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CONNER HIGH SCHOOL

Conner High School, home of the “Cougars” was opened in 1970 and has maintained a tradition of honor, pride, integrity and excellence. Conner is a comprehensive high school and is fully accredited by the strict standards established by the Commission on Secondary Schools of the Southern Association of Colleges and Schools by the State of Kentucky. With a diverse and constantly growing community, Conner strives to provide every student a pathway to success.

MISSION STATEMENT

The mission of Conner High School in conjunction with the academy approach is to assist students in the transition from adolescence to adult life. Providing a rigorous program of study will prepare all students for post-secondary options. Encouraging diversity of thought and skills development facilitates students to become life-long learners. We are steadfast in our dedication to building strong relationships with students, parents, community, and faculty to make education relevant to students’ personalized needs.

**CONNER HIGH SCHOOL
ADMINISTRATION &
DEPARTMENT LEADERS**

ADMINISTRATION

**Mr. Tim Hitzfield, Principal
Mrs. Mary Sargent, Assistant Principal
Mr. Jason Shearer, Assistant Principal
Mr. Tony Watts, Assistant Principal**

**Mr. Joel Ford, Counselor
Mrs. Shirley Duane, Counselor**

Mr. Tom Stellman, Athletic Director

DEPARTMENT/TEAM LEADERS

**Mrs. Christine Bell – Science Department
Mr. Tom Berger – Practical Living/Vocational Studies Department
Candy Collins – Freshmen Academy Blue Team Leader
Mrs. Debra Garey – Math Department
Mrs. Stephanie Hagerty – Social Studies Department
Mrs. Jamie Hubbard – Freshmen Academy White Team Leader
Mr. Chris Peterson – Arts & Humanities Department
Mrs. Kim Pommier – Special Education Department
Mrs. Ginny Robke – World Language Department
Mrs. Debbie Slusher – Technology Coordinator
Mr. David Trosper – Business Department, Business and Information Technology
Ms. Kara Widener – English Department
Mr. Andrew Wyckoff – Freshmen Academy Red Team Leader**

**BOONE COUNTY SCHOOLS
CALENDAR FOR 2011-2012**

August 16	Opening Day - TEACHERS ONLY
August 17	First Day of School for Students
September 5	Holiday - Labor Day - NO SCHOOL
September 19-30	Fall Testing Window
October 7 & 10	Teacher Training Days – NO SCHOOL FOR STUDENTS
November 8	Teacher Training Days – NO SCHOOL FOR STUDENTS
November 23	Teacher Training Days – NO SCHOOL FOR STUDENTS
November 24 & 25	Thanksgiving Break - NO SCHOOL
December 22	Winter Break Begins at Close of School/End of First Semester
January 3	School Resumes/First Day of Second Semester
January 16	Martin Luther King Jr. Day - NO SCHOOL
February 20	Teacher Training Day – NO SCHOOL FOR STUDENTS
March 6	ACT for all Juniors
March 16	Teacher Training Day – NO SCHOOL FOR STUDENTS
March 20	ACT Make Up for Juniors
April 2 - 6	Spring Break - NO SCHOOL
May	Spring Testing Window (last 2 weeks of school)
May 18	Last Day for Students (without snow days)
May 21	Closing Day - TEACHERS ONLY (without snow days)

The school calendar may be revised pending emergency situations.

OPTIONS FOR MAKE-UP DAYS

May 21 - 31 and June 1 and 4

DAILY SCHEDULE

7:37 am	Warning Bell
7:40 - 9:10 am	First Block
9:15 - 10:55 am	Second Block
11:00 - 12:50 pm	Third Block
12:55 - 2:25 pm	Fourth Block

CLUB DAY SCHEDULE

7:37 am	Warning Bell
7:40 - 9:00 am	First Block
9:05 - 9:25 am	Club Meetings
9:30 - 10:55 am	Second Block
11:00 - 12:50 pm	Third Block
12:55 - 2:25 pm	Fourth Block

ONE-HOUR DELAY SCHEDULE

8:37 am	Warning Bell
8:40 - 9:45 am	First Block
9:50 - 10:55 am	Second Block

Remainder of day/regular schedule

GENERAL INFORMATION

ATHLETICS & CO-CURRICULAR ACTIVITIES ELIGIBILITY REQUIREMENT

Conner High School offers the opportunity to participate in a variety of interscholastic sports and extracurricular activities. You are encouraged to participate in any of the following:

Baseball	Basketball	Bowling	Cheerleading
Color Guard	Cross Country	Football	Golf
Marching Band	Soccer	Softball	Swimming
Tennis	Track	Volleyball	Wrestling

Student eligibility is verified weekly by the Athletic Director. Students cannot have any more than one "F" in a single week in order to maintain eligibility. Students must also maintain a 78% average in all courses and cannot be failing more than one (1) course at the end of each semester in order to be considered eligible for any upcoming sports or activities. As of August 1st of each school year, a Freshman who will be a Sophomore must have seven (7) credits; a Sophomore who will be a Junior must have fourteen (14) credits; and a Junior who will be a Senior must have twenty-two (22) credits to maintain eligibility.

CO-CURRICULAR ACTIVITIES

Opportunities to participate in numerous activities and clubs are available at Conner. Students are encouraged to join and actively participate. Clubs available are:

Academic Challenge	Art Club	Beta Club
Drama	Earth Club	FBLA
FEA	FFA	FCCLA
GSA	HHS	Invisible Children
JETS	Junior Board	Men & Women of Conner
NHS	Senior Board	Speech & Forensics
Student Council	TCC	TSA

ENTRY TO SCHOOL

All students arriving should enter the entrance by the student parking lot (bus riders/drivers parking in rear). **All students should immediately enter the building.** Students may not loiter outside, remain in their vehicle, or leave campus after arrival.

After 7:40 a.m. all outside doors will be locked with the exception of the main entrance to the building. All visitors (and students arriving after this time) must use the main entrance.

VISITORS POLICY

All visitors to school must report to the main office. Visitors requesting to speak to a student or have a student leave with them must present a picture ID. Visiting privileges are restricted and **must not** interfere with the educational process. No one but enrolled students should attend classes. Do not bring friends or relatives regardless of age to school.

GENERAL FEES, TEXTBOOK RENTAL, ATHLETIC FEES

Collection of fees became necessary when the State cut the amount of funds given to the schools for instructional materials. Fees collected are used for materials on the copy machine, film rentals, reference books, equipment repair/replacement,

and special classroom supplies. Fees are \$35 plus a \$15 Technology fee for most students.

Certain classes may have additional fees for materials specific to that course. (Refer to the chart below.)

Students are issued an agenda book to be used during the school year for assignments and a hall pass. **No replacement agenda books will be issued.**

The state does not provide textbooks for students. It is necessary for schools to collect a non-refundable rental fee for books used in each class. For a semester course, the fee is \$8. For a quarter course the fee is \$4. Students will be required to pay for lost or damaged books.

Students who participate in an athletic, cheerleading or dance team program are required to pay a fee of \$35. This fee is payable to the coach before the first practice is held. Students who participate on the Academic Team and the Speech and Forensics Team will be assessed a \$25 membership fee which does not include the cost of a uniform/shirt.

The following is a listing of approved fees by the Board of Education for the 2011-2012 school year:

**BOONE COUNTY SCHOOLS
Student Fees 2011-2012
Grades 9-12**

Fee	Amount	Reduced Amount
General	\$35.00	\$12.00
Academic Team	\$25.00	\$8.00
Agriculture/Floral Design	\$10.00	\$3.00
Art	\$15.00	\$5.00
Advanced Placement Art	Students provide portfolio	Students provide portfolio
Accounting	Cost of Practice Sets/Workbooks	Cost of Practice Sets/Workbooks
Athletics	\$35.00	\$12.00
School Instrument Rental	\$12.00 per semester	\$4.00 per semester

Cheerleading or Dance Team	\$35.00 plus uniform	\$20.00 plus uniform
Credit Recovery	\$25.00 per course	\$8.00 per course
F&CS (Foods)	\$12.00	\$4.00
F&CS (Clothing)	Actual cost of project	Actual cost of project
Half-day Vocational	\$18.00	\$5.00
Marching Band	\$600.00	\$200.00
Parking Sticker - School fees must be paid before purchase	\$15.00	\$15.00
Science	\$15.00	\$5.00
Social Studies (Current Events)	\$11.00	\$4.00
Speech/Forensics	\$25.00	\$8.00
Summer School	\$200.00 (maximum) 6 weeks ½ days	\$60.00 (maximum) 6 wks ½ days
Technology	\$15.00	\$5.00
Textbook Rental	\$8.00 per class	\$3.00 per class

All fees listed are the maximum amount that can be charged by the school and will be utilized for students this school year. Students may be requested to pay the cost of a field trip (the admission price and transportation fees).

GUIDANCE

The goal of the Guidance Department is to act as a resource for students, parents and teachers to facilitate communication and maximize student potential. Students may see a counselor by making an appointment in the Guidance Office, located next to Room 112. We strongly feel that parent contact and support are essential to assure student progress. Parents are welcome to contact the Guidance Office with questions or concerns. We are committed to returning all phone calls and emails in a timely manner.

The Guidance Office provides numerous resources and hosts several events throughout the year to help students prepare for post-secondary success. The following is a rough calendar of major events:

September: Classroom guidance with all seniors, ACT at CHS, PLAN test for sophomores, University of Louisville on-site admissions

October: ACT at CHS, PSAT at CHS, Senior Parent Night, Governor's Scholars information meeting for students, college applications, dual enrollment applications for spring semester

November: College applications

- December:** ACT at CHS (last one for seniors before scholarship deadlines)
- January:** Senior Parent Financial Aid Night, many scholarship deadlines begin, GSP applications due
- February:** ACT at CHS, PLANning for Success Night (10th grade parents and students)
- March:** AP registration, ACT for all juniors at CHS at no cost to juniors, sophomore/junior parent night
- April:** ACT at CHS, dual enrollment applications for fall semester, GSP winners announced
- May:** State Testing, AP Testing, Senior Awards Night, Graduation
- June:** ACT at CHS, Final transcript to all colleges, KEES information reported automatically
- All months:** Scholarship Update published, Senior Newsletter, College visits
- Guidance website kept current with upcoming events: www.connerhs.com

COMMUNICATION WITH COLLEGES

Most local and state colleges will be visiting Conner High School throughout the year. These visits are conducted both through the lunch set-up format and small group settings. Students may sign up in the guidance office for the small group meetings. Students are able to get information, ask questions, and meet their admissions representatives (who will be the same people reviewing their applications later).

See the “Post Secondary Visitation” section of your student handbook for attendance procedures for taking visits to colleges. All students are encouraged to use Educational Enhancement Days to visit colleges as they begin their decision making process.

POST SECONDARY VISITATION

Seniors are permitted two days per year to visit a post secondary institution. **Seniors must have college visits pre-arranged and approved by administration prior to the visitation.**

ACADEMIC INFORMATION

GRADING PERIODS

There are four nine-week grading periods during the school year. The 2011 - 2012 school year will be divided as follows:

Aug. 17 - Oct. 18	First Grading Period
Oct. 19 - Dec. 21	Second Grading Period
Dec. 26 - Mar. 8	Third Grading Period
Mar. 9 - May 21	Fourth Grading Period

The grading periods may be changed due to snow days, changes to the school year calendar or emergency situations.

GRADING SCALE

A 96 - 100	B+ 92 - 93	C+ 85 - 86	D+ 76 - 77	F 69 and Below
A- 94 - 95	B 89 - 91	C 80 - 84	D 72 - 75	
	B- 87 - 88	C- 78 - 79	D- 70 - 71	

Parents/Guardians will be notified, with a progress report, during the fifth week of each grading period if the student is failing or doing unsatisfactory work. Failing to receive a mid-term progress report is not a guarantee that a passing grade will be received for the grading period. Report cards are normally issued one week after the end of the grading period. An incomplete grade must be made up as quickly as possible. The student must check with the individual teacher involved. If the work is not completed, the incomplete will be changed to a failure.

GRADE LEVEL PLACEMENT

At the **completion of a school year**, in order to be considered a:

- Sophomore** – a student must have successfully completed **7 high school credits**;
- Junior** – a student must have successfully completed **14 high school credits**;
- Senior** – a student must have successfully completed **22 high school credits**.

GRADUATION REQUIREMENTS FOR 2011

- English – 4 credits
- Math – minimum 1 credit per year in HS
- Science – 3 credits
- Social Studies – 3 credits
- 21st Century Skills – 1 credit
- Health/PE – 1 credit

Remaining Credits from Electives

TOTAL FOR GRADUATION: 30 credits

STUDENT INFORMATION

ATTENDANCE POLICY

We believe that good attendance is essential to be successful as a student and/or a contributing member of society. If students are absent frequently, their grades may be adversely affected. With block scheduling, make-up work can be overwhelming; students miss class participation, essential instruction, and other important class interaction. Therefore, keeping the benefit of the students in mind, the Conner High School attendance policy is as follows:

EXCUSED ABSENCES

A total of ***SIX EVENTS of absence per YEAR*** will be excused with a note from a parent/guardian. **“EVENT” IS DEFINED AS ANY ABSENCE BETWEEN 7:40 A.M. TO 2:25 P.M. IN A SCHEDULED SCHOOL DAY.** The following additional absences may be excused by the administration:

1. Family emergency.
2. Death of immediate family member.
3. Court appearance **(with documentation from courthouse)**
4. Doctor and dental appointments should be made after school hours. Students will be excused only when necessary for the time of the appointment—not all day if these are during school. **Proof of doctor or dental appointments must be presented when students return.** Doctor’s notes may be verified by attendance clerk.
5. Extended illness **must** be accompanied by a doctor’s note. Parents may request homework if the student is absent for at least three days. Please allow 24 hours before picking up assignments in the front office.
6. School field trips are not considered absences.
7. Parents/guardians need to call the attendance office at 334-4400 x 4402 when their son/daughter will be absent from school. **A NOTE FROM THE PARENT/GUARDIAN IS REQUIRED WHEN THE STUDENT RETURNS TO SCHOOL.**
8. Global Connect: This is an automated computer system that will call home

when a student is absent as well as for various announcements and upcoming events.

SPECIAL NOTE TO ALL STUDENTS: *In order to participate or attend any school-sponsored dances (Senior Dinner Dance, Prom, Homecoming Dance, etc.), sporting events or other extracurricular activities, students must be present at school on the day of or day prior to the activity for a Saturday event.*

EARLY DISMISSAL

(A) A student must have written permission from a parent/guardian (including a day- time phone number) in order to leave early. This note must be presented to the Main Office before 7:40 a.m. Early dismissals should be held to a minimum and will be granted for doctor and dental appointments, sickness and family emergencies. All early dismissal notes will be verified by the office staff.

(B) **The student must then sign out in the Main Office.**

(C) Whether a dismissal is excused or unexcused will be determined by the administration.

(D) Students will be permitted to leave school once during the school year for either the permit or driving test with proof from the State. All others will be **unexcused**.

SWEEPS PROCEDURE

Each passing period, teachers will be in the hall monitoring behavior and directing traffic. It is the students' responsibility to behave in the halls and to get to class on time. All teachers will close and lock their doors when the bell rings. Once the doors are closed, students are to report to the designated teachers on the floor. DO NOT try to enter the classroom. Students will be given a tardy slip and sent to class after being processed in the sweep area. If the student does not report to the designated area, he/she will be considered to be skipping class.

Once the student reaches the classroom, he/she is to enter without causing any distractions. If the student is unable to enter the room responsibly, he/she will be escorted to an administrator's office. Each teacher will have procedures outlined for the student to begin work.

Teachers will not allow anyone out of the room for the ten (10) minutes of class. Students must be sure to take care of all business before going to class. This means that students cannot be in the halls losing valuable time. If a student is in the hall after the bell rings, he/she is considered tardy.

Tardies will accumulate very quickly throughout the year. The consequences for tardies are as listed below.

UNEXCUSED TARDIES

1 – 3
4 – 5
6 – 7
8 – 9
10+

DISCIPLINE

Warning, 3rd Tardy, Parking Pass Revoked
1 detention
2 detentions
Friday School
Administrative discretion

“NO PASS/NO DRIVE” BILL (HB32)

The “No Pass/No Drive” Statute results in the denial or revocation of a student’s driver’s license for academic deficiency, or dropping out of school as a result of excessive or unexcused absences. Academic deficiency is defined as a student who does not have passing grades in at least four courses, or the equivalent of four courses, (three out of four in a block schedule) in the preceding semester. A student is deemed to have dropped out of school when he/she has nine or more unexcused absences in the preceding semester. Any absences due to suspension shall be counted as unexcused absences. Should you want to review the full text of this law, please use the Legislative Research Commission’s web site at the following address: www.lrc.ky.gov/record/07RS/record.htm.

ON CAMPUS PARKING AND DRIVING FOR STUDENTS

DRIVERS ELIGIBILITY

Students need to have: 2.0 GPA, **less than 4** tardies per semester, **fewer than 3** unexcused absences per year, and all fees and textbook rentals must be paid before applying for a parking permit. Any failure to maintain these standards will revoke the parking privilege.

There are limited parking spaces for seniors at Conner High School. Therefore, we reserve those spaces for qualifying seniors. However, if spaces are available,

juniors and sophomores may apply. **Neither the Board of Education, CHS, nor school officials are to be considered liable for vandalism, theft, damage or any other problems that may occur while parked on the school parking lot. The parking sticker only reserves a space for the parking privilege and does not cover insurance claims.**

Before a permit can be purchased, students must:

1. Have receipt of payment of student fees.
2. Have a current Kentucky operator's license.
3. Agree to drive in a proper manner, not recklessly.
4. Agree not to have any profane, sexual, racial (including the confederate flag) or other suggestive material visible on/in the vehicle while on campus.
5. Agree to attend school on time and regularly. **Three unexcused absences and/or three unexcused tardies will result in loss of parking privileges.**
6. Agree that their car parked on campus is subject to search at administrations discretion.
7. Agree not to permit anyone else to use an assigned permit. **This would result in an automatic removal of parking privileges.**
8. Agree to immediately report inside the building upon arrival. Students are not permitted to return to the parking lot without written permission from an administrator. Violation will result in parking privilege revocation.
9. Agree to show respect for school officials in matters regarding parking privileges.
10. Agree to keep vehicle locked while it is on campus.
11. Agree that as a driver he/she will abide by all school rules & policies as well as take responsibility for all passengers within his/her vehicle and understands that violation of rules may lead to parking privileges being revoked.
12. **Five discipline referral violations (including dress code or behavioral issues) will result in loss of parking privileges.**
13. Agree not to leave school grounds or transport any other student during the school day without following the proper procedure. Parking privilege will be terminated if this happens.
14. Agree not to park on school grounds without a parking sticker visibly

displayed. Unauthorized cars will be towed at owners expense.

15. Fee to park is a non-refundable \$15 fee.

16. Have/maintain a 2.0 cumulative GPA.

17. Park in assigned space.

PARKING

Students without parking permits shall not park anywhere on Conner High School campus to include: Goodridge Elementary, Conner Middle School and Boone County Area Technology Center. **All cars parked on the campus without a permit are subject to tow without warning at owner's expense.**

OFF CAMPUS PARKING

Any students parking off campus in neighboring subdivisions must comply with all state laws and local ordinances pertaining to parking on public streets. Cars in violation of these specific laws and ordinances are subject to tow at the expense of the owner. These regulations may be found by logging in to: boonecountky.org

DANCES AND SOCIAL EVENTS

Students have the opportunity to participate in several dances throughout the year. All students must be in "good standing" and must have approval of administration to attend all school dances and events. No alternative placement students are eligible to attend CHS dances. Only CHS students may attend dances held at the school unless prior approval has been obtained from the administration. **(All student fees must be paid and students must be in good standing in order to attend.)**

LIBRARY

The school library is open from 7 a.m. until 3:30 p.m. each school day. We emphasize the concept that the library is a place where students are to make use of library materials, not a social lounge. No food, drink, or chewing gum is permitted in the library. Students entering the library must have a library pass

issued by their teacher (this includes the lunch period). Students are required to return to their classes five (5) minutes before the end of each period. Books are checked out for two (2) weeks and can be renewed. Overdue charges are 10 cents per day. If fines reach a total of \$1 or more, a discipline referral will be sent and all library privileges will be suspended. All fines will continue to increase until the entire fine is paid, even if the book has been returned. An environment conducive to learning must be maintained in the library. Students should travel directly to and from the library.

LOCKERS/PURSE POLICY

Each student is furnished a locker with a built-in combination lock. The locker combination should not be given to anyone for any reason. **DO NOT SHARE LOCKERS.** Lockers should not be rigged to remain open without using the combination. Personal property or school texts that are damaged or stolen while in a school locker are the responsibility of each individual student. **Money or other valuables should not be left in hall or gym lockers at any time.** The lockers are the property of the school and may be opened for inspection when deemed necessary by the school administrators. Vandalism, including marking on the lockers, is forbidden. Lockers should be cleaned out on the last day of school. The school is not responsible for items left in the lockers after school is dismissed for the summer. Students should report any locker problems to one of the administrators immediately. ***UPON ENTERING THE BUILDING, ALL PURSES, BOOK BAGS, COATS, JACKETS AND HATS MUST BE KEPT IN LOCKERS.***

PURSE/BACKPACK POLICY

The purse/backpack policy is as follows: Purses/backpacks may be brought to school but MUST be kept in lockers during class. A pencil-size bag may be carried to the classroom for personal items (does not have to be clear, but may not have shoulder straps).

LUNCH PRICES

Lunch prices for the 2011-2012 school year are: High School students will pay \$1.00 for breakfast and \$2.25 for lunch. Boone County Employee Adults will pay \$1.25 for breakfast and \$2.75 for lunch; Non-Employee Adults will pay \$3.00.

Free/Reduced Lunch Program applications are available in the main office or can be requested from Food Services at the Boone County Board of Education at 859-282-5652.

Classes should report to the lunchroom on time and return to their rooms on time. Students should enter and leave the cafeteria using the doors in the lobby. The serving line will form on the right wall inside the cafeteria. Throwing anything is prohibited. Saving places or checking in lunch line is prohibited. Students should not have food delivered to school, nor have friends/family pick-up food and bring it to school for them. All food and drink must be consumed in the cafeteria. The cafeteria will stay as clean and neat as the students leave it. **Students are asked to remain in the cafeteria during lunch periods.** Other areas except in passing to and from class are unauthorized. This includes all areas inside and outside the building. All doorways and surrounding areas must be kept clear.

GUIDELINES FOR STUDENT CONDUCT

So that the student body has a frame of reference upon which reasonable conduct can be based, certain rules are considered necessary. All students have the right to know the framework of procedures within which they are expected to assume personal responsibility for their actions and to know the disciplinary measures to be taken when they fail to show this personal responsibility. Customary consequences for actions are posted on the bulletin board outside of the Assistant Principals' offices.

In some cases, the specific penalty for an action may not describe the extent of the action taken. A student's record of discipline problems may find that one more serious violation is sufficient for suspension or expulsion no matter what specific penalty is listed.

The student is required to attend all classes on his/her schedule. Any failure to fulfill this obligation without prior permission constitutes a violation of school rules.

BUSES

Any student's behavior on or near a bus which is detrimental to the safe operation of that bus may lead to permanent suspension of bus riding privileges. Students

may be assigned seats at any time at the discretion of the bus driver or Administration. (More specific rules of conduct related to buses may be found in the Boone County Code of Conduct booklet.)

CONDUCT BETWEEN STUDENTS

Embracing and kissing are inappropriate and disciplinary action will be taken. Conduct between students should be such that students, faculty nor visitors would be offended or embarrassed by their actions at school.

DANGEROUS OBJECTS

Any student who brings to school a dangerous object such as a pocket knife, chains, lighters, matches, laser pointers, etc. is subject to disciplinary measures and the instrument will be confiscated.

DRESS CODE

The wearing of any attire, cosmetics, presentation of extraordinary personal appearance, or any unsanitary body condition which in the judgment of the Administration significantly disrupts the education process or threatens the health of other students is prohibited.

The faculty and administration shall enforce the dress code. Students whose appearance does not conform to these rules will be asked to change clothing to meet this code. Repeated violations may result in further disciplinary action.

The following attire is **permitted**:

- Slacks or jeans of the appropriate size and length which do not drag on the floor or expose undergarments
- Shirts/blouses, sweatshirts or T-shirts which do not display vulgar, profane, sexually explicit or implied items, alcohol, tobacco or drugs, racially inappropriate items or any other items deemed to be offensive by the faculty, staff or Administration
- Skirts/dresses (must meet the “Flamingo” test)

The following attire is **prohibited**:

- Bare torsos
- Hats, caps, visors or any other headgear

- Skorts/shorts
- Non-prescription sunglasses
- Hair curlers
- Coats/jackets in the classroom (Coats/jackets must be kept in lockers during school hours)
- Military/camouflage boots, attire or accessories
- Sleeveless garments worn alone
- Pajamas/ lounging pants
- All Spandex clothing
- Chains
- Clothing and/or accessories (jewelry, belt buckles, necklaces, etc.) with offensive or obscene, crude or rude writing pertaining to drugs, alcohol, violence, sex or racial context

Building Principals have the flexibility to make adjustments to the dress code due to medical or religious reasons.

INAPPROPRIATE AMUSEMENTS

Electronics, CD players, radios and other sound-producing devices, playing cards, dice, etc., should not be brought to school. These items may be confiscated and returned to students or parents at the discretion of the Administration.

LOITERING

Loitering in the restrooms and entrance areas before, during, and after school is forbidden. Students not under the direct supervision of a teacher, coach or sponsor should exit the building by 2:45 p.m. Students waiting for a ride may stay in the foyer outside the main office. Students should spend a reasonable amount of time in restrooms and not use them as meeting places. Two or more students in a restroom stall will constitute loitering.

TELECOMMUNICATION DEVICES

Possession and Use

Telecommunication devices are devices that emit an audible signal, vibrate, display a message, or otherwise summons or deliver a communication to the

possessor. This includes, but is not limited to, wireless telephones, walkie-talkies, pagers, personal digital assistants, and paging devices.

A student in the Boone County Schools system shall not possess a telecommunication device or other related electronic devices during the school day while they are in an instructional setting whether on or off school property, unless the student is in attendance in the capacity of an active member of a volunteer fire fighting organization or a volunteer emergency medical services organization and provides evidence of such.

In the event that a student is found to be in possession of a telecommunication device while during the instructional day, the building principal shall:

- *For the **1st offense**: confiscate the device until the end of the school day and return the device to the parent/guardian. Also, the principal will document the violation in the student's discipline file.*
- *For the **2nd offense**: confiscate the device and then hold the device at the school for a minimum of one (1) week prior to parent/guardian pick up. Also, the principal will document the violation in the student's discipline file.*
- *For the **3rd offense**: confiscate the device and then forward the device to the office of the Superintendent with notification that this is the student's 3rd violation of the Telecommunications Policy (this act will result in the device being held at the Superintendent's Office until the day after the last student day of the school year). Also, the principal will document the violation in the student's discipline file.*
- *For subsequent violations of the Telecommunications Policy:*

confiscate the device and then forward the device to the Office of the Superintendent with notification that the student has violated the Telecommunications Policy more than three (3) times (this act will result in the device being held at the Superintendent's Office until the day after the last student day of the school year). Also, the principal will document the violation in the student's discipline file.

***NOTE: These directives reflect a minimum when a student is found to be in violation of the Telecommunications Policy as outlined in Boone County Schools Code of Conduct Book. Additional disciplinary consequences may be levied at the principal's discretion as the situation warrants including a report made to law enforcement.*

DRUG AND ALCOHOL PROCEDURES

THE FOLLOWING ARE CRIMINAL VIOLATIONS COVERED BY KENTUCKY REVISED STATUTE LAWS. THESE LAWS ARE SUPPORTED AS VIOLATIONS OF THE DRUG AND ALCOHOL **POLICY IN ALL BOONE COUNTY SCHOOLS.**

The Boone County School System's drug/alcohol policy and procedures are enforceable on all students as a cumulative record within the district.

Possession Of Drugs, Look-A-Like and Alcohol

*Prescription and over the counter medications are to be construed as exceptions to the policy when used by the individual for whom they are prescribed in the manner and amount prescribed. **Refer to board policy 09.2241 – Dispensing Medication.**

**Any substance possessed, sold or transferred with the representation or upon the creation of an impression that the substance which is sold or transferred is a controlled substance, or any substance designed in any manner, including but not limited to design of the item or its container, markings, or color, to simulate a controlled substance.

For the purpose of determining whether a substance is a “look-alike” drug or controlled substance, the administrator or other authority shall include in consideration the following:

- a. Whether the non-controlled substance was packaged in a manner normally used for the illegal sale of controlled substances.
- b. Whether the sale or attempted sale included an exchange of or demand for money or other property as consideration, and whether the amount of the consideration was substantially greater than the reasonable value of the non-controlled substance.
- c. Whether the physical appearance of the non-controlled substance is substantially identical to that of a controlled substance.

For possession, use or being under the influence of alcohol or mood altering drugs not prescribed by a physician*, look-a-like** drugs or in possession of related drug paraphernalia at any time on school property, at school-sponsored activities on or away from school grounds, shall automatically be subject to the following:

A. First Offense: Any student verified to be in violation of this policy for the first time during his or her enrollment in the Boone County School System will be automatically suspended according to the following procedures:

1. Detained under administrative supervision until parents or legal guardians are called and informed of the violation. No suspensions until parents are contacted.
2. A letter documenting the charges of suspension must be mailed or given to the parents or legal guardian. A copy of this letter must be delivered to the superintendent.
3. Juvenile charges must be filed on this violation. Confiscated substance will be given to the police for laboratory analysis.
4. The student will be suspended up to ten (10) days.
5. A hearing with the superintendent or his/her designee, principal, student and parents is held before the student may be readmitted to school. Student expulsion or alternative placement may occur under certain circumstances, provided KRS guidelines are followed. **THE FAILURE OF THE STUDENT TO COMPLY WILL RESULT IN AN EXPULSION HEARING.**

B. Second Offense: Is defined as the second violation of this policy while attending Boone County Schools.

1. Detained under administrative supervision until parents or legal guardians are called and informed of the violation. No suspensions until parents are contacted.
2. A letter documenting the charges of suspension must be mailed or given to the parents or legal guardian. A copy of this letter must be delivered to the superintendent.
3. Juvenile charges must be filed on this violation. Confiscated substance will be given to the police for laboratory analysis.
4. The student will be suspended up to ten (10) days and/or placed in an alternative placement.
5. A hearing with the superintendent or his/her designee, principal, student, and parents is held. The superintendent or his/her designee may recommend expulsion or alternative placement. **THE FAILURE OF THE STUDENT TO COMPLY WILL RESULT IN AN EXPULSION HEARING.**

If the superintendent or his/her designee recommends expulsion to the Board, the Board of Education may hold the expulsion in abeyance, if there are extenuating circumstances reasonably related to the offense and the drug and alcohol policy.

If the Board does not expel the student, then that student will be required to adhere to a behavioral contract or alternative placement.

Sale of Drugs or Look-A-Like Drugs, Drug Paraphernalia or Alcohol on School Grounds, at School-Sponsored Activities on or Away from School

1. Detained under administrative supervision until parents or legal guardians are called and informed of the violation. No suspensions until parents are contacted.
2. A letter documenting the charges of suspension must be mailed or given to the parents or legal guardian. A copy of this letter must be delivered to the superintendent.
3. Juvenile charges must be filed on this violation. Confiscated substances will be given to the police for laboratory analysis.
4. The student will be suspended up to ten (10) days.
5. A hearing with the superintendent or his/her designee, principal, student and parents, is held. Student expulsion or alternative placement may occur under certain circumstances, provided KRS guidelines are followed. THE FAILURE OF THE STUDENT TO COMPLY WILL RESULT IN AN EXPULSION HEARING.

The Boone County School System's drug/alcohol policy and procedures are enforceable on all students as a cumulative record for the current school year within the district.

Use of Medication at school

The use of medications at school by students must conform to all state and federal laws as well as local school board policy.

No more than one (1) week's supply of medication (prescription or non-prescription) shall be brought to school in its original container with the label intact and given to school personnel for appropriate storage and dispensing.

Only medication authorized by a physician and parent/guardian will be dispensed. Students may be permitted to carry medication for certain medical conditions (such as an inhaler for asthma) provided there is a prior physician authorization and school personnel are aware the student is carrying it.

Students who violate this procedure are subject to disciplinary action per the Code of Conduct. (See Board Policy 09.2241)

NOTE: This will be generally classified as a Level II violation.

RESTRICTED AREAS

The following areas are restricted to student traffic during school hours:
Outside the building during school time unless going to or from the Vocational School, the greenhouse, or PE class by the designated route; parking lot; restrooms or hallways during class time. Students should be in classrooms until the bell rings.

HALL PASSES

Excessive traffic in hallways during class time is disruptive to the educational process. Students are expected to remain in class for the entire class period, leaving only for emergencies. Student hall passes for such emergencies are located in this agenda book. When a student requests to leave class, it shall **only** be with a hall pass that has been **completed by the teacher and with the teacher approval**. Students are expected to carry the agenda/hall pass with them whenever they are in the hall during class time, open to the hall pass page.

SEARCH AND SEIZURE

All students must be aware that lockers, desks, cabinets, closets, classrooms, and other school facilities are the exclusive property of the Board of Education and may be searched from time to time to prevent violation of the student code of conduct.

A search may be conducted by the principal/designee upon a reasonable suspicion of violation of student code or State or Federal regulations. A search of the student's person, handbag, athletic bag, or clothing may be conducted if a reasonable suspicion exists. Student vehicles located on school property may be the subject of a lawful search based on a reasonable suspicion.

SOFT DRINK/ OPEN CONTAINER POLICY

No open drink containers should be brought into the building during school hours. Several drink machines have been provided for student use before and after regular school hours (7:40 am - 2:25 pm). **No open containers are allowed outside the cafeteria during the school day. Drinks are not permitted in the classroom.**

STUDENT CONDUCT AT SCHOOL-SPONSORED EVENTS

All rules and regulations that apply to students during the regular school day also apply to students at school-sponsored activities. This includes events that are away from school and while being transported by the school to this event. Actions of students toward school personnel should be with the same respect as during the school day.

STAFF INSTRUCTIONS

Students are expected to follow the instructions of all staff at all times while on school property or at school-sponsored events. If a student is instructed to go to the office by a staff member, the student will go immediately and directly to the office or will be subject to additional disciplinary actions.

TOBACCO AND TOBACCO PRODUCTS

Use of or possession of tobacco products on school grounds and premises is prohibited at all times (KRS-438.050). The school Site Based Decision Making Council adopted a guideline of one (1) Friday School on the first offense, two (2) Fridays or three (3) days In-School Suspension for the second offense, and two (2) days out of school suspension for a third offense.

WEAPONS

UNLAWFUL POSSESSION OF A WEAPON ON SCHOOL PROPERTY IN KENTUCKY IS A FELONY (KRS 158.150).

**FOR ADDITIONAL
POLICIES AND PROCEDURES
REFER TO
THE BOONE COUNTY SCHOOLS
CODE OF CONDUCT BOOK**

