



FLOYD COUNTY BOARD OF EDUCATION
Tonya Horne-Williams, Superintendent
442 KY RT 550
Eastern, KY 41622
Telephone (606) 886-2354 Fax (606) 886-4550
www.floyd.kyschools.us

William Newsome, Jr., Board Chair - District 3
Linda C. Gearheart, Vice-Chair - District 1
Dr. Chandra Varia, Member- District 2
Keith Smallwood, Member - District 4
Steve Slone, Member - District 5

Consent Agenda Item (Action Item): Consider the 1st Reading of Floyd County Board of Education BOE Policy 08.2324 (SB 181 – Traceable Communication) as well as the AP. 2 which is the parental waiver attachment.

Applicable State or Regulations: Board Policy 01.11 General Powers and Duties of the Board.

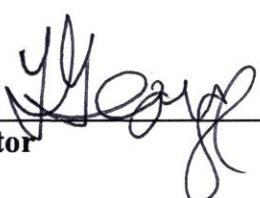
History/Background: Floyd County Schools is fully committed to complying with Kentucky Senate Bill 181 (SB 181), which establishes essential guidelines for electronic communications between school employees and students. In order to meet this important requirement, we are implementing a policy that delineates acceptable communication practices, with a particular focus on the use of traceable communication methods. After an extensive review and approval process by the Kentucky Department of Education (KDE), Floyd County Schools has ParentSquare as the district's official Traceable Communications System (TCS). This choice underscores our dedication to transparency and reinforces our commitment to fostering a secure and effective communication environment for our students and staff. Additionally, we have already purchased and use ParentSquare as our main communication system between our district and schools and our families

Fiscal/Budgetary Impact: Add-on to already purchased ParentSquare

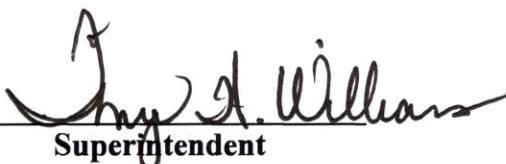
History/Background: Floyd County Schools is committed to maintaining a safe, professional, and transparent communication environment between school employees and students. In accordance with SB 181, all electronic communications between employees and students must be traceable, documented, and accessible for review by school administration and appropriate authorities. This policy meets the requirements of SB 181.

Recommended Action: Approve as presented

Contact Person(s): Ted George



Director



Superintendent

Date: July 18, 2025

Handwritten signatures and initials.

Waiver for Outside Traceable Communications

A parent may authorize a designated District employee or volunteer, who is not a family member, to communicate electronically with his or her child outside of the Floyd County Schools approved traceable communication system.

A completed form for each designated District employee or volunteer shall be filed in the administrative office of the student's school prior to any outside electronic communication being sent and may be revoked by a parent at any time.

Name of Student: _____

I hereby consent to authorize the following to communicate with my child outside of the Floyd County Schools approved traceable communication system.

Name of employee/volunteer: _____

Reason(s) for the communication: _____

Is Parent to be included on all communications? ☐ Yes ☐ No

This form/consent will be in place until the parent/guardian submits a written request to the Office of the Superintendent rescinding permission. An email or written notification will be sent to the building administrator and the employee upon receipt.

My consent does not authorize a District employee or volunteer to engage in inappropriate or sexual electronic communication with my child or be used as a basis of a defense for a District employee or volunteer that engages in inappropriate or sexual electronic communication.

I hereby acknowledge and consent to the terms outlined, recognizing that I accept **full responsibility** for my child. Furthermore, I understand that I will not hold the Floyd County Board of Education accountable for any communications conducted by _____ through an untraceable communication system involving my child. I further understand that it is my responsibility to submit a written request to the office of the Floyd County Schools Superintendent to terminate this waiver.

Signature of Parent

Date

Any electronic communication with a student outside of the Floyd County Schools approved traceable communication system shall comply with all terms of this written consent.

Signature of Employee or Volunteer

Date

Witness Signature

Date

For administrative office use only:

Received by

Date

Traceable Communications

The Board shall designate a traceable communication system to be the exclusive means for District employees and volunteers to communicate electronically with students. The Principal of each school shall provide parents written or electronic notification within the first ten (10) days of the school year of each electronic school notification and communication program designated within the traceable communication system. The notification shall include instructions for parents to access and review communications sent through each electronic school notification and communication program.

A District employee or volunteer, unless authorized, shall not communicate electronically with a student:

1. Outside of the traceable communication system designated by the Board; or
2. Through an unauthorized electronic communication program or application.

This shall not restrict any electronic communications between a student and his or her family member who is a District employee or volunteer.

DEFINITIONS

Family

“Family member” means parent, brother, sister, son, daughter, aunt, uncle, or grandparent.

Parent

“Parent” means parent, legal guardian, or other person or agency responsible for a student.

District Employee or Volunteer

“District employee or volunteer” means a school administrator, classified or certified employee volunteer, nonfaculty coach or assistant coach, student teacher, or sponsor of an extracurricular program or activity.

Traceable Communication System

“Traceable communication system” means one (1) or more electronic school notification and communication programs or applications that:

- a. Are designated by a Board of Education;
- b. Trace all communications sent to or by a student; and
- c. Provide parents an opportunity to access and review those communications.

UNAUTHORIZED ELECTRONIC COMMUNICATION

“Unauthorized electronic communication” means an electronic communication with a student by a District employee or volunteer who is not the student's family member that occurs outside of a designated traceable communication system and without prior written parental consent; and includes any personal email account, text messaging, social media, or other electronic notification and communication programs outside of the traceable communication system.

Traceable Communications**CONSENT TO AUTHORIZE**

A parent may submit written consent to authorize a designated District employee or volunteer who is not a family member to communicate electronically with his or her child outside of the traceable communication system.

REPORTING

A District employee or volunteer that receives a report alleging that another District employee or volunteer participated in unauthorized electronic communication shall immediately notify the Principal.

If the subject of the report is the Principal, the employee or volunteer shall immediately notify the Superintendent.

If the subject of the report is the Superintendent, the employee or volunteer shall immediately notify the Commissioner of Education and the Chair of the local Board.

Upon receipt of a report alleging that a District employee or volunteer participated in unauthorized electronic communication, the Commissioner of Education, a Principal, or the Superintendent shall immediately:

1. Notify the parent of each student that is an alleged party to the unauthorized electronic communications; and
2. If the individual that is the subject of the report is a certified employee:
 - a. Notify the Education Professional Standards Board, which shall promptly investigate all allegations received under this subsection and proceed with appropriate disciplinary actions in accordance with KRS 160.145; and
 - b. Investigate the underlying allegations and proceed with appropriate disciplinary actions in accordance with KRS 161.790;
3. If the individual that is the subject of the report is a classified employee, investigate the underlying allegations and proceed with appropriate disciplinary actions in accordance with KRS 161.011(7); and
4. If the individual that is the subject of the report is a District volunteer, the school or District shall investigate the underlying allegations and, if substantiated, the volunteer shall be prohibited from future school and District volunteer opportunities.

A Principal or Superintendent who violates shall be subject to disciplinary action in accordance with KRS 161.120 and KRS 156.132.

REFERENCES:

KRS 156.132

KRS 160.145

KRS 161.011; KRS 161.120; KRS 161.790

Traceable Communications

RELATED POLICIES:

03.1321; 3.13214; 03.1325; 03.162; 03.17
03.2321; 03.23214; 03.2325; 03.262; 03.2621; 03.27
03.6
08.13531; 08.2323