students are prohibited from using a personal telecommunication device during the hours of the school day, except during an emergency, if directed to do so by a teacher for an instructional purpose, or if authorized by a teacher.

Definition of Personal Telecommunications Devices:
A device that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor, including but not limited to messaging devices, earpieces/ headsets, tablets, smartwatches, smartphones, a paging device or a cellular telephone.

Telecommunication device does not include any device a student is authorized to use pursuant to the Individuals with Disabilities Education Act, the Americans with Disabilities Act, or the Rehabilitation Act of 1973.

When students violate prohibitions of this policy, they shall be subject to disciplinary action, including losing the privilege of bringing the device onto school property and being reported to their parent/guardian. A violation also may result in a report being made to law enforcement. In addition, an administrator may confiscate the device, which shall only be returned to the student's parent/guardian. Students are responsible for keeping up with devices they bring to school. The District shall not be responsible for loss, theft, or destruction of devices brought onto school property. Students shall comply with any additional rules developed by the school concerning appropriate use of telecommunication or other electronic devices. Students shall not utilize a telecommunication or similar electronic device in a manner that would violate the District's Acceptable Use policy or procedures or its Code of Acceptable Behavior and Discipline.

TRACEABLE COMMUNICATION SYSTEM (08.2324)

The District has designated Schoology, Outlook Email, Microsoft Teams (Chat), Google Education Suite, and Incident IQ as the traceable communications systems to be used as the exclusive means for district employees and volunteers to communicate electronically with students.

CYBER BULLYING AND CYBER CONDUCT

Appropriate cyber conduct involves a set of rules for behaving properly online. In an educational setting, examples of appropriate cyber conduct include:

- Maintaining professional standards when communicating with teachers, students, parents, and administrators
- Maintaining the confidentiality of information about students, parents, teachers or administrators
- Respecting the rights of all members of the online community and acting in a manner that facilitates the orderly functioning of that community
- Ensuring that appropriate safeguards and protection measures are in place prior to posting personal or professional data

***Cyber bullying*:** The use of information and communication technology to bully, embarrass, threaten or harass another. It also includes the use of information and communication technology to engage in conduct or behavior that is derogatory, defamatory, degrading, illegal, and/or abusive.

***Information and Communication Technology*:** Equipment that includes, but is not limited to any current or emerging stationary or wireless technologies or systems that can be used by individuals or groups for the purpose of communication, entertainment, data management, word processing, internet access, image capture/recording, sound recording and information transmitting/ receiving/ storing.

***Safe School Environment*:** Within the context of cyber conduct, it is an environment where teaching and learning takes place while accessing and utilizing all the educational opportunities, influence and potential of information and communication technology. Furthermore, it is a setting that is equitable and free from hazards and abuses directed at, or occurring from, users of information and communication technology.

Cyber misconduct (electronic) that originates from the school or from the community-at-large, which ultimately has a negative impact on the school climate and/or culture, warrants immediate and decisive action by the school/district, including the imposition of sanctions, when appropriate, on the offenders. Allowing others to utilize your personal equipment (cell phones, pagers, etc.) and/or passwords may also result in consequences for both parties. Students underage or posting school information considered to be a violation of the privacy rights of others on social media (e.g., Facebook, YouTube, Instagram, Twitter, etc.) will be reported to the site administrators of these sites (if applicable) in addition to possible disciplinary consequences.

BULLYING AND HAZING PREVENTION

KRS 158.148 states that "bullying" means any unwanted verbal, physical, or social behavior among students that involves a real or perceived power imbalance and is repeated or has the potential to be repeated:

1. That occurs on school premises, on school-sponsored transportation (includes bus stop, school bus, or vehicle owned, leased or used by the school district), or at a school sponsored or school related activity, function or program whether it takes place on or off school grounds. This includes the use of technology or electronic devices owned, leased, or used by thedistrict.
2. That disrupts the education process, or the orderly operation of a school. This definition shall not be interpreted to prohibit civil exchange of opinions or debate or cultural practices protected under the state or federal Constitution where the opinion expressed does not otherwise materially or substantially disrupt the education process.

Bullying is a behavior that is repeated, or is otherwise so severe, intense, persistent or pervasive, that a reasonable person would understand it to be threatening, intimidating, harassing, humiliating, embarrassing or taunting in its nature.

- Verbal bullying includes but is not limited to: teasing; name-calling; inappropriate sexual comments; taunting; or threatening to causeharm.
- Social bullying includes but is not limited to: leaving someone out on purpose; telling other students not to be friends with someone; spreading rumors about someone; or embarrassing someone in public.
- Physical bullying includes but is not limited to: hitting, kicking, or pinching; spitting; tripping or pushing; taking or breaking someone's things; or making mean or rude hand gestures.

KRS Chapter 508 states that "hazing" means a direct action which substantially endangers the physical health of a minor or student for the purpose of recruitment, initiation into, affiliation with, or enhancing or maintaining membership or status within any organization, including but not limited to actions which coerce or force a minor or a student to:

- Violate federal or state criminal law;
- Consume any food, liquid, alcoholic liquid, drug, tobacco product, or other controlled substance which subjects the minor or student to a risk of serious physical injury;
- Endure brutality of a physical nature, including whipping, beating or paddling, branding, or exposure to the elements;
- Endure brutality of a sexual nature; or
- Endure any other activity that creates a reasonable likelihood of serious physical injury to the minor or student.

The Campbell County School District believes everyone should be treated with respect and common courtesy to ensure a safe learning environment. Our prevention efforts include annual training that is on-going with all staff and students regarding bullying education/recognition, prevention and intervention. Anyone within the school environment that has witnessed or been a victim of bullying behavior can report it to school or district officials verbally or in writing so that appropriate action may be taken to prevent such behavior.

***ANONYMOUS SCHOOL SAFETY REPORTING IS AVAILABLE VIA S.T.O.P. (SAFETY TIP-LINE, ON-LINE PREVENTION). THE LINK IS AVAILABLE ON EACH SCHOOL WEBSITE AND THE DISTRICT WEBSITE. JUST CLICK ON THE S.T.O.P. ICON AND REPORT.**

RETALIATION PROHIBITED

Employees and other students shall not retaliate (an act of harming someone) against a student because he or she reports a violation of the code or assists or participates in any investigation, proceeding, or hearing regarding the violation. The superintendent/designee shall take measures needed to protect students from such retaliation.

KRS 158.156

(1) Any employee of a school or a local board of education who knows or has reasonable cause to believe that a school student has been the victim of a violation of any felony offense specified in KRS Chapter 508 committed by another student while on school premises, on school-sponsored transportation, or at a school-sponsored event shall immediately cause an oral or written report to be made to the principal of the school attended by the victim. The principal shall notify the parents, legal guardians, or other persons exercising custodial control or supervision of the student when the student is involved in an incident reportable under this section. The principal shall file with the local school board and the local law enforcement agency or the Department of Kentucky State Police or the county attorney within forty-eight (48) hours of the original report a written report containing:

   (a) The names and address of the student and his or her parents, legal guardians, or other persons exercising custodial control or supervision;
   (b) The student's age;
   (c) The nature and extent of the violation;
   (d) The name and address of the student allegedly responsible for the violation; and
   (e) Any other information that the principal making the report believes may be helpful in the furtherance of the purpose of this section.

(2) An agency receiving a report under subsection (1) of this section shall investigate the matter referred to it. The school board and school personnel shall participate in the investigation at the request of the agency.

(3) Anyone acting upon reasonable cause in the making of a report required under this section in good faith shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed. Any such participant shall have the same immunity with respect to participation in any judicial proceeding resulting from such report or action.

(4) Neither the husband-wife nor any professional-client/patient privilege, except the attorney-client and clergy-penitent privilege, shall be a ground for refusing to report under this section or for excluding evidence regarding student harassment, in any judicial proceedings resulting from a report pursuant to this section. This subsection shall also apply in any criminal proceeding in District or Circuit Court regarding student harassment.

When the principal has a reasonable belief that an act has occurred on school property or at a school-sponsored function involving assault resulting in serious physical injury, a sexual offense, kidnapping, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a controlled substance in violation of the law, or damage to the property. (KRS 158.154)

Additionally, an administrator, teacher, or other employee shall promptly make a report to the local police department, sheriff,
or state police, by telephone or otherwise, if:

The person knows or has reasonable cause to believe conduct has occurred that constitutes a misdemeanor or violation offense under the laws of this Commonwealth and relates to carrying, possession, or use of a deadly weapon or use, possession or sale of a controlled substance or any felony offense under the laws of this commonwealth: and the conduct occurred on school premises or within one thousand (1,000) feet of school premises, on a school bus, or at a school-sponsored event. (KRS 158.155)

COMPULSORY ATTENDANCE

Any child who is six (6) years of age by August 1st shall attend school. Any child who is five (5) years of age by August 1st may enter a primary school program, as defined by KRS 158.031. Any parent/guardian who elects to send a child five (5) years of age to school will keep the child in regular attendance.

Regular attendance is the responsibility of the parent, guardian, or custodian. Kentucky law places the responsibility with the parent, guardian, or custodian of enrolling a child in school and keeping the child in regular attendance (KRS 158.030, KRS 159.010, KRS 159.150). Each parent, guardian or other person having in custody or charge any child who has entered the primary school program or any child between the ages of six (6) and eighteen (18) shall send the child to school for the full term that school is in session. A child's age is between six (6) and eighteen (18) when the child has reached his or her sixth birthday and has not passed his or her eighteenth birthday.

Parents/guardians must submit a signed parent or doctor note to school anytime a child is absent or tardy. If a valid note is not received within reasonable time after an absence or tardy (refer to school handbook), the absence or tardy will be unexcused. A note is required even if the parent/guardian wrote the reason for the absence or tardy on the sign-in/sign-out log at the time of check-in or check-out. Per board policy 09.123, a parent is allowed 6 parent notes per school year.

In general, a valid excuse is a legitimate excuse such as illness, medical or dental appointment, death in the family, or other reasons as approved by the school principal.

TRUANCY (KRS 159.150)

Any child (including any student age 18+ who is enrolled in public school) who has been absent without valid excuse for three (3) or more days or tardy on three (3) or more days is truant. Any child who has been reported as truant two (2) or more times is habitually truant (KRS 159.150).

For children in Kindergarten through Grade 12 who are truant during a school year, the matter may be reported to the local court system for appropriate intervention. For children in Kindergarten through Grade 12 who have been absent without excuse for fifteen (15) or more days during a school year, the matter shall be reported to the county attorney for a determination of appropriate court intervention (KRS 159.140).

SPECIAL ATTENDANCE CIRCUMSTANCES (KRS 159.035)

KRS 159.035 references excused absences for educational enhancement opportunities of "significant educational value." Any request to a principal from a parent, referencing this law, must include the specific educational purpose including the relevant curriculum area. These areas, as stated in the law, are limited to English, Science, Social Studies, Foreign language, Mathematics, the Arts and 4-H club activities. Any student pre-approved under this provision, for up to ten days per year, will be considered present at school.

Any student who has a parent, guardian or other person with legal custody that is a member of the United States Armed Forces called to active duty shall receive an excused absence for one day when the member leaves for deployment and one day when the member returns from deployment (KRS 159.035), and up to 10 days for visitation when the member is stationed out of the country and is granted rest and recuperation leave. In addition, students attending basic training in the U.S. Armed Forces shall be considered present up to ten (10) days.

DRIVER'S LICENSE REVOCATION (KRS 159.051)

Students who are fifteen (15), 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.

Academic and Attendance Deficiencies

Academic and attendance deficiencies for students ages fifteen (15), sixteen (16), or seventeen (17) enrolled in regular, alternative, part-time, and special education programs shall be defined as follows:

1. They shall be deemed academically deficient if they have not received passing grades in at least five (5/7) courses, or the equivalent of five (5/7) courses, taken in the preceding semester.
2. They shall be deemed deficient in attendance when they drop out of school or accumulate nine (9) unexcused absences in a class/classes for the preceding semester. Suspensions shall be considered unexcused absences.

Reinstatement of Driving Privilege

Students whose driving permits are revoked, but later meet the statutory standards for reinstatement, must then apply to the Director of Pupil Personnel to have their standing confirmed. The District shall make the required report to the appropriate agency.

PARTICIPATION IN GRADUATION EXERCISES

No student shall be permitted to participate in graduation ceremonies until all graduation requirements per policy 08.133 have been fulfilled, as determined by the Principal. Graduating seniors having **10 or more unexcused absences** during the year will not be permitted to participate in graduation activities or the commencement ceremony. The high school student handbook includes details concerning specific graduation requirements.

HEALTH REQUIREMENTS FOR SCHOOL ATTENDANCE

IMMNUIZATION REQUIREMENTS FOR KINDERGARTEN

902 KAR 2:060 Requires the following immunizations for all children at least five (5) years of age:

1. Four (4) to Five (5) doses of DTaP or DTP (or combinations of the two vaccines) with the last dose given after age four.
2. Three (3) to Four (4) doses of IPV or OPV (or combinations of the two vaccines) with the last does given after age four.
3. Three (3) doses of Hepatitis B
4. Two (2) doses of MMR
5. Two (2) doses of Varicella, unless there is verification of a history Varicella disease or herpes zoster disease by the healthcare provider and noted on the Kentucky Immunization Certificate.
6. Two (2) doses of Hepatitis A

Physical Exam: 704 KAR 4:020 requires each child first entering a Kentucky public school to present a Kentucky Preventative Health Care Exam Form. This exam may be completed up to one year prior to initial entry.

Vision Exam: KRS 156.160 (1) (h) requires proof of a vision examination by an optometrist or ophthalmologist. This evidence shall be submitted to the school no later than January 1 of the first year that a three (3), four (4), five (5) or six (6) year old is enrolled in public school, public preschool, or Head Start program.

Dental Screening: KRS 156.160 (1) (i) requires proof of a dental screening or examination by a dentist, dental hygienist, physician, Health Department registered nurse with KIDS Smiles Training, nurse practitioner, or physician assistant. This evidence shall be presented to the school no later than January 1 of the first year that a five (5) or six (6) year old is enrolled in public school.

The Kentucky Immunization Certificate and the Preventative Health Care Exam Form are required to be on file prior to the first day of entry. Parents are urged to maintain copies of all medical documents.

IMMUNIZATION REQUIREMENTS FOR SIXTH GRADE

For sixth grade entry, children ages eleven (11) or twelve (12) years or older shall have received:

1. One (1) dose of Tdap if it has been at least two (2) years since the administration of the last dose of tetanus-containing vaccine;
2. One (1) dose of MCV or MPSV (meningococcal vaccine)

The Kentucky Immunization Certificate and the Preventative Health Care Exam Form are required to be on file prior to the first day of attendance. Parents are urged to maintain copies of all medical documents.

IMMUNIZATION REQUIREMENTS FOR HIGH SCHOOL

1. A quadrivalent meningococcal vaccine (MenACWY) booster dose is required at age 16

The Kentucky Immunization Certificate and the Preventative Health Care Exam Form are required to be on file prior to the first day of attendance. Parents are urged to maintain copies of all medical documents.

Your physician should issue a new, complete Kentucky Immunization Certificate (updated version) with all vaccines recorded. Out-of-State immunization certificates may be accepted if they meet the same age-specific requirements per Kentucky immunization regulations, have an expiration date, and are signed by a healthcare provider or designee. Questions may be directed to the Campbell County Schools Coordinator of School Health Services at (859) 635-2173.

PHYSICAL EXAM REQUIREMENTS

Kentucky Preventative Health Care Exam Form is required for all students entering sixth grade. This exam may be completed up to one (1) year prior to entry in the sixth grade.

Sports Physicals: A separate sports/athletic physical exam completed on a KHSAA form is required annually to participate in sports at the middle school and high school levels (some elementary schools also require students to have a physical exam for sports/athletic activities). The KHSAA sports physical **DOES NOT** replace the Kentucky Preventative Health Care Exam required for sixth grade entry.

Questions may be directed to the Campbell County Schools Coordinator of School Health Services at (859) 635-2173.

TITLE COMPLIANCE NOTIFICATION

Our district receives federal funds for Title I programs. You have the right to request information regarding the professional qualifications of your child's teacher(s). If you request this information, the district will provide you with the following:

- Whether the teacher has met the state requirements for licensure and certification for the grade levels and subject matters in which the teacher provides instruction;
- Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived;
- The college major and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree; and
- Whether your child is provided services by paraeducators, and if so, their qualifications.

If you would like to request this information, please contact the school administrator at your child's school.

EDUCATIONAL RIGHTS OF HOMELESS YOUTH AND FOSTER CHILDREN

- Students have the right to remain in their school of origin, if it is in their best educational interest to do so ("school of origin" means the school a child attended when permanently housed or in which he/she was last enrolled).
- Students have the right to receive transportation to their school of origin, if it is in their best educational interest.
- Students have the right to immediate enrollment, even if they don't have all required paperwork (e.g., medical/health records, proof of residency, former school records, immunization records).
- Students have the right to access all school programs and services on the same basis as other students, including special education, education, vocational education, school nutrition programs, and extra-curricular activities.
- Students and families have the right to a dispute resolution process should disagreements arise.

For further information, contact:
Alaina Kaiser, Coordinator for Families in Transition
Campbell County Schools
101 Orchard Lane
Alexandria, KY 41001
859-635-2173

FOOD/NUTRITION SERVICES

All parents shall be provided the written meal charge policy at the beginning of each school year or upon enrollment in the District for students transferring in mid-year. In addition, parents shall be advised of the available payment systems and meal prices. Information regarding Food and Nutrition, including meal prices, can be found on the district website (Homepage > Menu > Departments > Food & Nutrition).

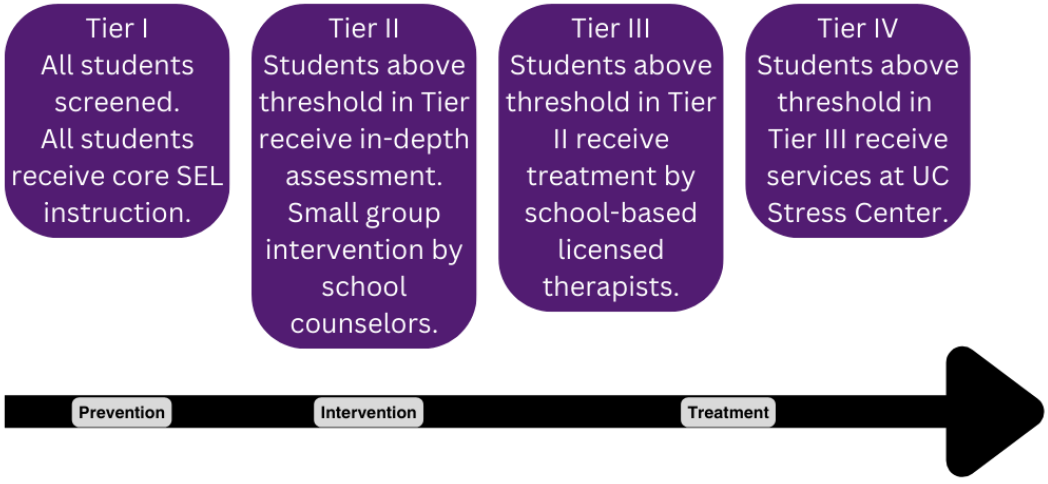
STUDENT SUPPORT SERVICES

Dedication to Students
The Campbell County School District is dedicated to providing students with the support and resources they need to thrive both academically and emotionally. Overall, our school district is committed to fostering a culture of mental health awareness and support. By offering a range of interventions and resources, we strive to create a nurturing environment where all students feel valued and supported in their mental health journey. CCS has embedded a Multi-Tiered System of Support model to implement a continuity of services framework within a data-driven framework used to provide targeted support to struggling students.

Multi-Tiered System of Support
Our Student Support Team services includes creating comprehensive programs, pathways, and practices at Tier I (prevention), Tier II (school-based individual/small-group intervention for mild-to-moderately severe behavioral and mental health symptoms), Tier III (school-based individual interventions for severe behavioral and mental health), and Tier IV levels (community-based intervention for very severe traumatic stress). This results in improved access to evidence-based and culturally relevant mental health supports. These supports and the students' response to the supports are monitored consistently. By monitoring the status of students as they progress upwards (if needed) and downwards in the MTSS framework (as expected) improves communication and efficient handoffs.

Resiliency Poll and Interventions
With parental permission every school administers the Resiliency Poll screener at a minimum of two times per school year. Tier II interventions include school-based individual and small-group interventions with the school counselor that may cover topics such as bullying, anxiety and social skills. Tier III interventions are provided by our own district Licensed Mental Health Therapist to provide short- and long-term therapy. Campbell County Schools is one of the only districts that employs their own mental health therapist to invest in our students instead of outsourcing. Tier IV community-based interventions are services reserved for students suffering from Post-Traumatic Stress Disorder. These are provided in partnership with the University of Cincinnati Stress Center.

Student Support Team
The Multi-Tiered System of Support model includes Student Support Team Coordinator (1), District Wide Mental Health Therapist (6 Full Time), School Based Counselors (18), Family Resource and Youth Services Center Coordinators (6), as well as our District Homeless Coordinator (1). This team meets collectively, one time per month and each school's individual Student Support Team meets one time per month with school administrators to discuss student supports as students progress through the MTSS framework.



HEALTH SERVICES AND MENTAL HEALTH SERVICES (KRS 158.1415)

The Campbell County School District will provide a safe and supportive learning environment for students by offering health services and mental health services.

The Campbell County School District and personnel will respect the rights of parents to make decisions regarding the upbringing and control of the student by following policies and procedures which encourage students to discuss mental or physical health or life issues with their parents or through the facilitation of discussions with parents. Therefore, the school district does not provide health services or mental health services related to human sexuality, contraception, or family planning. If the school changes the health services or mental health services related to human sexuality, contraception, or family planning that it provides, it shall obtain parental consent prior to providing health services or mental health services to the student.

Parental consent for health services, mental health services, or a referral to an external health care provider shall be obtained prior to the service (i.e., administering medication, telehealth visit). Parents have rights to access the student's educational or health record held by the district.

Nothing shall prohibit the district or the district's personnel from seeking or providing emergency medical or mental health services for a student as outlined in the district's policies or remove the duty to report pursuant to KRS 620.030.

Each school, with grades 6 through 12, shall develop policies and follow procedures outlined in KRS 158.1415 for curriculum related to human sexuality and sexually transmitted diseases. The policy shall include advance parent notification and written consent before the student receives any instruction through curriculum or programs on human sexuality or sexually transmitted diseases. Schools shall provide an alternative course, curriculum, or program without any penalty to the student's grade or standing for students whose parents have not provided written consent.

Students in grade five (5) and below do not receive any instruction through curriculum or programs on human sexuality or sexually transmitted diseases.

- "External health care provider" means a provider of health or mental health services that is not employed by or contracted with the school district to provide services to the district's students;
- "Health services" has the same meaning as in KRS 156.502;
- "Mental health services" means services provided by a school-based mental health services provider as defined in KRS 158.4416 but shall not include academic or career counseling; and
- "Parent" means a person who has legal custody or control of the student such as a mother, father, or guardian.

MEDICATION POLICY SUMMARY (09.2241)

Campbell County Schools allows medication to be administered during school hours only when necessary for student health and safety. All medications, prescription or over-the-counter, require a completed Consent Form signed by both a physician and parent/guardian; handwritten notes are not accepted. Only doses that cannot be given at home will be administered at school.

Key guidelines include:

- Medications must be brought in original containers with proper labeling.
- No medication will be supplied by the school.
- Self-carry of emergency medications (e.g., inhalers, EpiPens) is allowed with appropriate authorization.
- Medications may not be transported on the bus (except approved self-carry items).
- Staff will not alter medications or give first-time doses.
- All medication must be stored in the school office and will be administered and documented by trained personnel.

Failure to follow these procedures will result in the refusal to administer medication, and the parent/guardian will be contacted.

STUDENT TRANSPORTATION

All students and parents/guardians shall follow district transportation safety policies based on statewide transportation policy guidelines and statewide student discipline guidelines.

BUS CONDUCT RULES

PLEASE KEEP IN MIND THAT RIDING THE SCHOOL BUS IS A PRIVILEGE, NOT A RIGHT, AND IS CONTINGENT UPON STUDENTS OBEYING THE FOLLOWING RULES AND PROCEDURES.

1. Students should arrive at the bus stop 5 minutes prior to the bus's scheduled arrival time unless otherwise notified.
2. Students are to sit in the seat assigned by the driver. If no seat has been assigned, student should sit in the first available seat.
3. Students are to obey the driver and bus monitor (if assigned) promptly.
4. Students should help keep the bus clean by cleaning their feet before entering and by keeping trash off the floor and seats.
5. Students are not to possess any firearm(s), knife, deadly weapon or dangerous instrument on the bus.
6. Students are to avoid unnecessary conversations with the bus driver and are not to interfere with his/her vision.
7. Students are not to use loud, abusive or profane language or gestures while on the bus.
8. Students are not to lean out of the bus windows. They must keep their arms, legs, head and property inside the bus.
9. Students are to enter and exit the bus only after it has come to a complete stop.
10. Students who must cross the roadway should cross in front of the bus after the driver signals them that it is safe to do so.
11. Students are to ride only their assigned bus and exit the bus only at their regular stop or at school. Exceptions will be made only with written permission from the principal/designee.
12. Students are to respect the people they pass while on the bus. They are not to yell or make signs/gestures to any passers-by.
13. Students are not to damage the bus and should report any damage to the driver. If they do cause damage, their parents or guardians will be held responsible for restitution.
14. At no time are students permitted to eat, drink (other than water), or be in possession or use tobacco products (including electronic cigarettes or other vaping devices, matches, lighters, or any open flame device) on the bus.
15. Students are not to block any aisle or emergency exit of the bus with any carry-on items or belongings. Any carry-on items or belongings must be held on the lap (without taking more seat room than the student in the seat) or on the floor between the feet. In either case, the height of the carry-on item must remain lower than the student's neck.
16. No live animals or preserved specimens are allowed on the bus (excluding exemptions protected by federal law).
17. Blankets/Throws are an excluded item for bus service.
18. Mobile Devices: Cell phones and other electronic devices are often permitted on the school bus if:
    - Hands are free to use handrails while entering and exiting the bus
    - Sound is muted or headphones, ear buds, or similar devices are used (note: use of one headphone/earbud only so that students can remain aware and alert for any communication/instructions from the driver or monitor)
    - Content or use does not violate the law or school district policy and procedures (e.g., pornography, foul language, inappropriate content, bullying and harassment)
    - No videotaping, audiotaping, or taking pictures
    - Use does not create a distraction to the driver

19. Bus service must be established as a regular occurrence. Bus notes/passes are not accepted.

20. Transportation department staff/personnel are not responsible for damage to personal property (jewelry, electronic devices, etc.) possessed or left by students on the bus.

The bus driver will assist the principal in seeing that the above rules and procedures are carried out. If any pupil persists in violating these procedures, the driver shall notify the principal. The principal may suspend bus-riding privileges. Students who lose bus-riding privileges shall not be eligible to transfer to another bus while the privilege is suspended.

ADDITIONAL TRANSPORTATION INFORMATION

It shall be the responsibility of the parent, guardian, or person authorized by the parent of a child to provide supervision (safety and conduct) to and from the bus stop and delivery to and receipt from the driver assistant.

A. Bus transportation service is offered daily for all pupils who reside on an assigned route. To protect children's safety and abide by state regulations, those students enrolled in pre-school programs will not be dropped off at a location where the parent/guardian/designee is not available to receive them. To help ensure this, plans must be made by parents/guardians to have children picked up and dropped off at the same location on a regular basis. Regarding preschool students, the parent/guardian/designee to receive the child must be at the bus door-side drop-off location.

B. Some items may not be transported by bus which may include but are not limited to glass objects, skateboards, balloons, certain band instruments, skis, etc. Contact the Transportation Department for any questions regarding specific items.

C. Should the conduct of a pupil on a bus endanger the lives and/or safety of the pupil or others and the offending pupil fails to cease such conduct when directed by the bus driver, it shall be the duty of the driver to put the offender off the bus and report the action to the principal and the Director of Transportation immediately. This should be done only in extreme cases and as a last resort to protect student safety. In addition, local law enforcement may be contacted if deemed necessary.

D. Any complaints of drivers, pupils, or parents not specified in the regulations listed above shall be reported promptly to the principal or the Director of Transportation.

E. After verification by the principal and meeting with the student, parents will be notified of each offense that warrants removal from the bus or school suspension.

F. When an offense occurs during the morning run, the pupil will be permitted to ride home in the afternoon if the principal deems it to be safe and appropriate for all.

G. When an offense occurs during the afternoon run, the pupil will be permitted to ride to school the following morning if the pupil does not present a danger to the lives or morals of other pupils. This is done because the driver cannot report the incident to the principal for disciplinary action until that time.

H. Preschool students who are continually (3 or more times) brought back to school due to parents/ guardiansbeing unavailable to receive them may have their transportation service suspended.

I. Please develop a back-up plan with your children for unexpected events such as the possibility you are not home due to an emergency, traffic, etc. There could be many situations that necessitate such a plan.

SCHOOL AND BUS RECORDINGS

Unless special circumstances exist, due to FERPA laws regarding confidentiality, the viewing of school or bus recordings by non-school personnel is limited by law. Recordings shall be governed by the KY Open Records Act, as set forth in KY Revised Statute and the administrative regulations promulgated by the KY Department of Libraries and Archives.

STUDENT DISCIPLINE LEVELS

Per KRS 158.150, all students admitted to the common schools shall comply with the lawful regulations for the government of the schools.

CORRECTIVE MEASURE OPTIONS

A corrective measure is utilized to resolve existing non-conformities and to prevent their recurrence.
Corrective actions may include, but are not limited to:

Alternative Placement
Assigned Seat
Bus Suspension
Bus Transfer
Combined Resolution
Contract (Attendance)
Contract (Behavior)
Detention (Lunch)
Detention (Office)
Detention (Teacher)
Expulsion - Not Receiving Services
Expulsion - Receiving Services
Friday School
In-School Suspension
Letter Sent
Loss of Parking Privilege
Loss of Privilege
Loss of Recess
Loss of Technology Privileges
Out of School Suspension
Parent Conference
Parent Phoned
Referred for Specialized Services
Referred to Counselor
Reported to Police
Restitution of Damages
Restraint
Seclusion
Tolerance Program
Warning
Other Consequences/Interventions

Serious violations require administrative action, notification of appropriate law enforcement authorities, and may result in the immediate removal of the student from the school. A request for an administrative hearing with the Superintendent of Schools or his/her designee may be held.

LEVEL I

DEFINITION

Minor misbehaviors which impede orderly classroom procedures or interfere with the orderly operation of the school and require immediate intervention by the staff member who is supervising the student or who observes the violation. These discipline offenses are typically managed by a classroom teacher.

DISCIPLINARY PROCEDURES

There is immediate intervention as outlined in the PBIS school-wide framework by the staff member who is supervising the student or who observes the misbehavior. Repeated misbehavior requires a parent/teacher conference, or a conference with the counselor and/or administrator. The staff member maintains a proper and accurate record of the offenses and disciplinary action. Parents may be notified of the behavior infraction and corrective measures.

LEVEL I BEHAVIOR EVENTS:

Behavior Event Type	Definition
Academic Cheating/ Plagiarism	Taking or giving any information or material which will be used to determine academic credit. Representing another person's work as your own.
Disorderly Conduct	Making unreasonable noise or creating a hazardous or physically offensive condition with the intent to cause inconvenience, annoyance, or alarm.
Disrespectful Behavior	Behavior that is rude, unpleasant, inappropriate, and unprofessional. Behavior that causes hurt feelings and distresses, disturbs, and/or offends others.
Disruptive Behavior	Any behavior or action that disrupts the learning environment and education process.
Insubordination	Defiance of authority; refusal to obey orders to a reasonable request.
Tardy to Class	Not being in the classroom when classes are scheduled to begin.
Violation of Classroom Rules	Includes, but is not limited to, chewing gum, teasing, incomplete work, throwing objects, out of seat, horseplay, lying, etc.

LEVEL II

DEFINITION

Misbehaviors whose frequency or seriousness tends to disrupt the learning climate of the school and are managed by a teacher and/ or administrator. These infractions are repetitive Level I offenses or more serious offenses, which are documented on office discipline referrals and require administrative action.

DISCIPLINARY PROCEDURES

The student is referred, using the office discipline referral, to the administrator for appropriate disciplinary action. The administrator meets with the student and/or teacher and determines the most appropriate response. Each incident is investigated by the administrator and due process is provided to the student. Appropriate law enforcement authorities may be notified of the event. The teacher is informed of the administrator's action. The administrator maintains a proper and accurate record of the offense and the disciplinary action. Parents shall be notified of the behavior infraction and corrective measures.

LEVEL II BEHAVIOR EVENTS:

Behavior Event Type	Definition
Persistent Level I Violations	Repetitive violations of Level I behavior events.
Attendance Policy Violation	Board policy 09.123 and 09.122.
Bus Rule Violation	"Bus Conduct Rules" – CCS Discipline Code Handbook.
Dress Code Incident	Clothing that is unsafe, vulgar, obscene, offensive, or worn in a manner that disrupts the school environment.
Forgery	Creating a false document, altering a document, or writing a false signature for the illegal benefit of the person making the forgery.
Fraud	The intentional use of deceit, a trick or some dishonest means to deprive another of his/her/its money, property or legal right.
Gambling	The activity or practice of playing a game of chance for money or other stakes.
Inappropriate Sexual Behavior	Inappropriate public display of affection; Inappropriate touching.
Leaving Campus	Leaving school grounds without administrative permission from the time a person arrives in the morning until school is over for the day.
Loitering	To linger or hang around in a public place or business where one has no particular or legal purpose.
Out of Area Violation	Out of an assigned area.
Possession of Stolen Property	A voluntary act if the defendant knowingly exercised dominion or control over property.
Profanity or Vulgarity	Use of abusive, profane, or vulgar language, gestures or depictions.
Skipping Class	Unauthorized absence from class.
Skipping School	Unauthorized absence from school.
Stealing	Action of taking another person's property without permission.
Truancy	Board policy 09.123.
Violation of District Acceptable Use Policy	"Students' Acceptable Use Policy (AUP)" – CCS Discipline Code Handbook.
Violation of Personal Electronic/ Telecommunication Device Policy	Possession and/or unauthorized use of cell phone or another personal electronic device.

LEVEL III

DEFINITION

Acts against persons or property whose consequences indirectly endanger the health or safety of others in the school can be handled by the disciplinary mechanism in the school. Corrective measures, which the school should undertake, however, depend on the extent of the school's resources for remediating the situation in the best interests of all students.

DISCIPLINARY PROCEDURES

The student is referred, using the office discipline referral, to the administrator for appropriate disciplinary action. The administrator meets with the student and/or teacher and determines the most appropriate response. Each incident is investigated by the administrator and due process is provided to the student. Appropriate law enforcement authorities may be notified of the event. The teacher is informed of the administrator's action. The administrator maintains a proper and accurate record of the offense and the disciplinary action. Parents shall be notified of the behavior infraction and corrective measures.

LEVEL III BEHAVIOR EVENTS:

Behavior Event Type	Definition
Persistent Level I or II Violations	Repetitive violations of Level I or II behavior events.
Bullying	Unwanted, aggressive behavior that involves power imbalance toward other persons; the behavior is repeated or has the potential to be repeated (complete definition found in KRS 158.148).
Burglary	Knowingly entering into a building, structure, or other real property without the authority to do so (or remaining on property after your privilege to be there has ended), and with the intent of committing any crime therein.
Dangerous Instrument Possession	Anything that under the circumstances in which it is used, attempted to be used or threatened to be used is readily capable of causing serious physical injury.
Destruction of Property	Injury to real or personal property through another's negligence, willful destruction, or by some act of nature.
Failure to Attend Detention	Not present in a designated classroom/area during the time a student is assigned detention.
Fighting – Student to Other	Displaying or engaging in violence, combat, or aggression towards another person.
Fighting – Student to Student	Displaying or engaging in violence, combat, or aggression towards another student.
Harassing Communications	Intent to intimidate, harass, annoy or alarm another person through a communication or social media mechanism (complete definition: KRS 525.080).
Harassment	Intent to intimidate, harass, annoy or alarm another person (complete definition found in KRS 525.070).
Hazing	Direct action which substantially endangers the physical health of a minor or student for the purpose of recruitment, initiation into, affiliation with, or enhancing or maintaining membership or status within any organization.
Self-Endangerment	The act of putting oneself at risk or in danger.
Stalking	Intent to stalk another person or make an explicit or implicit threat to place a person in reasonable fear of sexual contact, physical injury or death (complete definitions found in KRS 510.140 and KRS 508.150).
Tobacco Distribution	Distribution of a nicotine or tobacco product, including but not limited to smoking, chewing, vapor products or other alternative nicotine products.
Tobacco Possession	Possession of a nicotine or tobacco product, including but not limited to smoking, chewing, vapor products or other alternative nicotine products.
Tobacco Use	Under the influence of or use of a nicotine or tobacco product, including but not limited to smoking, chewing, vapor products or other alternative nicotine products.

Threatening Another Student	To cause reasonable apprehension or threat of physical harm to another student through statement, communication, conduct or gesture.
Trespassing	Entering the owner's land or property without permission.
Vandalism	Willful destruction or damaging of property in a manner that defaces, mars, or otherwise adds a physical blemish that diminishes the property's value.
Verbal Abuse	Using abusive or demeaning language to attack or injure an individual; this could include but is not limited to talking back, name calling, and creating socially rude interactions.
Violation of District Acceptable Use Policy	Cyber misconduct that has a negative impact on the school climate and/or culture. This includes, but is not limited to cyber bullying, the capturing/recording of audio or video images, inappropriate content display or search, etc.

LEVEL IV

DEFINITION

These are acts against a person(s) or property which may indirectly endanger the health or safety of others. These violations require administrative action, notification of appropriate law enforcement authorities, and result in the student's immediate removal from school. A request for a hearing with the Superintendent of Schools or his/her designee is mandatory with a Level IV violation.

DISCIPLINARY PROCEDURES

The student is referred, using the office discipline referral, to the administrator for appropriate disciplinary action. The administrator meets with the student and/or teacher and determines the most appropriate response. Each incident is investigated by the administrator and due process is provided to the student. A complete and accurate report of the incident is submitted to the superintendent. A request for a hearing may be held with the superintendent or his/her designee to determine if further corrective measures are necessary. The teacher is informed of the administrator's action. The administrator maintains a proper and accurate record of the offense and the disciplinary action. Parents shall be notified of the behavior infraction and corrective measures.

LEVEL IV BEHAVIOR EVENTS:

Behavior Event Type	Definition
Persistent Level I, II or III Violations	Repetitive violations of Level I, II or III behavior events.
1st Degree Assault	Intentionally causes serious physical injury (reference KRS 500.080 for complete definition of "serious physical injury," particularly for children ages 12 and under) to another person by means of a deadly weapon or a dangerous instrument or wantonly engages in conduct which creates a grave risk of death to another and thereby causes serious physical injury to another person; complete definition found in KRS 508.010.
2nd Degree Assault	Same as 1st Degree Assault, although it includes causing serious physical injury without a weapon or instrument; complete definition found in KRS 508.020.
3rd Degree Assault	Recklessly, with a deadly weapon or dangerous instrument, OR intentionally causes or attempts to cause physical injury to all first responders, social workers, and all school employees and volunteers; complete definition found in KRS 508.025 (reference KRS 500.080 for complete definition of "physical injury").
4th Degree Assault	Intentionally or wantonly causes physical injury to another person, OR with recklessness, causes physical injury to another person by means of a deadly weapon or a dangerous instrument; complete definition found in KRS 508.030.
Abuse of a Teacher	Intentional verbal, mental or physical abuse of a teacher or administrator (KRS 161.190).
Alcohol Distribution	Distribution of alcohol as defined as liquor, brew or mixture containing alcohol.
Alcohol Possession	Possession of alcohol as defined as liquor, brew or mixture containing alcohol.
Alcohol Use	Under the influence of or use of alcohol as defined as liquor, brew or mixture containing alcohol.
Arson	Intentional burning or attempting to burn a house, public building, vehicle or aircraft.
Criminal Abuse	Intentionally abusing another person causing physical injury.
Dangerous Instrument Use	Anything that under the circumstances in which it is used, attempted to be used or threatened to be used is readily capable of causing serious physical injury.
Drug Distribution	Distribution of a controlled substance, synthetic drug, over the counter drug or look alike drugs.
Drug Possession	Possession of a controlled substance, synthetic drug, over the counter drug or look alike drugs.
Drug Paraphernalia Violation	Any equipment, product, or material of any kind which is primarily intended or designed for use in manufacturing, compounding, converting, concealing, producing, processing, preparing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance, possession of which is unlawful.
Drug Use	Under the influence of or use of a controlled substance, synthetic drug, over the counter drug or look alike drugs.

Fighting – Student to Staff	Displaying or engaging in violence, combat, or aggression towards a staff member.
Homicide	A person causes the death of another human being under circumstances which constitute murder, manslaughter in the first degree, manslaughter in the second degree, or reckless homicide.
Kidnapping	Unlawfully restraining another person with intent to hold for ransom, inflict bodily injury or terrorize a person, to shield or hostage (complete definition found in KRS 509.040).
Menacing	Intentionally placing another person in apprehension of imminent physical injury (complete definition found in KRS 508.050).
Rape	Includes forcible rape and statutory rape.
Robbery/Theft	Includes robbery, larceny, motor vehicle theft.
Sexual Assault	Unwanted touching in a sexual manner.
Sexual Offense (non-touch)	Includes all non-touch sexual offenses, not limited to lewd behavior, obscene behavior and indecent exposure.
Terroristic – Bomb	Bomb threat or threat of other explosive device.
Terroristic Threat	1) Intentionally making false statements about placing a weapon of mass destruction on school property; 2) Intentionally placing a counterfeit weapon of mass destruction on school property; 3) Intentionally threatening to commit any act likely to result in death or serious physical injury to any student group, teacher, volunteer worker, or school staff; 4) Threatening to commit any crime likely to result in death or serious physical injury to another person or likely to result in substantial property damage to another person; or 5) Intentionally making false statements for the purpose of causing evacuation of a building, place of assembly, or facility of public transportation.
Threatening Staff	To cause reasonable apprehension or threat of physical harm to a staff person or school representative through statement, communication conduct or gesture (KRS 161.190).
Wanton Endangerment	Wantonly engaging in conduct which creates a substantial danger of physical injury.
Weapon Possession	Possession of any item used, designed to be used or intended for use in causing death or injury to any person, or for the purpose of threatening or intimidating any person.
Weapon Distribution	Distribution of any item used, designed to be used or intended for use in causing death or injury to any person, or for the purpose of threatening or intimidating any person.
Weapon Use	Use of any item used, designed to be used or intended for use in causing death or injury to any person, or for the purpose of threatening or intimidating any person.

Weapon types include, but are not limited to:

- Handgun
- Shotgun/ Rifle
- Machine gun
- Pellet/ BB/ Air gun
- Paintball gun
- Noxious substance
- Destructive device
- Replica/ Toy gun
- Stun gun/ Taser gun
- Any Look-a-Like
- Knife/ Sword/ Spear
- Axe/ Machete
- Bow/ Arrow/ Crossbow
- Blunt object
- Object or substance used as a combative weapon

SUSPENSION AND EXPULSION OF STUDENTS (KRS 158.150)

(1) All students admitted to the common schools shall comply with the lawful regulations for the government of the schools:
   (a) Willful disobedience or defiance of the authority of the teachers or administrators, use of profanity or vulgarity, assault or battery or abuse of other students, the threat of force or violence, the use or possession of alcohol or drugs, stealing or destruction or defacing of school property or personal property of students, the carrying or use of weapons or dangerous instruments, or other incorrigible bad conduct on school property, as well as off school property at school-sponsored activities, constitutes cause for suspension or expulsion from school; and
   (b) Assault or battery or abuse of school personnel; stealing or willfully or wantonly defacing, destroying, or damaging the personal property of school personnel on school property, off school property, or at school-sponsored activities constitutes cause for suspension or expulsion from school.

(2) (a) Each local board of education shall adopt a policy requiring the expulsion from school for a period of at least twelve (12) months for a student who:
      1. Is determined by the board through clear and convincing evidence to have made threats that pose a danger to the well-being of students, faculty, or staff of the district; or
      2. Is determined by the board to have brought a weapon to a school under its jurisdiction. In determining whether a student has brought a weapon to school, a local board of education shall use the definition of "unlawful possession of a weapon on school property" stated in KRS 527.070.
   (b) The board shall also adopt a policy requiring disciplinary actions, up to and including expulsion from school, for a student who is determined by the board to have:
      1. Possessed prescription drugs or controlled substances for the purpose of sale or distribution at a school under the board's jurisdiction;
      2. Physically assaulted or battered or abused educational personnel or other students at a school or school function under the board's jurisdiction; or
      3. Physically assaulted, battered, or abused educational personnel or other students off school property and the incident is likely to substantially disrupt the educational process.

(3) (a) The board may modify the expulsion requirement and length for students on a case-by-case basis, except the length of expulsion shall be at least twelve (12) months for a violation set forth in subsection (2)(a) of this section.
   (b) Nothing in this section shall prohibit a board from expelling a student for longer than twelve (12) months.
   (c) A board that has expelled a student from the student's regular school setting shall provide or ensure that educational services are provided to the student in an appropriate alternative program or setting, unless the board has made a determination, on the record, supported by clear and convincing evidence, that the expelled student posed a threat to the safety of other students or school staff and could not be placed into a state-funded agency program. Behavior which constitutes a threat shall include but not be limited to the physical assault, battery, or abuse of others; the threat of physical force; being under the influence of drugs or alcohol; the use, possession, sale, or transfer of drugs or alcohol; the carrying, possessing, or transfer of weapons or dangerous instruments; and any other behavior which may endanger the safety of others. Other intervention services as indicated for each student may be provided by the board or by agreement with the appropriate state or community agency. A state agency that provides the service shall be responsible for the cost.
   (d) 1. In lieu of expelling a student, or upon the expiration of a student's expulsion, a superintendent may place a student into an alternative program or setting if the superintendent determines placement of the student in his or her regular school setting is likely to substantially disrupt the education process or constitutes a threat to the safety of other students or school staff. The action shall not be taken until the parent, guardian, or other person having legal custody or control of the student has had an opportunity to have a hearing before the board or an appeals committee as described in subparagraph 2. of this paragraph.
      2. The board may adopt a policy to establish an appeals committee and delegate the authority to hear appeals made under this paragraph to that committee.
      3. The alternative program or setting may be provided virtually.
      4. Notwithstanding any other statute or administrative regulation to the contrary, students placed in an alternative program or setting under this paragraph shall be counted in attendance and membership for state funding purposes in the same manner as other students participating in alternative programs of the district.
      5. Students placed in an alternative program or setting under this paragraph shall be subject to compulsory attendance requirements under KRS Chapter 159 and applicable local board policy.
      6. Following the initial alternative placement of a student under this paragraph, the board shall review the alternative program or setting placement at least once per year and determine if the placement should be continued in accordance with subparagraph 1. of this paragraph.

(4) For purposes of this subsection, "charges" means substantiated behavior that falls within the grounds for suspension or expulsion enumerated in subsection (1) of this section, including behavior committed by a student while enrolled in a private or public school, or in a school within another state. A school board may adopt a policy providing that, if a student is suspended or expelled for any reason or faces charges that may lead to suspension or expulsion but withdraws prior to a hearing from any public or private school in this or any other state, the receiving district may review the details of the charges, suspension, or expulsion and determine if the student will be admitted, and if so, what conditions may be imposed upon the admission, which may include placement of the student into an alternative program or setting as described in subsection (3)(d) of this section.

(5) (a) School administrators, teachers, or other school personnel may immediately remove or cause to be removed threatening or violent students from a classroom setting or from the district transportation system pending any further disciplinary action that may occur. Each board of education shall adopt a policy to assure the implementation of this section and to assure the safety of the students and staff.

(b) Except as described in subsection (10) of this section:

1. A principal may establish procedures for a student's removal from and reentry to the classroom when the student's behavior disrupts the classroom environment and education process or the student challenges the authority of a supervising adult. In addition to removal, the student shall be subject to further discipline for the behavior consistent with the school's code of conduct.
2. A student who is removed from the same classroom three (3) times within a thirty (30) day period shall be considered chronically disruptive and may be suspended from school in accordance with this section, and no other basis for suspension shall be deemed necessary.
3. At any time during the school year, for a student who has been removed from the classroom under this paragraph, a principal may require a review of the classroom issues with the teacher and the parent, guardian, or other person having legal custody or control of the student and determine a course of action for the teacher and student regarding the student's continued placement in the classroom.
4. At any time during the school year, a principal may permanently remove a student from a classroom for the remainder of the school year if the principal determines the student's continued placement in the classroom will chronically disrupt the education process for other students.
5. When a student is removed from a classroom under this paragraph temporarily or permanently, the principal shall determine the placement of the student in lieu of that classroom, which may include but is not limited to:
    a. Another classroom in that school; or
    b. An alternative program or setting, which may be provided virtually, as approved by the superintendent.
6. Any permanent action by a principal under this paragraph shall be subject to an appeal process in accordance with a policy adopted by the board.
7. Policies compliant with this paragraph shall be included in the code of behavior and discipline adopted by the board of education under KRS 158.148 and the policies adopted by the school council under KRS 160.345.

(6) A student shall not be suspended from the common schools until after at least the following due process procedures have been provided:

(a) The student has been given oral or written notice of the charge or charges against him or her which constitute cause for suspension;

(b) The student has been given an explanation of the evidence of the charge or charges if the student denies them; and

(c) The student has been given an opportunity to present his or her own version of the facts relating to the charge or charges.

These due process procedures shall precede any suspension from the common schools 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 (3) school days after the suspension.

(7) (a) The superintendent, principal, assistant principal, or head teacher of any school may suspend a student but shall report the action in writing immediately to the superintendent and to the parent, guardian, or other person having legal custody or control of the student.

(b) 1. The board of education of any school district may expel or extend the expulsion of any student for misconduct as described in subsection (1) of this section, but the action shall not be taken until the parent, guardian, or other person having legal custody or control of the student has had an opportunity to have a hearing before the board. The decision of the board shall be final.

2. Within thirty (30) days prior to the end of a student's expulsion, the board shall review the details of the expulsion and current factors and circumstances, including if ending the expulsion will substantially disrupt the education process or constitute a threat to the safety of students or school staff, to determine if the expulsion shall be extended for a period not to exceed twelve (12) months.

3. The expulsion review process shall be used prior to the end of each expulsion period until the board ends the expulsion or the student is no longer subject to compulsory attendance under KRS 159.010.

4. Each board of education shall adopt a policy for implementation of the process described in this paragraph.

(8) (a) Suspension of exceptional children, as defined in KRS 157.200, shall be considered a change of educational placement if:

1. The child is removed for more than ten (10) consecutive days during a school year; or

2. The child is subjected to a series of removals that constitute a pattern because the removals accumulate to more than ten (10) school days during a school year and because of other factors, such as the length of each removal, the total amount of time the child is removed, and the proximity of removals to one another.

(b) The admissions and release committee shall meet to review the placement and make a recommendation for continued placement or a change in placement and determine whether regular suspension or expulsion procedures apply. Additional evaluations shall be completed, if necessary.

(c) If the admissions and release committee determines that an exceptional child's behavior is related to his or her disability, the child shall not be suspended any further or expelled unless the current placement could result in injury to the child, other children, or the educational personnel, in which case an appropriate alternative placement shall be provided that will provide for the child's educational needs and will provide a safe learning and teaching environment for all. If the admissions and release committee determines that the behavior is not related to the disability, the local educational agency may pursue its regular suspension or expulsion procedure for the child, if the behavior so warrants. However, educational services shall not be terminated during a period of expulsion and during a suspension after a student is suspended for more than a total of ten (10) days during a school year. A district may seek temporary injunctive relief through the courts if the parent and the other members of the admissions and release committee cannot agree upon a placement and the current placement will likely result in injury to the student or others.

(9) Suspension of primary school students shall be considered only in exceptional cases where there are safety issues for the child or others.

(10) Any action under this section related to students with disabilities shall be in compliance with applicable federal law.

(11) Nothing in this section shall be interpreted or construed to preclude the requirements contained in KRS 158.305 or 158.4416.

ASSAULT AND THREATS OF VIOLENCE

Whenever a teacher, classified employee, or school administrator is functioning in his capacity as an employee of a board of education of a public school system, it shall be unlawful for any person to direct speech or conduct toward the teacher, classified employee, or school administrator when such person knows or should know that the speech or conduct will disrupt or interfere with normal school activities or will nullify or undermine the good order and discipline of the school (KRS 161.190).

Any student who threatens, physically assaults, batters or abuses another student shall be subject to appropriate disciplinary action, including suspension or expulsion. Students may also be subject to prosecution or juvenile justice interventions for assault, threats, or other abusive conduct.

Any student who threatens, physically assaults, batters or physically or verbally abuses educational personnel on or off school property (and the incident is likely to substantially disrupt the educational process) shall be subject to appropriate disciplinary action up to and including expulsion from school and/or legal action.

SUSPENSION/EXPULSION PROCEDURES
FOR STUDENTS IDENTIFIED WITH EDUCATIONAL DISABILITIES

(1) The ARC may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct.

(2) School personnel may remove a student with a disability who violates a code of student conduct from the student's placement to an appropriate interim alternative education setting, another setting, or suspension, for not more than ten (10) consecutive school days (to the extent those alternatives are applied to children without disabilities).

(3) School personnel may remove a student with a disability from the student's current placement for additional periods of time of not more than ten (10) consecutive school days in the same school year for separate incidents of misconduct, as long as those removals do not constitute a change in placement because of disciplinary removals.

(4) After a child with a disability has been removed from the child's current placement for ten (10) school days in the same school year, educational services as described in subsection (5) (a) and (b) below shall be provided during any subsequent days of removal.

(5) A child with a disability who is removed from the child's current placement for more than ten (10) consecutive school days, including an IAES placement, shall:
   a. Continue to receive a free, appropriate public education so as to enable the child to continue to participate in the general curriculum, although in another setting, and to progress toward meeting the goals set out in the child's IEP; and
   b. Receive, as appropriate, a functional behavioral assessment, and behavioral intervention services, and modifications, that are designed to address the behavior violation so that it does not recur.

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

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

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

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

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

Manifestation Determination and Interim Alternative Educational Setting (IAES)

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

a. If the conduct in question was caused by, or had a direct and substantial relationship to the child's disability; or
b. If the conduct in question was the direct result of the LEA's failure to implement the IEP.

(2) The conduct shall be determined to be a manifestation of the child's disability if the ARC determines that either of the conditions in subsection (1)(a) or (b) of this section was met.

(3) If the ARC determines the condition described in subsection (1)(b) of this section was met, the CCSD shall take immediate steps to remedy those deficiencies.

(4) If the ARC determines the conduct was a manifestation of the child's disability, the ARC shall:

a. (i) Conduct/provide for a functional behavioral assessment, unless the LEA had conducted a functional behavioral assessment before the behavior that resulted in the change of placement occurred and had implemented a behavioral intervention plan for the child; or
a. (ii) Review the behavioral intervention plan, (if one has already been developed) and modify it, as necessary, to address the behavior; and

b. Return the child to the placement from which the child was removed unless the CCSD and the parent agree to a change of placement as part of modification of the behavioral intervention plan or because of the special circumstances (interim alternative educational setting) explained in subsection (5) of 707 KAR 1:340.

(5) School personnel may remove a child with a disability to an interim alternative educational setting for not more than forty-five (45) school days without regard to whether the behavior is a manifestation of the child's disability if the child:

a. Carries a weapon to, or possesses a weapon at, school, on school premises, or to, or at, a school function under the jurisdiction of KDE or the CCSD;

b. Knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance while at school, on school premises, or at a school function under the jurisdiction of the KDE or the CCSD; or

c. Has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function under the jurisdiction of KDE or the CCSD.

(6) If the behavior that gave rise to the violation of the school code is determined not to be a manifestation of the child's disability, school personnel may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to children without disabilities for removals that would exceed ten (10) consecutive school days. If the ARC determines the behavior is not related to the disability of the child, the summary recorder documents the ARC's decision on the district form including:

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

(7) If the Superintendent did not serve as the CCSD Representative, within two (2) calendar days of the ARC's determination that the behavior is not related to the disability of the child, the CCSD Representative informs the Superintendent of the ARC's decision. If this determination is made, the Superintendent may recommend expulsion to the CCSD Board of Education according to the CCSD's regular policies and procedures for expulsion.

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

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

ALCOHOL, DRUGS, AND OTHER PROHIBITED SUBSTANCES

Alcohol, Drugs, And Other Prohibited Substances

No pupil shall purchase, possess, attempt to possess, use, be under the influence of, sell, or transfer any of the following on or about school property, at any location of a school sponsored activity, or in route to or from school or a school sponsored activity:

1. Alcoholic beverages;
2. Controlled substances, prohibited drugs and substances and drug paraphernalia; and
3. Substances that "look like" a controlled substance. In instances involving look-alike substances, there must be evidence of the student's intent to pass off the item as a controlled substance.

In addition, students shall not possess prescription drugs for the purpose of sale or distribution.

Definitions

Controlled substance means any substance or immediate precursor listed in Chapter 218A of the Kentucky Revised Statues or any other substance added by regulation under KRS 218A.010.

Prohibited drugs include, but are not limited to, any substance that an individual may not sell, possess, use, distribute or purchase under Federal or Kentucky law.

Prohibited substances include:

1. All prescription drugs obtained without authorization, and
2. All prohibited substances however taken or used, including but not limited to, inhaling, ingesting, and/or injecting. These include, but are not limited to, prescribed and over-the counter drugs, prohibited volatile substances as defined in KRS 217.900 or synthetic compounds/substances that are used or intended for use for an abusive and/or intoxicating purpose.

Authorized Medication

Use of a drug authorized by and administered in accordance with a prescription from a physician or dentist shall not be considered in violation of this policy if used in accordance with school and Board policy.

Penalty

Violation of this policy shall constitute reason for disciplinary action including suspension or expulsion from school and suspension or dismissal from athletic teams/extracurricular activity and/or other school sponsored activities as well as loss of parking privileges.

Reporting

Employees of the District shall promptly make a report to the local police department, sheriff, or Kentucky State Police, by telephone or otherwise, if they know or have reasonable cause to believe that conduct has occurred which constitutes the use, possession, or sale of controlled substances on the school premises or within one thousand (1,000) feet of school premises, on a school bus, or at a school sponsored or sanctioned event. In addition, when they have reasonable belief that a violation has taken place, Principals shall immediately report to law enforcement officials when an act has occurred on school property or at a school-sponsored function that involves student possession of a controlled substance on school property in violation of the law.

Drug Testing Program Purpose

In this day and time alcohol and other forms of drug abuse have grown to major proportions in our society. The middle and high school settings are not exempt from this phenomenon. Therefore, it is critical that educators and parents continually look for ways to institute programs that encourage a drug-free lifestyle for their students/children. It is to that end that this program is created to provide the appropriate action plan to address and foster a drug-free environment for the entire Campbell County middle and high school community.

The program consists of two components:

1. Education and Prevention Plan
2. Drug Testing Policy

Education and Prevention Plan

***Educational Training**:* During the calendar school year, students should attend one (1) educational training on alcohol and drug abuse. This school-sponsored training conducted by appropriate instructional staff will be **accessible to all** Campbell County middle- and high-school students but shall be **required for all** athletic and extracurricular team members and for students applying for a parking pass who wish to drive and park on school property. Students may attend this training at the school in which they are enrolled. Upon the completion of the educational training, an open question and answer session will be conducted.

Each coach, sponsor, or director of an athletic and/or extracurricular team will administer an educational training session for their respective teams during the first week of their season beginning. **All students who are listed on the roster will be required to attend this educational training session scheduled during a regular practice session.** Each coach, sponsor, or director of an athletic and/or extracurricular team should in advance to this educational training notify the Athletic Director (for all athletic teams) or the Associate Principal (for band and parking) of the date and time of their scheduled educational training session. Any student listed on the roster not attending this educational training session should be reported to the Athletic Director (for all athletic teams) or the Associate Principal (for band and parking) and that student is now ineligible to participate.

Training in Drug Awareness: Middle- and high-school teachers will be given an opportunity to receive training in drug awareness. Part of the training will enable each teacher to incorporate drug awareness information into his/her current curriculum. A keener teacher awareness of drug abuse signs and symptoms, as well as methods of referral, will be a direct result of the training. Instructional units on drug abuse, such as those currently taught in our health courses, will be enhanced by this teacher education component.

Seminars for Parents/Guardians: Educational seminars for parents/guardians that will address alcohol and other forms of drug abuse will be established in conjunction with other school programming. The central purpose of these sessions will be to provide parents/guardians with necessary information to gain information toward drug prevention.

Alcohol and Drug Safety Policy

All student athletes/extracurricular participant/drivers and their parents/guardians must read this policy and accompanying procedures and must acknowledge, in writing, that they have read the policy and procedures, understand the policy and procedures, and agree to be bound by the terms and conditions contained in the policy and procedures.

Statement of Need: All athletic and extracurricular team coaches/sponsors and the administration of Campbell County Middle and High school recognize that the unlawful use of alcohol and other drugs seriously impairs the health, safety, education, and future success of middle- and high-school students engaged in that use. It is also recognized that the unlawful use of alcohol and other drugs is a potential problem for all middle- and high-school students.

Students engaged in interscholastic athletics and extracurricular activities often are viewed by fellow students as holding or enjoying positions of notoriety and are confronted by unique pressures and risks that make them particularly vulnerable to the harms presented by that use. Because of the potential notoriety derived from athletic and extracurricular participation, students also potentially impact or influence the attitudes and actions of other members of the student body. Finally, in order to deal effectively with drug and alcohol pressures and health risks, we believe that it is imperative to adopt a mandatory drug testing policy governing the illegal use of drugs by student participants in the Campbell County middle- and high-school athletic teams, extracurricular activities, and those seeking a parking pass for school property.

Athletic teams and extracurricular activities covered by this policy shall apply to all middle- and high-school varsity and sub-varsity athletic and extracurricular activities, including, but not limited to, baseball, basketball, bowling, cheerleading, cross-country, diving, eSports, football, soccer, softball, tennis, track, wrestling, golf, volleyball, swimming and marching band. The subsequent addition of any extracurricular activity, varsity or sub-varsity sport shall immediately be subject to this policy.

Statement of Purpose: This policy is intended to support the comprehensive educational policies and programs of the District in educating students and their parents/guardians as to the dangers inherent in the unlawful use of drugs and alcohol. The policy is further intended to provide encouragement to middle- and high-school students who voluntarily choose to participate on athletic teams, in extracurricular activities, and/or to drive or park on school property to avoid such use and to strive to benefit from effective rehabilitation when such use has occurred.

Administrators shall not use information obtained in the course of administering the policy for disciplinary purposes other than those set forth herein. This policy is not designed to be used, nor shall it voluntarily be used in any manner, to provide a source of information for law enforcement agencies or for the prosecution of the student or to limit the student's participation in the school activities, other than the limitations imposed by this policy. Without a specific written authorization from the tested student or parent/guardian, if the student is under 18 years of age, the administrator shall not release any student's test results to any person other than those described within this policy or as required by law or a lawfully issued subpoena or court order. If a student is 18 years of age, authorization from the student about the student's test results will be told to the student and then also his/her guardian; other than those described within this policy or as required by law or a lawfully issued subpoena or courtorder.

In order to accomplish its purposes, this policy establishes a program for procedures to deter the unlawful use of drugs and alcohol and to provide for suspension and termination of participation on the teams when deterrence is unsuccessful. To determine compliance with the policy, it provides a testing program to identify student participants who are unlawfully using drugs. For these students this policy provides incentives for rehabilitation through possible reinstatement to the specific athletic team or extracurricular activity involved.

Consistent with its purposes, this policy also seeks to achieve the following objectives:

1. To protect District students from impairing their health, safety, education, and future success through the unlawful use of alcohol and other drugs.

2. To protect District students and their opponents from potential injury during competition resulting from the unlawful use of alcohol and other drugs.

3. To protect District students from the potential stigma of unsubstantiated allegations of unlawful use of alcohol and other drugs.

4. To assure students, parents, teachers, and the community that the health, safety, education, and future success of the student participants are the primary concerns of the District.

Implementation, Review, and Evaluation: All student participants and their parents/guardians must sign the "Drug Testing and Educational Training Consent Form" before the student can be permitted to attend the educational training conducted for the student by his/her athletic team coach, or extracurricular activity sponsor/director at the middle- and high-school levels, or obtain a parking pass permission form to be authorized to drive or park on school property and attend a parking pass educational training session.

A Substance Abuse Prevention Committee (Committee) shall be established and shall have the overall responsibility for implementing this policy. The Committee may consist of the school Principals, Head Coaches of the athletic teams, designated sponsors of extracurricular activities, Athletic Director, Title IV Coordinator, School Health Coordinator, Counselor, Superintendent, and Board Members.
The Committee shall establish procedures as needed to implement the policy fairly and efficiently. In addition, the Committee shall review and evaluate the effectiveness of the drug testing policy on an annual basis. The evaluation shall include, but not be limited to, the effectiveness of the comprehensive educational and counseling program, substance testing program, procedural safeguards, and the list of drug substances tested. The Committee shall not have access to any of the test results. The Committee's purpose is limited to procedures and evaluation of the policy.

Applicability: This policy applies to all students choosing to participate in any extracurricular activity, including students/players at the varsity and sub-varsity levels, and to students who drive or park on school property.

Education: At least once during the first week of the competitive season, all Coaches/Sponsors/Directors and other appropriate Certified Staff shall require attendance at an educational training on drug abuse for all student participants (as outlined in the Education and Prevention Plan section of this policy). The training conducted shall be open to attendance by the student participants and their parents/guardians and the training shall be administered by appropriate instructional staff. Those students participating in the training will be asked to demonstrate an understanding of the main components of the drug education training through an open discussion forum.

Testing Program: Testing shall be accomplished by the analysis of urine specimen obtained from the student participants. Collection and testing procedures shall be established, maintained, and administered to ensure:

1. Randomness of selection procedures
2. Proper student identification
3. Identification of each specimen with the appropriate student participant
4. Maintenance of the unadulterated integrity of the specimen
5. Integrity of the collection and testing process, as well as the confidentiality of test results (The specific testing process shall be on file at the testing laboratory approved by the Board.)

Substances Tested: Student participants' urine or other specimen may be tested for the following, which include, but may not be limited to:

1. Amphetamines
2. Marijuana (THC)
3. Cocaine and its derivatives
4. Opiates
5. Phencyclidine (PCP)
6. Benzodiazepine
7. Propoxyphene
8. Anabolic steroids
9. Alcohol
10. Other abused, illegal, or prohibited substances as determined by the committee

Sanctions

First Violation

1. A student testing positive will be suspended for the next four (4) consecutive interscholastic/extracurricular events or the next four (4) weeks of the season, whichever is greater in time. Student drivers will be denied permission to drive and/or park on school property for the next four (4) consecutive weeks of school during school hours. The suspension will begin the date that the results are confirmed from the testing agent to the school designee. If necessary, the suspension shall carry over to the student's subsequent participation on another athletic team/extracurricular activity and/or the following season as well as affecting driving and parking on school property. In addition to the suspension period, the student will also be required to speak with a school counselor of their choosing for a minimum of one acceptable counseling session (Counselor will sign off on the student's success or lack thereof).

2. In order to be eligible to return to the activity and practice during the suspension, the student must enroll in a school-approved drug-counseling program (approved by the counselor who conducted the previous counseling session), at their expense and submit to weekly drug testing at their expense and maintain a negative test result.

3. Prior to readmission to participation to the athletic team/ extracurricular activity or reauthorization to drive (after the four-week suspension), the student must submit to a new drug test administered for the student and in accordance with the same procedures utilized for random drug testing at the student's expense (at an approved outside agency, if the CCS testing agent has not yet returned). The test results must be presented and be negative for a reinstatement to occur. A positive result shall be treated as a second violation.

4. If a student is reinstated to the athletic team/extracurricular activity or driving privileges following the first violation, the student's participation in another activity shall not be restricted solely because of the existence of the first violation, as long as the student has completed the period of suspension and was appropriately reinstated to the prior activity. If the student elects not to seek reinstatement to the activity after a first violation (either because of the student's own election or because the season concluded prior to the expiration of the student's period of suspension), the student is still required to serve the unexpired portion the suspension before becoming eligible for participation in any other extracurricular activity. A student serving a suspension for any sport may try out for a second sport if the student provides a negative drug test result from the testing laboratory under contract. If the student successfully makes the team or joins an extracurricular group, prior to participation, the student must serve the unexpired portion of the previous suspension. The student must complete all forms required for participation on another extracurricular activity, and the student must submit to a new drug test administered in accordance with the same procedures utilized for random drug testing. A positive result shall be treated as a second violation.

Second Violation

1. For a second violation, the student participant shall be suspended for the next eighteen (18) consecutive interscholastic/extracurricular events or eighteen (18) consecutive weeks, whichever is greater in time. Student drivers with a second violation may be denied permission to drive and/or park on school property for the next eighteen (18) consecutive weeks of school. If necessary, the suspension shall carry over to the student's subsequent participation on another athletic team/extracurricular activity and/or the following season. Before reinstatement to the activity after a second violation, the student participant must successfully complete recommendations that resulted from the chemical dependency assessment as evidenced by a written statement to that effect issued by a treatment counselor. The student must submit to a new drug test administered in accordance with the same procedures utilized for random drug testing. A positive result shall be treated as a third violation.

2. If a student is reinstated to the activity following a second violation, the student's participation in another activity shall not be restricted solely because of the existence of the second violation, as long as the student has completed the period of suspension and the required chemical dependency program and was appropriately reinstated to the prior activity. If the student elects not to seek reinstatement to an activity after a second violation (either because of the student's own election or because the season concluded prior to the expiration of the student's period of suspension) the student is still required to serve the unexpired portion of the suspension before becoming eligible for any other extracurricular activity. A student serving a suspension for one sport/activity may try out for a second sport or join a second activity if the student provides a negative drug test result from the testing laboratory under contract. If the student makes the team, prior to participation, the student must serve the unexpired portion of the previous suspension. The student must submit to a new drug test administered in accordance with the same procedures utilized for random drug testing. A positive result shall be treated as a third violation.

Third Violation

The student participant or driver shall be excluded from participation in any extracurricular activity for the remainder of the student's eligibility.

A third violation shall disqualify the student's involvement in all extracurricular activities (varsity and sub- varsity) or from driving/parking on school property for the remainder of his/her enrollment in the District.

Notice to Participants: A written copy of this policy is contained in the District Discipline Code of Conduct book provided to every student upon the start of school or enrollment of the student. Parents and students shall be required to sign a statement indicating that they have read and understand and fully agree to be bound by the terms, conditions, and procedures under this policy.

A written copy of this policy can also be obtained from the District website. Please follow these steps:

1. Go to our school website: www.campbellcountyschools.org
2. Select Board of Education
3. Select Policy and Procedure Manual (Policy 09.423)

Prevention Program

The Superintendent shall establish a comprehensive and on-going drug-free/alcohol-free prevention program for all students which shall include notice to students and parents of the following:

1. The dangers of drug/alcohol/substance abuse in theschools;
2. The District's policies and related procedures on drug-free/alcohol-free schools;
3. The requirement for mandatory compliance with the District's established standards of conduct, including those that prohibit use of alcohol, drugs and other controlled and prohibited substances;
4. Information about available drug/alcohol counseling programs and available rehabilitation/ student assistance programs;
5. Penalties that may be imposed upon students for violations of this policy.

Student Drug Testing Procedures

STUDENTS

The district's comprehensive plan for drug and alcohol prevention includes an integration of academics and appropriate curriculum activities that address solutions to violence and drugs. These curriculum activities include special programs for the awareness and prevention of violence and drug/alcohol abuse along with instructional programs in content areas such as health, science, and social studies.

Students shall be involved in activities that help develop their problem-solving abilities and encouraged in implementing self-management systems that emphasize responsible group membership as well as self-sufficiency. Programs such as DARE and Project BRAVO are examples of programs available in the schools.

At the beginning of each school year students shall receive a handbook containing the Student Discipline Code. Teachers shall be instructed to review the Discipline Code with students. Students shall have access to guidance services at all levels to discuss with guidance counselors any drug/alcohol problems which affect the student.

The District also has a policy on random drug testing for extracurricular activity students, namely athletes, marching band, and students who wish to drive and park on District property. Additionally, educational training shall be provided for parents, students, employees, and the public regarding health hazards, specific characteristics of use, and general awareness of drug and alcohol use.

All student athletes/extracurricular participants (including marching band)/drivers and their parents/guardians must read the policy and accompanying procedures and must acknowledge, in writing, that they understand the policies and procedures, and agree to be bound by their terms and conditions. This form is identified as the "Drug Testing and Educational Training Consent Form" (09.423 AP.21).

The policy shall be monitored by the Superintendent or his/her designee.

An athlete or extracurricular participant (including marching band) from Campbell County High School or Middle School listed on the season roster must:

1. Read the Alcohol, Drugs, and Other Prohibited Substances Policy – 09.423 – and the accompanying procedures and attest in writing through the "Drug Testing and Educational Training Consent Form" to understanding and abiding to the same.
2. Parent/Guardian and Student must sign the "Drug Testing and Educational Training Consent Form." This form should be turned in to the coach/sponsor/director before or on the day of the educational training provided by the school and conducted by each coach/sponsor/director.
3. Attend a required educational training provided by the school and conducted by each coach/sponsor/director.
4. Submit to random drug testing when necessary.

Any student before obtaining an application for a parking pass to drive and park on school property at Campbell County High School must:

1. Read the Alcohol, Drugs, and Other Prohibited Substances Policy – 09.423 – and the accompanying procedures and attest in writing through the "Drug Testing and Educational Training Consent Form" to understanding and abiding to the same.
2. Parent/Guardian and Student must sign the "Drug Testing and Educational Training Consent Form." This form should be turned in to an appropriate staff member before or on the day of the educational training.
3. Attend a required educational training provided by the school and conducted by an appropriate staff member.
4. Submit to random drug testing when necessary.

RANDOM TESTING

1. A minimum of 20% of the active participants (whether sport, extra-curricular, or student drivers) at the given time of the test shall be tested. A random test shall be conducted at least once per season; however, more than one random test may be administered.
2. The testing procedure used shall either be by collection of urine or saliva sample.
3. Students who refuse to complete the random drug testing or are unable to produce a sample when selected shall be treated as having a positive test result and shall fall into the First Violation category. The parent/guardian shall be contacted by an appropriate staff member if a student refuses random drug testing or is unable to produce a sample and it will be suggested to have him/her tested. A student who refuses or could not produce a sample may not come back the next day and ask to be tested.
4. The cost of the drug testing shall be covered by an annual fee assessed through athletic, extra-curricular, or parking fees collected from students.
5. A Parent/Guardian shall be contacted by phone by the testing agent upon a positive result. A student who is eighteen (18) years of age shall be told of his/her positive result first, and then the parent/guardian shall be told of the positive result.
6. Test results shall be reported to the Superintendent's designee and appropriate building level designee who shall take appropriate action.

IMPLEMENTATION AND EVALUATION

A steering committee shall be formed to establish procedures to implement the random drug testing and annually evaluate the policy's effectiveness. The steering committee shall be chaired by the Superintendent's designee and have membership as follows:

1. Superintendent's designee: 1 person
2. Associate Principals from CCHS and CCMS: 2 people
3. District Athletic Director: 1 person
4. District Health Nurse: 1 person

Two (2) separate subcommittees shall be formed for each school (CCHS and CCMS) and made up of the following members:

1. Administrator: 1 person
2. Guidance Counselor: 1 person
3. Parent from SBDM or volunteer: 1 person
4. Male coach/sponsor/director: 1 person
5. Female coach/sponsor/director: 1 person

Each subcommittee shall then provide recommendations to the administrator who is a representative of the steering committee. That administrator shall then provide to the steering committee any procedural changes and concerns of the effectiveness of the Alcohol, Drugs, and Other Prohibited Substances policy.

The steering committee shall then provide recommendations to the Superintendent regarding procedural changes and the effectiveness of the policy.

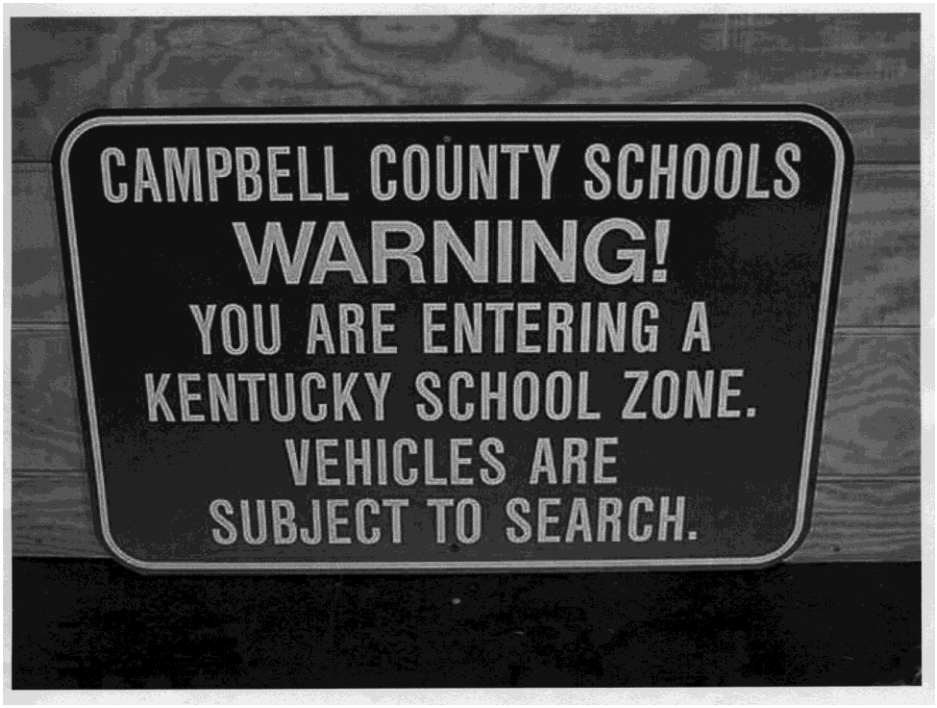
CANINE SWEEPS AND VEHICLE INSPECTION WARNING

Campbell County School district works collaboratively with local law enforcement agencies to provide professional canine detection sweeps. We allow the canine unit to visit any facility in the Campbell County School district. Visits to any facility may be scheduled by school administration or conducted on a random basis. The length of each visit will vary and shall be determined upon each visit.

When the canine unit visits any facility in the District, the dog and dog handler are allowed to freely search all areas of the school property. Classrooms and lockers are visited as well as large commons areas, such as parking lots, gymnasiums, auditoriums, and courtyards. The dog and dog handler are accompanied by a school administrator, but it is not mandatory.

The use of canine units has been very successful. The dog handlers should be recognized as an authority figure and students should comply with requests and treat them in an appropriate manner. Students should refrain from whistling or making distracting noises to the dog that is performing its job. The searches conducted by the canine unit are done in a manner not to deter from the school environment, but to protect our learning environment.

The sign below will be placed at the entrances to all Campbell County Schools. As it states, **any vehicle** parked at any of the school locations is subject to being searched.



DISTRICT'S POLICY/PROCEDURE MANUAL

An online manual of the Campbell County Board of Education's policies and procedures can be found at http://policy.ksba.org/Chapter.aspx?distid=174 . This online manual is not an official copy of the school board's official policy/procedure manual. The online manual may not contain the most recent changes made by the Board of Education. For an official copy of a policy or procedure, please contact the school district Central Office.

Chapter 01 – Powers and Duties
Chapter 02 – Administration
Chapter 03 – Personnel
Chapter 04 – Fiscal Management
Chapter 05 – School Facilities
Chapter 06 – Transportation
Chapter 07 – Support Services
Chapter 08 – Curriculum and Instruction
Chapter 09 – Students
Chapter 10 – Community Relations

DISCIPLINE CODE COMMITTEE

I hereby certify that the discipline code contained herein was reviewed by legal counsel.



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