

LEGAL: HB 500 REQUIRES DISTRICTS TO DISPLAY ACADEMIC INFORMATION ON THE DISTRICT'S WEBSITE.

FINANCIAL IMPLICATION: NONE ANTICIPATED

LEGAL: HB 48 (2025) AMENDED KRS 158.4416 REMOVING TRAUMA-INFORMED APPROACH PLAN FROM THE COMPREHENSIVE DISTRICT IMPROVEMENT PLAN.

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

POWERS AND DUTIES OF THE BOARD OF EDUCATION

01.111

District Planning**PLANNING COMMITTEE**

A District planning committee, representative of the community and the school district, shall be appointed by the Superintendent and approved by the Board to develop, review, and revise annually a Comprehensive District Improvement Plan (CDIP).

Selection of committee members shall reflect reasonable minority representation and encourage active minority participation.¹

PLANNING CYCLE

The District's planning cycle shall follow a process of continuous improvement as data becomes available. The structure of the CDIP shall include completion of a narrative summary of the current state of the school between August 1 and October 1 of each school year and completion of the needs assessment between October 1 and November 1 of each school year. A process for development of the CDIP is to be completed between November 1 and January 1 of each school year, and a District level plan for providing an equitable education to English Learners is to be completed by May 1 of each school year and other components required by state statutes or regulations. Unless otherwise noted, all additional components of the CDIP must be complete by May 1 of each school year.

PLAN REQUIREMENTS

The District seeking Commissioner approval of the nontraditional instruction (NTI) plan shall annually incorporate it within the CDIP. The District shall submit the NTI plan to the Department by May 1 for implementation at the beginning of the upcoming school term. The primary purposes of the CDIP shall be:

- To improve student achievement on state and federal mandated testing/accountability instruments;
- To eliminate achievement gaps among groups of students; and
- To develop District strategies and services to address deficiencies and/or sustain or strengthen current efforts.

The CDIP structure shall include the components set out in 703 KAR 5:225, the Every Student Succeeds Act of 2015 (ESSA), and KRS 158.649.

As part of the District planning process, the Board shall review District academic performance on the state assessments for various groups of students in compliance with legal requirements. Upon agreement of the council, or the Principal if there is not a council, and the Superintendent, the Board shall establish an annual target for each school for reducing identified gaps in achievement.²

If the Board determines that a school has not met its target to reduce the identified gap in student achievement for a group of students, the Board shall require the council, or the Principal if no council exists, to submit its revisions to the school improvement plan describing the use of the professional development funds and funds allocated for continuing education to reduce the school's achievement gap for review and approval by the Superintendent. The plan shall address how the school will meet the academic needs of the students in the various gap groups.

District Planning

~~TRAUMA-INFORMED APPROACH PLAN~~

~~The trauma-informed approach plan shall be reviewed and updated annually and submitted to the Kentucky Department of Education (KDE).~~

BOARD REVIEW

The plan shall be completed between November 1 and January 1 of each school year and presented to the Board for approval.

The Superintendent shall present annually the CDIP to the Board for review and approval. The Superintendent shall submit required assurances to the KDE no later than September 30 of each year.

IMPLEMENTATION

The District shall maintain a copy of each CDIP permanently and, consistent with the District's planning cycle, post the current CDIP on the District's web site.

The CDIP shall serve as a resource for Board decision making.

SCHOOL PLANS

The CDIP shall be broad enough to allow each school to develop its own plan, within the goals and objectives of the District.

DISTRICT REPORT CARDS

The District shall post the District report card on its website, as required by ESSA. District report cards shall be widely accessible to the public, in an understandable and uniform format, and when possible, written in a language that parents can understand.

As outlined in KRS 160.463, a copy of the report card is to be publicized by one of the following methods:

- a. In the newspaper of the largest general circulation in the county;
- b. Electronically on a website of the District; or
- c. By printed copy at a prearranged site at the main branch of the public library within the District.

If b or c above is selected, the Superintendent shall cause notification to be published in the newspaper with largest circulation in the county that includes the electronic address of the website or the address of the library where the report card can be viewed by the public.

The District shall send a District report card to parents containing information about performance as outlined in KRS 158.6453 and 703 KAR 5:140, and information on electronic access to a summary of the results for the District shall be published in the newspaper with the largest circulation in the county.

District Planning

SUMMATIVE ASSESSMENT RESULTS

The District shall prominently display, in not less than 16-point type, on the District's internet landing page, the District's percentage of students scoring the following [on the most recent Kentucky Summative Assessment \(KSA\)](#):

- Proficient and Distinguished in Reading; and
- Proficient and Distinguished in Mathematics.

The information above will also be displayed at the top of each page of the District's website in a banner format.

The District shall display on the internet landing page a web link to the detailed results of the District's performance on the most recent [KSA Summative Assessment](#).

REFERENCES:

¹KRS 156.500

²KRS 158.649

KRS 158.070; ~~KRS 158.4416~~; KRS 158.6453

KRS 160.290; KRS 160.340; KRS 160.345; KRS 160.463

701 KAR 5:150; 703 KAR 5:140; 703 KAR 5:225; 703 KAR 5:280; 704 KAR 3:395

~~2024-2026~~ Budget Bill

P. L. 114-95, (Every Student Succeeds Act of 2015)

RELATED POLICIES:

02.44; 02.441; 02.442; 04.1; 09.21

LEGAL: HB727 AMENDS KRS 160.160 REQUIRING EACH BOARD TO REVIEW THE PROCEDURES AND RESPONSIBILITIES OF THE BOARD AND EMPLOYEES REGARDING THE DISTRICT BUDGET.

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

LEGAL: HB727 AMENDS KRS 160.160 CHANGING CHAIRMAN AND VICE-CHAIRMAN TO CHAIR AND VICE-CHAIR.

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

LEGAL: KRS 160.160 SPECIFIES THAT BOARD CHAIR TERMS ARE NOT TO EXCEED TWO (2) YEARS.

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

POWERS AND DUTIES OF THE BOARD OF EDUCATION

01.41

Organizational Meetings

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

The first **regularly** scheduled meeting in January shall be an organizational meeting for the purpose of electing a ~~eChairman~~ and ~~Vice-eChairman~~.

TERM OF OFFICE FOR CHAIRMAN AND VICE-CHAIRMAN

The Chairman and Vice-Chairman shall serve a term prescribed by the Board, not to exceed two (2) years, one (1) year terms beginning immediately following their election.

REVIEW OF BUDGET PROCEDURES AND RESPONSIBILITIES

Upon the election of a Chair and Vice-Chair, each Board shall review, with the Superintendent and the Finance Officer, the specific procedures and responsibilities of the Board and District employees relating to the District budget. The review shall not count toward the annual in-service training requirements.

REFERENCE:

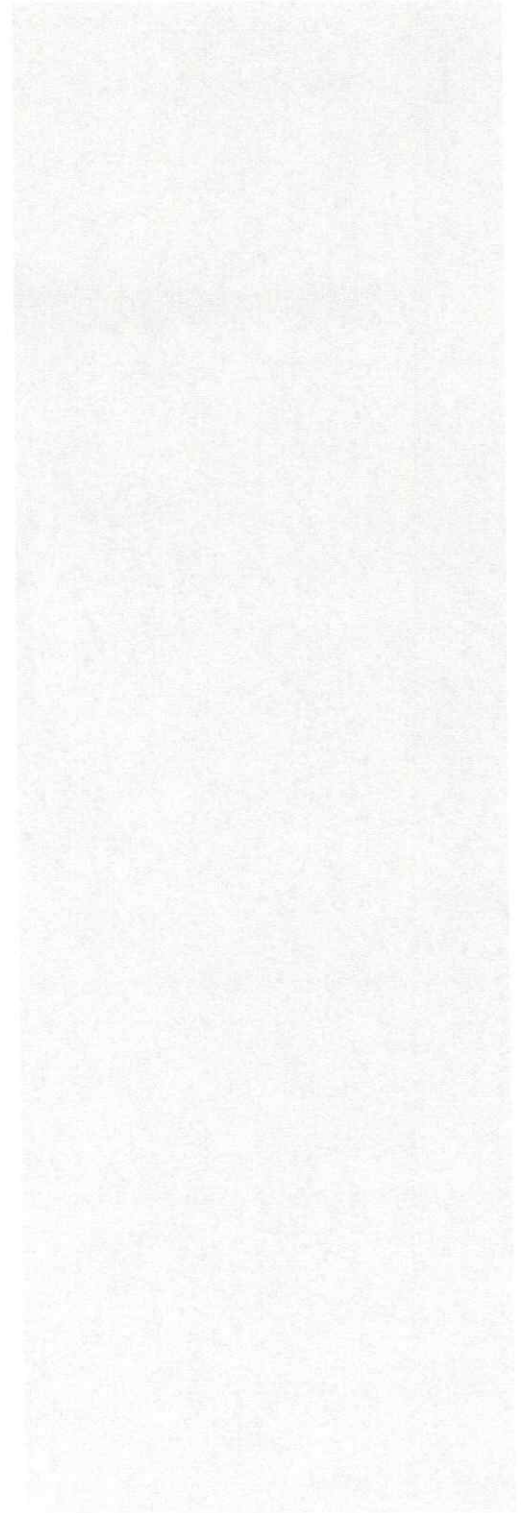
KRS 160.160

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RECOMMENDED: TO BE CONSISTENT WITH POLICY 01.41, PER KRS 160.160, CHAIRMAN AND VICE-CHAIRMAN WERE REVISED TO CHAIR AND VICE-CHAIR.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

POWERS AND DUTIES OF THE BOARD OF EDUCATION

01.411



Duties and Responsibilities of Chairperson and Vice-Chairperson

1. The eChairperson of the Board shall preside at meetings.
2. The eChairperson may appoint special committees.
3. The eChairperson may call special meetings of the Board.¹
4. The eChairperson may make or second motions and vote on motions.
5. The eChairperson shall countersign all orders of the Board² (including contracts and reports as required by law).
6. When outside agencies send communications and notifications only to the eChairperson, s/he shall bring before the Board information intended for all Board members.
7. The vVice-eChairperson shall perform the duties of the eChairperson in his/her absence.

REFERENCES:

¹KRS 160.270

²KRS 160.440

RELATED POLICY:

01.41

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LEGAL: HB 727 AMENDS KRS 160.180 REQUIRING ANNUAL IN-SERVICE TRAINING FOR SCHOOL BOARD MEMBERS TO INCLUDE ETHICS, OPEN MEETINGS, OPEN RECORDS, FINANCE TRAINING, AND SUPERINTENDENT EVALUATION. DIRECT THE KENTUCKY BOARD OF EDUCATION TO IDENTIFY CRITERIA TO FULFILL THE TRAINING REQUIREMENTS.
FINANCIAL IMPLICATIONS: COST OF TRAINING

POWERS AND DUTIES OF THE BOARD OF EDUCATION

01.83

In-service Training

IN-SERVICE TRAINING FOR MEMBERS IN OFFICE AS OF DECEMBER 31, 2014

Annual in-service training for all members of boards of education in office as of December 31, 2014, shall include training on topics required by regulation that meet the minimum number of total training hours as follows:¹

- 1. Twelve (12) hours for members with zero (0) to three (3) years of experience;
- 2. Eight (8) hours for members with four (4) to seven (7) years of experience; and
- 3. Four (4) hours for members with eight (8) or more years of experience.

The in-service training requirements shall include a minimum of:

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- 1. One (1) hour of ethics training every year;
- 2. One (1) hour of open meetings and open records training every four (4) years; and
- 3. Two (2) hours of finance training every two (2) years.

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IN-SERVICE TRAINING FOR MEMBERS ON OR AFTER JANUARY 1, 2015

For all members of boards of education who begin initial service on or after January 1, 2015, the in-service training requirements shall ~~be include training on topics required by regulation that meet the minimum number of total training hours as follows:~~¹

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- a. Twelve (12) hours for members with zero to eight (0-8) years of experience each year which shall include a minimum of:
 - 1. One (1) hour of ethics training each year; and
 - 2. One (1) hour of open meetings and open records training within the first twelve (12) months of initial service and at least once every four (4) years thereafter; ~~and~~
 - 3. Three (3) hours of finance training within the first two (2) years of initial service and two (2) hours of finance training at least once every two (2) years thereafter; and
 - 4. One (1) hour of superintendent evaluation within the first two (2) years of service; and
- b. Eight (8) hours for members with more than eight (8) years of experience each year, which shall include a minimum of:
 - 1. One (1) hour of ethics training each year; ~~and~~
 - 2. One (1) hour of open meetings and open records training at least once every four (4) years; ~~and~~
 - 3. Two (2) hours of finance training at least once every two (2) years.

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The Kentucky Board of Education shall identify the criteria for fulfilling the above requirements. Training topics for members with less than two (2) years of consecutive service shall include three (3) hours of finance and one (1) hour of Superintendent evaluation within the first two (2) years of service.

If a Board member obtains hours through any sources other than KSBA, they shall have local Board approval prior to participation in the training event, and they shall ensure that a copy of proof of attendance including a recitation of the time, date, location, and description of the training is sent by the training provider to KSBA within two (2) weeks of completion of the training.

In-service Training**IN-SERVICE TRAINING REGARDING CHARTER SCHOOL AUTHORIZATION**

Separate and apart from the above in-service training, Board members shall participate in in-service training regarding charter school authorizers as follows:

When the Board, or a collaborative of local school boards including the Board, receives a charter school application, any member of the Board or boards who has not received charter authorization training within twelve (12) months immediately preceding the date the application was received shall receive six (6) hours of in-service training prior to evaluating the charter application. Except for training provided prior to July 15, 2020, the training shall be in addition to the annual in-service training required under KRS 160.180, and the Board shall select the trainer to deliver the training to its members. Charter authorizer training shall not be required of any Board member until a charter application is submitted to the Board or boards.²

The charter authorizer training requirements shall be approved by the Commissioner of Education and shall address the following topics of authorizer responsibility and charter school formation and operation:

1. Financial governance and transparency;
2. Conflict of interest;
3. Charter application;
4. Charter school contracting;
5. Charter school monitoring;
6. Charter school renewal, nonrenewal, and revocation;
7. Charter school closure;
8. Ethics;
9. Curriculum and instruction;
10. Educational services provided for special needs, at risk, English learner, gifted, and other special population students; and
11. Physical restraint and seclusion of students.

ORIENTATION OF NEW BOARD MEMBERS

The Superintendent/designee and/or the Board Chair shall acquaint new Board members with their duties and obligations and furnish them with a copy of the Board's policy manual and/or access to the District's online manual and such other information and guidance materials as necessary to prepare them for service. Areas should include, but not be limited to, District budgeting, planning and student learning indicators. In addition, new Board members shall be provided assistance in locating training opportunities to help them meet statutory training requirements and to support them in learning their roles and responsibilities.

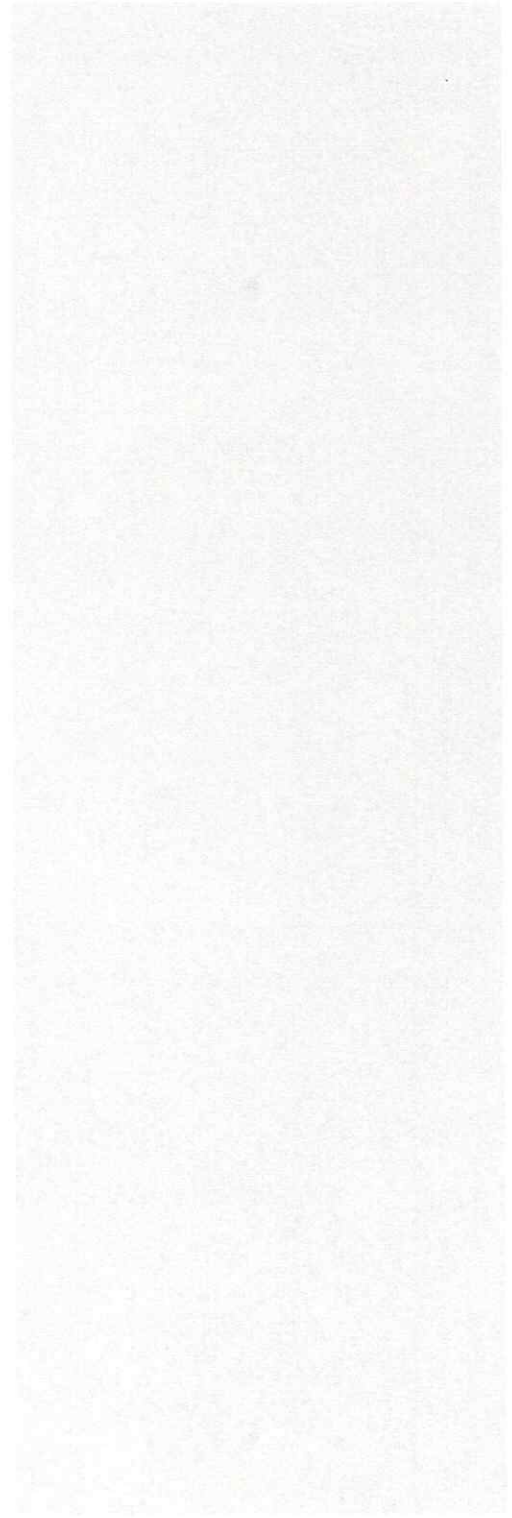
POWERS AND DUTIES OF THE BOARD OF EDUCATION

01.83
(CONTINUED)

In-service Training

REFERENCES:

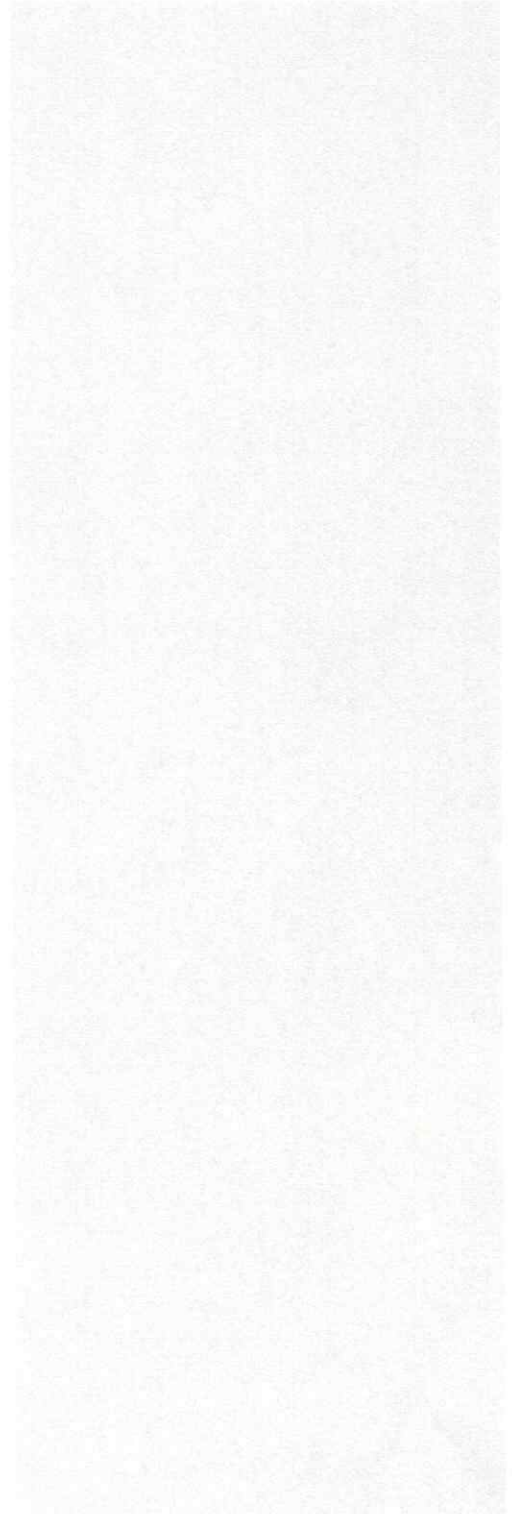
- ¹KRS 160.180
- ²KRS 160.1594
- 701 KAR 8:020
- 702 KAR 1:116
- OAG 85-53; OAG 85-145



LEGAL: HB 67 AMENDS KRS 160.390 ADDING STATUTE TO BUDGET PREPARATION.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

ADMINISTRATION

02.12



Duties of Superintendent

PROFESSIONAL ADVISOR

The Superintendent shall be the professional advisor to the Board. As advisor to the Board, the Superintendent shall recommend policies to the Board for its consideration and should advise and counsel the Board on all matters.¹

EXECUTIVE OFFICER

The Superintendent shall be the executive officer of the District. As executive officer, the Superintendent is responsible for carrying out all policies and rules and regulations established by the Board.¹

SPECIFIC DUTIES

The Superintendent shall:

1. Meet with the Board except when the Superintendent's tenure, salary, or the administration of the Superintendent's office is under consideration;¹
2. See that the laws relating to the schools, the administrative regulations of the Kentucky Board of Education, and the policies of the Board are carried into effect;¹
3. Prepare, under the direction of the Board, all rules, procedures, bylaws, and statements of policy for review, approval and/or adoption by the Board;¹
4. Have general supervision, subject to the control of the Board, of the general conduct of the schools, the management of business affairs and, in accordance with state law, the course of instruction, and the discipline of pupils;¹
5. Make all appointments, promotions, and transfers of principals, supervisors, teachers, and other public school employees, and at the next Board meeting notify the Board of all personnel actions taken;²
6. Exercise general supervision of the schools, examine their condition and progress, and keep informed of the progress in other districts;³
7. Prepare or have prepared all budgets, salary schedules, and reports required by the Board, ~~by statute or~~ by statute or ~~and by~~ the Kentucky Board of Education;³
8. Determine the need of extension of the school system of the district;³
9. Receive and examine reports from teachers and other school officers;³
10. Make reports from time to time as directed by the Board;³
11. Be responsible to the Board for the general condition of the schools;³ and
12. Meet all training and continuing education requirements specified in statute and administrative regulations.⁴

REFERENCES:

¹KRS 160.370; OAG 78-274; OAG 82-604

²KRS 160.380

³KRS 160.390

⁴KRS 156.111; 704 KAR 3:406

KRS 15.257; KRS 160.395

LEGAL: SB 2 AMENDS KRS 157.350 REQUIRING SUPERINTENDENT PERCENTAGE PAY INCREASE NOT BE GREATER THAN THAT PROVIDED FOR CLASSROOM TEACHERS.

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

LEGAL: SB 2 AMENDS KRS 160.350 ADDING LANGUAGE TO PUBLISH THE SUPERINTENDENT'S CONTACT ON THE DISTRICT WEBSITE AND SUBMIT TO THE KENTUCKY DEPARTMENT OF EDUCATION WITHIN THIRTY (30) DAYS.

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

ADMINISTRATION

02.131

Contract of Superintendent

CONTRACT

Except for individuals serving in an interim or acting capacity, the Superintendent shall be granted a contract by the Board for a term of one (1), two (2), three (3), or four (4) years in accordance with statutory requirements.¹

The Board shall establish and approve the Superintendent's salary and length of term before entering into a contract for his/her employment. In determining compensation for the Superintendent, the Board shall consider the District's financial resources, current economic conditions, employee performance, and salary data for similar positions at relevant organizations within the **state, region, and nation**.

Any contract, renewal, or extension for the Superintendent entered into on or after July 1, 2026, shall not provide a percentage pay increase greater than that provided to District classroom teacher. Upon the expiration of the Superintendent's contract, the Board may negotiate a salary increase, which shall be set forth in a new contract. The Board may request a waiver of this paragraph from the Commissioner of Education. If the Commissioner denies the waiver request, the Board may request a waiver in accordance with KRS 156.161.

The Board shall approve the salary, benefits and other conditions of employment to be provided to the Superintendent in an open and public meeting. All such payments, benefits, and conditions shall be clearly documented in the Superintendent's current employment contract and in any contractual extensions approved by the Board thereafter.

In accordance with KRS 160.350 the Superintendent's contract, and any amendments, renewals, extensions or addendums, shall be published on the District's website and submitted to the Kentucky Department of Education, within thirty (30) days of execution.

VACANCY

In case of a vacancy in the office of Superintendent prior to the expiration of the term set by the Board, the term shall expire on the date the vacancy occurs.

When a vacancy occurs between a school Board election and the time that new members take office, the vacancy may not be filled until the new members take office. The Board may appoint an acting Superintendent during that period for a term not to exceed six (6) months. Such term may be renewed once for a period not to exceed three (3) months.

RESIGNATION

No Superintendent may resign his/her term prior to its expiration date and accept a new term from the same Board.

REFERENCES:

- ¹KRS 160.350
- [KRS 156.161](#)
- [KRS 157.350](#)

LEGAL: HB 500 PROVIDES THAT A LOCAL BOARD MAY REDUCE THE ALLOCATIONS TO INDIVIDUAL SCHOOLS AS OUTLINED IN 702 KAR 3:246, NOTWITHSTANDING KRS 160.345(8). ALLOCATIONS SHALL NOT BE LESS THAN \$100 PER PUPIL IN AVERAGE DAILY ATTENDANCE.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

ADMINISTRATION

02.4242

School Budget/Purchasing

BOARD ALLOCATIONS

The Board shall appropriate to each school an amount equal to or greater than that specified by the formula prescribed in 702 KAR 3:246. Notwithstanding KRS 160.345(8), the Board may reduce the allocations to individual schools within the District; however, the allocation shall not be less than one hundred (\$100) dollars per pupil in average daily attendance.¹ School councils shall be provided notice of allocations for the next budget year in accordance with the timelines required by regulation.²

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An amount for professional development shall be allocated as required by Kentucky Administrative Regulation.

The Board shall allocate Section 7 funds according to the options provided in 702 KAR 3:246. Notice of the Section 7 allocation shall be provided in accordance with that regulation. Based on the needs assessment conducted by the school, the council shall forward to the Board a list of those priorities no later than January 1 each year.

SCHOOL RESPONSIBILITY

The council shall recommend to the Superintendent for approval per SB1, the textbooks, instructional supplies, materials, travel, equipment, and student support services to be provided in the school. All decisions are noted in the council minutes.

The school shall, in expending allocated funds, comply with all state and Board budgeting, purchasing and reporting laws, regulations, policies and procedures. Expenditure of these funds shall be accomplished by completing **the appropriate** office purchase order.

The Board allocation is the total financial resource available to that school in those budget categories for the fiscal year. The council may reassign these funds to alternate budget categories for purposes consistent with its responsibilities. The school shall not expend or commit to expend any funds in excess of those allocated to the school. Should this occur, the employee(s) responsible shall be subject to appropriate disciplinary action, and the Superintendent may require the school/council to present, for Board approval, a plan to reimburse the District for the amount spent in excess of the allocation.

All state **Section 6** allocated funds managed by the school but not expended by the end of the fiscal year, shall **accumulate into the account of the school and be available to the school for future expenditure.**

BOARD APPROPRIATION

The Superintendent shall determine which curriculum, textbooks, instructional materials, and student support services shall be provided in the school after consulting with the Board, the Principal, and the school council and after a reasonable review and response period for stakeholders in accordance with applicable state laws, regulations, and Board policy.

PURCHASING

In order to comply with state accounting and bidding requirements, all purchases of goods and services shall be made in conformity with Board policy.

ADMINISTRATION

02.4242
(CONTINUED)

School Budget/Purchasing

SUPERINTENDENT'S RESPONSIBILITY

The Superintendent/designee shall prepare and provide each school a monthly statement of the current financial status of funds allocated to that school. This statement shall include the allocated amount for each category of authorized expenditure, an itemized listing of invoices paid, an itemized listing of purchase orders authorized but not paid, and the end-of-the-month unencumbered balance of funds allocated.

EXPENDITURE OF FUNDS

In schools where SBDM has been implemented, the school council shall determine the expenditure of funds allocated to the school. In schools not operating under SBDM, the District administration shall determine the expenditure of these funds.

REFERENCES:

[¹2026 Budget Bill](#)

²702 KAR 3:246; School Council Allocation Formula

704 KAR 3:510; KRS 156.445; KRS 160.345

OAG 91-10; OAG 91-206; OAG 92-59

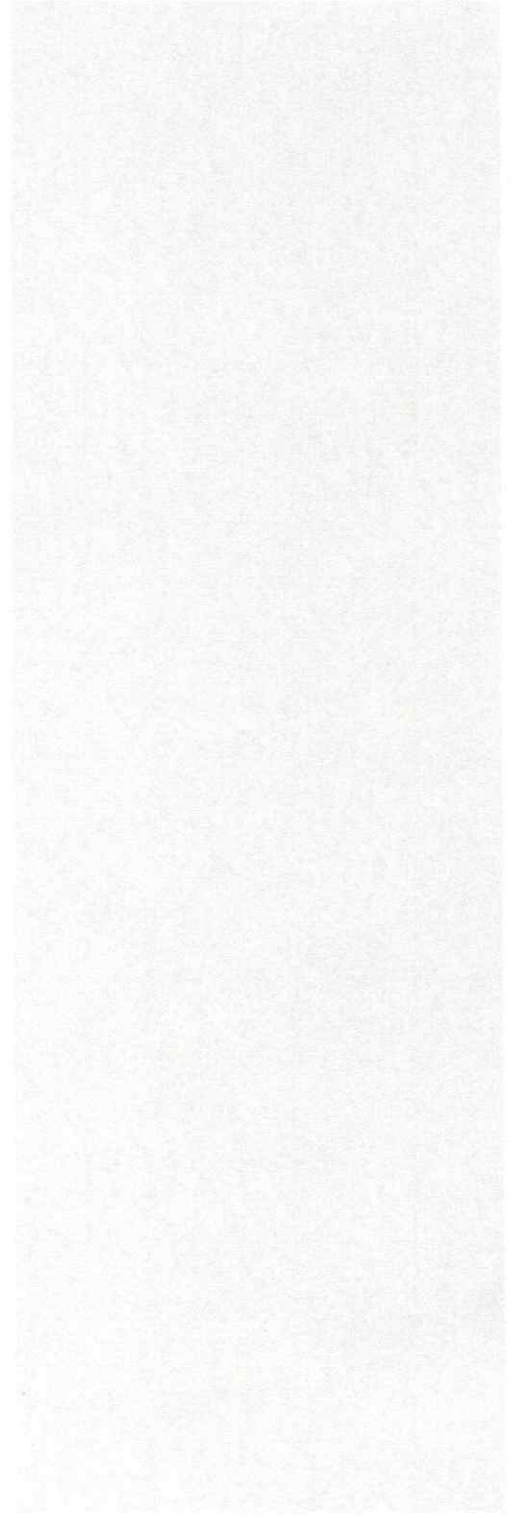
RELATED POLICY:

04.1; 08.1

LEGAL: HB 500 REQUIRES SCHOOLS TO DISPLAY ACADEMIC INFORMATION ON THE SCHOOL'S
INTERNET LANDING PAGE.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

ADMINISTRATION

02.442



Comprehensive School Improvement Plan

RESPONSIBILITY

Each school council, or Principal, in a school without a council, shall develop, review, and revise annually a Comprehensive School Improvement Plan (CSIP) by January 1 of each school year.

The structure of the CSIP shall include completion of a narrative summary of the current state of the school between August 1 and October 1 of each school year and completion of the needs assessment between October 1 and November 1 of each school year. A process for development of the CSIP is to be completed between November 1 and January 1 of each school year, and other components required by state statutes or regulations. Unless otherwise noted, all additional components of the CSIP may be complete by May 1 of each school year.

The primary purposes of the CSIP shall be:

- To improve student achievement on state and federal mandated testing/accountability instruments; and
- To eliminate achievement gaps among groups of students.

FORM

Unless the school planning committee requests and is granted a waiver by the Board, the school committee shall use any improvement plan format that has been established and approved by the Board. The CSIP structure shall include the components set out in 703 KAR 5:225, Every Student Succeeds Act of 2015 (ESSA), and the elements required by KRS 158.649.

In addition, the school council, school planning committee appointed by the or Principal if there is no council, shall review annually the school's disaggregated student data and revise the school's improvement plan, as required by applicable statute and regulation, to address any achievement gaps between various groups of students.

The plan shall address the reduction of physical and mental health barriers to learning, student equity, **priority needs, and achievement gaps for sub-groups of the school population.**

The school plan shall serve as a **basis** for school/council decision making and shall be posted to the school's web site **as stated in 703 KAR 5:225, Every Student Succeeds Act of 2015 (ESSA), and the elements required upon by KRS 158.649.**

PUBLIC REVIEW

The Principal shall convene a public meeting at the school to present and discuss the plan prior to submitting it to the Superintendent and Board.

SCHOOL REPORT CARDS

Each school shall post its school report card on its website as required by ESSA. School report cards shall be widely accessible to the public, in an understandable and uniform format, and when possible, written in a language that parents can understand.

As outlined in KRS 160.463, a copy of the report card is to be publicized by one of the following methods:

- a. In the newspaper of the largest general circulation in the county;

Comprehensive School Improvement Plan**SCHOOL REPORT CARDS (CONTINUED)**

- b. Electronically on a website of the District; or
- c. By printed copy at a prearranged site at the main branch of the public library within the District.

If b or c above is selected, the Superintendent shall be directed to publish notification in the newspaper with the largest circulation in the county. The notification shall include the electronic address of the website or the address of the library where the report card can be viewed by the public.

Each school shall send to parents a school report card containing information about school performance as outlined in KRS 158.6453 and 703 KAR 5:140, and information on electronic access to a summary of the results for the district shall be published in the newspaper with the largest circulation in the county.

SUMMATIVE ASSESSMENT RESULTS

The School shall prominently display [in a banner format](#), in not less than 16-point type, on the School's internet landing page [and at the top of each page of the School's website](#), the School's percentage of students scoring the following [on the most recent Kentucky Summative Assessment \(KSA\)](#):

- Proficient and Distinguished in Reading; and
- Proficient and Distinguished in Mathematics.

The information above will also be displayed at the top of each page of the School's website in a banner format.

The School shall display on the internet landing page a web link to the detailed results of the School's performance on the most recent [KSA Summative Assessment](#).

BOARD NOTIFICATION

In keeping with Board Policy 02.44, each School Council shall annually report to the Board regarding the progress toward achieving the goals and meeting the needs identified in the improvement plan, including those for student groups for whom data indicate an achievement gap exists.

REFERENCES:

KRS 158.645; KRS 158.6451; KRS 158.6453; KRS 158.649
KRS 160.290; KRS 160.345; KRS 160.463
703 KAR 5:140; 703 KAR 5:225; 703 KAR 5:280; ~~2026~~2024 Budget Bill
P. L. 114-95 (Every Student Succeeds Act of 2015)

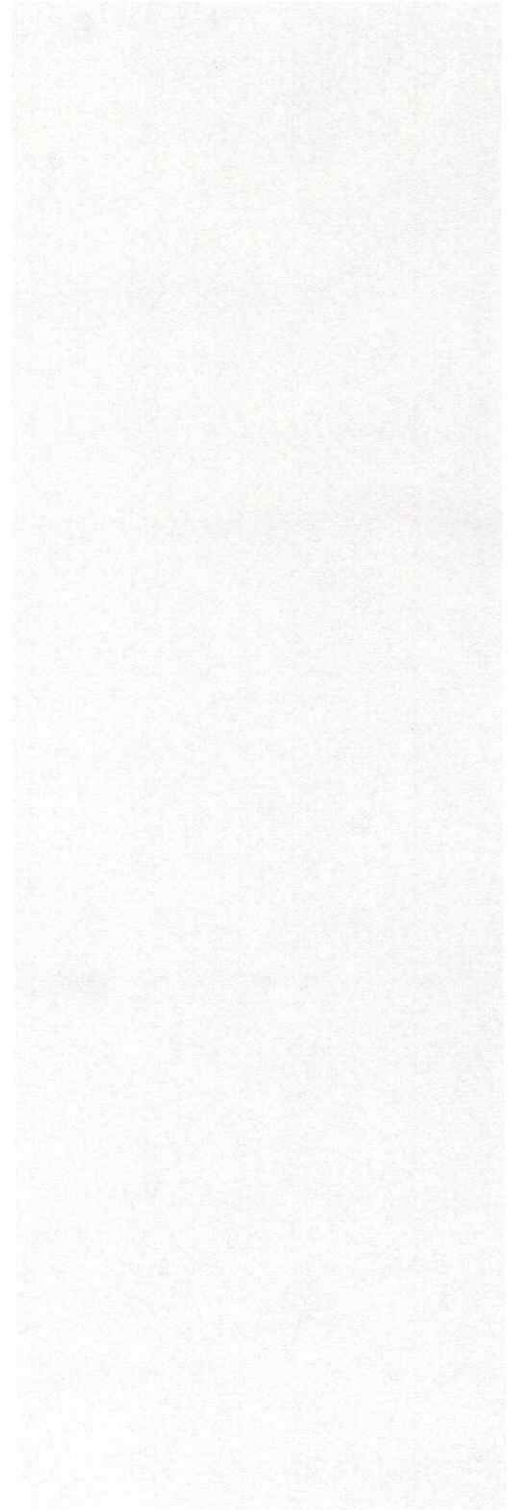
RELATED POLICIES:

01.111; 02.432; 02.44

LEGAL: SB 2 AMENDS KRS 157.350 REGULATING SALARY INCREASES FOR ADMINISTRATORS FOR CONTRACTS ENTERED INTO ON OR AFTER JULY 1, 2026.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

PERSONNEL

03.121



- CERTIFIED PERSONNEL -

Salaries

SINGLE-SALARY BASES

All salaries for certified personnel shall be based on a single-salary schedule providing, at minimum, for the number of working days required by law.

An administrator, as defined in KRS 161.720, shall not receive a percentage pay increase greater than the percentage pay increase provided to classroom teachers, unless the pay increase is:

- a) In conjunction with a professional advancement that imposes a significant change in job duties and responsibilities; or
- b) The result of local board action to uniformly increase the pay associated with a specific job category.

If requested by the Board, the Commissioner of Education may grant a waiver in accordance with KRS 156.161.

A District may provide monetary compensation, in addition to that provided through the single salary schedule, to all classroom teachers employed in a school that is identified by the Kentucky Department of Education as being in targeted or comprehensive support and improvement status.

Although a school may submit a request for an increment for an extended employment position, extra service, or related adjustments, the Board must set increments in pay for positions requiring services beyond those normally expected of other positions if the duties rendered extend beyond the regular school day or require extended days.

EXTENDED EMPLOYMENT

Compensation for employment contracted beyond **the approved calendar** shall be prorated on the base pay **for the approved calendar days**.

Extended employment positions shall be established in the position job description and funded in the District budget.

Addition of days to be worked beyond the original contract or additional days of extended employment for a position require prior Board approval before the change goes into effect.

EXTRA SERVICES, SUPPLEMENTS AND SUPERVISION

The Board shall annually establish a schedule of compensation for extra services, special duty supplements and supervision.

NATIONAL BOARD CERTIFIED TEACHER (NBCT) SUPPLEMENT

As provided under law, teachers who attain certification from the National Board for Professional Teaching Standards on or before July 1, 2020, shall be given an annual salary supplement of two thousand dollars (\$2,000) for the life of the certificate. A teacher who attains certification after July 1, 2020, shall be given an annual salary supplement for the life of the certificate, in accordance with the amount appropriated for this purpose by the General Assembly. If an annual supplement amount appropriated by the General Assembly is less than two thousand dollars (\$2,000), the Board may provide an additional supplement up to the amount required for the total annual supplement to equal two thousand dollars (\$2,000).

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Salaries**NATIONAL BOARD CERTIFIED TEACHER (NBCT) SUPPLEMENT (CONTINUED)**

To assist with the budgeting process, candidates for NBCT certification shall notify the Superintendent/designee in writing prior to September 15 that certification is pending in order for the employee to receive any rank-related increase retroactive to the beginning of the school year. **Teachers should submit to the District, confirmation of rank change earned through NBCT certification, no more than forty-five (45) days after receiving confirmation of successful completion of NBCT certification.**

DOCTORAL SUPPLEMENT

Candidates for a doctorate (Ph.D. or Ed.D) shall notify the Superintendent/designee in writing prior to September 15 that completion of the doctorate is pending in order for the employee to receive the supplemental pay increase. Supplemental pay will be prorated to the semester following completion of the doctorate degree.

RANK AND EXPERIENCE

The rank and experience of certified personnel shall be determined at time of hire. The Board shall direct the Superintendent to validate all experience of professional personnel employed in the District.

Changes in rank and experience shall be determined on September 15 of each year. **Objections regarding rank, pay rate/experience must be reported in writing by September 15 or claim is waived.**

EXCEPTION

The Superintendent's salary may be established without regard to the above-mentioned schedules.

QUALIFICATIONS

Employees shall be responsible for providing the Superintendent with all required certificates, other credentials, health examinations, and verifications of experience prior to beginning work.

NOTICE OF SALARY

Not later than forty-five (45) days before the first student attendance day of the succeeding school year or June 15, whichever occurs earlier, the Superintendent shall notify all certified personnel of the best estimate of the salary for the coming year.

PAYROLL DISTRIBUTION

The District shall furnish the employee with either a paper or electronic statement. If statements are provided electronically, employees shall be provided access to a computer and printer for review and printing of their statement.

At the close of the school year, employees who have completed all responsibilities and duties may request to be paid their remaining salary prior to the end of the fiscal year.

PERSONNEL

03.121
(CONTINUED)

Salaries

REFERENCES:

[KRS 156.161](#); KRS 157.075; KRS 157.320; KRS 157.350; KRS 157.360
KRS 157.390; KRS 157.395; KRS 157.397; KRS 157.420
KRS 160.290; KRS 160.291

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KRS 161.1211; KRS 161.134; KRS 161.168; [KRS 161.720](#); KRS 161.760
KRS 337.070; KRS 424.120; 16 KAR 1:040; OAG 97-25
702 KAR 3:060; 702 KAR 3:070; 702 KAR 3:100; 702 KAR 3:310
29 C.F.R. Section 541.303; 29 C.F.R. Section 541.602; 29 C.F.R. Section 541.710

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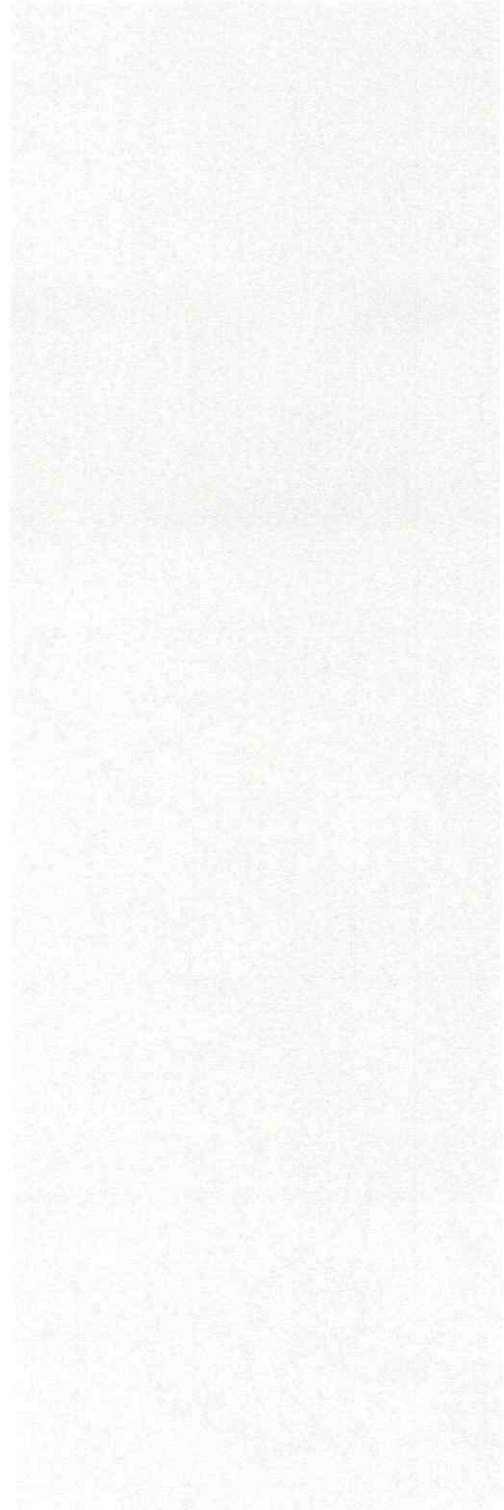
RELATED POLICIES:

03.114; 03.1211; 03.4

LEGAL: SB 59 AMENDS KRS 48.025 EXPLICITLY APPLYING THE PROHIBITION TO SCHOOL DISTRICTS ON USING TAX DOLLARS TO ADVOCATE FOR OR AGAINST A PUBLIC QUESTION AND ESTABLISHES PENALTIES.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

PERSONNEL

03.1324



- CERTIFIED PERSONNEL -

Political Activities

The constitutional rights of certified personnel are guaranteed under the constitution of our democratic society and appropriate Kentucky Revised Statutes.

No District employee shall promote, organize, or engage in political activities while performing his/her duties or during the work day. Promoting or engaging in political activities shall include, but not be limited to, the following:

1. Encouraging students to adopt or support a particular political position, party, or candidate; or
2. Using school property or materials to advance the support of a particular political position, party, or candidate.

"Political positions" shall not be defined to include communications approved by the Superintendent to be distributed to parents or the community concerning District needs or proposed actions by the Board. Examples of such communications may include, but not be limited to, those addressing designation of attendance zones/areas and District facility and financial needs.

SCHOOL BOARD ELECTIONS

The Superintendent shall inform all District employees of the provisions of KRS 161.164.

USE OF TAX DOLLARS AND RESOURCES

Local, state, and federal tax dollars and resources shall not be used to advocate for or against any public question that appears on the ballot. The Superintendent shall inform all District employees of the provisions of KRS 48.025.

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REFERENCES:

KRS 48.025; KRS 161.164; KRS 161.990
OAG 63-572; OAG 72-700; OAG 92-145

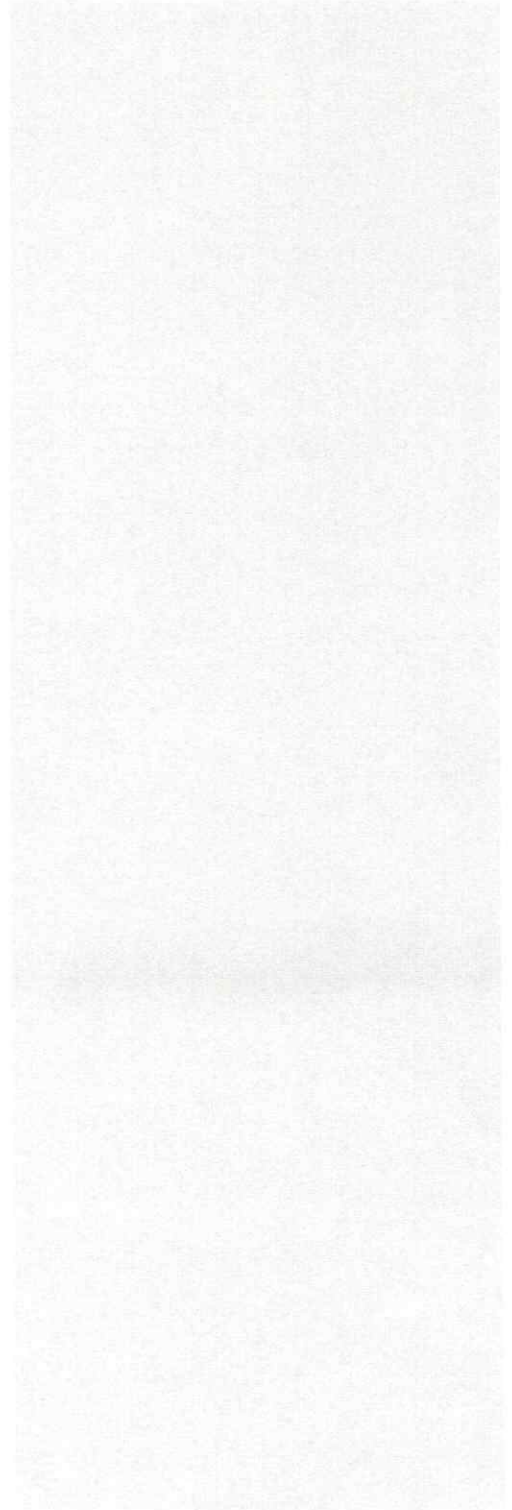
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LEGAL: SB 59 AMENDS KRS 48.025 EXPLICITLY APPLYING THE PROHIBITION TO SCHOOL DISTRICTS ON USING TAX DOLLARS TO ADVOCATE FOR OR AGAINST A PUBLIC QUESTION AND ESTABLISHES PENALTIES.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

PERSONNEL

03.2324



- CLASSIFIED PERSONNEL -

Political Activities

The constitutional rights of classified personnel are guaranteed under the constitution of our democratic society and appropriate Kentucky Revised Statutes.

PROHIBITIONS

No District employee shall promote, organize, or engage in political activities while performing his/her duties or during the work day. Promoting or engaging in political activities shall include, but not be limited to, the following.

1. Encouraging students to adopt or support a particular political position, party, or candidate; or
2. Using school property or materials to advance the support of a particular political position, party, or candidate.

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REFERENCES:

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- KRS 48.025; KRS 161.990
- OAG 63-572; OAG 72-700; OAG 92-145

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LEGAL: HB 67 CREATES A NEW SECTION OF KRS 160 ESTABLISHING THE CALENDAR AND PROCEDURES TO ADOPT A DISTRICT BUDGET AND INCLUDES THE FINANCE OFFICER TO ASSIST IN ESTABLISHING THE DISTRICT BUDGET.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

FISCAL MANAGEMENT

04.1

Budget Planning and Adoption

PLANNING

The Superintendent shall establish procedures to provide for annual community, parent, school and, where appropriate, student input in the development of recommendations to be considered for the District budget. These procedures shall include a needs assessment process to identify, confirm, reassess and/or prioritize recommendations regarding District goals for future financial emphasis. The plan shall provide for reviewing the achievement of established goals and academic expectations of the District.

PREPARATION OF BUDGETS

As part of the annual budget process, the Board shall determine priorities to guide the Superintendent [and Finance Officer](#) in developing draft budgets for the next fiscal year. Prior to the Board setting budget priorities, the Superintendent shall provide the Board with the estimated amounts that will be received from available sources, including tax rate(s) necessary to generate such amounts. In setting budget priorities, the Board shall consider the following:

1. Results of the current needs assessment, recommendations resulting from that process, and current District/school improvement and/or long-range plans.
2. Revenue projections for the coming year.

After receiving the Board's budget priorities, the Superintendent [and Finance Officer](#) shall prepare for Board consideration and action proposed District budgets for all active MUNIS fund accounts. Budgets shall address the educational needs of the District as reflected by priorities established by the Board and shall show the amount of money needed and source of funds for the upcoming school year.

Each year, school councils shall review the budgets for all categorical programs and provide comments to the Board prior to the adoption of the budgets.

TIMELINE

~~The calendar and timeline for establishing the District budget shall be in accordance with KRS 160.461. On or before January 31, the Board shall formally and publicly examine a detailed estimate of revenues and proposed expenditures by line item for the following fiscal year. On or before May 30, the Board shall adopt a tentative working budget, which includes a minimum reserve of two percent (2%) of the total budget. The Superintendent shall not propose and the Board shall not adopt a draft, tentative, or working budget that does not include a minimum reserve of at least two percent (2%) of the total budget. When permitted by the Kentucky executive branch budget, the District may adopt, and the Kentucky Board of Education may approve, a working budget that includes a minimum reserve less than two percent (2%) of the total budget.~~

Within thirty (30) days of receipt of property assessment data, the Board shall levy tax rates for the District and forward them to the Kentucky Board of Education for approval or disapproval. ~~By September 30, the Board shall adopt a close estimate or working budget for the District.~~

PUBLICATION

At the same time that copies of the budget of the District are filed with the clerk of the tax levying authority for the District, as provided in KRS 160.470, the Board shall cause the budget to be advertised in a newspaper and on the district's website.

FISCAL MANAGEMENT

04.1
(CONTINUED)

Budget Planning and Adoption

REFERENCES:

KRS 156.160; KRS 157.330; KRS 157.350; KRS 157.360
KRS 157.440; KRS 160.370; KRS 160.390
KRS 160.460; [KRS 160.461](#); KRS 160.470; KRS 160.530
KRS 424.145; KRS 424.250
702 KAR 3:100; 702 KAR 3:110; 702 KAR 3:246; OAG 67-510

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RELATED POLICIES:

01.11; 02.4242; 02.4331; **04.91**

LEGAL: HB 67 AMENDS KRS 160.530 CLARIFYING THAT EXPENDITURES SHALL BE MADE IN ACCORDANCE WITH THE DISTRICT'S WORKING BUDGET APPROVED BY THE KENTUCKY DEPARTMENT OF EDUCATION.

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

LEGAL: SB 59 AMENDS KRS 48.025 EXPLICITLY APPLYING THE PROHIBITION TO SCHOOL DISTRICTS ON USING TAX DOLLARS TO ADVOCATE FOR OR AGAINST A PUBLIC QUESTION AND ESTABLISHES PENALTIES.

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

FISCAL MANAGEMENT

04.31

Authority to Encumber and Expend Funds

FINANCIAL STATEMENT

The daily administration of the budget shall be the responsibility of the Superintendent/**designee**. The Superintendent shall provide the Board with a monthly financial statement. This shall include a report of receipts and disbursements and estimated status by major budget category, the cash balance on hand, and the amount of invested funds at the end of the immediate preceding month.

EXPENDITURE OF FUNDS

Expenditures from any District fund shall be made in accordance with the [Board approved working budgets approved by the Board that has been submitted and approved by the Kentucky Board of Education](#). All purchases shall require the prior approval of the Superintendent or the Superintendent's designee.

[Local, state, and federal tax dollars and resources shall not be used to advocate for or against any public question that appears on the ballot.](#)¹

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AUTHORITY TO OBLIGATE

Administrators designated by the Superintendent may initiate a purchase order, subject to the limits of their designated budgeted funds and approval by their supervisor.

The Board shall not be responsible for expenditures not properly authorized and not made according to the purchasing procedures developed by the Superintendent.

REVIEW OF CREDIT CARD TRANSACTIONS

The Superintendent shall establish a process consistent with Board policy to regulate use of credit cards and credit card accounts. This process will include procedures for recovery of District funds for any unauthorized purchases.

Employees shall report immediately any District/school credit card that is lost. Personal purchases on District/school credit cards are prohibited. Unauthorized charges made by employees to District/school credit cards may result in disciplinary action.

BOARD APPROVAL REQUIRED

Prior Board approval shall be required in order for the District to participate in any cash management, bond issuance, tax revenue anticipation note, or other program involving commitment of District funds. The Board shall designate the fiscal agent and bond counsel.

REFERENCES:

¹[KRS 48.025](#)

[KRS 160.340](#); [KRS 160.370](#); [KRS 160.390](#)

[KRS 160.470](#); [KRS 160.530](#); [KRS 160.550](#)

[702 KAR 3:050](#); [702 KAR 3:120](#); [702 KAR 3:246](#)

[School Council Allocation](#)

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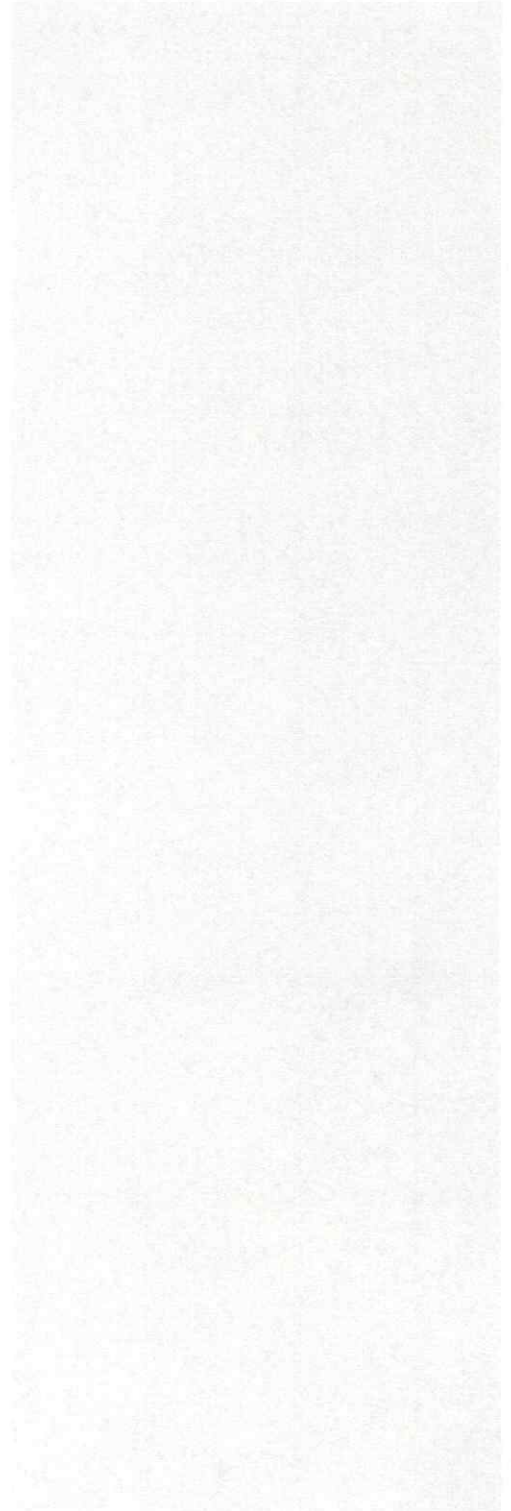
RELATED POLICIES:

02.4242; 04.3111; 04.3111

LEGAL: HB 757 CREATES NEW SECTION OF KRS 160 ALLOWING THE ROUNDING OF CASH
TRANSACTIONS WHEN PENNIES ARE NOT AVAILABLE FOR DEBTS OWED TO THE DISTRICT.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

FISCAL MANAGEMENT

04.311



District Accounts

SYSTEM OF ACCOUNTING

The Board intends that accounting practices follow state and federal laws and regulations and generally accepted accounting principles. Therefore, the District shall follow a uniform financial accounting system provided by the Kentucky Department of Education.

As advised by the Board's auditor/Certified Public Accountant, determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with governmental accounting standards. This process shall include leave accumulated by employees and all Board properties and funds, including those that have been escrowed.

CASH ROUNDING TRANSACTIONS

In payment of debts owed to the District the rounding of cash transactions shall be in accordance with KRS 160.515. Noncash transactions shall continue to be settled to the cent without rounding.

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ELECTRONIC FUNDS TRANSFER (EFT)

The District may participate in EFTs. Properly approved electronic payments on behalf of the District may be made in accordance with applicable laws and regulations. The Board authorizes schools to accept electronic receipts and make payments in accordance with Accounting Procedures for Kentucky School Activity Funds and applicable laws and regulations.

REFERENCES:

KRS 157.060

KRS 160.340

KRS 160.515; KRS 160.560

702 KAR 3:120; KETS District Administrative System Chart of Accounts and Chart of Accounts Descriptions

702 KAR 3:130; Accounting Procedures for Kentucky School Activity Funds

Governmental Accounting Standards Board (GASB)

LEGAL: HB 392 AMENDS KRS 45A.385 INCREASING THE AMOUNT FOR SMALL PURCHASE PROCEDURES.

FINANCIAL IMPLICATIONS: POTENTIAL SAVINGS FROM REDUCED USAGE OF FULL RFP PROCESS

LEGAL: REVISIONS TO 7 C.F.R. 210.21 REGARDING THE PURCHASE OF AGRICULTURAL PRODUCTS.

NEW LANGUAGE IS MOVED TO POLICY AREA 07.13.

FINANCIAL IMPLICATIONS: POTENTIAL COST SAVINGS IN SCHOOL NUTRITION PROCUREMENT

FISCAL MANAGEMENT

04.32

Model Procurement Code Purchasing

AUTHORITY

Purchasing procedures shall conform to the Model Procurement Code, KRS 45A.345 - KRS 45A.460, except as otherwise provided by law.¹ All contracts or purchases shall be awarded by competitive sealed bidding or competitive negotiation, both of which may include the use of a reverse auction, except as otherwise provided by law.²

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All purchases of Kentucky Education Technology System (KETS) components shall adhere to KETS architectural standards and procedures.

The District may purchase supplies and/or equipment outside an established price contract of the federal government (GSA), the State Division of Purchases, a cooperative agency bid approved by the Board, or a District bid if:

1. The supplies and/or equipment meet the specifications of contracts awarded by the Division of Purchases, a federal agency (GSA), a cooperative agency, or a District bid;
2. The supplies and/or equipment are available for purchase at a lower price;
3. The purchase does not exceed \$2,500⁴ & ⁸; and
4. The District's finance or purchasing officer has certified compliance with the first and second requirements.

Prior to purchase of education technology components defined in the master technology plan, the Department of Education must certify that the items to be purchased meet or exceed the specifications of components of the original equipment of manufacturers currently holding Kentucky price contracts.⁴

PUBLIC-PRIVATE PARTNERSHIPS

The Board may utilize a public-private partnership delivery method. Public-private partnerships shall comply with KRS 65.028 and other applicable state laws and regulations.

FEDERAL AWARDS/CONFLICT OF INTEREST

No employee, officer, or agent of the District may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.⁷

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. In determining whether an activity constitutes an impermissible acceptance of a gratuity or item of monetary value, the definition of "gratuity" (covering anything of more than fifty dollars [\$50] value) set forth in KRS 45A.445 shall apply. Violation of these standards may result in disciplinary action including, but not limited, to suspension, dismissal, or removal.

ETHICAL STANDARDS

To avoid conflicts that may arise during the decision-making process for procurement of services and products for the District, employees shall adhere to the ethical standards set out in KRS 45A.455.

Model Procurement Code Purchasing**PREFERENCE FOR RESIDENT BIDDERS**

For all contracts funded in whole or in part by the District, the Board shall apply the reciprocal preference for resident bidders required by law. Geographical preferences relating to school nutrition service purchases may be utilized only as permitted by applicable federal law.³

EXEMPTIONS

~~Federal regulatory requirements do not provide a bidding exception for purchase of perishables using school nutrition service funds. Such purchases must follow applicable federal regulations.⁷~~

PRICE REDUCTIONS

Price reductions may be accepted on supplies and/or equipment being offered by the vendor with whom a price agreement has been made if the supplies and/or equipment meet all terms and conditions specified in the price agreement except for price and if the price reduction is offered to all participants in the price agreement. Price reductions may be accepted even if the reduced price requires the purchase of a specified quantity of units different from the quantity stated in the original price agreement.

SMALL PURCHASES

At the discretion of the District's purchasing agent, small purchase procedures may be used for any contract in which the aggregate amount does not exceed ~~\$50,000.00~~40,000.00. Beginning on January 1, 2030, and then every five (5) years thereafter the small purchase maximum shall be increased by \$10,000. At the next meeting of the Board, the purchasing agent shall report **results of formal bids taken for small purchases.**⁵

A small purchase is a purchase of goods or services by the District which alone or in the aggregate of like goods and services are less than ~~\$50,000.00~~40,000.00 per fiscal year. Procurements shall not be parceled, split, divided or artificially purchased over a period of time to meet the dollar limitations for use of these procedures.

The Superintendent, or designee as specified in Board minutes, shall serve as purchasing agent for the Board.

DESIGNATION OF OFFICERS AUTHORIZED TO RECEIVE BIDS

All invitations to bid or bid instructions and all advertisements for bids shall state that the bids shall be submitted to the **Assistant** Superintendent or designee in charge of purchasing or to the Board Secretary. All bids shall be submitted in an envelope plainly marked on the lower left-hand corner identifying it as a "BID" and indicating the type of bid that it is.

BACKGROUND CHECKS

The Superintendent shall require an adult who is permitted access to school grounds on a regularly scheduled and continuing basis pursuant to a written agreement for the purpose of providing services directly to a student or students as part of a school-sponsored program or activity to submit, at no expense to the District, to a national and state criminal history background check by the Kentucky State Police and the Federal Bureau of Investigation and to provide a clear CA/N check in keeping with KRS 160.380.⁶

The form for requesting a CA/N check is available on the Cabinet for Health and Family Services website.

Model Procurement Code Purchasing

REFERENCES:

- ¹KRS 45A.343
- ²KRS 45A.345; KRS 160.290; KRS 45A.380
- ³KRS 160.303; 200 KAR 5:400; KRS 45A.494
- ⁴KRS 156.076
- ⁵KRS 45A.385
- ⁶KRS 160.380
- ⁷2 C.F.R. 200.318
- ⁸KRS 45A.360
KRS 45A.352; KRS 45A.365; KRS 45A.370
KRS 45A.420; KRS 45A.445; KRS 45A.455; KRS 45A.460; KRS 45A.620
KRS 65.027; KRS 65.028; KRS 160.151; KRS 164A.575; KRS 176.080
200 KAR 5:355
OAG 79-501; OAG 82-170; OAG 82-407
Kentucky Educational Technology Systems (KETS)

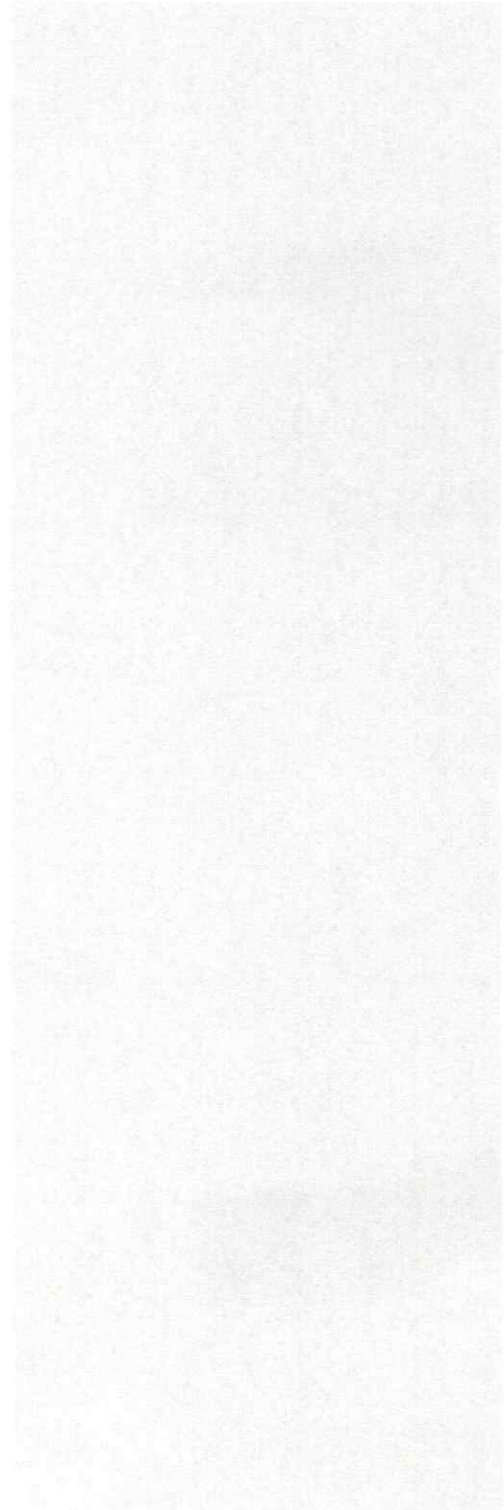
RELATED POLICIES:

- 05.6; 06.4; 07.13

LEGAL: HB 67 AMEND KRS 160.463 REQUIRING A SCHOOL DISTRICT TO PUBLISH FINANCIAL REPORTS ON A DISTRICT FINANCIAL DISCLOSURE WEBSITE AND IDENTIFYING THE INFORMATION THAT SHALL BE PUBLISHED ON THE WEBSITE.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

FISCAL MANAGEMENT

04.91



Financial Statements and Reports

~~The Board shall direct the Superintendent to publish on the District's main website a link to the District financial disclosure website that contains the required financial information and The Superintendent shall cause financial statements and annual financial reports to be produced and reported in accordance with KRS 160.431 and KRS 160.463. Annual financial reports shall be posted on the District's financial disclosure website as required by law. The District shall post on the financial disclosure website for a minimum of two (2) years the written report from the Kentucky Department of Education indicating the financial status of the District.~~

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The finance officer shall present a detailed monthly financial report for Board approval to include the previous month's revenues and expenditures of the District. ~~Financial reports shall be posted on the District website as required by law.~~

REFERENCES:

- KRS 160.431
- KRS 160.463
- [KRS 424.230](#)
- Governmental Accounting Standards Board

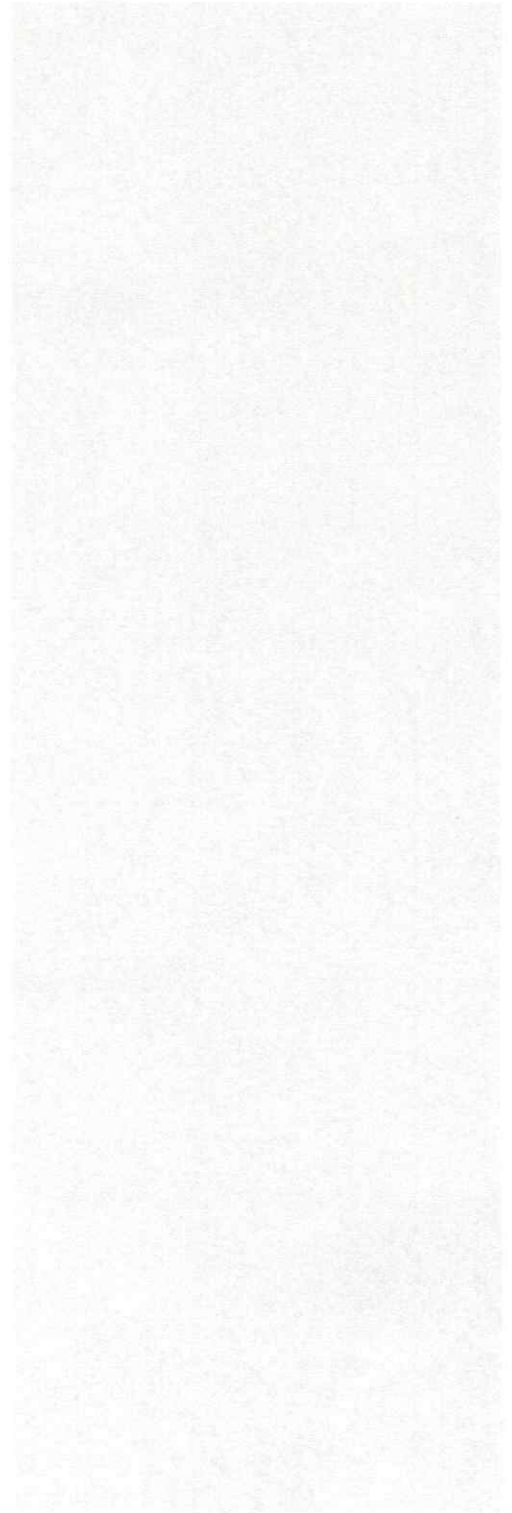
RELATED POLICY:

04.1

LEGAL: SB 101 AMENDS KRS 158.150 ADDING BUS STOP TO THE JURISDICTION OF THE DISTRICT.
FINANCIAL IMPLICATIONS: POTENTIAL LOSS OF ADA FUNDING

SCHOOL FACILITIES

05.48



Weapons

This policy applies to students, staff members, and visitors to the school.

WEAPONS PROHIBITED

Except where expressly and specifically permitted by Kentucky Revised Statute, the carrying, bringing, using, or possessing any weapon or dangerous instrument, including all lock-blade knives, in any school building, on school grounds or a bus stop, in any school vehicle or at any school-sponsored activity, or on the way to and from school is prohibited.

Violation of this policy by staff members shall constitute reason for disciplinary action, including possible termination.¹

Violation of this policy by students shall require that the Principal immediately make a report to the Superintendent, who shall determine if charges for expulsion from the District schools should be filed under Policy 09.435. In addition, when they have reasonable belief that a violation has taken place, principals shall immediately report to law enforcement officials when an act has occurred on school property or at a school-sponsored function that involves student possession of a firearm in violation of the law or assault involving the use of a weapon.

Violations by visitors shall be reported to a law enforcement agency.

EXCEPTIONS:

- Each School Resource Officer (SRO) shall be armed with a firearm, notwithstanding any provision of local board policy, local school council policy, or memorandum of agreement.²
- An exception may be made for students participating in an authorized curricular or extracurricular activity or team involving the use of firearms and to those persons listed in KRS 527.070.
- **An exception may be made for staff members in possession of ordinary pocketknives necessary for their job assignment.**
- Law enforcement officials, including peace officers and police as provided in KRS 527.070 and KRS 527.020, are authorized to bring weapons onto school property in performance of their duties.

FEDERAL REQUIREMENTS REGARDING STUDENTS

The penalty for students possessing a firearm at school or bringing a firearm or other deadly weapon, destructive device, or booby trap device to school or onto the school campus/property under jurisdiction of the District shall be expulsion for a minimum of twelve (12) months under Policy 09.435. However, the Board may modify such expulsions on a case-by-case basis. Any case-by-case modification of the one (1)-year expulsion requirement, including those made for students with disabilities to meet the requirements of IDEA and Section 504, shall be in writing and may be based upon a recommendation of the Superintendent/designee.¹

Any student who **possesses a firearm at school or** brings to school a firearm or other deadly weapon, destructive device, or booby trap device shall be referred to the criminal justice or juvenile delinquency system.

Weapons

STATE POSTING REQUIREMENTS

The Superintendent shall post the following notice in prominent locations in the schools, including but not limited to, sports arenas, gymnasiums, stadiums, and cafeterias. The notice shall be at least six (6) inches high and fourteen (14) inches wide and shall state:

UNLAWFUL POSSESSION OF A WEAPON ON SCHOOL PROPERTY IN KENTUCKY IS A FELONY PUNISHABLE BY A MAXIMUM OF FIVE (5) YEARS IN PRISON AND A TEN THOUSAND DOLLAR (\$10,000) FINE.¹

The above criminal penalty shall not apply to those persons listed in KRS 527.070(3)

STATE REPORTING REQUIREMENTS

Employees of the District shall promptly make a report to the local police department, sheriff, or Kentucky State Police, by telephone or otherwise, if they know or have reasonable cause to believe that conduct has occurred which constitutes the carrying, possession, or use of a deadly weapon on the school premises or within one thousand (1,000) feet of school premises, on a school bus, or at a school sponsored or sanctioned event.

For state reporting purposes, a deadly weapon shall be defined as:

1. a weapon of mass destruction;
2. any weapon from which a shot, readily capable of producing death or serious physical injury, may be discharged;
3. any knife other than an ordinary pocket knife;
4. billy, nightstick or club;
5. blackjack or slapjack;
6. nunchaku karate sticks,
7. shuriken or death star; or
8. artificial knuckles made from metal plastic, or other similar hard material.

Employees who receive information from a student or other person regarding conduct required to be reported shall report the conduct in the same manner as stated above.

ENFORCEMENT

In the enforcement of this policy, principals may authorize, if they have reasonable suspicion, searches in compliance with applicable Board policies.

Weapons

REFERENCES:

¹KRS 527.070; ~~KRS 158.150~~; 20 U.S.C. § ~~7961~~⁷¹⁴¹; (Gun-Free Schools Act)

²KRS 158.4414

18 U.S.C. §921(a)

[KRS 158.150](#); KRS 158.155; KRS 158.4431

KRS 160.290; KRS 160.340

KRS 237.106; KRS 237.110, KRS 237.138 to KRS 237.142

KRS 500.080; KRS 508.075, KRS 508.078; KRS 527.020

20 U.S.C. § 1400 et seq. Individuals with Disabilities Education Act (IDEA)
Section 504 of the Rehabilitation Act of 1973, as amended

RELATED POLICIES:

02.31; 09.435; 09.436; 09.4361

LEGAL: HB 555 AMENDS KRS 158.854 ADDING AND ALLOWING STUDENT-BASED ENTERPRISE PROGRAM TO SELL COMPETITIVE FOODS THROUGHOUT THE SCHOOL DAY AND AUTHORIZES THE BOARD TO ESTABLISH POLICIES REGARDING THE OPERATION OF AND REVENUE GENERATED BY THE STUDENT-BASED ENTERPRISE.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

SUPPORT SERVICES

07.111

Competitive Foods

MINIMAL NUTRITIONAL VALUE

The sale of competitive foods and beverages to students during the school day shall be in compliance with current federal and state regulations.

DEFINITIONS

“Competitive Food” shall mean all food and beverages sold to students on the school campus during the school day, other than those meals reimbursable under the programs authorized by the National School Lunch Act and the Child Nutrition Act.

"School-day" means the period of time from midnight before to thirty (30) minutes after the end of the official school day.

“School Campus” shall mean all areas of the property under the jurisdiction of the school that are accessible to students during the school day.

NUTRITIONAL STANDARDS

No school may sell competitive foods or beverages, whether from vending machines, school stores or canteens, classrooms, teacher or parent groups, from midnight before until thirty (30) minutes after the last school lunch period of the school day. From thirty (30) minutes after the last lunch period closes until thirty (30) minutes after the school day, food and beverages sold must conform with nutritional standards specified in state and federal regulations.

Fund-raising activities held off of the school campus or not during the school day are not subject to regulatory requirements of 702 KAR 6:090 or federal competitive food limitations.

Ice cream will be sold only to students eating a lunch.

STUDENT-BASED ENTERPRISE

“Student-based enterprise” means a District approved program operated by the District’s students as part of a course designed to provide students with knowledge and experience of the operation of a business.

The Board may identify a student-based enterprise to sell competitive foods throughout the school day and establish policies for the operation of and the use of the proceeds from the student-based enterprise. Competitive foods sold by a student-based enterprise shall comply with the minimum nutritional standards established in 702 KAR 6:090.

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REFERENCES:

- 7 C.F.R. 210.11b; 7 C.F.R. 220.12
- KRS 156.160; KRS 158.850; KRS 158.854; 702 KAR 6:090
- U. S. Dept. of Agriculture's *Dietary Guidelines for Americans*

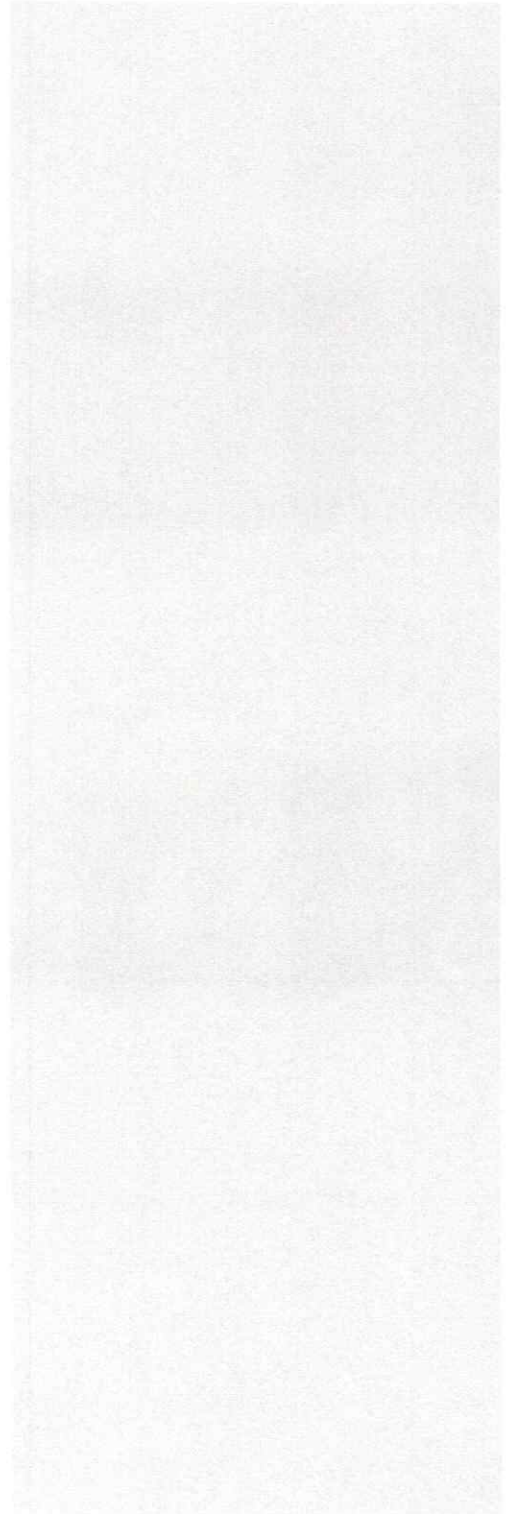
RELATED POLICIES:

- 07.12
- 09.2

LEGAL: REVISION TO 704 KAR 4:010 AMENDING THE REGULATION GOVERNING THE PHYSICAL
EDUCATION REQUIREMENT FOR STUDENTS.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

CURRICULUM AND INSTRUCTION

08.1346



Physical Education

All elementary and secondary school pupils shall receive organized physical education instruction in accordance with 704 KAR 8:050 as recorded in the Kentucky Academic Standards and in the minimum ~~unit~~ requirements for high school graduation set forth in 704 KAR 3:305.

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In the event that a high school student's physical condition or religious convictions prohibit participation in the one-half (1/2) unit physical education course, the Board may authorize a variance in or exempt the student from graduation requirements for the course in accordance with 704 KAR 4:010.¹~~Upon presentation of a certificate from a licensed physician or an affidavit from the pastor of the church to that effect, a course may be substituted that is within the student's capabilities as specified by the physician or the student may be exempted from the course.~~

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REFERENCES:

- ~~704 KAR 4:010~~
- KRS 156.160; KRS 158.302
- 704 KAR 3:305
- 704 KAR 4:010
- 704 KAR 8:050

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RELATED POLICIES:

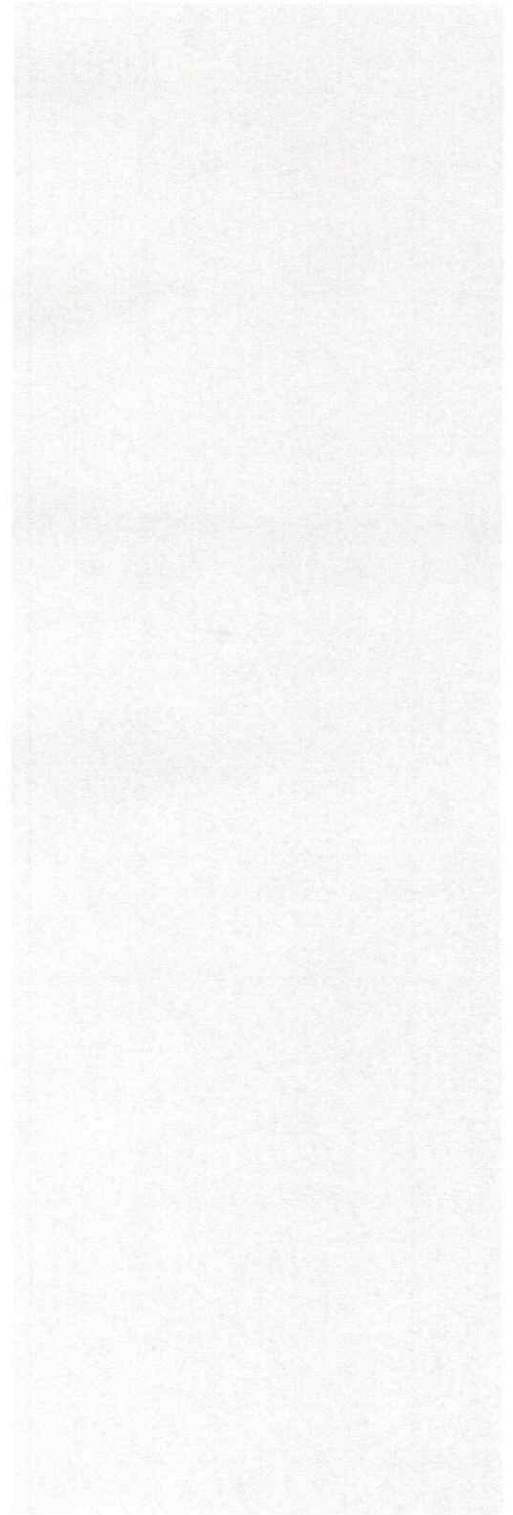
- 08.113
- 09.2

LEGAL: REMOVING 704, KAR 10:022 AS IT HAS EXPIRED.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

| CURRICULUM AND INSTRUCTION

08.136

Summer School



Summer School

The Board or schools may provide an academic summer school program upon the finding of sufficient need and pupil demand. Only in-district students will be eligible to participate in the academic summer school program. The sessions may also include courses designed for remediation or enrichment. The academic summer school program shall comply with all applicable laws and regulations of the Kentucky Board of Education and Board Policies.

Reference:

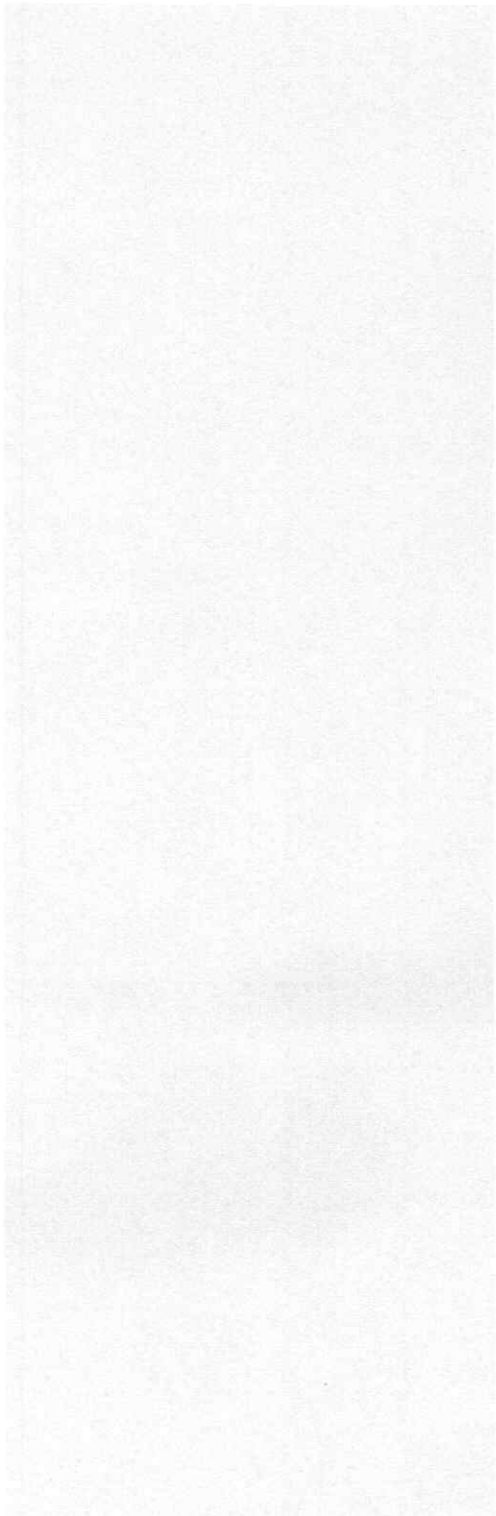
~~704 KAR 010:022~~

LEGAL: HB 257 AMENDS KRS 158.6453 REQUIRING THE SUPERINTENDENT TO ADOPT POLICIES THAT DETERMINE THE WRITING PROGRAM FOR THE DISTRICT AND THAT IS PUBLISHED ON THE DISTRICT'S WEBSITE.

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

CURRICULUM AND INSTRUCTION

08.215



Writing Program

The Superintendent shall adopt policies that determine the writing program for the District and ensure the writing program policy is published on the District's website.

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The writing program shall include disciplinary-specific writing across the curriculum and incorporate a variety of language resources, technological tools, and multiple opportunities for students to develop complex communication skills for a variety of purposes.

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REFERENCE:

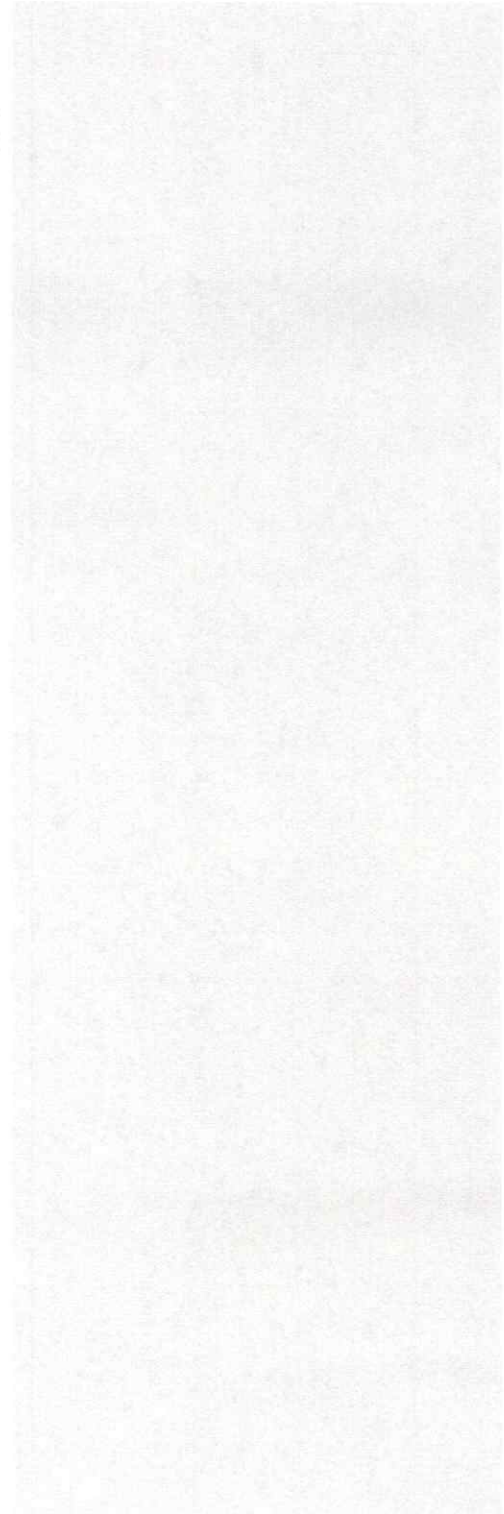
KRS 158.6453

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LEGAL: IN THE CASE OF *MAHMOUD V. TAYLOR*, 606 U.S. ____ (2025) THE UNITED STATES SUPREME COURT HELD THAT THE FIRST AMENDMENTS REQUIRES THE DISTRICT TO PROVIDE PARENTS/GUARDIANS WITH NOTICE OF MATERIALS TO BE TAUGHT AND THE RIGHT TO OPT OUT BASED ON SINCERELY HELD RELIGIOUS BELIEFS.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

CURRICULUM AND INSTRUCTION

08.231



Religious Beliefs Excusal

NOTICE

At the beginning of each school year, or upon enrollment of a student during the school year, the District shall provide written notice to all parents/guardians that the curriculum used in their child's grade level may contain material that families may find in conflict with their sincerely held religious beliefs. The notice shall inform parents/guardians of their right to request excusal from specific curriculum. The District is not required to identify or enumerate specific materials in the annual notice.

REQUEST FOR EXCUSAL

A parent/guardian may request that their child be excused from instruction involving specific curricular material that the parent/guardian sincerely believes conflicts with their religious beliefs; however, this Policy does not apply to entire courses or subject areas. No provision of this Policy shall be construed to authorize the excusal of a student from curriculum, instruction, or programming that is required by federal law or federal regulation.

Excusal under this Policy means the student is not required to read, listen to, view, or participate in discussion of the specifically identified material. Excusal does not extend to the entire course, unit, or subject area in which the material appears.

A student may not be excused under this Policy from curriculum or instruction that is required by Kentucky law or Kentucky administrative regulation, including but not limited to any course of study, instructional content, or assessment mandated by statute or by the Kentucky Board of Education. The right of excusal established by this Policy applies only to discrete instructional materials within a course and does not authorize excusal from a course or subject area in its entirety.

All requests for excusal under this Policy shall be submitted in writing to the Principal of the school in which the student is enrolled and shall include:

- a. the name of the complainant;
- b. the name and grade level of the student;
- c. a reasonably detailed description of the specific material to which the parent/guardian objects, sufficient to allow the Principal to locate and evaluate the material;
and
- d. a statement that the parent/guardian sincerely believes the identified material conflicts with their religious beliefs.

DISTRICT REVIEW OF REQUEST

The District shall not inquire into the reasonableness, validity, or internal consistency of the claimed religious belief, and shall not require the parent/guardian to identify a specific religious denomination or institution. The Principal/designee shall review the identified material to confirm whether it demonstrably contains the content described before acting on the request. If the Principal determines that the identified material does not demonstrably contain the content described by the parent/guardian, the request may be denied.

Religious Beliefs Excusal

DISTRICT REVIEW OF REQUEST (CONTINUED)

If the Principal denies a request, the parent/guardian may appeal in writing to the Superintendent within ten (10) calendar days of the Principal's decision. The Superintendent shall render a written decision within thirty (30) calendar days of receipt of the appeal, affirming or overruling the Principal's decision.

If the Superintendent denies the appeal, the parent/guardian may appeal in writing to the Board within ten (10) calendar days of the Superintendent's decision. The Board shall render a written decision within thirty (30) calendar days of receipt of the appeal, affirming or overruling the Superintendent's decision.

RESULT OF EXCUSAL

No student shall be penalized, disciplined, or subjected to differential treatment by any District employee because the student's parent/guardian has submitted a request under this Policy, whether granted or denied.

This Policy is independent of, and does not alter, limit, or supersede the rights provided under KRS 158.1415 or KRS 158.192. A parent/guardian seeking rights under either of those statutes shall proceed under the applicable statutory framework.

This Policy does not affect any right, obligation, or requirement imposed by federal law or federal regulation governing curriculum, instructional content, or student participation in educational programs.

Complaints regarding other issues shall be submitted pursuant to other appropriate policies including but not limited to: Grievances; Harassment/Discrimination; Title IX Sexual Harassment; Review of Instructional Materials; and Citizen Suggestions and Complaints.

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REFERENCES:

KRS 158.1415; KRS 158.192
Mahmoud v. Taylor, 606 U.S. (2025)

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RELATED POLICIES:

03.16; 03.162; 03.1621; 03.26; 03.262; 03.2621
08.23; 08.2322; 09.4281; 09.42811; 09.428111; 10.2

RECOMMENDED: THE KENTUCKY DEPARTMENT OF EDUCATION SUGGESTED THE POLICY CLARIFICATION THAT HOMELESS STUDENTS BE IMMEDIATELY ENROLLED IN ACCORDANCE WITH 704 KAR 7:090 AND 42 U.S.C. 11431 ET SEQ. (MCKINNEY-VENTO ACT).
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

STUDENTS

09.12

Admissions and Attendance

RESIDENCE DEFINED

Pupils whose parent or guardian resides in the District and has custody of the student, or pupils who are legal residents of the school District, or as otherwise provided by state or federal law, shall be considered residents and entitled to the privileges of the District's schools.

All other pupils shall be classified as nonresidents for school purposes.¹

HOMELESS CHILDREN AND UNACCOMPANIED YOUTH

The District shall provide educational and related services to homeless children and youth, including preschool-aged homeless children, and homeless children or youth not in the physical custody of a parent or guardian (unaccompanied youth) in a manner that does not segregate or stigmatize students on the basis of their homeless status.

The District shall provide its schools with guidelines that detail the rights of homeless students and the responsibilities that schools have to meet their needs and eliminate barriers to school attendance. These guidelines shall emphasize the right of homeless students to:

1. Be immediately enrolled in the District;

~~1-2.~~ Have equal access to all educational programs and services, including transportation, that non-homeless children enjoy;

~~2-3.~~ Have access to preschool programs as provided to other children in the District;

~~3-4.~~ Continue attending their school of origin, when deemed in the best interest of the child, for the duration of homelessness;

~~4-5.~~ Attend regular public school with non-homeless students; and

~~5-6.~~ Continue to receive all services for which they are eligible (i.e., special education, gifted and talented, English learner).

The District shall provide transportation to the school of origin for homeless children at the request of the parent or guardian (or in the case of an unaccompanied youth, the liaison) if the child continues to live within the area served by the District in which the school of origin is located. If the child locates to a District other than that of his/her school of origin, the districts shall work together to apportion transportation to and from the school of origin and associated costs. If the districts are unable to reach agreement, responsibility and costs for transportation shall be shared equally.

The District shall designate an appropriate staff person to serve as liaison to homeless children and unaccompanied youth. In addition to coordination of McKinney-Vento implementation in the District, the liaison is responsible for:

- "Outreach" to other entities and agencies so that homeless students are identified;
- Providing public notice of the educational rights of homeless children in locations frequented by parents/guardians and unaccompanied youths. This notice is to be in a manner and form that is understandable;²
- Seeing that school personnel who provide McKinney-Vento Services receive professional development and other support; and
- Ensuring that unaccompanied youths are enrolled in school and receive support to accrue credits and access to higher education.

Admissions and Attendance**HOMELESS CHILDREN AND UNACCOMPANIED YOUTH (CONTINUED)**

The District shall inform school personnel, service providers, advocates working with homeless families, parents, guardians and homeless children and unaccompanied youths of the duties of the liaison.

All concerns regarding the education of homeless children and unaccompanied youth shall be referred to the District liaison. If a complaint arises regarding services or placement of homeless children and unaccompanied youth, the dispute resolution procedures as set forth in 704 KAR 7:090 shall apply.

Disputes over eligibility, school selection, or enrollment are to be appealed to the Kentucky Department of Education using the Dispute Resolution for Homeless form located at the link below:

<https://education.ky.gov/federal/progs/txc/Documents/Homeless%20Dispute%20Resolution%20Form.pdf>

The liaison shall provide a copy of the referenced form to the complainant.

CHILDREN IN FOSTER CARE

Students in foster care shall have equal access to all educational programs and services, including transportation, which all other students enjoy.

Foster children are to be immediately enrolled in a new school. The District shall collaborate with the Cabinet to ensure immediate and appropriate enrollment of the child and immediately contact the student's previous school for relevant records. The previous school shall provide the new school records within the student information system maintained by the Kentucky Department of Education by the end of the working day on the day of receipt of a request. If a record provided to the new school is incomplete, the previous school shall provide the completed record within three (3) working days of the original request. Remaining records shall be provided within ten (10) working days of the request.

The Superintendent shall appoint a Foster Care Liaison to coordinate activities relating to the District's provision of services to children placed in foster care, including transportation services, when the District is notified by the Cabinet for Health and Family Services in writing that the Cabinet has designated its foster care point of contact for the District. The Superintendent may appoint the District Foster Care Liaison prior to such notice from the Cabinet.

Children in foster care, including preschool aged children if the District offers a preschool program, shall be eligible to attend their "school of origin" unless a determination is made that it is not in the child's best interest. Such determination will be made in collaboration with the child welfare agency. Dispute resolutions shall be handled by all agencies involved in the determination of the foster child's placement.

When possible, a child exiting the foster care program during the school year shall be allowed to complete the school year in the school of origin.

Admissions and Attendance**BEST INTEREST OF THE CHILD**

Determining the best interest of the child takes into consideration the following factors, including but not limited to:

- The benefits to the child of maintaining educational stability;
- The appropriateness of the current educational setting;
- The child's attachment and meaningful relationships with staff and peers at the current educational setting;
- The influence of the school's climate on the child;
- The safety of the child; and
- The proximity of the placement to the school of origin, and how the length of a commute would impact the child.

Upon the determination that changing a child's school of enrollment is in the best interest of the child, the Cabinet, any applicable child-caring facility, child-placing agency, school, districts, and the child's state agency caseworker shall collaborate to ensure the immediate and appropriate enrollment of the child;

1. The child's state agency caseworker shall immediately contact the receiving district to inform the district of the pending enrollment changes.
2. The child's state agency caseworker or child-caring facility or child placing agency case manager shall either accompany the child and the foster parent to the new school to enroll the child or contact applicable staff at the new school via telephone during the day of enrollment, to assist with the enrollment, to share information relating to the child's unique needs and prior experiences that may impact their education, and to identify and prevent disruptions in any instructional or support services that the child may have been receiving prior to that time, including but not limited to medical and behavioral health history and individual service plans.

IMMIGRANTS

No student shall be denied enrollment based on his/her immigration status, and documentation of immigration status shall not be required as a condition of enrollment.

The District may provide an approved high school program to a student who is a refugee or legal alien until the student graduates or until the end of the school year in which the student reaches the age of twenty-one (21), whichever comes first.

NONRESIDENTS

Nonresident pupils may be enrolled in the District's schools in accordance with Board policies 09.1222, 09.124, and upon approval of the Superintendent. Once a nonresident student is enrolled for the academic year, the student may not be dismissed during that academic year without applicable due process.³

Nonresident students designated as homeless or foster children may be required to be enrolled consistent with the "best interest of the child" or "school of origin" requirements under the Every Student Succeeds Act (ESSA) and the McKinney-Vento Act as amended by ESSA.

Admissions and Attendance**NON-IMMIGRANT FOREIGN STUDENTS**

Non-immigrant foreign students qualifying for J-1 immigration status or who obtain an J-1 student visa may be admitted to the District based on the following guidelines:

1. These students shall not be permitted to attend any publicly funded adult education program.
2. These students may be permitted to attend in grades nine through twelve (9-12), but not at earlier grade levels.
3. As required by law, these students shall pay a tuition fee equal to the full, unsubsidized per capita cost to the District for providing education to the student for the period of attendance.
4. The period of attendance shall not exceed twelve (12) months.

These requirements do not apply to immigrant students residing in the District or foreign students in any other immigration status, including exchange students.

EXPELLED/CONVICTED STUDENTS

The parent, guardian, Principal, or other person or agency responsible for the student shall provide to the school prior to admission, a sworn statement or affirmation concerning any of the following that have occurred in or outside Kentucky:

1. If a student has been expelled from school; or
2. If a student has been adjudicated guilty/convicted of, homicide, assault, or an offense in violation of state law or school regulations relating to weapons, alcohol, or drugs.

Assault shall mean any physical assault, including sexual assault.

The sworn statement or affirmation shall be on a form provided by the appropriate state agency and shall be sent to the receiving school within five (5) working days of official notification that a student has requested enrollment in the new school.⁴

If a student is suspended or expelled for any reason, or faces charges that may lead to suspension or expulsion, but withdraws prior to a hearing from any public or private school in Kentucky or any other state and then moves into the District and seeks to enroll, the District shall review the details of the charges, suspension, or expulsion and determine if the student will be admitted, and if so, what conditions may be imposed upon the admission. Prior to a decision to deny admission, the District shall offer the student, parent/guardian, or other persons having legal custody or control of the student a hearing before the Board.

STUDENTS

09.12
(CONTINUED)

Admissions and Attendance

REFERENCES:

¹KRS 159.010; OAG 78-64

²42 U.S.C. 11431 et seq. (McKinney-Vento Act)

³KRS 158.120; OAG 80-47; OAG 79-327; OAG 75-602; G.C. v. Owensboro Public Schools, 711 F.3d 623 (6th Cir., 2013)

⁴KRS 158.155; KRS 157.330; KRS 158.150

KRS 157.320; KRS 157.350; KRS 157.360; KRS 158.100; KRS 199.802

702 KAR 7:125; 704 KAR 7:090; OAG 91-171

P. L. 104-208

P. L. 114-95 (Every Student Succeeds Act of 2015), 20 U.S.C. § 6301 et seq.

8 U.S.C. Sections 1101 and 1184; 8 C.F.R. Section 214

Plyler v. Doe, 457 U.S. 202 (1982)

Equal Educational Opportunities Act of 1974 (EEOA)

RELATED POLICIES:

06.32; 08.1114; 09.11; 09.121; 09.1222; 09.1223; 09.123; 09.124

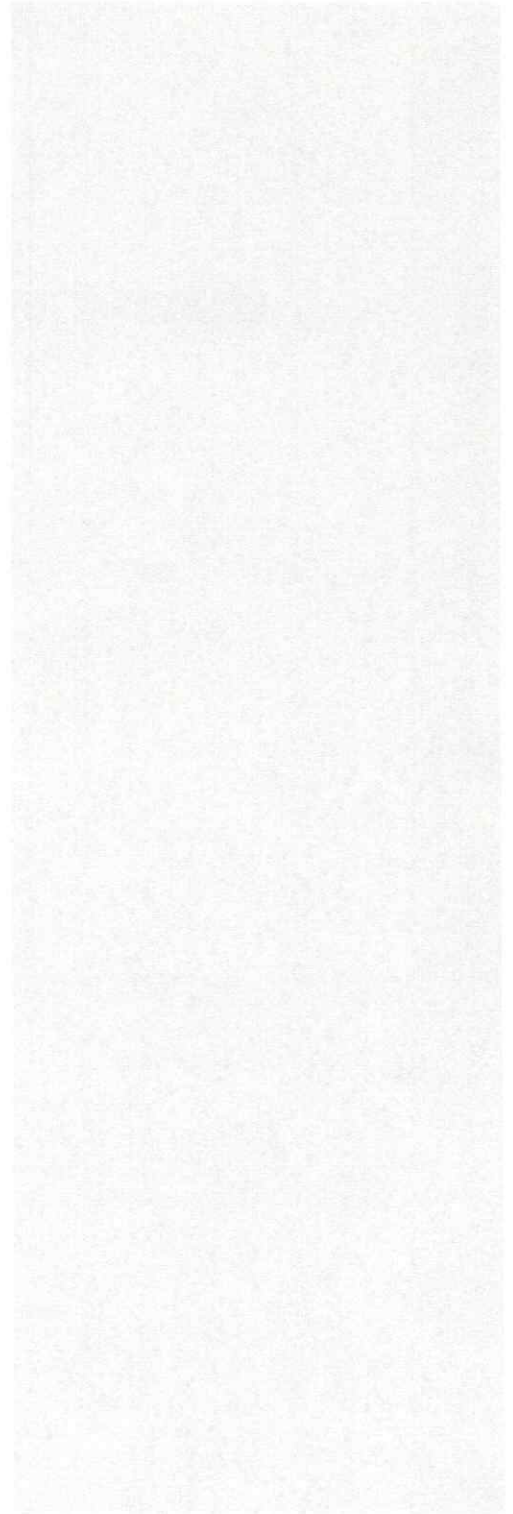
09.126 (re requirements/exceptions for students from military families)

09.14; 09.211

LEGAL: SB 101 AMENDS KRS 158.150 PROHIBITING A STUDENT EXPELLED FROM PARTICIPATING IN SCHOOL SPONSORED EXTRACURRICULAR OR INTERSCHOLASTIC ACTIVITIES.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

STUDENTS

09.3



Student Activities

PARTICIPATION

In schools operating under SBDM, the council shall determine selection of extracurricular activities **and athletics**, as well as academic qualifications, attendance requirements, evaluation procedures and supervision for these programs.

Student activities of an educational nature shall be encouraged and maintained, based upon the needs and interests of pupils.

A student suspended for conduct that constitutes a violation of Board policy and/or school rules will not be allowed to participate in extracurricular activities during the length of suspension. Students will be subject to the Kentucky High School Athletic Association's requirements for participation in interscholastic sports. In addition, a student who is convicted of a crime classified as a felony under Kentucky or federal law, or is adjudicated delinquent for an offense that would be a felony if committed by an adult, is not eligible to participate in any extracurricular activities from the date of conviction or adjudication of delinquency through the end of the student's high school career. Pending appellate or other post-conviction review of the conviction or adjudication of delinquency does not affect the student's immediate ineligibility. Students shall not be allowed to participate in any extracurricular activities during their periods of suspension or assignments to an Alternative Room assignment or alternative program.

CONTROL

All school-sponsored activities shall be under the direction of the Principal and faculty of the school. Requests for approval shall be submitted to the Principal.

STUDENTS WITH DISABILITIES

Students with disabilities shall have an equal opportunity to participate in nonacademic and extracurricular services and activities, including, but not limited to, extracurricular athletics, intramural athletics, and clubs.

NOTE: The District may require a level of skill or ability of a student in order for that student to participate in a selective or competitive program or activity, so long as the selection or competition criteria are not discriminatory.

SUNDAY AND HOLIDAY SCHEDULING

No regularly scheduled student activities, athletic games, practice, or open gyms shall take place on Sunday or on holidays observed in the school calendar.

With prior approval of the Principal and the Superintendent/Designee, school sponsored student activities/groups and athletic teams may practice on Sunday between 1:00 and 6:00 p.m. and at selected times on holidays to prepare for participation in a State or National tournament/competition. Travel time, or a tournament/competition or other non-athletic school sponsored event, which continues into Sunday from the previous day(s), will also be permitted with prior approval of the Principal and the Superintendent/Designee.

With prior approval of the Principal and the Superintendent/Designee, athletic teams and other school sponsored groups may participate in, but shall not sponsor, tournaments/competitions scheduled on Sundays or holidays.

Student Activities

INCLEMENT WEATHER

Unless travel conditions are upgraded prior to departure time, scheduled games shall be postponed or cancelled whenever school has been dismissed because of inclement weather.

EXPULSION

An expelled student shall not participate in any school-sponsored extracurricular or interscholastic activity while the student is expelled.¹

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REFERENCES:

¹KRS 158.150

KRS 158.120; KRS 158.153, KRS 158.183

KRS 161.180; KRS 161.185; KRS 620.146

702 KAR 7:125; 702 KAR 7:140; 704 KAR 3:535; OAG 57-40812

Section 504 of the Rehabilitation Act of 1973

RELATED POLICIES:

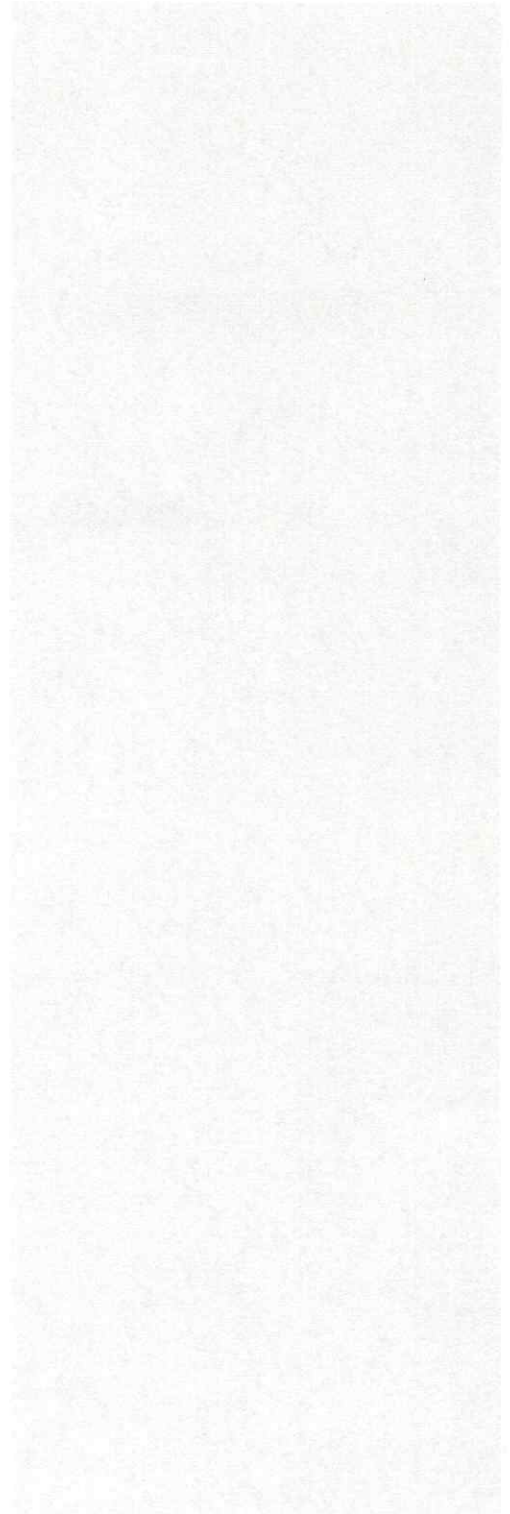
09.1224; 09.126 (re requirements/exceptions for students from military families)

09.3211; 09.36; **09.434, 09.4341**; 09.435; 09.438

LEGAL: HB 48 (2025) AMENDED KRS 158.4416 REMOVING TRAUMA-INFORMED APPROACH PLAN FROM THE COMPREHENSIVE DISTRICT IMPROVEMENT PLAN.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

STUDENTS

09.43



Student Disciplinary Processes

SCHOOL-RELATED ACTIVITIES

The authority of the District in matters of student behavior is not limited to school buildings and grounds or to times when the pupil is on his/her way to or from school, but extends to any activity which is school-related or school-sponsored.

TRAUMA-INFORMED APPROACH PLAN

"Trauma-informed approach" means incorporating principles of trauma awareness and trauma-informed practices in a school in order to foster a safe, stable, and understanding learning environment for all students and staff and ensuring that all students are known well by at least one (1) adult in the school setting.

The Board shall develop a plan for implementing a trauma-informed approach in the District. The plan shall be based on the Trauma-Informed Toolkit from the Kentucky Department of Education (KDE) and include but not be limited to:

- a) strategies for enhancing trauma awareness throughout the school community;
- b) conducting an assessment of the school climate including but not limited to inclusiveness and respect for diversity;
- c) developing trauma-informed discipline policies;
- d) collaborating with the Department of Kentucky State Police, the local sheriff, and the local chief of police to create procedures for notification of trauma-exposed students; and
- e) providing services and programs designed to reduce the negative impact of trauma, support critical learning, and foster a positive and safe school environment for every student.²

The trauma-informed approach plan shall be reviewed and updated annually, ~~incorporated into the annual Comprehensive District Improvement Plan (CDIP) required by 703 KAR 5:225~~, and submitted to the KDE.²

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TREATMENT OF PUPILS

Teachers should guard against making remarks to other pupils concerning a student's shortcomings.

Unless an administrator or the Board acts under authority of KRS 158.150, no school, school administrator, teacher, or other school employee shall expel or punish a student based on juvenile court information received by the employee from any source. Administrators may act to protect staff and students when the student's conduct, as reflected by the information, indicates a substantial likelihood of an immediate and continuing threat of harm to students or staff. In cases where such actions are necessary, the following provisions shall apply:

1. Restrictions imposed on the student shall represent the least restrictive alternative available and appropriate to remedy the threat.
2. Supporting material shall be documented in and kept with the student's juvenile court record.

Student Disciplinary Processes**TREATMENT OF PUPILS (CONTINUED)**

3. The student and/or parent/guardian may appeal actions taken to the Superintendent or to the Circuit Court with appropriate jurisdiction.¹

SERIOUS PROBLEMS

Serious disciplinary problems shall be promptly reported to the Principal and to the parent(s) of the student.

COUNCIL RESPONSIBILITY

Each school council shall select and implement discipline and classroom management techniques for the school. The council's discipline policies shall provide for involvement of parents in disciplinary situations involving their children.

In non-SBDM schools, the Principal shall make these decisions in compliance with Board policy.

REPORTING

Each school shall annually provide to the KDE, using the student information system, an assessment of school incidents relating to disruptive behaviors resulting in a criminal or juvenile status offense or public complaint, including whether:

1. The incident involved a public offense or noncriminal misconduct;
2. The incident was reported to law enforcement or the court-designated worker and the charge or type of noncriminal misconduct that was the basis of the referral or report; and
3. The report was initiated by a school resource officer.

CHILDREN AND YOUTH WITH DISABILITIES

Discipline for children and youth with disabilities shall observe, and be in conformity with, federal and state procedures and guidelines.

REFERENCES:

¹KRS 158.153

²KRS 158.4416

KRS 158.150; KRS 158.449

KRS 160.290; KRS 160.340; KRS 160.345

KRS 161.180; KRS 610.345

703 KAR 5:225

P. L. 105-17

RELATED POLICIES:

~~01.111~~; 08.14; 09.14; 09.429; 09.438

LEGAL: SB 101 AMENDS KRS 158.150 REQUIRING A BOARD TO EXPEL A STUDENT IN GRADES SIX (6) THROUGH TWELVE (12) FOR AT LEAST TWELVE (12) MONTHS IF THE STUDENT PHYSICALLY ASSAULTS, BATTERS, OR ABUSES SCHOOL PERSONNEL WITHOUT JUST CAUSE OR PROVOCATION ON SCHOOL PROPERTY OR AT A SCHOOL FUNCTION.
FINANCIAL IMPLICATIONS: POTENTIAL LOSS OF ADA FUNDING

STUDENTS

09.435

Expulsion

BOARD MAY EXPEL

The Board may expel or extend the expulsion of any student from the regular school setting for misconduct as defined by law. Provision of educational services will be required unless the Board determines, on the record and supported by clear and convincing evidence, that the expelled student posed a threat to the safety of other students or school staff and could not be placed in an appropriate alternative program or setting ~~state-funded agency program~~.¹

The Board shall require the expulsion from school for a period of at least twelve (12) months for a student who is determined by the Board:

1. Through clear and convincing evidence to have made threats that pose a danger to the well-being of students, faculty, or staff of the District;
2. To have brought a weapon ~~on to a school~~ property under its jurisdiction or a bus stop per Board Policy 05.48; or
3. Is in grade six (6) to twelve (12) and is determined by the Board to have recklessly, with a deadly weapon or dangerous instrument, or intentionally caused or attempted to cause physical injury to a District employee on school property or at a school function under the Board's jurisdiction. In considering the actions of a student a Board shall use the definitions of "dangerous instrument," "deadly weapon," and "physical injury" in KRS 500.080 and "intentionally" and "recklessly" in KRS 501.020.

School personnel does not include a student who is employed by the school or enrolled in any school-based apprenticeship program.

The Board may expel a student for longer than twelve (12) months.

Behavior that may be determined to pose a threat shall include, but not be limited to, the physical assault, battery, or abuse of school personnel or other students ~~others~~ on or off school property, including bus stops and school functions (and the incident is likely to substantially disrupt the educational process); the threat of physical force; being under the influence of drugs or alcohol; the use, possession, sale, or transfer of drug or alcohol; the carrying, possessing, or transfer of weapons or dangerous instruments; and any other behavior that may endanger the safety of others.

The Superintendent shall present to the Board for its approval options for providing or ensuring that educational services are provided to expelled students. Educational services provided shall not include transportation from the student's residence to, or returning from, an appropriate alternative program setting.

An expelled student shall not participate in any school-sponsored extracurricular or interscholastic activity while the student is expelled.

In lieu of expelling a student, or upon the expiration of a student's expulsion, the Superintendent **or designee** may place a student into an alternative program or setting pursuant to the process set forth in Board Policy 09.4341.

Expulsion

HEARING AND RECORDS REQUIRED

Action to expel a student, or to extend the expulsion, shall not be taken until the parent, guardian, or other person having legal custody or control of the student has had an opportunity for a hearing before the Board.¹ The special education and disciplinary records of IDEA eligible students shall be sent to the Board for review before the decision is made to expel.³ If applicable, a bus driver shall have the opportunity to be heard at any disciplinary hearing against a student relating, at least in part, to misconduct that occurred during the operator's transportation of the student or to misconduct by the student's parent or guardian.

Within thirty (30) days prior to the end of a student's expulsion, the Board, with input from the designated reintegration committee, shall review the details of the expulsion and current factors and circumstances, including if ending the expulsion will substantially disrupt the education process or constitute a threat to the safety of students or school staff, to determine if the expulsion shall be extended for a period not to exceed twelve (12) months. The expulsion review process shall be used prior to the end of each expulsion period until the Board ends the expulsion or the student is no longer subject to compulsory attendance under KRS 159.010.

BOARD DECISION FINAL

The Board's decision shall be final.¹

Within five (5) days of a student being expelled the District shall enter the expulsion in the student's record within the student information system.

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RETURN TO SCHOOL

An expelled student shall be allowed to return to school in accordance with KRS 158.150.

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STUDENTS WITH DISABILITIES

In cases which involve students with disabilities, procedures mandated by federal and state law for students with disabilities shall be followed. (Students with disabilities who are eligible for services under federal law may be expelled for behavior unrelated to their disabilities, as long as legally required procedural safeguards are followed. Educational services must continue for IDEA eligible students who are expelled.)^{1&3}

TRANSFER OF RECORDS

Records transferred to another school must reflect the charges and final action of an expulsion hearing if the student was expelled for homicide, assault, or an offense in violation of state law or school regulations governing weapons, alcohol or drugs. Records of a student facing an expulsion hearing on charges described above shall not be transferred until the expulsion hearing process is completed.²

STUDENTS

09.435
(CONTINUED)

Expulsion

REFERENCES:

¹KRS 158.150

²KRS 158.155

³20 U.S.C. § 1400 et seq. Individuals with Disabilities Education Act (IDEA); 707 Chapter 1;
Section 504 of the Rehabilitation Act of 1973, as amended

KRS 158.110, KRS 159.010

[KRS 527.070](#)

Honig v. Doe, 108 S.Ct. 592(1988); OAG 78-673

RELATED POLICIES:

05.48; 06.22; 06.34

09.12; 09.226; 09.2261; [09.3](#); 09.423; 09.425; 09.426; 09.43; 09.431; 09.434