

Barren County Schools

Student Handbook and Code of Acceptable Behavior and Discipline

2025-2026



ON-LINE STUDENT HANDBOOK & CODE OF ACCEPTABLE BEHAVIOR AND DISCIPLINE

The entire Barren County Schools Student Handbook and Code of Acceptable Behavior and Discipline have been published this year in an electronic format to allow for additional information and resources for our students and families. It is located at:



www.barren.kyschools.us/page/students

Parents/guardians may also request print copies of the Student Handbook and Code of Acceptable Behavior and Discipline from their child's school.

-
- I have reviewed the online version of the Barren County Schools Student Handbook & Code of Acceptable Behavior and Discipline and I am aware that a printed version is available upon request.
- AND -
- I acknowledge the receipt, comprehension, and agreement of adherence to the Transportation Services Policy (09.2261) provided by the district.

Student Signature

Student Printed Name

Grade

School

Parent Signature

Parent Printed Name

Date

Please fill out and sign the form and send it back to the student's homeroom teacher.

The Barren County Schools Student Handbook and Code of Acceptable Behavior and Discipline contains essential documents, policies, and forms for students, staff, and parents.



Barren County Schools Student Handbook & Code of Acceptable Behavior & Discipline 2025-2026

Dear Parents and Guardians,

Welcome to a new school year! At Barren County Schools, our goal is simple but powerful—to ensure every student becomes life ready. We want our students to leave our schools not just with strong academic knowledge, but also with the character, skills, and confidence they need to succeed in whatever path they choose.

One way we support this goal is by creating a safe, respectful, and positive learning environment. The Student Handbook and Code of Acceptable Behavior and Discipline was developed with that in mind. While state law requires us to have a discipline code, this handbook was carefully created to reflect the unique needs and values of our students and community.

The handbook outlines the rights and responsibilities of students and families, as well as the expectations that help maintain an orderly, supportive environment for learning. When everyone understands these expectations, we can focus our energy on what truly matters, which is helping every student reach their full potential. You can access the handbook anytime online at www.barren.kyschools.us.

If you ever have a question or concern, we encourage you to reach out to your child's teachers, counselors, and principals. You can also contact the central office at 270-651-3787. Strong partnerships with families help us work together toward the success of every child.

Please sign and return the Student Handbook and Code of Acceptable Behavior and Discipline form to confirm that you've reviewed the handbook, either online or with a printed copy.

Thank you for partnering with us to create a year filled with growth, learning, and success for your child.

*Warm regards,
Amy Irwin
Superintendent*

The Barren County Schools Student Handbook and Code of Acceptable Behavior and Discipline are composed of many essential documents, policies, and forms that students, staff, and parents should be aware of. The contents of the electronic and print versions of the Student Handbook and Code of Acceptable Behavior and Discipline are listed below.

**Remember that the Student Handbook and Code of Acceptable Behavior and Discipline is posted on-line at - www.barren.kyschools.us*

**Parents/guardians may also request print copies of the Student Handbook and Code Acceptable Behavior and Discipline from their child's school.*

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CALENDAR

The district calendar is established by the Barren County Board of Education annually. The official calendar is posted to the district website under the [school calendars](#) drop down. Please check this location for the most recent official calendar. As we begin the year, the following dates comprise the current calendar.

<i>August 11</i>	<i>Opening Day (No Students)</i>
<i>August 12</i>	<i>Contract Day (No Students)</i>
<i>August 13</i>	<i>First Day for Students</i>
<i>August 27</i>	<i>First Day for Preschool</i>
<i>September 1</i>	<i>Labor Day (Schools Closed)</i>
<i>October 6 - 10</i>	<i>Fall Break (Schools Closed)</i>
<i>November 26 - 28</i>	<i>Thanksgiving Break (Schools Closed)</i>
<i>December 22 - January 2</i>	<i>Holiday Break (Schools Closed)</i>
<i>January 5</i>	<i>Contract Day (No Students)</i>
<i>January 19</i>	<i>Martin Luther King Day (Schools Closed)</i>
<i>February 20</i>	<i>Contract Day (No Students)</i>
<i>March 6</i>	<i>Contract Day (No Students)</i>
<i>March 20</i>	<i>Contract Day (No Students)</i>
<i>April 3 - 10</i>	<i>Spring Break (Schools Closed)</i>
<i>May 6</i>	<i>Last Day for Preschool</i>
<i>May 19</i>	<i>No School - Election Day</i>
<i>May 20</i>	<i>Last Day for Students</i>
<i>May 21</i>	<i>Closing Day (No Students)</i>

Possible Make-Up days are as follows: February 20, March 6, March 20 or May 22, 2026. This calendar is subject to change due to inclement weather.

EMERGENCY INFORMATION

IN MOST EMERGENCY SITUATIONS, YOUR CHILD/CHILDREN WILL REMAIN AND BE CARED FOR AT THE SCHOOL HE/SHE ATTENDS. IN THE RARE EVENT OF AN EMERGENCY AFFECTING THE SCHOOL YOUR CHILD ATTENDS THAT PROHIBITS REENTRY TO THE BUILDING (SUCH AS A BROKEN GAS MAIN, A CHEMICAL SPILL, OR FIRE), STUDENTS AND STAFF WILL BE MOVED TO THAT SCHOOL'S ALTERNATE SITE IMMEDIATELY.

If you should hear a school emergency while at home or at work, please do the following:

1. TURN ON YOUR TELEVISION OR RADIO. The news media will be informed of any school emergencies that may be taking place. Tune to the following: **WCLU, WBKO, WOVO**
2. PLEASE DO NOT CALL THE SCHOOL. Due to a limited number of phone lines, they must be kept clear in order to properly respond to an emergency. A **Rooms** and **Alerts** notification will be made to parents and updates will be posted via the web page, X (Twitter), and Facebook.
3. If there is an emergency at your child's school, emergency response workers and vehicles must be able to get to the building. Do not attempt to come to the school to pick up children as you may interfere with emergency response/rescue. If the emergency necessitates relocation of staff and students, follow these instructions:
 - a. If the school must be evacuated during school hours, your child/children will be taken to and cared for at an alternate site.
 - b. Stay tuned to radio and television stations for updated reports and information provided by the school district administration about when and where to pick up your child/children.

REPORTING

Anonymous Reporting Tool

Barren County Schools utilizes the S.T.O.P (Safety Tipline Online Protection) Tipline for anonymous reporting. The Safety Tipline, Online Prevention or S.T.O.P Tipline is designed for use as an "online" reporting/prevention tool. If students, parents or community members know of an unsafe situation in school (bullying, weapons, drugs or alcohol, etc.), they can anonymously pass on that information to school personnel by using this basic email format. To access the S.T.O.P. Tipline, visit safeschools.gov or call/text: 866-393-6659.

VISITORS

Visitors to the School

All visitors to the school are to report to the front office of the building, provide valid identification, and state the purpose of the visit. The school shall provide a visitor's badge to be visibly displayed on a visitor's outer garment.

COMMUNICATION

Traceable Communication System

The Barren County Board of Education has designated a traceable communications system in accordance with KRS 160.145. This traceable communications system provides parents an opportunity to access and review electronic communications between employees/volunteers and students. Within the first ten days of the school year, Principals will provide parents notification of how to access and review such electronic communications.

Telecommunication Devices

Possession and Use: While on school property or while attending school-sponsored or school related activities, whether on or off school property, students shall be permitted to possess personal telecommunications devices.

Students are prohibited from using a personal telecommunications device during instructional time, except during an emergency, if directed to do so by a teacher for an instructional purpose, or if authorized by a teacher.

Students shall observe the following conditions:

Devices shall not be used in a manner that disrupts the educational process, including, but not limited to, use that:

- a. Poses a threat to academic integrity, such as cheating;
- b. Accesses social media unless authorized to do so by a teacher for an instructional purpose;
- c. Violates confidentiality or privacy rights of another individual, including but not limited taking unauthorized pictures or videos while on school property, which includes riding the school bus, or while attending school sponsored or school related events whether on or off school property;
- d. Is profane, indecent, or obscene;
- e. Constitutes or promotes illegal activity or activity in violation of school rules; or
- f. Constitutes or promotes sending, sharing, or possessing sexually explicit messages, photographs, or images using any electronic device.

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 dispute the education process or intrude upon the rights of others.

Students are responsible for keeping up with devices they bring to school. The District shall not be responsible for loss, theft or destruction of devices brought onto school property.

Students shall comply with any additional rules developed by the school concerning appropriate use of telecommunication devices.

When students violate this prohibition, they shall be subject to disciplinary action including losing the privilege of bringing the device onto school property. In addition, an administrator may confiscate the device, which shall only be returned to the student's parent/guardian.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Each student shall be afforded the opportunity to begin each school day with the Pledge of Allegiance to the Flag of the United States. No student shall be required to participate in the Pledge against the student's or the parents' wishes.

A moment of silence or reflection is required in all schools and notification of such is required by KRS 158.175. The moment of silence or reflection shall occur at the commencement of the first class of each day in accordance with the following guidelines:

1. The moment of silence or reflection shall be at least one (1) minute but not exceed two (2) minutes in duration;
2. Students are to remain seated and silent and make no distracting display so that each student may, in the exercise of his or her individual choice, meditate, pray, or engage in any other silent activity which does not interfere with, distract from, or impede other students' exercise of individual choice;
3. District personnel shall not provide instruction to any student regarding the nature of any reflection that a student may engage in during the moment of silence or reflection.

Parents are encouraged to review these guidelines and to provide guidance to your student(s) regarding the moment of silence or reflection.

ATTENDANCE

Compulsory Attendance Law

A student is considered a "habitual truant" once they have accumulated six (6) unexcused absences. The law does not distinguish between an absence and a tardy. This means that a student will be defined as a habitual truant once they have accumulated six (6) unexcused tardies, six (6) unexcused absences, or **ANY combination of absences/tardies equaling the number of six (6). This may result in court proceedings against the parent and/or the student depending on the child's age.**

The law covers students who are **18 years old**. A fine ranging from \$100 dollars for the first offense to \$250 dollars for the second offense may be imposed.

Our district asks that as a matter of safety, for you to call your child's school any time that your child is to be absent from school. All schools have been instructed to call and/or leave messages when we have not heard from a parent regarding a student's absence.

The Barren County Schools are required to enforce the compulsory attendance law. Our main purpose is to ensure that your child receives the best education possible in order to prepare them for the adult world and a productive life.

Absences and Excuses

Students are required to attend regularly and punctually the school in which they are enrolled.

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 a valid excuse for three (3) days or more, or tardy without a 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 (21) birthday, who has been absent from school without a valid excuse for three (3) or more days, or tardy without a 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 a habitual truant.

1. A full day of attendance shall be recorded for a student who is in attendance at least 65 percent of the regularly scheduled school day for the student's grade level.
2. A tardy shall be recorded for a student who is absent less than 35 percent of the regularly scheduled school day for the student's grade level.
3. A half-day absence shall be recorded for a student who is absent 36 percent to 84 percent of the regularly scheduled school day for the student's grade level.
4. A full day absence shall be recorded for a student who is absent more than 84 percent of the regularly scheduled school day for the student's grade level.

Parents and students will need to contact the school in which they are enrolled for the specific time of day when the tardy, half-day, and full day of attendance will be recorded. Due to the fact that schools operate instructional time on an individual basis, this will have to be verified at each individual school.

Excused Absences

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

1. Death or severe illness in the student's immediate family including parents, grandparents, brother, sister, aunt, or uncle. (Students must have prior approval to attend other funerals.);
2. Illness or injury of the student, including mental or behavioral health, (a physician's statement will be required after three (3) absences per semester or six (6) absences per school year); [Note: See Board Policy 09.123]
3. Doctor and dental appointments which cannot be made after school hours;
4. Seniors visiting colleges and taking armed forces examinations (not to exceed two (2) days per year) as approved in advance by the Principal;
5. Driver's permit or licensed tests (not to exceed three (3) tests in one year) as approved in advance by the Principal;
6. Court appearances (upon presentation of summons or subpoena);
7. Religious holidays and practices;
8. One (1) day for attendance at the Kentucky State Fair;
9. Documented military leave;
10. One (1) day prior to departure of parent/guardian called to active military duty;
11. One (1) day upon the return of parent/guardian from active military duty;
12. 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;
13. Ten (10) days for students attending basic training required by a branch of the United States Armed Forces;

14. Students participating in any of the page programs of the General Assembly, or
15. 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 (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 a date(s) falling within State or District testing periods shall not be granted.

Notes Required

Upon his/her return to school, the student who has been absent or tardy shall be required to bring a written and dated note signed by his/her parent(s), guardian, or physician explaining the reason for absence or otherwise satisfy the Principal as to the validity of the excuse. Notes must be presented within three (3) days of the student's absence in order for an absence to be considered excused and shall include the date of and reason for the absence. **For absences and tardies without written documentation, a parent excuse will be used by the school to excuse the absence/tardy, if these are available. If the limit of six (6) parent excused absences/tardies has been reached, the absence/tardy will be considered unexcused.** One (1) parent note can only be used for a single day of absence or tardy.

Board Policy 09.123 provides: Parent notes will be accepted for the above reasons for the first three (3) days missed each semester. After a student has missed three (3) days in one semester or six (6) days in a school year, a doctor or dentist's statement must be presented for the absence to be excused. An additional form may be required after ten (10) medically excused absences or tardies.

Make-Up Work

Make-up work shall be permitted for excused absences only. Students having excused absences shall be allowed the same number of days to complete make-up work, as they were absent. It is the student's responsibility to contact the appropriate teacher regarding make-up assignments.

Perfect Attendance Award

For a student to be eligible for a perfect attendance award, he or she shall have **no absences and no more than three (3) unexcused tardies.**

Barren County Schools Transfer Policy

Parents of Barren County school-aged students transferring from one school district to another are required to contact the school they are leaving to officially withdraw their student. Barren County Schools require that guardians of transfer students contact the school to request withdrawal status. Students enrolling from other school districts should also contact their former school to assist in smooth record transition.

Withdrawal of students is not official until the child enrolls in the school to which the student is transferring.

This process assists in tracking the student for state records and also expedites the process of enrolling your child at their new school. So if your child is transferring to another school district, contact the school's guidance department and inform them of the change of schools. Also remember that the school to which you

transfer will require copies of your child's birth certificate, immunization record, physical, social security card and a transcript of grades. Out of district students will need to discuss enrollment with the school's principal.

Guardianship, Residency, Legal Judgments

All guardianship documents regarding any student of the Barren County Schools are to be current and up to date at the child's school. The parent/guardian of the child is responsible for providing the school with written notice informing all school officials who are allowed to enroll the student, who has the authority to determine if a child is allowed to leave with any other designated adult, who is **NOT** allowed any contact with a student, and who has educational rights and decision making power concerning the child. This information is to be brought to the school where the child is to attend. **This is the parents' responsibility.**

Residency must be determined at the time of enrollment of any student. In some cases, the schools are authorized to request written confirmation of an address. If for any reason during the school year residency changes, parents are required to inform the school of the new place of residency. **This also pertains to any other demographic information of the child.**

Legal Documents of the court when concerning students of Barren County Schools are to be communicated to school officials of a child. **Notice of an EPO, DVO, custody order, or any other ruling that creates a situation that the school needs to be aware of becomes the responsibility of the parents or guardians.** Written documentation is required at the child's school and will be placed in their permanent file informing school officials of information that they are to be responsive to. Again, it is the **parent's responsibility** to communicate and deliver this type of information that is vital to all students' safety and well-being.

Early Dismissal From School

No student shall be dismissed early from school without permission from the Principal or his designee. Any student who leaves the school grounds without permission from the Principal shall be subject to appropriate disciplinary action.

Release of Students

Students shall be dismissed early from school only if they are signed out by the custodial parent/guardian or if written authorization from the custodial parent or guardian is on file in the Principal's office. The authorization form completed by the custodial parent or guardian shall list those people who may pick up a student.

In the event that it is not possible for the Principal or designee to obtain prior parental authorization to dismiss a child from school to the custody of someone other than the custodial parent/guardian, and the Principal or designee determines the situation to be an emergency, the person signing the student out must provide valid identification and sign the student dismissal form.

Emancipated students may sign for their own dismissal.

Exceptions

A student may be released to a person with lawful authority to take custody of the student, e.g., a police officer with a warrant. In such a case, the student's parent(s) shall be notified at the earliest opportunity.

Homebound Instruction

The Barren County Board of Education offers homebound instruction to eligible students of Barren County Schools. A certified teacher will provide instruction for students unable to attend school for more than five (5) consecutive school days due to a physical or mental condition. Before a student may be enrolled in this

program, a form must be completed and signed by a licensed physician, advanced practice registered nurse, physician's assistant, psychologist, psychiatrist, or qualified health professional. Eligibility for homebound instruction shall cease if the student works, plays sports, or participates in extracurricular activities. There is no charge for this program. For additional information, contact your child's school or the Barren County Board of Education at 270-651-3787.

No Pass No Drive Law

Kentucky High School students must adhere to KRS 159.051 and KRS 186.470 known as the No Pass, No Drive law. Once a student becomes the age of 15, they must meet standards outlined regarding attendance, academics, and enrollment in order to obtain their driver's license. **A student must not have more than nine (9) unexcused absences during a semester, not be a school dropout, and must pass at least 66% of their courses during a semester.** If any of these standards are not met by the student, the student will not be allowed to pursue their driver's license. Once a student has their driver's license, they must maintain the same criteria in order to keep their license. Any student who drops out of school will not be allowed to pursue their driver's license until their 18th birthday. The policy can be read in full by going to barren.kyschools.us and referring to Board Policy 09.4294 for more information.

DISCIPLINE CODE

Discipline Code

Development Procedures

A Discipline Code committee consisting of the administration staff of the Barren County Schools was established to develop the student Discipline Code guidelines.

Annual Review Procedures

The Discipline Code shall undergo an annual review by the school administrative staff and district advisory committee. If amendments and revisions are recommended, the superintendent shall make such recommendations to the Board of Education.

Corporal Punishment

Corporal punishment is banned by the School District as a penalty or punishment for student misbehavior. Corporal punishment refers to the deliberate infliction of physical pain on a student by any means.

Annual Orientation Procedures

Each school shall develop an effective distribution and orientation process by which students, parents, teachers, and administrators may become fully familiar with the Discipline Code. The Discipline Code is reviewed online by parents and students at the beginning of the school year and copies are made available upon request. All new students entering the Barren County Schools throughout the school year shall also review the Discipline Code online and copies are made available upon request. Any future amendments and revisions shall be distributed in the same fashion. The students are to receive orientation the first week of the school year.

Due Process/Appeal Procedures

Due process requires that the student be given oral or written notice of the charges against him/her. If the student denies the charges the evidence supporting the charges must be explained. The student must then be given an opportunity to present his/her version. Site-Based Decision-Making Council schools may have additional policies pertaining to discipline. Parents shall receive this information from individual schools.

Where Discipline Code Applies

This Code shall apply at school, on the way to and from school, and at all school-sponsored activities.

Repeat Offenses

Students who repeatedly exhibit behaviors that do not align with Barren County School District Policies and/or school Site Based Decision Making Council Policies may be considered actively incorrigible (pattern of three or more misbehaviors for same offense) and may be subject to consequences as determined by the local school and/or district policies.

Levels of Behavior and Responses

LEVELS	EXAMPLES	RESPONSES
I. Classroom disturbances Also may include misuse of computer, internet and e-mail, and all electronic communications	• Tardiness • Behavior that disrupts the orderly educational process of the school or class • Behavior that shows disrespect to school setting • Behavior that shows disrespect to self or others	• Verbal Reprimand • Teacher-student conference • Withdrawal of class privileges • Isolation from situation causing disturbance • Counseling (in-school) • Parent Involvement
II. Continuous Level I behaviors Also may include misuse of computer, internet and e-mail, and all electronic communications	• Habitual tardiness • Continued pattern of class or school disruption (as defined in Level I) or inappropriate school behavior • Failure to follow school guidelines on signing in and out of school • Chatting • Non-educational email use • Sending a win popup • Visiting non-educational websites • Playing games • Pornography • Threatening/hateful speech • Upload of virus • Vandalism • Install/possession of hacking software • Logging on/using another student's account • Videoing a fight etc.	• Parent Involvement • Referral to administrative staff • Behavioral contract • Behavioral modification techniques • Modified school day • Modified class schedule • Explore alternative program • Detention (optional to each school) • Short term suspension • Alternative suspension program • 1 day alternative classroom • Warning of computer privileges being canceled • 2 days alternative classroom • Computer privileges canceled for semester • Computer privileges canceled for year
III. Continuous Level II behaviors Acts that endanger the safety or health of others, cause damage to property, or continuous disruptive, harmful, mentally or physically demeaning, injurious or disrespectful behavior toward self or others Criminal Acts Also may include misuse of computer, internet and e-mail, and all electronic communications	• Bullying • Hazing • Threats to others • Fighting • Possession of or use of unauthorized substances • Cutting class • Leaving school grounds without permission • Vandalism (minor) • Possession or use of tobacco products including e-cigarettes, vapor products, cowboy coffee chew and similar products • Gambling • Petty theft • Truancy • Profanity/Vulgarity • Possession of threatening lists • Pornography • Upload of virus • Logging on using another student's account • Theft • Habitual truancy • Possession, use and supplying a controlled or illegal substance, possession of drug	• Temporary removal from class • Alternative programs (in school or district) • School-parent involvement • Short term suspension • Hold child responsible for replacing or correcting minor damage • Detention (option to each school) • Alternative Classroom (Saturday school) • Alternative suspension program • Administrative/staff involvement • Parental Involvement • Contact with local law enforcement • Alternative to suspension • Suspension • Court referral • Pre-Board expulsion hearing • Alternative school program • Day Treatment program • Recommend for expulsion

	- paraphernalia, or “look alike drug” ● Extortion ● Setting off false fire alarms ● Arson ● Assault ● Taser ● Sexual abuse and/or harassment ● Possession of weapons ● Bomb threat ● Paging device ● Misuse of cellular phone ● Other incorrigible conduct ● Pornography ● Upload of virus ● Logging on using another student’s account ● Severe misuse of electronic media	
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The responses listed above are not listed in any prioritized order. They are a list of options that may be used as a consequence for misbehavior. (The above levels of behaviors and responses are general in nature and are meant to serve as a guide. Persons administering the responses are given, and should use, flexibility in applying this code of discipline to allow for extenuating circumstances.)

Penalties for False Bomb Threats

Making a false bomb threat is a federal offense with a criminal penalty of up to ten years in prison, \$250,000 fine, or both. This penalty also applies to juvenile offenders. In addition to state and federal laws, there are district and school policies that prescribe penalties for bomb threats.

Assault and Threats of Violence

For purposes of this Policy, a “threat” shall refer to a communication made by any means, including, but not limited to, electronic and/or online methods. Any student who threatens, assaults, batters or abuses another student shall be subject to appropriate disciplinary action, including suspension or expulsion. Students may also be subject to prosecution or juvenile justice interventions for assault, threats, or other abusive conduct.

The Principal shall provide written notice to all students, parents, and guardians of students within (10) days of the first instructional day of each school year of the provision of KRS 508.078 and potential penalties under KRS 532.060 and KRS 534.030.

Assault and Threats of Violence - Notice of Penalties and Provisions

508.078 Terroristic threatening in the second degree.

- (1) A person is guilty of terroristic threatening in the second degree when, other than as provided in KRS 508.075, he or she intentionally:
 - (a) With respect to any unscheduled, publicly advertised event open to the public, any place of worship, any school function, any workplace, or any gathering of three (3) or more persons, threatens to commit by any means, including by use of a firearm, any act likely to result in death or serious physical injury to any person. A threat directed at a person or persons at a scheduled, publicly advertised event open to the public, place of worship, school, workplace, or gathering of three (3) or more persons does not need to identify a specific person or persons or school in order for a violation of this section to occur.
 - (b) Makes false statements by any means, including by electronic communication indicating that an act likely to result in death or serious physical injury is occurring or will occur, for the purpose of:
 1. Causing evacuation of a school building, school property, or school-sanctioned activity;
 2. Causing cancellation of school classes or school-sanctioned activity; or
 3. Creating fear of serious bodily harm among students, parents, or school personnel;

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

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

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

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

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

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

Penalties

Committing a Class D felony (adult) 1-5 years imprisonment (KRS 532.020) and/or \$1,000-\$10,000 fine (KRS 534.030).

Committing a Class C felony (adult), 5-10 years imprisonment (KRS 532.020) and/or \$1,000-\$10,000 fine (KRS 534.030).

Committing a felony (juvenile) fine not to exceed \$500 (KRS 635.085), with fine assessed at the court's discretion in lieu of commitment to the Department of Juvenile Justice.

Student Suspension/Expulsion

Serious or repeated misbehavior or violations of school rules may result in the suspension or the expulsion of a student. Willful disobedience or defiance of authority, profanity or vulgarity, assault, battery or abuse of other persons, threat or force of violence, use or possession of alcohol or drugs, stealing, destruction or defacing of property, carrying or use of dangerous weapons, or other incorrigible bad conduct on school property as well as off school property at school sponsored activities constitutes cause for suspension or expulsion of students.

Suspension is exclusion of a student from school for a specified, brief period of time, usually not to exceed ten (10) days. The superintendent, principals, or head teachers are empowered to suspend students but must report such action in writing immediately to the superintendent and to the parent or guardian. No student may be suspended until the following:

1. Oral or written notice of the charges, which constitute the cause for suspension, must be given to the student.
2. The evidence supporting the charges must be explained to the student if he or she denies the charges.
3. The student must be given the opportunity to respond to the charges.

There need be no delay between the notice of charges and the time of the informal hearing. As a general rule, the above procedures are to be followed prior to the removal of the student. However, if the superintendent or principal believes that immediate suspension is necessary to protect persons or property or to avoid disruptions of the academic process, the student may be suspended immediately and the necessary notice and hearing are to be held as soon as possible after the suspension is effected.

A conference should be held between the official who meted out the suspension and the student and his/her parents or guardian prior to readmission.

A student who is removed from the same classroom three (3) times within a thirty (30) day period shall be considered “chronically disruptive” and may be suspended from school. No other basis for suspension shall be deemed necessary.

Exclusion from school for a period longer than ten (10) days, is usually considered to be an expulsion. Only the Board of Education may expel. However, the superintendent or principal may suspend for a period longer than ten (10) days pending a Board expulsion hearing.

In order for expulsion to take place, the student is entitled to a procedural due process hearing before the Board, including the following:

1. A written statement, setting forth the specific charges and grounds, which, if proven, would justify expulsion under the law, will be presented to the student and his/her parents or guardians. The statement will be of sufficient clarity and presented in advance of the hearing to allow the student to prepare a reasonable defense. The action of the Board will be based on those specific, written charges—no others.
2. The student will be fully informed of the manner in which the alleged violation(s) came to the attention of the Board.
3. During the hearing the student and his/her parents or guardians will be afforded the opportunity to present the Board with a defense to the charges by oral or written testimony, including the introduction of a reasonable number of witnesses on his/her own behalf.
4. Should the student and his/her parents or guardians desire, they may be accompanied by a lay advisor and represented by legal counsel at the parents’ expense. If the student is to be represented by legal counsel, the Board must be notified of this intention so that the Board Attorney may also be present.
5. The student is entitled to an expeditious handling of his/her case and prompt decisions after the hearing, consistent with the requirements of mature and careful reflection by the Board.
6. The student will be given the Board’s decision in writing.
7. The decision of the Board is final.

If the student and parents or guardians fail to appear at the scheduled hearing, the Board will take whatever action it deems appropriate according to the charges and evidence. If the student is expelled for a period less than the full school year, a conference should be held with the Board or its designees prior to readmission.

The Board shall require the expulsion from school for a period of at least twelve (12) months for a student who is determined by the Board:

1. Through clear and convincing evidence to have made threats that pose a danger to the well-being of students, faculty, or staff of the District;
2. To have brought a weapon to a school under its jurisdiction per Board Policy 05.48.

The Board may expel a student for longer than twelve (12) months.

In lieu of expelling a student, or upon the expiration of a student’s expulsion, the Superintendent may place a student into an alternative program or setting if the Superintendent determines placement of the student in his or her regular school setting is likely to substantially disrupt the educational process or constitutes a threat to the safety of other students or school staff.

Reference: Barren County Board Policy 09.435 Expulsion

Search and Seizure

REASONABLE SUSPICION

No student's outer clothing, pockets, or his or her personal effects (e.g., handbags, backpacks, etc.) shall be searched by authorized school personnel unless there are reasonable grounds to believe the search will reveal evidence that the student has violated or is violating either a school rule or the law. Search of a student's person shall be conducted only with the express authority of the Principal/designee.

REGULAR INSPECTION

School property, such as lockers, desks, and network systems, technology resources and accounts owned or supplied by the District are jointly held by the school and the student. School authorities have the right to conduct general inspection of all such property and resources on a regular basis. Students should not expect privacy for items and information left in such locations.

USE OF VIDEO CAMERAS

Video cameras may be installed in areas used in the instruction and transportation programs to record student behavior. Evidence of student misbehavior recorded on video may be used to discipline students.

USE OF TRAINED DOGS

The Superintendent may request the assistance of law enforcement officials to conduct reasonable searches of students and school property for contraband (prohibited items), including the utilization of trained dogs to search school property.

USE OF METAL DETECTORS

School administrators may authorize the use of stationary and mobile metal detectors for searches as follows:

- Search all students entering the premises;
- Search students on a random basis, provided a non-discriminatory, random selection process is used; or
- Search an individual student or a selected group of students when there is reasonable suspicion to believe a student or one or more students in a group is concealing a weapon, a vaping device, or other prohibited item.

School administrators shall use the following procedures when conducting metal detector searches of students in school or on school property:

- School administrators shall be trained in the use of the metal detector equipment to be used;
- Searches shall be reasonable in scope and duration, shall not be excessively intrusive, and shall be conducted in a uniform manner;
- Prior to the beginning of the search, students will be asked to remove all metal objects from their pockets;
- If a metal detector is activated during the initial search of a student, the search may be repeated;
- If the student continues to activate the device, a pat-down search may be conducted;
- Any search of a student's person as the result of the activation of the detector will be conducted in private by a person of the same sex as the student;
- A witness, preferably of the same sex as the student, shall be present when a personal search is conducted;

- All searches shall terminate after the item that activated the device has been located;
- Any illegal objects found during the search will be turned over to law enforcement, and disciplinary action will be taken in accordance with the Code of Acceptable Behavior and Discipline; and
- While searching for weapons and/or other unauthorized objects (vape pens and other prohibited items), other contraband discovered in the course of the search may be removed from any student.

Medication

Medication taken during school hours: Parents must obtain a permission form from their child's school in order to take any type of medication during school hours. There will be two (2) separate forms: one for over the counter and one for prescribed medications. Board Policy 09.2241 requires medical provider authorization for over-the-counter drugs/prescription medications. These permission forms must be signed by the child's guardian and on file at the school. All medication must be in the original container. All prescription medications and over-the-counter medications must be turned in to the office for dispensing by authorized personnel. Students are not permitted to transport medicines to school or to carry medications of any type on their person while at school or during any school-sponsored activity unless medical documentation is provided by the parent/guardian supporting the need for a student to carry a medical device and/or medication on their person due to a pressing medical need. Under these circumstances, the principal or assistant principal may grant permission.

Provided the parent/guardian and physician file a written statement/authorization each year, a student under treatment for asthma shall be permitted to self-administer medication.

Parents are required to notify the student's principal if the student has any medical condition that threatens the safety of the student or others in the school.

Each student must pass an annual medical examination performed and signed by a medical practitioner as a prerequisite to eligibility for interscholastic athletics.

Alcohol and Other Drugs Policy

Drugs, Narcotics, Controlled Substances, Alcohol, and Mood Altering Substances Prohibited

No student shall receive, purchase, possess, attempt to possess, use, be under the influence of, sell or transfer alcoholic beverages, narcotics, drugs, controlled substances, mood altering substances (including THC, Delta 8, Delta 9 vapes, gasses, solvents and solvent-based products, butane propane, adhesives and similar products), drug paraphernalia and/or assist another student in the receipt, sale or transfer of alcoholic beverages, narcotics, drugs, controlled substances, mood altering substances (such as inhalants, THC, Delta 8, Delta 9 vapes) or drug paraphernalia on school property, in any school vehicle, at any school-sponsored or sanctioned activity or event, or in route to or from school property or a school-sponsored or sanctioned activity or event.

Drugs, Narcotics and Controlled Substances Defined

Controlled substance means any substance or immediate precursor listed as a drug, narcotic or controlled substance in Chapter 218A of the Kentucky Revised Statutes or any regulations promulgated thereunder.

Counterfeit, Look-Alikes and Simulated Drugs, Narcotics and Controlled Substances

No student shall receive, purchase, use, sell, possess, attempt to possess, or transfer any counterfeit, look-alike or simulated narcotics, drugs, controlled substances and/or assist another student in the receipt, sale or transfer of any counterfeit, look-alike or simulated narcotics, drugs or controlled substances on school property, in any school vehicle, at any school-sponsored or sanctioned event or activity or in route to or from school property or a school-sponsored or sanctioned event or activity, with the representation or the creation of an impression that the substance which is received, used, possessed, sold, or transferred is a narcotic, drug or controlled substance.

Authorized Medication

Use of a drug, narcotic, or controlled substance prescribed and authorized for a student by a physician or dentist and administered in accordance with a prescription shall not be considered in violation of this policy.

Penalties

Violation of this policy shall constitute reason for disciplinary action, including, but not limited to, suspension and/or expulsion from school.

Penalty For Sale, Receipt or Transfer or Assistance in the Sale, Receipt or Transfer

For the sale, receipt or transfer of alcoholic beverages, narcotics, drugs, controlled substances or counterfeit, look-alike or simulated narcotics, drugs or controlled substances and/or assistance in the receipt, sale or transfer of alcoholic beverages, drugs, narcotics, controlled substances, drug paraphernalia, counterfeit, look-alike or simulated alcoholic beverages, narcotics, drugs or controlled substances, the student will immediately be suspended, and a recommendation for expulsion will be made.

Penalty for Possession, Use or Being Under the Influence

For a first offense for possession, use, or being under the influence of alcoholic beverages, narcotics, drugs or controlled substances or for the possession or use of counterfeit, look-alike or simulated narcotics, drugs or controlled substances for possession or use of drug paraphernalia (where the possession, use or being under the influence does not result from the sale, receipt or transfer on school property, in any school vehicle, at any school sponsored or sanctioned activity or event or in route to or from school property or a school sponsored or sanctioned activity or event) that student will receive an immediate suspension of no less than five (5) days, no more than ten (10) days, and/or alternative placement at the discretion of the building principal based on individual circumstances and the Superintendent may recommend expulsion.

In the case of a first offense for possession, use, or being under the influence of alcoholic beverages, narcotics drugs, controlled substances or the possession of use of counterfeit, look-alike or simulated narcotics, drugs or controlled substances or drug paraphernalia under the terms of the preceding paragraph, a recommendation for

expulsion, at the discretion of the Superintendent, may be waived if the student and his/her parent(s) or guardian(s) obtain, at their expense, an evaluation of the student's alcohol, drug, narcotic, or controlled substance use from a qualified chemical dependency counselor acceptable to the district and complete any and all counseling or other treatment recommended in the evaluation.

A second violation of such possession, use or being under the influence of alcoholic beverages, narcotics, drugs or controlled substances or counterfeit, look-alike or simulated narcotics, drugs or controlled substances during the student's enrollment will result in immediate suspension and a recommendation for expulsion. May be referred to a Pre-Board Expulsion Committee.

The Superintendent shall establish a drug-free/alcohol-free awareness program for all students, which shall include:

Awareness Program

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

Tobacco, Alternative Nicotine, or Vapor Products

Students shall not be permitted to use or possess any tobacco products, alternative nicotine products, or vapor products as defined in KRS 438.305 on or in all Board property at all times, including any vehicle, owned, operated, leased, board contracted for use by the Board and while attending or participating in any school-related student trip or student activity. Students who violate these prohibitions while under the supervision of the school shall be provided with age-appropriate nicotine cessation information and shall be subject to disciplinary action.

Dangerous Instrument/Deadly Weapons

Dangerous Weapons Prohibited

A student carrying, bringing, using, or possessing any deadly weapon or dangerous instrument in any school building, on school grounds or within 1,000 yards of school grounds, in any school vehicle, or at any school-sponsored activity will be immediately reported to the Superintendent, who shall bring charges to the Pre-Board Expulsion Committee or to the Board for expulsion for the District schools. Expulsion shall be for a minimum of one calendar year. Modification may be made on a case-by-case basis.

Students participating in an authorized extracurricular activity or team involving the use of firearms are exempt. Students are not to be in possession of pocket knives on school property.

Dangerous Weapons Defined

"Dangerous instrument" means any instrument, including parts of the human body when a serious physical injury is a direct result of the use of that part of the human body, article, or substance which, under the circumstances in which it is used, attempted to be used, or threatened to be used, is readily capable of causing death or serious physical injury.

"Deadly weapon" means any of the following:

A weapon of mass destruction;

Any weapon from which a shot, readily capable of producing death or other serious physical injury, may be discharged;

Any knife other than an ordinary pocket knife or hunting knife;
Billy, nightstick, or club;
Blackjack, slapjack or taser;
Nunchaku karate sticks;
Shuriken or death star; or
Artificial knuckles made from metal, plastic, or other similar hard material.

General Statement of Policies Prohibiting Discrimination, Harassment, Bullying, and 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.

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, on school premises, on school-sponsored transportation, or at school-sponsored events 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.

Harassment / Discrimination Defined

Harassment/Discrimination is unlawful behavior based on race, color, national origin, age, religion, sex (including sexual orientation or gender identity), 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.

Bullying Defined

Per KRS 158.148, "bullying" is defined as 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 school-sponsored events;
2. That disrupts the education process.

Hazing Defined

Per KRS 508.180, "hazing" is defined as a direct action which substantially endangers the physical health of a minor or student for the purpose of recruitment, initiation into, affiliation with, or enhancing or maintaining membership or status within any organization, including but not limited to actions which coerce or force a minor or a student to:

- a.) Violate federal or state criminal law;
- b.) Consume any food, liquid, alcoholic liquid, drug, tobacco product, or other controlled substance which subjects the minor or student to a risk of serious physical injury;

- c.) Endure brutality of a physical nature, including whipping, beating or paddling, branding, or exposure to the elements;
- d.) Endure brutality of a sexual nature; or
- e.) Endure any other activity that creates a reasonable likelihood of serious physical injury to the minor or student.

Per KRS 508.180, “organization” is defined as a number of persons who are associated with a school or postsecondary education institution and each other, including a student organization, fraternity, sorority, association, corporation, order, society, corps, club, or similar group and includes any student organization registered pursuant to policies of the school or postsecondary education institution at any time during the previous five (5) years.

Reports

Students who believe they or any other student is being subjected to discrimination/harassment, bullying, or hazing should, as soon as reasonably practicable, report it. In each school building, the Principal is the person responsible for receiving reports of harassment/discrimination, bullying, or hazing at the building level. Otherwise, reports may be made directly to the Superintendent. Additionally, if sexual discrimination or harassment is being alleged, reports may be made directly to one of the District’s Title IX Coordinators. The District’s Title IX Coordinators are:

Christa Middleton, Anthony Frazier
Barren County Board of Education
600 Trojan Way
Glasgow, KY 42141
270-651-3787
anthony.frazier@barren.kyschools.us
christa.middleton@barren.kyschools.us

Employees are expected to take reasonable and prudent action in situations involving student welfare and safety, including following District policy requirements for 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.

In serious instances of peer-to-peer bullying/hazing/harassment, employees must report to the alleged victim’s Principal, as directed by Board policy 09.42811. The Principal/designee shall investigate and address alleged incidents of such misbehavior.

In certain cases, employees must do the following:

1. Report bullying and hazing to appropriate law enforcement authorities as required by policy 09.2211; and
2. Investigate and complete documentation as required by policy 09.42811 covering federally protected areas.

This is a summary of the District’s policy against discrimination/harassment, bullying, and hazing. A complete copy of the policies are available at the Principal’s office upon request.

Title IX Sexual Harassment/Discrimination

Barren County Schools (the “District”) is committed to providing a working and learning environment that is free from discrimination based on sex, including sexual harassment and sexual violence. The District does not discriminate on the basis of sex in any of its education or employment programs or activities. Title IX of the Education Amendments of 1972 (“Title IX”), its regulations, and certain other federal and state laws prohibit discrimination in such a manner. Under Title IX, discrimination on the basis of sex includes sexual harassment.

Title IX’s requirement not to discriminate in any of the District’s education programs or activities applies to both students and employees and extends to both admission and employment. Inquiries about the application of Title IX and its regulations to the District may be referred to the District’s Title IX Coordinator, the Assistant Secretary for Civil Rights of the United States Department of Education, or both:

Title IX Coordinators

Anthony Frazier &

Christa Middleton

600 Trojan Way

Glasgow, KY 42141

270-651-3787

anthony.frazier@barren.kyschools.us

christa.middleton@barren.kyschools.us

Assistant Secretary for Civil Rights

U.S. Dept. of Education Office for Civil Rights

400 Maryland Ave., SW

Washington, D.C. 20202-1100

1-800-421-3481; 1-800-877-8339 (TDD)

202-453-6012 (Fax)

OCR@ed.gov

The District is committed to fostering an environment free from discrimination on the basis of sex. To the extent that any District policy or procedure regarding discrimination or harassment on the basis of sex (as defined by Title IX) conflicts with the Title IX regulations effective August 14, 2020, Title IX and its regulations will control.

Title IX of the Education Amendments of 1972

Title IX is a federal law that states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." The U.S. Department of Education’s Office for Civil Rights (OCR) enforces Title IX.

Although Title IX is best known for breaking down barriers in sports for women and girls, Title IX and its regulations also require that schools adopt specific grievance procedures to address formal complaints of sexual harassment (as that term is defined by Title IX.)

The District’s policies and procedures for addressing reports and complaints of sex-based discrimination (including sexual harassment) are intended to comply with Title IX and its regulations. To the extent that they conflict with Title IX or its regulations, Title IX and its regulations will control.

Title IX Coordinator

Who is the Title IX Coordinator?

The District has appointed a Title IX Coordinator to coordinate the District’s efforts to comply with its responsibilities under Title IX and its regulations. The Title IX Coordinator’s name and contact information are as follows:

Title IX Coordinators

Anthony Frazier &

Christa Middleton

600 Trojan Way

Glasgow, KY 42141

270-651-3787

anthony.frazier@barren.kyschools.us

christa.middleton@barren.kyschools.us

Who can contact the Title IX Coordinators?

Any person may report sex discrimination, including sexual harassment, to the Title IX Coordinator, regardless of whether the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment.

How can I contact the Title IX Coordinators?

Any person can contact the Title IX Coordinators in person, by mail, telephone, or by electronic mail, by using the contact information listed above, or by any other means that results in the Title IX Coordinators receiving the person's verbal or written report. A report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinators.

Sexual Harassment Under Title IX

What is sexual harassment?

Title IX defines sexual harassment as conduct on the basis of sex that satisfies one or more of the following:

- A District employee conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct;
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity;
- or
- Sexual assault, dating violence, domestic violence, or stalking.

How does the District respond to reports of sexual harassment?

All students and employees are encouraged to report sexual harassment to the Title IX Coordinators. Upon receiving a report of sexual harassment in an education program or activity, the Title IX Coordinators will contact the complainant (the individual alleged to be the victim of conduct that could constitute sexual harassment) to discuss the availability of supportive measures and explain the process for filing a formal complaint of sexual harassment.

The District also reserves the right to remove a respondent (the alleged perpetrator of conduct that could constitute sexual harassment) from its education program or activity on an emergency basis, subject to the requirements of Title IX and its regulations.

What is a formal complaint of sexual harassment?

Either a complainant or the Title IX Coordinators can file a formal complaint alleging sexual harassment against a respondent.

To qualify as a formal complaint, the document must be filed by a complainant (a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint) or signed by the Title IX Coordinator. The document

must allege sexual harassment against a respondent and request that the District investigate the allegation of sexual harassment.

At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the District's education program or activity.

How does the District respond to formal complaints of sexual harassment?

Formal complaints of sexual harassment trigger the grievance procedures prescribed by Title IX and its regulations. The District's grievance procedures for formal complaints of sexual harassment and complaints including allegations of sexual harassment are set forth in District Procedure 09.428111 AP.11 referenced below.

Title IX Policies and Procedures

- District Policy 03.113 (Equal Employment Opportunity – Certified Personnel)
- District Policy 03.212 (Equal Employment Opportunity – Classified Personnel)
- District Policy 09.13 (Equal Educational Opportunities – Students)
- District Policy 03.1621 (Title IX Sexual Harassment – Classified Personnel)
- District Policy 03.2621 (Title IX Sexual Harassment – Certified Personnel)
- District Policy 09.428111 (Title IX Sexual Harassment – Students)
- District Procedure 09.428111 AP.1 (Notice to Individuals Regarding Title IX Sexual Harassment/Discrimination)
- District Procedure 09.428111 AP.11 (Title IX Sexual Harassment Grievance Procedures)
- District Procedure 09.428111 AP.21 (Title IX Sexual Harassment Reporting Form)

Copies of these policies and procedures can be accessed online at [Kentucky School Boards Association Policy Services System](#) or be requested from the Title IX Coordinators

Special Education Discipline Procedures

Student Behavior

The behavior of exceptional education students, and other students who have been referred for evaluation for possible special education placement and related services, should be considered during Admissions and Release Committee (ARC) meetings and addressed through the IEP.

Since behaviors of an exceptional student may be related to or caused by the student's disability, the role of exceptional education includes the instruction of appropriate behavior.

It is the intent of the Barren County Public Schools that discipline and instruction for exceptional education students is designed to maximize the use of methods that enhance a sense of self-worth and competency. The following standards will be utilized in the implementation of disciplinary methods:

1. Intervention techniques should focus not only on eliminating a certain undesirable behavior, but also upon determining the purpose of that behavior, and the provision/instruction of a more acceptable behavior.
2. A variety of positive reinforcers and opportunities for the development of self-control shall be utilized prior to the consideration of negative interventions.

Discipline of ECE Students:

1. Disciplinary techniques used with regular education students may also be used as short term disciplinary methods with exceptional students in conjunction with any modifications indicated in the IEP. “Short-term” is defined as any method, or combination of methods, that results in an interruption of the IEP for no more than a total of ten (10) school days.
2. In-school alternative programs may be used as a short-term disciplinary method with exceptional students as long as services continue to be provided according to individual education plans and do not exceed ten (10) school days. Any change that occurs that constitutes a change of placement (including removal for more than ten (10) school days), requires due process procedures to assure the continuous implementation of the specially designed instruction as stated in the IEP and will be determined by the ARC.

Suspension and Expulsion

ECE and 504 students who create a dangerous or disruptive situation may be suspended from school. The due process procedures for short-term suspensions are the same as for all students and are outlined in the Student Discipline Code. Students may not be suspended from school for more than a total of ten (10) days per school year without services being provided according to the IEP or 504 plan. Admissions and Release Committee (ARC) or 504 committee must convene prior to the eleventh (11th) day of suspension to decide upon a change of placement and determine method(s) of service delivery. Parents will be given prior written notification of an ARC meeting or 504 meeting to be held. At this meeting, a statement shall be included on the Conference Summary Report (signed by all present) that the parents have received a copy of and understand their rights, including the right to a due process hearing if they disagree with the committee’s determination. All ARC actions are documented on the Conference Summary Report.

The ARC/504 Committee must consider current evaluation data and other pertinent information in order to determine:

- a. If the IEP or 504 plan are responsive to evaluation data, and being fully and correctly implemented, and
- b. whether or not the behavior or misconduct was related to or caused by the student’s disability (manifestation determination).

If the ARC/504 Committee finds that the IEP/504 plan and placement are not appropriate or not being fully and correctly implemented, appropriate modifications should be determined at the ARC/504 meeting and documented on the IEP or 504 plan and Conference Summary Report. No further disciplinary action beyond the suspension should occur.

If the ARC/504 Committee finds that the IEP/504 plan and placement are appropriate and being fully and correctly implemented, they must then consider whether or not the misconduct was related to or caused by the student’s disability through a Manifestation of Determination.

Misconduct Related to Disability

If the ARC/504 committee finds that the student’s misconduct was caused by or had a direct substantial relationship to the student’s disability, this should be documented on the Conference Summary Report and IEP/504 plan will be amended accordingly to meet the needs of the student in the current setting. Change of placement can be made for an ECE student if guardians are in agreement or for 45 days if a student brings a drug or weapon to school or causes substantial harm to another person. If expulsion is being considered, a copy will be transmitted by the principal directly to the Superintendent. If this determination is made, the Superintendent may not recommend expulsion to the board of education for an ECE student.

If the ARC/504 committee finds that the student's misconduct was not caused by or had a direct and substantial relationship to the child's disability, an explanation will be documented on the Conference Summary Report and the student can be disciplined as any other student to include a change in placement with services. If expulsion is being considered, a copy will be transmitted directly to the Superintendent. If this determination is made, the Superintendent may recommend expulsion to the board of education. Even if the student is expelled, educational services may not cease. Therefore, the ARC will meet within three (3) days of the date of the expulsion to determine a plan to continue educational services; this plan will be documented on a new IEP and Conference Summary Report.

Due Process Hearing Request

If parents disagree with any ARC decision, they may request a due process hearing. If they do so, once the fixed term of the disciplinary suspension expires, the student returns to his previous educational placement unless parents agree to a different placement. Once the hearing decision is reached, the ARC resumes at that point in the process.

Temporary Court or Hearing Officer Exclusion

In instances of extremely serious misconduct in which it appears that maintaining a student in his/her current educational placement is substantially likely to result in injury to self or others, the school district may choose to pursue through the judicial system a temporary exclusion of the student from school. This action is initiated only when parents refuse a change of placement, and is designed to allow a "cooling off" period for planning purposes. In order to initiate this district court action, the principal will contact the Director of Special Programs after the ARC has determined that the student's behavior is related to or caused by his/her disability, and after the parents have refused to accept a change in placement. While all ARC determinations must be made prior to the initiation of court proceedings, it would not be necessary to pursue due process hearing procedures first.

SEXUAL EXTORTION

Ensuring the safety and wellbeing of our students is one of the many responsibilities that we have as a school district. Senate Bill (SB) 73[1], related to sexual extortion, was recently passed by the legislature and requires the district to provide the following information about sexual extortion to help ensure that parents/guardians have the resources they need to support their student(s) and protect them from being victimized (KRS 531.125).

Sexual extortion, also known as sextortion, occurs when someone threatens another person – through violence, harm to reputation, or distribution of explicit material – with the intent to coerce them into unwanted actions. These actions may include engaging in sexual conduct, providing explicit content, providing money or valuables, or complying with demands against the victims' will. These situations can cause significant emotional distress and place victims in dangerous situations. Many victims feel forced to comply because they fear the repercussions. Below is the exact language in SB 73/KRS 531.125, followed by resources provided to support you and your student.

Sexual Extortion is defined as:

- (1) A person is guilty of sexual extortion when he or she communicates, through any means, a threat to:
 - (a) Injure the property or reputation of another person or commit violence against another person with the intent to coerce that person to:

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

Schools are required to display posters with resources to help young people report and seek support if they believe they or someone they know are victims of sextortion. One of the most effective ways to protect youth is by encouraging open communication with trusted adults.

Parents and guardians play a key role in keeping their student(s) safe by discussing healthy relationships and by respecting boundaries. Together, we can help ensure these children understand that sexual extortion is NEVER their fault, and that there is always someone out there to help them navigate these situations if they find that they have fallen victim to these predators. Offenders often manipulate, groom, or trick young people into sharing images and scare them into submission. To support families, the National Center for Missing & Exploited Children (NCMEC) provides resources to help parents talk with their student(s) about these risks and take steps to remove harmful images from the internet.

What Parents Should Know About Sextortion:

<https://www.missingkids.org/content/dam/netSMARTZ/downloadable/tipsheets/sextortion-what-parents-should-know.pdf>

Even if an explicit image or video has been shared, there are ways to have it removed. Parents and guardians can help young people by using NCMEC's Take It Down tool and reporting the content to the platform or app where it was posted. For more information, visit these resources:

Take It Down – Remove Explicit Images: <https://takeitdown.ncmec.org/>

Our district is committed to helping you keep your students safe from sexual extortion. Please do not hesitate to contact school or district staff with any questions or concerns related to this critical issue.

[1] The full text of SB 73 is available at <https://apps.legislature.ky.gov/recorddocuments/bill/25RS/sb73/bill.pdf> and becomes effective June 27, 2025. SB 73 creates a new statute, KRS 531.125, and is available at <https://apps.legislature.ky.gov/law/statutes/statute.aspx?id=56088>.

TRANSPORTATION

TRANSPORTATION SERVICES POLICY (09.2261)

PURPOSE

Ensuring the safety of students during their commute requires a collaborative effort between parents, students, and the District. Adhering to the District's policies and procedures for bus riding is crucial to prevent misunderstandings and enhance safety.

Pursuant to KRS 158.110, KRS 158.148, and the Kentucky Department of Education Statewide Student Transportation Services Policy Guidelines, this policy contains the expectations for use of transportation services for students who are transported and for their parents/guardians.

The Kentucky Department of Education Statewide Student Transportation Services Policy Guidelines are incorporated herein by reference. A copy may be obtained by visiting the Kentucky Department of Education website or by contacting the school Principal or Director of Transportation.

IMPLEMENTATION

The Superintendent or designee shall be responsible for overall implementation of this policy. The Board shall update the policy every two (2) years.

WAITING FOR AND BOARDING THE BUS

Students are expected to:

- 1) Be at the bus stop at least five (5) minutes ahead of time. The bus cannot wait beyond the regular schedule for those who are tardy.
- 2) Wait in an orderly line off the highway or street.
- 3) Do not run toward or across the street in front of the school bus while it is in motion.
- 4) Wait for the bus to come to a complete stop before boarding.
- 5) If crossing the street, wait until the bus comes to a complete stop and the bus driver signals you to cross.
- 6) Use the handrail.
- 7) Take a seat without disturbing other students.

RIDING THE BUS

Students are expected to:

- 1) Ride only the bus assigned by the District.
- 2) Obey the bus driver's instructions.
- 3) Ride in assigned seats when provided.
- 4) Remain seated while the bus is in motion.
- 5) Keep arms, legs, head, and other objects inside the bus.
- 6) Refrain from talking to or distracting the driver, except in an emergency.
- 7) No fighting or using profane language on the bus.
- 8) No live animals.
- 9) No tampering with any equipment or operating any bus part.

- 10) Do not damage or disfigure the bus.
- 11) No eating, drinking, or chewing gum.
- 12) No alcohol, tobacco, alternative nicotine, vapor products, or drugs.
- 13) No harassment, bullying or hazing.
- 14) No weapons or sharp objects.
- 15) No glass containers.
- 16) No flammable materials.
- 17) No helium balloons.

VIOLATIONS

Student misconduct on the bus is subject to the same disciplinary measures as misconduct at school. The bus driver will report behavior incidents to the Principal or other school administrator. Discipline will be administered in accordance with the District Code of Acceptable Behavior and Discipline. Subsequent violations may result in increased intervention and consequences. The Principal or Director of Transportation may place a student on probation or remove a student from bus riding privileges depending on the severity of the misconduct.

REPORTS OF BULLYING, FELONIES PURSUANT TO KRS 158.156, OR OTHER BUS MISCONDUCT

Students who believe they or any other student is being or has been subjected to bullying, a felony offense pursuant to KRS 158.156, or any other bus rule violation shall, as soon as reasonably practicable, report it to the bus driver or to the Principal. A bus driver receiving a student report shall notify the Principal as soon as reasonably practicable.

Upon receipt of a report of bullying, a felony offense pursuant to KRS 158.156, or any other bus rule violation, the Principal/designee shall document the report, investigate, and respond to the report in accordance with established Board policies and the District Code of Acceptable Behavior and Discipline. Bullying shall be investigated in accordance with Board policy 09.422. Felony offenses shall be reported in accordance with Board policy 09.2211. The Principal/designee shall contact parents of students involved in a report of bus misconduct.

No one shall retaliate against a student because the student submits a report, assists in an investigation, proceeding, or hearing related to a report or because the student opposed conduct that violates this policy. Reports of retaliation shall be made to the Principal and will be investigated. If a report of retaliation is substantiated, appropriate disciplinary action in accordance with the District Code of Acceptable Behavior and Discipline will be taken.

DRIVER RIGHTS

When a bus driver alleges that a student has committed a violation that places the student or others at risk of physical harm or otherwise makes it unsafe for the driver to continue transporting students, the driver may refuse to provide further transportation of the student at the time of the incident upon written report to the Superintendent/designee and may transfer the student to an appropriate District official, law enforcement, or the student's parent/guardian. The driver may refuse future transportation of the student until an interim or final determination of disciplinary action by the Superintendent/designee. For a reported alleged violation that does not place the student or others at risk of physical harm or otherwise does not make it unsafe for the driver to continue transporting students, the Superintendent/designee shall issue an interim or final determination of disciplinary action within one (1) week of the submitted report.

The bus driver's written report of alleged misconduct may contain the driver's recommendation regarding revocation of the student's transportation privileges. The driver may be heard at any disciplinary hearing against a student relating, at least in part, to misconduct that occurred during the driver's transportation of the student. A driver's recommendation shall be considered as a factor for interim or final determination of disciplinary action. A driver is permitted, to the extent permitted by law, to receive written notice from the Superintendent/designee of the investigation, disciplinary action imposed, and reasoning in response to reported misconduct.

Upon the restatement of a student's transportation privileges after an interim or final determination of disciplinary action, a bus driver making a written report of alleged misconduct may elect to receive an alternate route assignment in lieu of transporting the student by providing written notice to the Director of Transportation.

PARENT/GUARDIAN RESPONSIBILITIES AND BEHAVIOR

- 1) Parents should report any misconduct on the school bus to the Principal. 2) Parents should encourage students to observe all safety and conduct expectations established for the safe and efficient operation of the school bus.
- 3) Parents should observe extreme caution when approaching bus stops, moving buses, or stopped buses.
- 4) Parents should supervise their student before a bus picks up the student and after the bus drops off the student.
- 5) Parents should ensure their student is at the bus stop five (5) minutes before the bus is scheduled to arrive.
- 6) Parents of a preschool student must meet the bus to receive their student. 7) A parent should never enter a school bus without the direct written consent of the Superintendent. Any parent issues or complaints should be directed to the Principal or the Director of Transportation. A school bus is a safe zone for students, and only those with proper authorization will be allowed.
- 8) A parent should never threaten, intimidate, or harass a bus driver or obstruct, impair, or hinder the driver in the performance of duties.

VIOLATIONS

Parents/guardians who engage in behavior that places their student or other students at risk of physical harm or otherwise make it unsafe for the driver to continue transporting students may be criminally charged. Parent/guardian misconduct may also be a consideration for future transportation privileges for the student.

When parent misconduct is alleged, the driver shall report the incident in writing to the Superintendent/designee and may contact law enforcement if deemed necessary. The Superintendent/designee shall investigate the report. The driver may be heard at any disciplinary hearing and may make a recommendation regarding future transportation of the student during any disciplinary proceedings relating, at least in part, to alleged misconduct by the student's parent/guardian and the impact upon a student's transportation privileges.

Intervention or consequences for parent/guardian misconduct will depend on the severity of the behavior. Subsequent violations may result in increased intervention and consequences. Decisions regarding interventions and consequences shall initially be made by the Superintendent/designee. If the parent desires to appeal the Superintendent's decision, the parent may file a Grievance to be decided by the Board pursuant to

REFERENCES TO RELEVANT CRIMINAL VIOLATIONS

- 1) KRS 511.020 makes it a Class B felony for a person, with the intent to commit a crime, knowingly entering or remaining unlawfully upon a school bus, and when in effecting entry or while upon the school bus or in the immediate flight therefrom, the person or another participant in the crime causes physical injury to another person or uses or threatens the use of a dangerous instrument against another person.
- 2) KRS 508.078 makes it a Class C felony for a person to intentionally threaten to commit any act likely to result in death or serious physical injury to any employee of an elementary or secondary school, which includes a school bus driver.
- 3) KRS 508.025 makes it a Class D felony for a person to recklessly, with a deadly weapon or dangerous instrument, or intentionally cause or attempt to cause physical injury to a school bus driver or other school employee acting in the course and scope of their employment.
- 4) KRS 519.020 makes it a Class A misdemeanor for a person to obstruct governmental operations, which includes intentionally obstructing, impairing, or hindering the performance of a governmental function by using or threatening to use violence, force, or physical interference.
- 5) KRS 525.070 makes it a Class B misdemeanor for a person, with intent to intimidate, harass, annoy, or alarm another person, to strike, shove, kick, or otherwise subject another to physical contact.

SUPPORT PROGRAMS

Barren County School Counseling Services

The guidance department serves the student body by providing classroom guidance services, career information, college scholarship and financial aid information, testing information and maintains student academic records. The counseling staff are also available for group counseling (permission will be obtained), and individual counseling per referral or student(s) voluntarily seeking services or information.

The guidance department operates in the realm of confidentiality and informed consent. All student records/information are held in confidence. Custodial parents and students 18 years of age or older have legal access to these records. The school requires that a court order be provided to the school for those parents who have been legally excluded from the right to have access to their child's school information. The guidance department staff will also ask for a student identification number from persons requesting information over the phone or by fax. The counseling department encourages parent and community involvement. The staff looks forward to serving you and your child.

Barren County Student Assistance Program

The Barren County Board of Education employs school counselors along with a Deputy Sheriff stationed at the high school who provide assistance to students who are either using addictive substances or suspected to be using such substances. Referrals may be made by teachers, administrators, parents, peers, the Judicial System, any interested person, or most importantly, students may make self referrals. If the Counselors/Deputy feels

that a student requires a professional assessment for alcohol or other drug use, she will refer the student to an outside agency for service.

ALL INFORMATION AND REFERRALS ARE CONFIDENTIAL.

When a student has an assessment by a professional provider, the School Counselor/Deputy will follow up with the student to provide support and prevention education.

Students may be referred to the Counselor for reasons other than alcohol and drug use, which may include teen pregnancy, depression, family problems, or runaway.

In today's society, our students are experiencing many stressful situations. Students may participate in support groups such as self esteem building, students affected by a divorce, students affected by another person's use of an addictive substance, grief and loss support groups or any other appropriate group. It is extremely important to provide our students with coping skills, which will make their lives less stressful.

Peer Mediation for Conflict Resolution is conducted at the middle school level.

Students who wish to have mediation between him/herself and another student with whom they are experiencing a disagreement, may request peer mediation for the problem. Peers and a faculty sponsor conduct mediation for the students involved. This is a proven effective method of releasing stress and anger among students and provides for a peaceful alternative to fighting or arguing.

How Can I Tell If My Child Is Using Alcohol or Other Drugs?

- Personality Changes
- Unexplained periods of moodiness, depression, anxiety and continuing resentful behavior
- Change in friends
- Change in daily activities, such as hobbies
- Lack of motivation
- Decline in school work, skipping classes or school, increased discipline in school
- Lack of energy
- Noticeable change in personal grooming habits (sloppy, dirty)
- Wearing sunglasses at inappropriate times
- Loss of appetite
- Runny nose, hacking cough

Barren County Schools Mental Health Services

In addition to School Counselors and School Resource Officers in the Student Assistance Program, Barren County Board of Education employs Licensed Qualified Mental Health Providers with responsibilities of conducting risk assessments, mental health assessments, substance use assessments, assisting school multidisciplinary teams, and maintaining relationships with community partners to provide psychoeducation and clinical consultation to students, family and staff. By promoting the development of mental health skills and psychological safety, students learn healthy ways to cope with personal issues which creates a safe school environment and enhances their academic performance. Contact information: Shawna Shartzter, Mental Health Coordinator 270-651-3787

Suicide Prevention

In accordance with KRS 156.095, the Barren County Board of Education has adopted policy 09.22 which mandates two evidence-based suicide prevention awareness lessons each school year to students in grades six (6) through twelve (12), as provided by the Cabinet for Health and Family Services or a commercially developed suicide prevention training program.

Child Abuse

Any person who knows or has reasonable cause to believe that a child is dependent, neglected, or abused, or is a victim of human trafficking shall immediately cause an oral or written report to be made to a local law enforcement agency or the Kentucky State Police; the Cabinet for Health and Family Services or its designated representative; the Commonwealth's Attorney or the County Attorney; by telephone or otherwise. Any supervisor who receives from an employee a report of suspected dependency, neglect, or abuse shall promptly make a report to the proper authorities for investigation.

References:

KRS 620.030

Human Trafficking hotline: 1-888-373-7888

Child Abuse hotline: 1-800-422-4453 (1-800-4-A-CHILD)

Family Resource & Youth Services Centers

To enhance students' ability to succeed in school by developing and sustaining partnerships that promote:

- Early learning and successful transition to school
- Academic achievement and well-being
- Graduation and transition into adult life

Barren County High School Youth Services Center

Serves all students and families at BCHS, and Trojan Academy

507 Trojan Trail (BCHS).....270-651-6587

505 Trojan Trail (Trojan Academy) 270-629-5509

Barren County Middle School Youth Services Center

Serves all students and families at BCMS

555 Trojan Trail 270-651-1077

Hiseville Family Resource Center

Serves all students and families of the Hiseville Community

Hiseville School.....270-453-4426

Western Barren County Family Resource Center

Serves all students and families of Park City and Red Cross Communities

Park City School.....270-749-2507

Red Cross School.....270-651-1319

North Eastern Family Resource Center

Serves all students and families of Eastern and North Jackson Communities

Eastern School.....270-678-4480

North Jackson School.....270-629-5388

Southern Barren Family Resource Center

Serves all students and families of Austin Tracy and Temple Hill Communities

Austin Tracy School.....	270-646-4784
Temple Hill School.....	270-427-2273



Community Education / Barren Beyond the Bell / 21st CCLC After School Programs/ Boys & Girls of Glasgow-Barren Co / BBB Little Trojan Programs

Barren County Schools, in collaboration with Barren Beyond the Bell / 21st Century Community Learning Centers and the Boys & Girls Club of Glasgow-Barren County, provide vital academic enrichment, social skills training, individualized development, life skills, and job opportunities for all students in a safe environment. Our programs are essential and reliant on state, federal, and self-sustaining funding to offer activities and technology that create endless opportunities for students, regardless of their socio-economic backgrounds. Financial limitations should never hinder a child's participation—there is always room for one more!

We offer academic enrichment programs during non-school hours to help students meet state and local standards in essential subjects, including reading, math, and science. The program offers a diverse range of enrichment activities that complement the regular academic curriculum, providing literacy and educational services to the families of participating children. Additionally, summer programming is available at each site, with prices and class offerings determined locally. For program details, applications, scholarship information, and schedules, please contact each school's site coordinator or visit www.barren.kyschools.us (<http://www.barren.kyschools.us>).

We are a high-quality afterschool program with an exceptional child care center dedicated to positively impacting students from Pre-K to 6th grade in their cognitive, social, emotional, and physical development. Our child care centers are designed to promote better academic outcomes, stronger social skills, and reduced behavioral issues. Furthermore, we provide a safe and nurturing environment for children while their parents or caregivers are at work or managing other responsibilities.

Who are we? Barren Beyond the Bell is a program at Barren County Schools that offers after school programs, summer camps, and child care services.

What services do we offer? Barren Beyond the Bell is an after school initiative designed to provide developmentally appropriate learning through play in a licensed child care setting. Our program aims to address community needs and ensure that all families receive the services and early intervention their children need to

thrive. While academic education is essential, we understand that play, exploration, and socialization are crucial for overall development. We utilize “Conscious Discipline” to guide our students and staff.

Who can access this service? Enrollment is open to the public, but families of Barren County School employees receive preference for early enrollment and priority on the waiting list.

21st Century Community Learning Center Program

Our 21st Century Community Learning Centers (21st CCLC) program operates for 120 days during the school year and is offered at no cost. The program begins two weeks after the start of the school year and concludes two weeks before the end of the school year. Students enrolled in the 21st CCLC program are required to attend the whole two-hour session, which runs from 2:30 PM to 4:30 PM. Please note that this program is only available Monday through Thursday for students in grades K-12.

21st CCLC Sites:

Austin Tracy Elementary Barren County Middle School Barren County High School
Eastern Elementary Hiseville Elementary Park City Elementary Temple Hill Elementary

Barren Beyond the Bell Center Licensed Childcare Program

Barren Beyond the Bell is an after school child care program that supports all seven elementary schools in the district. This program operates from the first day of school until the last day of school, running every school day from 2:30 PM to 5:30 PM, Monday through Friday. As a licensed child care provider, we can offer the Child Care Assistance Program (CCAP) for qualifying parents.

Program Costs:

2:30 PM to 3:30 PM: \$30
2:30 PM to 5:30 PM: \$60

BBB Sites:

Austin Tracy Elementary Eastern Elementary Hiseville Elementary North Jackson Elementary
Park City Elementary School Red Cross Elementary School Temple Hill Elementary School

BBB Little Trojan Program

The BBB Little Trojan program is a specialized after-school initiative explicitly designed for preschoolers. This program runs from Monday to Friday, from 2:00 PM to 5:30 PM on school days. Additionally, we offer a two-week program before the start of preschool and another two-week program following the beginning of the school year. This initiative aims to support preschoolers in their growth and development, providing enriching activities that foster their learning and help expand their minds. To launch this program at your school, we require a minimum enrollment of 10 students.

Program Costs:

BBB Little Trojans is an all-year program with flexible payment options: \$60 per week, \$222 monthly, or a total annual fee of \$2,220. Upon signing up, you will have the option to pay automatically for the entire year.

Camp Cost:

\$150 per week (Will only be at Trojan Way)

BBB Little Trojan Sites:

Austin Tracy Elementary Eastern Elementary Hiseville Elementary
Park City Elementary Temple Hill Elementary Trojan Way

BCHS - Boys & Girls Club of Glasgow- Barren Co. Program

BCHS Boys & Girls of Glasgow-Barren Co is a free program, at the high school level, from freshmen to seniors, we offer the Boys and Girls Club, a community-based organization dedicated to providing a safe and supportive environment for students. The club offers a range of programs that focus on academic success, healthy lifestyles, and character development. Activities include homework assistance, sports, arts, and leadership training, all designed to empower young people to reach their full potential and become responsible, caring citizens.

Barren County Community Education

Barren Co. Community Education offers a wide variety of personal enrichment courses to the larger Barren Co. community with three goals in mind:

1. To provide educational resources to children through childcare services
2. To provide training to meet the needs of local industry through apprenticeship programs and employee training to help with personal finance, job interviews, resume building, work-life balance, and social-emotional well-being.
3. To provide enrichment and learning for the community at large, promoting quality of life and creativity.

The following is a sample schedule of activities for a typical year of programming.

August 2025 - De-Escalation Classes / Conscious Discipline Classes - Part 1

September 2025 - CPR/AED Training/Community - Drivers Education/Industry

October 2025 - Painting (Tuesdays & Thursdays) / Community - Wreath Making

November 2025 - Healthy Eating for the Holiday

December 2025 - Apprenticeship Training starts - Conscious Discipline Classes - Part 2 / - Christmas Arrangement Class

January 2026 - Health & Wellness - New Year & New You

February 2026 - Reusable Art Project / Industry

March 2026 - Driver Education

April 2026 - Introduction to Gardening for Sustaining Food Sources

May 2026 -Community & Industry - Goodwill Car to Work - <https://goodwillkycarstowork.org/>

June 2026 - Budgeting Class (Monday and Wednesday)

All year-long programs:

- Apprenticeship Program - The Kentucky Governor's Office of Early Childhood Class
- Quarterly Mentor Meeting

Preschool

The Barren County Schools preschool program lays the foundation for our earliest learners. The preschool teachers and staff implement activities that are appropriate for the child's developmental age and are aligned with the Kentucky Early Childhood Standards. As a result, we provide children with an enriched environment that will facilitate their learning in all areas of development.

The Barren County Schools district-wide Preschool Program serves 3 and 4 year old children with developmental delays and 4 year old children who turn four prior to August 1st. who qualify based on income. For those 4 year olds who do not qualify based on a developmental delay or income, tuition is also an option for attendance. Tuition for three year olds who do not qualify based on a delay may be allowed at certain schools, space allowing. Preschool classrooms are currently located at each of the seven elementary schools in Barren County, and may include some off campus sites if need arises.

Hours of operation for Preschool will be from 7:20-1:00 Monday thru Thursday. For students wishing to attend on Fridays, structured programming will be offered through our Childcare Program from 7:20-2:20 for free as space permits. However, transportation will not be offered on Fridays. Students who qualify for preschool may ride the preschool bus to/from school on Monday-Thursday.

Adults will monitor morning and afternoon routes. Students in the tuition program or who do not reside in the school's attendance zone are not eligible for bus transportation.

Requirements for Enrollment

The following records are required for children to attend preschool:

- Complete enrollment packet for the district
- National school lunch program application
- Official birth certificate from the state office vital statistics:
 - A copy of the certificate from the hospital is not acceptable unless it has a gold seal on it. We cannot accept billfold sized certificates either.
- Certificate of immunization from doctor or health department
- School Health/School Physical from doctor or health department on the prescribed Kentucky form
- Eye examination reported on the prescribed Kentucky form
- A Social Security Card is optional

Kentucky System of Intervention (KSI)

After preschool screenings have occurred, parents will be notified if a student exhibits a possible delay of any kind (speech, cognitive, social/emotional, motor, and adaptive). At that time, the need for interventions in the areas of concern will be discussed and determined. Intervention services will begin when preschool begins in the fall or before in some cases. The services will be offered to the child at his/her school, or other designated site, according to the preschool schedule. The interventions will occur for a period of four weeks with data being gathered during that time. At the end of the four weeks, staff from each school will meet with parents to review student progress and determine the need for additional assessments. If it is determined that a student needs additional assessments and parent(s) give consent, he/she will remain in preschool during the evaluation process. If it is determined that no further testing is necessary, he/she will not be eligible to enroll in preschool. For four year old students, he/she may be eligible to attend if income guidelines are met, or parents may have the option to pay tuition, if space is available. Please see the next page for tuition and payment information.

Preschool Tuition

- On a limited basis, students may be allowed to attend preschool by paying tuition if they do not have a qualifying condition or meet income guidelines.
- Tuition Rates are \$200 per month for attendance Monday-Thursday. Free childcare is offered on Fridays but space is limited.
- **Tuition payments are due at the beginning of the month via electronic payment. When the accounts fall behind, students will not be allowed to attend.**
- Busing is not provided for tuition programs. Transportation to and from preschool is the responsibility of parents.
- Tuition payment includes meals during the school day. Snacks are not included.

Please note—if capacity at the school is exceeded with Qualifying Students, tuition students may have to be removed from services. If this occurs, services at another preschool site may be offered.

CURRICULUM AND INSTRUCTION

Multi-Tiered System of Support Procedures ***(formerly Response to Intervention - RTI)***

Overview:

The Barren County Multi-Tiered System of Support (MTSS) plan is based on a 3 tiered model with an additional layer of differentiated support included. Barren County's System takes a whole-child approach in which we consider social emotional, behavioral, and academic status. We understand that a student's SEL/behavioral struggles affect academic success. Tier 1 includes instruction in the core curriculum where at least 80% of students should be successful. Differentiated instruction will occur for any student unsuccessful in Tier I, before formal Tier 2 placement. Tier 2 addresses the needs of those not being successful in the core curriculum **or those showing deficits in prior learning** and require additional interventions above and beyond the core, approximately 5-15% of the population. Tier 3 is for those students who have not made progress on interventions in tier 2 and require more intensive interventions, approximately 1-5% of the population. The goal of MTSS is to give students standards-based support when needed in a fluid and systemic process. However, if a student progresses through all tiers without making progress, an ECE referral could be considered.

MTSS Meetings

School-Level MTSS meetings occur three times a year. Meetings should include the principal, teachers representing each grade level, **District Instructional team representation**, school psychologist, the guidance counselor and intervention teachers. Other staff may be included such as ECE teachers, support staff, etc. Leadership from the school principal is essential.

Tier 1:

Appropriate curriculum and instruction should be utilized for all students in the general education setting to ensure the academic and behavior needs of at least 80% of the population are being met. For those students scoring above the 20th percentile but still not performing in the classroom, teachers will target areas of concern and use instructional research-based strategies available through the core curriculum to provide interventions for the student/s. Tier I instruction will include daily formative assessments used to drive instruction and address misconceptions immediately. If these are not mastered, the deficit will be addressed in Tier I with daily support based on student needs. Weekly standards-based assessments (Checks for Understanding) will be documented and used to help determine success. If weekly assessments are not mastered, differentiated integrated instruction will be considered for that student. Assessment results will be used to help diagnose the

problem and provide the appropriate differentiation to address the deficit. Movement from Tier I to Tier II will be determined by lack of mastery in 4 of the most recent consecutive weekly assessments following reteaching and the average of the summative assessment scores falls below 60% MAP score below the 20th percentile and benchmark below the 20th percentile. Analysis of data will occur at monthly grade level meetings as well as MTSS meetings.

Differentiated Integrated Instruction:

Integrated differentiation will occur with any student who is not successful in Tier I instruction. Weekly assessments will help diagnose the problem, then differentiation will be used to address the deficit. This will occur in small groups in the general education classroom, co-teaching, interventionist supports, etc. Content will be scaffolded and there will be fluid movement back to Tier I. If differentiated instruction does not provide the desired effects, the student will be considered for Tier II placement. Analysis of data will occur at monthly grade level meetings as well as MTSS meetings.

Please note: During the review of the screening data by the district data team, if more than 20% of students in the district, a school, grade or class fall at or below the 20th percentile, the administrators and Instructional Coaches will work together to identify root causes of poor performance and implement professional development to ensure core programs are being implemented with fidelity.

Tier 2:

Following universal screening in grades K-8 using instruments such as MAP, AIMSweb, etc, counselors and/or teachers will identify students who score at or below the 20th percentile and who have not experienced success with differentiated integrated instruction target those students as being in need of additional assistance at the Tier II level. Tier II intensive intervention will focus on foundational skills needed to be successful in core instruction, administered in small group settings of no more than 6 students, and progress will be monitored every 2 weeks. Students mastering weekly assessments 6 of 8 weeks, scoring in the 25th percentile or higher on MAP, and/or having 3 of the last 5 data points above their individual goal line will be considered for Tier I placement. Students whose progress monitoring data indicates minimal or no growth, with a flat or declining trend line demonstrates no mastery of weekly assessments are below mastery with integrated differentiation, the average of all summative assessments scores fall below 60%, and MAP Growth score below the 15th percentile will be considered for Tier III placement. Analysis of data will occur at monthly grade level meetings as well as MTSS meetings.

The specific details of the intervention (frequency, program being used, interventionist in charge, duration) that will be used for the child to meet the identified goal of the child in each area of need will be documented. The student should continue to receive the same Tier 1 core instruction, but have the additional interventions as well (including integrated differentiation). Tier 2 interventions should be implemented in a small group setting. The person providing the intervention will be responsible for progress monitoring at least once every two weeks. Sufficient data is needed to determine if intervention is being successful or changes are needed. The teacher and interventionist will coordinate data to communicate with district MTSS coach and school psychologists to determine progress and next steps.

If progress is being made and student has reached the 25th percentile or above on the Universal Screener used to identify the student for RTI (i.e. - **NWEA MAP**) and there are three consecutive data points at grade level based on progress monitoring tool (i.e. - **AIMSweb data, weekly checks, summative assessments**), he/she is ready to exit Tier 2 and return to Tier 1.

Tier 3:

After the MTSS meeting team determines that further interventions are necessary, the intervention plan is updated to reflect additional interventions. **Tier III intervention is the most intensive intervention offered.** Progress of students in Tier III will be monitored weekly. The instructional focus will be on foundational skills and executed in groups of no more than three students. Interventions at this tier should take the form of direct instruction. Duration of interventions at this Tier will vary but sufficient data should be gathered before additional decisions are made. Analysis of data will occur at monthly grade level meetings as well as MTSS meetings.

Two of the following must be met for a student to move from Tier III to Tier II instruction:

- Demonstrates mastery or partial mastery on weekly assessments after reteaching in at least 4 out of 6 weeks
- Maintains an average summative assessment score above 60%
- AIMSWeb progress monitoring shows 3 of the last 5 data points above the goal line.
- MAP Growth score at or above the 20th percentile.

If progress is being made at Tier 3 but the student is still not at or close to grade level performance, the student will remain in current interventions.

If a student is being monitored below grade level (for those performing lower than two grade levels below), strategic monitoring on grade level should occur monthly.

Parents will continue to be informed of progress the student is making during Tier 3. Parents should receive progress monitoring data **during each grading period, along with progress reports** by sending home a Student Progress Update.

Referral to ECE (in areas student has received RTI services):

Once data is collected and the MTSS team has met to determine that a referral is warranted, the following items need to be completed and/or attached in a timely manner:

- Referral for ECE services (obtain from your guidance counselor)
- Up-to-date Intervention Plan and Data
- Completed vision/hearing screenings
- Motor Screening for suspected SLD referrals
- Progress Monitoring Data from AIMSWeb
- MAP Student Progress Report
- KSA Assessment Data

Once the above items are completed, the counselor facilitates the completion of the referral (on Infinite Campus) with the interventionist and classroom teacher. Within 2 days of completion and acceptance by the counselor or other serving as ARC Chairperson, an ARC should be scheduled. All persons needing to be in attendance should be notified, allowing them a seven day notice, including parents.

If an ARC determines that the referral data warrants an evaluation, an evaluation plan/consent form is completed in accordance with the suspected disability. Consent from parent/guardian is obtained prior to any assessments being given to students. If a student does not qualify for ECE or parent refuse services, the student should return to RTI as a Tier 3 student.

Parent Referrals:

If a parent makes an ECE referral or indicates concerns, the district will thoroughly explain RTI requirements, indicating that RTI should occur prior to a referral. If the parent still insists on a referral and evaluation for ECE prior to RTI implementation, the ARC will be convened to discuss and accept the referral (if warranted).

Consent will be obtained. During the evaluation process (60 school days), the student will receive RTI services, to include progress monitoring, in the areas of concern.

Kindergarten/First Grade Retention

Beginning with the 2025-2026 school year, a kindergarten student who had a reading improvement plan in place for the school year may remain in kindergarten for an additional school year if the school makes a determination based on the criteria set forth in KRS 158.305.

A first-grade student who had a reading improvement plan in place for the school year shall remain in first grade for an additional year if the school makes a determination based on the criteria set forth in KRS 158.305.

A student who remains in kindergarten based on the criteria set forth in KRS 158.305 shall not subsequently be required to remain in first grade, and a student shall not be required to remain in first grade for more than one (1) additional year.

The school shall reevaluate and make necessary changes to the reading improvement plan of any student remaining in kindergarten or first grade and shall continue to provide all programs and services required by KRS 158.305 during the additional year of kindergarten or first grade.

A student provided an additional year of kindergarten or first grade may advance through the primary school program when it is determined by the school to be in the best educational interest of the student.

CURRICULUM AND INSTRUCTION

08.13451

Title I -Parent and Family Engagement Policy

This Policy and the plan to implement it have been developed jointly and in agreement with, and will be distributed to, parents and family of students participating in the Title I program. Parents and family shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language that recipients can understand. This Policy shall be made available to the local community and updated periodically to meet the changing needs of parents, family, and the school.

EXPECTATIONS FOR PARENT AND FAMILY ENGAGEMENT

Contingent on confirmation of resources and other necessary information being provided by state and federal authorities, it is the intent of the Board that parents and family of participating students shall be provided with flexible opportunities for organized, on-going, and timely participation in the planning, review, and improvement of the Title I program, including opportunities to suggest modifications, based on changing needs of parents, family and the schools.

All comments indicating parent and family dissatisfaction with the Title I plan shall be collected and submitted along with the plan to the Department of Education.

The Title I program shall be designed to assist students to acquire the capacities and achieve the goals established by law, as well as the goals and standards established by the Board. Consistent with law and policy covering student records confidentiality, these goals and standards shall be shared with parents and family in a manner that will give them: (1) timely information about programs; (2) a description and explanation of the school's curriculum, the forms of academic assessment used to measure student progress, the achievement levels

in the challenging state academic standards; the achievement level of their child on the challenging state academic standards assessments; and (3) if requested, opportunities for regular meetings to formulate suggestions and to participate in decisions relating to the education of their children.

SUPPORT FOR PROGRAM

If the District's Title I allocation is \$500,000 or more, the District shall reserve not less than one percent (1%) of its allocation for the purpose of promoting parent and family engagement and shall distribute to Title I schools not less than ninety percent (90%) of the reserved funds with priority given to high-need schools. Parents and family of participating students shall be provided the opportunity to help decide how this portion of the Title I funds will be allotted for parent and family engagement activities.

Involve Parents in Policy and Plan Development

The district parent/family Title I advisory council consists of all parent SBDM members from Title I schools and is open to any parent/caregiver interested. The meetings are held a minimum of twice per year. The meeting location, time and agenda will be advertised publicly through social media and through school communication in a timely manner so all who wish may join. Include parents in the development of the district plan (CDIP and the development of school level improvement (CSIP). The agenda and notes from Parent/Family Title I Advisory Council meetings will be made public so all parents/family members have access.

Coordinate and Integrate Support and Strategies

The District will provide coordination, technical assistance, and other support necessary to assist schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance. These measures may include, but shall not be limited to, the following:

- Meaningful consultation with employers, business leaders and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education AND coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs such as but not limited to:
 - Family Resource and Youth Service Centers
 - Barren Beyond the Bell
 - 21st Century After School Programming
 - Barren County Family YMCA
 - Preschool Program
 - IDEA-B – ECE Program
 - District Business Partners (SpanTech, Gaunce Management, Phillips IGA, etc.)
 - School Safety – Title II
 - Social and Emotional Health/Wellbeing – District Counselor of Counselors
 - Mary Wood Weldon Public Library
 - Boys and Girls Club

Evaluate the Policy

- Conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all schools served by Title I, including identifying
 - Barriers to greater participation by parents in activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy or are of any racial or ethnic minority background);

- The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and
- Strategies to support successful school and family interactions.
- Use the findings of evaluations to design evidence-based strategies for more effective parental involvement and to revise, if necessary, the parent and family engagement policies described in this section.
 - Parent/Family Title I Advisory Council
 - Meets at least twice a year
 - Advertise meetings and invite all interested
 - Post meeting agenda and minutes to district social media outlets
 - Parent Title I Survey
 - Sent to parents both electronically and on paper
 - Parents are given ample time to complete it and return
 - A district report is written, identifying areas of strength and growth
 - Schools receive school-specific data to address at that level
 - The report is shared with Board members

Involve Parents at the School Level

- Involve parents in the activities of the schools served under Title I.
- Involve parents in developing, revising and reviewing the parent and family engagement policy.
 - Parent/Family Title I Advisory Council
 - Review of policy annually
 - Input from any parent with a child at a Title I school
 - Ongoing education for parents about the Title I program
 - Title I Tuesdays
 - Send It/One Call/Dojo Messages
 - Posts on social media

Build Capacity for Involvement

Provide assistance to parents in understanding such topics as the challenging state academic standards, state and local academic assessments, the requirements of Title I and how to monitor a child's progress and work with educators to improve the achievement of their children.

- Parent/Family Title I Advisory Council Meetings
- Ongoing education for parents about the Title I program
 - Title I Tuesdays
 - Send It/One Call/Dojo Messages
 - Posts on social media
- Infinite Campus How-To
 - Posted on District website.
 - Communicated via counselors
- Title I Annual Parent Survey

Provide materials and training to help parents to work with tier children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement.

- Parent Event Nights
 - Literacy
 - Math

- STEAM
- Art
- o Infinite Campus How-To
 - Posted on District website
 - Communicated via counselors
- o Treasure Bay at-home reading materials
- o Ready 4 K
 - Automated standards-based, grade appropriate communication to parents for reinforcing skills learned at school, at home.

Educate teachers, specialized instructional support personnel, principals and other school leaders, and other staff – with the assistance of parents – on: the value and utility of contributions of parents; how to reach out to, communicate with and work with parents and the school.

- o Share Parent/Family Title I Advisory Council meeting notes
- o Collaborate with Family Resource and Youth Service Centers
- o Book Studies
- o Professional Learning
 - School
 - District
 - Regional Cooperative
- o Mary Wood Weldon Public Library
 - Posted on District website
 - Communicated via counselors

Coordinate and integrate, to the extent feasible and appropriate, parent involvement programs and activities with other federal, state, and local programs, including public school programs, and conduct other activities such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

- o Family Resource and Youth Service Centers
- o Barren Beyond the Bell
- o 21st Century After School Programming
- o Barren County Family YMCA
- o Preschool Program
- o IDEA-B – ECE Program
- o District Business Partners (SpanTech, Guance Management, Phillips IGA, etc.)
- o School Safety – Title II
- o Social and Emotional Health/Wellbeing – District Counselor of Counselors
- o Mary Wood Weldon Public Library
- o Boys and Girls Club

Ensure that information related to school and parent programs, meetings and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

- o Offer material at various degrees of difficulty
- o Offer materials in the family's native language

Make Accessible

Provide opportunities, to the extent practicable, for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities and parents and family members of migratory children), including providing information and school reports required under Section 1111, in a format and, to the extent practicable in a language such parents understand.

- o Information will be provided in family's native language
- o Information will be explained as needed
- o Information will be provided in a parent-friendly/readable format

Distribute policy to parents and family members of participating children.

- o Policy will be distributed at Back to School Bashes (in addition to school policy)
- o Policy will be included on District and school webpages
- o Policy will be available at any time by request
- o Equitably distribute materials to all racial or ethnic minority group

School Policy

Each school shall submit to the Superintendent and Board, for review and comment, its Title I school parent and family engagement policy, which must meet all legal requirements, including a school-parent compact developed in keeping with legal requirements. This Policy shall be developed jointly with, and distributed by the school to, parents of participating students.

A copy of each school's parent and family engagement policy and accompanying checklist shall be kept on file in the Central Office.

LEGAL NOTICES

Notification of FERPA Rights

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

Written policies have been developed which describe the types and locations of these records and the specific procedures available to the parents for the review of records, the amendment of or hearing concerning education 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.

In accordance with federal regulations concerning the release or transfer of educational records, it is the policy of the school district to forward 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.

The schools may release directory information on individual students unless specific instruction not to do so is presented to the principal or superintendent by the parents of a student on or before September 30 of each year or within 30 days of enrolling in the district if enrollment is after the first day of school. Directory information shall include the student's name, address, telephone number, date and place of birth, student's school email address, major field of study, participation in officially recognized activities, sports, photography/picture, grade level, weight and height of members of athletic teams, dates of attendance, degrees, honors, and awards received, and the most recent education institution attended by the student.

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 District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney; auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Unless the parent or eligible student requests in writing that the District not release information, the student's name, address, and telephone number (if listed) shall be released to Armed Forces recruiters upon their request.

Parents have the right to file complaints concerning alleged failures of the district to comply with the Family Education Rights and Privacy Act. The name and address of the office that administers FERPA is:

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

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 their child which was collected, maintained, or used for the identification, evaluation, or placement of the exceptional child. Such a request should be addressed in writing to the principal or superintendent.

Should you have questions pertaining to the Family Education Rights and Privacy Act, you may contact the principal of the school your child attends and/or the superintendent of the school district.

Barren County Board of Education: Superintendent, 600 Trojan Way, Glasgow, KY 42141, telephone 270-651-3787

Notice of Non-Discrimination Statement

Students, their parents, employees and potential employees of the Barren County School District are hereby notified the Barren County School District does not discriminate on the basis of race, color, national origin, age, religion, parental status, marital status, veteran status, sex or disability in employment programs, or activities and provides equal access to the Boy Scouts and other designated youth groups.

Any person having inquiries concerning the Barren County School District's non-discrimination policies is directed to contact:

Ms. Christa Middleton
Director of Special Programs
Barren County Board of Education
600 Trojan Way, Glasgow, KY 42141

or

Mr. Anthony Frazier
Director of Facilities and Maintenance
Barren County Board of Education
600 Trojan Way
Glasgow, KY 42141
(270) 651-3787

Child Find for Children with Disabilities in Need of Special Education or 504 Services

Child Find

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

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

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

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

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

Children eligible for the State-Funded Preschool program include three- and four-year-old children identified with disabilities and four-year-old children who are at-risk, as defined by federal poverty levels up to 150%. Preschool children eligible for special education must have an Individual Education Plan (IEP) instead of a 504 plan to receive State-Funded Preschool program services.

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

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

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

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

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

If you know of a child who lives within the boundaries of the Barren County School District, who may have a disability, and may need but is not receiving Special Education or 504 services, please call 270-651-3787 or send the information to:

Christa Middleton
Director of Special Programs
Barren County Schools
600 Trojan Way
Glasgow, KY 42141

If you know of a child who attends a private or homeschool within the boundaries of the Barren County School District, who may have a disability, and may need but is not receiving Special Education services, please call 270-651-3787 or send the information to:

Christa Middleton
Director of Special Programs
Barren County Schools
600 Trojan Way
Glasgow, KY 42141

“*Child Find*” activities will continue throughout the school year. As part of these efforts the Barren County School District will use screening information, student records, and basic assessment information it collects on all children in the District to help locate those children who have a disability and need Special Education or 504 services. Any information the District collects through “*Child Find*” is maintained confidentially.

Written *Policies and Procedures* have been developed which describe the District’s requirements regarding the confidentiality of personally identifiable information and “*Child Find*” activities. There are copies in the Principal’s office of each school, and in the Board of Education office. Copies of these *Policies and Procedures* may be obtained by contacting:

Director of Pupil Personnel
600 Trojan Way
Glasgow, KY 42141
Ph. 270-651-3787

The District office is open Monday through Friday, from 7:30 a.m. to 4:00 p.m.

The Barren County School District provides a public notice in the native language or other mode of communication of the various populations in the geographical boundaries of the District to the extent feasible. If you know of someone who may need this notice translated to another language, given orally, or delivered in some other manner or mode of communication, please contact the Director of Pupil Personnel, or the Director of Special Programs at the address or phone number listed above for the Barren County Schools.

Notification of PPRA Rights

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

- **Consent before minor students are required to submit to a survey, analysis, or evaluation** that concerns one (1) or more of the following protected areas (“protected information survey”) if the survey is funded in the whole or in part by a program of the U. S. Department of Education:
 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, physicians, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or the student’s parents; or

8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

- **Receive notice and an opportunity to opt a student out of**

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 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. **NOTE:** If the parent/eligible student has indicated no directory information is to be provided to third parties or if the marketing activity involves provision of social security numbers, consent form 09.14 AP.122 should be used.

- **Inspect, upon request and before administration or use:**

1. Protected information surveys to be used with 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.

The District shall annually provide parents and eligible students notice of these rights under law in the Student Handbook, and Code of Acceptable Behavior and Discipline, or other avenue designated by the Superintendent/designee.

The District will notify parents and eligible students at least annually at the start of each school year of the specific or approximate dates of the activities listed above. A new or supplemental notice shall be given as necessary to provide the opportunity to consent or opt out under the standards set forth above. Parents/eligible students 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 DC 20202-4605

Asbestos Containing Building Materials Notice

In accordance with the Asbestos Hazard Emergency Response Act (AHERA) regulations, Barren County Public Schools maintain copies of updated asbestos management plans in the front office of all affected school buildings.

The asbestos containing materials that remain in these buildings are in good condition and pose no threat to the building occupants. To ensure this, the materials are inspected every six months by a third-party environmental consultant with all inspection records maintained within the Asbestos Management Plan.

Any inquiries regarding the management of asbestos containing materials in our schools should be directed to our district's AHERA Designated Person, Jeff McGuire at jeff.mcguire@barren.kyschools.us.

Kentucky Child Labor Law

The following working hours restrictions apply to all minors between the ages of 14 and 18 years of age who are enrolled in school, dropped out of school or participating in a homeschool program. These restrictions do not apply to minors who have graduated. Minors are also prohibited from performing duties that are considered hazardous. Please see 803 KAR 1:100 for a list of these duties.

Ages 14 and 15

May work three (3) hours per day on a school day, eight (8) hours a day on a non-school day, and up to eighteen (18) hours total in a week when school is in session.

1. May work eight (8) hours per day, forty (40) hours per week when school is not in session for the entire school week.
2. May work between the hours of 7:00 a.m. and 7:00 p.m.
3. Between June 1 and Labor Day, the minor may work as late as 9:00 p.m.
4. Minors under sixteen (16) years of age may not be employed during regular school hours.

Ages 16 and 17

May work six (6) hours a day on a school day; eight (8) hours a day on a non-school day up to thirty (30) hours total in a school week. If minors want to work more than (30) hours, please see the Certificate of Satisfactory Academic Standing Form and the Parent/Guardian Statement of Consent Form.

1. May work between the hours of 6:00 a.m. and 10:30 p.m. preceding a school day and between the hours of 6:00 a.m. and 1:00 a.m. preceding a non-school day during a school week.
2. No working hours restrictions apply in weeks when school is not in session.

The asbestos containing materials that remain in these buildings are in good condition and pose no threat to the building occupants. To ensure this, the materials are inspected every six months by a third-party environmental consultant with all inspection records maintained within the Asbestos Management Plan.

Any inquiries regarding the management of asbestos containing materials in our schools should be directed to our district's AHERA Designated Person, Jeff McGuire at jeff.mcguire@barren.kyschools.us

TITLE I PROGRAM (As part of the EVERY STUDENT SUCCEEDS ACT OF 2015)

Title I programs, as part of the Federal Every Student Succeeds Act (ESSA), offer financial assistance to school districts for serving high poverty schools and students who are educationally deprived. The intent of the program is to assist all students in achieving the same expected educational standards. Eligible schools identify specific needs and develop a program which is coordinated with the regular instructional program.

The Title I program in the Barren County School District currently serves school-wide programs at each of the elementary schools. The grade range is K-6 and most of the Title I money is used to hire additional instructional personnel and buy instructional materials to support the needs in the core subjects and parent involvement.

NOTICE TO PARENTS OF TEACHER'S QUALIFICATIONS/CERTIFICATION

Parents have the right to request from the Barren County Board of Education the teaching qualifications of your child's classroom teacher in a school receiving Title Funds (Title I or Title II) as a part of the Every Student Succeeds Act (ESSA). The federal ESSA requires that any local school district receiving Title Funds (Title I or Title II) must notify parents that they may request information regarding the professional qualifications of their child's teacher(s) and paraprofessionals, if applicable. (Barren County Board Policy 03.112)

Parents may ask for this information by sending a letter of request to the Title I or Title II Director, Barren County Board of Education, 600 Trojan Way, Glasgow, KY 42141. Be sure to include the following information with your request: child's full name, parent/guardian's full name, address, and teacher's name.

EVERY STUDENT SUCCEEDS ACT (ESSA) NOTICE

Sections 1112(e)(2)(A)-(B) of the Every Student Succeeds Act (ESSA) requires the following testing transparency:

(2) TESTING TRANSPARENCY-

(A) IN GENERAL-- 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 local educational agency will provide the parents on request (and in a timely manner), information regarding any STATE or local educational agency policy regarding student participation in any assessments mandated by section 111(b)(2) and by the State or local educational agency, which shall include a policy, procedure, or parental right to opt the child out of such assessment, where applicable.

(B) ADDITIONAL INFORMATION- Subject to paragraph (C), each local educational agency that receives funds under this part shall make widely available through public means (including by posting in a clear and easily accessible manner on the local educational agency's website and, where practicable, on the website of each school served by the local educational agency) for each grade served by the local educational agency, information on each assessment required by the State to comply with section 1111, other assessments required by the State, and where such information is available and feasible to report, assessments required districtwide by the local educational agency, including--

- (i) the subject matter assessed;
- (ii) the purpose for which the assessment is designed and used;
- (iii) the source of the requirement for the assessment; and
- (iv) where such information is available--
 - (I) the amount of time students will spend taking the assessment, and the schedule for the assessment;
 - (II) the time and format for disseminating results.

Student Technology Appropriate Use Policy (AUP)

The Barren County School System has made a significant investment in technology so that students will have the opportunity to develop the skills necessary to excel in our modern world. With this investment in technology comes a great responsibility: to provide students with a positive well-structured learning environment that will foster creative learning. Through this students will learn skills that apply to real world problem solving.

Students shall use District technology resources only for educational uses as determined by teachers and/or administrators. Students shall not circumvent any security and safety measures to access information and/or content in an inappropriate or non-educational manner. Each student is responsible for the security of his/her own user account and password. Any misuse conducted under a particular individual's account will be considered the responsibility of that individual unless otherwise determined by a teacher or administrator through the disciplinary process.

The Gmail email solution is provided to your child by the district as part of the GSuite service from Google. By signing this form, you hereby accept and agree that your child's rights to use the Google Gmail service, and

other Google GSuite services as the Kentucky Department of Education may provide and that the data stored in such Gmail services, including GSuite email, are managed by the district pursuant to **Policy 08.2323** and accompanying procedures. You also understand that the GSuite ID 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 Google services is subject to Google's standard consumer terms of use (the GSuite Service Agreement), and data stored in those systems are managed pursuant to the GSuite Service Agreement and the Google Online Privacy Statement. Before your child can use those Google services, he/she must accept the GSuite Service agreement and, in certain cases, obtain your consent.

Students shall be subject to disciplinary action, up to and including expulsion for violating this policy and acceptable use rules and regulations established by the school or District. The exact disciplinary actions taken in regards to violations of the District's Acceptable Use Policy (AUP) shall be determined by school and district administrators as appropriate based on the severity of the violation up to and including expulsion for students as well as the possibility of criminal charges if applicable. Individuals using district technology resources should be aware that all content and usage is logged and monitored.

The user is responsible for reading and understanding the District's Acceptable Use Policy (AUP). If any part of this document is unclear it is the individual's responsibility to get clarification, including but not limited to specific examples regarding what is and is NOT acceptable behavior in relation to the use of District technology resources.

By signing the acknowledgement form for this handbook, you acknowledge that you have completely read and understand all of the District's Acceptable Use Policy (AUP) including the proper expected usage of district technology resources as well as the possible disciplinary actions that may be taken in response to violations of this policy. Also by signing this document you understand this document will be kept on file and is legal and binding and will cover the entire duration that you are a student or employee of the Barren County School District.

Barren County Chromebook Initiative

Students receiving technology items as part of Barren County Schools Chromebook initiative **shall receive and sign an agreement detailing computer expectations and penalties for misuse.** This agreement may also be viewed at the district's website. School issued technology items are to be used for instructional purposes during school hours. Ex: no games, music, IM, etc. Fees for technology items that need to be re-imaged will be charged to the student. Students are not permitted to bring any personal electronic devices that may interfere with the learning process (i.e., iPod, earphones, CD/MP3 Players, etc., excluding devices approved as part of the BYOD program) to school at any time. Student use of computers, other technology hardware, software and computer networks including the internet is only allowed when supervised or granted permission by a staff member. All users are expected to follow existing copyright laws; Copyright guidelines are posted on the district website. Although the District has an Internet safety proxy in place, students are expected to notify a staff member whenever they discover information or messages that are inappropriate, dangerous, threatening, or make them feel uncomfortable. Students who identify or know about a security problem are expected to convey the details to their teacher without discussing it with other students. Email should be used for educational or administrative purposes only during school. All contents and files of the computer are property of the Barren County Schools and may be monitored by staff to ensure appropriate use. This includes all email, internet browsing, and any cloud services. Proper care and return of the technology items and all technology item accessories including but not limited to charger, phone cord, and carry case are the responsibility of the student. Students will be assessed the value of the item(s) not returned.

Barren County High School Extracurricular Participation

Alcohol and Drug Policy

Extra curricular participation is a privilege that carries with it the responsibility(ies) to the school, team members, and/or club members, to the student body and the community. When a student accepts this privilege, he/she shall also live up to the responsibility beyond that of the general student body, on and off school property, during the season and the off season. This is in addition to the Barren County Board of Education Alcohol and Drug Policy.

No student participating in extracurricular activities shall receive, purchase, possess, attempt to possess, use, be under the influence of, sell, or transfer alcoholic beverages, narcotics, drugs, controlled substances, prohibited drugs, and substances, mood altering substances (such as inhalants), drug paraphernalia, or counterfeit, look-alike, or simulated narcotics, drugs, or controlled substances on school property, in any school vehicle, at any school-sponsored or sanctioned activity or event, or en route to or from school property or a school-sponsored or sanctioned activity or event. Additionally, no student participating in extracurricular activities shall engage in such alcohol or drug-related behavior or conduct at any place or time, regardless of whether the student is at a school-sponsored event and regardless of whether school is in session.

First violation of the Extracurricular Participation Policy shall result in a suspension from participation in interscholastic games and extra curricular activities for 10 days. Also, the student must complete with the aid of the Student Assistance Coordinator, and at the expense of the student, an evaluation of the student's alcohol, drug, narcotic or controlled substance use from a qualified chemical dependency counselor acceptable to the district and complete counseling and/or other treatment recommended in the evaluation.

Failure to complete both the evaluation and the treatment as recommended by the chemical dependency counselor shall result in the student being suspended from extracurricular participation until the evaluation and treatment are completed.

Second violation will be suspension for 30 days from participation in interscholastic games and extra curricular activities. In addition, the student must complete with the aid of the student assistance coordinator, and at the expense of the student, an evaluation of the student's alcohol, drug, narcotic or controlled substance use from a qualified chemical dependency counselor acceptable to the district and complete counseling and/or other treatment recommended in the evaluation.

Third violation of the Extra Curricular Activities Participation Policy shall be a suspension from participation in extra curricular activities for the remainder of his/her school eligibility.

Printed Name of Student: _____ Grade: _____

Signature of Student: _____ Date: _____

Printed Name of Parent: _____

Signature of Parent: _____ Date: _____

MEDIA RELEASE INFORMATION and OPT OUT PROCESS

(No Form Required if previously submitted)

You are certifying that you are the parent or legal guardian of the child listed and that as such you have the authority to approve or deny the use of your child's photograph and information about your child's identity.

As parent or legal guardian, you are authorizing the Kentucky Department of Education ("the department") and your child's local school and the Barren County School District to use photographic or videotape images of your child for lawful purposes including those outlined below. This permission remains in effect while your child is a student in the Barren County School District.

Also, by signing the last page of this handbook, you are giving permission for the use of your child's image and identification information (full name, grade, and school name) in various education related print publications, television production, and on the Internet sites of the Kentucky Department of Education and/or your child's local school or the Barren County School District. You are also authorizing these entities to submit your child's image and identification information to other publications, media outlets and educational organizations for publicity purposes.

If you choose to opt out of this media release, you must complete the statement below, sign it, and submit it to the principal of your child's school. Once received by the principal, the staff of the appropriate schools and district will be notified.

Opt Out Statement:

I wish to opt out of the media release policy and do not permit the use of my child's or children's image(s) for use in ways checked below (check all that apply):

- ☐ Video Productions for media outlets
- ☐ Education Promotions in video or print media
- ☐ Digital Pictures for Internet Use or E-newsletters
- ☐ District's web site and in school Yearbook

List Child's Name: _____

School: _____ Grade _____

Parent/Guardian (print): _____

Home Address: _____

City _____ Zip _____

District: Barren County Schools

Parent/Guardian Signature: _____

Note: This form is to remain on file at the local school district and is exempt from public disclosure in accordance with KRS 61.878(1)(a)(the Kentucky Open Records Law)

NOTE: IF THE RECORDED IMAGE, VOICE, OR WORK OF A STUDENT IS TO BE INCLUDED IN A PUBLICATION AS PART OF A COMMERCIAL OR FOR-PROFIT FUNDRAISING ENDEAVOR, AFFIRMATIVE AUTHORIZATION OF THE PARENT/GUARDIAN OR ELIGIBLE STUDENT MUST BE OBTAINED

Student Directory Information Notification

Consistent with the Family Educational Rights and Privacy Act (FERPA), parents (or students 18 or older) may direct the District not to disclose directory information listed below. We are required to disclose a student's name, address, and telephone listing at the request of Armed Forces recruiters, unless a parent or high school student, regardless of age, requests that this information *not* be disclosed.

Dear Parent/Eligible Student,

Date

This letter informs you of your right to direct the District to withhold release of student directory information for

Student's Name

Following is a list of items that the District considers student directory information. If you wish information to be withheld, please choose one (1) of the two (2) options below in both Sections I and II. Choose Option 1 if the District may not release any item of directory information; Option 2, if the District may release only selected items of information. Then check those items that may be released. Please be advised that parents cannot prevent the school from using directory information on District-issued ID cards or badges.

If we receive no response within thirty (30) days of the date of this letter, all student directory information will be subject to release without your consent. If you return this signed form on time, we will withhold the directory information consistent with your written directions, unless disclosure is otherwise required or permitted by law. Once there has been an opt-out of directory information disclosure, the District will continue to honor that opt-out until the parent or the eligible student rescinds it, even after the student is no longer in attendance.

Student Directory Information Listing		
Section I Release to Third Parties other than Armed Forces Recruiters and Institutions of Higher Education (Parent or student who has reached age 18 may sign below to direct the District to withhold information in this section.)		Section II Armed Forces Recruiters & Institutions of Higher Education (Parent or student who has reached age 18 may sign below to direct the District to withhold information in this section.)
Choose one of the Options below: ☐ Option 1: The District MAY NOT RELEASE ANY information listed below. ☐ Option 2: The District MAY RELEASE ONLY the information checked below.		Choose one of the Options below: ☐ Option 1: The District MAY NOT RELEASE ANY information listed below. ☐ Option 2: The District MAY RELEASE ONLY the information checked below.
<i>If you choose Option 2, check the item(s) of information listed below that the District may release.</i>		<i>If you choose Option 2, check the item(s) of information listed below that the District may release.</i>
☐ Student's name ☐ Student's address ☐ Student's telephone number ☐ Student's school email address ☐ Student's date and place of birth ☐ Student's major field of study ☐ Information about the student's participation in officially recognized activities and sports	☐ Student's weight and height (if a member of an athletic team) ☐ Student's dates of attendance ☐ Degrees, honors, and awards the student has received ☐ Student's photograph/picture ☐ Most recent educational institution attended by the student ☐ Grade level	☐ Student's name ☐ Student's address ☐ Student's telephone number (if listed)

Printed Name of Parent/Eligible Student's Signature

Grade

Parent/Eligible Student's Signature

Date\

HOTLINE NUMBERS

KENTUCKY CHILD ABUSE HOTLINE:

(877) 597-2331 / (877) KYSAFE1

Or (800) 752-6200.

Administered by the United States Department for Health and Human Services.

NATIONAL HUMAN TRAFFICKING REPORTING HOTLINE:

888-373-7888

Text INFO to 233733

<https://humantraffickinghotline.org/>

SAFE HAVEN BABY BOXES CRISIS LINE NUMBER:

The National Safe Haven Crisis Line number is 1-866-99BABY1 or 1-866-992-2291. This hotline is staffed 24/7 to provide assistance and resources to mothers in crisis who are considering safely surrendering their baby.

The Safe Haven Baby Boxes organization offers this hotline as a resource for mothers who want to maintain complete anonymity and need support or information about safely surrendering their newborn. The hotline provides counseling and guidance to help mothers make the best possible choice for themselves and their child.

Safe Haven Baby Box Locations: <https://project-safe-haven-babybox.vercel.app/>

Glasgow Fire Department
203 Broadway Street
Glasgow, KY 42141