

Civility

BOARD INTENT

The Board invites parental and community member involvement and recognizes that the vast majority of input received will be of a constructive and civil nature. This policy is designed to address those rare instances where that is not the case.

While it is not the Board's intent to deny an individual's right to freedom of expression, it has the responsibility to maintain, to the extent possible and reasonable, safe, harassment-free schools, school activities, and workplaces for students and staff and to minimize disruptions to the District's programs.

PREPARATION OF EMPLOYEES

The Superintendent/designee shall implement intervention and response training to notify employees of this policy and their corresponding responsibilities and to prepare them to deal with incidents of incivility.

BEHAVIOR STANDARDS

Persons coming onto District property shall be under the jurisdiction of the site administrator or designee.

District employees shall be courteous and helpful in interacting and responding to parents, visitors, and members of the public. In turn, individuals who come onto District property or contact employees on school or District business are expected to behave accordingly. Specifically, actions that are discouraged and may warrant further action include, but are not limited to:

1. Cursing and use of obscenities,
2. Disrupting or threatening to disrupt school or office operations,
3. Acting in an unsafe manner that could threaten the health or safety of others,
4. Verbal or written statements or gestures indicating intent to harm an individual or property, and
5. Physical attacks intended to harm an individual or substantially damage property.

Employees who fail to observe these standards in their own behavior shall be subject to appropriate disciplinary measures, up to and including dismissal.

EMPLOYEE OPTIONS

In cases involving physical attack of an employee or imminent threat of harm, the first priority shall be for employees to take immediate action to protect themselves and others. In absence of an imminent threat, employees shall attempt to calmly and politely inform the individual of the provisions of this policy and/or provide him/her with a copy. However, if the individual continues to behave in a discourteous and uncivil manner, the employee may respond as needed, to include, but not be limited to, the following options:

Civility**EMPLOYEE OPTIONS (CONTINUED)**

1. Hang up on a caller;
2. End a meeting;
3. Ask the individual to leave the school;
4. Call the site administrator or designee for assistance; and/or
5. Call the police.

Employees shall submit to their immediate supervisor, as soon as possible, a written incident report for all such occurrences. The Superintendent/designee, on advice from the Board Attorney, shall determine whether an incident indicates the need for a restraining order or pursuit of other legal options on behalf of the District. Individual employees are free to pursue other legal courses of action.

SCHOOL SPONSORED EVENTS INCLUDING ATHLETIC EVENTS

This civility policy applies to participants, parents, and spectators (including student spectators) during all school sponsored events, including extracurricular activities and athletic practices and competitions. Violators may be banned from participation or attendance at future events and may face criminal charges. The site administrator/supervisor during any event has the authority to eject from the event venue any person who violates the above Behavior Standards. Contest officials in events sanctioned by the Kentucky High School Athletic Association have the authority to exclude student participants and adult non-participants from an event venue and to suspend competition until order is restored.

Parents and spectators should observe a cooling-off period of twenty-four (24) hours after any practice or competition before addressing complaints or criticisms with coaching staff, except in circumstances where prompt communication is reasonably believed necessary for the health or safety of a student participant. Parents should schedule meetings with coaching staff to discuss concerns, rather than discuss individual concerns immediately before or after practices or competitions when coaches are required to supervise student participants.

REFERENCES:

[KRS 161.190](#)
[KRS 503.110](#); [KRS 518.090](#)

RELATED POLICIES:

03.1325; 03.2325
09.425; 10.2; 10.5

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