
STUDENT/PARENT HANDBOOK

2024 - 2025

WARREN CENTRAL HIGH SCHOOL

559 Morgantown Road

Bowling Green, KY 42101

Phone (270) 842-7302

Fax (270) 781-5115



This handbook is designed to be an aid to parents and students of Warren Central High School. It contains information of both academic and extracurricular nature and should be used in conjunction with stated policies of the Warren County Board of Education. It is the responsibility of each student to be knowledgeable about the information contained herein. Warren Central does not discriminate on the basis of race, color, national origin, age, religion, marital status, sexual orientation, gender, or handicap.

SBDM Approved:

Dragon Nation,

I am so excited to kick off the 2024-2025 school year as your new principal here at Warren Central High School. WCHS has been my home since 2016, and I am thrilled to get the opportunity to serve our students, families, and the community in this new capacity. As your principal, it is my goal to prepare each student for life beyond high school; whether it be college, a career, or serving in the military, each of you has the potential to make a positive impact on the world and the faculty and staff here at WCHS will work to help you achieve that potential.

The entire WCHS faculty and staff are looking forward to another amazing year with our students. We constantly strive to grow and develop in our teaching and learning practices and our faculty and staff have attended various Professional Development opportunities throughout the summer in an effort to provide our students with the best possible learning experience. We ask that our Dragon Families collaborate with our efforts to put each child's education at the forefront of their high school experience.

We ask that you carefully review the items contained in this student handbook and closely adhere to all policies and procedures. This is an important document that not only outlines policies, procedures, expectations, and consequences, but it also details information about post-secondary opportunities, extracurricular activities, and various opportunities that will take place during the school year. By familiarizing yourself with this document, you are playing an active role in making WCHS a positive and productive learning environment for all.

Please do not hesitate to reach out to me via email (colton.isaacs@warren.kyschools.us) or by contacting me at the school.

GO DRAGONS!



Colton Isaacs
Principal

WARREN CENTRAL HIGH SCHOOL
559 Morgantown Road | Bowling Green, KY 42101
Phone (270) 842-7302 | Fax (270) 781-5115

VISION STATEMENT

Through the ongoing growth and development of Warren Central Faculty and Staff, our students will be equipped to be successful, productive, and competitive in any healthy venue they choose.

ADMINISTRATION

Principal – Colton Isaacs
Assistant Principal – Cheryl Bunton
Assistant Principal – Heather Rickman
Dean of Students – Sarah Gentry

GUIDANCE COUNSELORS

Katelyn Blaha
Tori Brumley
Emilee Comer

SITE BASED DECISION MAKING COUNCIL

Chairperson – Colton Isaacs	Faculty Representative – Daren Bowen
Parent Representative – Whitney Thompson	Faculty Representative – Dara Carver
Parent Representative – Tina Updegraff	Faculty Representative – Rhiannon Graupner
Parent Representative – Marilyn Vantrease	Faculty Representative – Ed Hendrick

WARREN CENTRAL DRAGONS – PBIS EXPECTATIONS

Show
respect

Willing
to lead

Actively
Engaged

Generating
school spirit

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VISION STATEMENT/CORE VALUES

VISION STATEMENT

Through the ongoing growth and development of Warren Central Faculty and Staff, our students will be equipped to be successful, productive, and competitive in any healthy venue they choose.

CORE VALUES

<u>A</u>	<u>P</u>	<u>I</u>	<u>E</u>	<u>C</u>	<u>E</u>
Accountability	Pursue ongoing growth and development	Initiate and nurture positive relationships	Exercise humility	Choose a joyful attitude	Execute greatness

PHILOSOPHY

Warren Central High School is a secondary school encompassing grades nine through twelve that serves both rural and suburban students and attempts to meet the unique needs of all, regardless of race, religion, national origin, sex, age, marital status, or handicap. To serve this diversity of students and to provide positive, meaningful educational experiences for all individuals, Warren Central High School strives for flexibility of offerings combined with uniformity of purpose.

In an effort to prepare its students to function successfully in a rapidly changing world, the school attempts to guide them in the formulation of the qualities of a responsible adult:

- A positive self-image
- A desire for excellence in whatever endeavor they choose
- A respect for truth
- A sense of humor, integrity, tolerance, and respect for the rights of others;
- A willingness and desire to become informed and contributing citizens in a democratic society

To these ends, Warren Central High School offers a diversified curriculum with emphasis not only on the traditional broadly-based educational coursework, but also on the evolving technologies necessary to compete in a technological global community.

CODE OF STUDENT RIGHTS

STUDENTS

09.428

CODE OF STUDENT RIGHTS AND RESPONSIBILITIES FOR SECONDARY SCHOOLS

STUDENTS HAVE THE RIGHT TO:

- A system of public education, within the resources available to the district, which meets the needs of the individual student.
- Receive upon enrollment a written copy of regulations and policies that pertain to their public school experiences.
- Physical safety and protection of their personal property.
- Consultation with teachers, counselors, administrators, and other school personnel.
- Free student elections, which comply with Board of Education and individual school policy.
- Candidacy for and to hold office in approved student organizations within the school or within state or national student organizations.
- Examination of their own personal school records (if 18 or over) or examination of their records by their parents or guardians or other authorized representatives. Students under the age of eighteen (18) are required to obtain parent approval for such examinations.
- Involvement in school activities without being subject to any form of discrimination (e.g. race, creed, or religion).
- Respect from other students and school personnel.
- Presentation of complaints and grievances to proper school authorities and receipt of replies from school officials regarding such matters.

STUDENTS HAVE THE RESPONSIBILITY TO:

- Complete homework, classwork, and missed work which results from excused absences in accordance with the instructions of the teachers.
- Display consideration for the rights and property of others.
- Dress in a manner that is not disruptive to the educational process or orderly operation of the school and maintain proper hygiene.
- Be in attendance at all regularly scheduled classes.
- Display appropriate conduct at all times.

- Abstain from gambling, extortion, theft or any other unlawful activity.
- Abstain from the possession, transmission, and/or use of an alcoholic beverage or controlled substance or any other substance that resembles or simulates a controlled substance.
- Maintain appropriate personal hygiene at all times.
- Practice self-control at all times.
- Obey school rules, regulations, and policies.
- Care for and appropriately use school equipment and facilities.
- Practice proper safety procedures while on school grounds or property.
- Take advantage of the opportunities to develop educational skills through daily instruction and interventions.
- Abstain from the possession, transmission and/or use of weapons, dangerous instruments, fireworks, or other incendiary devices.
- Abstain from physical or verbal intimidation, threat, or harm of any student or school employee.
- Abstain from the hindrance or the denial of use of school facilities to others.
- Abstain from acts of truancy such as being absent without permission from school and/or class.
- Abstain from acts of defiance of school authority.
- Abstain from the possession or use of tobacco products and/or vaping products.
- Abstain from cheating in all academic and/or athletic activities.
- Abstain from habitual tardiness.
- Abstain from disruptive classroom behavior.
- Abstain from engaging in criminal violations.

REFERENCES:

[KRS 158.148](#)

[KRS 160.295.704](#)

[KAR 007:050](#)

RELATED POLICIES:

Section 09 09.16 09.438

ACADEMICS

ACADEMIC DISHONESTY

A. Definition

Misrepresenting the work of another student as one's own is called academic dishonesty. Specific examples are listed below. Students who commit any act of academic dishonesty may receive from the instructor a failing grade in that portion of the course work in which the act is detected and may be asked to redo the original assignment. The faculty member may also present the case to the administration.

B. Plagiarism

To represent written work taken from another source as one's own is plagiarism. Plagiarism is a serious offense. The academic work of a student must be his/her own. One must give any author credit for source material borrowed from him/her. To lift content directly from a source without giving credit is a flagrant act. To present a borrowed passage without reference to the source after having changed a few words is also plagiarism. Any student found guilty of such an act may receive from the instructor a failing grade in that portion of the course work in which the act is detected or may be asked to redo the original assignment.

If a student plagiarizes a writing piece for their class and there is time to submit an original piece, the student may receive a serious reduction on the in-class grade for the writing assignment to be determined by the teacher and be asked to submit another replacement piece.

C. Cheating

No student shall receive or give assistance not authorized by the instructor in taking an examination or in the preparation of an essay, laboratory report, problem assignment or other project, which is submitted for purposes of grade determination. Any student found guilty of cheating or allowing another student to cheat from their work may receive from the instructor a failing grade in that portion of the course work in which the act is detected and may be asked to redo the original assignment.

D. Consequences for the Use of Electronic Devices or Cell Phones for Cheating

Warren Central High School reserves the right to confiscate any electronic device or cell phone used to cheat and/or gain academic advantage or that is a distraction to the academic processes. In addition to the consequences outlined above, these devices may be retained based on the Cell Phone Policy.

STUDENTS MAY LOSE THEIR RIGHT to HAVE POSSESSION OF THEIR DEVICE DURING THE SCHOOL DAY AS DETERMINED BY ADMINISTRATION.

ACADEMIC INTERVENTION

Academic Interventions for Failing Students - RTI -Response to Intervention

Warren County Public Schools believes in meeting the needs of all students. Response to Intervention (RTI) is a process that provides high-quality instruction and educational supports to students at increasing levels of intensity based on their individual needs. RTI also assists teachers in differentiating and providing enrichment activities for students ready for more advanced learning.

As part of RTI, a universal screening of reading is conducted at least once per year. Teachers will utilize reading and classroom formative assessment data to monitor the effectiveness of their interventions and adjust their teaching based on each student's learning. In addition, school staff will monitor students' grades in order to identify those in need of overall academic support.

To provide students with the structure they need to experience success, WCPS utilizes a tiered level of Positive Behavior Interventions and Supports (PBIS). The goal of PBIS is to clearly define student expectations, increase the rate of positive interactions between students and school staff, and provide research-based interventions for students who need additional support throughout their day.

RTI and PBIS are collaborative processes that include our families. During the school year, we will continue to monitor the progress of your child and adjust the level of support he/she needs to be successful. If at any time you suspect that your child has a disability, you have a right to request a meeting to discuss an evaluation for special education. WCPS wants our families to be highly engaged in their child's school experience. We look forward to working with you in determining how to provide the best educational experiences for your child. If you have questions, contact Sarah Gentry, Academic Interventionist.

ACADEMIC REQUIREMENT TO RETAIN DRIVER'S LICENSE

KRS 159.051 reads in part:

A student shall be deemed to be academically deficient when he has not received passing grades in at least four (4) courses, or the equivalent of four (4) courses, in the preceding semester. (2) Within ten (10) days after receiving the notification, the superintendent shall report the student's name and Social Security number to the Transportation Cabinet. As soon as possible thereafter, the cabinet shall notify the student that his operator's license, intermediate license, permit, or privilege to operate a motor vehicle has been revoked or denied and shall inform the student of his right to a hearing before the District Court of appropriate venue to show cause as to the reasons his license, permit, or privilege should be reinstated.

ADVANCED PLACEMENT, DUAL CREDIT, AND OTHER COLLEGE COURSES

A. Curriculum and Availability

Each year, Warren Central High School shall offer students college level courses in these six areas, if applicable. This is dependent upon staff, certifications, and enrollment: English, Science, Mathematics, Social Studies, Foreign Language, and The Arts.

These courses are offered as Advanced Placement (AP) or Dual Credit classes at our school through

arrangements with nearby colleges or universities. If the course is designated as an AP course, it must:

1. Be identified as an AP course by the College Board.
2. Include content as described in the College Board overview, description, and recommended course syllabus for the appropriate course.
3. Be aligned with Kentucky's Academic Expectations and Kentucky's Program of Studies.
4. Prepare a student to take and be successful on the appropriate advanced placement examination administered by the College Board.
5. Be taught by staff with the appropriate content certification and professional development preparation to teach the advanced placement course.

The principal shall make appropriate arrangements for courses to be offered that are part of the student's regular coursework. Warren Central High School will encourage all students to prepare for and take college level courses. This will be done in the following ways: 1. Teachers will send recommendation lists to the counselors prior to registration for AP courses. Teachers will conference with students about AP Courses prior to recommending them. To enroll in any Advanced Placement course, the student needs to obtain a recommendation from his/her core teacher and counselor.

B. Student Recommendations for AP Classes

All students may take our college level/dual credit courses if they meet the criteria necessary for the course work. They may establish that they have met the criteria by any one of the following means: 1. Completing prerequisite courses listed in the Student Registration Materials. 2. Taking and passing the examinations for those prerequisite courses and meeting ACT benchmark criteria. 3. Receiving a recommendation from the teacher. 4. Review of the student test scores by staff members.

C. Dual Credit

College and technical college classes are offered to students allowing them to receive credit for both high school and college course work. Dual credit classes are offered based upon student request and are taught by teachers in-person at WCHS or online through a university and/or college.

AREA TECHNOLOGY CENTER

Attendance

- All students in the ATC program will be expected to attend the class every day. Warren Central High School and Warren County Board of Education attendance policies will apply.
- ATC students will not be allowed to leave their assigned school to attend a Pep Rally or club event without the permission of the administration of the ATC principal and the administration of Warren Central High School.

Discipline for ATC

- Students will be under the discipline policies of Warren Central High School and the Warren County Board of Education while they are attending the ATC.
- Should students refuse to cooperate with teachers and the administrators of the ATC program, they will be subject to removal and will receive no credit. If removed, seniors may not receive enough credits to graduate.

- An ATC student who receives ISS is required to serve ISS all day for the entire number of days assigned in a row and may not leave to go to ATC unless special arrangements are made with the administration. They will be required to make-up any work from ATC upon their return.
- An ATC student who checks out of school on the day they are scheduled to have ISS will be required to make-up their ISS assignment at the principal's discretion.
- An ATC student who is clearly checking out to avoid serving his/her ISS assignment may be assigned to ASP for defying the school's rules.
- Students who check out early will be required to complete a full day in ISS upon their return to school.

ATC Transportation

- Students attending ATC are expected to report to designated locations during transportation transitions (i.e. during lunch, waiting for the ATC bus, during classes/transitions on WCHS schedule).
- Students attending ATC are required to ride the bus to and from the facility.

ATC Program Contacts

- Ms. Cheryl Bunton, Ms. Heather Rickman, and Ms. Sarah Gentry, Warren Central Assistant Principals, and Dean of Students and Mr. Chris Riggs at the Area Technology Center Principal will be the contact persons, if problems arise with the ATC program.

2024-2025 BELL SCHEDULE

Warren Central High School			Bell Schedule	
			Wednesdays	
	1st	7:30-8:30	7:30-8:25	
	2nd	8:35-9:35	8:30-9:25	
			Homeroom	
			9:30-10:00	
	3rd	9:40-10:40	10:05-11:00	
	4th	A Lunch: 10:45-11:07		A Lunch: 11:05-11:25
		B Lunch: 11:11-11:33		B Lunch: 11:28-11:48
		C Lunch: 11:37-11:59		C Lunch: 11:51-12:11
		D Lunch: 12:03-12:25		D Lunch: 12:15-12:35
	5th	12:30-1:30	12:40-1:35	
	6th	1:35-2:35	1:40-2:35	

CLASS RANKINGS

Class rankings shall be as stated in Warren County Board of Education Policy. The policy reads:

“Weighted grades shall only be given for Advanced Placement classes. An "A" is worth five quality points, a "B" is worth four quality points, a "C" is worth three quality points, a "D" is worth two quality points and an "F" is worth zero quality points. Students enrolling in classes with weighted-grades will have the above scale applied to Advanced Placement classes only. All others will be converted to a four-point scale. If two or more students have all "A's" and have taken the same number of Advanced Placement classes, those students will be recognized as having achieved the same rank in class. Weighted grades and class ranking will be used for graduation purposes. Weighted and unweighted grades and class rank will be noted on final transcripts. Calculation of a student's Grade Point Average (GPA) will be based on completion of eight semesters.”

Advanced Placement Courses Quality Points:

(A) 5 points, (B) 4 points, (C) 3 points, (D) 2 points, and (F) 0 points

All Other Courses Quality Points:

(A) 4 points, (B) 3 points, (C) 2 points, (D) 1 points, and (F) 0 points

COLLEGE ACADEMY

Warren Central students who apply and are accepted into the Warren Central College Academy may leave campus to take classes at Southcentral Kentucky Community and Technical College (“SKYCTC”) to earn college credits that transfer to WKU and other universities. These credits, in combination with other dual credit and Advance Placement class credits, can all be used toward earning a college diploma. Ms. Emilee Comer and Ms. Katelyn Blaha, Guidance Counselors at Warren Central will be the contacts, if problems arise with the College Academy Program.

CREDIT RECOVERY

Students who fail to complete the academic requirements of a core class may be signed up for computer-based instruction using the Apex program. Students complete lessons for that class using the Internet (either in a school computer lab or at home). Students must demonstrate their learning of this material by completing assessments. The computer grades these assessments. Once all lessons for class are completed and the student demonstrates a predetermined level of proficiency, then the student may be awarded the credit for the class that he/she had previously failed.

- Students have **one full school year** to complete an Apex Credit Recovery Class from the date enrolled.

DIPLOMA REQUIREMENTS

WCHS operates on a Six-Period Day. Kentucky Law requires 22 credits fall under the **required** graduation courses. If a student has 30 credits, but he/she has not met the 22 required graduation courses, the student has not met the requirements to graduate.

The following table displays how many credits each class will need to continue to the next grade level:

To be a . . .	# of credits needed
Freshman	<5
Sophomore	5
Junior	11
Senior	16
Graduate	22

For current diploma requirements, see *Appendix B* (Scholastic Diploma) and *Appendix C* (Academic Diploma)

EXAM POLICIES

- Final exams must be given according to the published exam schedule outlined unless approved by administration.
- AP exams do not count as end-of-semester final exams unless approved by administration. The AP exam is for college credit only.

EXTENDED SCHOOL SERVICES (“ESS”)

Warren Central High School participates in the Warren County Schools' Extended School Services Program. This program may provide after-school and/or summer instruction for students who are at risk of falling behind in school. ESS does not interfere with regular classes because it is provided outside normal school hours on Tuesdays and Thursdays from 2:40 – 4:00 p.m.

ESS Test Retake Policy: If a student wishes to make up a test or quiz, it will be allowed upon student or teacher request. ESS is suggested, but **not required**, to initiate the request.

GPA – OFFICIAL AND WEIGHTED

The **official** GPA (grade point average) of graduating students is based on a minimum of 8 semesters of studies (“*unless an early graduate*”) in order to allow students sufficient opportunity for achievement. Temporary GPA's will be sent to colleges and universities who request information for admission. The official GPA will be furnished to post-secondary institutions upon request. Both weighted and unweighted GPA's will be furnished upon the student's request.

Warren County Board of Education policy mandates a "**weighted**" method of calculating the grade point average **only** on Advanced Placement courses taken by the student being given extra weight if the student completes the class and takes the AP exam. All others are based upon the 4.0 scale.

GRADING POLICIES

- Summative = Minimum of 70%
- Formative = 30% (If a teacher wants to grade bell work, a separate third category will be created titled "Bell Work" worth 5%) Note: This will be adjusted to match the “summative and bell work.”

Warren Central will use the following numerical grading scale for final **quarterly** grades during the 1st half of a course (full-year courses = quarters 1 and 2, half-year courses = quarter 1). For the second half of the course, students are responsible for meeting grade expectations on a traditional 0-100% scale.

Dual credit courses will follow the grading scale from that university/college.

A = 90-100%
B = 80-89%
C = 70-79%
D = 60-69%
F = 50-59%

GRADUATION CEREMONY PARTICIPATION EXPECTATIONS AND POLICY

It is the policy of Warren Central High School that all graduating students must (1) complete all academic requirements of the State of Kentucky, Warren County School Board, and Warren Central High School (2) meet all attendance requirements and (3) be in good standing behaviorally with the school and community in order to participate in the graduation ceremony. **(THERE WILL BE NO EXCEPTIONS TO THIS POLICY)**

Students eligible for graduation will be given detailed instructions for participation in graduation at a practice session held on the last day of school. Failure to appear for this practice or follow instructions may result in the student not being able to "walk the line." All debts to Warren Central and/or its vendors must be paid prior to the release of the student's diploma.

Students that do not follow expectations of behavior at the Graduation Ceremony may have the pick-up of their diploma delayed, dependent upon the discretion of the school principal. Students may be pulled from the Graduation Ceremony line if they violate any Graduation Expectations.

HOMEWORK POLICY

Homework is an enhancement and reinforcement of classroom instruction. It is our belief that homework is one type of formative assessment that gives both the student and the teacher feedback as to their progress in meeting class objectives. (1) Students are expected to complete any assignments they are given so they can take responsibility for their own learning. (2) Teachers are to use homework as a way to assess student progress so that they can specialize instruction or re-teach material if there are clear gaps in learning.

Teachers will: (a) ensure that homework is appropriate to the class objectives, course content, and student needs (b) refrain from giving homework as punishment (c) provide directions for the completion of homework (d) evaluate student work and give credit for assignments completed in a timely manner and (e) have a course syllabus to explain how homework will be utilized.

Students will: (a) complete and submit all homework (b) take responsibility for finding out about homework when absent (c) conference with the teacher concerning questions and struggles with specific assignments and/or time conflicts.

Parents are encouraged to: (a) contact the teacher if there is some difficulty with the completion of homework (b) prompt and encourage their student to complete assignments (c) use the school's Infinite Campus computer link to keep up with their student's grades. Click the **Parent/Student** link on the school's web page (<http://www.warrencountyschools.org/3/Home>) to access *Infinite Campus*.

HONOR GRADUATES

Honor Graduates

Warren Central recognizes three groups of Honor Graduates based upon both the student's final GPA and the number of College Readiness Benchmarks met on the ACT test.

- **Suma Cum Laude**

Students who have maintained a GPA of 3.8 or higher and have met all four ACT College Readiness Benchmark scores will be considered Suma Cum Laude graduates.

- **Magna Cum Laude**

Students who have maintained a GPA of 3.60-3.79 and have met two or more ACT College Readiness Benchmark scores will be considered Magna Cum Laude graduates.

- **Cum Laude**

Students who have maintained a GPA of 3.40-3.59 or higher and met at least one ACT College Readiness Benchmark will be considered Cum Laude graduates.

Please note that any graduate recognized at the Senior Awards Ceremony who fails to maintain the criteria for their honor through the last day of school will be removed from the official list of students honored and will not be recognized at Graduation.

HONOR ROLL

Each grading period Warren Central High School will compile an official Honor Roll of all students who achieve all grades "B" or above during the specific grading period.

SCHEDULE CHANGES

In general, no changes will be made to student schedules after the beginning of school unless the school has made a mistake in the student's schedule. It is for this reason that students and their parents are strongly encouraged to seriously reflect upon whether a student should take an Advanced Placement, SKYCTC, or WKU Dual Credit course. It is also for this reason that all alternative elective classes should be chosen with great care.

Changes will not be made because the student doesn't like the teacher, because a friend or significant other is in another class, or because the student prefers a specific time of day. Students in advanced classes will not be allowed to drop due to poor or failing grades without permission of the administration.

SCHOLARSHIP INFORMATION

Warren Central High School students and parents are encouraged to take advantage of the many unique opportunities by the Warren Central Guidance Department. Students are invited to become acquainted with and utilize the resources available through their counselor. For information and/or services provided by the Guidance Department, parents are encouraged to contact their child's guidance counselor. Warren Central High School has three counselors, each primarily responsible for working with students falling within certain ranges of the alphabet:

- Tori Brumley (A-G) – tori.brumley@warren.kyschools.us
- Katelyn Blaha: (H-M) - katelyn.blaha@warren.kyschools.us
- Emilee Comer: (N-Z) **and** College Academy/CARE - emilee.comer@warren.kyschools.us
- Laura Thornbury - Postsecondary Readiness Coach - laura.thornbury@warren.kyschools.us

The Guidance Department telephone number is: 270-842-0468 and Fax: 270-846-9993.

Students considering attending college or other post-secondary institutions (including the military) should contact the Guidance Department to obtain applications, scholarship materials, and information concerning the ACT and SAT.

ATTENDANCE

It is the goal of Warren Central High School to encourage student attendance that is commensurate to local and state attendance requirements. Attendance is an integral part of obtaining a quality education and is a result of maturity, dedication, dependability, and responsibility.

The progress of a student at school depends greatly on the punctuality and regularity of attendance. It is desirable that every student should be in the designated area five minutes prior to the beginning of school. Also, each student should be in each class on time. To secure such attendance, we ask your hearty cooperation. We firmly believe that attendance is a student-parent/guardian responsibility. The intent of this attendance procedure for the Warren County Public Schools is to provide a structure within which students can gain maximum benefit from the instructional program. Regular attendance in class is necessary if students are to receive adequate guidance through their class work and benefit from the discussions. All students are expected to attend class, on time, every day that school is in session. When a student must be absent from school, it is the responsibility of the parent/guardian to call the school where the child is enrolled on the date of the absence to inform the school of the reason for the absence.

The parent/guardian must send a written excuse or doctor's note with the student when he or she returns to school. If a note is not received by the school, the absence will be counted as unexcused. Up to 7 days of valid absences for which parents/guardians have sent written excuses giving valid reasons for the absence will be excused. Invalid absences will be considered unexcused. Seven ("7") parent notes will be excused for valid reasons (see below). Parent notes submitted for invalid reasons will be considered unexcused.

KENTUCKY COMPULSORY ATTENDANCE LAWS

Except as provided in KRS 159.030, each parent, guardian, or other person residing in the state and having custody or charge of any child between the ages of six (6) and eighteen (18) shall send the child to a regular public day school for the full term that the public school of the district in which the child resides is in session, or the public school that the board of education of the district makes provision for the child to attend. Any parent or guardian who elects to send a child five (5) years of age to school shall keep the child in regular attendance. Every child actually residing in this state is subject to the laws relating to compulsory attendance, and neither he nor the person in charge of him shall be excused from the operation of those laws or the penalties under them on the ground that the child's residence is seasonal or that his parent is a resident of another state.

ATTENDANCE DEFINITIONS

A. Absences

- a. The Warren County Board of Education has adopted a policy, which excuses an absence for one of the following reasons listed below:
 - i. **EXCUSED ABSENCES** (requires written statement)
 - 1. Illness - Medical Excuse
 - 2. Death in family
 - 3. Medical appointment of student
 - 4. Student sent home from school sick
 - 5. Religious holidays
 - 6. Reporting to court
 - 7. Driver's license test or examination (1/2 day-2 times)
 - 8. Military leave, deployment, or training
 - 9. Other circumstances as approved by principal
 - b. **NOTE** - Students with medical appointments during the school day will be given an unexcused absence until a statement is brought from the doctor. All absences due to illness will require a doctor's statement for the absence to be counted as excused. Written statements must be received within a week of a student's return to school to be counted as excused. Excuses brought in after the week period will remain unexcused.

B. Checking in Late (Tardy to School) or Checking out Early

- a. Checking in to school late, anytime after the 7:30am start time, is considered an attendance event. This will calculate as an unexcused event unless one of the excused reasons listed above exists. If a parent note is written, it will count as one of the 7 parent notes.
- b. Checking out early, anytime before the 2:35pm dismissal time, is considered an attendance event. This will calculate as an unexcused event unless one of the excused reasons listed above exists. If a parent note is written, it will count as one of the 7 parent notes.

C. Tardy to Class

- a. Each teacher will record tardies to class through Infinite Campus for Periods 2-6. The Attendance Clerk will record students who are late to first period as an unexcused absence in Infinite Campus.

D. Truancy

a. **Truant**

- i. Any student who has attained the age of six (6) years but has not reached their twenty-first (21) birthday, who has been absent from school without valid excuse for three (3) days, or tardy on three (3) days, is a truant.

b. **Habitually Truant**

- i. Any student who has been reported as a truant two (2) or more times is a habitual truant.

c. **Truancy Process** (*Elementary, Middle, and High*)

- i. STEP 1—Upon the third (3) unexcused absence and/or tardy, the principal/designee will contact the parent/guardian in writing concerning the student's absences.
- ii. STEP 2—Upon the fifth (5) unexcused absence and/or tardy, the district's Delinquency Prevention Services Worker will be notified and will make contact in an attempt to avoid any court action.
- iii. STEP 3—When the sixth (6) unexcused absence and/or tardy occurs, court action may be pursued.

F. **Excuse Note Procedures**

Any student who misses school shall:

1. have a parent and/or guardian call Warren Central High School at 270-842-7302 and request to speak to the Attendance Clerk **and**
2. submit a **written excuse to the Attendance Office within 5 school days** of the return of the student to school. This includes tardies, checkouts, and any partially missed days.
 - a. **NOTE:** Warren Central High School will accept a maximum of seven (7) written Parent/Guardian Notes excusing absences for the *entire school year*.
 - b. Parent Notes cover only one day of absence or tardy. A student who misses more than one day shall have a parent note for each day.
 - c. Doctor's Notes will be required to cover a health event of consecutive days.

3. Ten (10) regular doctor's excuses will be accepted per school year. Any absence event due to medical reasons in excess of ten (10) will require the presentation of the Warren County Schools Medical Excuse Form before the absence will be excused. The form will be available at all schools, central office, and some medical facilities upon parent request.
 - a. Once a student uses all their parent notes for the year (7), only a third-party note, document, or other information requested by the school will excuse the absence or tardy. Otherwise, all absences and tardies after the 7 excused ones will be *unexcused*.
4. The written excuse should include the following information:
 - a. Student name
 - b. Date(s) absent
 - c. Specific reason for absence
 - d. Signature of parent or guardian

ATTENDANCE PROCEDURES AND CONSEQUENCES

Warren Central High School will take the following actions for student attendance:

- A. Teachers are to stand at the door entrance into their classrooms between class change and greet students. When the bell rings, anyone not in the classroom should be marked tardy.
- B. Teachers will mark students tardy on Infinite Campus and notify the student of each tardy they receive.
- C. Every three weeks, administration will monitor tardies and students will be notified if they meet the following criteria:
 - i. Consequences will be the following:
 1. 4-5 Tardies = Warning
 2. 6-8 Tardies = 1 Day After School Detention
 3. 9+ Tardies = 2 days of After School Detention

**** Failure to Serve After School Detention will result in additional consequences ****

- D. Tardies will be reset at the beginning of each midterm for every student.

UNEXCUSED ABSENCES OR TARDIES TO SCHOOL

- **On the sixth unexcused absences and/or tardies to school per year**, the parent should receive a "Final Notice Letter" and parental contact from a school official.
- **On the seventh or more unexcused absences or tardies per year**, (1) The student will be reported to the District Truant Officer. The district Truant Officer could initiate contact with the Court Designated Worker's Office or Family Court Judge. (2) The student's name will also be forwarded to the state driver's license bureau and that student's driver's license could be revoked, according to KRS 159.051 (See 17.01 in this booklet).
- **After nine or more unexcused absences or tardies to school per year**, Warren Central reserves the right to (1) prohibit students from attending extra-curricular events both on and off

campus, (2) prohibit students from attending school events such as pep rallies, dances, performances, (3) remove students from any class or program taking students off campus (4) prohibit students from parking on campus (5) prohibit students from attending the Prom (6) prohibit students from participating in the Graduation ceremony.

ATTENDANCE AWARDS

A. **Perfect Attendance** - For a student to be recognized for perfect attendance they shall not have missed any days and have no more than three (3) excused tardies. **Multiple year attendance awards must include the senior year.** The Warren County attendance records shall be the official record for attendance verification.

B. Attendance Awards Definitions

1. **Senior year** perfect attendance means the student did not miss any days during their senior year of high school. Any half-day missed would result in that student not being eligible for perfect attendance.
2. **Two years or more** perfect attendance means the student did not miss any days during their junior and/or senior years.
3. **Four years of perfect** attendance means the student did not miss any days throughout their four years of high school.
4. **Five or more years** of perfect attendance means the student has not missed any days beginning with the senior year and going back in time as far as required.

College visits, academic field trips, some religious holidays, and other exceptions may be excluded from attendance procedures used to determine perfect attendance if prior approval of an administrator is obtained.

C. Attendance Award Recognitions

Students recognized for their attendance will be awarded red cords at the Senior Awards Ceremony each year. Red cords given are to be worn at graduation and these students will be acknowledged as a group at graduation each year. On the occasion of a student having perfect attendance for twelve years, special recognition may be given at graduation.

CHECKING OUT

Students shall not leave campus at any time without checking out, unless they are part of a supervised school group. No students will be called out of class during instruction unless that student is leaving or it has been approved by the administration.

A. Checking Out Procedures

- a. When it becomes absolutely necessary for a student to leave school, the parent, guardian, or someone **on the student's emergency card** should **come to Warren Central in person** in order for the student to leave the premises. We will accept email and faxed

notes verified by phone calls. **No student will be allowed to be checked out by anyone that is NOT on their emergency card.**

- b. Before leaving, the student must be signed out and the time indicated on the check-out Raptor system.
- c. School personnel will require identification and the person checking a student out of school must be included on the school district's Emergency Contact Card.
- d. Any student who checks out of school must leave campus immediately after checking out.
- e. NOTE: For any student 18-years old or older, the check-out procedures will be applied as with any other student at Warren Central High School.

EDUCATIONAL ENHANCEMENT OPPORTUNITY (“EEO”)

Students are allowed up to ten (10) excused days of Educational Enhancement absences per year so long as the student is engaged in an activity that (1) contributes significant educational value (2) is intensely related to the core curriculum (3) and is pre-approved by the school administration at least ten (10) days in advance. **Approval will not be given during the spring or fall testing windows.** Examples of these types of EEO absences might include arts and dance programs, State Fair activities, workshops that are educational in nature, and college visits.

See a Guidance Counselor for an Educational Enhancement Opportunity Form.

HOME HOSPITALIZATION AND HOMEBOUND INSTRUCTION

Students who need to miss school for medical reasons more than ten consecutive school days could be asked to complete an application for homebound instruction, a service provided by Warren County Public Schools. An application should be obtained from the Attendance Clerk and must be completed by the family and their physician. It is the responsibility of the family to arrange for homebound instruction. Failure to do so may result in truancy being filed by the courts.

SKIPPING

A. Definition

Students at Warren Central High School are required to attend all classes regularly and punctually. Skipping all day or even part of a class (10 minutes), lunch, assembly, or failure to report to a class's alternative meeting location will be considered skipping and the student could face disciplinary action. **Missing class while in another teacher's classroom without the permission of the assigned teacher may be considered skipping.**

Being in the restroom sick or loitering in any other part of the building for an extended period of time without permission of the teacher assigned to that student may be considered skipping. Students who are ill must report to the main office as soon as possible for assistance if they are sick.

Warren Central High School **does not** advertise or recognize any class or club activities known as Skip Day. Students are expected by both parents and school authorities to be in attendance each day.

DISCIPLINE

Warren Central High School is a strongly focused Professional Learning Community committed to the learning of each student. Most of this learning takes place in the classroom, and it is therefore vital that the teacher is able to deliver his/her content in an environment that is conducive to maximizing learning.

TIER II AND TIER III BEHAVIORS

A student who consistently violates school rules, disrupts instruction, and does not respond to normal discipline procedures, may be referred to the school's Tier II and/or III Behavior Team. This team will look at all aspects of the student's behavior and academic progress and develop a behavior plan with rewards and consequences for behavioral choices. The data collected while on a Tier II Behavior Plan will be used to determine if an alternative placement for the student might be necessary should disruptive behaviors continue.

TYPES OF OFFENSES

A. Unacceptable Behaviors

a. Assault

i. *Physical Assault*

Any student found to be guilty of assault in school, on campus, or at any school function will be suspended pending a pre-board hearing and may face criminal charges. **Assault is defined as physically hitting another student or person without cause or provocation when that person does not respond in kind.**

ii. *Verbal Assault*

Any student guilty of verbally assaulting any employee of Warren Central will face a serious consequence and may face criminal charges. Verbal assault is defined as using profanity toward a teacher or staff member and/or making threatening remarks of any kind. This action will not be tolerated and any student, after due process, will be dealt with severely.

b. Bullying

Under no circumstances will bullying at school be tolerated without serious consequences. The administration has full authority to make a fair and reasonable judgment and to enact the necessary consequences.

A student is being bullied when he or she is exposed, repeatedly over time, to negative actions on the part of one or more students. It is a negative action when someone intentionally inflicts or attempts to inflict injury or discomfort through physical aggression, verbal threatening, taunting, teasing and name-calling. Bullying differs from peer quarreling/cruelty in that there is an imbalance of power, **either real or perceived**. Victims of bullying behavior have difficulty defending themselves and are somewhat

helpless.

c. Cyber Bullying

Any student who uses a personal or school computer, cell phone, or any other electronic device to harass, degrade, demean, or intimidate another student or video them without their permission, whether on school grounds or outside of school, is guilty of cyber bullying and/or harassment. If it causes a disruption to the school, the administration reserves the right to confiscate any device and use evidence on that device against the parties involved. The student may also face criminal charges if the victim pursues them through law enforcement officials.

Students are strongly encouraged to not delete any voicemail, text message, or any other form of electronic communication that might be used as evidence of harassment or threatening behavior.

d. Defiance of Authority/Disorderly Conduct Policy

All students are under the direct supervision of **all** employed adults in the school. This includes teachers, teacher's aides, cafeteria workers, bus drivers, etc. Any student refusing to follow the directions or instructions from these employees will be considered in defiance of authority. Students must respond in a positive and courteous manner to all instructions or directions given by adults in the building.

e. Drug and Alcohol Use Drug and Alcohol Use

Warren Central will not allow possession or use of any drugs or alcohol or look-a-likes on campus at any time. Strict Board of Education Policy governs this and results in out-of-school suspension pending a Pre-Board Hearing.

The Warren Central administration reserves the right to use litmus strips designed to detect the presence of alcohol concealed in any container carried by a student on school property or at any school event on or off campus.

f. Fighting

Warren Central High School, under the direction of the Warren County Board of Education, has a "zero tolerance" for violence. Zero tolerance means that while an act of violence can occur at school, serious consequences will be the result. Serious consequences are necessary to prevent and/or deter acts of this nature.

It is the goal of Warren Central High School to provide a safe and friendly atmosphere in which to conduct school. Fighting and other acts of violence greatly disrupt the school day and increase the risk of injury to students and staff alike. While it is recognized that students may have disagreements, those must be handled in a peaceful and non-violent manner. Several "assist" programs are in place to help students having conflicts. They include peer mediation, conflict resolution, talking with a teacher, talking with a counselor, and talking with an administrator. Every attempt will be made to resolve the situation. However, it ultimately comes down to the student making the right choices in

times of conflict. It must be understood by all students that conflict must not be brought to school just because both parties "see" one another at school. As is the case with most fighting incidents, the cause usually does not involve the school at all, but conflict happens at school due to both parties being here. Under no circumstances will fighting at school be tolerated without serious consequences.

Fighting Consequences

Students engaged in fighting will be punished severely. Fighting may be defined as hitting, pushing, shoving, striking, or any other act of violence inflicted upon another student in an offensive manner. This applies to those individuals who may not start a fight, but choose to fight back rather than just defend themselves. Students clearly found to be just defending themselves may be punished.

The interpretation of a fight versus defending oneself will be at the discretion of the administrator working the case. That administrator has full authority to make a fair and reasonable judgment and to enact the necessary consequences.

g. Foul Language

The use of extreme profanity during school, at school functions, on the bus, and on campus is not allowed. Students may be held accountable for their language.

h. Gang Activity

Warren Central High School will not tolerate gang activity, association or proliferation on the campus of Warren Central High at anytime. Further, the gang policies of the Warren County Board of Education, as set out in the Warren County Student Handbook will be adhered to in dealing with gangs and gang related activities.

The type of dress, apparel, activities, acts, behavior or manner of grooming displayed, reflected or participated in by the student shall not:

1. Lead school officials to reasonably believe that such behavior, apparel, activities, acts, or other attributes are gang related and would disrupt or interfere with the school environment or activity and/or educational objectives;
2. Present a physical safety hazard to self, students, staff, and other employees;
3. Create an atmosphere in which a student, staff, or other person's well-being is hindered by undue pressure, behavior, intimidation, overt gesture or threat of violence; or
4. Imply gang membership or affiliation by hand signals or gestures, carrying hand towels, written communication, marks, drawing, painting, design, emblem upon any school or personal property or on one's person.

i. Harassment/Discrimination

Harassment/discrimination due to an individual's race, color, national origin, age, religion, marital status, political beliefs, sexual orientation, gender or disability is prohibited on school property and off school grounds during school sponsored activities. This prohibition also applies to visitors to the school who may come in contact with employees and students. *[WCBE Policy 9.42811)*

Harassment/discrimination is intimidation by threats or actual physical violence; the creation by whatever means, of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such a manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual.

j. Hazing

Warren Central High School does not recognize or permit any form of initiations for freshmen or other students before, during or after school hours. Acts that involve pain, humiliation or ridicule of another student will result in serious disciplinary consequences.

k. Possession of Disruptive Items

Students could receive disciplinary consequences when **using or found in possession** of items, which are intended to disrupt the orderly process of a school day. These items include but are not limited to the following: (a) any explosive device, (b) pepper spray, (c) smoke bombs, (d) water balloons, (e) water guns, (f) poppers, (g) mace, (h) laser objects, or (j) athletic equipment. These items will be confiscated and returned only at the discretion of the administration.

l. Sexual Harassment

Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment or advancement or of a student's participation in school programs or activities; or submission to or rejection of such conduct by an employee or student is used as the basis for decisions affecting the employee or student; or such conduct has the purpose or effect or unreasonable interfering with an employee or student's performance or creating an intimidating, hostile, or offensive work or learning environment.

Sexual harassment may include, but is not limited to the following:

1. verbal harassment or abuse
2. pressure for sexual activity
3. repeated remarks with sexual or demeaning implications
4. unwelcome touching
5. sexual jokes, posters, etc.
6. suggesting or demanding sexual involvement, accompanied by implied
7. or explicit threats concerning one's grades, job, etc.

Procedures for Sexual Harassment

- Any person who alleges sexual harassment by a staff member or student in the school district may complain directly to his or her immediate supervisor, building principal, or guidance counselor.
- Filing a grievance or otherwise reporting sexual harassment will not reflect upon the individual status, nor will it affect future employment, grades, or work assignments.
- The right to confidentiality, for both the accuser and the accused, will be respected consistent with the school's district's legal obligations and with the necessity to investigate allegations of misconduct and to take corrective action with this conduct has occurred.

Consequences for Sexual Harassment

A substantial charge against a student in the school district shall subject that student to disciplinary action, which may include the filing of sexual harassment charges with police, suspension, or expulsion, consistent with the student discipline code.

m. Tobacco Possession/Use

No student shall possess or use (smoking, chewing or dipping) cigarettes, e-cigarettes, pipes, any tobacco products, or paraphernalia in any form in or about school buildings, school grounds, and premises of Warren Central High School during school hours.

This is governed by strict Board of Education policy and consequences will be determined by the administration. No more than one person at a time is permitted in a bathroom stall.

The Warren County Public Schools has deemed that all of its schools are “tobacco free” premises.

n. Threats

Students making electronic, verbal, or written threats or taking any action deemed to mean physical harm toward any student or staff shall be, depending on the case, appropriately disciplined by the administration. The remarks **will not be considered as jokes** and will be dealt with in a swift and severe manner. Students are encouraged to report any information to school officials, parents, or law enforcement officials concerning anything they have heard or witnessed which may cause harm or cause an unsafe environment at school.

o. Vaping

No student shall possess or use electronic smoking devices (vapes, etc.) or their cartridges, oils, waxes, components, or paraphernalia in any form in or about school

buildings, school grounds, and premises of Warren Central High School.

This is governed by strict Board of Education policy and consequences will be determined by the administration. No more than one person at a time is permitted in a bathroom stall.

p. Weapons

The Warren County Public Schools has a strict policy for possession of any item deemed to be a weapon at school.

Students shall not carry, bring, use or possess any firearm, other dangerous or deadly weapon, dangerous instrument, destructive device or booby trap or facsimile thereof (example: toy handgun), in any school building, on school property, in any school vehicle or at any school-sponsored activity or event. A firearm is defined as any instrument, which will expel a projectile, by the action of an explosive, including, but not limited to, any pistol, handgun, revolver, rifle or shotgun. Other dangerous or deadly weapon is defined as any instrument, article or substance which under circumstances in which it is used, attempted to be used, threatened to be used or could be used is capable of causing death or bodily injury, including but not limited to, any knife, air gun, spring gun, slingshot, bludgeon, billy club, nightstick, blackjack or artificial knuckles. Dangerous instrument, destructive device or booby trap is defined as any instrument, article or substance which under circumstances in which it is used, attempted to be used, threatened to be used or could be used is capable of causing death or bodily injury. (WCBE Policy 09.424)

Consequences for Weapons Offenses

For carrying, bringing, using or possessing any firearm, other dangerous or deadly weapon, dangerous instrument, destructive device or booby trap or any look-alike may immediately be suspended and referred for a pre-board hearing.

Conflict Resolution

Warren Central takes a proactive stance on conflicts of all kinds. The administration expects conflicts to be reported as soon as possible so that steps can be taken to resolve them.

TYPES OF CONSEQUENCES

Low Level Behavior Interventions - TIER I

- Detention - After-School and/or Lunch

Generally, **after-school detention is used for minor disciplinary violations**. The Behavior Matrix serves as a guide to monitor consistency when assigning consequences. Any student receiving a detention must serve one hour of time in Detention. Students assigned lunch isolation must report to the back of the cafeteria, sign in, and wait to be dismissed to the food lines by the teacher in charge. The rules of conduct are the same as those for before/after school detention. (*See Behavior Matrix – Appendix E*)

- After School Detention (“ASD”), or Lunchroom Detention (“LD”)
 - After School Detention will be held on Tuesdays and Thursdays from 2:35pm-3:30pm
 - Lunchroom Detention during their designated lunch time.
 - Any student failing to fulfill their disciplinary consequences may not be eligible for prom or other school activities.

Mid Level Behavior Interventions - TIER I

- Saturday School (SS)

Students assigned to Saturday School will be required to attend a monthly Saturday session from 8am-11am.

- Students will be assigned SS by the administration.
- Students will need to report on time

- In-School Suspension (ISS)

Students committing **more serious or repetitious violations of school rules may be assigned in-school suspension (ISS)**. These students are **isolated from their peers for the entire day and expected to work on assignments provided by their teachers during their time**.

- Students will be assigned ISS by the administration.
- Students will report directly to the ISS room on days they have been assigned to in-school suspension (ISS).
- Students who check-out early will be required to make up the missed time upon their return to school.

High Level Behavior Interventions - TIER I

- Alternative Suspension Program (ASP)

Students who commit serious violations of Warren Central High School rules or those of the Board of Education but do not pose a threat to the safety of others may be assigned a suspension **to be served at the Alternative Suspension Program at Delafield Center, 877 Jackson Street at (270) 782-5410.**

- The program is designed so that students are counted present and allowed to do any and all work provided to them by their teachers.
- **Attendance at ASP is not optional.**
- **Failure to attend on the part of the student or the parent may result in an out of school suspension.**
- Students who are assigned ASP are not allowed on school grounds during their suspension and are not allowed to attend any school functions (including ball games and dances that are after school hours).

- Out of School Suspension

- Students who commit **serious violations of Warren Central High School rules or those of the Warren County Board of Education may be suspended out of school.**
- Students are not allowed on school grounds at any time during the suspension.
- Students are not allowed to attend any school functions (including ball games and dances that are after school hours).
- Students may be allowed to make up work they are assigned during the suspension.

Generally, any student assigned ASP or suspended out of school may be referred to the Tier II Team.

TIER II AND III LEVEL INTERVENTIONS

- Behavior Plans

Students who show a disregard for the rules of Warren Central and the Warren County Board of Education and who disrupt instruction on a consistent basis may be referred to the Tier II and/or Tier III Team. This team will analyze data on these students looking for patterns in the behavior and may develop behavior plans aimed at preventing further escalation of the target behavior.

- Court Referrals for Truancy or Beyond Control

Kentucky State Law requires schools to refer students who are truant to the courts so that action may be taken. Students may also be referred to the courts for “beyond control” when they refuse to follow the rules of the school and/or pose a threat to the rest of the student body or staff. A student with excessive unexcused absences will become truant.

- Jackson Academy

Students who show complete disregard for the rules of Warren Central and the Warren County Board of Education may be referred by the administration to Jackson Academy. Students may also be assigned to the Alternate School by the Board of Education. Students may return from the Jackson Academy to Warren Central following completion of a special program of studies and upon their recommendation. Students who return from Jackson Academy and continue to violate school or Board of Education rules may be referred to the Board of Education for disciplinary action.

- Pre-Board Referrals

Students who commit acts so extreme as to cause concern for the safety of others or students who repeatedly defy the rules of either Warren Central High School or the Warren County Board of Education may be referred by the administration to the Board for a disciplinary hearing. This is the most serious disciplinary action a school can take against a student. In addition, any student in violation of the drug and/or alcohol policy will result in an automatic suspension pending a pre-board hearing.

DRESS CODE

The primary purpose of the dress code expectation is to maintain the learning environment without disruption of the normal school day. Any staff member may address a student's attire. The expectation is to simply resolve the issue. Warren Central High School staff will accommodate the student in an effort to resolve the issue. Should a student fail to comply, more severe attempts or consequences may ensue.

EYEWEAR

No sunglasses shall be worn inside the school building without a medical excuse. A doctor's note must be presented beforehand.

HEAD DRESSES

- Durags, Bonnets, or other non-religious head coverings are not allowed. Hats are allowed in the hallways as well as common areas; they are allowed in the classroom at the teacher's discretion. They are not allowed during summative and/or state assessments.
- Hooded sweatshirts shall be kept off the head at all times while in the building, and should lie flat on the back.

- No bandanas shall be permitted in the building.

PANTS

- Pants must be worn at the waist and must remain there constantly through normal activity.
- **No skin shall be visible in any hole or tear at the fingertips when standing and relaxed position.**

SHIRTS AND TOPS

Upper body garments shall be required at all times. All shirts, tops and/or upper garments must have sleeves and cover chest (“cleavage”) and midriff areas. It is permissible to wear a sleeveless garment if it is worn over a shirt with sleeves (for example: a sleeveless sweater vest or basketball jersey may be worn as long as a shirt with sleeves is worn underneath). **The student will be asked to correct it.**

SHOES

- All students must wear shoes at all times.

SHORTS AND SKIRTS

The bottom of all shorts, skirts, dresses, and slits in skirts must extend to the fingertips when and standing in a relaxed position.

UNACCEPTABLE CLOTHING

No students may wear any of the following external garments: (a) swim-wear (b) tank tops, halter tops, sleeveless tops, or shirts with revealing necklines (c) garments which expose the bare midriff, back, or underwear while standing or sitting (d) garments with the nude look, see-through, or cut-away styles which expose the rib cage, armpits or area above or below the belly button (e) trench coats or long parka jackets (f) excessive wallet chains, or (g) spiked jewelry.

OFFENSIVE ACCESSORY ITEMS

No clothing, distracting jewelry, or tattoos that promote or imply: (a) violence (b) vulgarity (c) illegal activities such as drugs, alcohol, or tobacco use (d) sexual behavior (e) cult or gang activity (f) negative messages toward individuals or groups (g) or are racial in nature and other items deemed inappropriate by the administration shall be allowed.

STUDENT APPEARANCE ENFORCEMENT AND CONSEQUENCES

Principals and teachers shall enforce the dress code. Students who do not meet the standard of dress will be sent to the office, subject to disciplinary action, and will not be allowed to return to the classroom until they meet the standard of dress.

EXTRACURRICULAR ACTIVITIES

Warren Central High School offers a large number of clubs, athletics, and organizations for student participation. Students are encouraged to participate in the activities of their choice and support extracurricular activities. For more specific information relating to extracurricular activities, contact the Guidance Office.

ATHLETIC ELIGIBILITY POLICY

Academic **ineligibility** is defined as: receiving three (3) or more F's during weekly grade checks. A student-athlete may continue to practice as long as satisfactory progress is being made, however, if at the second weekly grading check the student-athlete is still ineligible (having 3 or more F's) all practice privileges will be revoked. There is a seven (7) day period required for athletic suspension, (Monday through Sunday). Eligibility will be restored on Monday morning following removal from the ineligibility list.

As long as satisfactory progress is being made, the student-athlete remains under suspension and is still a member of the team. If at the third (3rd) grade check, the student-athlete still has three (3) or more F's, the student may be removed from the athletic team for the remainder of the season.

No special tests or assignments may be given for the purpose of making a student-athlete eligible prior to the one-week suspension. Cheerleaders, student managers, and any other student having official connection with the athletic program shall comply with the academic policies of WCHS.

STUDENT ATHLETICS

Students participating in sports at Warren Central must meet all the requirements and qualifications for participation as set by the school, the Warren County Board of Education, and the Kentucky High School Athletic Association (“KHSAA”). Tryouts are conducted and the coaching staff selects participants.

Fall Sports

Boys/Girls – Cross Country	Football	Boys/Girls – Soccer
Dance	Boys/Girls – Golf	Volleyball
eSports		

Winter Sports

Boys/Girls – Basketball	Cheer
Boys/Girls – Bowling	Boys/Girls – Swimming

Spring Sports

Baseball	Fast Pitch Softball	Boys/Girls - Track
eSports	Boys/Girls – Tennis	

STUDENT CLUBS AND OTHER ACTIVITIES

Clubs	Activities
Art Club Aspiring Young Adults Beta Club Chemistry Club Drama Club Educators Rising Energy Club FBLA FCA FCCLA FFA Literary Dragons Book Club Physics Club SCEC Spanish Club STLP	Academic Team Band Choir Musical Strings Dragon Council Fall Play Yearbook Governor's Scholars & Governor's Scholars School for the Arts College Academy JROTC Robotics Team

FIELD TRIP

ATTENDANCE

Students who have seven (7) or more unexcused events for that semester may not be permitted to attend school-sponsored trips off campus unless pre-approved by an administrator.

BEHAVIOR

Students who have had an ASP placement and/or Out of School Suspension during that semester may not be permitted to attend school-sponsored trips off campus unless pre-approved by an administrator.

CRIMINAL ACTIVITY

Students at school-sponsored events, whether participants or spectators, who violate the law may be subject to criminal charges at the discretion of law enforcement. There may also be punishment by school officials if the act(s) violates Warren Central or Warren County Public School's policies. **Any student found guilty of any law violation while on a school-sponsored trip may be banned from further trips for at least one calendar year.**

FAILING GRADES

Students that have an F in any class or students that have truancy issues may not be allowed to attend field trips that take them out of the class in which they are failing unless pre-approved by an administrator.

FIELD TRIP PERMISSION SLIP

The field trip sponsor will provide you with a permission slip that must be completed and signed by your guardian by the given deadline in order for you to attend the field trip.

SCHOOL OR BOARD OF EDUCATION RULE VIOLATION

Any student who is participating in a Warren Central High School field trip or otherwise representing our school who is caught in violation of any Warren Central or Warren County Public Schools rule or regulation will not be allowed to attend any other off-campus activities **for at least one calendar year.** They will also face punishment by the school and/or district for their rule violation.

GENERAL INFORMATION

FOOD AND DRINK POLICY

Student consumption of food and/or drinks in classrooms is at the discretion of the individual classroom teacher. Rules may differ depending on the teacher. In addition, “outside” food and drinks are not allowed in the building unless organized by the teacher as a class reward or is club sponsored. “Outside” is described as food from a restaurant and/or convenience store in its original packaging.

DROP-OFF OF ITEMS FOR STUDENTS

When items are dropped off at the front office to be delivered to students, WCHS staff reserves the right to search the delivery for any unauthorized items. Those unauthorized items can include, but are not limited to, outside food and drink, vaping items, or other contraband items. If any unauthorized items are found, and are in violation of school rules, the items will be confiscated.

LUNCH PRICES

All students at WCHS will receive free breakfast and lunch regardless of household income.

SCHOOL DAY INSURANCE

Please note that the Warren County Board of Education provides OPTIONAL SUPPLEMENTAL SCHOOL DAY and/or 24 hour insurance coverage, which may be purchased by the student or family. Individual students are not insured by WARREN CENTRAL HIGH SCHOOL or the WARREN COUNTY BOARD OF EDUCATION.

SCHOOL HOURS AND PROCEDURES

- **Before 7:00 a.m.**
 - Warren Central High School opens its doors at **7:00 a.m. daily**:
 - Students arriving at Warren Central High School prior to the official start of school may enter the building at two different points.
 - Students who drive their own car or ride with students who drive should enter through the doors near the band room (Door 26)
 - Students who ride a bus should enter the building using the front entrance of the building (Door 1)
- **Between 7:00 and 7:20 a.m.**
 - If students want breakfast, they will report to the cafeteria for breakfast and remain there until 7:20 a.m.
 - All other students will report to the gym, auditorium, or library until 7:20 a.m.
- **Students released from their morning locations at 7:20 a.m.**
 - Report to your 1st period class by 7:25 a.m.
 - Announcements begin at 7:25 a.m.
- **Instruction begins at 7:30 a.m. daily**
 - After the official start of school, the only doors open will be the front doors by the office.
- **Checking in after 7:30 a.m. or Checking Out Before 2:35 p.m.**
 - Students must sign in the office if arriving after 7:30 a.m. Students must check out in the office if leaving before 2:35 p.m.
 - Warren Central will not call students out of class during instruction unless the student is leaving school.
- **Hall passes for students between 7:30 a.m. and 2:35 p.m.**
 - All students must be in possession of a Warren Central High School hall pass issued by a principal or classroom teacher when in the halls during instructional time. No one should be in the halls without a pass unless it is an emergency situation.
- **School Visitor Policy Between 7:30 a.m. and 2:35 p.m.**
 - Warren Central operates a closed campus. All visitors must report to the office upon arrival at Warren Central and sign in to receive a Visitor's Pass.
 - No one will be allowed to accompany students during the course of the school day without permission of the administration. This includes students from other schools or former students.
 - Students are not allowed to have visitors for lunch at any time due to limited space unless approved beforehand by the administration.
 - All visitors outside the main office area are to be escorted at all times by a staff member or their designee.

▪ After 2:35 p.m. and after-hours events

- All students who are not part of a supervised group shall be off school property by 2:45 p.m.
- Students are not allowed to be in any area of the building after school unless accompanied by a sponsor or coach. Clubs and/or student groups may not meet without the sponsor or coach being in attendance.
- Warren Central High School will not sponsor any off-campus activities that are held prior to or after the conclusion of a school sponsored activity. Students and/or adults at such activities will be acting as individuals and not in the name of any organization, class, or club of Warren Central High School.
- No student shall be in an unauthorized/unsupervised areas of the campus at any time during the school day. Examples include: athletic facilities, the auditorium, the gym, etc.

STUDENT ASSISTANCE PROGRAM

Students having personal and/or family problems may seek the help of or be referred to the Student Assistance Program. This highly successful program features a professionally trained counselor who works one-on-one with students in specific areas where they are having difficulty. He/She counsels children dealing with a number of teen-aged problems or those having problems at home. All referrals and counseling involves parents and is strictly confidential. While this program serves all Warren County Schools, Warren Central is proud to host the program in our building. Contact Lauren Kummer, Student Assistance Coordinator at 270-842-7302.

STUDENT OBLIGATION

All students are responsible for paying the full amount of any and all obligations accumulated while in attendance at Warren Central. This includes supplies assigned to the students; lost, stolen, or damaged textbooks and/or library books; electronic items; lunch charges; overdue library fines; fundraisers; and orders placed with any salesperson (rings, keys, jackets, etc.) who services Warren Central. This also includes items distributed for fundraising, even if they are lost or stolen.

Students must pay all obligations, fees, or fines prior to the release of any diploma or transcript.

STUDENT SERVICES

THE GENERAL EDUCATION DIPLOMA (GED)

In order to be eligible for the G.E.D. a student must have one or more of the following:

- reached their 19th birthday.
- be at least 18 years old and withdrawn from school.
- be at least 18 years old and his class has graduated from school.
- be at least 18 years old and been out of school for one full year.

STUDENTS AND THE MEDIA

Any parent/guardian not wishing to authorize the Kentucky Department of Education, Warren County Public Schools, Warren Central High School, or other media outlets to use photographic or video images of their child or quote them in a news story for lawful purposes should contact the school principal in writing. If the principal is not contacted, it will be understood that students may be photographed, videotaped, and interviewed for media purposes.

YOUTH SERVICES CENTER ("YSC")

The intent of the Youth Services Center is to enhance students' abilities to succeed in school by assisting children, youth, and families in meeting some of their basic needs. Services include: health services and referrals, referrals to social services, employment counseling, training and placement, substance abuse services or referral and family crisis and mental health services or referrals. Contact Jimmy Bailey, YSC Coordinator at 270-781-0903 for YSC services.

GETTING TO AND FROM SCHOOL

The privilege of driving to Warren Central is reserved for those qualified students who drive in a responsible manner. Students are required to park in the lot designated for students. Students who violate driving policies, become attendance problems, or have behavioral issues may be prohibited from parking on Warren Central property. The school administration has the authority to authorize or revoke driving privileges to school.

WE RESERVE THE RIGHT TO TOW ANY VEHICLE IN VIOLATION OF THIS POLICY.

BUS EXPECTATIONS

Warren Central High School follows Warren County Public Schools Transportation Department's rules and regulations regarding transportation to and from school and on all extracurricular activities requiring transportation by bus.

GENERAL PARKING LOT EXPECTATIONS

- Students are only permitted to park in spots designated by white stripes. Yellow stripes are reserved for faculty, staff, and visitors. Students shall only park in the designated student parking lot adjacent to the gym.
- Students may not allow other students to sit in their cars during the day and may not leave campus after arrival without proper authority.
- Students are not permitted to leave campus once they arrive each morning. Adjoining commercial properties and businesses are "off-limits".
- Students are not permitted to leave campus during lunch.
- Students in the parking lot during normal class hours without written permission from a teacher or principal are subject to disciplinary action.

DAMAGE TO VEHICLES

Students and parents are advised that Warren Central High School will not be responsible for any loss, theft or damage, whether accidental or purposeful, to any personal property including motor vehicles of students or parents while on school property.

LEAVING CAR UPON ARRIVAL AND RETURNING TO CAR DURING THE DAY

Upon arrival on campus each morning students are to come immediately into the building after locking their vehicles. Students may not return to automobiles unless approved by an administrator until the last dismissal tone of the day. This includes during change of classes, during lunch, or at any other time. Automobiles may not be used as lockers.

“NO PASS-NO DRIVE” RULE - KRS 159.051

This statute, which becomes effective June 26, 2007, results in the denial or revocation of a student's driver's license for academic deficiency, or dropping out of school as a result of excessive excused or unexcused absences. Academic deficiency is defined as a student who does not have passing grades in at least four courses, or the equivalent of four courses, in the preceding semester. A student is deemed to have dropped out of school when he/she has nine or more unexcused absences in the preceding semester. Any absences due to suspension shall be unexcused absences.

STUDENT DROP-OFF AND PICK-UP

The Morning and Afternoon pick-up and drop-off is in the annex parking lot on Morgantown Road. *See Appendix D.*

STUDENT PARKING AREAS

Students are to park in the parking lot beside the gym. Your car may be towed at owner's expense if parked in an unauthorized area. Students should observe all flow-of-traffic arrows.

PERSONAL PROPERTY AND LOCKERS

All students have a valid interest concerning the security of their personal property. Students are responsible for textbooks or electronic items assigned to them in each class. The cost of textbooks or electronic items that are lost, stolen, or damaged will be applied to the student's obligations. Any school financial obligation must be paid prior to the issuing of the diploma or school transcript.

LOCKERS

Lockers are issued to students at no charge for storage of personal items.

- Each locker may be used by a maximum of one (1) student.
- Locks will be provided at no charge. It is the responsibility of the student to keep the locker properly closed and locked and cleaned out at the end of the year.
- Students shall report locker maintenance problems immediately.

- Students are to report all lost or stolen or found articles to the office.

PERSONAL PROPERTY

Students and parents are advised that Warren Central High School **will not be responsible** for the loss, damage, or theft of any personal property including motor vehicles of students, parents or staff. Students are strongly encouraged to use lockers and secure their valuables. Students are not to bring large amounts of money or other valuables to school. Items listed as contraband that are stolen during the school day will not be investigated by the administration. Do not bring these items onto school property.

RIGHTS OF SCHOOL PERSONNEL TO SEARCH & SEIZURE

EXPLANATION

Once the students enter the school zone their expectation of privacy as to what is on them as a person and what is contained in their belongings is reduced by the need of the school and the School Resource Officer to maintain a safe and orderly educational atmosphere. A school official has broad, discretionary authority to search students, their belongings, and school property for reasons of safety or violations of school policy by combining all of the factors of information presented to them. A student's refusal to cooperate in a search amounts to insubordination under school policy. Students are required to fully cooperate in not only answering school disciplinary questions during an investigation but also to fully cooperate in responding to the commands of the school official during a disciplinary search for school violations.

SEARCH BY DOGS

K-9 dogs may be used throughout the course of the school year to perform unannounced sweeps of the school building and property as well as student vehicles and their belongings within the school zone to reduce the presence or influx of drugs, weapons, and/or explosives for the protection of all children inside the school zone and for the protection of everyone who may enter the school zone.

SCHOOL LEADER AND/OR REPRESENTATIVE POLICIES

Any student that is elected to an office in a club or organization or represents our school on an athletic team is expected to conduct themselves appropriately at school and in the community. Any officer and/or athlete who gets into trouble in the community may be disciplined by the school in regard to their office or position. Penalties may include disciplinary action by the administration, suspension from the team or club, and/or dismissal from the squad or organization.

All Warren Central High School athletes and/or school representatives (band students, cheerleaders, etc.) shall be prohibited from the possession and/or use of any tobacco product, drugs or alcohol or indecent or unlawful conduct while representing Warren Central High School. This includes practice sessions, "home" and "away" athletic events, and on buses leaving from and/or returning to WCHS.

HOMECOMING/PROM COURT REPRESENTATIVES

All students are eligible to be a candidate for the Homecoming Court and escort unless they have received an out of school suspension (or ASP) during the current school year. All candidates and their escorts must be in good academic standing and must have satisfactory school attendance as determined by school officials. This event will be held at the discretion of the administration.

RECOGNIZING NEW STUDENT ORGANIZATIONS

All student organizations fall under the policies and procedures of Warren Central High School and must be recognized by the administration and SBDM. In order for students to form a new organization, they must submit a written proposal stating (a) the name of the club, (b) the number of members, (c) the by-laws, (d) the purpose for forming the club or organization, (e) the faculty sponsor, and (f) the policies and procedures. This must be submitted for approval by the SBDM Council.

TECHNOLOGY AND CONTRABAND ITEMS

Warren Central respects the feelings of our parents, who want their children to have a phone for safety and other reasons, but feel strongly that cell phones or other electronic devices should not interfere with the instructional environment of the school day. The administration reserves the right to change this policy at any time.

Students are allowed to possess and use electronic items in the mornings before school, between classes, and during lunch. They must be put away by the time the tardy bell rings for each class. **Electronic items are not to be seen, handled, or heard anytime between the tardy tone and the dismissal tone of each period, unless permitted by the teacher for instructional purposes.** In addition technology (cell phones, smart watches, etc.) may be stored during assessments and/or activities in an effort to ensure professionalism.

Students and their parents assume full responsibility for any cell phone or electronic item brought to school.

Warren Central High School reserves the right to not investigate the theft or loss of any cell phone, headphones, etc. or their related parts due to time constraints.

CONSEQUENCES FOR TECHNOLOGY VIOLATIONS

An **active** cell phone violation occurs when a phone is seen, handled, or heard during instructional time. Teachers should be sure to perform the following actions prior to initiation of the offenses listed below.

- **Develop classroom expectations regarding cell phone usage**
- **Attempt an individual redirection of a student that is in violation of inappropriate usage**

If a phone is taken during class, the teacher will return it to the student at the end of that period.

If a student refuses to turn their phone over when asked, or if the cell phone is a habitual, issue then the following consequences will be assigned:

The student will be allowed to take the phone home overnight, but will return it to the front office the subsequent morning per policy offenses below.

1st Offense

- Loss of device for the rest of the day and the entire next day.

2nd Offense

- Loss of device for the rest of the day and the next 2 school days. Contact home.

3rd Offense

- Loss of device for the rest of the day and the next 5 school days. Contact home.

POSSESSION OF OTHER CONTRABAND

During the school day (7:30 a.m. – 2:35 p.m.) students are NOT allowed to use or have the following items which include but are not limited to: skateboards, dice, paintballs, musical instruments, athletic equipment, laser pointers, or blankets.

These items will be confiscated from students. The students may be written up and parents may be required to pick up the item after school. The school strongly discourages all students from bringing these items to school. **School officials will not investigate theft of these items.**

TESTING PROGRAMS

ACT's College Readiness Benchmarks

College Course or Course Area	Test	ACT Score
English Composition	English	18
Social Sciences	Reading	20
College Algebra	Mathematics	19
Biology	Science	24

A.C.T. (American College Test) - Spring of 11th Grade

The final EPAS test is required for all juniors as part of the Kentucky state assessment. It is strongly recommended that students **take this test more than once**, since the highest score on the test is used for entrance to post- secondary schools in addition to having its scores used as one guideline for scholarship selection. It is also used to determine the match between a student's educational development needs and the offerings of selected post- secondary institutions.

AP (Advanced Placement Testing)

Each year, Warren Central High School offers students college level courses in at least four of the following seven areas: English, Science, Mathematics, Social Studies, Foreign Language, JROTC, and The Arts. Testing for all of these programs is held in May.

A.S.V.A.B. (Armed Services Vocational Aptitude Battery)

This is a voluntary vocational test designed to show students their aptitude in relation to Mechanics and Crafts, Business and Clerical, Electronics and Electrical, and Health, Social, and Technology. It also tests Math and Verbal Skills. This test is administered yearly to any student who signs up with Juniors and Seniors being given first priority. There is no charge for this test and it is administered by the U.S. Armed Forces.

Civics Test

According to Senate Bill 159 each student must pass a Civics Test composed of 100 questions in order to graduate from a public high school with a regular diploma. Students are required to score 60% or higher and may retake the exam as many times as deemed necessary to pass the test.

EOP (End of Program Assessment)

A state mandated test for all Career and Technical Education programs that have students enrolled in a career major where testing exists. CTE instructors who have verified the requirements of the students or those who have completed their third course in a career sequence major select participants.

P.S.A.T. (Preliminary Scholastic Aptitude Test)

Sophomores and Juniors may take the Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT). This is a two-hour multiple-choice type test offered by the Educational Testing Service on behalf of the College Entrance Examination Board and The National Merit Corporation. As a Junior, this is the qualifying test of the National Merit Scholarship Corporation.

S.A.T. (Scholastic Aptitude Test)

A multiple-choice test composed of verbal and math sections; the S.A.T. is one of the requirements for entrance to many older, private universities. The verbal questions test one's vocabulary, verbal reasoning and comprehension. The math questions test one's ability to solve problems involving arithmetic, elementary algebra, and geometry.

S.R.I (Scholastic Reading Inventory)

SRI is a reading assessment used by WCHS at 8th, 9th, and 10th grades to give us information about each student's reading level and growth over time. SRI helps us differentiate instruction, make meaningful interventions, forecast growth in reading, and demonstrate the ability of our teachers to move students. A score of 1300 on this test indicates college readiness.

TITLE I

TITLE I GENERAL INFORMATION

Warren Central High School has worked diligently to identify specific needs for all students that are served. It is crucial to focus on literacy and mathematics to ensure the students are successful, as well as focusing on Post-Secondary Readiness. The data derived from the Practice ACT, ACT, SRI, District Common Assessments, and KSA On Demand, from the previous school year, will track the progress of the students. Title I funds will address the need for increased personnel and recognition for success.

See the Title I Letter from Mr. Colton Isaacs, Principal in *Appendix A*.

TITLE I LEARNING COMPACT

Parent/Guardian, Teachers, and Administrators agree to:

1. Encourage good attendance
2. Provide a positive environment for learning and study
3. Support each other's efforts in the development of each student
4. Communicate with each other regularly
5. Always encourage students to achieve their goals

Students agree to:

1. Come to school prepared to work hard
2. Complete work to the best of his/her ability
3. Look to parents/guardians, teachers, and administrators for help, guidance, and/or encouragement

2024-2025 School Year Budget**Name of School: Warren Central High School****Provide a brief description of results of the Title I Parent Survey (Studer) and how these results will be addressed in your program for 2023-2024.**

WCHS will work on ways to improve the community and parental involvement. A committee of students and staff will be assembled in order to address these issues. Parents will be asked to volunteer to join the committee and work as liaisons to the community.

Description of Title I Program for 2023-2024

Warren Central High School has worked diligently to identify specific needs for all students that are served. It is crucial to focus on literacy and mathematics to ensure the students are successful, as well as focusing on Post-Secondary Readiness. The data derived from the Practice ACT, ACT, SRI, Common Assessments, EOP, and KSA On Demand, from the previous school year, will track the progress of the students. Title I funds will address the need for increased personnel and recognition for success. The following staff will be employed with Title I funds: 1.44 English teachers, 1 Band teacher, 1 Math teacher, 2 Social Studies teachers, and 1 Family & Consumer Science teacher. Also, Title 1 will aid in staffing a behavior interventionist and a school liaison that works with students with absences. Our departments will be allocated monies to aid in increasing supplies and other resources. Funding will also be allocated for materials to increase communication between school and home.

Steps to Improve/Reform Gap Discrepancies:

The leadership team will develop a plan that will include, but is not limited to the following:

- 1) Disaggregate data for ALL accountability areas for ALL students and ALL subgroups of students
- 2) Require ALL subject areas to analyze the individual performance for their specific content areas
- 3) Identify individual students that did not perform at the same level of his/her peers
- 4) Meet individually and in small groups with those students to dissect potential obstacles and jointly devise a plan to improve student achievement
- 5) Utilize and modify, as needed, IEPs, 504s, and PSPs for students that qualify for assistance (Tier 1/2)
- 6) Identify and develop Power Standards for ALL content areas and develop common Curriculum Maps for ALL content areas (Tier 1/2)
- 7) Implement Engaging Instruction, effective Lesson Planning, create effective Assessments (formative and summative), and provide timely and meaningful Feedback (Tier 1/2)
- 8) Meet with feeder middle school to share trends, concerns, and vertically align curriculum to reach ALL students and to foster improvement for both schools
- 9) Utilization of enrichment classes in Math and English (Tier 3)
- 10) Continued Professional Development for staff to help reach struggling students

Minimum Scholastic Diploma Requirements

Minimum Scholastic Diploma Requirements

	9 th	10 th	11 th	12 th
English	English I	English II	English III	English IV
Math	Algebra I	Geometry	Algebra II	Probability & Statistics
Science	Biology	Physics	Chemistry	None required
Social Studies	Geography and Econ	World History	US History	None Required
Health and Physical Education				To be taken Senior year
Arts & Humanities				1 credit to be completed prior to graduation
Foreign Language	None Required	None Required	None Required	None Required
Electives	2	2	2	3

Each student will complete an ILP (Individual Learning Plan) that emphasizes career plans and courses a student intends to take. Students must take and pass a Civics Exam in order to graduate. Students must demonstrate performance-based competency in technology, receive instruction in financial literacy, and demonstrate essential workplace skills within four years of graduation. Graduation class of 2024 must complete one qualifier and one prerequisite.

Minimum Academic Diploma Requirements

Minimum Academic Diploma Requirement (Class of 2027 and before)

	9 th	10 th	11 th	12 th
English	English I or Honors English I	English II or AP Seminar	English III or AP Language	English IV, AP Literature, or ENG 101/161
Math	Algebra I or Honors Geometry	Geometry, Honors Geometry, or Honors Algebra II	Algebra II, Honors Algebra II, AP Pre Calculus	AP Pre Calculus, Probability & Statistics, AP Calculus, MAT 150, MTH 130
Science	Biology or Honors Biology	Physics or Honors Physics	Chemistry or CHE 130/135	N/A
Social Studies	World History or World History Honors	Geography and Economics or AP Human Geography	US History or HIS 102	N/A
Health and Physical Education				To be taken Senior Year
Arts & Humanities				1 credit to be completed prior to graduation
Foreign Language	Spanish I & II OR demonstrate World Language Proficiency to be taken one year			
Electives	2	2	2	3

Each student will complete an ILP (Individual Learning Plan) that emphasizes career plans and courses a student intends to take. Students must take and pass a Civics Exam in order to graduate. Students must demonstrate performance-based competency in technology, receive instruction in financial literacy, and demonstrate essential workplace skills within four years of graduation. Graduation class of 2024 must complete one qualifier and one prerequisite.

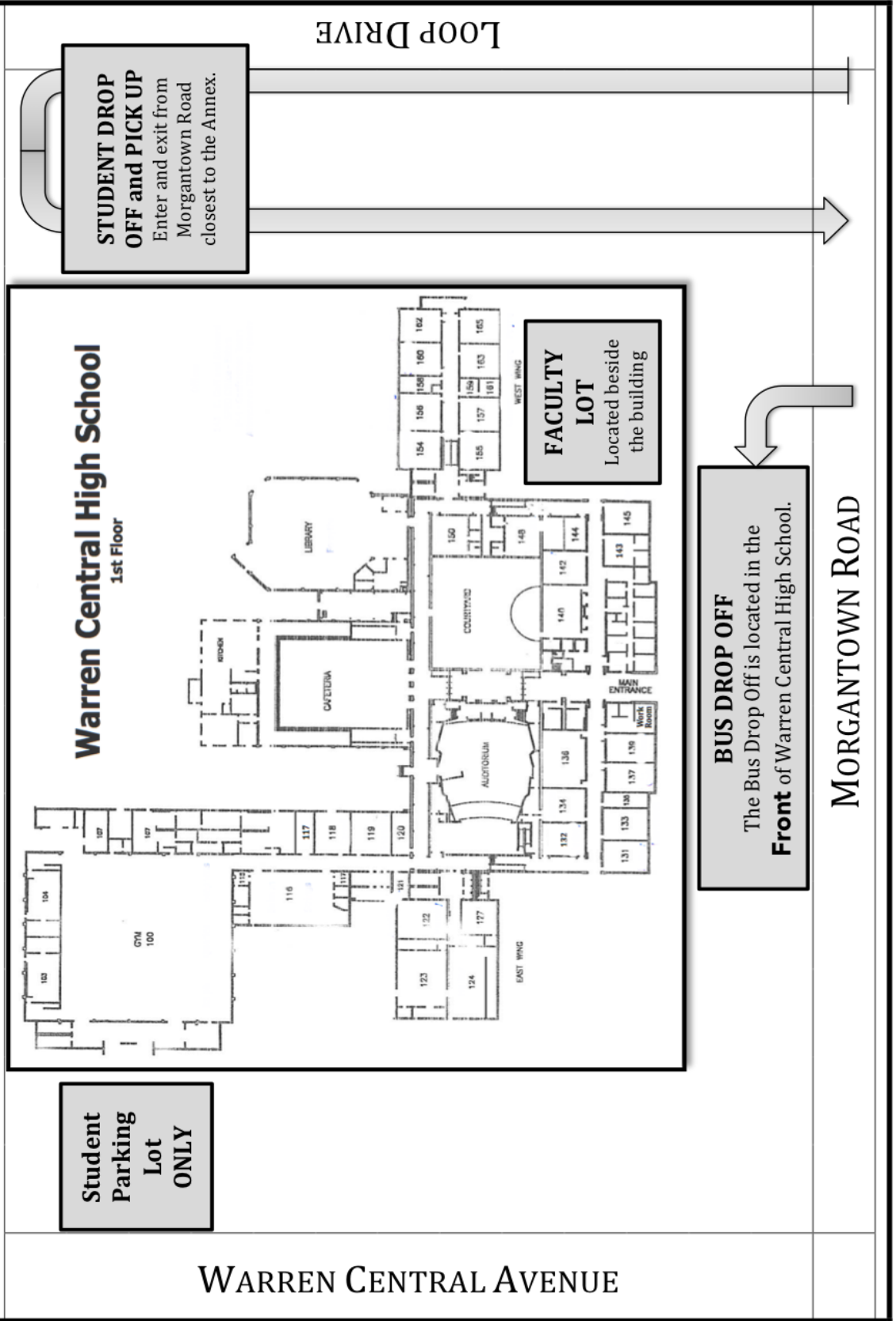
Minimum Academic Diploma Requirement (Class of 2028 and after)

	9 th	10 th	11 th	12 th
English	English I or Honors English I	English II or AP Seminar	English III or AP Language	English IV, AP Literature, or ENG 101/161
Math	Algebra I or Honors Geometry	Geometry, Honors Geometry, or Honors Algebra II	Algebra II, Honors Algebra II, AP Pre Calculus	AP Pre Calculus, Probability & Statistics, AP Calculus, MAT 150, MTH 130
Science	Biology or Honors Biology	Physics or Honors Physics	Chemistry or CHE 130/135	N/A
Social Studies	Geography and Econ or Honors Human Geography	World History or HIS 102	US History or AP US History	N/A
Health and Physical Education				To be taken Senior Year
Arts & Humanities				1 credit to be completed prior to graduation
Foreign Language	Spanish I & II OR demonstrate World Language Proficiency to be taken one year			
Electives	2	2	2	3

Each student will complete an ILP (Individual Learning Plan) that emphasizes career plans and courses a student intends to take. Students must take and pass a Civics Exam in order to graduate. Students must demonstrate performance-based competency in technology, receive instruction in financial literacy, and demonstrate essential workplace skills within four years of graduation. Graduation class of 2024 must complete one qualifier and one prerequisite.

WARREN CENTRAL HIGH SCHOOL

Student Drop Off and Pick Up Locations



Warren Central High School (2024/2025 School Year) Minor Offense Consequences				
Minor Behavior	1st Offense	2nd Offense	3rd Offense	4th Offense
Cell Phone/Technology Violation	Loss of device for the rest of the day and the entire next day	Loss of device for the rest of the day and the next 2 school days	Loss of device for the rest of the day and the next 5 school days	Administrative Discretion
Defiance	1 Day Lunch Isolation + Warning from teacher	3 Days Lunch Isolation	2 Days After-School Detention	1 Day ISS
Derogatory Comments to Student	1 Day Lunch Isolation	3 Days Lunch Isolation	2 Days After-School Detention	1 Day ISS
Destruction of School Property	Restitution for damaged property + 2 Days After-School Detention	Restitution for damaged property + 2 Days After-School Detention	Restitution for damaged property + 2 Days After-School Detention	Restitution for damaged property + 2 Days After-School Detention
Disruption of Instruction	1 Day Lunch Isolation	3 Days Lunch Isolation	2 Days After-School Detention	1 Day ISS
Dress Code Violation (if fixed)	1 Day Lunch Isolation	3 Days Lunch Isolation	2 Days After-School Detention	1 Day ISS
Failure to Serve Detention	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion
General Bus Misbehavior	Bus Warning #1	Bus Warning #2	3-day bus suspension	5-day bus suspension
General Parking Lot Violation	Warning	3 days banned from lot	5 days banned from lot	Banned for the semester
General Profanity	3 Days Lunch Isolation	1 Day After-School Detention	2 Days After-School Detention	1 Day ISS
Horseplay in Class/Hallway	3 Days Lunch Isolation	1 Day After-School Detention	2 Days After-School Detention	1 Day ISS
Inappropriate Contact/PDA	Warning	3 Days Lunch Isolation	1 Day After-School Detention	2 Days After-School Detention
Possession of Contraband Items	Confiscated//Parent Pickup	Confiscated//Parent Pickup	Confiscated//Parent Pickup	Confiscated//Parent Pickup
Skippping Class	3 Days Lunch Isolation	2 Days After-School Detention	3 Days After-School Detention	1 Day ISS
Tardy to Class	4 -5 Tardies = Warning	6 - 8 Tardies = 1 Day After-School Detention	9 - 11 Tardies = 2 Days After-School Detention	12+ Tardies = Administrative Discretion
Violation of Internet Policy (Acceptable Use)	Administrative Discretion	Administrative Discretion	Administrative Discretion	Administrative Discretion

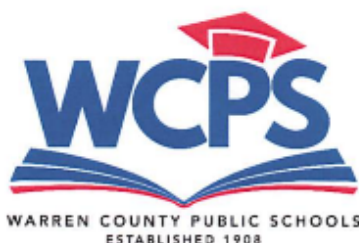
Always contact parents. Collaborate with the special education/ESL department(s) for students with IEPs/PSPs. Administration may adjust consequences based on additional circumstances.

Warren County Public Schools (2024/2025 School Year) Major Offense Consequences							
Materials or Substance	1st Offense	2nd Offense	3rd Offense	4th Offense	Give to someone else Receive/Transfer	Purchase or Sell	Assessment Recommendation
Tobacco or tobacco products (includes vape, cigarettes, dip, etc)	3 Days ISS	5 Days ISS	5 Days ASP	Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)			
	1st Offense: Provide to the parent or guardian and the student evidence-based, age-appropriate nicotine cessation information to include but not be limited to materials, programs, and referrals for treatment		3rd Offense: Provide the opportunity for a student to complete an evidence-based, age-appropriate nicotine education program during in-school suspension and/or ASP				
Alcohol *	5 days in ASP	ASP pending pre-board hearing	Notify SRO & Notify DPP. Board Hearing Suspend out (not to exceed 10 days unless authorized by DPP)			10 days in ASP	Must refer for outside drug/alcohol assessment. Refer to District Mental Health Counselor
Over the counter medicines	Not properly contained or not turned into the office. Confiscation and contact parent.	1 Day ISS. Principal's discretion.	3 Days ISS. Principal's discretion.		Confiscation and contact parent(s). Principal discretion.	3 Days ASP	Principal's discretion. Refer to District Mental Health Counselor.
Prescription medication	Not properly contained, not following the prescription, or not turned into the office. Confiscation and contact parent. Principal's discretion	1 Day ISS. Principal's discretion.	3 Days ISS. Principal's discretion.		Notify SRO & Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Notify SRO & Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Must refer for outside drug/alcohol assessment. Refer to District Mental Health Counselor
Prescription medicine that is a controlled substance	Notify SRO & DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Notify SRO & DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Notify SRO & DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)		Pre-Board/Board hearing Notify SRO; Notify DPP. Suspend out (not to exceed 10 days unless authorized by DPP)	Pre-Board/Board hearing Notify SRO & Notify DPP. Suspend out (not to exceed 10 days unless authorized by DPP)	Must refer for outside drug/alcohol assessment. Refer to District Mental Health Counselor
*Possession of a substance causing an altered state of mind (e.g.,marijuana, inhalants, some vapor products, drug paraphernalia, etc.)	Notify SRO & DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Notify SRO & DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Notify SRO & DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)		Notify SRO & Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Notify SRO; Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Must refer for outside drug/alcohol assessment. Refer to District Mental Health Counselor
*Under the influence of any substance causing altered state of mind (e.g., alcohol, marijuana, etc.)	Notify SRO & DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Notify SRO & DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Notify SRO & DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)		Notify SRO & Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Notify SRO; Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Must refer for outside drug/alcohol assessment. Refer to District Mental Health Counselor

Always contact parents. Collaborate with the special education department for students with IEPs. Pre-Board/Board committees may alter consequences based on specific circumstances.
 Look-alikes will be treated as the actual substance. Offenses are for a career lifetime (not just per year). Principal may adjust consequences based on additional circumstances (i.e. intent, quantity, impact on others, etc.)
 * Consult Law Enforcement

Warren County Public Schools (2024/2025 School Year) Major Offense Consequences			
Major Behavior	1st Offense	2nd Offense	3rd Offense
Abusive language towards a teacher *	3 days ASP	5 days ASP	10 days ASP
Physical Aggression (non-fighting) Physical Aggression (non-fighting) (N37): May include but not limited to pushing, shoving, wrestling, etc. Does not result in injury (punches are not thrown).	Administrative discretion	Administrative discretion (minimum of 3 days ISS)	Administrative discretion (a minimum of 5 days ISS or ASP)
Possession, transferring, and/or accessing pornography *	Restricted technology use. 3 Days ISS	5 days ASP	Notify SRO & Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)
Possession, transferring, and/or accessing CHILD pornography *	Notify SRO; follow pornography guidance (above) if appropriate		
Bullying, Cyberbullying, Hazing *	Refer to WCPS Policy 09.422 Must refer to District Mental Health Counselor to determine next steps; Notify SRO & DPP		
Inappropriate Sexual Behavior	Refer to WCPS Policy 09.422 Notify SRO & DPP; Must refer to District Mental Health Counselor to determine next steps		
Fighting *	10 days ISS and/or ASP	10 days ASP	Notify SRO & Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)
Assault *	Notify SRO & Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Notify SRO & Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)	Notify SRO & Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)
Pulling the Fire Alarm * Arson * Bomb Threat *	Refer to WCPS Policy 09.425 Notify SRO, Notify DPP Must refer to District Mental Health Counselor and District Safety Personnel	Refer to WCPS Policy 09.425 Notify SRO, Notify DPP Must refer to District Mental Health Counselor and District Safety Personnel	Refer to WCPS Policy 09.425 Notify SRO, Notify DPP Must refer to District Mental Health Counselor and District Safety Personnel
Weapons *	Pre-Board Hearing Notify SRO, Notify DPP & Notify Director of Student Services Suspend out (not to exceed 10 days unless authorized by DPP)	Pre-Board Hearing Notify SRO , Notify DPP & Notify Director of Student Services Suspend out (not to exceed 10 days unless authorized by DPP)	Pre-Board Hearing Notify SRO, Notify DPP & Notify Director of Student Services Suspend out (not to exceed 10 days unless authorized by DPP)
Theft of item over \$20 *	3 days ASP	5 days ASP	10 days ASP
Fighting *	10 days ISS and/or ASP	10 days ASP	Notify SRO & Notify DPP. Suspension pending pre-Board hearing (not to exceed 10 days unless authorized by DPP)

Always contact parents. Collaborate with the special education department for students with IEPs. Pre-Board/Board committees may alter consequences based on specific circumstances.
 Look-alikes will be treated as the actual substance. Offenses are for a career lifetime (not just per year). Principal may adjust consequences based on additional circumstances (i.e. intent, quantity, impact on others, etc.)
 * Consult Law Enforcement



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www.warren.kyschools.org

Rob Clayton, Superintendent

Dear Parent or Guardian:

The educators in Warren County Public Schools are committed to providing a quality instructional program for your child. This letter is just one of the ways of keeping you informed of the educational commitment of our schools and our district.

Our district receives federal funds as a part of the Every Student Succeeds Act (ESSA). Under ESSA, you have the right to request information regarding the professional qualifications of your child's teacher(s). If you request this information, the district will provide you the following information about whether the teacher:

- Has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- Is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived;
- Is teaching in the field of discipline of the certification of the teacher; and
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you would like to request this information, please contact Jeanie Hopkins by phone at 270-781-5150 or by email at jeanie.hopkins@warren.kyschools.us. Please include your child's name, the name of the school your child attends, the names of your child's teacher(s) and an address or email address where the information may be sent. Thank you for your interest and involvement in your child's education.

Sincerely,

Rob Clayton
Superintendent