

**2024-25
STUDENT HANDBOOK**



Martha Layne Collins High School

*801 Discovery Boulevard
Shelbyville, KY 40065
(502) 647-1160*

Principal's Message

Titans,

Welcome to Martha Layne Collins High School where our mission is to graduate every student college and/or career ready through positive collaboration, systems of support, and a commitment to excellence for all. We, the staff of MLCHS, are excited to welcome you to the 2024-25 school year and we look forward to a wonderful year of learning and growing together.

We believe in the African proverb, "It takes a village to raise a child." As a result, we will work in partnership with those individuals most important in your personal lives to ensure your success. Whether your ultimate goal is college or the workforce, our guiding goal is to grant you a diploma indicating you have what it takes to be successful in society and in life. We want you to have as many options as possible for future success. We want you to be a contributing member of our democratic society. We want you to undertake inspired learning, leading, and living.

To prepare you for life after high school, we commit to provide a positive, safe, nurturing school environment where you can grow physically, emotionally, intellectually, socially, and spiritually. We know you will experience struggles along the way; therefore, we commit to provide systems of support to help you achieve success. Our purpose and our intent is to provide opportunities for you to have a full and enriching high school experience. Making this depends some on you too. **WE NEED YOU TO BE COMPLETELY ENGAGED!** We need *YOU* to engage in academic work in the classroom. We need *YOU* to take advantage of new and expanded academic opportunities that will prepare *YOU* for *YOUR* future. We need *YOU* to engage in co-curricular and extra-curricular activities because they help you achieve academic success. **WE NEED YOU TO BE FULLY COMMITTED TO YOUR LEARNING AND PERSONAL SUCCESS!**

Your years at Martha Layne Collins High School will be some of the best years of your life, so make the most of them! I expect you to do your part to make our school the best high school in the Commonwealth of Kentucky. It will take collaboration, character, and commitment to make this happen for we are stronger together than we can ever be apart.

Again, welcome. I look forward to a great school year. **GO TITANS!**

Sincerely,

Nate Jebsen
Principal

Mensaje del Director

Titanes,

Bienvenidos a Martha Layne Collins High School donde nuestra misión es que cada estudiante se gradúe preparado para la universidad y/o una carrera profesional por colaboración positiva, sistemas de apoyo, y un compromiso a la excelencia por todos. Nosotros, el personal de MLCHS, estamos entusiasmados de darte la bienvenida al año escolar 2024-25, y esperamos que pasemos un año en aprender y crecer juntos.

Nosotros creemos en el proverbio Africano, “se requiere un pueblo para criar a un niño.” Por eso, trabajaremos juntos con los individuos más importantes de sus vidas personales para asegurarte el éxito. Si tu meta final es la universidad o el trabajo, nuestra meta principal es darte un diploma indicando que tienes lo necesario para tener éxito en la sociedad y en la vida. Nosotros queremos que tú tengas tantas opciones que sean posibles para el éxito en el futuro. Nosotros queremos que tú seas un miembro activo de nuestra sociedad democrática. Nosotros queremos que tú puedas el aprender, liderar, y vivir inspirado.

Con vistas a prepararte para la vida después del colegio, nosotros nos comprometemos a proveerte un ambiente escolar positivo, seguro, y atento donde tú puedes crecer físicamente, emocionalmente, intelectualmente, socialmente, y espiritualmente. Nosotros sabemos que tú vas a encontrar dificultades en tu camino; por eso, nos comprometemos a proveerte con sistemas de apoyo para ayudarte a alcanzar el éxito. Nuestro propósito e intención es darte oportunidades de tener una experiencia del colegio completa y beneficiosa. Hacer todo eso también depende de ti. **NECESITAMOS TU PARTICIPATION PLENA Y COMPLETA.** Necesitamos que TÚ te involucres en el trabajo académico de tus clases. Nosotros necesitamos que TÚ aproveches las nuevas oportunidades y expansiones académicas que van a prepararte para TU futuro. Nosotros necesitamos que TÚ te involucres en actividades co-curriculares y extra-escolares porque te ayudan a alcanzar el éxito académico. **¡NECESITAMOS QUE TÚ TE ENFOQUES TOTALMENTE EN TU APRENDIZAJE Y ÉXITO PERSONAL!**

Tus años en Martha Layne Collins High School serán unos de los mejores años de tu vida, ¡entonces saca el máximo provecho de ellos! Yo espero que tú pongas de tu parte en hacer de nuestra escuela la mejor secundaria en el estado de Kentucky. Se necesita colaboración, carácter, y compromiso para cumplirlo porque somos más fuertes juntos que podemos ser separados.

Otra vez, bienvenido. Espero un gran año escolar. **¡Adelante Titanes!**

Atentamente,

Nate Jebsen
Principal

VISION STATEMENT

The vision of Martha Layne Collins High School is Inspired Learning, Leading and Living.

MISSION STATEMENT

The mission of Martha Layne Collins High School is to graduate every student college and/or career ready through positive collaboration, systems of support, and a commitment to excellence for all.



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2024 - 25 SCHOOL CALENDAR

August 7	First Day for Students
September 2	No school - Labor Day
October 11	Professional Development - No school
October 14 - 18	No school - Fall Break
November 4	Professional Development - No school
November 5	Election Day - No school
November 27 - 29	No school - Thanksgiving Break
December 13	Personalized Learning Day
December 23 - January 3	No school - Winter Break
January 20	No school - Martin Luther King, Jr. Day
February 14	Professional Development - No school
February 17	No school - President's Day
March 14	Personalized Learning Day
March 28	Professional Learning Development - No school
March 31 - April 4	No school - Spring Break

April 25	Personalized Learning Day
May 21	Last Day for Students

Bell Schedules

<u>Daily Bell Schedule</u>	<u>One-Hour Delay Bell Schedule</u>	<u>Two-Hour Delay Bell Schedule</u>
Warning Bell 8:25	Warning Bell 9:25	<i>**Brief Faculty Collaboration at 9:45</i>
1 st Period 8:30-9:25	1st Period 9:30-10:15	Warning Bell 10:25
2 nd Period 9:30-10:20	2nd Period 10:20-11:00	1st Period 10:30-11:10
3 rd Period 10:25-11:15	3rd Period 11:05-11:45	2nd Period 11:15-11:55
Advisory 11:20-12:00	Advisory 11:50-12:30	3rd Period 12:00-12:40
4 th Period 12:05-1:30	4th Period 12:35-1:50	4th Period 12:45-2:00
1 st Lunch 12:05-12:30	1st Lunch 12:30-12:55	1st Lunch 12:40-1:05
2 nd Lunch 12:35-1:00	2nd Lunch 1:00-1:25	2nd Lunch 1:10-1:35
3 rd Lunch 1:05-1:30	3rd Lunch 1:30-1:55	3rd Lunch 1:35-2:00
5 th Period 1:35-2:25	5th Period 1:55-2:35	5th Period 2:05-2:40
6 th Period 2:30-3:20	6th Period 2:40-3:20	6th Period 2:45-3:20

GRADING SCALE

During the 2024-25 school year, all teachers at Martha Layne Collins High School (MLCHS) will fully implement Standards Based Grading (SBG). Standards Based Grading is a student evaluation system that is not based on practice, participation, organization, extra credit, or any other behavior conducted by students. It is designed to reflect a student's measurable progress toward meeting specific learning standards in a course or content area. The following grading scale will be used to evaluate the progress of students at MLCHS:

SBG Average	Letter	GPA
3.40-4.00	A	4.0
2.80-3.39	B	3.0
2.10-2.79	C	2.0
1.80-2.09	D	1.0
0-1.79	F	0.0
<i>Incomplete</i>	<i>I</i>	<i>0.0</i>

If a student is taking a dual-credit course or an Advanced Placement course where the AP Exam is taken, 1 quality point shall be added to the GPA. ALL teachers must follow the above scale in determining a student's grade. ALL teachers must follow the SBDM approved guidelines regarding make-up work.

General Description of Standards Based Grading Rubrics

4-The learner knows all the simple knowledge and skills, all of the complex knowledge and skills, and may go beyond what was taught in class to apply the knowledge.

3-The learner knows all of the simple knowledge and skills, and some of the complex knowledge and skills.

2-The learner knows all of the simple knowledge and skills.

1-With help, the learner knows some of the simple knowledge and skills.

0-Even with help, the learner does not know any of the simple or complex knowledge and skills or does not attempt the assignment.

Exams

Exams may count up to 20% of the course grade. Exams are to be administered on the designated days and times as specified by the MLCHS administration.

Academic Term Schedule

School Terms

Term	Begins	Ends
1	8/7/2024	10/8/2024
2	10/9/2024	12/20/2024
3	1/6/2025	3/7/2025
4	3/10/2025	5/21/2025

MAKE-UP WORK

1. THE STUDENT SHALL BE RESPONSIBLE FOR CONTACTING HIS/HER TEACHER ABOUT ALL WORK THAT MUST BE MADE UP.
2. All make-up work, including tests, shall be done according to the make-up work schedule.

Time Allotted for Make-up Work:

No. of Consecutive Absences Length of Time to Make Up Work

- | | |
|----|---|
| 1. | 2 days |
| 2. | 3 days |
| 3. | 3 days |
| 4. | 4 days |
| 5. | 5 or more - determined by a principal and the teacher |

This policy applies to each period of the day, as well as the whole day.

Credit Requirements for Grade Promotion

Sophomore	Grade 10	5 Credits
Junior	Grade 11	11 Credits
Senior	Grade 12	16 Credits

Graduation Requirements

SENIOR DEFENSE

All seniors shall successfully demonstrate their transition readiness by presenting to a panel of teachers, school and district administrators, and community members.

GOOD FAITH EFFORT REQUIRED

Every student must demonstrate a good-faith effort in completing all the components of the state-mandated Student Assessment Program and any/all standardized tests administered by the District and MLCHS.

Course Requirements

Students must meet course requirements established by the Kentucky Department of Education, Shelby County Board of Education, and the MLCHS Site-Based Council. Questions about graduation requirements shall be directed to the student's guidance counselor.

Students must complete a minimum of twenty-two (22) credits including the following requirements:

Subject	Credits Required
English/Language Arts	4
Math	4
Social Studies	3
Science	3
Health	1/2
Physical Education	1/2
Arts and Humanities	1
Other Elective Credits	6
Total	22

AND

Complete and pass the Graduation Defense

Students are required to demonstrate their transition readiness by presenting to a panel of teachers, school and district administrators, and community members.

Participate in the Senior Reading Gala

All students in the 12th grade are required to participate and pass the Senior Reading Gala. Students will select from among several approved books. Students are required to demonstrate a strong understanding of the book's themes, plot, characters, etc. as demonstrated through participation in a discussion at the reading gala and by passing a short assessment.

Complete Financial Literacy Lessons

Students will complete financial literacy modules in their senior year through their advisory class.

Graduating Post-Secondary Ready

College Readiness is determined based on a student reaching a specific benchmark score in English, math, or reading on the ACT or by passing an AP exam with a 3 or higher or by passing 3 or more hours of KDE-approved dual credit courses with a grade of B or better.

Subject	ACT Score
English	18
Math	19
Reading	20

Career Readiness is achieved when a student is enrolled in a third course in one career pathway and demonstrates academic readiness through an approved industry certification test.

Academic Honors

Students achieving a grade point average of 3.5 or higher shall be considered as graduating with honors and shall be recognized by the Shelby County Board of Education and MLCHS at the graduation ceremony. All academic awards shall be calculated according to the Kentucky Educational Excellence Scholarship (KEES) 4.0 scale which includes one (1) additional quality point for Advanced Placement courses and dual-credit courses. Students must take the AP Exam in order to receive the “AP” designation. The expectation is that all students enrolled in an AP course will take the AP exam.

Awarding of academic honors at graduation shall be as follows:

Recognition	GPA Requirements	Required Courses and ACT Score
Cum Laude	3.5	Zero (0)
Magna Cum Laude	3.8	Two (2) Advanced Placement or Dual Credit Courses & ACT minimum composite of 24
Summa Cum Laude	4.1	Four (4) Advanced Placement or Dual Credit Courses & ACT minimum composite of 26

Attendance Policy and Procedures

The administration and faculty of MLCHS believe that regular school attendance is essential for maximum achievement. The entire staff of MLCHS will promote regular attendance.

It will be every student's responsibility to bring a medical or parent note to the attendance office after each absence. **In order for an absence/tardy to be excused – a note must be received within 5 days. NO NOTES WILL BE ACCEPTED AFTER FIVE (5) DAYS WITHOUT Principal or Assistant Principal Approval.** The attendance office will verify the note and report to the staff the status of the absence as excused or unexcused. Students will also lose privileges by accumulating 7 or more unexcused absences or 10 or more unexcused tardies to school.

Students must be in attendance at least half the day to participate in or attend any school function (examples: prom, senior dinner, athletics, plays, concerts...). Students must be in attendance on the last day of the week to participate in any weekend event. There is a possibility of court action for non-compliance in accordance with the state's truancy law KRS. 610.010.

Reasons for excused absences:

1. Student illness
2. Death or serious illness in the student's immediate family
3. Medical appointments (require doctor's note) ½ day only unless the doctor specifies a full day.
4. Driver's test for permit/license (1/2 day only)
5. Required court appearance – note from the court is required.
6. Pre-arranged school activities
7. Special cases approved by the principal including college visits and pre-arranged trips - Parents must submit a letter to the principal ONE week prior to the prearranged visit.

Parents should make medical/physical therapy appointments after school hours whenever possible. Students must have a medical note in order to be excused after they have missed their seven (7) non-medical days. A medical note is a note from a doctor, dentist, the health department, or other medical professional. Only ½ day will be given if not specified by the attending physician.

Absent from School – (A) Absent all day = full day absence

(B) Absent partial day – (more than 60 minutes) – these absences will be calculated by number of minutes missed to equal a percentage. These partial absences accumulate over the school year to equal full day absences. Ex: missing 75 minutes equals a 20% absence.

Truancy is defined as being absent/tardy for three (3) days of school unexcused. A student who is absent/tardy six (6) unexcused days will be considered a habitual truant and may be reported to the appropriate legal authorities.

Sign-in/Sign-out procedures: Students who are late to school must sign in at the attendance office and get a note to enter class. Students who need to check out of school early must provide a note to the attendance office before school starts. **Absolutely NO phone-in permissions will be accepted unless approved by a principal.** Faxed notes that can be verified will be accepted. Students will only be allowed to leave with someone listed on his/her emergency card unless a parent gives written permission and the note can be verified. Students who are ill and need to check out of school must report to the office to notify parents of the illness. Parents will sign out their child at the attendance office. **Signing in and out of school will cause an absence in the period in which the student signs in or out.**

Student drop-off/pick-up procedures: Drop-off/pick-up point for all students is in the circle in front of the school. For safety reasons, do not drop-off or pick-up students in the back bus lot or on Discovery Blvd. The back bus lot is reserved for bus parking only. Students will not be allowed to enter the building beyond the office before 8:00 a.m. due to safety and supervision considerations.

Withdrawal Slips: Any student withdrawing from MLCHS must obtain a withdrawal slip from the counselors. All books and other MLCHS property must be returned before withdrawal can be completed. Grades will not be recorded or transcripts sent until correct withdrawal is made. Kentucky Statutes will be followed.

Student Drivers:

Driving to school is a privilege, not a right. After the tenth tardy, parking passes will be revoked. If a student drives to school on a revoked parking or no pass at all, their car is subject to being towed at their cost. Parking passes have the possibility of being earned back after 30 days.

NO PASS/NO DRIVE

Applicable Statutes and Regulations:

KRS 159.051 No Pass No Drive

The “No Pass/No Drive” statute (KRS 159.051) became law on June 25, 2007, with implementation on August 1, 2007. This statute applies to every public and private school district across Kentucky.

The “No Pass/No Drive” statute results in the denial or revocation of a student’s driver’s license for any of the following:

- Academic deficiency
- Dropping out of school
- Nine or more unexcused absences in one semester

Academic deficiency is defined as a student who does not have passing grades in at least four of six courses, or the equivalent, in the preceding semester. A student is deemed to have dropped out of school when he/she has nine or more unexcused absences in the preceding semester. Any absences due to suspension shall be unexcused absences.

Should you want to review the full text of this law, please visit this link on the Legislative Research Commission’s Web site: <http://www.lrc.ky.gov/record/07RS/record.htm%20>

Beginning August 1, 2007, any 16- or 17-year-old applying for a driver's license permit (Instruction Permit) will be required to have a completed School Compliance Verification Form: KRS 159.051. The form verifies that the student is compliant with the components of the statute.

If the student is not compliant, a form will not be issued. If a 16- or 17-year-old student (with a drivers permit or license) accumulates nine or more unexcused absences in one semester, the school will report the student as noncompliant at the end of each semester or may be made earlier in the semester. Any absences due to suspension shall be unexcused absences.

A student shall be deemed academically deficient when he or she has not received passing grades in at least four of six courses or the equivalent. Reports of noncompliance based on academic deficiency will be reported. The “No Pass/No Drive” law specifies that a student “shall” pass four courses (or the equivalent of four courses per semester; 4/6=66 percent). Since most schools are currently using a six-course semester, the Kentucky Department of Education is recommending that a student would need to pass more than 66 percent of his or her classes to be compliant.

Martha Layne Collins High School students must pass 5 of 7 courses to be compliant with NO PASS/NO DRIVE KRS 159.051.

Grades will be checked at the end of each semester and reports of noncompliance will be filed with the Kentucky Department of Education and the Transportation Cabinet. Collins High School Parking Permits will be revoked.

Questions concerning No Pass/No Drive may be directed to:

**Nijel Clayton, Manager
Libby Taylor
Division of Secondary and Virtual Learning
19th Floor, 500 Mero Street
Frankfort, KY 40601
(502) 564-4772
nijel.clayton@education.ky.gov
libby.taylor@education.ky.gov**

YOUTH SERVICE CENTER

Youth Service Centers were created as part of KY Education Reform Act (KERA) The purpose of the Youth Service Center (YSC) is to enhance all student's ability to succeed in school by eliminating barriers to learning. The Youth Service Center at MLCHS assists student families with meeting basic needs such as food, clothing, shelter, medical and dental services, emergency financial assistance, and school supplies. The YSC also provides referrals to health and social service agencies, employment counseling and referrals, substance abuse education, and parent educational support. The center is located at MLCHS in Room 113 and is open from 8:00 AM until 3:45 PM daily. Evening appointments are available on request.

Food Services

Eligibility for Waiver of School Fees: Information given on the student's application for free or reduced priced meals may be used to determine his/her eligibility for other educational benefits. In order to apply for these benefits, you must mark and return a completed application for free/reduced meals. Contact the Food Service Coordinator at 633-2375 if you need further information or a copy of the form.

Vending Machines/Food Service: Students are not allowed to have lunches from commercial restaurants brought into the school. No sale or **servicing** of any food or beverage item to students in competition with the School Breakfast Program or the National School Lunch Program is allowed during the school day and one-half (1/2) hour after the closing of the last lunch period. Any time a student cannot obtain lunch they may come to the Main Office for assistance.

School Menu Prices for Students

All students under 18 will receive free breakfast and lunch for the 2024-25 school year.

Extra Sales Program (Including Snack Items) for MLCHS Cafeteria:

There is not a limit on the amount of items a student can purchase from the extra sales program. Parents may send a note or call the cafeteria manager to limit the amount their child may purchase from the extra sales program, or to prohibit all purchases. If you have any further questions please contact the cafeteria manager or our Central Administrative Office, at 633-2375.

STUDENT BEHAVIOR EXPECTATIONS

BE SAFE, BE RESPECTFUL, BE RESPONSIBLE, AND DO IT THE TITAN WAY!

ARRIVAL

Expectations for Student Arrival

- School doors do not open until 8:00 AM.
- Upon entering the building, students are to remove hats, headwear, and sunglasses.
- Students may pick up breakfast and then report directly to their first period classroom.

CAFETERIA

Expectations for Students in the Cafeteria

- All students are expected to report to and remain in the cafeteria during their assigned lunch time. Failure to report to the cafeteria or reporting for more than one lunch period will result in disciplinary consequences.
- Students will talk respectfully to cafeteria staff and wait patiently in line.
- Students will remain seated at their assigned table until dismissed.
- Students will consume all food and drinks in the cafeteria. Food and drinks are **NOT** permitted to leave the cafeteria.

Courtyard

Expectations for students in the courtyard

- Students are not to be in the courtyard during school hours unless they are participating in a supervised class activity or are on Senior Lunch (see below).
- Students in the 12th grade are permitted to eat lunch in the courtyard provided that they behave responsibly, follow school rules/expectations, and clean up after themselves. Failure to comply with these expectations, or abuse by other students will result in the loss of this senior privilege.

HALLWAYS

Expectations for Students in the Hallway

- Students will have 5 minutes passing time between classes.
- Hall Passes are required for any student in the halls during class time.
- Students will use a respectful voice level in conversations.
- Hall Passes are not provided the first ten minutes or last ten minutes of class (10/10 Rule)
- Students are expected to follow *Student Discipline Code* and all adult directions.

DEPARTURE

Expectations for Student Departure

- Student drivers are expected to exercise caution and proceed carefully. Student drivers shall not use the access road behind Marnell C. Moorman School. Student use of that road between 7:30 a.m. and 4:00 p.m. can result in a loss of parking privileges and school disciplinary action.
- Car riders shall be picked-up in the front circle.
- Bus riders will report to the back of the building to catch their afternoon bus.
- Students in the building after 3:45 p.m. are expected to be under the direct supervision of a faculty member. Students who are not under faculty supervision are not permitted in the building after 3:45 p.m.

BULLYING

It's not funny; it's mean. It makes the victim feel small and makes the bully look smaller. Although bullying includes physical attacks, it usually happens in other ways.

EMOTIONAL BULLYING – This bully can be really nice if he/she likes you. Tactics includes isolation from others, exclusion from activities and outings; anything designed to make someone feel left out, especially when the bully enlists others to do it. Don't stoop to their level, even if they are pressuring you.

PHYSICAL/VERBAL BULLYING – this includes kicking, punching, pinching, etc., but also includes getting someone else to do your dirty work. It includes verbal abuse, name calling, mocking, insulting nicknames and threats of physical harm.

RACIST BULLYING – attacking someone verbally or physically because of their cultural or racial difference. This also includes using racial or cultural slurs in conversation or notes.

SEXUAL BULLYING/HARASSMENT – unwanted and/or inappropriate sexual comments and unwanted physical contact.

CYBER BULLYING – hurtful messages and/or images spread through the internet. Whether through e-mails, in chat rooms, or on websites, spreading negative information about someone else (even if it's true) is wrong.

Disciplinary Action: Bullying will not be tolerated at MLCHS. Students who engage in the bullying of an employee or another student on the basis of any of the areas mentioned above shall be subject to disciplinary action, including but not limited to suspension and expulsion

HARASSMENT/DISCRIMINATION

Definition

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

The provisions in this policy shall not be interpreted as applying to speech otherwise protected under the state or federal constitutions where the speech does not otherwise materially or substantially disrupt the educational process, as defined by policy 09.426, or where it does not violate provisions of policy 09.422.

Prohibition

Harassment/Discrimination is prohibited at all times on school property and off school grounds during school-sponsored activities. This prohibition also applies to visitors to the school who may come in contact with employees and students. (Acts of harassment/discrimination based on sex may be committed by persons of the same or the opposite sex.)

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

Disciplinary Action: Students who engage in harassment/discrimination of an employee or another student on the basis of any of the areas mentioned above shall be subject to disciplinary action, including but not limited to suspension and expulsion.

NON-DISCRIMINATION STATEMENT

The Shelby County Public Schools do not discriminate on the basis of race, color, national origin, gender, religion, age or disability in employment or the provision of services and provides upon request, reasonable accommodation including auxiliary aids and services necessary to afford individuals with disabilities an equal opportunity to participate in all programs and activities.

School Procedures and Regulations

Schedule Change Policy

Students may request a schedule change by completing the schedule change request form. However, schedules will only be changed for the following reasons.

1. A student has been placed in a class that he/she has already taken and passed.
2. A student has not been placed in a class that he/ she needs for a requirement.
3. A student has been placed in the wrong level class. (i.e. Alg. 1 instead of Alg. 2)

All schedules will be finalized on August 7th. After August 15th, schedule changes are not permitted without the approval of an administrator.

Bus Regulations: The privilege of any student to ride a school bus is conditioned upon his/her good behavior and observance of all rules and regulations. Repeated violations can cause a student to be prohibited from riding a bus.

Credit Recovery: Credit recovery will be available for students that need to make up full or partial course credit. Students could be assigned to the credit recovery lab where they may complete their course online. Students in their graduation year are given preferential placement in the credit recovery lab. Additionally, students may recover a failed course during Summer School if they have met the required minimum percentage or standards-based grade average. Extended School Services will be available for students needing additional help after school and may also be available during scheduled breaks.

COOP/Work-based learning: 12th grade students that have achieved college and career readiness benchmarks are eligible to participate in work-based learning or COOP. Any student interested in this program will need approval from their counselor, assistant principal, and the work-based learning coordinator. Students that participate in this program should not be on the Loss of Privileges list or failing any courses or they risk losing this privilege.

Fund Raising/Selling and Soliciting: A student or group of students shall not sell items, solicit contributions, conduct membership drives, or sell subscriptions on school property without authorization by the principal and Board of Education. No student shall be compelled or coerced to participate in or meet any kind of quota in a fund-raising activity.

No outside groups are allowed to sell or solicit during the school day or during school functions without the approval of the Shelby County Board of Education.

Lockers: All students are given the opportunity to be assigned a locker at the beginning of the school year. At the end of the school year, lockers are to be cleaned out. Students are responsible for the contents of their locker. Lockers are the property of MLCHS and may be searched by school officials at any time.

Medication: No student is allowed to have prescription/non-prescription medication in his or her possession at any time (body, book bag, locker, etc.) without principal permission. Possible suspension could occur for possession of prescription/non-prescription medication. At no time will MLCHS provide medication for any student. Any student needing to take medication while at school must have an authorization to administer medication form on file along with their medication from home/doctor. These forms may be picked up in the main office. Students who become ill during the day should report to the main office for assistance and to call home, if necessary.

Parking Regulations: Parking at the high school is a privilege. Students must meet school requirements in order to be issued a parking permit. All MLCHS students must meet the NO PASS/NO DRIVE requirements (passing 5 of 7 classes) to maintain a valid driver's license and parking privileges. All eligible students may pick up the form in the Attendance Office, complete the form, and return it to the Attendance Office. Students added to the No Privileges List will have their parking permit revoked.

In order to ensure the safety of every student at MLCHS, the following regulations are in effect:

1. Students must have a valid parking permit to park at MLCHS.
2. Students shall obey traffic laws.
3. Students will observe a 15 mph maximum speed while on campus.
4. Students will drive in a safe and orderly fashion.
5. Students will park in their assigned space and immediately enter the building upon arrival.
6. Students will not return to their vehicle during the school day without permission from the Main Office.
7. Skipping school will result in the loss of parking privileges.
8. When leaving school property, drivers shall yield to all pedestrians.
9. Students who lose privileges under the Attendance/Discipline and Student Privileges Policy will have their parking privileges revoked.

Notice: Failure to comply with these regulations may result in towing at the owner's expense, loss of parking privileges, and referral to our school resource officer.

Personal Property: Students are advised that MLCHS **will not** be responsible for the loss, theft or damage to any personal property including motor vehicles of students, parents, or staff. When changing clothes is required (such as in physical education, athletic practice, or games), lockers/locks will be provided. Students are advised to not bring valuable items to school, unless needed for an instructional purpose.

Safety Checks: If a school official has reasonable suspicion that you may have drugs, alcohol, a weapon, vape, or other item not approved for school then you can be subject to a search by an administrator including the use of a metal detecting wand.

School Resource Officer (SRO): MLCHS and the Shelby County Sheriff's Office work in collaboration to provide an on-duty officer stationed at the school. The Shelby County Deputy Sheriff has successfully completed specialized training in working with school age students to provide a valuable resource to the school, the students, and the community. The SRO balances roles in law enforcement, mentoring, and teaching. Each of these areas is vital to the success of the program.

Student Assistance Program: This program provides information and support for students experiencing personal concerns that interfere with school functioning. Individual and group counseling is available for issues such as stress, anger, relationship difficulties and alcohol and other drugs.

Technology Use: All students will be able to use school computers to access information by signing and adhering to the state required *Responsible Use Policy*. Failure to uphold this agreement could result in the student's loss of technology privileges including wireless learning devices.

Telephones/Phone Calls: Students will not be called to the telephone from classes or dismissed from classes to use the phone except in the case of emergencies. If an emergency occurs, students will be allowed to use a Main Office phone. Telephone messages may be left in the main office by parents/guardians only and will be delivered during non-instructional time only.

Lost/Damaged Technology Item Pricing Schedule

Chromebook Lost/Replacement - \$250

Top Cover/Screen Repair - \$60

Keyboard Replacement - \$60

Lost/Damaged Charger - \$40

Aux Port Adapter - \$15

Replacement Label/Asset Tag - \$5

Athletic Gate Admission and Passes

We encourage students to save money by purchasing all sport passes according to the prices below.

Gate Admission (per athletic event)

Adults & Students: \$6

All Sport Season Passes

Family: \$200

Adult: \$100

Student: \$45

Senior Citizen (60+): Free with pass issued by the MLCHS Athletic Director

ACADEMIC INTEGRITY POLICY

Cheating

Cheating is an act or an attempted act of deception by which a student seeks to misrepresent that he or she has mastered information on an academic exercise that he/she has not mastered. Examples include, but are not limited to:

- Copying from another student
- Allowing another student to copy
- Unauthorized use of course textbook, website or other materials (such as a notebook to complete a test or other assignment from the faculty member
- Collaborating on a test, quiz, or other project with any other person(s) without authorization
- Using or processing specifically prepared materials during a test (such as notes, formula lists, notes written on the students clothing, electronic data, etc.) that are not authorized
- Taking a test for someone else or permitting someone else to take a test for you

In accordance with our school's philosophy that all assigned work is directed toward advancement of student knowledge, any student caught in the act of cheating:

- 1. is subject to school disciplinary action,**
- 2. may forfeit the right to receive full credit for the work**
- 3. must complete either the assignment or a similar assignment; completion of the assignment must occur before or after school. Failure to take advantage of this opportunity within the time limit established by the teacher will result in a zero in the grade book.**

Plagiarism

Plagiarism is the inclusion of someone else's words, ideas, or data as one's own work. When a student submits work for credit that includes the words, ideas, or data of others, the source of that information must be acknowledged through complete, accurate, and specific references, and, if verbatim statements are included, through quotation marks as well. By placing his/her

name on work submitted for credit, the student certifies the originality of all work not otherwise identified by appropriate acknowledgments. Plagiarism covers unpublished as well as published sources. Examples of plagiarism include, but are not limited to:

- Quoting another person's actual words, complete sentences or paragraphs, or an entire piece of written work without acknowledgment of the source
- Using another person's ideas, opinions, or theory, even if it is completely paraphrased in one's own words without acknowledgment of the source
- Borrowing facts, statistics, or other illustrative materials that are not clearly common knowledge without acknowledgment of the source
- Copying another student's essay test answers
- Copying, or allowing another student to copy, a computer file that contains another student's assignment, and submitting it, in part or in its entirety, as one's own
- Working together on an assignment, sharing the computer files and programs involved, and then submitting individual copies of the assignment as one's own individual work

Students are urged to consult with teachers, administrators, or MLCHS' recognized handbooks on MLA.

In accordance with our school's philosophy that all assigned work is directed toward advancement of student knowledge, any student caught in the act of plagiarizing:

- 1. is subject to school disciplinary action,**
- 2. may forfeit the right to receive full credit for the work**
- 3. must complete either the assignment or a similar assignment; completion of the assignment must occur before or after school. Failure to take advantage of this opportunity within the time limit established by the teacher will result in a zero in the grade book.**

Failure to take advantage of this opportunity within the time limit established by the teacher will result in a zero being assigned in the grade book.

Titans Dress for Success

Students are expected to dress in a manner that helps maintain a respectful and healthy learning environment. We expect all students to come to school appropriately dressed for the purpose of creating a positive climate conducive to learning. Any clothing that refers to or depicts alcohol, tobacco, drugs, gangs, profanity, vulgarity, or is otherwise offensive or disruptive to the learning environment is prohibited.

The following dress code applies to students from the moment they enter the school building until they leave school at the end of the day.

BOTTOMS

- Students may wear pants, jeans, sweat pants, shorts, capris, skorts, or skirts.
- If pants have holes, torn material, or shredded fabric above the knee, students must have something on underneath to cover skin (i.e. leggings under jeans).
- Skirts, skorts, and shorts must extend beyond the fingertips of the student with arms down.
- Tights, leggings, yoga pants, and stockings may only be worn under approved tops. Tops must extend beyond the fingertips of the student with arms down.
- Pajamas and cut-off shorts are not permitted.
- Bottoms must cover the backside at all times regardless of movement. All bottoms must fit appropriately and cover undergarments at all times.

TOPS

- Students may wear any color or patterned long or short-sleeved shirt.
- Tops must cover the shoulders, chest, midriff, and back at all times.
- All tops must fit appropriately and cover undergarments at all times.
- Sweaters, sweatshirts, and hoodies are permitted. Hoods must remain down when in the building.
- Tank tops, spaghetti straps, halter tops, strapless tops, and cut-off sleeves are not permitted. Sleeves must cover undergarment straps and shoulders at all times.
- Students may wear jackets and coats in the classroom at the discretion of the teacher.

FOOTWEAR

- Footwear must be worn at all times. House shoes and slippers are not permitted.

ACCESSORIES

- No dangerous jewelry such as dog collars, wallet chains, belt chains, spiked jewelry, etc. are permitted.
- Head coverings, such as hats, caps, scarves, bandanas, sweatbands, and durags are not permitted unless such attire is a recognized part of a religious practice adhered to by the student or is prescribed by a physician.
- Any head coverings worn during the school day without the approval of the MLCHS Administration will be confiscated and returned at dismissal.
- Students will not be permitted to carry blankets and pillows to class.
- Sunglasses are not to be worn unless ordered in writing by a physician.

Dress Policy Enforcement

During morning announcements, teachers will conduct a dress check of students. If a student is out of dress policy compliance and the issue cannot be resolved immediately, teachers shall call the appropriate building administrator. The administrator will send for the student at the earliest opportunity. The administrator will deem the item acceptable or unacceptable within the guidelines of the dress code. Any student who is out of compliance with the dress code during the school day will be required to change clothes and will be subject to consequences outlined in the Student Code of Conduct. Any student refusing to make the necessary changes to comply with the school dress code policy will be subject to discipline consequences for defiance.

LOSS OF STUDENT PRIVILEGES

MLCHS believes that good school attendance and behavior helps develop habits of responsibility, self-discipline, and work ethic that will be carried beyond high school. Unexcused absences, tardies, excessive excused absences, and discipline referrals are known to have a negative effect on academic achievement. Therefore, MLCHS has adopted the following initiative to promote improved attendance and proper behavior at school.

Each school year, a student will lose privileges to participate in extra-curricular or co-curricular events sponsored by MLCHS if his/her attendance or behavior results in any of the following:

- 1) An accumulation of seven (7) or more unexcused absence days, through whole or partial day absences.
- 2) Ten (10) or more unexcused tardies to school. A tardy is marked when a student signs-in late to school.
- 3) Behavior referrals that result in 3 or more assignments to ISAP.
- 4) Any out-of-school suspension.

Loss of privileges until the end of the school year includes, but is not limited to the following:

- Participation in the MLCHS graduation ceremony (for seniors only)
- Participation as an athlete in sporting events
- Participation in school plays
- Club activities after school
- Senior events
- School dances including homecoming and prom
- Field Trips
- Co-curricular activities that meet after school
- Parking privileges

Privileges may be reinstated after a minimum of 10 days with a student reinstatement of privileges application and a hearing with the principal. The principal may choose to gradually reinstate privileges at his discretion. If privileges are reinstated by the principal, the coach or club sponsor (if applicable) decides the conditions for a return to participation for their sport or activity.

Disciplinary Code

Martha Layne Collins High School is committed to maintaining a safe, supportive environment so that our students may enjoy a positive high school experience. We are committed to teaching and promoting positive behaviors that exemplify our school-wide expectations: be safe, be respectful, and be responsible.

If possible, before students are referred to the office, they should have a conference with the teacher in a one-on-one situation. Parents should also be contacted. Alternatives for the teacher before a student is written up on a disciplinary referral might be:

- (A) Work individually with teacher before and after school
- (B) Phone call home
- (C) Parent-Teacher-Student Conference
- (D) Behavioral Contract

Once referred to the office the designated assistant principal will conference with the student, investigate if necessary, and assign an appropriate consequence. Consequences could include restorative actions and/or one of the following punitive measures depending on the nature of the offense and the number of prior occurrences.

After School Detention:

Administrators may assign student detention according to the school discipline matrix. Students absent from detention, without an excused note from an administrator, will be assigned additional days of detention or ISAP.

Students are expected to report to the detention room (218) by 3:25. Students that fail to report by 3:25 will not be admitted to detention. Students with an excused absence from school on the assigned detention day will make up the detention on the next scheduled day.

While in detention students are expected to complete assignments without talking, sleeping, using electronic devices, leaving the room, or consuming food/drink.

Friday School

Administrators may assign students Friday School according to the school discipline matrix. Friday school will function the same as detention except that it will extend until 5:00 p.m.

ISAP (In School Adjustment Program)

ISAP is located in room 301 with Mr. Gaither. While in ISAP students are required to work on assignments from their normal classes which will be collected by the ISAP teacher. Students may also be assigned constructive assignments by the ISAP teacher, including, but not limited to, ACT practice questions, character development reading, and reflective writing. Upon arrival to ISAP, students are required to check in their cell phone(s) to the ISAP instructor who will return them when the student has completed his or her time in ISAP. While in ISAP students are expected to complete assignments without talking, sleeping, leaving the room, or consuming food/drink except in cases when permission is granted by the teacher. Failure to abide by the rules/expectations of ISAP will result in further consequences.

Suspension

Students suspended from school are not permitted on school property on the date(s) assigned at any point, including for after-school activities or sports. Students will receive an unexcused absence for the date(s) of the suspension.

Pursuant to Board Policies 09.431 and 09.434, students may be suspended from school for disciplinary reasons if certain procedures are followed.

A pupil shall not be suspended from any school until the following due process procedures have been provided:

1. The pupil has been given oral or written notice of the charge or charges against them which constitute cause for suspension.
2. The pupil has been given an explanation of the evidence of the charge or charges if the pupil denies them.
3. The pupil has been given an opportunity to present his/her own version of the facts related to the charge or charges.

A written report of the suspension shall include:

1. Name of student
2. Date of due process
3. Specific reason(s) for suspension
4. Conditions of reinstatement
5. How parents/guardians were notified

Electronic Devices Practices

1. Cell phones are not allowed to be used/out during class time. This expectation also applies to airpods/earbuds/headphones. Smart watches may be worn but will be subject to the same consequences if the student is seen interacting with it for messaging, etc.
2. Students are prohibited from recording video, audio, or photos of other students without their consent—including for Snapchat and other social media platforms.
3. Personal devices are permitted outside of instructional areas (classrooms, media center, etc.) provided that only one earphone is used and others cannot hear sounds emitted from the device or earphones.
4. Failure to meet these expectations will be addressed by school staff and may result in referral to the school administration.
5. School staff will model these expectations.

Violation of the Personal Telecommunication Devices Policy:

If a phone is seen by the teacher, he or she will direct the student to place the phone in a designated area (secure box, visible calculator holder, specific drawer, etc.) for the remainder of the class period. Students will be able to pick up their phone at the end of the class period.

Failure to place the phone in the designated location in a timely manner will result in a call to the office. An administrator will come retrieve the phone and will make a determination if the student will remain in class for the remainder of the period to serve a consequence at a later

time or if the student will be removed from class. Consequences for phone use may include ISAP, after school detention, lunch detention, parent conference, and student conference.

POSSESSION/USE OF DANGEROUS WEAPON

Except where expressly and specifically permitted by Kentucky Revised Statute, the carrying, bringing, using or possessing any deadly weapon or dangerous instrument in any school building, on school grounds, in any vehicle or at any school-sponsored activity is prohibited (Board Policy 05.48)

POSSESSION/USE OF OTHER UNAUTHORIZED ITEMS

Other unauthorized items include, but are not limited to: wireless or wired speakers, dice, lighters, matches, explicit images or text, and other items deemed unsafe or disruptive to the learning environment by school administration.

POSSESSION/USE OF ALCOHOL/DRUGS

Pursuant to Board Policy 09.423, both possession or use of drug paraphernalia and possession, use or being under the influence of alcoholic beverages, any controlled substance or any substance which "looks like" a controlled substance on or about school property, at any location of a school-sponsored activity or in route to or from a school-sponsored activity are forbidden.

Consequences for possession/use of alcohol/drugs:

1st Offense:

The student will be suspended for 5-10 days and could be recommended for expulsion. The recommendation for expulsion may be waived, if the principal or assistant principal so decides and the student and parents/guardians choose to do all of the following: a) complete the days of suspension; b) work with the school system's student assistance program to seek an evaluation for the student by a qualified alcohol/drug counselor acceptable to the school district, and; c) complete any and all recommendations of the qualified counselor. Failure to do so will result in referral to the Board of Education for expulsion. The student must have completed the evaluation or have verbal and/or written confirmation of an appointment upon returning to school.

2nd Offense:

Any student violating the Alcohol or Drug Policy for the second time in one school year may be suspended for 10 days and recommended for expulsion.

SALE/TRANSFER OF ALCOHOL/DRUGS

Pursuant to Board Policy 09.423, the sale or transfer of drug paraphernalia, alcoholic beverages, any controlled substance or any substance which "looks like" a controlled substance on or about school property, at any location or a school-sponsored activity or in route to or from school-sponsored activity are forbidden.

Consequences for sale/transfer or alcohol/drugs

1st Offense:

The student may be suspended 10 days and/or recommended for expulsion. The recommendation for expulsion may be waived if the Principal, Associate Principal, or Assistant Principal so decides and if the parents/guardians choose to do all of the following: (1) complete the suspension; (2) work with the school system's student assistance program to seek an evaluation for the student by a qualified alcohol/drug counselor acceptable to the school district, and (3) complete any and all recommendations of the qualified counselor. Failure to do so may result in referral to the Board of Education for expulsion. The student must have completed the evaluation or have verbal and/or written confirmation or an appointment upon returning to school.

2nd Offense:

Any student violating the Alcohol or Drug Policy for the second time in one school year may be suspended for 10 days and recommended for expulsion. Any violators of the Shelby County Board of Education Alcohol or Drug Policy will be referred to the local county attorney's office.

POSSESSION/USE OF TOBACCO/NICOTINE/VAPES/LOOK-A-LIKE PRODUCTS

Pursuant to Board Policy 09.4232, students shall not be permitted to use or possess any tobacco product on property owned or operated by the Board, inside Board-owned vehicles, on the way to and from school, or during school-sponsored trips and activities. Additionally, students are prohibited from using electronic cigarettes/vapes in the aforementioned locations. Students who violate these prohibitions while under the supervision of the school shall be subject to penalties set forth in Student Code of Conduct.

MESSAGE REGARDING VAPING

MLCHS Families,

As you are already aware, vaping has become a significant and widespread problem among teens. Vaping is not only harmful, but is also illegal for anyone under 21 years of age. At MLCHS we work to educate our students about the health risks caused by vaping and take measures to minimize opportunities students might have to vape at school. We offer support to students trying to break these bad habits and school administrators and teachers provide supervision throughout the day to the best of our abilities to limit opportunities for students to vape.

We are taking strong efforts to reduce vaping at MLCHS. One is the installation of vape detectors in our most-used restrooms. We know that students take advantage of the fact that we do not have constant surveillance and supervision in these restrooms and use that as an opportunity to smoke nicotine and THC vapes. These new vape detectors (<https://halodetect.com/>) can detect the vapor from electronic smoking devices and notify school administration immediately. If you have any questions about these devices feel free to contact me. Students will be informed about these safety devices along with additional warnings that any student that damages or tampers with the device will be subject to disciplinary action, criminal charges, and replacement costs just the same as with any school safety device.

If your child is battling vape addiction, he or she can reach out to Ms. Robbins or Mr. Raley in our guidance office for resources and support to break their habit.

Thank you for your support,

Nate Jebson
Principal

District Behavior Consequence Chart

The disciplinary options found in the Behavior Consequences Chart shall be available for the principal in charge to consider. Consequences for each violation of the Discipline Code shall be assigned at the discretion of the principal, assistant principal, or dean involved. Repeated violations may require more severe consequences.

Behavior Violation	Disciplinary Options							
Disciplinary Options that may be used individually or in combination.	Lunch Detention	After School Detention	ISAP (In School Adjustment Program)	NTI (Non-Traditional Instruction)	Short Term Suspension (1-5 Days)	Long Term Suspension (6-10 Days)	Referral for Possible Expulsion	Referral to Legal Authorities
Arson				✓	✓	✓	✓	✓
Assault						✓	✓	✓
Bullying	✓	✓	✓	✓	✓	✓	✓	✓
Defiance of Authority	✓	✓	✓	✓	✓	✓	✓	
Deliberate Disruption	✓	✓	✓	✓	✓	✓	✓	
Display of Affection	✓	✓	✓	✓	✓	✓		
Driving Violation	✓	✓	✓	✓	✓	✓	✓	✓
Extortion					✓	✓	✓	✓
Failure to Report Dangerous Weapon	✓	✓	✓	✓	✓	✓	✓	✓
False Alarm/ Security Threat					✓	✓	✓	✓
Fighting				✓	✓	✓	✓	✓
Forgery	✓	✓	✓	✓	✓	✓	✓	✓
Gambling	✓	✓	✓	✓	✓			
Harassment/ Discrimination			✓	✓	✓	✓	✓	✓
Misuse of Telecommunication Device	✓	✓	✓	✓	✓			
Incorrigible Bad Conduct	✓	✓	✓	✓	✓	✓	✓	✓
Physical Abuse of School Personnel						✓	✓	✓
Possession/ Use of Dangerous Weapon					✓	✓	✓	✓
Possession/ Use of Alcohol or Other Drugs					✓	✓	✓	✓

Behavior Violation	Disciplinary Options							
	Lunch Detention	After School Detention	ISAP (In School Adjustment Program)	NTI (Non-Traditional Instruction)	Short Term Suspension (1-5 Days)	Long Term Suspension (6-10 Days)	Referral for Possible Expulsion	Referral to Legal Authorities
Profanity/Vulgarity	✓	✓	✓	✓	✓	✓	✓	✓
Sale/ Transfer/ Distribution of Alcohol or Drugs						✓	✓	✓
Sale/ Transfer of Property	✓	✓	✓	✓				
Sexual Abuse					✓	✓	✓	✓
Skipping Class/ Leaving School Grounds	✓	✓	✓	✓	✓	✓	✓	
Threatening Behavior or Intimidation	✓	✓	✓	✓	✓	✓	✓	✓
Theft			✓	✓	✓	✓	✓	✓
Truancy	✓	✓	✓				✓	✓
Possession/ Use of Tobacco & Look-a-like Products (vapes)	✓	✓	✓	✓	✓	✓	✓	✓
Unexcused Tardies	✓	✓	✓	✓	✓	✓	✓	✓
Unruly Conduct	✓	✓	✓	✓	✓	✓	✓	✓
Vandalism (must pay for damages)		✓	✓	✓	✓	✓	✓	✓
Verbal Abuse of Staff		✓	✓	✓	✓	✓	✓	✓

Students who encourage others to violate school rules or record others participating in violation of school rules, such as cheering on or video recording a fight will be subject to disciplinary action up to and including suspension.

The principal may also refer students involved in certain disciplinary situations to an Anger-Management Group, peer mediation, community service at MLCHS, or a variety of other counseling services. This would not be in lieu of disciplinary action, but a part of the action.

REFERRAL TO LEGAL AUTHORITIES

When a student commits a criminal act or is in violation of a state law (i.e. drugs, alcohol, truancy, violence, possession of an illegal item, theft etc.) he/she must be referred to the legal system (police officer, county attorney or court designated worker).

ACTIONS OF THE HIGH SCHOOL ADMINISTRATION ARE SUBJECT TO CHANGE, WORKING WITHIN THE GUIDELINES AND SET POLICIES OF THE SHELBY COUNTY PUBLIC SCHOOLS BOARD OF EDUCATION

Assault and Threats of Violence - Notice of Penalties and Provisions

In accordance to KRS 508.078 (making it a crime to make the described threats against school-affiliated persons and persons lawfully on school property or against school operations), please be advised that there are serious penalties for this second degree terroristic threatening offense. Potential penalties upon conviction of this Class D felony include a term of imprisonment of not less than one (1) year nor more than five (5) years and a fine of not less than one thousand (\$1,000) and not greater than ten thousand (\$10,000) as provided in KRS 532.060 and KRS 532.030, respectively. In addition, a court in a juvenile case dealing with charges based on security threats or other criminal threats that disrupt school operations may order the child or his parent(s) to make restitution (pay expenses) caused by the threat to parties such as the District or first responders (KRS 635.060).

KRS 508.078 (TERRORISTIC THREATENING, 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 a school function, threatens to commit any act likely to result in death or serious physical injury to any student group, teacher, volunteer worker, or employee of a public or private elementary or secondary school, vocational school, or institution of postsecondary education, or to any other person reasonably expected to lawfully be on school property or at a school-sanctioned activity, if the threat is related to their employment by a school, or work or attendance at school, or a school function. A threat directed at a person or persons or at a school does not need to identify a specific person or persons or school in order for a violation of this section to occur;
 - b) Makes false statements by any means, including by electronic communication, for the purpose of:
 1. Causing evacuation of a school building, school property, or school sanctioned activity; or
 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. Terroristic threatening in the second degree is a Class D felony.