

Hopkins County Schools
2020-2021 Code of Conduct Updates

Additions to the Code of Conduct are highlighted **YELLOW**

Deletions to the Code of Conduct are denoted with a ~~strikethrough~~

Page 2: Contact information updated to reflect current staffing

Page 3: Standards of Practice graphic added

Page 12: Bus Discipline

Some of the offenses are of such a serious nature that a student may have bus privileges forfeited on the first offense.

For major offenses, the administrator will determine the appropriate level of response based on, but not limited to, previous behavior, severity and circumstances.

Page 13-16: Violation Categories and Definitions (This section is updated to reflect state violation codes and definitions)

VIOLATION CATEGORIES AND DEFINITIONS

~~These are the violation categories utilized for state reporting.~~

Categories and Definitions are subject to change pending legislative and state administrative updates.

~~Aggravated Battery— The intentional striking of a person with the intent to do serious harm.~~

Abuse of a Teacher: intentional verbal, mental or physical abuse of a teacher or administrator

Academic Cheating/Plagiarism: Providing, receiving or viewing answers to quiz or test items or independent assignments. Having books, notes/notebook, or mobile devices out during a test without permission. Copying other's work and representing it as one's own.

Arson – Student plans and/or participates in malicious burning of property.

Assault/Hitting – Student engages in actions involving serious physical contact where injury may occur, for example hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.

- **1st Degree Assault: intentionally causes serious physical injury (reference KRS 500.080 for complete definition of "serious physical injury," particularly for children ages 12 and under) to another person by means of a deadly weapon or a dangerous instrument or wantonly engages in conduct which creates a grave risk of death to another and thereby causes serious physical injury to another person; complete definition found in KRS 508.010**
- **2nd Degree Assault: same as 1st Degree Assault, although it includes causing serious physical injury without a weapon or instrument; complete definition found in KRS 508.020; (reference KRS 500.080 for complete definition of "serious physical injury," particularly for children ages 12 and under")**
- **3rd Degree Assault: recklessly, with a deadly weapon or dangerous instrument, OR intentionally causes or attempts to cause physical injury to all first responders, social workers, and all school employees and**

volunteers; complete definition found in KRS 508.025 (reference KRS 500.080 for complete definition of "physical injury")

- 4th Degree Assault: intentionally or wantonly causes physical injury to another person, OR with recklessness, causes physical injury to another person by means of a deadly weapon or a dangerous instrument; complete definition found in KRS 508.030; (reference KRS 500.080 for complete definition of "physical injury")

~~Battery upon School Board Employee—The intentional striking of a school board employee with intent to harm.~~

~~Bomb Threats—Student delivers a message of possible explosive materials being on campus, near campus and/or pending explosion.~~

Burglary of School Property – Knowingly entering or remaining in a building with the intent to commit a crime

~~Cheating—Providing, receiving or viewing answers to quiz or test items or independent assignments. Having books, notes/notebook, or mobile devices out during a test without permission.~~

Criminal Abuse: intentionally abusing another person causing physical injury

Defiance of School Board Employee – Student engages in refusal to follow directions or talks disrespectfully to school board employee.

Deliberate ~~Classroom~~ Disruption – Student engages in behavior causing an interruption in a class or activity. Disruption includes sustained loud talk, yelling or screaming; noise with materials; horseplay or roughhousing; and/or sustained out-of-seat behavior

Disorderly Conduct – Being in a public place with intent to cause inconvenience, annoyance, or alarm, or creating a risk. For example, running in hallways, kicking doors, walk-outs, sit-downs or picketing, advising others to contribute to a disruptive event, and failing to disperse from a crowd after being asked to do so by a school official or police officer.

Disrespectful Behavior—Delivers socially rude or dismissive messages

Disrespect for School Board Employee – Student delivers socially rude or dismissive messages to adults.

Dress Code Violation – Student wears clothing that does not fit within the dress code guidelines practiced by the school/district. **(See District Minimum Standards for Student Dress following this section)**

Drugs/Alcohol: **Distribution**/Possession/~~Sale~~/Use – Student is in possession of, is using, or transferring, or intending to distribute drugs and/or alcohol, illegal drugs/substances, **synthetic drugs, prescription drugs/over the counter drugs**, or imitations/ look-alikes. **(See Drugs/Alcohol information following this section)**

Excessive Tardiness – Student is late to class or to the start of the school day multiple times as defined by the school.

~~Extortion/Attempted Extortion—The process of obtaining property from another with or without that person's consent, by wrongful use of force, fear or threats, including burglary and robbery.~~

~~Failure to Attend Friday/Saturday School—Student does not attend Friday/Saturday School assigned as disciplinary action.~~

Failure to Follow Directions – Student engages in a refusal to follow directions.

Failure to Follow School Rules – Student does not comply with regulations established by the school/district that does not involve behavioral violation included on this list.

Failure to Serve ~~Detention~~ – Student does not attend ~~detention~~ sessions assigned as disciplinary action.

Fighting – Student is involved in mutual participation in an incident involving physical violence.

Forgery – Student has signed a person's name without that person's permission.

Gambling – Wagering money or property.

Homicide: a person causes the death of another human being under circumstances which constitute murder, manslaughter in the first degree, manslaughter in the second degree, or reckless homicide.

~~Inappropriate Touching/PDA—Touching, hugging, kissing or fondling in public that is beyond casual contact and creates, or has the potential to create, a disturbance.~~

Inappropriate Internet Access – Student engages in the improper use of the internet, such as accessing the internet without permission; gaming; or viewing or transmitting offensive content.

Inciting/Participating in Major Student Disorder – Causing a disruption to the atmosphere of order and discipline in the school or otherwise preventing orderly conduct. This includes demonstrations, marches or other activities that would disrupt the planned instructional program.

Intentionally Providing False Information – Willfully or maliciously giving false information, record, or accusation against school personnel or other students.

Intimidation/Harassment/Bullying – Harassment is **the intent to intimidate, harass, annoy or alarm another person through** the delivery of disrespectful messages in any format related to gender, ethnicity, race, religion, disability, physical features, or other protected class **(KRS 525.080 and 525.070)**. Bullying is “any unwanted verbal, physical, or social behavior among students that involves a real or perceived power imbalance and is repeated or has the potential to be repeated: (1) That occurs on school premises, on school-sponsored transportation, or at a school-sponsored event; or (2) That disrupts the education process.” **(See Intimidation/Harassment/Bullying information following this section)**

Kidnapping: unlawfully restraining another person with intent to hold for ransom, inflict bodily injury or terrorize a person, to shield or hostage (complete definition found in KRS 509.040)

Leaving School Grounds – Student is in an area that is outside of school boundaries as defined by the school.

Menacing: intentionally places another person in apprehension or imminent physical injury (complete definition found in KRS 508.050)

Mild Sexual Behavior: public displays of affection (such as kissing and excessive hugging), consensual sexual acts, mooning, patting buttocks (as opposed to grabbing), etc. which are of a consensual or harmless nature

Obscenity/Profanity/Vulgarity – Use of profanity, including swearing or the use of vulgar or inappropriate words, objects or gestures.

Possession of Explosives – Possession of combustible or explosive substances, or combination of substances or articles including flares.

Possession of Stolen Property – Student is in possession of property of another person or institution taken without permission or knowledge of the owner.

Possession/Igniting Fireworks – Possessing or igniting fireworks, including, but not limited to, firecrackers and smoke bombs.

Possession/**Distribution**/Use of Weapons (Look-alike & Toy Replicas) – Student is in the possession of knives and/or guns (real or look-alike), or other objects readily capable of causing bodily harm. **(See Weapons information following this section)**

Rape: includes forcible rape and statutory rape

Repetition of Offense/Violation – Student repeatedly violates school rules/regulations.

Robbery/Grand Theft/Larceny – Student is involved by being in possession of, having passed on, or being responsible for removing someone else's property.

Sexual Acts – Inappropriate behavior of a sexual nature including, but not limited to, ~~indecent exposure~~ and/or consensual sex

Sexual Assault: unwanted touching in a sexual manner

Sexual Offense (non-touch): includes all non-touch sexual offenses, not limited to lewd behavior, obscene behavior and indecent exposure

Skiping School – Student leaves or misses school without permission.

Smoking/Possession/**Distribution/Use** of Tobacco Products – Student is **possessing, distributing, intending to distribute,** ~~in possession of~~ or using tobacco and/or electronic nicotine delivery devices.
(See Tobacco and Related Products information following this section)

Stalking: intent to stalk another person or make explicit or implicit threat to place a person in reasonable fear of sexual contact, physical injury or death (complete definitions found in KRS 510.140 and KRS 508.150)

Telecommunication Devices – Student engages in inappropriate use of cell phone, music/video players, camera and/or computer. This includes taking unwanted photos/videos of others without permission.
(See Telecommunication Devices information following this section)

Terroristic – Bomb: bomb threat or threat of other explosive device

Terroristic Threat: 1) Intentionally making false statements about placing a weapon of mass destruction on school property; 2) Intentionally placing a counterfeit weapon of mass destruction on school property; 3) Intentionally threatening to commit any act likely to result in death or serious physical injury to any student group, teacher, volunteer worker, or school staff; 4) Threatening to commit any crime likely to result in death or serious physical injury to another person or likely to result in substantial property damage to another person; or 5) Intentionally making false statements for the purpose of causing evacuation of a building, place of assembly, or facility of public transportation

Terroristic-Chem/Bio/Nuc: chemical, biological or nuclear threats

Threatening another Student: to cause reasonable apprehension or threat of physical harm to another student through statement, communication conduct or gesture

Threatening Staff: to cause reasonable apprehension or threat of physical harm to a staff person or school representative through statement, communication conduct or gesture

Theft/Vandalism – Student participates in an activity that results in **stealing of property** or the destruction or disfigurement of property.

~~Threaten Physical Harm, School Employee/Student – Using verbal messages or physical actions that convey the threat of physical contact where some injury may occur to a school employee/student.~~

Unauthorized Selling – Unauthorized transfer of goods or services to another in exchange for money or other benefit.

Unjustified Fire Alarm – Pulling a fire alarm or reporting a fire or other dangerous situation without valid cause.

Verbal Abuse: using abusive or demeaning language to attack or injure an individual, this could include but not limited to talking back, name calling, creating socially rude interactions

Violation of District Tech Policy – Any failure to use district-owned hardware, software, electronic devices, Web pages or networks for intended educational purposes as described in the district's Acceptable Use Policy.

Wanton Endangerment: wantonly engaging in conduct which creates a substantial danger of physical injury

Page 19: Tobacco and Related Products

Use, distribution, intent to distribute, and/or possession of tobacco products, electronic nicotine delivery devices or vapor products are strictly prohibited while on property owned or operated by the Board, inside Board-owned vehicles, at bus stops, and during school-sponsored trips and activities.

Board Policy 09.4232

Any student who violates **Board Policy 09.4232** on Tobacco and Related Products may be required to complete a nicotine dependence intervention program.

Page 21-23: Behavior matrixes updated to reflect changes in Violation Categories and Definitions

Administrative Responses to Behavior Violations

Administrator will determine the appropriate level of response based on, but not limited to, previous behavior, severity and circumstances

Inappropriate or Disruptive Behavior	Classroom Discipline	Conferencing	Detention	Friday/Saturday School	In-School Removal	Out-of-School Suspension	Alternate Placement	Expulsion Proc. Initiated	Referral to Law Enforcement
Aggravated Battery				•	•	•	•	•	•
Abuse of a Teacher					•	•	•	•	•
Academic Cheating/Plagiarism	•	•	•	•	•	•			
Arson						•	•	•	•
Assault/Hitting	•	•	•	•	•	•	•	•	•
Battery upon School Board Employee						•	•	•	•
Bomb Threats						•	•	•	•
Burglary of School Property						•	•	•	•
Cheating	•	•	•	•	•				
Criminal Abuse				•	•	•	•	•	•
Defiance of School Board Employee	•	•	•	•	•	•			
Deliberate Classroom Disruption	•	•	•	•	•	•			
Disorderly Conduct	•	•	•	•	•	•	•		•
Disrespectful Behavior	•	•	•	•	•	•			
Disrespect for School Board Employee	•	•	•	•	•	•			
Dress Code Violation		•	•	•	•				
Drugs/Alcohol: Distribution/Possession/Sale/Use						•	•	•	•
Extortion/Attempted Extortion						•	•	•	•
Failure to Attend Friday/Saturday School			•		•				
Failure to Follow Directions	•	•	•	•	•				
Failure to Follow School Rules	•	•	•	•	•				
Failure to Serve Detention			•	•	•	•			
Fighting		•	•	•	•	•	•		•
Forgery	•	•	•	•	•				

Administrative Responses to Behavior Violations

Administrator will determine the appropriate level of response based on, but not limited to, previous behavior, severity and circumstances

Inappropriate or Disruptive Behavior	Classroom Discipline	Conferencing	Detention	Friday/Saturday School	In-School Removal	Out-of-School Suspension	Alternate Placement	Expulsion Proc. Initiated	Referral to Law Enforcement
Gambling		•	•	•	•	•			
Homicide						•	•	•	•
Inappropriate Internet Access	•	•	•	•	•	•	•	•	•
Inappropriate Touching/PDA	•	•	•	•	•				
Inciting/Participating in Major Student Disorder				•	•	•	•	•	•
Intentionally Providing False Information	•	•	•	•	•				
Intimidation/Harassment/Bullying			•	•	•	•	•	•	•
Kidnapping						•	•	•	•
Leaving School Grounds			•	•	•	•			•
Menacing	•	•	•	•	•	•	•	•	•
Mild Sexual Behavior	•	•	•	•	•	•			
Obscenity/Profanity/Vulgarity	•	•	•	•	•				
Possession of Explosives						•	•	•	•
Possession of Stolen Property			•	•	•	•	•		•
Possession/Igniting Fireworks			•	•	•	•	•		•
Possession/Distribution/Use of Weapons (Look-alike & toy replicas)		•	•	•	•	•	•	•	•
Rape						•	•	•	•
Repetition of Offense/Violations			•	•	•	•	•		
Robbery/Grand Theft/Larceny						•	•	•	•
Sexual Acts		•	•	•	•	•	•	•	•
Sexual Assault						•	•	•	•
Sexual Offense (non-touch)	•	•	•	•	•	•	•	•	•
Skiping Class		•	•	•	•	•			

Administrative Responses to Behavior Violations									
Skipping School			•	•	•	•			
Smoking/Possession/ Distribution/Use of Tobacco Products			•	•	•	•	•		
Stalking					•	•	•	•	•
Excessive Tardiness Tardy to Class	•	•	•	•	•				
Telecommunication Devices	•	•	•	•	•	•			
Terroristic—Bomb					•	•	•	•	•
Terroristic Threat		•	•	•	•	•	•	•	•
Terroristic—Chem/Bio/Nuc					•	•	•	•	•
Threatening Staff		•	•	•	•	•	•	•	•
Theft/Vandalism		•	•	•	•	•	•	•	•
Threaten Physical Harm—School Employee				•	•	•	•		•
Threaten Physical Harm—Student				•	•	•	•		•
Unauthorized Selling		•	•	•	•	•	•	•	•
Unjustified Fire Alarm		•	•	•	•	•	•	•	•
Verbal Abuse	•	•	•	•	•				
Violation of District Tech Policy	•	•	•	•	•	•	•	•	•
Wanton Endangerment						•	•	•	•

Page 24: Attendance

TARDINESS

Tardiness includes being late to school and leaving school before classes are dismissed. Students arriving at school tardy must check-in through the principal's office and follow school procedures.

Page 25: Excused Absences

Absences, either excused or unexcused, have a negative effect on grades and student achievement.

Excused absences are granted for the following **when submitted by the end of the day upon return to school (unless prior approval by administration is required):**

- The student's illness, doctor's appointment, or dental work (doctor's statement required); the doctor's signature must be legible. The doctor's excuse must specify the number of days the child is excused for and the time and day the child was seen. Without this information,

the excuse will not be accepted. Faxed excuses must come directly from the doctor's office. ~~Students must have been physically seen by the doctor for the excuse to be valid.~~

- Severe illness in the student's immediate family as approved by administration.
 - Family emergencies requiring immediate attention as approved by administration.
 - Religious holidays and practices approved in advance by administration.
 - Summons for the student to appear in court.
 - Funeral in the immediate family of the student.
 - School functions—students attending or participating in activities that have been authorized as part of the instructional program shall be considered present at school.
 - Other valid reasons outlined in Policy 09.123 and substantiated with parental notes. Such absences will not exceed five (5) days per school year, with the exception of military training/leave.
 - College/University Visits: Juniors and Seniors should refer to school policy.
 - Other valid reasons as determined by administration.
- ~~Students with chronic illnesses requiring excessive medical excuses will be required to turn in a Medical excuse form each 10th medically excused absence or each 5th medically excused tardy. The principal may excuse the absence on single days providing the parents send a statement that the chronic illness was the reason for the absence.~~

Medical excuse forms may be obtained from the school, district office, or on the district website. The form must be completed by a licensed medical doctor in case of chronic illness. Any student who has missed more than 10 days with medical excuses from different doctors will be turned over to the Hopkins County Schools' Director of Pupil Personnel and the Hopkins County Health Department for evaluation. Excuses (parental, doctor, court summons, funeral, or other) must be turned in by the end of school the day the student returns. Otherwise, the absence/tardy will be counted toward the five parental excuses. Once the five parental excuses are used, the absence/tardy will be unexcused.

Page 26: Unexcused Absences

STEP FOUR

Designated school personnel should contact the Department of Pupil Personnel **for any student who has reached at least** on the **fifth or more** unexcused absence(s)/tardy(ies) so the DPP can attempt to contact the parent/guardian or the student (if he/she is eighteen (18) years or older) with a Final Notice. The DPP ~~will~~ **may** attempt to schedule a conference serving as an attendance intervention. If the notified individual(s) fail(s) to attend the scheduled conference, a truancy petition may be filed if the student receives an additional unexcused absence; a petition may also be filed with the CDW office for any student ages thirteen (13) to seventeen (17).

STEP FIVE

Designated school personnel should notify the DPP if a student receives a **sixth (or more)** unexcused absence/tardy. The DPP may file a truancy petition with **the** Family Court **for students up to age seventeen (17)** and **/or** the Court Designated Worker's office if the student is between the ages of thirteen (13) and seventeen (17). A ~~truancy petition~~ **court summons** may be filed with the District Court for students who are 18 years or older. ~~Each additional unexcused absence/tardy should be reported to the DPP.~~

Page 27:

Educational Enhancement Opportunity

Students may be granted an excused absence for up to **ten (10)** school days to pursue an educational enhancement opportunity determined by the principal to be of significant educational value.

Special Permission

Transfers involving athletics will be in accordance with Kentucky High School Athletic Association By-Laws and **Hopkins County Schools Board Policy**. A secondary student (9-12), once approved and attending Madisonville North Hopkins or Hopkins County Central, may not transfer back to the school exited during the same school year **except for** educational reasons approved by the Superintendent or an address change.

Page 27: Participation in extracurricular activities

Extracurricular activity participants who are charged with a violation of the student code that results in **ICE/SOS** In-School Removal or suspension shall be suspended from all activities immediately, and until such time as the charges are resolved and he/she is reinstated. In the event of suspension, student must attend a full six-hour school day before being reinstated.

Appendix:

The following forms will be updated and/or replaced:

Medical Excuse Form has been deleted

Transportation Responsibilities of Students has been updated

Addition of the Transportation Responsibilities of Parents flyer has been added

Page 49: Code of Conduct Committee members updated