

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1X4 **DATE:** February 10, 2020

TOPIC/TITLE: 2020-2021 Code of Conduct Suggested Updates

PRESENTER: Gareth Wells Gw

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☐ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☐ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☐ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☐ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Board policy 09.438 states in part "In accordance with KRS 158.148 and 704 KAR 007:050, the Board shall develop a student discipline code"

SUMMARY OF MAJOR ELEMENTS:

Attached are proposed updates from the Code of Conduct Committee.

IMPACT ON RESOURCES:

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



2020-2021 Code of Conduct

Suggested Revisions

1. Update Table of Contents and School Year to reflect **2020-2021**.

2. Pg. 9 Add to Non-Discrimination Policy Statement as follows:

In addition, the District does not discriminate on the basis of sexual orientation or gender identity.

3. Pg. 12 Update "Police Questioning Student Witnesses/Suspects"

When **an outside law enforcement agency** ~~the police~~ needs to talk with a child during the school day, the **agency** ~~police department~~ will contact the school principal (or his/her designee) and inform him/her of the necessity to question a student and provide the principal with a brief explanation of the circumstances. The member of the **outside law enforcement agency** ~~police department~~ shall obtain the assistance of the principal (or his/her designee) in locating the student at school.

4. Pg. 13, Update "Voluntary School Accident Insurance"

Voluntary Student Accident Insurance

~~Many parents assume that their health insurance or coverage through the district will be available if their child is injured at school.~~ **Should your child be injured at school, the student's primary insurance is responsible for coverage and not the insurance of the Woodford Co Public Schools.** ~~Parents should note that~~ **While**

WCPS does not carry medical insurance on students, ~~but does~~ **we do** provide the opportunity to participate in a voluntary student accident plan for children.

Voluntary student accident insurance is a minimal cost and can ~~help eliminate~~ **minimize** the possibility of out-of-pocket expenses since many health insurance policies no longer pay full hospital and medical expenses or may require a deductible or coinsurance. Information is typically sent home at the beginning of school and coverage can be obtained at any time during the school year. It is recommended that coverage be secured as soon as possible. Please contact your school for information regarding this insurance **or information can also be found on our website under Parent Resources.**

5. Pg. 14, Update Meal Prices (**if necessary**)

6. Pg. 20, Edit Discipline Level Definitions Level II

Teachers and/or administrators using intervention strategies such as AIMS & AER, ~~FOCUS~~, **Saturday School**, behavior contracts, detention, purposeful work and parental contact.

7. Pg. 20, Edit Discipline Level Definitions Level III

Referral to principal with disciplinary action including options of contacting parents, assignment to alternative classroom within the school, assignment to the **Alternative to Suspension (ATS)** ~~short term discipline~~ classroom at Safe Harbor Academy, loss of privileges, and/or suspension for up to five (5) days. A suspension extension is at the discretion of the Superintendent. Repeated Level III offenses may result in referral to Safe Harbor Academy.

8. Pg. 29, edit "Possession of Personal Electronic or Related Devices"

POSSESSION OF PERSONAL ELECTRONIC OR RELATED DEVICES Level 1, 2, 3 or 4

Electronic devices may be used in school or while riding the school bus as long as the device is not disruptive to the educational process or as long as it does not become a safety issue. Their use is at the discretion of the administrator/teacher/bus driver **and as permitted by school or transportation guidelines**. The following items are examples of electronic devices-- I-pods, ~~game boy, CD player,~~ **smart watches, handheld gaming devices**, etc. This list is not all-inclusive. The district shall not be responsible for the loss, theft, or destruction of devices brought onto school property.

9. Pg. 31, Edit "Possession or Use of Vaporizers/E-Cigarettes"

POSSESSION OR USE OF VAPORIZERS/E-CIGARETTES Level 3, 4 or 5

The possession or use of vaporizers and e-cigarettes, in any form including possession of vaporizer oils/liquids, on school property or at school sponsored events is prohibited. **Vaporizers/e-cigarettes will be taken by the administration. Parents/guardians will be notified and have up to 20 school days to pick up the confiscated device. Devices not picked up by a parent/guardian after 20 school days will be disposed of.**

10. Pg. 33, Add to "Search and Seizure" the following statement:

*****Students attending any of our schools may have additional search procedures implemented based on individual behavior, discipline or threat issues. In addition, students attending Safe Harbor Academy should refer to the Safe Harbor Academy**

student handbook for Search and Seizure protocols.

11. Pg. 36, Edit "Parent/legal guardian notes" as follows:

Parent/legal guardian notes expressing a valid reason will excuse an absence or tardy on seven (7) total occasions per year for a student. Each day absent or tardy would count towards the allotment of seven (7) notes. ~~Valid reasons would be:~~

- ~~1. Death or severe illness in the student's immediate family (see glossary for definition),~~
- ~~2. Illness of the student,~~
- ~~3. Participation in school-related activities approved by the principal~~
- ~~4. Religious holidays and practices,~~
- ~~5. One (1) day for attendance at the Kentucky State Fair,~~
- ~~6. Court appearances,~~
- ~~7. Documented military leave,~~
- ~~8. Driver's license exam~~
- ~~9. Other valid reasons as determined by the Principal, who has the right to request additional documentation. (Parents should contact the school at least five school days prior to pre-planned absences, so that a parent/guardian/student can know in advance whether the absence will be excused or unexcused. The final decision will rest with the Principal of the building after reviewing all supporting documentation. The Principal may seek the advice of his/her attendance committee in making this decision. The parent notes for these absences are included in the seven allowed.) Because the decision rests with the Principal, students may be handled differently from school to school.~~

12. Pg. 38, Update "Unexcused Absences" section as follows:

All other absences, **including suspensions per 702 KAR 007:125**, shall be considered unexcused and no make-up work shall be allowed without approval of the principal.

13. Pg. 40, Replace description under **School Resource Officer** with:

The School Resource Officer (SRO) program exists by a mutual partnership of the Woodford County Public Schools Police Department and Versailles Police Department. The mission of the SRO program is to provide a safe environment for students and staff through the following objectives and to maintain a positive relationship with students, parents and staff of Woodford County Public Schools. SROs will:

(1) Work with programs such as CICO, HIVE, small group intervention, ISF and/or other youth mentoring programs for students as needed. The SRO shall coordinate his or her activities with their administrator/supervisor and staff members as to

allow for an orderly educational process. (2) Become familiar with and assist in making referrals to community agencies/programs which offer assistance to students and their families. (3) Assist the school and district administration in developing plans and strategies to prevent and/or minimize dangerous situations; including assisting in developing, coordinating, and making recommendations for emergency plans, drills, procedures and compliance with all applicable safety laws, i.e. Kentucky Senate Bill 1 "School Safety and Resiliency Act". (4) Take appropriate law enforcement action as necessary or required by law including conducting formal police interviews with students while adhering to WCPS Board Policy, City of Versailles Police Department Policy, Kentucky Revised Statutes, and other legal requirements with regard to any law enforcement action. (5) Be requested to participate in and/or attend school functions as needed. (6) Become familiar with the WCPS Student Code of Conduct and relevant school handbooks as well as share information with school personnel which may aid in the determination of a Code of Conduct violation; while SRO's may assist in determining if such disciplinary violation occurred, they shall not take administrative action which is the responsibility of school administrative staff. (7) Shall be advised by school administrative staff of incidents possibly giving rise to criminal or juvenile violations. The SRO with assistance from the principal or their designee shall determine whether law enforcement or school administrative action is needed.

14. Add as "Appendix J" the "Band Instruments Guide" (See Attachment)



Woodford County Schools Transportation Department

BAND INSTRUMENTS GUIDE

702 KAR 5:080 SECTION 20

The driver shall not permit the transportation of any object that would block the aisle or exits in case of a collision.

INSTRUMENTS & ITEMS	IS IT ALLOWED DURING REGULAR A.M. & P.M. ROUTES?	IS IT ALLOWED DURING FIELD TRIPS FOR CONCERTS & COMPETITIONS?
ALTO CLARINET CLARINET (B-FLAT) CORNET BELLS FLUTE OBOE PICCOLO TRUMPET VIOLA VIOLIN	YES, but only IF the student holds it in his or her lap so that it does NOT interfere with other students. It may NOT sit on the seat. It may NOT be placed in luggage compartment	YES, but only IF the student holds it in his or her lap so that it does NOT interfere with other students. It may NOT sit on the seat.
ALTO SAXOPHONE BASS CLARINET BASSOON TROMBONE TRUMPET	YES, but only IF it sits on the floor between the feet of the student. It may NOT sit on the seat or in the lap of the student. If the student refuses to keep it on the floor between his or her feet, they may not bring it on the bus.	YES, but only IF it sits on the floor between the feet of the student. It may NOT sit on the seat or in the lap of the student. It may be transported in the luggage compartment IF there is available space
TENOR SAXOPHONE	Yes, but only IF it sits on the floor between the feet of the student. NOT ALLOWED IF THREE (3) TO A SEAT DUE TO SEATING NEED FOR OTHER STUDENTS. It may NOT sit on the seat or in the lap of the student. If the student refuses to keep it on the floor between his or her feet, they may not bring it on the bus.	Yes, but only IF it sits on the floor between the feet of the student. It may NOT sit on the seat or in the lap of the student. NOT ALLOWED IF THREE (3) TO A SEAT It may be transported in the luggage compartment IF there is available space
	CONTINUED ON BACK	

There are too many items to name that are not allowed on the bus. A good guide to follow is that if the student **can not** hold the item then it is safe to assume the item **can not** be transported safely on the bus.

QUESTIONS PLEASE CALL 859-879-4647



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BARITONE HORN CELLO DRUMS EUPONIUM FRENCH HORN GUITAR STRING BASS SOUSAPHONE PERCUSSION BELLS TUBA	NO, Not even if the bus has a luggage compartment or storage box. It is NOT safe for a bus driver or assistant to exit the bus and load or unload items from the storage box during the regular A.M. and P.M. routes.	YES, but only IF there is space in the luggage
COLOR GUARD FLAGS AND RIFLES	NO, not even if the bus has a luggage compartment or storage box. It is NOT safe for a bus driver or assistant to exit the bus and load or unload items from the storage box during the regular A.M. and P.M. routes.	YES, but only IF there is space in the luggage compartment

CAN BE TRANSPORTED

ALTO CLARINET
 CLARINET (B-FLAT)
 CORNET BELLS
 FLUTE
 OBOE
 PICCOLO
 TRUMPET
 VIOLA
 VIOLIN
 ALTO SAXOPHONE
 BASS CLARINET
 BASSOON
 TROMBONE
 TRUMPET
 TENOR SAXOPHONE

CAN NOT BE TRANSPORTED IN PASSENGER AREA

BARITONE HORN
 CELLO
 DRUMS
 EUPHONIUM
 FRENCH HORN
 GUITAR
 STRING BASS
 SOUSAPHONE
 PERCUSSION BELLS
 TUBA
 COLOR GUARD FLAGS AND RIFLES

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