

2022-2023

Fulton County Schools
2780 Moscow Ave
Hickman, KY 42050

Code of Conduct



Pilots

Proficiency,
Positive
Relationships,
& Pilot Pride

Fulton County Schools

BOARD MEMBERS

Perry Turner, Chairman

Kim Hagler - Vice Chairman

Barry Patrick

Brian Emmons

Rog Garrigan

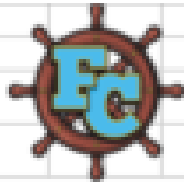
SUPERINTENDENT

Patrice T. Chambers

School	Principal	Telephone
Fulton County Elementary	Sondra Gibbs	270.236.3923x4100
Fulton County Middle	Nicki Thompson	270.236.3923x6100
Fulton County High	Ellen Murphy	270.236.3923x3300
Four Rivers Career Academy	Dana Crawford	270.236.2517

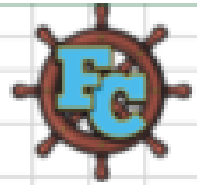
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Fulton County School District

2022-2023



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RED--NO SCHOOL

PURPLE- STAFF WORK DAYS

GREEN - HOLIDAY

ORANGE --EARLY RELEASE DAYS

LIGHT BLUE--STUDENT FIRST AND LAST DAYS

DARK BLUE--OPENING AND CLOSING DAYS

GREY - MAKE UP DAYS

FULTON COUNTY SCHOOLS

Statement on Expectations, Responsibilities, and Code of Acceptable Behavior and Discipline

PURPOSE

The Fulton County Board of Education believes the purpose of the Code of Conduct is to maintain a safe and engaging learning environment in the schools. The Board believes each individual student behavior incident should be considered and extenuating circumstances should always be reviewed for the welfare of the student. The Code is intended to act as a guide to ensure students are treated fairly, but flexible enough to address individual student behavior incidents. This flexibility will enhance the learning environment. Code of Conduct applies to all students, staff, and visitors in the Fulton County Schools. The Code of Conduct, as adopted, will be supported by school expectations, rules and regulations, and be primarily administered through the authority of principals of the County Schools with the support of the instructional staff of the schools.

PHILOSOPHY

To ensure that an environment conducive to effective learning is maintained in the Fulton County Schools, it is necessary to establish a consistent and effective discipline code. The Fulton County Board of Education recognizes its responsibility to prepare students for their role as adults in a democratic society. To accomplish this, there must be a mutual respect and trust toward each other by students, parents and school staff. The Code of Conduct is a vehicle for accomplishing this objective. Effective learning is not possible without an environment that is safe, respectful, and responsible. Establishing behavior expectations that are taught and reinforced by all school staff members creates such an environment. The Board of Education is entrusted with the mandate to educate all children until graduation or age twenty-one (21). They are committed to establishing an environment that is most conducive to learning, while protecting the individual rights and responsibilities of all.

ABOUT THE CODE OF CONDUCT

The Code of Acceptable Behavior and Discipline is the result of expressed concerns on the part of the community and provides for an annual review by the school community and the Fulton County Board of Education to ensure an effective document which meets the needs of the total educational community.

The Statement on Expectations and Responsibilities: Code of Acceptable Behavior and Discipline may be amended by the Fulton County Board of Education at any time. Standard procedures relating to policy changes of the board shall apply to amendments to the code. Proposed amendments may be submitted by board members, the superintendent, principals, faculty, students, and parents. If a conflict exists between the ***Statement on Expectations and Responsibilities: Code of Acceptable Behavior and Discipline*** and adopted policies and procedures of the board, the policies and procedures shall govern. Issues, concerns, or questions relating to the Statement on Expectations and Responsibilities: Code of Acceptable Behavior may be directed to the school principal.

This Code applies to **all** students in the District while at school, on their way to and from school, while on the bus or other District transportation, and while they are participating in school-sponsored trips and activities. The superintendent/designee is responsible for its implementation and application throughout the District. The principal is responsible for administration and implementation of this Code within his/her school in a uniform and fair manner without partiality or discrimination. Each school/council must select and implement appropriate discipline and classroom management techniques necessary to carry out this Code and shall provide a list of the school's rules and discipline procedures in the school handbook.

Teachers and other instructional personnel are responsible for administering Code standards in the classroom, halls, and other duty assignment locations. The board shall establish a process for a two-way communication system for teachers and other employees to notify a principal, supervisor or other administrator of an existing emergency. The principal/designee shall provide appropriate arrangements for all non-English speaking, blind, deaf, or non-readers to become familiar with the rights and responsibilities as specified in this code.

This code establishes minimum behavior standards. Recognizing that each school, grade or class may require special provisions, school councils, administrators and teachers have full authority to make rules to enforce these standards in keeping with their areas of responsibility.

SUPERVISION OF STUDENTS' CONDUCT STATES:

- (1) Each teacher and administrator in the public schools shall in accordance with rules, regulations, and bylaws of the Board of Education made and adopted for the conduct of students hold students to a strict account for their conduct on school premises, on the way to and from school, and on school sponsored trips, activities and sports related trips.
- (2) The various boards of education of the Commonwealth of Kentucky, and the principals of the public schools, may use instructional assistants in supervisory capacities, such as playground supervision, hallway supervision, lunchroom and cafeteria supervision, and other like duties, including, but not limited to, recreational activities and athletic events, relating to the supervision and control of the conduct of students; and while so engaged, and instructional personnel (assistants etc.) shall have the same authority and responsibility as is granted to and imposed by law upon teachers in the performance of the same or similar duties

Expected Behaviors

We believe every student deserves a safe, supportive, and orderly learning environment. We encourage appropriate behaviors by teaching, guiding, directing, and providing opportunities for new learning to occur. We create opportunities for students to practice and succeed in making responsible and effective choices in order to reach their academic potential and contribute to the school community.

I will show RESPECT for....

MYSELF BY:

- Attending school regularly and being on time.
- Following rules and directions of adults.
- Doing my schoolwork and homework neatly and completely.
- Practicing positive behavior choices.
- Remaining on school grounds unless I have permission to leave school.
- Accepting consequences for my own behavior.
- Learning from consequences of my behavior.
- Choosing not to bring tobacco, alcohol, other drugs, or weapons to school.
- Dressing in a way that is appropriate for the learning environment.

I will show RESPECT for....

Others BY:

- Being understanding of other's feelings.
- Using positive words with others (no put downs).
- Treating others like I want to be treated.
- Not bullying or threatening.
- Being honest by telling the truth, and admitting to things that I have done.

- Working with others in positive ways.
- Keeping my hands to myself.
- Refraining from using profanity in school.
- Working together and/or with adults to manage negative behaviors and emotions.
- Using a respectful, positive, and considerate tone of voice and body language when speaking to others.
- Listening to others when they are speaking to me.

I will show RESPECT for....

Learning BY:

- Following school rules and school staff directions.
- Keeping focused on my work.
- Coming to school prepared to work.
- Participating in class activities, projects, and discussions.
- Completing my own schoolwork and homework.
- Keeping my eyes on my own paper when taking quizzes and test.

I will show RESPECT for....

Property BY:

- Taking care of things in my school and on school grounds.
- Not bringing dangerous or distracting things such as matches, lighters, weapons, toys, fireworks, alcohol/tobacco/other drugs, medicine not prescribed for me, etc.
- Using materials or a classmate's materials for their intended purpose.
- Using technology as directed by adults.
- Following rules about safety.
- Refraining from touching a fire alarm unless there is an emergency.
- Using playground equipment in a safe manner.
- Keeping technology devices off and out of sight during school hours and while on the school bus except with permission from school staff.

When I make positive behavior choices, I will be successful. If I do not make positive behavior choices, I will receive interventions to help me learn to make better choices.

TRANSPORTATION AND BUS BEHAVIOR EXPECTATIONS

The privilege of riding a school bus will depend upon students following expectations, rules, and procedures in accordance with Fulton County Schools Board Policy and 708 KAR 5:080:

We believe every student deserves a safe, supportive, and orderly bus ride to/from school. We encourage appropriate behaviors by teaching, guiding, directing, and providing opportunities for new learning to occur. We create opportunities for students to practice and succeed in making responsible and effective choices in order to have a safe bus ride experience.

I WILL SHOW RESPECT:

At the bus stop by...

- Arriving at the bus stop five (5) minutes before bus pickup.
- Waiting in a quiet and orderly manner.
- Being respectful of traffic.
- Respecting private property.
- Not using Tobacco products and e-cigarettes.

When the bus arrives by...

- Remaining at the waiting area until the bus comes to a complete stop.
- Checking traffic from all directions, then check again.
- Walking from the waiting area to the entrance of the bus making certain all traffic in all directions has stopped.
- Boarding the bus promptly.
- Making sure I can see the bus driver's eyes when in the vicinity of the school bus.
- Crossing in front of the bus only when the driver signals it is safe.
- Proceeding directly to an available or assigned seat, upon entering the bus.

On the bus by...

- Respecting all people.
- Keeping the bus neat and clean.
- Not eating or drinking on the bus.
- Talking quietly and politely.
- Sitting in assigned seat, if one has been assigned to you by bus or school personnel and not interfering with the vision of the driver.
- Staying in my seat; keeping aisles and exits clear.
- Limiting carry-ons to those that can be held in my lap (including musical instruments).
- Not bringing hazardous materials, or animals on the bus except for personal service animals.
- Not extending head, arms, or objects out of bus windows.
- Using technology as outlined in the district's Acceptable Use Policy.
- Remembering that school rules and expectations apply to the school bus.
- Avoiding unnecessary conversations with the bus personnel.
- Not damaging the bus and reporting any damage to the bus personnel.

Exiting the bus...

- Remaining seated until the bus comes to a complete stop.
- Exiting the bus at the bus stop area in an orderly manner and at my assigned stop.
- Making certain that all traffic in all directions has stopped before exiting the bus.
- Exiting when it is safe.
- Crossing the street promptly after checking that all traffic in all directions has stopped.
- Crossing in front of the bus only after the drive

EXPECTATIONS RELATED TO MEDICATION, DRUGS, ALCOHOL, AND TOBACCO**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 on the way to or from school or a school-sponsored activity.

1. Alcoholic beverage**2. Controlled substances, prohibited drugs and substances, and drug paraphernalia (including liquid THC for vapor smoking devices).****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.
(See Board Policy 09.423)

Tobacco

In accordance with Kentucky Statute, all school properties are smoke free. Persons shall not be permitted to use or possess any tobacco product on school property, inside Board-owned, leased or operated vehicles, on the way to and from school, or during school-sponsored trips and activities. This includes alternative nicotine products or vapor products. (i.e. juuls, dab pens, and any vapor smoking device).

(See Board Policy 09.4232)

Use of Medication at School

The use of medication at school by students must conform to all state and federal laws as well as local school board policies and procedures. No more than one month supply of prescription medication shall be brought to school in its original container with the label intact and given to school personnel. Only prescription medication and dietary supplements authorized by a physician and parent/guardian will be dispensed. Over-the-counter medication will be accepted when sent to school in the original container and a Medication Administration Consent form has been completed by the parent/guardian. PARENTS/GUARDIANS WILL BE NOTIFIED BY THE SCHOOL NURSE WHEN MEDICATIONS NEED TO BE PICKED UP IN THE OFFICE. Students may be permitted to carry medications for certain conditions (such as an inhaler for asthma or an Epi-pen for allergic reaction) provided there is a prior physician/parent or guardian authorization and school personnel are aware the student is carrying it.

(See Board Policy 09.2241)

STUDENTS WHO VIOLATE THESE POLICIES ARE SUBJECT TO DISCIPLINARY ACTION PER THE CODE OF CONDUCT

STUDENTS Rights and Responsibilities

This handbook is a guide to the rights and responsibilities of students in the Fulton County Schools. This section includes only a summary of laws, policies, and regulations that affect students. It is not a definitive state of student rights in any particular situation.

Student Rights

We believe every student must be afforded the rights given to them under state and federal laws and district policy and to promote a safe, supportive, and orderly learning environment.

Students in Fulton County Schools have the right to:

- ⚓ A free public education until they have successfully completed a twelve-year educational program or have reached the age of twenty-one (21) years.
- ⚓ A learning environment appropriate to their needs and that encourages learning.
- ⚓ A learning environment that is safe.
- ⚓ Examine their school records if they have reached the age of eighteen (18) years.
- ⚓ Equitable access and to participate in school activities and programs, to organize and have memberships without being subject to discrimination on the basis of gender, race, religion, marital status, or disability, as long as this does not disrupt the orderly educational process.
- ⚓ Freedom of expression as related to speech, assembly, association, publication and petition, as long as this can be exercised without violation of other's rights and does not interfere with the orderly educational process.
- ⚓ Procedural due process and appeal related to disciplinary actions.
- ⚓ Be treated in a fair and equitable manner.
- ⚓ Consultation with teachers, counselors, and administrators.
- ⚓ Protection of property and physical well-being.
- ⚓ Protection from verbal and physical abuse, bullying, intimidation, and hazing behaviors.

- ⚓ Be given reasonable and timely notice of all expectations, rules, regulations, notices, and penalties to which they may be subject.
- ⚓ Receive academic grades based only upon academic performance.
- ⚓ Make up work missed from excused absences(s).

Student Responsibilities:

As a student, you are responsible for:

- ⚓ Acting safely at all times.
- ⚓ Taking care to protect your belongings.
- ⚓ Keeping school doors closed to visitors and following proper visitor check-in procedures.
- ⚓ Informing school personnel immediately if you become aware of threats, weapons/dangerous instruments on school property or other safety concerns or violations of this code.
- ⚓ Attending school and classes regularly, and arriving on time with needed materials.
- ⚓ Doing your best to meet the requirements of each class or course.
- ⚓ Knowing your grades.
- ⚓ Telling your parents about your grades.
- ⚓ Being responsible for your grades and conduct.
- ⚓ Earning grades fairly without cheating or plagiarism.
- ⚓ Knowing all school rules and the consequences for violating them.
- ⚓ Respecting and cooperating with teachers, school staff, and other students.
- ⚓ Respecting the rights of others.
- ⚓ Respecting personal or school property.
- ⚓ Honoring reasonable requests made by school district employees and student teachers.
- ⚓ Completing classroom work or school activities without creating disorder or invading the rights of others.

Lost or stolen personal items are the responsibility of the student.

TEACHER RIGHTS

We believe each teacher must encourage appropriate behaviors by teaching, guiding, directing, and providing opportunities for new learning to occur

Teachers in Fulton County Schools have the right to:

- ⚓ Be involved in formulation of expectations, procedures, and policies relating to student behavior.
- ⚓ Expect that students comply with reasonable directives and assignments.
- ⚓ Expect that all assignments be completed.
- ⚓ Freedom from verbal abuse and physical harm.
- ⚓ The support and cooperation of fellow teachers and administrators.
- ⚓ Expect cooperation from parents in dealing with students.
- ⚓ Carry out appropriate disciplinary action when behavior is disruptive.
- ⚓ Work in a positive learning environment.
- ⚓ Take prudent action in emergencies to protect students or property.
- ⚓ Expect a safe, respectful and orderly environment.
- ⚓ Use, within the scope of their employment, such physical restraint as may be reasonable and necessary to protect themselves, students, or others from physical injury.

Teacher Responsibilities

Teacher in Fulton County Schools have the responsibility to:

- ⚓ Follow the professional code of ethics
- ⚓ Defining, teaching, reinforcing, modeling and reviewing setting level behavioral expectations to achieve a safe, civil and respectful classroom environment that: 1) Is conducive to learning; and 2) promotes the rights of others.
- ⚓ Developing procedures to encourage and acknowledge these behaviors.
- ⚓ Explaining inappropriate or unacceptable behaviors to students.
- ⚓ Developing procedures to discourage inappropriate or unacceptable behaviors.
- ⚓ Taking action to correct, redirect or resolve inappropriate or unacceptable behaviors.
- ⚓ Following all school policies and procedures.
- ⚓ Maintaining a positive, professional attitude toward all students.
- ⚓ Documenting the actions taken to address student misconduct.
- ⚓ Using data to monitor and evaluate progress and effectiveness of behavior management strategies
- ⚓ Maintain confidentiality of student and family personal and sensitive information

Classified Personnel Responsibility:

We believe each classified personnel must encourage appropriate behaviors by teaching, guiding, directing, and providing opportunities for new learning to occur.

Classified personnel have the responsibility to:

- ⚓ Exhibit exemplary behavior in terms of dress, action, language, and voice;
- ⚓ Exhibit respect for all students; Exhibit confidentiality in regard to all student records and information;
- ⚓ Report discipline problems to the appropriate certified personnel.
- ⚓ Classified personnel rights:

Classified personnel have the right to:

- ⚓ The support of students, parents, teachers and administrators in carrying out policies and procedures established by the school system;
- ⚓ Work in a positive school climate with a minimum of disruptions;
- ⚓ Be safe from physical harm;. Be free from verbal abuse;
- ⚓ Provide input to committees designed with the responsibility of drafting policies that relate to their relationships with students and school personnel;
- ⚓ Take action necessary in emergencies pertaining to the protection of persons or property.

Non-Employed School Representatives Responsibility

Non-employed school representatives have the responsibility to:

- ⚓ Exhibit exemplary behavior in terms of dress, action, language and voice;
- ⚓ Exhibit respect for all students;
- ⚓ Assist teachers, instructional aides and administrators in the performance of their duties;
- ⚓ Be familiar with the educational programs and procedures;
- ⚓ Support the efforts of the school personnel;
- ⚓ Exhibit confidentiality in regard to all student information;
- ⚓ Demonstrate respect for the teachers, administrators, school personnel, and other non-employed school representatives at school and all school-related activities;
- ⚓ Report discipline problems to the appropriate certified personnel.
- ⚓ Non-employed school representatives' rights:

Non-employed school representatives have the right to:

- ⚓ Work in a positive school climate with a minimum of disruptions;
- ⚓ Be safe from physical harm;
- ⚓ Be free from verbal abuse.

PARENTS/GUARDIANS

We believe every parent/guardian is integral to his/her student's ability to make effective choices to reach their potential for college, career, and life readiness. We also believe that it is integral for the school district to partner with parent and the community for student success. to send their child to a school with an environment where learning is valued and expected.

Parent's/guardians of students in the Fulton County Schools have the right to:

- ⚓ to expect classroom disruptions to be dealt with fairly, firmly, and quickly.
- ⚓ to enroll students in the Fulton County School District where they shall attend classes regularly and promptly with minimal interruptions .
- ⚓ to expect the school to maintain high academic standards .
- ⚓ to review the child's academic progress and other pertinent information which may be
- ⚓ defined in the student's personal records .
- ⚓ to address any grievances concerning their child and to receive a prompt reply for any alleged grievance.
- ⚓ to be treated with courtesy and respect from school personnel and students .
- ⚓ to deny the release of directory information for their children.

Parent/Guardian Responsibility

Parents/Guardians in Fulton County Schools have the responsibility:

As a parent, you are responsible for:

- ⚓ Stressing to your child the importance of education and learning.
- ⚓ Making sure your child attends school on time every day.
- ⚓ Keeping the school aware of and providing documentation of, any custody changes involving your child.
- ⚓ Providing resources to help your child complete class work and homework.
- ⚓ Being involved with school activities.
- ⚓ Keeping in touch with the school about your child's progress.
- ⚓ Communicating with school and district personnel in a civil manner.
- ⚓ Participating in parent/teacher conferences and other school-requested meetings regarding your child's academic performance.
- ⚓ Cooperating with the school if disciplinary action is necessary.
- ⚓ Notifying the school when your child has any conditions or situations (e.g., medical problems, family issues or social concerns) that could threaten the safety of your child, other children, or school personnel.
- ⚓ Remaining familiar with the Fulton County's Student Code of Conduct and policies of the school.

Principals/Administrator Rights

Principals in Fulton County Schools have the right to:

- ⚓ Expect all students, teachers, and other personnel to comply with school expectations, procedures and policy.
- ⚓ The support and respect of students, parents, and teachers in implementing procedures and policies of the Board of Education.
- ⚓ Take necessary action to protect their own person or property or the persons or property of those in their care.
- ⚓ Remove any person whose conduct disrupts the educational process.
- ⚓ Provide input into expectations, procedures, policies, and regulations that relate to the school. 6. Safety from physical harm and verbal abuse.
- ⚓ Use, within the scope of their employment, such physical restraint as may be reasonable and necessary to protect themselves, students, or others from physical injury.

Principal/Administrator Responsibilities

Principals in Fulton County have the responsibility to:

- ⚓ Administer the school in a manner which fosters a safe, respectful, and responsible learning environment.
- ⚓ Administer discipline fairly and respectfully following guidelines in the code of conduct.
- ⚓ Follow Board of Education policy and procedures.
- ⚓ Distribute the Code of Conduct to school and community.
- ⚓ Evaluate and revise the educational program to ensure instruction that is research-based and meets the diverse needs of students.
- ⚓ Lead school to achieve College Readiness Standards through the KY Academic Standards, develop 21st Century Skills demonstrate learning through a balanced assessment system and engage students in extension/intervention based on individual needs.
- ⚓ Use good judgment and prudence in dealing with problems in the school.
- ⚓ Be knowledgeable of regulations from federal, state, and local agencies
- ⚓ Treat all school personnel, parents, and students in a respectful, fair, and equitable manner.
- ⚓ Respond to concerns of students, parents, and staff.
- ⚓ Follow the professional code of ethics.
- ⚓ Maintain confidentiality of student and family personal and sensitive information.

Parent Expectation's Summary

As a parent at Fulton County Schools, you can expect:

- ⚓ To be respected as an individual regardless of race, color, national origin, sex, religion, disability, age, sexual orientation or gender identity.
- ⚓ To be treated with courtesy by all members of the school staff.
- ⚓ To be informed about academic requirements, school programs, grading, and promotion policies, and to have access to board and school-based decision making council policies and administrative procedures.
- ⚓ To participate in parent/teacher conferences.
- ⚓ To have access to your child's cumulative records, written work and student portfolios, request the removal or correction of any false or misleading information, or request the names and addresses of outside recipients of information about my child.
- ⚓ To have information about programs for exceptional students and to participate in decisions regarding your child's placement in a special education class.

- ⚓ To receive any available help to further the educational progress and improvement of your child.
- ⚓ To expect classroom discipline to be maintained and to be informed of any documented disciplinary steps taken affecting your child.
- ⚓ To receive prompt and appropriate communications about your child.
- ⚓ To have the privilege of participating in school level groups (PTA, PTO, SBDM, etc.) that deal with school policy, program development and evaluation and dissemination of information.

Expectation Summary (Students)

As a student, you can expect:

- ⚓ To be respected as a worthwhile person, regardless of race, color, national origin, sex, religion, disability, age, sexual orientation or gender identity and to be free from verbal, physical, or sexual abuse or threat of abuse by other students or Fulton County Public Schools employees. You have an expectation to be treated with respect. All forms of discipline that are cruel and unusual, that tend to demean or humiliate, or that are excessive, unreasonable, or degrading are prohibited. Although, as a student, you are not to be subjected to physical abuse from other students or staff, teachers and administrators may use reasonable physical force allowed by law to restrain a student in self-defense, to protect another student from injury, or to preserve order.
- ⚓ To receive a Free Appropriate Public Education (FAPE) through the 12th grade, upon graduation or until age 21 (twenty-one). This right may not be denied without due process.
- ⚓ To receive grades based only upon academic performance, never to reflect punishment for misconduct. You are also entitled to an explanation of how grades are determined in each class.
- ⚓ To be provided academic and behavioral interventions to promote success.
- ⚓ To be told about all school rules and policies and procedures.
- ⚓ To see your school record (in accordance with state and federal law) and have questions explained and mistakes corrected. Your school records are confidential. Other than school staff and certain other agencies approved by federal law, no person may inspect, review, or transfer your education records without your consent (if you are 18 years of age), or without the consent of your parent (if you are under 18 years of age or you are your parent's dependent), or without a properly issued court order or lawfully issued subpoena.
- ⚓ To make up work upon returning to school from an absence. It is your (or your parent's) responsibility to contact teacher(s) concerning make-up work during planning periods or before or after school hours.
- ⚓ Upon returning to school from one or more absences, you will receive the same number of days that you were absent, plus one additional day, to complete and turn in make-up work. Announced tests, major projects or term papers for which you had an adequate time to study or prepare shall be made up on the day of return.
- ⚓ To exercise freedom of expression, including speech, assembly, appearance, publication, and the circulation of petitions, if the exercise of these rights does not disrupt the educational process of the school or threaten the health and welfare of staff and other students.

In order to effectively participate in the democratic process as an adult, you must respect the rights of others and interact with them in a civil manner. Therefore, as a student, you must speak and behave in a civil manner toward students, staff, and visitors to the school. The use of lewd, profane or vulgar language is prohibited. In addition, you shall not engage in behaviors such as hazing, bullying, menacing, taunting, stalking, assault, verbal or physical abuse of others, or other threatening behavior.

Such behavior is disruptive of the educational process and interferes with the ability of other students to take advantage of the educational opportunities offered. These provisions shall not be interpreted to prohibit civil exchange of opinion or debate protected under the federal and state constitutions where the opinion expressed does not otherwise materially or substantially disrupt the education process.

You may organize or participate in assembly programs, public forums, club assemblies, and other such meetings as long as the school administration has agreed and the established policies of the school are followed. Groups or clubs must follow established board guidelines, may not disrupt the orderly educational process, and may not discriminate against any student because of race, color, sex, religion, national origin, economic status, age, disability, sexual orientation, or gender identity.

You may wear, display, or distribute buttons and insignias as long as the message does not mock, ridicule, demean, or provoke others because of race, color, national origin, sex, religion, disability, age, sexual orientation or gender identity, contain obscenities, or contain materials of a slanderous, defamatory character; however, the exercise of this right shall not disrupt the educational process of the school, threaten the health and welfare of staff and other students, or otherwise violate the established student dress code. The school may establish rules and regulations regarding dress or appearance. Any such rules, however, must relate to a specific educational objective such as health, safety, full participation in classes or school activities, or prevention of disruption of the educational process.

You have the right to distribute leaflets, newspapers, or other literature on school grounds and in the school as long as you follow the school regulations clearly describing the procedures for such distribution. Such distribution must not interfere with normal school activities and must not violate the rights of others. The school may establish policies for official school publications including policies concerning publication of libelous, disruptive, or obscene materials.

These policies shall be consistent with governing legal standards and must be consistent with the rules and regulations of the board. The student staff of a school publication is responsible for becoming aware of legal responsibilities and the consequences for failure to follow the policies.

- ⚓ To be secure from unreasonable searches of person and property and from unreasonable seizure of property. School officials have the right to search you or your property if the officials have a reasonable suspicion that you may possess something that violates school rules or endangers others.
- ⚓ To receive due process when any charge or accusation has been made against you. Due process is the right of all citizens. When any charge or accusation has been made, you are entitled to the protection of procedural due process where applicable.

Note: Unless a provision of law or board policy requires otherwise, the term, parent, used throughout this code includes a legal guardian or custodian. In some contexts, the term, parent, also legally includes any person exercising custody/control over a student.

NON-DISCRIMINATORY POLICY STATEMENT

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

Any persons having inquiries concerning Fulton County Schools' compliance with Title II, Title VI, Title IX and/or Section 504 may contact:

Patrice Chambers, Superintendent
Fulton County Schools
2780 Moscow Ave
Hickman, KY, 42050
(270) 236-3923

patrice.chambers@fulton.kyschools.us

The Fulton County School System offers the following career and technical education programs for all students regardless of race, color, national origin, including those with limited English proficiency, sex or disability in grade 9-12: Agriculture, Business and Office Technology, Health Sciences, Automotive Repair, and Welding. Persons seeking further information concerning the vocational education offerings and specific pre-requisite criteria should contact:

Patrice Chambers, Superintendent
Fulton County Schools
2780 Moscow Ave
Hickman, KY, 42050
(270) 236-3923

patrice.chambers@fulton.kyschools.us

To obtain this information in a language other than English, call (270) 236-3923.

POSITIVE BEHAVIOR INTERVENTION & SUPPORT

Fulton County Schools has embraced Positive Behavioral Intervention & Supports (PBIS) and the LEADER IN ME initiative to enhance school climate and culture across the district. PBIS is a research-based model that studies have shown to improve student academic and behavior outcomes. Our schools strive to ensure all students have access to effective behavioral practices and interventions. PBIS provides a framework for analyzing school wide behavior referrals to make decisions and solve problems based on their individual school needs. You and your student(s) will notice PBIS in our schools when you see and hear each school's clearly defined expectations for all school settings and by the rewards your student(s) can obtain by meeting these expectations.

Successful PBIS and LEADER IN ME implementation will help us:

- ⚓ Have more engaging, responsive, preventative, and productive learning environments.
- ⚓ Improve classroom management and address disciplinary issues based on data analysis.
- ⚓ Improve supports for students whose behaviors require more specialized assistance.
- ⚓ Maximize academic engagement and achievement for all students.

BEHAVIOR DEFINITIONS

Minor Problem Behavior	Definition
Defiance/Disrespect/ Non-compliance	Student engages in brief or low-intensity failure to respond to adult requests.
Disruption	Student engages in low-intensity, but inappropriate disruption.
Dress Code Violation	Student wears clothing that is near, but not within, the dress code guidelines defined by the school/district.
Inappropriate Language	Student engages in low-intensity instance of inappropriate language.
Other	Student engages in any other minor problem behaviors that do not fall within the above categories.
Physical Contact/ Physical Aggression	Student engages in non-serious, but inappropriate physical contact.
Property Misuse	Student engages in low-intensity misuse of property.
Tardy	Student arrives at class after the bell (or signal that class has started).
Technology Violation	Student engages in non-serious but inappropriate (as defined by school) use of cell phone, pager, music/video players, camera, and/or computer.

Major Problem Behavior	Definition
Abusive Language/ Inappropriate Language/ Profanity	Student delivers verbal messages that include swearing, name calling or use of words in an inappropriate way.
Arson	Student plans and/or participates in malicious burning of property.
Bomb Threat/ False Alarm	Student delivers a message of possible explosive materials being on-campus, near campus, and/or pending explosion.
Defiance/Disrespect/ Insubordination/ Non-Compliant	Student engages in refusal to follow directions, talks back and/or delivers socially rude interactions.
Disruption	Student engages in behavior causing an interruption in a class or activity. Disruption includes sustained loud talk, yelling, or screaming; noise with materials; horseplay or roughhousing; and/or sustained out-of-seat behavior.
Dress Code Violation	Student wears clothing that does not fit within the dress code guidelines practiced by the school/district.
Fighting	Student is involved in mutual participation in an incident involving physical violence.
Forgery/ Theft	Student is in possession of, having passed on or being responsible for removing someone else's property or has signed a person's name without that person's permission.

Gang Affiliation Display	Student uses gesture, dress, and/or speech to display affiliation with a gang.
Harassment/Bullying	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, or at a school-sponsored event: or 2. That disrupts the education process.
Inappropriate Display of Affection	Student engages in inappropriate, consensual (as defined by school) verbal and/or physical gestures/contact, of a sexual nature to another student/adult.
Inappropriate Location/ Out of Bounds Area	Student is in an area that is outside of school boundaries (as defined by school).
Lying/Cheating	Student delivers message that is untrue and/or deliberately violates rules.
Other Behavior	Student engages in problem behavior not listed.
Physical Aggression	Student engages in actions involving serious physical contact where injury may occur (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.).
Property Damage/ Vandalism	Student participates in an activity that results in destruction or disfigurement of property.
Skip class	Student leaves or misses class without permission.
Truancy	Student receives an 'unexcused absence' for $\frac{1}{2}$ day or more.
Tardy	Student is late (as defined by the school) to class or the startup of the school day (and Tardy is not considered a minor problem behavior in the school).
Technology Violation	Student engages in inappropriate (as defined by school) use of cell phone, pager, music/video players, camera, and/or computer.
Use/Possession of Alcohol	Student is in possession of or is using alcohol.
Use/Possession of Combustibles	Student is in possession of substances/objects readily capable of causing bodily harm and/or property damage (matches, lighters, firecrackers, gasoline, and lighter fluid).
Use/Possession of Drugs	Student is in possession of or is using illegal drugs/substances or imitations.
Use/Possession of Tobacco, alternative nicotine product, or vapor product.	Student is in possession of or is using tobacco, an alternative nicotine product or vapor product.
Use/Possession of Weapons	Student is in possession of knives or guns (real or look alike), or other objects readily capable of causing bodily harm.

DISCIPLINE DEFINITIONS

Administrative Decision	Definition
Bus Suspension	Consequence for referral results in temporary or permanent suspension from the bus.
Conference with Student	Consequence for referral results in student meeting with administrator, teacher, and/or parent (in any combination).
Expulsion	Consequence for referral results in student being dismissed from school for one or more days.
Individualized Instruction	Consequence for referral results in student receiving individualized instruction specifically related to the student's problem behaviors.
In-School Suspension	Consequence for referral results in a period of time spent away from scheduled activities/classes during the school day.
Loss of Privilege	Consequence for referral results in student being unable to participate in some type of privilege.
Other Admin. Decision	Consequence for referral results in administrative decision that is not listed. Staff using this area will specify the administrative action taken.
Out-of-School Suspension	Consequence for referral results in a 1-10 day period when student is not allowed on campus.
Parent Contact	Consequence for referral results in parent communication by phone, email, or person-to-person about the problem.
Restitution	Consequence for referral results in apologizing or compensating for loss, damage, or injury.
Time in Office	Consequence for referral results in student spending time in the office away from scheduled activities/classes.
Time Out/Detention	Consequence for referral results in student spending time in a specified area away from scheduled activities/classes.

DISCIPLINE and CONSEQUENCES OF VIOLATING THE CODE

A. Teachers

Discipline problems which are of common or minor nature are handled by the classroom teacher. The following options are available:

1. Verbal warning/reprimand;
2. Notifying parents (telephone or letter); Notification shall be in a timely manner;
3. Written assignments related to the Kentucky Academic Standards (KAS);
4. Temporary withdrawal of privileges;
5. Individual/teacher/parent conference;
6. In-class isolation;
7. Temporary isolation within the classroom or school building, including the students lunch period.
8. Referral to counselor or building principal or designee or (peer mediation team);
9. Contractual agreement;
10. Detention;
Reasonable detention prior to the opening or after closing of the school day is permitted under the following conditions:
 - a. When a student is detained at school either before the normal starting time or after the normal dismissal time, the teacher shall give appropriate consideration to factors of student transportation, traffic patterns, weather and any other extenuating circumstances;
 - b. The age and grade level of the student shall be considered in determining the length of time a student may be detained before or after school. The period of detention should not exceed one (1) hour. In the event that a student is assigned detention, the parent or legal guardian shall be notified;
 - c. Prior notice shall be given to the parents or legal guardian when a student is to be detained after school or assigned early detention;
 - d. Precautions shall be taken to see that a student who is dependent upon bus transportation is not left without a way home;
11. An individual school may establish a policy for additional disciplinary options for teachers. Such a policy will be included in a school's student handbook.

B. Administrators

Disciplinary problems referred to the school administrator are usually handled by in-school measures short of expulsion. These options include:

1. Warning notice;
2. Counsel with student regarding the offense to correct the behavior and prevent its reoccurrence;
3. Set up a conference with the parents/guardian which may include the referring teacher, counselor, or other staff members to develop a plan of action;
4. Written assignments (KAS related);
5. Detention;
6. Saturday School or non-regular school day (excluding Sundays): Saturday School or non-regular school day excluding Sunday may be assigned to students by the principal or assistant principal for violation of school rules or policies;
7. Extended loss of school privileges;
8. Contractual agreement;
9. In School Suspension (ISS);
In school suspension is the temporary isolation of a student from one or more classes while under proper supervision. In-school alternative education may be imposed by the principal or designee for violation of school rules or policies (including the Discipline Policy) where the infraction does not necessarily warrant removal from school by suspension;

10. Probation:

The principal or his/her designee may specify that the student may be readmitted to class upon probation, conditional upon good behavior during a specified period. Probation may be imposed for infractions of school rules or policies (including the Discipline Policy) where the infraction does not necessarily warrant removal from school by suspension. Written notice of probation including length of time shall be given to the student and his/her parent (s) and shall be placed in the student's file. Should the student breach the conditions imposed for probation, the student may be suspended from school, or may be subject to any of the other authorized actions pursuant to the Discipline Policy;

11. Referral to family or youth services;

12. May require student/parent to make restitution for damage to property or individuals;

13. Suspension;

- C. The principal or assistant principal may suspend students for violation of school rules pursuant to statute KRS 158.150. Suspension of primary school students shall be considered only in exceptional cases where there are safety issues for the child or others. A suspended student will be prohibited from making up and receiving credit for daily work, daily quizzes or projects that are assigned and due during the period of suspension. They will receive credit for and allowed to (1) make up major work assignments made before the suspension and due during the suspension and (2) complete major tests and projects that are due or take place during the suspension, but which cover material that was addressed before the suspension began;
1. An individual school may establish a policy for additional disciplinary options for administrators. Such a policy will be included in a school's student handbook;
 2. Students may be referred to the court or appropriate legal services;
 3. Referral to another educational setting;
 4. The principal or assistant principal may refer a student to the superintendent for a hearing before the board for possible expulsion.

D. Bus Drivers

Riding the school bus is a privilege. Supervision and discipline of pupils on buses is covered in 702 KAR 5:030 and 702 KAR 5:080 Section 18:

1. Drivers are in charge of their buses, and their first responsibility shall be the safe transportation of their passengers. In the event that one or more pupils are behaving in a manner that endangers the safety of other pupils on the bus, the driver shall call or radio for immediate assistance from the district transportation director, the principal of the school where the pupil(s) attends, a district administrator, and/or law enforcement. Ordering or ejecting a student from the bus shall be done only in the most extreme circumstances due to threatening or violent behavior. The driver shall notify the immediate supervisor who shall notify the appropriate district authorities, who shall subsequently notify the student's parent or legal guardian.
2. The principal or the person or persons designated by the board of education shall be responsible for the discipline of the pupils who ride the school buses to and from school and shall assist the school bus driver with discipline problems that arise on the bus when the school bus driver has made the proper report on the school discipline problem either in person or in writing;
3. Should a pupil create a serious safety or discipline problem on the school bus or persist in creating discipline problems on the school bus after having been reported by the school bus driver to the principal or to the person or persons designated by the board of education and warned or disciplined, the principal or the person or persons designated by the board of education shall forbid the pupil to ride the school bus until written permission for the pupil to again ride the school bus has been given to the school bus driver by the person or persons designated by the board of education to grant such permission; Drivers may take necessary action in emergencies to protect their own person or property, or the persons or property of those in their care;
4. Forms provided by the board and signed by the principal shall be given to bus drivers informing them of disciplinary action taken.

BUS DISCIPLINE (board policies 09.226, 06.33, 06.34)

BUS BEHAVIOR EXPECTATIONS & SAFETY REQUIREMENTS FOR ALL STUDENTS

Riding the school bus is a privilege. This privilege may be temporarily denied or permanently revoked if misconduct jeopardizes the safe operation of the school bus or the safety of students riding the bus. School suspension is a possible sanction. Students are expected to observe the following rules for safety and courtesy on the bus.

1. At the Bus Stop

- Exercise safe pedestrian practices while on the way to the waiting area for the bus stop.
- Arrive at the waiting area at least five minutes prior. The driver does not have to wait for your arrival.
- Wait in a quiet and orderly manner.
- Stay on your side of the roadway controlled by the bus warning lights.
- Where same side service is provided, you should not cross the roadway for any reason. Please remain at the designated school bus stop on the same side of the road where you live.
- Be aware, cautious, and respectful of traffic.
- Wait in a safe place, clear of traffic, and away from where the bus actually stops.
- Respect private property.

2. When the Bus Arrives

- Remain at the waiting area until the bus comes to a complete stop. Never approach the bus while it is moving.
- Check traffic from all directions.
- When safe to board, do so promptly.
- When boarding, be aware of and avoid the “danger zone,” the ten foot area immediately surrounding the stopped school bus. Be sure that you can see the bus driver’s eyes when in the vicinity of the school bus.
- If crossing a street controlled by bus warning lights is necessary, cross promptly after checking that all traffic in all directions has stopped and the bus driver has motioned for you to cross the road. Cross in front of the bus only.
- Upon entering the bus proceed directly to an available or assigned seat.

3. On The Bus

- Follow instructions of bus personnel.
- Be respectful of all people, including all bus personnel.
- Use language appropriate for the school setting.
- Keep the bus neat and clean.
- Do not eat or drink.
- Talk quietly and politely.
- Sit in assigned seat, if one has been assigned by bus or school site personnel.
- Stay in seat; keep aisles and exits clear.
- Carry-on items are limited to those that can be held in your lap (including musical instruments). No hazardous materials, nuisance items, or animals are permitted on the bus.
- Be respectful of the rights and safety of others.
- Do not extend head, arms, or objects out of bus windows.
- Cell phones usage is a privilege granted/revoked by each bus driver.
- Musical components such as iPods are to be used with headphones or earbuds only.

4. Exiting the Bus

- Remain seated until the bus comes to a complete stop.
- Exit the bus at the bus stop area in an orderly manner.
- Exit at your assigned bus stop only unless you have a school approved student bus pass that authorizes a temporary change.
- Check traffic from all directions.
- When safe to exit, do so promptly.
- Be aware of and avoid the “danger zone,” the ten foot area immediately surrounding the stopped school bus. Be sure that you can see the bus driver’s eyes while in the vicinity of the school bus.
- If crossing a street controlled by bus warning lights, cross promptly after checking that all traffic in all directions has stopped and the bus driver has motioned for you to cross the road. Cross in front of the bus only.

- Never tamper with the emergency doors, fire extinguishers, or other equipment on the bus.
- Remember that school rules apply to the school bus. For example, use or possession of tobacco, alcohol, and other drugs is not allowed.

- Exercise safe pedestrian practices while on the way from the bus stop to your home

CONDUCT ON SCHOOL BUS

(References board policies 09.226, 06.33, 06.34)

1. Pupils shall be at their bus stop five (5) minutes before the bus is scheduled to arrive. The bus cannot wait beyond its regular schedule for late individuals.
2. Pupils shall wait at their assigned bus stop off the roadway and shall remain there until the driver has stopped the bus, opened the entrance door, and signaled the pupils to enter the bus.
3. Pupils shall not cross the roadway when entering the school bus until signaled to do so by the bus driver.
4. When students are required to cross the roadway when entering or leaving the school bus, crossings shall be made in front of the bus. Pupils shall cross approximately ten (10) feet in front of the bus in order that they may be seen by the bus driver.
5. When pupils enter the bus, they shall proceed directly to a seat.
6. Pupils shall remain seated until the bus has come to a complete stop.
7. Pupils shall not extend their arms, legs, heads, or anybody part out the bus windows.
8. Pupils shall not change from one seat to another while the bus is in motion or unless given permission by the bus driver. Drivers and school staff may take reasonable action to promote student safety and discipline.
9. Pupils shall not create noise on the bus to the extent that it might distract the bus driver or to the extent that it might interfere with the driver's ability to hear the signals of emergency vehicles or an approaching train.
10. Pupils shall not electronically broadcast any audible sound or music by using external speakers or by any other means. A student may listen to music on their own personal handheld device, with the bus driver's permission, only if using personal headphones at a volume low enough that others cannot hear the headphones. Devices must be put away before getting on/off the bus.
11. Pupils shall not wear clothing or backpacks with loose strings or straps that may become entangled in the bus handrail or exit door mechanism.
12. The bus driver shall discharge pupils at their regularly scheduled stops only, except with written authorization from the principal to discharge a pupil at another location. The principal shall have authorization from a child's parents before permitting discharge at a location other than the regular stop. The note must be signed by the child's parent/guardian and their principal. Students without the required note with both signatures will be directed to ride their home bus, or go into the school to contact a parent/guardian to come pick them up.
13. Bus drivers shall promptly report any violation of district policy or school rules to the principal.
14. The principal is authorized to withhold bus-riding privileges up to a maximum of twenty (20) school days per occurrence in the case of habitual or serious conduct violations. The principal shall notify the parents in cases where bus-riding privileges have been withheld. The superintendent or the superintendent's designee may withhold bus-riding privileges up to the remainder of the school year.

15. Students with special needs who exhibit inappropriate conduct shall be managed in accordance with their Individual Education Plan (IEP) and/or 504 Plan and the legal obligations and standards adopted by the board.
16. If the parent, guardian, or authorized responsible adult is not available to accept the student(s) upon delivery, students under nine (9) years of age will be returned to the appropriate school.
17. While on a school bus or at the bus stop, students shall adhere to all rules and responsibilities listed earlier in this document under the section Application of Code of Student Conduct. Expectations for positive behavior are the same on the bus as in the school building.

TELECOMMUNICATIONS DEVICES

(KRS 158.165, board policy 09.4261)

POSSESSION AND USE

While on school property or while attending school-sponsored or school-related activities, whether on or off school property, students shall be permitted to possess and use personal telecommunications devices as defined by law,¹ and other related electronic devices, provided they observe the following conditions:

1. Devices shall not be used in a manner that disrupts the educational process, including, but not limited to, use that poses a threat to academic integrity, such as cheating, violates confidentiality or privacy rights of another individual, is profane, indecent, or obscene, constitutes or promotes illegal activity or activity in violation of school rules, or constitutes or promotes sending, sharing, or possessing sexually explicit messages, photographs, or images using any electronic 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 education process or intrude upon the rights of others.
2. Unless an emergency situation exists that involves imminent physical danger or a certified employee authorizes the student to do otherwise, devices shall be turned on and operated only before and after the regular school day.
3. 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.
4. 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.
5. Students shall comply with any additional rules developed by the school concerning appropriate use of telecommunication or other electronic devices.
6. 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*.

Reference

¹KRS 158.165 "Personal telecommunications device" means 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, a paging device or a cellular telephone.

DRUGS, ALCOHOL, AND OTHER PROHIBITED SUBSTANCES

(Board policy 09.423)

A. Drugs, Alcohol and Other Prohibited Substances

No pupil shall 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 en route to or from school or a school-sponsored activity;

1. Alcoholic beverages;
2. Controlled substances or drug paraphernalia;
3. Counterfeit, look-alike or simulated controlled substances or drug paraphernalia. In instances involving look-alike substances, there must be evidence of the student's intent to pass off the item as a controlled substance;
4. Mood altering substances, such as an inhalant, or herbal incense or spice, bath salts, synthetic cannabinoid (synthetic marijuana) or any other material that has a harmful or unnatural effect on the person using it.

B. Controlled Substances Defined

Controlled substance means any substance or immediate precursor listed in Chapter 218A of the Kentucky Revised Statutes or any other substance which may be added by the Kentucky Department of Health Resources under regulations pursuant to KRS 218A.020.

C. Prescription and Over-the-Counter Medication

No pupil shall possess, use, be under the influence of, sell or transfer any prescription or over-the-counter medication except in compliance with school policy for use of prescription medication(s).

D. Penalty

Violation of this policy shall constitute reason for disciplinary action including suspension or expulsion pursuant to KRS 158.150. Violation of this policy shall also constitute reason for suspension or dismissal from athletic teams, other school-sponsored activities and/or other school privileges. 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.

E. District Employee 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. (KRS 158.155 section 4)

WEAPONS AND DANGEROUS INSTRUMENTS INCLUDING KNIVES
(KRS 527.070, KRS 500.080, board policy 05.48)
THIS POLICY APPLIES TO STUDENTS, STAFF MEMBERS, AND VISITORS TO THE SCHOOL.

A. Weapons Prohibited

Carrying, bringing, using, or possessing any firearm or ammunition or other deadly weapon or destructive devices or booby trap or dangerous instrument in any school building, on school grounds, in any school vehicle or at any school-sponsored activity is prohibited. **STUDENTS ARE PROHIBITED FROM POSSESSING OR USING A KNIFE OF ANY KIND OR SIZE, INCLUDING A POCKET KNIFE AND/OR HUNTING KNIFE, IN ANY SCHOOL BUILDING, ON SCHOOL GROUNDS, IN ANY SCHOOL VEHICLE, OR AT ANY SCHOOL-SPONSORED ACTIVITY.**

Violation of this policy by staff members shall constitute reason for disciplinary action, including possible termination.

Violation of this policy by students shall require that the principal immediately make a report to the superintendent, who shall determine if charges for expulsion from the District schools should be filed under policy

09.435. In addition, when they have reasonable belief that a violation has taken place, the principal 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 firearm in violation of the law or assault involving the use of a weapon.

Violations by visitors shall be reported to a law enforcement agency.

B. Federal Requirements

The penalty for students bringing a firearm or other deadly weapon, destructive device, or booby trap device to school or onto the school campus/property under jurisdiction of the District shall be expulsion for a minimum of twelve (12) months under board policy 09.435. However, the board may modify such expulsions on a case-by-case basis.

Any student who brings to school a firearm or other deadly weapon, as defined by federal law, shall be referred to the criminal justice or juvenile delinquency system.

C. Exceptions

An exception may be made for students participating in an authorized curricular or extracurricular activity or team involving the use of firearms and to those persons listed in KRS 527.070.

Law enforcement officials are authorized to bring weapons onto school property in performance of their duties.

D. State Reporting Requirements

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 carrying, possession, or use of a deadly weapon on the school premises or within one thousand (1,000) feet of school premises, on a school bus or school sponsored transportation, or at a school sponsored or sanctioned event. (KRS 158.155 section 4)

E. For state reporting purposes, a deadly weapon shall be defined as:

1. a weapon of mass destruction;
2. any weapon from which a shot, readily capable of producing death or serious physical injury, may be discharged;
3. any knife other than an ordinary pocket knife or hunting knife;
4. billy, nightstick or club;
5. blackjack or slapjack;
6. nunchaku karate sticks;
7. shuriken or death star; or

8. artificial knuckles made from metal, plastic, or other similar hard material.

Employees who receive information from a student or other person regarding conduct required to be reported shall report the conduct in the same manner as stated above.

F. Enforcement

In the enforcement of this policy, principals may authorize, if they have reasonable suspicion, searches in compliance with board policy 09.436.

BOMB THREATS AND OTHER THREATS (KRS 508.075, 508.080, 508.080 and board policy 05.43)

Bomb threats and other threats that cause disruption to the educational environment are reported to law enforcement. The District may seek criminal or juvenile charges, as applicable, against the alleged perpetrators, subject an offending student to disciplinary sanctions up to and including expulsion, request restitution in connection with juvenile or criminal proceedings and/or offer a reward for information leading to an arrest or conviction. Key statutes are referenced below.

KRS 508.075 - Terroristic threatening in the first degree. Applies to a person who intentionally makes false statements that he she or another person has placed a weapon of mass destruction on school property, property that is the site of a school function, or a school vehicle. This is a Class C felony.

KRS 508.078 - Terroristic threatening in the second degree. Applies to a person who threatens to commit any act likely to result in death or serious physical injury to students, teachers, staff, or volunteers of a public or private school. This is a Class D felony.

KRS 508.080 - Terroristic threatening in the third degree. Applies to a person who threatens 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 who intentionally makes false statements for purposes of causing the evacuation of a building, place of assembly, or facility of public transportation. This is a Class A misdemeanor.

BULLYING/HAZING

In order to effectively participate in the democratic process as adults, students must learn to respect the rights of others and to interact with them in a civil manner. Therefore, students are required to speak and behave in a civil manner toward students, staff and visitors to the schools (KRS 158.148 and board policy 09.422)

BULLYING DEFINED

Bullying includes any unwanted verbal, physical, or social behavior among students that involves a real or perceived power imbalance and is repeated against the same student over time or has the potential to be repeated.

- 1. That occurs on school premises, on school-sponsored transportation, or at a school-sponsored activity or*
- 2. That disrupts the education process*

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

OTHER PROHIBITED BEHAVIOR

The use of lewd, profane or vulgar language is prohibited. In addition, students shall not engage in behaviors such as hazing, bullying, menacing, taunting, intimidating, verbal or physical abuse of others, or other threatening behavior. This policy extends to any/all student language or behavior including, but not limited to, the use of

electronic or online methods. Such behavior is disruptive of the educational process and interferes with the ability of other students to take advantage of the educational opportunities offered.

REPORTING BULLYING

Students who believe they have been a victim of bullying or who have observed other students being bullied shall, as soon as reasonably practicable, report it to any teacher, counselor, or administrator in their school (or any other adult in charge such as their coach or bus driver).

Employees are expected to take reasonable and prudent action in situations involving student welfare and safety, including intervening and reporting to the principal or to their immediate supervisor those situations that threaten, harass, or endanger the safety of students, other staff members, or visitors to the school or District. Such instances shall include, but are not limited to, bullying or hazing of students and harassment/discrimination of staff, students or visitors by any party.

STUDENT REPORTING OF CODE VIOLATIONS (KRS 158.148)

- A. Students wishing to report a violation of the Code of Acceptable Behavior and Discipline may report it to a classroom teacher who shall take appropriate action as defined by the code. The teacher shall refer the report to the principal/designee for further action when the report involves an offense that may warrant suspension or expulsion of a student, any felony offense, or a report that may be required by law, including reports to law enforcement.
- B. Retaliation Prohibited
Employees and other students shall not retaliate against a student because s/he 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.

HARASSMENT/DISCRIMINATION (References board policies 09.42811, 03.162, 03.262)

A. DEFINITION

Harassment/Discrimination is unlawful behavior based on race, color, national origin, age, religion, sex or disability that is sufficiently severe, pervasive, or objectively offensive that it adversely affects a student's education or creates a hostile or abusive educational environment.

Harassment/Discrimination of employees is unlawful behavior based on the race, color, national origin, age, religion, sex, genetic information or disability of an employee involving intimidation by threats of or actual physical violence; the creation, by whatever means, of a climate of hostility or intimidation, or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred or prejudice.

PROHIBITION

Harassment/Discrimination is prohibited at all times on school property and off school grounds during school-sponsored activities. This prohibition also applies to visitors to the school who may come into contact with employees and students.

District staff shall provide for a prompt and equitable resolution of complaints concerning harassment/discrimination.

B. DISCIPLINARY ACTION

Students who engage in harassment/discrimination of an employee or another student on the basis of race, color, national origin, age, religion, sex or disability shall be subject to disciplinary action, including but not limited to suspension and expulsion.

C. GUIDELINES

Students who believe they have been a victim of an act of harassment/discrimination or who have observed incidents involving other students that they believe to be an act of harassment/discrimination shall, as soon as reasonably practicable, report it. In each school building, the principal and/or designee is the person responsible for receiving reports of harassment/discrimination

D. NOTIFICATION

Within forty-eight (48) hours of receiving a serious allegation of harassment/discrimination, District personnel shall attempt to notify parents of both student victims and students who have been accused of harassment/discrimination.

E. PROHIBITED CONDUCT

Examples of conduct and/or actions that could be considered a violation of this policy include, but are not limited to:

1. Any nicknames, slurs, stories, jokes, written materials or pictures that are lewd, vulgar, or profane and relate to any examples of the protected categories listed in the definition of harassment/discrimination contained in this policy;
2. Unwanted touching, sexual advances, requests for sexual favors, and spreading sexual rumors;
3. Instances involving sexual violence;
4. Causing a student to believe that he or she must submit to unwelcome sexual conduct in order to participate in a school program or activity or that an educational decision will be based on whether or not the student submits to unwelcome sexual conduct;
5. Implied or overt threats of physical violence or acts of aggression or assault based on any of the protected categories;
6. Seeking to involve students with disabilities in antisocial, dangerous or criminal activity where the students, because of disability, are unable to comprehend fully or consent to the activity; and
7. Destroying or damaging an individual's property based on any of the protected categories.

F. CONFIDENTIALITY

District employees involved in the investigation of complaints shall respect, as much as possible, the privacy and anonymity of both victims and persons accused of violations.

G. RETALIATION PROHIBITED

No one shall retaliate against an employee or student because s/he files a written grievance, assists or participates in an investigation, proceeding, or hearing regarding the charge of harassment/discrimination of an individual or because s/he has opposed language or conduct that violates this policy.

Upon the resolution of allegations, the superintendent shall take steps to protect employees and students against retaliation.

H. FALSE COMPLAINTS

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

CRIMINAL VIOLATIONS

Students are accountable to their schools in their roles as students as well as to the law in their capacities as citizens. The criminal laws of the Commonwealth of Kentucky and of the federal government apply to the conduct of all persons on school property. Violations should be dealt with according to these laws and local school board policy.

Offenses which result in violence to another person or property or which pose a direct threat to the safety of others in the school are clearly criminal offenses.

Recommendations:

- A. Due to the seriousness of criminal offenses, the student's continued presence in school would constitute a threat to other persons and would have a negative impact on the general morale of the school. Verified criminal misconduct may result in the immediate removal of the student from the school, pending a hearing before the board in accordance with KRS 158.150.
- B. Schools should report these offenses to the appropriate law enforcement agencies and cooperate with these agencies in investigating and prosecuting the offender. In cases of assault and /or battery or abuse of a student or school employee, it would be a personal option to press charges. The district shall give full support to the aggrieved individual.
- C. A student charged with criminal misconduct should be given the full due process hearing before the board, which should take prompt and appropriate action. Since disciplinary action by the school in criminal matters does not constitute "double jeopardy", the board need not await the disposition of the hearing or trial.

REPORTS TO LAW ENFORCEMENT OFFICIALS
(KRS 158.155)

When they have reasonable belief that certain violations have taken place, principals are required by law to immediately report them to law enforcement officials. Violations on school property or at a school-sponsored function requiring a report to the law enforcement officials include:

- ⌚ 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;
- ⌚ damage to school property

In addition to violations of this code, students may also be charged with criminal violations.

REPEATED INFRACTIONS

Every school will have methods of dealing with the problem of repeated infractions. Often, these infractions are minor in nature, yet they consume time and energy of the teacher or administrator who deals with the situation.

Traditionally, administrators have responded to this situation in one of two ways. In some cases, they may apply larger or longer doses of the same disciplinary action. In other cases, the administrator may apply penalties which may be ineffectual or penalties so severe that they cease to bear any relationship to the nature of the infraction.

Creative alternative strategies need to be developed. A series of varied consequences should be used rather than the same response over and over, including a referral to other district services and resources if deemed appropriate. If possible, the teacher or administrator should record the nature of the repeated infraction, the disciplinary action applied, and the apparent effectiveness of each method used. This information could be beneficial in several ways. It could be referred to in determining what strategies to use for other infractions and it would supply documentation of the number of alternative strategies that had been used with each student, in case the courts request such information. Additionally, it would be beneficial in developing an individual prevention program designed for those students identified as potential drop-out. Schools should not overlook the cause of the infraction. Sometimes a simple change in the situation or condition which contributed to the infraction may result in the elimination of a particular undesirable behavior.

Recommendations which may be considered are:

- A. Establish a limit on the number of times a particular disciplinary action will be used with one student;
- B. Develop a series of alternative disciplinary options for each level of severity of infraction;
- C. Provide guidelines to assist teachers as they sequentially apply these options according to the frequency and severity of the infraction;
- D. Develop a behavior intervention plan;
- E. Refer the student for other district services and resources;
- F. Take a student before the board of education for an expulsion hearing for repeated rule infractions and incorrigible behavior.

SEARCH AND SEIZURE
(board policy 09.436)

A. Purpose:

To maintain order and discipline in the schools and at school-sponsored activities and to protect the safety and welfare of students and school personnel. Authorized school personnel reserve the right to conduct a search of a student, locker, book bag, student possessions/belongings or vehicle if they have reasonable suspicion for a search. Such searches may result in seizure of any illegal, unauthorized, or contraband materials discovered in the search.

As used in this policy, the term "unauthorized" means any item dangerous to the health or safety of students or school personnel, or disruptive of any lawful function, mission or process of the school, or any item described as unauthorized in school rules available beforehand to the student. As used in this policy, the term 'student vehicle' means a vehicle over which a student exercises responsibility and/or control on school property or off school property, at school sponsored activities. A student who operates or parks a vehicle on school property or attends school-sponsored activities gives implied consent for a search. A student's failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action.

B. Personal Searches:

A student's person and /or personal effects (e.g. purse, book bag, etc.) may be searched whenever a school administrator or designee has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials.

If a pat-down search of a student's person is conducted, it will be conducted in private by a school official of the same sex and with an adult of the same sex present unless the health or safety of students or school personnel will be endangered by the delay which might be caused by following these procedures.

C. Locker Searches:

Student lockers are school property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their lockers. Periodic general inspections of lockers may be conducted by school authorities for any reason at any time without notice, without student consent, and without a search warrant.

D. Student Vehicles:

Students are permitted to park on school premises as a matter of privilege, not of right. Fulton County school officials reserve the right to search a student vehicle at any time.

E. Seizure of Illegal Materials:

If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to proper legal authorities for ultimate disposition.

F. **Breathalyzer or Other Tests:**

Local law enforcement officials may administer breathalyzer or other tests at the request of school officials to assist in investigations without prior notification or approval of parents/guardians.

DISCIPLINE DUE PROCESS

SUSPENSION, EXPULSION and DUE PROCESS

A. **Suspension: KRS158.150 and board policy 09.434**

In the event a student has to be suspended from school for discipline problems, the following procedure will be used:

1. The student shall be given oral and written notice of the charge or charges against him/her which constitute cause for suspension;
2. The student shall be given an explanation of the evidence of the charge or charges if the student denies them;
3. The student shall be given an opportunity to present his/her own version of the facts relating to the charge or charges;
4. These due process procedures shall precede any suspension 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 procedure, as outlined above, shall follow the suspension as soon as practicable, but not later than three (3) school days after the suspension;
5. The student's parent, guardian, or other person having legal custody or control of the student shall be notified by phone (if available) and by mail with a written notice of suspension. Written notice will also be sent to the superintendent's office.
6. During the period of suspension, a student is not to appear on school property as well as off school property at school-sponsored activities.

B. **Expulsion: KRS158.150 and board policy 09.435**

The board of education may expel any pupil from the regular school setting for misconduct, as defined by law, but such action shall not be taken until the parent, guardian or other person having legal custody or control of the pupil has had an opportunity to have a hearing before the board.

THE FOLLOWING PROCEDURES SHALL

GOVERN A HEARING BY THE BOARD OF EDUCATION:

Proceedings before the board shall be conducted in the following manner:

The superintendent or administrative official of the Fulton County School District shall give:

- Written notice of the charges against the student and a description of the evidence supporting those charges, as well as notice of date and time of the hearing, shall be provided to the student at least five (5) days prior to the hearing.
- If requested in writing at least four (4) days prior to the hearing, the student shall be provided with a list of witnesses to be called against the student and a summary of their testimony at least two days prior to the hearing.
- The student may be represented by any person of his/her choosing.
- All testimony shall be under oath.
- The student may testify or may offer the testimony of other witnesses and may present written testimony and other evidence.

- The student may question the witnesses against him/her except where the need to protect student witnesses for ostracism or reprisal requires that their identity be protected. The student may inspect any evidence offered against him/her.
 - The Board shall base its decision solely upon evidence presented at the hearing.
 - The Board shall provide the student with a written decision within five (5) days after the hearing.
 - The appeal shall be presented in completed form at each level using the Student/Parent Appeal-
- a. The reason for the suspension pending the board hearing;
 - b. The charge or charges against the pupil;
 - c. Notice of the time, place and date of a hearing before the board of Education;
 - d. Notice of the right to a hearing before the board of education.
 - e. Notice of right to be represented by counsel;
 - f. Notice of right to bring witnesses or have witnesses subpoenaed to testify before the board; and Hearing before the board:
 - g. The student has a right to have the case heard in executive session or a public hearing, whichever the student desires. The reason for holding a hearing in executive session is to protect the name and identity of the student from media exposure; if the hearing is held publicly the media would have access to the student's name and might publish the student's name in a news item;
 - h. The student has a right to have an attorney present during the hearing, and the attorney would have the right to participate in all phases of the hearing. During the course of the hearing, the student would have a right to confront the witnesses against the student and a right to cross examine them and ask them any questions which may be relevant to the inquiry;
 - i. The student has a right to testify and present any witnesses on the student's behalf;
 - j. All witnesses who testify in a hearing before the board shall first be placed under oath before their testimony. The hearing will be conducted in the following manner:
 - The school system and the student or his/her parents or his/her attorney may make an opening statement if they desire;
 - If no party desires to make an opening statement, the school system will introduce into evidence all the evidence it has concerning the charge or charges against the student. The student shall have a right to examine any physical evidence and a right to be present during the testimony of witnesses and to cross examine any of the school system's witnesses;
 - After the school system's evidence has been introduced and witnesses have testified, the witnesses will leave the hearing, but may be recalled by the student or the school system at any time until the hearing is announced closed. Even after the hearing is announced closed, until the board has arrived at its decision and announced its decision in a particular case, either party may request that any witnesses be recalled for further testimony or additional witnesses presented to the board, even after the hearing is closed provided the request is made before a decision is announced in a case;
 - After the school system has introduced its evidence and its witnesses have testified, the student may testify concerning this matter and present any witnesses the student may have on the student's behalf;
 - After both parties have presented all of their witnesses and introduced all of their evidence, both sides shall have a right to make closing remarks to the board;
 - After closing remarks, all witnesses and parties shall be excluded from the hearing save and except counsel for the board, and the board shall deliberate, come out of executive session, go into public session, consider any recommendations of the superintendent, and, upon motion and vote, announce its decision to all parties. The decision of the board, along with the findings of fact and conclusions of law, will be sent by certified mail to the parent (s) and/or legal guardians and/or other person having custody or control of the students.
 - During the period of expulsion, a student is not to appear on school property as well as off school property at school-sponsored activities.

C. Expulsion – Provision of Educational Services:

In cases of expulsion, provision of educational services will be required unless the board determines, on the record and supported by clear and convincing evidence, that the expelled student poses a threat to the safety of other students or school staff and cannot be placed in a state-funded agency program.

FELONY OFFENSE AGAINST A STUDENT INVESTIGATION and REPORTING
(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 make an oral or written report to the principal of the school attended by the victim. The principal shall notify the parents, legal guardians, or other persons exercising custodial control or supervision of the student when the student is involved as an alleged victim or alleged perpetrator 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 addresses 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) The school district and school personnel will participate in the investigation at the request of the law enforcement 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) Retaliation is prohibited against a complainant or person because s/he reports an incident for which reporting is required by KRS 158.156, or because s/he assists or participates in any investigation, proceeding, or hearing regarding the violation. The superintendent/designee shall take measures needed to protect persons from such retaliation.

If a law or board violation has occurred, school will report the incident to the Kentucky Department of Education as part of safe school data reporting.

****Note: Felony offenses under KRS Chapter 508 include First Degree Assault, Second Degree Assault, Third Degree Assault, Assault Under Extreme Emotional Disturbance, First Degree Wanton Endangerment, First Degree Terroristic Threatening, Second Degree Terroristic Threatening, First Degree Criminal Abuse, Second Degree Criminal Abuse, First Degree Stalking, Disarming a Police Officer.***

*****Note: The principal may use the forty-eight hour timeframe to investigate the allegations of the initial report. If the principal finds no evidence of a KRS Chapter 508 felony offense, he/she does not have to file a report with the agencies listed above (see Section 1). If the principal is in doubt as to whether there has been a KRS Chapter 508 offense, he/she should consult with the local law enforcement and/or the board attorney.***

USE OF PHYSICAL RESTRAINT AND SECLUSION

(Board policy 09. 2212)

A. PHYSICAL RESTRAINT

Use of physical restraint by all school personnel is permitted when a student's behavior poses an imminent danger of physical harm to self or others in clearly unavoidable emergency circumstances. In such situations, staff who have not had core team training may physically restrain students, but shall summon core trained personnel as soon as possible. In all situations involving use of physical restraint (including restraint by core trained personnel):

- The student shall be monitored for physical and psychological well-being for the duration of the restraint.
- Personnel shall only use the amount of force reasonably believed necessary to protect the student or others from imminent danger of physical harm.

B. SECLUSION

Seclusion may be implemented only if: the student's behavior poses an imminent danger of physical harm to self or others; less restrictive interventions have been ineffective in stopping the imminent danger of physical harm; the student is monitored visually for the duration of the seclusion; and staff are appropriately trained to use seclusion.

Use of physical restraint and seclusion policy and related procedures are designed to promote the safety of all students, school personnel, and visitors. School personnel and parents may contact school principals to access policy and related procedures addressing use of physical restraint and seclusion.

GRIEVANCE PROCEDURES

(Board policy 09.4281)

Parents/guardians or students desiring to question actions taken by school personnel may follow this procedure:

- A. If the problem is related to the classroom, the parent/guardian will contact the principal of the school to arrange a conference with the classroom teacher as soon as possible to discuss the problem;
- B. If this conference does not resolve the situation, the teacher and parent will arrange for a conference with the principal and/or designee with a minimum of delay;
- C. If the problem is not related to the classroom, the parent will contact the principal directly;
- D. If none of the above procedures results in a satisfactory solution to the problem, the parent shall state his/her complaint in writing and may request a meeting with the superintendent or his/her designee;
- E. Upon receipt of the written complaint, a meeting will be scheduled with the superintendent or his/her designee, or if appropriate, the School Based Decision Making Council. During this meeting, either party may present individuals having knowledge relative to the facts involved. The other party will be notified in advance if such additional persons are to be present.
- F. The superintendent or his/her designee or, if appropriate, the School Based Decision Making Council will advise the complainant in writing by certified mail or actual delivery of the disposition of the complaint within fourteen (14) days after the meeting.

ANNUAL PROVISIONS FOR CODE OF ACCEPTABLE BEHAVIOR REVIEW

The Board of Education requires that all schools review this Code of Acceptable Behavior on an annual basis. The following form is recommended:

- A. The Principal and site-based council or committee will conduct a review of the entire code of Acceptable Behavior during the month of April.
- B. The site-based councils or school committees will submit any recommendations to the Director of Pupil Personnel for compilation no later than May 15.
- C. The Director of Pupil Personnel shall submit a summary of the recommendations to the District PBIS Team for review.
- D. The Superintendent shall review the summary of recommendations from the District PBIS Team, and after review, recommend that the Board of Education adopt selected changes in June.
- E. Unless otherwise ordered by the Board of Education, the complete printing/posting will be scheduled for June.

NOTICE OF NON-DISCRIMINATION

The Fulton County School System does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex, or disability in employment, programs or activities.

Any person having inquiries concerning the Fulton County School System's compliance with Title IX, Title VI, and Section 504 is directed to contact the Title IX Coordinator, Fulton County Schools, and 2780 Moscow Ave. 270-236-3923.

NOTIFICATION OF RIGHTS UNDER FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Fulton County School District

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

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

Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify 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. Parents or eligible students may ask the School to amend a record that they believe is inaccurate. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- (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.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School 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 School 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 School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

The Fulton County School System keeps child and youth records in a secure location in each school and in the central office. Any parent or guardian of a student, or any eligible student may challenge the content or accuracy of any material or entries in the student's educational records on the grounds that it is inaccurate, misleading or otherwise in violation of the privacy or other rights of the student. Requests to amend the records are submitted to the principal of your child's school.

For students who have been determined eligible for programs for children and youth with disabilities, educational records will be destroyed at the request of the parent when they are no longer needed to provide educational programs and services. The FCSD may destroy the educational records of a youth without a parent's request after the records have been maintained the minimum period specified by the Records and Retention Schedule Public School District Model prepared by the Kentucky Department of Libraries and Archives and are no longer needed to provide educational programs and services unless a longer period of record retention is stipulated in a grant or agreement with another agency. Parents are advised that data contained in the records may later be needed for Social Security purposes. The FCSD retains for an indefinite period of time a record of the student's name, address, telephone number, grades, attendance record, classes attended, grades completed and year completed.

"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 to organizations and agencies whose need for data is connected with student help activities. The parent, guardian, or eligible student currently enrolled may request all or part of the directory information to be withheld. The request must be in writing to the principal of your child's school within 30 calendar days after this notification has been distributed. The written request must specifically state what information may not be classified as directory information.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the FCSD to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education 400 Maryland Avenue, SW Washington,
DC 20202-5901

**NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT
(PPRA)
Fulton County School District**

The PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one 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 (ED)—
 1. Political affiliations or beliefs of the student or student’s parent;
 2. Mental or psychological problems of the student or student’s family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.

- *Receive notice and an opportunity to opt a student out of* –
 1. Any other protected information survey, regardless of funding;
 2. 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 hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
 3. 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 –
 1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

The FCSD adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The FCSD will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The FCSD will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The FCSD will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys.

Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

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, SW
Washington, D.C. 20202-5901

DISCIPLINE PROCEDURES

Office Discipline Referrals

Referrals may be made by school personnel to a school- level administrator. A referral shall be made:

- Whenever actions taken to address student misconduct have failed to correct the inappropriate or unacceptable behavior(s) involved; or
- Whenever the specific behavior(s) involved require other help.

Prior to any office referral or disciplinary measure, students should first be supported in learning the skills necessary to function in the school environment and to avoid negative social behavior. Guiding principles that set clear expectations and the development of tiers of support that increase in intensity according to the needs of the student enable staff to evaluate and address student misconduct more effectively. In response to student misconduct, an array of consequences focused on improving the behavior should be considered before action is taken. Whenever possible, positive interventions and/or corrective actions should be used before or instead of suspension.

In all cases, the referring person shall complete and submit an office discipline referral form in accordance with school policy.

Violation and resolution records, as indicated on the office discipline referral form, shall be kept by the assigned administrator, entered into the Fulton County Schools behavior database (Infinite Campus), and be made available upon request to the appropriate teachers, administrators, counselors, the student, or the parent in accordance with the provisions of FERPA and KFERPA.

Disciplinary action for elementary, middle, and high schools is to be administered by the principal or his/her designee according to school policy.

INTERVENTIONS

Interventions are strategies that prevent undesired behaviors or respond to undesired behaviors in a systematic approach and with increasing intensity so as to minimize negative impacts to the learning process.

DETENTION

Students may be assigned to detention before school, during school, or after-school to help eliminate home suspensions. Parents are responsible for transportation for after-school detention.

Students placed on in-school detention must use the time to satisfactorily complete all work assigned or face additional consequences until the work are completed satisfactorily.

As an alternative disciplinary method the principal or designee may establish a detention hall. The detention hall shall meet as scheduled by the principal.

Students may be detained for academic or behavioral correction, including tardiness either to school or to a single class period. A call or notification will be given to the parent/guardian at least one day before the student is to remain after school. Failure to take a notice home for parent's/guardian's signature and return the note to school will be a violation of the Code of Acceptable Behavior and Discipline and treated as such.

SUSPENSION

Suspension means a denial of attendance at any single subject or class, or any full schedule of subjects or classes or at any other type of activity conducted by or on behalf of the particular school for the stated period of time. This shall also apply to practice sessions of extracurricular activities. Normally, suspensions shall not exceed ten (10) school days.

Students placed on home suspension will be expected to make up missed class work or tests for the duration of the suspension.

Assignment of suspension will be in compliance with KRS 158 .150 and will comply with due process procedures.

The In School Suspension is an in-school district alternative placement program for students who are assigned by the principal or the Fulton County Board of Education who also assigns students to alternative placement if needed. Students will learn how to be productive, as well as how to get along with peers and adults. The decision to appeal an alternative placement will be heard directly by the Board and will be final. The Board may decide to overturn the decision, enforce the placement, or expel the student from school for up to one year.

EXPULSION

Expulsion shall mean denial of attendance to Fulton County Schools. Expulsion of a student may not exceed the current school year. (Except in cases involving weapons)

An expulsion shall include a denial of admission to or entry upon real or personal property owned, leased, rented, or controlled by the Fulton County Board of Education.

NOTE—The difference between suspension and expulsion is: The principal may suspend a student for up to 10 school days. Only the Board of Education may expel a student for a given duration of time.

THE FOLLOWING PROCEDURES SHALL

GOVERN A HEARING BY THE BOARD OF EDUCATION:

- Written notice of the charges against the student and a description of the evidence supporting those charges, as well as notice of date and time of the hearing, shall be provided to the student at least five (5) days prior to the hearing.
- If requested in writing at least four (4) days prior to the hearing, the student shall be provided with a list of witnesses to be called against the student and a summary of their testimony at least two days prior to the hearing.
- The student may be represented by any person of his/her choosing.
- All testimony shall be under oath.
- The student may testify or may offer the testimony of other witnesses and may present written testimony and other evidence.

- The student may question the witnesses against him/her except where the need to protect student witnesses for ostracism or reprisal requires that their identity be protected. The student may inspect any evidence offered against him/her.
- The Board shall base its decision solely upon evidence presented at the hearing.
- The Board shall provide the student with a written decision within five (5) days after the hearing.
- The appeal shall be presented in completed form at each level using the Student/Parent Appeal
-

SPECIAL EDUCATION AND DISCIPLINE

In cases where disciplinary action involves exceptional (special education) students and students who have been referred for evaluation for possible special education placement and/or related services, the following procedures should be followed:

IF SUSPENSION IS ESSENTIAL TO PROTECT PERSONS OR PROPERTY OR TO AVOID DISRUPTION OF THE ONGOING EDUCATIONAL PROCESS, THEN:

- The student must first be granted an informal hearing and then may be suspended. In situations where suspension is for a minor offense or where suspension is no longer than 9 days, an ARC meeting is not required. In situations where suspension is for 10 days or cumulative for the year totals 10 days or expulsion is considered, an ARC is required.
- As soon as practicable, the Admissions and Release Committee (ARC) must be convened to determine whether the suspension constitutes a “change of placement” for the student. If the suspension is considered a “change of placement,” then the ARC will determine if the behavior is a direct manifestation of the disability;
- If the discipline problem is determined to be a direct result to the disability:
- The suspension is immediately lifted, and
- The ARC must consider the appropriateness of the placement and/or the Individual Education Program (IEP); and
- If the problem is not determined to be a direct result of the disability, then the student will be disciplined according to the Discipline Code in the local district.

IF A DISCIPLINE PROBLEM DOES NOT REQUIRE IMMEDIATE SUSPENSION, THE STUDENT REMAINS IN HIS/HER CURRENT SCHOOL PLACEMENT AND THE PRINCIPAL MAY CONVENE AN ADMISSIONS AND RELEASE COMMITTEE (ARC) TO CONSIDER THE APPROPRIATENESS OF THE PLACEMENT AND/OR THE IEP. IF IT IS UNRELATED TO THE DISABILITY, THEN THE STUDENT WILL BE DISCIPLINED ACCORDING TO THE DISCIPLINE CODE.

Students who create a dangerous or disruptive situation may be suspended from school. The due process procedures that should be followed for short-term suspension (no longer than 10 days) are the same for all students and are outlined in KRS 158 .150.

The behavior of exceptional (special education) students and students who have been referred for evaluation for possible special education placement and/or related services should be considered during the initial Admissions and Release Committee (ARC) meetings. Behavioral interventions, treatment, and consequences should become a part of the Individual Education Program for that student. Should these interventions prove unsuccessful, as evidenced by misconduct of the student, the issue should be brought to the appropriate ARC to

make changes in the student's program which might result in more appropriate behaviors. These standards will be followed when disciplinary measures for disabled children are taken.

- An exceptional child may be suspended temporarily without the special education change of placement procedures. (KRS 158 .150 and OAG 78-637 outlines due process requirements which must be followed in suspension of all children.)
- An exceptional child may be expelled as long as appropriate Admission and Release Committee procedures are followed with a committee determination that the child's disruptive behavior was not a result of the disability.
- An exceptional child may not be expelled if the committee determines that the child's disruptive behavior was a result of the disabling condition.
Even if the child is expelled through the appropriate procedures, there must not be a complete cessation of educational services. Therefore, if an exceptional child is expelled, alternative services must be provided.
- A district may seek temporary injunctive relief through the courts if a placement cannot be agreed upon and the current placement will likely result in injury to the student or others.
- Special Education students who possess deadly weapons, illegal drugs or has inflicted serious bodily injury upon another person may be moved to an interim alternate placement for up to 45 days. The school is to provide an appropriate program, including assessment protocols and instructional/management procedures. Dangerous Special Education students may also be removed to an interim alternate placement for up to 45 days if approved by a hearing officer or a judge. If a behavior management plan is not in effect at the time of interim alternate placement, then a functional behavior assessment must be completed and a subsequent plan written. When considering an interim alternative education placement, the federal definitions of "weapon, illegal drug, and serious bodily injury" shall be used by the ARC committee.

Please contact Tamra Parker, Director of Special Education with any concerns questions or concerns at 270-236-3923.

ATTENDANCE

A. FULTON COUNTY SCHOOLS PHILOSOPHY

The progress of a student at school depends greatly on the punctuality and regularity of attendance. It is desirable that every student should be in each class on time. To secure such attendance, we ask for your abiding cooperation.

We firmly believe that attendance is a student-parent/guardian responsibility. The intent of this attendance procedure for the FULTON COUNTY SCHOOLS is to provide a structure within which students can gain maximum benefit from the instructional program. Regular attendance in class is necessary if students are to receive adequate guidance through their class work and benefit from the discussions. All students are expected to attend class every day that school is in session.

When a student must be absent from school, it is the responsibility of the parent/guardian to call the school where the child is enrolled on the date of the absence to inform the school of the reason for the absence. If a call cannot be made, the parent/guardian must send a written excuse with the student when he or she returns to school. If a call or note is not received by the school, the absence will be counted as unexcused.

Up to 5 days of valid absences for which parents/guardians have called, sent written excuses, emailed or scanned attachment of their signed parent note giving valid reasons for the absence will be excused. Invalid absences will be considered unexcused.

Any student who is absent or tardy from school unexcused **SHALL NOT** participate in extracurricular activities on the day of the absence or tardy. Any student who is absent or tardy from school excused, **MAY** participate in extracurricular activities on the day of the absence or tardy only with the approval of the principal or designee.

KENTUCKY COMPULSORY ATTENDANCE LAW

Except as provided in KRS 159.010, each parent, guardian, or other person residing in the state and having custody or charge of any child between the ages of six (6) and sixteen (18) shall send the child to a regular public day school for the full term that the public school of the district in which the child resides is in session, or the public school that the board of education of the district makes provision for the child to attend. A child's age is between six (6) and sixteen (18) when the child has reached his sixth birthday and has not passed his sixteenth birthday. Any parent or guardian who elects to send a child five (5) years of age to school shall keep the child in regular attendance.

Every child actually residing in this state is subject to the laws relating to compulsory attendance, and neither he nor the person in charge of him shall be excused from the operation of those laws or the penalties under them on the ground that the child's residence is seasonal or that his parent is a resident of another state.

An unmarried child between the ages of sixteen (16) and eighteen (18), or an adult student over the age of 18, who wishes to terminate his public education prior to graduation from high school, shall do so only after a conference with the principal or his designee, and a conference with the Director of Pupil Personnel (DPP). The principal shall request a conference with the parent, guardian, or other custodian. It is the responsibility of the parent/guardian of the child or 18 year old student who wishes to withdraw to schedule the conference with the Director of Pupil Personnel (DPP). The parent(s) and child shall be required to attend a one (1) hour counseling session with a school counselor on potential problems of non-graduates.

Written notification to permanently withdraw from school must be received from a student who is at least 18 years of age. Not until completion of the conference with the principal, one hour counseling session with a school counselor and conference with the Director of Pupil Personnel, will documentation of the withdrawal be provided.

FULTON COUNTY SCHOOLS ATTENDANCE

POLICY 09.123

Absences and Excuses

Pupils are required to attend regularly and punctually the school in which they are enrolled. Recording of absences and tardies shall be made in compliance with the requirements of [702 KAR 007:125](#).¹

TRUANCY DEFINED

Any student who has attained the age of six (6), but has not reached his/her eighteenth (18th) birthday, who has been absent from school without valid excuse for three (3) days or more, or tardy without valid excuse on three (3) days or more, is a truant.

Any student enrolled in a public school who has attained the age of eighteen (18) years, but has not reached his/her twenty-first (21st) birthday, who has been absent from school without valid excuse for three (3) or more days, or tardy without valid excuse on three (3) or more days, is a truant.

Any student who has been reported as a truant two (2) or more times is an habitual truant.

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

EXCUSED ABSENCES

An excused absence or tardiness is one for which work may be made up, such as:

- Death or severe illness in the pupil's immediate family,
- Illness of the pupil,
- Religious holidays and practices,
- Court appearances or subpoenas,
- One (1) day for attendance at the Kentucky State Fair,
- Documented military leave,
- One (1) day prior to departure of parent/guardian called to active military duty,
- One (1) day upon the return of parent/guardian from active military duty,
- Visitation for up to ten (10) days with the student's parent, de facto custodian, or person with legal custody who, while on active military duty stationed outside of the country, is granted rest and recuperation leave, or
- Other valid reasons as determined by the Principal, including trips qualifying as educational enhancement opportunities.

Students shall be granted an excused absence for up to ten (10) school days to pursue an educational enhancement opportunity determined by the Principal to be of significant educational value. This opportunity may include, but not be limited to, participation in an educational foreign exchange program or an intensive instructional, experiential, or performance program in one (1) of the core curriculum subjects of English, science, mathematics, social studies, foreign language, and the arts.

Unless the Principal determines that extenuating circumstances exist, requests for date(s) falling within State or District testing periods shall not be granted.

(CONTINUED)

Absences and Excuses

EXCUSED ABSENCES (CONTINUED)

Students shall be granted an excused absence for up to ten (10) school days to pursue an educational enhancement opportunity determined by the Principal to be of significant educational value. This opportunity may include, but not be limited to, participation in an educational foreign exchange program or an intensive instructional, experiential, or performance program in one (1) of the core curriculum subjects of English, science, mathematics, social studies, foreign language, and the arts.

Unless the Principal determines that extenuating circumstances exist, requests for date(s) falling within State or District testing periods shall not be granted.

The Principal's determination may be appealed to the Superintendent/designee whose decision may then be appealed to the Board under its grievance policy and procedures.

Students receiving an excused absence under this section shall have the opportunity to make up school work missed and shall not have their class grades adversely affected for lack of class attendance or class participation due to the excused absence.

The Director of Pupil Personnel will be responsible for determining compliance with Items 1 – 10 above.

RETURNING TO SCHOOL FROM ABSENCE

If your child is going to be absent from school, please call 236-3923, Elementary and the Middle School extension 4122 or High School extension 3000, to report the absence before 8:00 a.m.— or as early in the morning as possible. Always send a note with your child on her/his return to school even if you call to explain his/her absence. Students are considered unexcused until a written note with a valid excuse and the date of the absence is on file. The note (parent or doctor) must be presented within 24 hours of returning to school to be considered a valid excused absence. After 5 occurrences in a given school year, a doctor's excuse will be required. Principal discretion may be used in the implementation of this policy.

GRADUATION AND SENIOR ACTIVITY ATTENDANCE POLICY

Student attendance will be required each school year.

- All students must have a cumulative 95% attendance rate. (This policy will begin with the Freshman Class of 2017 and will continue hereafter.)
- Students must not have more than 9 unexcused absences during the senior year and must meet a 95% cumulative attendance rate for their high school career.

Students not meeting the above requirements will not be able to participate in graduation ceremony and prom. For students not meeting attendance requirements, when all academic requirements are completed the diploma will be mailed to the graduate.

The purpose of this policy is to encourage student attendance which should increase knowledge, grades and punctuality. Any long term illness will be referred for home instruction. Tardiness accumulates into absences based on instructional minutes lost. Principal discretion may be used in the implementation of this policy 09.123.

Absences and Excuses

SCHOOL HANDBOOKS

Each school shall develop its own attendance policy as approved by the Board. Details shall be included in the appropriate school handbooks.

UNEXCUSED ABSENCES

Absences for reasons other than those listed above shall be considered unexcused.

SUSPENSION

Projects or homework assigned prior to suspension shall be accepted for credit. Students shall be responsible for submitting assignments due during the time of the suspension.

Long-term projects assigned during the suspension and due at a later date shall be accepted.

Work assigned and due during suspension shall not be accepted. Tests given during the period of suspension shall not be made up.

REFERENCES:

¹702 KAR 7:125

KRS 36.396, KRS 38.470, KRS 40.366

KRS 158.070, KRS 158.183, KRS 158.293, KRS 158.294

KRS 159.035, KRS 159.140, KRS 159.150, KRS 159.180

OAG 76-566, OAG 79-68, OAG 79-539, OAG 91-79, OAG 96-28

RELATED POLICIES:

09.111, 09.122, 09.4281

MAKE-UP WORK

Students having an absence (excused) will be expected to make up all work missed. It is the student's and parent's/guardian's responsibility to contact the teacher concerning make-up work. For every day the student has an excused absence, he/she will receive the same amount of time to complete make-up work.

If a student has been given a date or deadline for which work is due or for which a test has been announced and the student is absent on that date, the student shall be expected to turn in the work due or take the pre-assigned test on his/her first day back to school.

ARRIVING LATE / LEAVING CAMPUS EARLY (TARDY)

Students must remain at school at all times. A tardy is defined as missing any part of the school day up to 35% of the school day. Any more than 35% of the day is considered an absence. Students may leave campus only when a parent/guardian enters the building and signs the student out. Students leaving campus during the school day without permission will be subject to disciplinary action. Students arriving late to school must be admitted by a parent or guardian unless the student is at least 18 years of age.

District policy allows schools to establish individual tardy procedures. Should a student be tardy to school, he/she must report to the attendance clerk or other designee for proper admittance to school. The attendance clerk or other designee will issue tardy slips.

PREARRANGED ABSENCES

Fulton County Schools discourage absences; however, some absences may be prearranged. When parents know in advance their children will miss school, advance arrangements must be made through the principal or designee. The note must show that the activity or event requires participation of the student on regularly scheduled school time. A note explaining the request for absences from the parent/guardian is required. This note must be given to the principal or designee for approval. A prearranged absence form will be given by the principal or designee to the student who will present it to each of the teachers for their signature and assignments for the duration of the absence. The time for the completion of homework will be at the discretion of the teacher. After the form is completed, it should be returned to the office of the principal or designee. All planned absences must be arranged at least 5 days in advance barring unforeseen circumstances or emergencies. The decision for approving the prearranged absences will be based upon: (1) Over-all attendance record (2) Overall academic record (3) Nature of requests.

TRUANCY, WHAT CONSTITUTES

Any student who has attained the age of six (6) years but has not reached his or her eighteenth birthday, who has been absent from school without valid excuse for three (3) days or tardy on three (3) days, is a truant . Any student enrolled in a public school who has attained the age of eighteen (18) years, but has not reached his or her twenty-first birthday, who has been absent from school without valid excuse for three (3) or more days, or tardy without valid excuse on three (3) or more days, is a truant . Any student who has been reported as a truant two (2) or more times is habitually truant.

EXCUSED ABSENCES (REQUIRES WRITTEN STATEMENT)**

- | | |
|---------------------------------------|---|
| 1a. Illness - Parent/guardian * * | 5. Religious holidays |
| (not to exceed 5) to include | 6. Reporting to court |
| illness of student's own child . | 7. Transportation |
| 1b. Illness - Medical Excuse* | failure of bus to run) |
| 2. Death in family | 8. Driver's license test or examination (1/2 day-2 times) |
| 3. Medical appointment | 9. Prearranged absence |
| of student* | 10. Military leave or deployment |
| 4. Student sent home from school sick | 11. Other circumstances as approved by principal |

***NOTE**— Students with medical appointments during the school day will be given an unexcused absence until a statement is brought from the doctor. A student may be given an excused absence a total of five (5) days per year due to illness without a doctor's statement. Other than these five (5) days, all absences due to illness will require a doctor's statement for the absence to be counted as excused. Written statements must be received within 24 hours upon a student's return to school to be counted as excused. Excuses brought in after the 24-hour period will be considered on a case by case basis.

****NOTE**— School nursing services are provided at no cost to families at each of our schools. Students brought to school by a parent or guardian before 9AM and evaluated by the school nurse may have the absence excused without counting toward the 5 parent call-in limit.

*****NOTE --** A total of 3 tardies to school will be excused each school year with or without cause.

HOME HOSPITAL

Students who will be absent at least 5 consecutive days due to medical needs (injury, surgery, etc.) can be considered to receive home hospital services provided by the school district. Parents should notify the Director of Pupil Personnel at (270) 236-3923 if they need these services, to get additional information or determine if their child qualifies for home hospital services.

UNEXCUSED ABSENCES

Examples of absences from class which are not valid and will count toward the truancy procedure (See Procedure I.):

- | | |
|--|---|
| 1. Indifference of parent/guardian to send a child to school | 7. Overslept |
| 2. Poverty | 8. Out of town |
| 3. Working at home or business | 9. Juvenile detention-jail |
| 4. Transportation (missed bus) | 10. Baby-sitting |
| 5. Distance from school | 11. Child care |
| 6. Unknown by school or parent | 12. At home suspension |
| | 13. Truant (skipping school) |
| | 14. Illness (more than 5 by parent/guardian without a medical excuse) |

Consequences Grades 3-12:

- **After 3 or more unexcused absences, students will receive a ZERO for schoolwork missed.**
(Unless the Principal/DPP or Superintendent Designee determines that extenuating circumstances exist)

ATTENDANCE DUE PROCESS – FULTON COUNTY ELEMENTARY, MIDDLE SCHOOL, HIGH SCHOOL

STEP 1— After a student has acquired his/her second (2) invalid absence and/or tardy, the attendance clerk will notify the principal/designee/ advisor who will arrange a conference with the student and contact the parent/guardian in writing concerning the student's absences.

STEP 2— Upon the fourth (4) invalid absence and/or tardy the principal/designee will notify the parent/guardian and set up a conference with the parent/guardian and student.

STEP 3— Upon the fifth (5) invalid absence and/or tardy, the principal/designee will notify the Director of Pupil Personnel who will send a final notice by mail or deliver in person to the parent/guardian or student, if 18 years of age.

STEP 4— When the sixth (6) invalid absence and/or tardy occurs, the principal will notify the Director of Pupil Personnel who will either refer student to the FAIR TEAM, sign a complaint with the district court against the parent/guardian of the student or with the court designated worker against the student. A complaint may also be signed against a student who is 18 years of age.

COMMUNICABLE DISEASES AND HEAD LICE (NITS)

No student who has a contagious or infectious disease or live parasite (lice) shall be permitted to attend school. If a student is discovered to have such a disease or parasite, they shall be sent home as soon as arrangements can be made with their parent/guardian to remedy the disease, contagion or parasite. In cases of

lice, the student will be given an excused absence. The parent/guardian will have 24 hours to remedy the infestation of live bugs and nits (eggs) so the child can return to school quickly. When the child returns, his or her hair will be checked each day for seven (7) consecutive school days before school starts to verify that the infestation has been completely removed. During this time if the child returns and still has live bugs or nits, he/she will not be allowed to return to class, the parent will be required to take the child home to continue treatment and the absence will be unexcused. Continued failure to treat and remedy the infestation can result in a complaint of Educational Neglect being filed with the County Attorney and notification of neglect with the Cabinet for Health and Family Services (CHFS). Families needing assistance should contact the school's Family Youth Service Center or the Office of the Director of Pupil Personnel at 270-236-3923.

ATTENDANCE NOTICES

1. Parents or guardians should call the school before 9 a.m. daily to report student's absences, or when the student returns to school he must bring a statement signed and dated by the parent/ guardian to the office before he is readmitted to school.
2. Students are not absent when participating in school activities which have been authorized by the Fulton County Board of Education and which are definite parts of the instructional program of the school.
3. Students are not absent when participating in activities which are provided in KRS 158.240 and 159.035. Students may not be excused when they are absent as spectators at school activities.
4. Participation in 4-H activities is to be considered in attendance (KRS 159.035). All students in the schools of the state who are enrolled in a properly organized 4-H club shall be considered present at school for all purposes when participating in regularly scheduled 4-H club educational activities, provided the student is accompanied by or under the supervision of a county extension agent or the designated 4-H club leader for the 4-H club educational activity participated in.
5. Attendance at Kentucky State Fair (KRS 158.070 (2)) This section states that the board of education..."shall use one day of valid absences for attendance at the Kentucky State Fair for students applying for valid absence for this purpose."
6. Absences because of death in the immediate family will require a written statement and a phone call to the principal/designee.
7. Students shall understand that absences should be used for personal illness or injury, professional appointments (doctors, dentists, etc.).
8. Students brought to school by 9 AM to be seen by the nurse and are subsequently deemed too unhealthy to attend will be excused for the day.

SPECIAL NOTICES

ACCESS TO STUDENT RECORDS

In accordance with the Family Education Rights and Privacy Act, parents shall have the right to inspect and review all education records relating to their child by making request to the principal of each school or other designated official. This right shall be passed on to the student at age 18.

Written policies have been developed which describe types and locations of these records and the specific procedures available to parents for the review of records, the amendment of or hearing concerning educational records believed to be inaccurate, misleading, or otherwise in violation of the privacy or other rights of the child, and for the disclosure and destruction of records. Copies of these policies and procedures may be obtained upon request from the office of the principal or of the superintendent.

In accordance with federal regulations concerning the release or transfer of educational records, it is the policy of this school district to forward education records on request to a school in which a student seeks or intends to enroll. Parents may obtain upon request copies of the records transferred and an opportunity for a hearing.

Parents shall have the right to file complaints to the Family Education Rights and Privacy Act concerning any alleged failures of the district to comply with this act.

Parents of a child who has graduated or otherwise left the district and who was formerly enrolled in a program for exceptional children may request the destruction of any personally identifiable information in the education record of this child which was collected, maintained, or used for the identification, evaluation, or placement of the exceptional child. Such requests should be addressed in writing to the Director of Pupil Personnel.

RELEASE OF STUDENT INFORMATION

The Family Education Rights and Privacy Act prohibit the release of information to anyone that may lead to identification of an individual student without parental authorization. Parents or guardians must notify the school by completing and submitting the “right to privacy” form if any or all of the student information listed below may NOT be released.

Fulton County Schools cannot release student information until the public notice lists the categories of information to be released. Public notice is given each year prior to the start of school.

Such information may include:

- ⚓ Student directory information (name, address, age, grade, phone number).
- ⚓ News media interviews, photographs, videotapes, or Internet material that identify students.
- ⚓ Publication of students’ work in articles, books or professional journals.

PARENTS RIGHT TO KNOW

PUBLIC LAW 107-110 - JAN. 8, 2002 • 115 STAT. 1461

At the beginning of each school year, a local educational agency that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers.

If parents request the professional qualifications of the students' classroom teachers, this also includes whether a child is provided services by a paraprofessional and, if so, their qualifications.

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

The Fulton County School System provides protections for students and parents concerning the administration of surveys to students concerning protected areas such as: (1) Political beliefs/affiliations of students or parents; (2) Mental or psychological problems of the student or family; (3) Sexual behavior or attitudes; (4) Illegal, anti-social, self-incriminating or demeaning behavior; (5) Critical appraisals of other individuals; (6) Legally recognized privileges or relationships; (7) Religious practices, affiliations or beliefs; or (8) income .

Parents or adult students have the right to review surveys prior to administration. Parents have to provide active consent/permission for such surveys. Parents also have the right to information concerning the administration of certain physical examinations not covered in mandatory screenings or exams. These protections do not apply where state or federal mandated surveys or examinations are required.

SEARCH AND SEIZURE (board policy 09.436)

****A. Purpose:**

To maintain order and discipline in the schools and at school-sponsored activities and to protect the safety and welfare of students and school personnel. Authorized school personnel reserve the right to conduct a search of a student, locker, book bag, student possessions/belongings or vehicle if they have reasonable suspicion for a search. Such searches may result in seizure of any illegal, unauthorized, or contraband materials discovered in the search.

As used in this policy, the term "unauthorized" means any item dangerous to the health or safety of students or school personnel, or disruptive of any lawful function, mission or process of the school, or any item described as unauthorized in school rules available beforehand to the student. As used in this policy, the term 'student vehicle' means a vehicle over which a student exercises responsibility and/or control on school property or off school property, at school sponsored activities. A student who operates or parks a vehicle on school property or attends school-sponsored activities gives implied consent for a search. A student's failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action.

B. Personal Searches:

A student's person and /or personal effects (e.g. purse, book bag, etc.) may be searched whenever a school administrator or designee has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials.

If a pat-down search of a student's person is conducted, it will be conducted in private by a school official of the same sex and with an adult of the same sex present unless the health or safety of students or school personnel will be endangered by the delay which might be caused by following these procedures.

C. Locker Searches:

Student lockers are school property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their lockers. Periodic general inspections of lockers may be conducted by school authorities for any reason at any time without notice, without student consent, and without a search warrant.

D. Student Vehicles:

Students are permitted to park on school premises as a matter of privilege, not of right. Fulton County school officials reserve the right to search a student vehicle at any time.

E. Seizure of Illegal Materials:

If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to proper legal authorities for ultimate disposition.

F. Breathalyzer or Other Tests:

Local law enforcement officials/SLEO may administer breathalyzer or other tests at the request of school officials to assist in investigations without prior notification or approval of parents/guardians.

ACCEPTABLE USE OF DISTRICT TECHNOLOGY RESOURCES

In accordance with Board Policy 08.2323, Access to Electronic Media, the district has established rules and procedures governing the acceptable use of district technology resources. These rules and procedures prohibit illegal, unethical, and inappropriate use of district technology resources by students. Parents and students must sign a district Acceptable Use Policy (AUP) statement certifying their understanding and agreement to these rules and procedures. The rules, regulations, and AUP can be found on the district website or a copy can be requested from the office of the District Technology coordinator/child information officer (dtc/cio). Violation of the rules and procedures may result in any or all of the following; a loss of access to electronic information resources, school and district disciplinary action, or legal action. State email not Gmail, Yahoo etc. should be used to conduct school messages. The use of state email is the official account to be used by faculty, staff and students when conducting school business.

ELECTRONIC MAIL POLICY

As the parent or legal guardian of the student (under 18), I grant permission for my child to access networked computer services such as electronic mail and the Internet. I understand that this access is designed for educational purposes; however, I also recognize that some materials on the Internet may be objectionable, and I accept responsibility for guidance of Internet use by setting and conveying standards for my child to follow when selecting, sharing, researching, or exploring electronic information and media. By signing the back page of this handbook, you agree to the above.

Consent for use of Office365

The Outlook Live e-mail solution is provided to your child by the district as part of the Office365 service from Microsoft. By signing this form, you hereby accept and agree that your child's rights to use the Outlook Live e-mail service, and other Office365 services as the Kentucky Department of Education may provide over time, are subject to the terms and conditions set forth in district policy/procedure as provided and that the data stored in such Office365 services, including the Outlook Live e-mail service, is managed by the district pursuant to policy 08.2323 and accompanying procedures. You also understand that the Office 365 provided to your child also can be used to access other electronic services that provide features such as online storage and instant messaging. Use of those Microsoft services is subject to Microsoft's standard consumer terms of use (the Windows Live Service Agreement), and data stored in those systems is managed pursuant to the Windows Live Service Agreement and the Microsoft Online Privacy Statement. Before your child can use those Microsoft services, he/she must accept the Office 365 Service Agreement and, in certain cases, obtain your consent.

Access to Electronic Media

(Acceptable Use Policy)

RESPONDING TO CONCERNS

School officials shall apply the same criterion of educational suitability used to review other educational resources when questions arise concerning access to specific databases or other electronic media.

AUDIT OF USE

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

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

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

Constitutes or promotes sending, sharing, or possessing sexually explicit messages, photographs, or images using any electronic device.

1. 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 education process or intrude upon the right of others.
2. Unless an emergency situation exists that involves imminent physical danger or a certified employee authorizes the student to do otherwise, devices shall be turned on and operated only before and after the regular school day.
3. 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 be returned only to the student's parent/guardian.
4. 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.
5. Students shall comply with any additional rules developed by the school concerning appropriate use or telecommunication or other electronic devices.

6. 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.

INSTRUCTIONAL TECHNOLOGY

Technology changes daily, even hourly. This constant evolution of technology and the possibilities it provides is a powerful resource for educating students with 21st Century skills. Fulton County teachers are encouraged to use a variety of teaching tools to enhance instruction and improve student learning. Therefore, the district's Technology Integration Specialist and each school's Technology Resource Teacher offer staff development opportunities throughout the school year to provide all teachers with instructional materials, support services, and hardware/software trainings to effectively utilize new technologies into their classroom.

Technology can add life to the educational experience by providing interactive resources developed anywhere in the world. Teachers and students in the Fulton County School District have access to many types of equipment and software to locate, process, and present information. The district provides an effective, secure, and fast network for data storage and retrieval. Information can be retrieved, analyzed, and manipulated to foster higher-level thinking skills.

Fulton County Schools is committed to the continued access to staff development and state-of-the-art technology for addressing the education of our students.

COMPUTER ACCEPTABLE USE POLICY

Rights and Responsibilities

Fulton County Schools provide computer resources in an effort to help support its primary objective, which is to enhance teaching and learning. As responsible members of the Fulton County community, all students are expected to follow and adhere to the guidelines established below based on common sense, common decency, rules established in the schools of Fulton County, rules established by the Fulton County Board of Education, and laws of the City of Hickman, County of Fulton, State of Kentucky, and the United States of America. Strict adherence to the following guidelines will help insure a positive and productive environment for all students. All students using school computers in Fulton County will:

- Respect others' rights to freedom from harassment and intimidation.
- Respect and adhere to laws concerning copyright and other intellectual property rights. Follow security restrictions for all systems and information.
- Use and share computer resources courteously and efficiently. Recognize limitations to the privacy of electronic documents.

Usage Guidelines

The student is held responsible for his/her actions. Unacceptable uses of the network will result in disciplinary actions set forth by the individual school's administration. Some examples of such unacceptable uses are:

- Using the network for any illegal activity, including Using the network for financial or commercial gain;

- Degrading or disrupting equipment, software or system performance;
- Vandalizing the data of another user;
- Wastefully using finite resource example: downloading software and files not related to educational purposes;
- Gaining unauthorized access to resources or entities by going around internet filters and/or security settings
- Invading the privacy of individuals;
- Using an account owned by another user
- Posting personal communications without the original author's consent;
- Posting anonymous messages;

- Downloading, storing or printing files or messages that are profane, obscene, or that use language that offends or tends to degrade others;

- Creating or editing personal web pages using the school network;

- Unauthorized e-mail or chatting;

- Gaining access to, viewing or otherwise visiting pornographic web site

INTERNET POLICY

Fulton County students will be connected to the Internet, providing access to local, national and international sources of information. In return for this access, students have the responsibility to respect and protect the rights of every other user in our community and the Internet. Students are expected to act in a responsible, ethical and legal manner, in accordance with the Fulton County Schools Acceptable Use Policy and the laws of the community and the United States. Parents/Guardian who desire that their child not use the Internet should contact the school to make that request.

ONGOING DIGITAL CITIZENSHIP:

First, let's answer the question, "What is digital citizenship?" The website <http://digitalcitizenship.net/> calls digital citizenship the "norms of appropriate, responsible tech use." Students will watch a Digital Citizenship video upon receipt of the Chromebook as part of the requirements for receiving a take-home device.

While this video is an important first step of your digital citizenship journey, Fulton County does not want this to be your last! Later in the school year, your teachers and school administrators will share some online digital modules with you. You will need to complete the modules assigned as part of your digital citizenship agreement. More information on our digital citizenship program will be coming soon.

Online Safety/Responsible Social Media

The overall key is to leave a positive digital footprint. What you do on the Internet stays on the Internet to follow you around. If you tweet about your volunteer work or have photographs of your original art, colleges will want to enroll you and employers will want to hire you. If you leave a negative digital footprint, the opposite will be true.

- While online, be ethical -- conduct yourself in a positive and trustful manner. Be academically honest -- never use technology to lie about yourself or cheat on an assessment. Be respectful - treat others as you would want to be treated.
- Before you post or send something online, think of the implications five years from now, not just five minutes from now. Five minutes from now, it might seem funny; five years from now, it might tarnish a job interview.
- Never give or share personal information of yourself and others, especially passwords, social security numbers, street addresses or phone numbers.
- Remember that in order to record audio, video or still pictures of others, you must not only have consent, but the student must have a district "permission to capture" form. If you're in a classroom setting and you don't have permission from your teacher, do NOT record any media of another person.
- On district resources, no privacy exists! Fulton County has a right to see your browser history, the emails you send, and the files in your network drives.
- Last but not least, always remember that district technology is for educational purposes only.

FILTERING:

While you are using a district provided Chromebook federal law states that we must take reasonable precautions to prevent students from accessing material and information that does not serve a legitimate educational purpose or is otherwise harmful to minors. However, in a fluid, rapidly changing modern world, parents must be aware that it is impossible to 100% filter every inappropriate site or app.

PROHIBITED:

When using school technology, you are prohibited from doing the following:

- No illegal, unethical, or non-educational use.
- No harassment of any kind, or online bullying of another student.
- No unauthorized use of district resources, including hacking or attempting to gain access that is not authorized, disrupting the network in any way, or attempting to circumvent the district's Internet filtering.
- Never use another student's ID or login credentials.
- The last piece of advice is often said but bears repeating. Never do anything on the internet you would be embarrassed or worried to show your grandmother or your school principal. If you have the slightest doubt or second-guess yourself, don't do it!

RETENTION OF RECORDS FOR E-RATE PARTICIPANTS

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

REFERENCES:

[KRS 156.675](#); [KRS 365.732](#); [KRS 365.734](#)
[701 KAR 005:120](#)
[16 KAR 1:020 KAR 001:020 \(Code of Ethics\)](#) (Code of Ethics)
47 U.S.C. 254/Children's Internet Protection Act; 45 C.F.R. 54.520
Kentucky Education Technology System (KETS)
47 C.F.R. 54.516

RELATED POLICIES:

03.13214/03.23214
03.1325/03.2325
03.17/03.27
08.1353; 08.2322
09.14; 09.421; 09.422; 09.425; 09.426; 09.4261
10.5

Adopted/Amended: 7/23/2015

Fulton County School District
Confirmation of Access, Review and Agreement of the District Behavior
Expectations
(Code of Conduct Handbook) and Fulton County School's Handbooks.

I certify that I have read the "Fulton County District Behavior Expectations and Discipline Code Handbook" that is online at www.fulton.ky.schools.us listed under BOE important documents and have read my **child's school handbook** and understand that my child will be required to abide by the rules and consequences listed in these documents.

I am aware that this form will be placed in his/her school record as verification that I have a copy or access to the "Fulton County District Behavior Expectation (Code of Conduct) and the schools' handbook."

(Student Name, grade level—please print)

(Student Signature)

(Parent/Guardian Signature)

(Date)

A copy of the District's Behavior Expectations (Code of Conduct Handbook) and Fulton County Schools' 21-22 Handbook provided to you by the DPP or Principal upon your request.

BULLYING/HAZING

In order to effectively participate in the democratic process as adults, students must learn to respect the rights of others and to interact with them in a civil manner. Therefore, students are required to speak and behave in a civil manner toward students, staff and visitors to the schools.

BULLYING DEFINED

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, or at a school-sponsored activity: or**
- 2. That disrupts the education process.**

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

ACTIONS NOT TOLERATED

The use of lewd, profane or vulgar language is prohibited. In addition, students shall not engage in behaviors such as hazing, bullying, menacing, taunting, intimidating, verbal or physical abuse of others, or other threatening behavior. This policy extends to any/all student language or behavior including, but not limited to, the use of electronic or online methods.

Such behavior is disruptive of the educational process and interferes with the ability of other students to take advantage of the educational opportunities offered.

These provisions shall not be interpreted to prohibit civil exchange of opinions or debate protected under the state or federal constitutions where the opinion expressed does not otherwise materially or substantially disrupt the education process or intrude upon the rights of others.

Students who violate this policy shall be subject to appropriate disciplinary action.

REPORTS

As provided in the District Code of Acceptable Behavior and Discipline, students that believe they are victims of bullying/hazing shall be provided with a process to enable them to report such incidents to District personnel for appropriate action.

OTHER CLAIMS

When a complaint is received that does not appear to be covered by this policy, administrators shall review other policies that may govern the allegations, including but not limited to, 09.426 and/or 09.42811. Harassment/discrimination allegations shall be governed by Policy 09.4281

Notification of parent(s) of a student involved in an incident at the school shall be made within 48 hours of the initial reporting of such incident, if the incident is minor in nature, or needs further investigation. The fact that any major incident requires immediate notification of the parent(s) of a student should be understood. KRS 158.156 covers information needed for such

a report. The determination of whether immediate notification is need will be made by the school principal or his/her designee.
Students should report any violation of the code of conduct to the principal/designee.

The principal or designee shall investigate and notify parents/guardians, or others exercising control or supervision of the student within 48 hours of the incident.

The principal shall also notify in writing the local school board and local law enforcement agencies or the Department of Kentucky State Police or the County Attorney within 48 hours, when necessary.

Retaliation against an individual who had reported the violation is strictly forbidden. Any incidents of retaliation should be reported immediately to the principal/designee.

All students, school employees, parents, legal guardians, or other persons exercising custodial control or supervision will be informed of the Code requirements and consequences by receiving the Code of Conduct booklet.

I HAVE READ AND FULLY UNDERSTAND THE BULLYING/HAZING POLICY AS DESCRIBED ABOVE.

PARENT SIGNATURE

STUDENT SIGNATURE

DATE



NOTICE

Fulton County Schools
Proficiency, Positive Relationships and Pilot Pride

Students, their parents, and employees of the Fulton County School System are hereby notified this school district does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex, or handicap in employment, educational programs, or activities as set forth in Title IX, Title VI, and Section 504.

Any person having inquiries concerning Fulton County Schools' compliance with Title IX, Title VI, Section 504, and American Disabilities Act, is directed to the Assistant Superintendent Fulton County Schools, 2750 Moscow Avenue,

**Contact Julie Jackson,
Title IX Coordinator
Hickman, Kentucky 42050
Phone (270) 236-3923.**