

## KENTUCKY DEPARTMENT OF EDUCATION STAFF NOTE

**Topic:** Updates to the KY Tech Student Handbook

**Date:** August 2025

**Action Requested:**  Review  Action/Consent  Action/Discussion

**Held In:**  Full Board  State Schools  United We Learn

### SUMMARY OF ISSUE BEFORE THE BOARD:

To take action on the proposed updates to the KY Tech Student Handbook.

### COMMISSIONER'S RECOMMENDATION:

The Commissioner recommends approval of the updates to the KY Tech Student Handbook as the changes reflect necessary alignments with the most current versions of the KY Tech policies and procedures.

### APPLICABLE STATUTE OR REGULATION:

KRS 156.802

### BACKGROUND

#### *Existing Policy:*

The Kentucky Department of Education (KDE) has the responsibility for all administrative functions of the state in relation to the management, control, and operation of the secondary ATCs. The ATCs shall be operated in compliance with program standards established by the Kentucky Board of Education (KBE). The Kentucky Tech Policies and Procedures guide the work of the administrators, teachers, and staff within the 50 ATCs and ensure consistent practice that is compliant with relevant state and federal statutes, regulations, and policies. The KY Tech Student Handbook provides written instructions for students that relate to its policies and procedures.

#### Summary of issues

The KY Tech Student Handbook has been updated to reflect alignment with current KY Tech policies and procedures. Other modifications made to the handbook include improvements to grammar and formatting.

#### *Budget Impact:*

Amendments to the KY Tech Student Handbook have no impact on KDE funds.

### GROUPS CONSULTED AND BRIEF SUMMARY OF RESPONSES:

The proposed changes to the KY Tech Student Handbook were reviewed by leadership within the KDE Office of Career and Technical Education (OCTE) and staff within the KDE Office of Legal Services (OLS).

The amendments will be reviewed by the Local Superintendent's Advisory Council (LSAC) at its July 2025 meeting. Comments from LSAC should be received prior to the August KBE meeting.

**CONTACT PERSON(S):**

Dr. Beth Hargis, Associate Commissioner  
Office of Career and Technical Education  
Email: Beth.Hargis2@education.ky.gov  
(502) 564-4286, ext. 4257



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**Commissioner of Education**

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