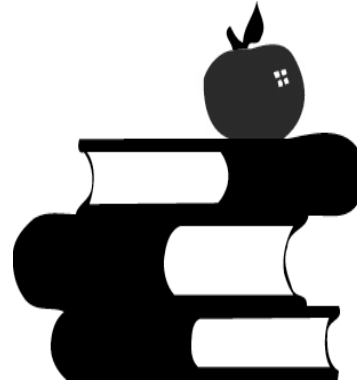


Code of Acceptable Behavior and Discipline

Committee Members

Beth Benjamin, OMS
Bev Durr, 5/6 Center
Brad Stanley, CO
Christy Smith, OHS
Danna Johnson, Cravens
David Hopkins, 7 Hills
David Johnson, CO
David Phillips, Cravens
Debra Zaborac, OEA
Dr. Larry Vick, Superintendent
Ed Parish, OMS
Gaila Taylor, Foust
Jamie Cassidy, OMS
Janie Moseley, Foust
Jennie Hatcher, Estes
Jim Lyddane, Sutton
Joetta Lee, Estes
John Blaney, Bd. Member
John DeLacey, Cravens
Karen Allinder, Cravens
Kelly Powers, 5/6 Center
Kelly Steitler, OMS
Kim Johnson, Sp. CO
Melissa Brown, OHS
Michael West, 7 Hills
Olivia Saunders, OMS
Rob Webb, 5/6 Center
Shelia Ricks, CO
Sherry Baber, Hager
Steve Bratcher, Parrish
Steve McFarland, OMS
Sally Dickens, OHS



Owensboro Public Schools
"Tradition of Excellence Since 1871"

OPS Philosophy

The Owensboro Public Schools believes discipline in the schools is essential to providing a safe environment for learning. Accordingly, the provisions of the Safe Schools Act of 1998 are incorporated within the Code of Acceptable Behavior.

The handbook describes standards of conduct important to the safety of both learning and community life in our schools.

The District expects that all personnel connected with the educational setting, in cooperation with the home, will strive to help the individual student adapt to these codes.

The handbook is an integral component in the educational process and a symbol of the commitment of all OPS stakeholders.

OPS Board Members

Dr. George Gilliam, Chair
Jane Haase, Vice Chair
Nancy Eskridge
John Blaney
Cate Lauzon

Owensboro Public Schools

1335 West 11th Street
Owensboro, KY 42301
Phone 686-1000
Fax 684-5756

Dr. Larry Vick
Superintendent

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Non-Discrimination Policy

The Owensboro Public School District does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, or marital status in providing educational opportunities, activities, or employment practices in accordance with Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 (revised 1992), and the Americans with Disabilities Act of 1990 and provide upon request by qualified disabled individuals reasonable accommodations including auxiliary aids and services necessary to afford individuals with a disability an equal opportunity to participate. For more information contact Dr. Larry D. Vick, Superintendent of the Owensboro Public School System located at 1335 W. 11th Street, Owensboro, KY 42301 or phone (270) 686-1000.

Owensboro Public Schools

“A Tradition of Excellence Since 1871”

Legal Review:

William L. Wilson, Jr. (Board Attorney)
Wilson, Hutchinson and Poteat

Overview:

A committee representing stakeholders of the Owensboro Public Schools developed this Code.

The Superintendent directs that the Principal of each school be responsible for seeing that personnel discuss its contents with students in a timely and age-appropriate manner.

On request, the Principal shall provide assistance for non-English speaking, blind, deaf or non-reading students and parents so they have access to the information contained in the Code.

Annual Orientation Process:

The students receive an orientation during the first week of school. Those who enter late will receive an orientation from one of the school’s administrators.

Overview

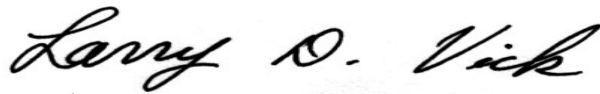
Each year the Owensboro Public School District reviews the *Code of Acceptable Behavior and Discipline*. A committee of students, parents, teachers, administrators, and other advocates meets to consider recommendations and to make needed revisions. The revisions are then reviewed by counsel and forwarded to the superintendent for recommendations to the (elected) Owensboro Board of Education.

Questions or Concerns

If you have questions concerning the *Code of Acceptable Behavior and Discipline*, direct them to The Director of Pupil Personnel (270) 686-1000. You may also write to Owensboro Public Schools, P.O. Box 249, Owensboro, KY 42302-0249.

Certification and Approval

I, Dr. Larry D. Vick, Superintendent of the Owensboro Public Schools, hereby certify that the *District Code of Acceptable Behavior & Discipline* was reviewed by legal counsel and found in compliance with all federal, state and local laws, rules and regulations.



Dr. Larry D. Vick, Superintendent

The Owensboro Board of Education, approved the District Code on

1 st reading—Thursday, May 28, 2009 2 nd reading—Thursday, June 25, 2009

Board order #

82-09G

PHILOSOPHY

The Owensboro Public School District, in keeping with its basic philosophy, believes discipline in the schools is essential to providing a safe environment for learning. Accordingly, the provisions of the Safe Schools Act of 1998 are incorporated within this code. Furthermore, Owensboro Public School District reserves the right to use any electronic device to assist in creating a safe learning environment.

The *District Code of Acceptable Behavior and Discipline* describes standards of conduct important to the safety of both learning and community life in our schools. When people come together, their individual rights become limited because of the need for mutual safety. This includes the responsibilities for following rules and respecting the authority of adults whose jobs are to ensure a successful education for all students.

The District expects all personnel connected with the educational setting, in cooperation with the home, will strive to help the individual student adapt to these codes. It is hoped the students will develop the self-control and self-discipline necessary to become successful citizens.

The *District Code of Acceptable Behavior and Discipline* is an integral component in the educational process and a symbol of the commitment of parents, students, teachers, and administrators to an effective learning environment.

Student Directory Information

Photographs of students in the classroom and participating in activities are taken by students, Owensboro Public School Systems personnel, professional photographers, and news media for use in school and media broadcasts and on video for Owensboro Public School Cable access Channel 73 and on the district's World Wide Web Site. Photographs, videos, and press releases that include students' names participating in school activities or who have received awards are periodically released to the media.

Any student, parent, or guardian who does not wish to have a student's photograph, name and directory information used in school system publications or by the area news media must notify the principal's office at your child's school by **August 20, or two weeks after registering.**

Federal and state legislation requires high schools to provide military recruiters with general student information for recruiting purposes; however, parents/guardians have the right to block that release.

If parents choose to block the release for information to military recruiters, they must inform the school's principal in writing by **August 20, 2009**. Otherwise, the guidance department will release the name, age, phone and address of students.

Stakeholder Rights and Responsibilities

Responsibilities

A. **Students'** responsibilities are to:

- Be at school every day unless absence is excused.
- Bring notes from parents or physicians for excused absences.
- Be on time and prepared for school and classes.
- Sign in or out of school on entry/exit logs.
- Understand and obey school rules and follow the *Code of Acceptable Behavior and Discipline*.
- Complete class work and homework on time.
- Work to excel academically.
- Respect the rights and property of students and staff.
- Behave in a safe and responsible manner.
- Be respectful to others, avoiding profanity, insults, threats, and harassment.
- Follow the school dress code and use proper hygiene.
- Ask for help with problems from teachers or school staff.
- Practice good citizenship by being helpful and honest whenever there is a problem.
- Inform parents of disciplinary action. (If age appropriate.)
- Complete a questionnaire with signature, if 18 years or older and dropping out of school.

B. **Parent's/guardian's** responsibilities are to:

- Stress the importance of an education with your child.
- Keep the school up-to-date on telephone numbers and address changes, medical problems, and family or social problems that may affect school performance.
- Notify the school on the day your child is absent.
- Send your child to school on time every day.
- Send notes to school for excused absences.
- Make sure your child has time, space, materials, and help for homework.
- Be involved in what goes on in school and attend parent-teacher conferences.
- Support the school's discipline measures and assist the school with discipline when needed.
- Keep up-to-date with your child's progress. Review, sign, and return progress reports and report cards.
- Review the *Code of Acceptable Behavior and Discipline*, the Student Bill of Rights, and school rules with your child.
- Provide, upon enrollment, a sworn statement or an official form when a student has been adjudicated guilty/expelled for an offense involving weapons, alcohol, or drugs.
- Complete a questionnaire with signature when a child who is 16 years old, but not yet 18, drops out of school.
- Make sure your child has current immunizations and required medical exams.
- Ensure your child dresses appropriately, follows the school dress code, and practices good hygiene.
- Expect your child to be responsible, respectful, and to behave appropriately in school.
- Pay required fees and fines (unless on fee waiver).

C. **Staff's** responsibilities are to:

- Keep accurate records of grades, attendance, and behavior.
- Maintain entry/exit logs for students who are present for the entire instructional day.
- Engage each student in the educational process to promote appropriate behavior.
- Contact the parent/guardian early about problems with attendance, behavior, or academics.
- Make class work and homework appropriate and directions clear.
- Create a classroom environment where students can ask for help and feel safe and respected.
- Help students understand class and school rules and the *Code of Acceptable Behavior and Discipline*.
- Inform building administrator of acts of student behavior that are disruptive to the educational process or present a threat of harm to others or self.
- Assist the parent/guardian in finding help with health and social problems.
- Seek training and education that lead to safe and successful schools.
- Use fair and consistent discipline to teach students responsible behavior.
- Set high expectations for student behavior and academics and help students reach their goals.

D. **Principals'/designated administrators'** responsibilities are to:

- Create an atmosphere of mutual respect and consideration among pupils and staff members.
- Administer discipline fairly and equally.
- Exhibit exemplary behavior in action, dress, and speech.
- Implement and evaluate all aspects of the educational program to improve learning and to comply with the policies, regulations, procedures, or laws of the district, state, and nation.
- Discipline any student whose conduct disrupts the educational process.
- Establish appropriate disciplinary record-keeping procedures that insure possible review and provide documentation for due process appeals.
- Develop a positive school environment to provide the proper learning atmosphere.

Rights

A. **Students** have the right to:

- A public education. Kentucky law states a child between the ages of 5 and 21 years has a right to an education.
- Freedom of expression, including, but not limited to appearance, assembly, association, and circulation of petitions and literature as prescribed by school councils.
- A timely notice of all rules, regulations, policies, and penalties, to which they may be subject.
- Participate in decision-making procedures directly affecting students.
- Physical safety, protection, freedom from abuse or threat of abuse by anyone.
- Consultation with staff, counselors, and administrators.
- Receive academic grades based only on academic performance.
- Examine their personal school records or allow their parent/guardian or authorized representative to examine the records.
- Confidentiality of school records and release only to another school in which the student has enrolled in response to a subpoena or judicial order, upon written authorization of his/her parent/guardian, or the eligible student except in the case of directory information.
- Participate in school activities without discrimination on the basis of race, sex, religion, or national origin.
- Respect from other students and school personnel.

- Present complaints or grievances to school staff and administration and receive a timely response.

B. Parents/Guardians have the right to:

- Enroll students in the Kentucky school district where they shall attend classes regularly and promptly with minimum interruptions.
- Send their child to a school with an environment where learning is valued.
- Expect classroom disruptions to be dealt with fairly, firmly, and quickly.
- Review the student's academic progress and other pertinent information that may be contained in the student's personal records.
- Ask questions concerning their child to the proper authority and receive a reply in a reasonable length of time.

C. Staff has the right to:

- The support of co-workers, administrators, and parents.
- Work in an educational environment with a minimum of disruptions.
- Expect assignments, including homework, to be completed and turned in as assigned.
- Remove any student from class whose behavior significantly disrupts the positive learning environment.
- Be safe from physical harm and freedom from verbal abuse.
- Provide input to aid the formulation of policies that relate to their relationships with students and school personnel.
- Take necessary action, in an emergency, to protect his or her own person or property or the persons or property of those in their care.

D. Principals/designated administrators have the right to:

- The support of students, parents, and staff in carrying out the educational programs and policies established by the school system.
- Provide input for the establishment of procedures and regulations that relate to the school.
- Safety from physical harm and verbal abuse.
- Take necessary action in emergencies to protect their own person or property or the persons or property of those in their care.
- Discipline any student whose conduct disrupts the educational process.
- Develop a positive school environment to provide the proper learning atmosphere.

**The Owensboro Board of Education
1335 West 11th Street
Owensboro, Kentucky 42301
686-1000**

Corporal Punishment

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

Employees shall not utilize corporal punishment as a penalty of punishment for student misbehavior. Any such person may, within the scope of his/her employment, use physical restraint to protect oneself, the pupil, or others from physical injury; to obtain possession of a weapon or other dangerous objects within the control of a pupil; or to protect property from serious harm.

References: KRS 160.290, KRS 160.340, KRS161.181, KRS 503.110 and 704 KAR 7:056

Due Process

Prior to the disciplinary action of suspension at the school level for violation of school rules, pupils shall have the right to the following due process procedures:

- Pupils shall be given oral or written notice of the charge(s) against them.
- If the pupils deny the charge(s), they shall be given an explanation of the evidence against them.
- Pupils shall be given an opportunity to present their own version of the facts concerning the charge(s).

Reference: KRS 158.150

Students With Disabilities

In cases that involve students receiving specially designed instruction (Special Education), the additional provisions specified in Owensboro Public Schools policy 08.131 shall be followed, as appropriate to the situation.

Appeal Process

In the Owensboro Public Schools discipline decisions that are believed unjust may be appealed. Appeal may be made in writing, through administrative channels to the Board of Education. Written appeals will receive a written response. The channel of appeal is as follows:

1. Teacher
2. Assistant Principal/Administrative Assistant
3. Principal
4. Director of Pupil Personnel
5. Superintendent
6. Board of Education

The final level of appeal shall be to the Board of Education for all cases. This applies to cases where expulsion is possible and other cases the Board feels warrant their attention.

Right to Council

Persons involved in any disciplinary process have the right to legal representation at their own expense.

Physical Restraint

Employees may 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; to obtain possession of a weapon or other dangerous object under the control of a student; or to protect property from serious harm.

If the ARC (admissions and release Committee) Section 504 Team anticipates that a student may need to be restrained on a frequent basis, the District shall consider whether special restraint training is needed for one (1) or more of the employees who regularly work with the student.

References:

KRS 503.110

Individuals with Disabilities Education Improvement Act of 2004

Section 504 of Rehabilitation Act of 1973

Harassment (includes bullying)/Discrimination

Harassment (includes bullying)/Discrimination is the use of intimidation against someone based on race, sexual orientation or any other targeted group by threats of or acts of physical violence or the expression of hatred, contempt, or prejudice toward an individual. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal and/or physical behavior of a sexual nature.

***This includes cyber bullying**

Harassment (includes bullying)/Discrimination of any type is **not** permitted. A student has the right to attend school free from harassment and should not be subjected to discrimination for any reason.

Any student or adult who believes he/she has been subject to discrimination/harassment should immediately report the incident to the principal or the principal's designee. These actions are subject to disciplinary action including, but not limited to, suspension and expulsion.

See attachment A {Owensboro Public Schools HB 91 reporting form}

Assault

Any pupil who threatens, assaults, batters, or abuses another pupil shall be subject to appropriate disciplinary action, including suspension or expulsion.

School administrators, teachers, or other school personnel may immediately remove threatening or violent students from a classroom setting or from the district's transportation system (the bus driver will notify their supervisor by radio) pending any further disciplinary action that may occur.

Terroristic Threatening

House Bill 1 (2001 Legislation) amends the criminal code to enhance the penalty for making bomb threats and other threats of harm against schools, school busses, school employees, and school functions. **These offenses are now felonies.**

Report to Law Enforcement Agency

When school officials have reasonable belief that a violation has occurred on school property or at a school sponsored function that involves assault resulting in serious physical injury, a sexual offense, kidnapping, or any instance of assault involving the use of a weapon, they shall immediately report to law enforcement officials (This includes the CDW' s office).

Possession of Weapons

It is the policy of the Owensboro Public Schools to report to the criminal or juvenile justice system any student who is determined to have brought or possessed a weapon or dangerous instrument to a school or school grounds under the jurisdiction of this system.

Violation of this policy shall require the principal to immediately make a report to the Superintendent and the Director of Pupil Personnel. In addition, principals shall immediately report to law enforcement officials when an act has occurred on school property or at a school sponsored function.

The penalty for students bringing, using, or possessing any deadly weapon, dangerous instrument, or "look-alike weapon" on school property shall be at the discretion of the Superintendent. He/she may take any appropriate action, up to and including a recommendation of expulsion to the Board.

The Board of Education has the power to modify the alternative placement or the expulsion requirement on a case-by-case basis in order to comply with the Individuals with Disabilities Education Act (IDEA 2004) or Section 504 of the Rehabilitation Act of 1973, and other applicable state and federal law. Upon completion of the discipline, the office of Pupil Personnel will reassign the student.

Note: An exception may be made for students participating in an authorized curricular or extracurricular activity or team involving firearms and to those persons listed in KRS 527.

State Posting Requirements

The Superintendent shall post the following notice, which shall be 6 inches high and 14 inches wide:

**UNLAWFUL POSSESSION OF A WEAPON ON SCHOOL PROPERTY IN
KENTUCKY IS A FELONY PUNISHABLE BY A MAXIMUM OF (5) YEARS IN
PRISION AND A TEN THOUSAND DOLLAR FINE.**

Misbehavior on the School Bus

The local school has authority over students from the time they leave home in the morning until they return home in the afternoon. This means the school administrator will address a student's behavior on a school bus with disciplinary actions. The bus driver or school distributes bus rules on the first day of school. Consequences may range from conferences to removal from the bus.

The principal is authorized to withhold bus-riding privileges up to a maximum of 10 days per occurrence(s) in the case of habitual or serious conduct violations. The principal shall notify the parents/guardians when riding privileges are revoked. The Superintendent or his designee may withhold riding privileges up to the remainder of the year.

Disciplinary Actions

- Verbal reprimands
- Detentions
- After-school detentions (e.g. Friday School, etc.)
- Required Parent Conferences
- Loss of privileges
- Suspension of bus-transportation privileges for bus misconduct
- Alternative programs
- Suspension
- Expulsion

Sufficient cause to suspend and/or expel a student:

- Willful disobedience or defiance of authority
- Profanity or vulgarity
- Persistent disobedience
- Impropriety in dress or grooming
- Unauthorized/unexcused absences
- Habitual tardiness or truancy
- Willful misrepresentation of the truth
- Assault/battery
- Intimidation/interference of staff/student
- Arson
- Extortion/robbery
- Fighting/striking faculty/staff members
- Encouraging another student to violate school rules
- Indecent exposure
- Sexual activity
- Sexual abuse
- Sexual harassment
- Possession of a firearm, knife or any other object that can be classified as a dangerous instrument or used as a weapon
- Bullying (which includes cyber bullying)

Continues on the next page...

- Under the influence, possession, or use of intoxicating beverages, narcotics, hallucinogenic drugs, other controlled substances or any substance which the student represents to be a controlled substance. This applies to or from school, on or about the school premises, or at any school-sponsored activity.
- Possession of a firearm, knife or any other object that can be classified as a dangerous instrument or used as a weapon. This includes the possession and or use of any self defense items that might be used as offensive weapons. (e.g. mace, pepper spray, etc.)

Any student who uses a weapon or dangerous instrument or threatens a second party with a weapon or dangerous instrument on the way to or from school, on or about school premises, or at any school sponsored activity shall be recommended for expulsion to the Board of Education.

Suspensions and Expulsions

In accordance with KRS 158.150, the principal or assistant principal may suspend a student up to a maximum of (10) ten days per incident. A pupil may not be suspended for more than ten days per incident.

If a short-term suspension of ten days or less is at the time of final examination for a semester or year course, and if the student needs a passing grade on the exam to pass the course, the principal shall make arrangements for the student to take the final exam. This process must be completed within two (2) weeks of the close of the semester.

The principal shall immediately notify the Superintendent and the parent/guardian of the student, in writing of the reason (s) for any suspension and the conditions of the reinstatement.

1. Expulsion – Upon the recommendation of the Superintendent the Board of Education may expel a student. Expulsion actions shall be conducted in accordance with the provisions of KRS 158.150.
2. The Principal or Superintendent/designee may place a student in an alternative program, if either party believes that the placement meets the established rules of the alternative program and better fits the situation, provided space is available at the time of the referral.

The Board may expel any pupil from the regular school setting. Provisions of educational services will be required unless the Board determines, on the record and supported by clear and compelling evidence, that the student poses a threat to the safety of other students or school staff and cannot be placed in a state agency.

The Board's decision shall be final.

Reference: KRS 158.150

Special Handling

Suspension may be used with disabled students, especially if suspension is part of a well-defined management program. To the extent removal would be applied to students without disabilities, school personnel may remove a student with a disability from the student's current placement for not more than a total of ten (10) school days during the year without a consequential change in educational placement.

The Owensboro Public School District does not provide services during periods of removal to a student with a disability who has been removed from his or her current placement for 10 school days or less in that school year, if services are not provided to a student without disabilities who has been similarly removed.

Suspensions beyond 10 days shall require compliance with KRS 158.150(4) and applicable state and federal regulations.

Jurisdiction

Students shall be under the control of school officials and responsible for adherence to the rules and regulations of the school as provided in KRS 161.180 during the regular school day, on the way to and from school including while on the school bus, and on school-sponsored trips and activities. While under the control of school officials in accordance with any of the above, students are expected to abide by all rules and regulations of the school or be subject to appropriate disciplinary actions.

Technology

Each user must sign an Owensboro Public Schools *Acceptable Use Policy* (AUP) to use the OPSNet. Use of the OPSNet is a privilege. Each user agrees to abide by the stated *Terms and Conditions* for use of the OPSNet as stated in the *Acceptable Use Policy*. The parent or legal guardian grants permission for their student to use networked computer services such as electronic mail and the Internet for **educational purposes** with a signature on the AUP, which is kept on file at each school.

Each user and her/his legal guardian understand that individuals may lose access privileges for **any** violation of the Owensboro Public Schools *Acceptable Use Policy* on the OPSNet. School disciplinary action and/or appropriate legal action may be taken for violations of the *Acceptable Use Policy*.

If you have questions or concerns, please contact the Owensboro Public Schools Technology Director, Mr. Ron Milliner at 686-1000.

Behavior Consequence

Students at different ages and grade levels are expected to assume varying degrees of responsibility for their actions. Therefore, it becomes necessary to develop disciplinary measures to reflect different levels of maturity and self-discipline. The level program of the Owensboro Public Schools is a representation of our consideration of age, maturity and grade level. (See the following three (3) charts).

Expulsion procedures may be initiated the first time a student has a problem if the problem is of a very serious nature.

School personnel may initiate alternative disciplinary action with written justification. Serious offenders, or offenses that are repeated, may warrant a referral to the appropriate court.

Each (X) represents an option for school administrators to follow, which is based on the seriousness of the behavior.

The charts on the next three pages represent possible options administrators may choose when dealing with discipline issues.

If you have any questions or concerns regarding the discipline handbook, please contact Owensboro Public Schools Director of Pupil Personnel Office 686-1000.

Central Office Administrative Staff

Dr. Larry D. Vick	Superintendent	686-1000
Lynn Holland, CPA	Asst. Sup./Finance	686-1000
Jill Rone	Asst. Sup./ Instruction	686-1000
Brad Stanley,	Asst. Sup./ Support Services	686-1000
David Johnson	Director of Pupil Personnel	686-1000
Kim Johnson	Director of Special Education	686-1000
Paula Roberts	Director of Instructional Serv.	686-1000

ELEMENTARY STUDENT BEHAVIOR VIOLATIONS (AGE AND MATURITY OF CHILD WILL BE TAKEN INTO CONSIDERATION BY ADMINISTRATORS)	In-School Discipline Measures	After School Detention	Parent/Guardian Conference	Short Term Suspension (1-3 Days)	Intermediate Term Suspension (4-10 Days)	Referral To DPP	Expulsion Procedures may be initiated
Unexcused absences and/or tardies	X		X			X	
Failure to sign in or out of school			X				
Deliberate classroom disruption/possession of Laser Pointers	X	X	X	X	X	X	
Forgery	X	X	X	X	X		
Improper Language	X	X	X	X	X		
Profanity/vulgarity directed at someone	X	X	X	X	X		
Vandalism	X	X	X	X	X	X	X
Encouraging another student to violate school rules	X	X	X	X	X	X	
Leaving school grounds without permission	X	X	X	X	X	X	
Refusal to turn in work or to participate	X	X	X				
Cheating on assignments and/or tests	X	X	X				
Smoking Refer to smoking policy							
Inappropriate aggressive behavior	X	X	X	X	X	X	X
Fighting	X	X	X	X	X	X	X
Stealing	X	X	X	X	X	X	X
Improper Dress/Violation of dress code	X	X	X	X			
Insubordination	X	X	X	X	X		
Repetition of short-term suspensions					X		
Intimidation/interference of staff/student	X	X	X	X	X	X	X
Fighting/Striking faculty attempting to break-up fight	X	X	X	X	X	X	X
Use/possession of drugs/alcohol/fireworks					X	X	X
Violating conditions of short-term suspension					X	X	X
Repetition of intermediate-term suspensions					X	X	
Assault/Battery				X	X	X	X
Arson						X	X
Extortion/Robbery	X	X	X	X	X	X	X
Possession of weapons or dangerous instruments				X	X	X	X
Sales/distribution-drugs, alcohol, fireworks						X	X
Activating a false alarm	X	X	X	X	X	X	X
Bomb/terroristic threatening					X	X	X
Indecent exposure	X	X	X	X	X	X	X
Sexual activity	X	X	X	X	X	X	X
Sexual harassment	X	X	X	X	X	X	X
Sexual abuse					X	X	X
Harassment/Bullying (Includes cyber bullying)	X	X	X	X	X	X	X

Owensboro 5-6 Center/Owensboro Middle School Behavior Violations	In-School Discipline Measures	After School Detention and or Sat. School	Parent/Guardian Conference	Friday Night School OMS Only	In House Suspension	Short Term or Out of School Suspension (Up to 10 Days)	Referral To DPP	Expulsion Procedures May be initiated
Unexcused tardy to class/school	X	X	X	X	X	X	X	
Non-attendance of class	X	X	X	X	X	X	X	X
Failure to sign in or out of school	X	X	X	X	X	X		
Deliberate classroom disruption/possession of Laser Pointers	X	X	X	X	X	X	X	
Failure to follow directives and/or identify oneself	X	X	X	X	X	X	X	
Profanity/vulgarity directed at someone	X	X	X	X	X	X	X	
Improper language not directed at anyone	X	X	X	X	X			
Vandalism	X	X	X	X	X	X	X	X
Encouraging another student to violate school rules	X	X	X	X	X	X	X	
Leaving school grounds without permission	X	X	X	X	X	X	X	
Failure of classes because of refusal to turn in work, take exams, or participate in graded activities	X	X	X	X	X	X		
Cheating/Plagiarism	X	X	X	X	X	X		
Smoking Refer to Smoking Policy								
Gambling	X	X	X	X	X	X	X	
Fighting	X	X	X	X	X	X	X	X
Stealing/Theft	X	X	X	X	X	X	X	X
Overly affectionate at school	X	X	X	X	X	X	X	
Improper dress/ Dress code violation	X	X	X	X	X	X		
Uncooperative	X	X	X	X	X	X		
Terroristic threatening of staff/students	X	X	X	X		X	X	X
Fighting/Striking faculty attempting to break-up fight						X	X	X
Use/possession of drugs/alcohol						X	X	X
Use/possession of fireworks, (i.e. firecrackers, smoke/stink bombs, etc.						X	X	X
Violating conditions of short-term suspension						X	X	X
Assault/Battery							X	X
Arson							X	X
Extortion/Robbery							X	X
Possession of weapons or dangerous instruments				X	X		X	X
Sales/distribution- drugs, alcohol							X	X
Bomb/Terroristic threatening							X	X
Indecent exposure						X	X	X
Sexual Activity						X	X	X
Sexual harassment			X	X	X	X	X	X
Harassment/Bullying	X	X	X	X	X	X	X	X

Owensboro High School Behavior Violations	In-School Discipline Measures	School Detention	Referral to alternative program	Parent/Guardian Conference	Short Term Suspension (1-3 days)	Intermediate Suspension (4-10 Days)		Referral To DPP	Expulsion Procedures May be initiated
Unexcused tardy to class/school	X	X	X	X	X	X		X	
Non-attendance of class	X	X	X	X	X	X		X	
Failure to sign in or out of school	X	X	X	X	X				
I D Infraction	X	X	X		X				
Deliberate classroom disruption/possession of Laser Pointers	X		X	X	X	X		X	
Failure to follow directives and/or identify oneself	X		X	X	X				
Forgery	X		X	X	X	X		X	
Profanity/vulgarity directed at someone	X		X	X	X	X		X	X
Improper language not directed at anyone	X		X	X	X	X			
Harassment/Bullying	X	X	X	X	X	X		X	X
Vandalism	X		X	X	X	X		X	X
Encouraging another student to violate school rules	X		X	X	X	X		X	X
Leaving school grounds without permission	X		X	X	X	X		X	
Failure of classes because of refusal to turn in work, take exams, or participate in graded activities	X			X	X				
Cheating/Plagiarism...also see OHS handbook	X			X		X			
Smoking Refer to Smoking Policy									
Gambling	X			X	X	X		X	
Verbal Altercation			X	X	X	X			
Fighting	X		X	X	X	X		X	X
Stealing/Theft	X		X	X	X	X		X	X
Overly affectionate at school	X		X	X	X	X		X	X
Parking violation car may be towed at owner's expense	X			X					
Improper dress/Dress Code Violation	X		X	X	X				
Insubordination	X		X	X		X			
Repetition of intermediate term suspensions			X			X			
Terroristic Threatening of staff/students			X		X	X		X	X
Fighting/Striking faculty attempting to break-up fight			X	X	X	X		X	X
Use/possession of drugs/alcohol			X			X		X	X
Use/possession of fireworks, (i.e. firecrackers, smoke/stink bombs, etc.			X			X		X	X
Assault/Battery			X		X	X		X	X
Arson			X					X	X
Extortion/Robbery	X		X		X	X		X	X
Bomb threats or activating a fire alarm			X					X	X
Possession of weapons or dangerous instruments			X					X	X
Sales/distribution-drugs, alcohol			X					X	X
Indecent exposure			X			X		X	X
Sexual harassment			X	X		X		X	X
Excessive Referrals			X	X	X	X		X	X

Use of Tobacco Products

The use/possession of all tobacco products by students is prohibited in buildings, on school grounds, in district provided vehicles, and on field trips of the Owensboro Public Schools.

- Tobacco Products – Tobacco products include, but are not limited to cigarettes, cigars, pipe tobacco, chewing tobacco, and snuff.
- Athletic and Public Events – Any activity on school premises endorsed or approved by the building principal that occurs after the regular school day for students.
- Signage – Signage denoting the district’s tobacco-free status shall be posted on all exterior doors and in other places designated by the principal.

Consequences for Violations of Possession

1st Violation	Written warning/possible parent conference
2 nd Violation	Required parent conference
3rd Violation	An assignment to the Alternative Program (4 days)
4th Violation	An assignment to the Alternative Program (7 days)
5th Violation	Suspend to a hearing with the Director of Pupil Personnel
6th Violation	Refer to Superintendent/designee for long-term suspension or expulsion

Consequences for Violations of Use

1 st Violation	Alternative placement/Written citation
2 nd Violation	Alternative placement/Written citation
3 rd Violation	May suspend to a hearing with the Director of Pupil Personnel

References: KRS 161.180, KRS 160.340, KRS 160.290. KRS 438.350, KRS 438.050

Drug & Alcohol Education & Prevention

The Owensboro Public School District insists schools be safe and free of drugs and alcohol. We follow the guidelines in The Safe and Drug-Free Schools and Communities Act of 1994, and the Drug-Free Workplace Act of 1988. Therefore, our policy is as follows:

- Owensboro Public School District clearly prohibits the unlawful possession, use, or distribution of illicit drugs or any substance represented to be a controlled substance and alcohol by students on school premises or during any part of its activities.
- Owensboro Public School District clearly states the disciplinary sanctions, up to and including expulsion and referral for prosecution, for students violating the standards of conduct. A disciplinary sanction may include the referral to and completion of an appropriate rehabilitation program.
- You may obtain current information on drug and alcohol counseling as well as rehabilitation and re-entry programs by contacting the Title IV Coordinator for the Owensboro Public Schools (686-1000) or by contacting a guidance counselor in your child’s school.

Student Search & Seizure

Although students have the right to freedom from unreasonable search and seizure, school officials have the right, under the law, to search students or their property when there is a reasonable suspicion they have something that violates school rules or endangers others. Searches may include the student, his/her locker, desk, automobile, cell phone or other personal belongings. The Police Detection Canine Team may conduct random and unannounced searches of general school areas, including school lockers and parking lots. A school official having reasonable suspicion that the student is in possession of a weapon may use a hand-held metal detector.

Administrative Procedure for Search & Seizure

- A. Searches which involve an examination of pockets, the removal of a jacket and/or shoes and socks **shall be conducted by a principal or his/her designee in the presence of a second staff member**, if possible, when the item being sought out could be concealed in the above mentioned places.
- B. A **“pat-down” of the exterior of the student’s clothing shall be conducted by a principal, school resource officer or a member of the administrative staff in the presence of another staff member, both of the same sex as the student being searched**, and will only be done when the object sought could be concealed upon the body. Electronic devices may be used to conduct such searches.
- C. If no administrators of the same sex are available for the “pat down”, the principal may direct other professional staff members of the same sex as the student to conduct the search.
- D. A **search must** be conducted in a room that insures privacy for the student unless the situation might threaten the immediate health or safety of students and staff.
- E. If a student refuses to be searched, the principal or another member of the administrative staff may request the assistance of a law enforcement officer. The parents shall be notified as soon as possible. Any search requested by the parents must be conducted in accordance with the provisions outlined in this policy and parents must be immediately available to witness such a search.
- F. **Leaving the school before a law enforcement search when asked to stay will be considered as evidence of guilt for administrative purposes.**
- G. The principal, school resource officer or designee shall conduct any search of a vehicle.
- H. If the **student operator of the vehicle is available, the student shall be notified prior to the search and given the opportunity to be present at the search.**
- I. If a student **is unavailable or refuses the search** of said vehicle, the principal/designee may request the assistance of a law enforcement officer **in searching the vehicle.**

By signing off on the *OPS Code of Acceptable Behavior and Discipline*, parents and students accept that in exchange for use of locker facilities and parking privileges, they understand that the outside of the car or locker might be sniffed and that may give rise to reasonable suspicion to search the automobile or locker.

Items found during Search & Seizure

- Items will be seized, tagged, and kept in a secure place by the principal, and admitted as evidence in any school hearing or legal proceeding against the student.
- The item may be returned to the parent of the student from whom it was seized provided it is not a weapon, controlled substance, look-alike substance, or other instrument or substance designed for, or capable of a use that involves a risk of serious bodily harm.

Cooperation With Law Enforcement Agencies

School officials shall cooperate with law enforcement agencies in cases involving students (i.e., serving of subpoenas, juvenile petitions or warrants, or taking students into custody). As soon as possible, officials shall attempt to notify the parents of students who are arrested.

When students are arrested at school, the Principal/designee shall make a written record of the identity of the officer making the arrest, the nature of the offense charged, the name of the issuing authority of any arrest warrant, and the place of custody.

Crimes off of School Property

In the interest of the student's welfare, the following requirements shall be followed when police officers ask to question or remove a student from the school whom they suspect of committing a crime off school property:

- School officials shall notify Parents/guardians as soon as possible.
- If the parent(s) comes to the school or consents to permit the officer(s) to interview the student, a private place for the interview shall be provided.
- If the parent(s) cannot come to the school and deny consent to the interview, the police should be advised to either bring a warrant, court order, juvenile petition, or arrange to interview the student off the school grounds.
- Parental notification/permission shall not be required if the student is an alleged victim of abuse by the parents.

Crimes on School Property

Except in cases of emergencies involving threats to health and safety as determined by the Superintendent, when the District calls law enforcement officials to question students concerning crimes committed on school property, the Principal shall make an effort to notify their parent(s).

Possession of Telecommunication Devices Prohibited

Under state law (KRS 158.165), a student in the Owensboro Public School District may not activate a telecommunications device on school property or while at a school-related activity or school sponsored activity during the regular school hours unless he/she is acting in the capacity of a volunteer fire fighter or emergency medical service worker.

“Telecommunication devices” refers to devices that emit an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the processor, including, but not limited to, a paging device and a cellular telephone. This offense will be treated as “refusal to follow directives” under the *Code of Acceptable Behavior and Discipline*.

Reference KRS 158.165

Consequences for Violation of the Policy

1st Offense – The school administrator will **confiscate** the telecommunication device. A **required parent conference** must take place before the telecommunication device is returned.

2nd Offense – Same as 1st offense with the option of in-house suspension for **4 days**. The student **loses the privilege** to carry a device for the remainder of the year.

3rd Offense -- Same as 2nd offense with the option of in-house suspension for **7 days**.

4th Offense or more – Forfeit telecommunication device and **suspend to a hearing** with the DPP.

Disciplinary options:

- Long-term alternative placement
- Beyond control charges filed

Camera Phones

The inappropriate use of camera phones which includes but is not limited to taking pictures of staff or students, on school property or during school trips is strictly prohibited. Any violation of this policy will result in forfeiture of the device until the end of the semester.

Inappropriate use of a camera phone may also lead to sexual harassment charges, theft of proprietary information, or invasion of another’s privacy.

Attendance Policy

All students are required by law to attend school every day and to be on time for school and all classes. **Tardiness is not just being late for school as traditionally interpreted; it is defined by law as “any amount of instructional time missed”**. This includes being late to school or leaving school before classes are dismissed. Parents are required to sign their children in on an entry log if late to school or to sign out of school on an exit log if leaving the building during any part of the instructional day.

This District records excused and unexcused absences daily to comply with Kentucky School law **KRS 159.150, which states, “...any child who has been absent from school without valid excuse three or more attendance events, is a truant. Any student who has been reported as a truant two (2) or more times is a habitual truant.”**

Valid Excused Absences

1. Student Illness
2. Family illness that requires the student's presence
3. Death of a family member
4. Orders of the court
5. Time required taking driver's test
6. Religious holidays
7. Other reasons approved by the school administrator

It is the parent's/guardian's responsibility to **notify the school on the day a student is absent within 30 minutes after the start of school.** Written verification of excused absences must be given to the appropriate school staff upon the student's return to school. If after three (3) school days the parent has not furnished a written note or called, the absence will be marked unexcused permanently.

Attendance Guidelines

702 KAR 7:125 Section 8 (2).

- A full day attendance is recorded if the student attends 100% of the day.
- A full day absence is recorded if the student is absent 100% of the day.
- A tardy is recorded if the student is absent sixty (60) minutes or less during the day.
- The actual percentage for attendance is recorded for a student absent for more than sixty (60) minutes during the day.

Any unexcused attendance event, a tardy or absence over sixty (60) minutes, applies to truancy and habitual truancy policies.

Any unexcused absence or tardy is considered an attendance event.

A student's daily attendance will accumulate and continue throughout the entire school year for any school.

Vacations and business trips that would cause a student to be absent should be planned around the school calendar. **The principal and the Director of Pupil Personnel must provide prior approval for absences from school for extraordinary reasons not listed; otherwise, the absences will be unexcused.**

Any **attendance event** that is unexcused will be subject to one or more of the following:

- A. A student may be given an opportunity to make up missed class work for the purpose of not falling behind. The determination of the **numerical weight** for the purpose of grading the work made up will be the responsibility of the Principal. (See School Student Handbook)
- B. The parent of a student found skipping school will be notified and required to come to school for a conference. The **parent conference** shall be scheduled to

take place within three (3) school days after the parent has been notified. Failure to appear for the parent conference may result in suspension of the student and the student will not be permitted to return until the parent appears for a reinstatement conference.

- C. **(House Bill 72) Identifies any public school student, who has not reached his or her twenty-first birthday, who has accumulated attendance events without a valid excuse for three or more days or tardy without valid excuse on three or more days as truant.**

A habitual truant is a student who has been reported as truant two or more times.

Holds a public school student who has attained the age of 18, but who has not reached his or her twenty-first birthday, accountable if the student fails to comply with school truancy laws. Holds the parent, guardian, or custodian of a public school student who has not reached his or her eighteenth birthday accountable if the student fails to comply with school truancy laws. Holds the court-appointed guardian of a public school student who has not reached his or her twenty-first birthday, accountable if the student fails to comply with school truancy laws.

- D. If the school and the Director of Pupil Personnel determine a child is truant due to the fault of a parent, the parent may be **charged with an unlawful transaction with a minor, neglect, or both.**
- E. A student with unexcused **attendance events** beyond three (3) days may be required to make up days at an alternative setting, which will occur **after the regular school day or on a day when school is not in session.** (See OHS/OMS Student Handbook.)

Required Medical Statement

A student with 13 attendance events or 7 full-day absences (excluding tardies) during the school year may be required to furnish a medical statement even if any subsequent absences are due to illness.

Any student required to provide a doctor's statement is advised to visit the doctor on the first day they are absent and the projected date the student is able to return to school should be noted on the doctor's statement. A filled prescription will be accepted in lieu of a doctor's statement. The student's medical history will be taken into consideration. It is important that a parent contact the administrator in the school if their child has a medical problem.

The parent/guardian may be required to provide the school with an OPS Medical Excuse Form completed/signed by the child's physician to verify the medical excuse.
See attachment B {OPS Medical Excuse Form}

Loss of School Privileges Policy

Students may lose school privileges if his/her attendance results in eight (8) or more unexcused absences or twelve (12) or more unexcused tardies to school.
See attachment C {OPS Attendance and Student Privileges Policy}

Check In/Checkout Policy

If a student comes to school late, the parent/guardian must sign the student in at the front office.

A child is not to leave the school grounds during the regular school day for any reason whatsoever, unless approval is obtained from the principal or his/her representative. No one other than the legal guardian may checkout a student from school unless the parent has listed other individuals on the enrollment form. Individuals checking students out may be asked to show proper identification.

Any person entering the building must sign in at the school office. If they are picking up a student, they must sign the sign-out log in the office. This service can be done through the secretary and prevent classroom interruption. No student is ever dismissed from the classroom unless the office notifies the teacher.

Students going home with a friend after school requiring a change of transportation must have a note from the parent giving permission.

<p><u>New attendance policy</u> - A student will be excused for one day for the military deployment of a parent/guardian and one day when a parent/guardian returns from military deployment.</p>
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Enrollment Requirements

The Owensboro Public School System is required by Kentucky Statutes and Regulations to have the documents listed below on file for all children enrolled in school. These items must be on file at the child's school according to the stated timelines or the listed consequences will occur as outlined by the State and/or district policies. Thank you for your immediate attention to this matter. These requirements are to help make Kentucky Schools the safest and healthiest for students.

Social Security Card – A copy of the student's social security card.

Birth Certificate: KRS 158.032 All students must have their birth certificate on file upon enrolling in school or within 30 days of transferring into a new school. If a certified copy of the birth certificate or other reliable proof of identity with a sworn affidavit of the inability to produce a copy is not received within 30 days, the school system is required to report this to the Kentucky State Police or local law enforcement agency.

School Physicals: 704 KAR 4:020 Sec. 2. All students must have a school physical upon enrollment into school for the first time that has been performed within 1 year of school entry. This physical must be reported on the Kentucky School Physical Form. Students entering the 6th grade must have a 2nd physical upon enrollment reported on the Kentucky School Physical Form for 6th grade. New students

entering between K through 5th grade into a Kentucky school for the first time must receive a physical reported on the Initial Entry Form. Students entering 6th grade on up must have their physical reported on the 6th Grade Form. Transfer students can be given up to 30 days to comply. Non-compliance to these requirements will result in either exclusion from school and/or legal charges being filed.

Eye Exam: KRS 156.160 All students age 6 and under must have an eye exam reported on the Kentucky Eye Examination Form for School Entry no later than January 1 of the first year that child is enrolled into a public school or Head Start Program. This exam must be completed by a optometrist or ophthalmologist.

Immunization Certificate: EPID-230 & 230A, KRS 214.034 Any child enrolled in a Kentucky public school or Head Start Program must have a current immunization certificate on file at the school. Transfer students can have a maximum of 2 weeks to comply. Immunization certificates that have expired must be updated within 2 weeks of the expiration date and on file at the school. Non-compliance to these requirements will result in either exclusion from school by the district or department of health and/or legal charges will be filed. Refer to KRS for specific details and exemptions.

Prescription and Non-Prescription Medications at School

- A. All prescription medications MUST be brought to school by the parent/guardian/adult.
***In order to carry a specific prescribed drug (such as asthma inhalers, Epi-Pens, etc.) the guardian must present written directions/permission from the student's physician each year.**
- B. Prescription medications will be counted in front of the person bringing them in and documented on the drug log by the adult and school staff.
- C. Permission forms must be signed prior to any medications given and for dosage changes.
- D. Medication bottles must match the instructions on the permission forms.
- E. No aspirin containing products will be given at school without a written physician's order to do so.
- F. Non-prescription medications will not be given in elementary schools without a written physician's order to do so and the parent/guardian/adult must bring them in.
- G. Students in grades 5-12 may carry non-prescription medications to school but they must be given to the designated office staff upon arrival at school. These medications can be given up to a maximum of three (3) consecutive days at the principal's discretion without a physician's order. The student must have consent of a parent or guardian.
- H. Additional information pertaining to medications at school can be found in the Medication Guidelines Parent Information Sheet that is available at every school.

This page is considered written notification to parents that no student can carry prescription medications to school and students below the 5th grade cannot carry non-prescription medications to school.

If a child brings medication to school that violates these procedures, the parent/guardian will be contacted and can expect to have the medication returned home without being given. Further non-compliance will result in the notification of the Director of Pupil Personnel.

Students shall not share any prescription or non-prescription medication with another student. A violation of this board policy will result in appropriate disciplinary action that can include, but is not limited to, suspension or expulsion.

Childcare Programs

The school's principal, whose authority is defined by school and childcare regulations, will make eligibility for and termination of childcare privileges.

Please review each school's childcare handbook for a complete set of rules and regulations.

Owensboro Public Schools
Disciplinary Response to Student Misconduct

In compliance with Kentucky School Laws, all pupils who attend Owensboro Public Schools shall comply with the rules and regulations established by the district's discipline committee and approved by the Owensboro Board of Education. These rules apply to student conduct whether in school, on the way to or from school, or while in attendance at school-sponsored events/functions. School personnel are permitted to use their discretion within the guidelines set out below in implementing and enforcing these rules.

Level I

Examples	Definition	Possible Procedures
Improper language; dress code; tardiness to school and/or class; absenteeism; improper use of a telecommunication device; failure to follow directions; improper action on a bus; etc.	These acts are normally handled by individual staff but sometimes require intervention from other school personnel.	Verbal warnings Individual conferences Notifying parents Temporary isolation Referral to counselor Removal of privileges Detention Parent conference

These incidents are normally handled by the classroom teacher or building administrator.

Level II

Examples	Definition	Possible Procedures
Continuation of Level I misbehaviors; smoking; forged notes; skipping school; overly affectionate; intimidation; threats; gambling; cheating; verbal altercations; horseplay, etc.	These acts are frequent or serious misbehavior incidents that disrupt the learning process. These infractions usually require the intervention of personnel on the administrative level.	Parent conferences Detention In-house suspension Alternative setting Short-term suspension Refer to DPP File beyond control or truancy with the CDW's office in Juvenile Court

These incidents are normally handled when staff members make referrals to the administrative staff. The administrator decides what action to take.

Level III

Examples	Definition	Possible Procedures
Repeated levels I and II misconduct; disrespectful and rude behavior; threat of force or violence; bullying; assault; fighting; vandalism; profanity; vulgarity; etc.	These acts might be considered criminal but most frequently can be handled by the disciplinary mechanism in the school.	Parent conferences In-house suspension Removal from class Short and long-term suspension Refer to DPP Alternative setting

These incidents usually involve the administrative staff meeting with students and parents prior to taking disciplinary action.

Level IV

Examples	Definition	Possible Procedures
Repeated levels I,II & III, defiance of authority; abuse; assault or battery; furnishing; selling, possessing or being under the influence of an unauthorized substance; bullying; carrying or use of a weapon; arson; any type of harassment; false alarms or bomb threats; or other incorrigible conduct.	These are acts which pose a direct threat to the safety of others in school. These acts require administrative action and often result in the immediate removal from school.	Long-term suspension Alternative setting Refer to DPP Report to local law enforcement Expulsion

These incidents usually involve the administrative staff meeting with students and parents prior to taking disciplinary action. A complete and accurate report is often submitted to the DPP and Superintendent. If the Superintendent recommends expulsion, the student will receive a full due process hearing before the Owensboro Board of Education.

CHECK ACCEPTANCE POLICY
CODE OF ACCEPTABLE BEHAVIOR AND DISCIPLINE

OWENSBORO PUBLIC SCHOOLS
CHECK ACCEPTANCE POLICY

YOUR CHECK IS WELCOME

By paying for your purchase with your check, you are accepting our check acceptance policy. In the unlikely event your check is returned unpaid, you understand that your check may be electronically re-deposited, or if necessary, re-deposited by paper draft. You understand and agree that we may collect a returned check processing charge of \$25.00 by the same means and as allowed by state law. If you have any questions regarding our check acceptance policy, please call (1-877-891-5422). Our data processing center will be happy to answer your questions.

* This is a new policy adopted by the Owensboro Public School System. This policy went into effect at the beginning of the 2004-2005 school year.

KRS 159.051

Amended by the General Assembly and signed into law 4-26-07

An ACT relating to a student's license or permit to operate a motor vehicle.

Owensboro High School and Seven Hills Alternative School will discuss the law during orientation and make a copy of the law available for parents and students upon request.

Important Phone Numbers

Cravens 2741 West 5 th Street Road FRYSC (686-1190)	\	686-1010
Estes 1675 Leitchfield Road FRYSC (686-1058) 21 st Century (686-1118)		686-1030
Foust 601 Foust Avenue FRYSC (686-1068) 21 st Century (686-1059)		686-1060
Newton Parrish 510 Byers Avenue FRYSC (686-1023)		686-1100
Seven Hills 2401 McConnell Avenue FRYSC (686-1014)		686-1120
Sutton 2060 Lewis Lane FRYSC (686-1108)		686-1140
5/6 Center 2631 South Griffith Avenue Guidance (686-1129) FRYSC (686-1159) 21 st Century (686-1159)		686-1128
Owensboro Middle School 1300 Booth Avenue Guidance (686-1148) FRYSC (686-1071 or 686-1097) 21 st Century (686-7563)		686-1130
Owensboro High School 1800 Frederica Street Guidance (686-1083) Athletics (686-1084) FRYSC (686-1098 or 686-1097) 21 st Century (686-1174)		686-1110
Hager Preschool 601 Foust Avenue		686-1125
Board of Education 1335 West 11 th Street		686-1000
<u>Other Helpful Phone Numbers</u>		
Owensboro Police		687-8806
Daviess County Sheriff		685-8444
Department of Community Based Services		687-7491
Court Designated Workers		687-7251
Probate Office (custody issues)		687-7245
Daviess County Health Department		686-7744

**Emergency Tip Line
684-9466**

***This is an emergency tip line for school safety information.**

Owensboro Public Schools

School Calendar

2009-2010

August 5 – Opening Day

August 6 – First Day for Students

September 7 – Labor Day – No School

September 18 – Parent /Teacher Conferences – No School

October 19 – 23 – Fall Break

November 25 – Professional Development Day – No School

November 26-27 – Thanksgiving Holiday

December 21 – January 1 – Winter Break

January 4 – School Resumes

January 18 – Martin Luther King, Jr., Day - No School

February 12 – Parent/Teacher Conferences – No School

February 15 – Professional Development Day – No School

April 2 – Professional Development Day – No School

April 5-9 – Spring Break

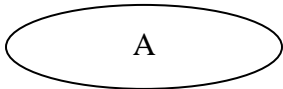
May 18 Professional Development Day/Election Day – No School

May 19 Last Day For Students

May 20 – Closing Day

Owensboro Public Schools

Cell Phone Violation Policy



OPS policy states that student cell phones are permitted only if they are turned off and stored in a student's backpack/purse or locker. Students should not have cell phones on his/her person during the school day.

Possession of Telecommunication Devices Prohibited

Under state law (KRS 158.165), a student in the Owensboro Public School District may not activate a telecommunications device on school property or while at a school-related activity or school sponsored activity during the regular school hours unless he/she is acting in the capacity of a volunteer fire fighter or emergency medical service worker.

Reference KRS 158.165

Consequences for Violation of the Policy

1st Offense – The school administrator will **confiscate** the telecommunication device. A **required parent conference** must take place before the telecommunication device is returned.

2nd Offense – Same as 1st offense with the option of in-house suspension for **4 days**.

The student **loses the privilege** to carry a device for the remainder of the year.

3rd Offense -- Same as 2nd offense with the option of in-house suspension for **7 days**.

4th Offense or more – Forfeit telecommunication device and **suspend to a hearing** with the DPP.

Disciplinary options:

- Long-term alternative placement
- Beyond control charges filed

First Offense

_____ violated the OPS cell phone policy on _____.
(Student) (Date)

The cell phone was returned to _____ on _____.
(Parent/Guardian) (Date)

I _____ understand that any additional violations will result in the consequences listed in the above policy.

School administrator: _____ Date _____

Additional Offenses

Date _____ Parent/Guardian Initial _____ Administrator Initial _____

Date _____ Parent/Guardian Initial _____ Administrator Initial _____

Date _____ Parent/Guardian Initial _____ Administrator Initial _____

Date _____ Parent/Guardian Initial _____ Administrator Initial _____

Date _____ Parent/Guardian Initial _____ Administrator Initial _____

Owensboro Public Schools Attendance and Student Privileges

Rationale

We believe that excellent attendance allows students the opportunity to develop habits of responsibility, self-discipline, and a strong work ethic that will serve them well as adults.

Unexcused absences, tardies, and excessive excused absences are known to have a negative effect on academic achievement and one's ability to succeed as an adult; therefore, the Owensboro Public Schools Discipline Committee recommends adopting the following initiative as a tool to improve attendance and increase our students' competitive edge in an ever-changing, global economy.

Policy

Each year, a student may lose the privilege to participate in extra-curricular, co-curricular or school-wide events sponsored by any Owensboro Public School if his/her attendance results in the following:

1. The accumulation of eight (8) or more unexcused absence days (these may occur through whole or partial day absences)
2. The accumulation of twelve (12) or more unexcused tardies to school

Student/Parent Notification

Students and parents will receive notification during all orientation session; furthermore, this policy will become part of the *2009-2010 OPS Code of Conduct*.

Parents will be notified by a phone call/letter and students will meet with an administrative staff member when he/she reaches the halfway mark of any of the above categories.

Loss of Privileges

Violation of this policy may result in the loss of specific privileges at each school. Each school will outline which privileges may be revoked due to excessive attendance problems.

For example, Owensboro High School will include all extra-curricular, co-curricular and school-wide events, which will include such things as exam exemptions, dances, senior activities, etc.

Note: This policy will not impact a student's privilege to participate in commencement ceremonies.