

# **East Carter High School**



**Student Handbook  
2024-2025**

# Welcome to East Carter High School



405 Hitchins Rd.

Grayson, KY 41143

606.474.6696 Ext. 41000

Stay Connected:



[www.eastcarterhighschool.org](http://www.eastcarterhighschool.org)



<https://www.facebook.com/ECRaiders/>



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@east\_carter\_raiders

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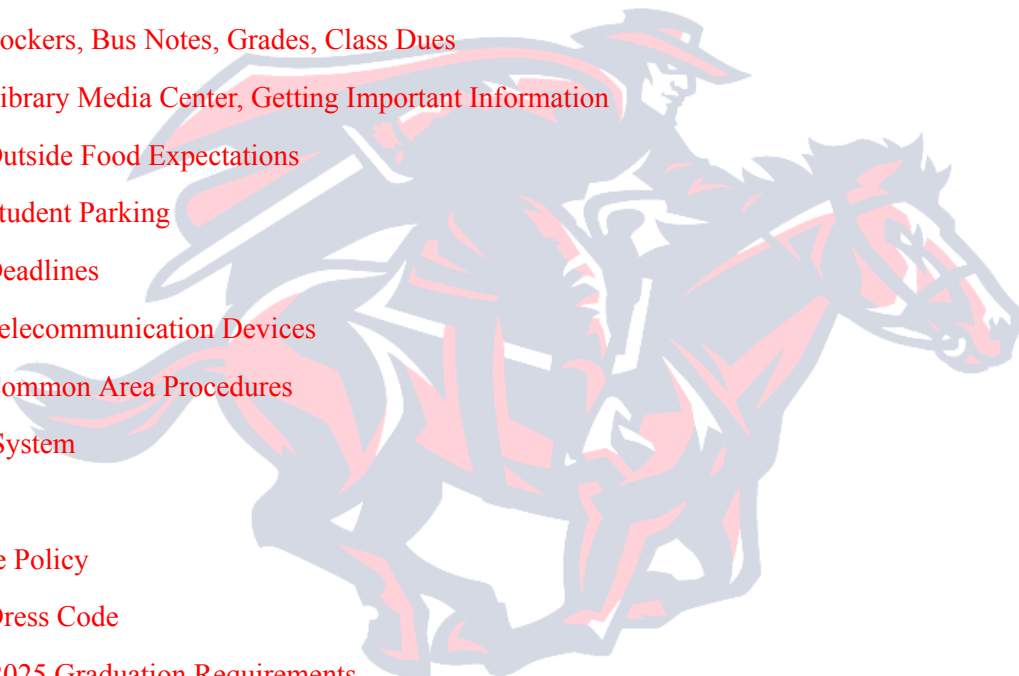
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# East Carter High School

## Our Mission Statement:

East Carter High School is a community committed to EMPOWERING STUDENTS through positive relationships and academic rigor.

## Our Vision Statement:

East Carter High School—Extreme Commitment to Student Success

### ECHS RAIDER R'S

**Respectful:** Respect should be shown to the instructor, peers, visitors, and yourself.

**Responsible:** Be responsible for you, your work, and your area.

**Resourceful:** Working through situations using all resources available, relying on peers and forming opinions.

**Reliable:** Active and trustworthy member of a group or team.

**Ready:** On time, prepared, materials, mentally and physically ready.



#RaiderPride

## School Fight Song

*Go, Go, Go East Raiders  
We want a victory  
We'll fight on with courage  
And our loyalty (Rah, Rah, Rah)  
Red, White, Blue our colors  
Spirit is our theme  
The Raiders have spirit, so come on let's hear it  
And we'll bring home a victory  
(Fight, Fight, Fight, Fight, Fight, Fight... Fight...Fight...Fight)*

## Student Organizations

### SPORTS

Boys & Girls Basketball  
Boys & Girls Cross Country  
Boys & Girls Golf  
Boys & Girls Soccer  
Boys & Girls Tennis  
Boys & Girls Track

Boys Baseball  
Cheerleading  
E-Sports  
Football  
Girls Softball  
Volleyball  
Wrestling

### ORGANIZATIONS

4-H  
Art Club  
Beta Club  
FBLA  
FCA  
FCCLA  
Y Club

TSA  
FEA  
FFA  
French Honor Society (FHS)  
KJHS  
SADD  
Student Council  
Reading/Writing

### OTHER GROUPS/ACTIVITIES

Academic Team  
Archery  
Band  
Drama

Educational Talent Search  
JROTC  
Yearbook  
Upward Bound



# Carter County Schools

## School Calendar

### 2024-2025



<b>August 14, 15, 16, 19</b>	<b>Teacher Planning/Professional Development</b>
<b>August 20</b>	<b>Opening Day for Teachers</b>
<b>August 21</b>	<b>First Day of School for Students</b>
<b>September 2</b>	<b>No School – Labor Day (Holiday)</b>
<b>September 30 - October 4</b>	<b>No School – Fall Break</b>
<b>November 4</b>	<b>No School – Teacher Planning Day</b>
<b>November 5</b>	<b>No School – Teacher PD Day (Election Day)</b>
<b>November 27-29</b>	<b>No School – Thanksgiving (Holiday Observed 11/28)</b>
<b>December 23</b>	<b>No School – Teacher Professional Development</b>
<b>December 24 – January 2</b>	<b>No School - Christmas/New Year's</b>
<b>January 3, 6</b>	<b>No School – Teacher Planning Days</b>
<b>January 20</b>	<b>No School - Martin Luther King, Jr. Day</b>
<b>March 31 - April 4</b>	<b>No School - Spring Break</b>
<b>May 26</b>	<b>No School – Memorial Day</b>
<b>May 27</b>	<b>Last Day of Classes for Students</b>
<b>May 28</b>	<b>Closing Day for Teachers</b>
<b>May 29, 30</b>	<b>Teacher Planning Day</b>



*Approved by the Carter County Board of Education on 01/22/2024.*

# FACULTY AND STAFF

## **Administrative Staff**

Corey Gee, Principal  
Veronica Braun, Assistant Principal  
Cory Jones, Assistant Principal

## **Front Office Staff**

Kim Gullett, Secretary  
Donna Kay Adams, Attendance Clerk  
Wanda Greer, Records Clerk

## **Guidance Counseling Staff**

Bill Billman, A-K Counselor  
Belicia Sexton, L-Z Counselor

## **School Resource Officer**

Eric Caudill/R.D. Porter

## **Agriculture**

Kenny Brammell

## **Humanities**

Heather Berry-Art  
Ben Hawkins-Drama and French  
Logan Skidmore-Band

## **Business**

Tera Baldwin  
Aundra Shearer

## **Health & P.E.**

Brandon Baker, Athletic Director  
Jennifer Clark

## **Engineering**

Breiana Shaffer

## **Credit Recovery/ISS**

Tim Champlin

## **English Language Arts**

April Blevins  
Danielle Boggs  
Jessie Marshall  
Wendy Potter

## **JROTC**

Sgt. David Morris  
Major Jennifer Stacy

## **Family-Consumer Science**

Jill Jackson

## **Library Media Center**

Nikki James, Library Media Specialist  
Kim Stevens, Library Assistant

**Math**

Aaron Eldridge  
Erik Kouns  
Aimie Walker  
Tyler Walker

**Science**

Lisa McNeal  
Jaime Tiller  
Chandra Wallace

**Social Studies**

Micah Adams  
John Ramey  
Jeremiah Shearer

**Special Education**

Jill Bailey  
Laken Bond  
Cole Brammer  
Hannah Ison  
Connor Robinson  
Cameron Sparks  
Jeff Whitson  
Saundrea Yoak

**Support Staff**

Shannon Cordial  
Judy Davis  
Kendall Geyer  
Connia Griffith  
Debbie Hale  
Courtney Harlow  
Gigi Lucas  
Misty Mullis

**Youth Service Center**

Katie Coburn, Coordinator  
Marcie Morgan, Assistant

**Custodial Staff**

Donnie Barker  
Laurie Fyffe  
Lee Fyffe  
Carl Haywood  
James Jackson

**Cafeteria Staff**

Trudy Cordle–Head Cook  
Tonya Bailey  
Margarete Dearfield  
Sandra Middleton





# Athletic Coaches

**Brandon Baker, Athletic Director**

**Archery**–

**Baseball**–Jeremiah Shearer

**Basketball, Boys**–Cole Brammer

**Basketball, Girls**–Matt Clark

**Bass Fishing**–

**Cheerleading**–Jordan Goodman

**Cross Country**–Tersa Morse

**E-Sports**- Brandon Marksberry

**Football**–Tim Champlin

**Golf**--Greg Cherry

**Soccer, Boys**–Grady Garrison

**Soccer, Girls**–Tyler Walker

**Softball**–Derek Calhoun

**Tennis**--Jeff Porter

**Track**--Jeff Whitson

**Volleyball**–Jennifer Clark

**Unified Track**- Jeff Whitson

**Wrestling**–Shane Davidson

## Club Sponsors

**Academic Team**–

**Beta**–Jaime Tiller

**Drama**–Ben Hawkins

**FBLA**–Tera Baldwin & Aundra Shearer

**FCA**–Tyler Walker

**FCCLA**–Jill Jackson

**FFA**–Kenny Brammell

**French Honor Society**–Ben Hawkins

**Gaming**–Brandon Marksberry

**TSA**–Breianna Shaffer

**Unified**–Jaime Tiller

**Yearbook**–Jessie Marshall

## ATTENDANCE AT A GLANCE

<b>Excused Absence (parent note)</b>	<b>Limits</b>	<b>Notes</b>
	6 per school year	Note within <b>5</b> days of returning to school. Must include student name, date of absence, and reason for absence. Needs to be turned in at scanning or to the front office
<b>Doctor-Excused Absence</b>	No limit	Note within <b>5</b> days of returning to school. Needs to be turned in at scanning or to the front office
<b>Unexcused Absences</b>	<p><b>3</b> unexcused absences makes you “<b>truant</b>”</p> <p><b>6</b> unexcused absences makes you a “<b>habitual truant</b>” and will get you referred to the court system</p> <p><b>8</b> unexcused absences excludes you from being able to attend <b>Prom</b> (suspensions count) and for seniors it excludes you from being able to participate in the <b>graduation ceremony</b> (suspensions do not count)</p>	

### Prom/Dance Attendance Guidelines

- Attendance at the Prom or any other dance is a privilege and not a right. Behavior and/or attendance issues can keep you from being approved for the prom or other dances.
- No one below the 9th grade or above the age of 20 may attend a high school dance.
- Students with 8 or more unexcused absences (including suspensions) for the school year cannot attend prom.
- A Dance Guest Form must be completed to bring a guest not currently enrolled as an East Carter High School student. Age restrictions will apply.
- No re-entry into the dance will be permitted for any student.
- Students are to be in designated dance areas. Students found outside designated areas will be escorted off school property.
- All students will be observed for illegal substances prior to entry into the dance.
- Any student suspected of being under the influence of drugs and/or alcohol will be subject to evaluation.
- Administrators, if given just cause, reserve the right to conduct bag searches.
- Any student who refuses to comply will be denied entry into the dance
- Any vehicle, including limousines, can be searched with just cause at any time, by proper authorities. Passengers will be held responsible and subject to consequences for any illegal substances found within the vehicle.

## Bell Schedule

	<b>Regular Schedule</b>	<b>One-Hour Delay</b>	<b>Two-Hour Delay</b>
<b>1st period</b>	8:00-8:55	9:00-9:40	10:00-10:25
<b>2nd period</b>	9:00-9:55	9:45-10:25	10:30-10:55
<b>3rd period</b>	10:00-10:55	10:30-11:10	11:00-11:25
<b>4th period</b>	11:00-11:55	11:15-11:55	11:30-11:55
<b>5th period</b>	12:00-1:15 <i>1<sup>st</sup> Lunch</i> 12:00-12:25 <i>2<sup>nd</sup> Lunch</i> 12:25-12:50 <i>3<sup>rd</sup> Lunch</i> 12:50-1:15	12:00-1:15 <i>1<sup>st</sup> Lunch</i> 12:00-12:25 <i>2<sup>nd</sup> Lunch</i> 12:25-12:50 <i>3<sup>rd</sup> Lunch</i> 12:50-1:15	12:00-1:15 <i>1<sup>st</sup> Lunch</i> 12:00-12:25 <i>2<sup>nd</sup> Lunch</i> 12:25-12:50 <i>3<sup>rd</sup> Lunch</i> 12:50-1:15
<b>6th period</b>	1:20-2:15	1:20-2:15	1:20-2:15
<b>7th period</b>	2:20-3:15	2:20-3:15	2:20-3:15

### Arrival

Students should arrive to 1st period prior to 8:00 AM. After 8:00 AM, you are tardy.

All students enter the building at the back of the school and go through the scanners from 7:20-8:15 AM. After 8:15 AM, you need to enter through the front office. If you have a backpack or bag of any kind, it will be searched prior to walking through the metal detector. If your backpack is not clear/mesh, you will not be allowed to bring it in.

### Dismissal

At the 3:15 dismissal bell, students who ride the bus home, need to quickly go out to the front of the school to look for their bus.

Pickups will go to the back of the school (where you enter in the mornings).

## Lockers

- If you would like to use a locker, see Donna Kay Adams in the front office. She will assign one to you.
- Your locker is to be kept locked at all times. Students are cautioned against telling lock combinations to others.
- Each student is responsible for keeping his/her assigned locker clean both inside and outside.
- Students are cautioned not to keep money or other valuables in their lockers.
- Students must use the official school locks. Personal locks on lockers will be cut off.
- All lockers unassigned will be locked or secured by school staff.

## Student Bus Notes

A bus note must be written by a parent/guardian when the student will be riding a different bus to a new/different location for one day. A note must be written for each event. The note must include parent/guardian signature along with a phone number so the note can be verified by school personnel before permission is granted.

## Student Grades & Assessments Policy 09.01

In pursuit of accurately reporting progress toward standard mastery to each student and those with a direct interest in the student's progress; the staff of East Carter High School will assign grades and scores that are accurate, meaningful, and consistently support learning. Grades and scores will communicate a quantitative indicator of progress toward standards-based learning goals. The formulas for calculating grades and scores will be consistent school wide.

## Grades & Report Cards

Grades and report cards will accurately reflect achievement and the outcomes as defined by the curriculum and/or individual program plan. As such, individual student achievement will not be based on, or measured by, students' social development, classroom behavior, work habits, bonus points (extra credit), student absences, missed/late assignments, group scores, neatness, etc.

## Class Dues

Every student has class dues that need to be paid each year. Students may not purchase Homecoming/Prom tickets unless their dues are paid. Dues are paid to Ms. Braun in the office or in the cafeteria at lunch. This money goes into an account for each class that helps pay for dances and all the activities for your senior year.

9th Grade—\$5

10th Grade—\$10

11th Grade—\$15

12th Grade—\$20

A student may also pay \$50 to pay for all 4 years at once. If you need help with your class dues, please see Ms. Braun in the front office.

## Library Media Center

LMC hours: 7:40-3:15 (extended hours may be arranged with LMC staff). Students who wish to visit the LMC during class must have permission from his/her teacher and a purpose for the visit.

LMC Circulation: Books may be checked out for 2-week intervals and renewed for an additional two weeks. Students must present the book in the LMC to renew. Fines accrue at \$0.25 per day for overdue books. Students may not be allowed to check out additional items if they are in overdue status or owe outstanding fines. Overdue Notices are delivered to students on a weekly basis. Materials lost or damaged beyond repair are billed to the student at replacement cost.

Chromebook Policy: Students will be required to bring their own technology to class. We allow students to check out Chromebooks with parent/guardian permission to use as long as needed at ECHS. Chromebooks will not be collected for summer vacations, so students will be expected to return to school with their assigned Chromebook the following year.

Chromebooks must be returned without damage beyond normal wear and tear before students graduate or leave ECHS. Students who lose or intentionally damage his/her Chromebook will be responsible for the replacement of the device. The current cost of replacement is \$225.

Any issues students have with their Chromebooks should be reported to the LMC immediately as most issues are easily resolved.

## Getting Important Student Information

Everyone has access to a Google classroom for their graduating class (Class of 2025, Class of 2026, etc). If you are not already a member of your “Class of” classroom, check your email for an invitation. If you don’t have an invitation, see a counselor or administrator to add you to the class. Important information is often posted in this classroom, as well as electronic voting forms for homecoming/prom queens and kings. For seniors, scholarship information is updated regularly. This classroom should be checked often. (Freshmen may have to wait a few days after the start of school to get their invitation.)

## Outside Food Expectations

East Carter High School operates a federally funded cafeteria; therefore breakfast and lunch periods are closed. Students may not leave school grounds during breakfast or lunch.

Students are permitted to pack their own lunch from home.

Outside restaurant food deliveries of any kind are not permitted on campus. This includes pizza delivery, GrubHub, DoorDash, etc. No food may be brought to your student that displays logos or identification.

## Student Parking Policy

In the interest of safety for all students and to provide a more convenient parking facility, the following guidelines are in effect

1. Students must have a valid driver's license.
2. Students must provide proof of liability insurance.
3. Students and parents must sign documents agreeing to submit to random drug testing.
4. Students will be given a parking tag, which must be clearly displayed in the vehicle's windshield whenever the vehicle is on campus. No parking in unauthorized areas.
5. Vehicles may be searched if drugs, alcohol, or weapons are suspected.
6. School board policy states:
  - a. A combination of 5 tardies/unexcused absences—student loses driving privileges for 10 days.
  - b. A combination of 10 tardies/unexcused absences—student loses driving privileges for 20 days.
  - c. A combination of 15 tardies/unexcused absences—student loses driving privileges for the rest of the year.
7. Driving recklessly, as determined by school personnel, will result in the loss of parking privileges.
8. Using vehicle to leave campus without permission will result in the loss of driving privileges.
9. No sitting in parked cars.
10. No one shall be in the parking lot during school hours without permission of school personnel.

## Deadlines

Students are required to submit both formative and summative tasks on the due date. Practices related to supporting students in meeting deadlines include, but are not limited to, the following:

- Firm due dates for major summative assessments are communicated in advance, based on school reporting schedules (e.g., mid-terms/9-weeks/final grades).
- Extensions of firm due dates are negotiable, based on extenuating circumstances, for major summative tasks/tests within the class based on individual student needs/circumstances and at teacher discretion.
- Students who miss a firm due date for formative and summative tasks will make arrangements with the classroom teacher to complete the work within 5 school days. The teacher may place the student in after school detention for completion.
- For reporting purposes, there will be firm, school-wide cutoff dates for teachers to evaluate student work. All work must be completed prior to the course final exam.
- If work is not submitted by the due date, the report card may indicate “incomplete” to reflect the fact that there is insufficient evidence to make a fair evaluation of student performance of major expectations.
  1. Marks will not be reduced for late work submitted within the 5 school day deadline (Teachers will provide support for the learner.)
  2. Retakes for a higher grade will be allowed within the 5 day window and all retake work must be completed prior to retaking target assessment.
  3. “I’s” or “missing” can be given throughout the term but will revert back to prior assessment score or zero within 5 days (teacher discretion may be used to extend time period in extenuating circumstances).
- If a student fails to submit formative or summative work on time, there will be escalating consequences:
  1. A teacher must call the parent/guardian.
  2. The student may be required to attend a tutoring session.
  3. A student may be withdrawn from elective class until work is complete or may be required to attend after school detention.

## Telecommunication Devices

While on school property or while attending school-sponsored or school-related activities, whether on or off school property, students shall be permitted to possess and use personal telecommunication devices as defined by law and other related electronic devices, provided they observe the following conditions:

1. Devices shall not be used in a manner that disrupts the educational process, including but not limited to, use that:
  - a. Poses a threat to academic integrity, such as cheating;
  - b. Violates confidentiality or privacy rights of another individual. This includes, but is not limited to, taking photographs, video, or audio recordings of others without the permission of the Principal/designee and the affected individual(s). An exception may be made for events considered to be in the public arena (e.g. sporting events, academic competitions, or performances to which the general public is admitted) where the activity does not materially disrupt the event, prevent others from observing the event, or otherwise violate legal rights. School social events for students, activities sponsored by student clubs, and activities during the school day that are not open to the public are not considered to be in the public arena;
  - c. Is profane, indecent, or obscene;
  - d. Constitutes or promotes illegal activity or activity in violation of school rules; or
  - e. Constitutes or promotes sending, sharing, or possessing sexually explicit messages, photographs, or images using any electronic device.
2. Unless an emergency situation exists that involves imminent physical danger or a certified employee authorizes the student to do otherwise, devices shall be turned on and operated only before and after the regular school day and during the student's lunch break.
3. When students violate prohibitions of this policy, they shall be subject to disciplinary action, including losing the privilege of bringing the device onto school property and being reported to their parent/guardian. A violation also may result in a report being made to law enforcement. In addition, an administrator may confiscate the device, which shall only be returned to the student's parent/guardian.
4. Students are responsible for keeping up with devices they bring to school. The District shall not be responsible for loss, theft, or destruction of devices brought onto school property.
5. Students shall comply with any additional rules developed by the school concerning appropriate use of telecommunication or other electronic devices.
6. Students shall not utilize a telecommunication or similar electronic device in a manner that would violate the District's Acceptable Use policy or procedures or its Code of Acceptable Behavior and Discipline.



## Common Area Procedures

<p style="text-align: center;"><u>Hallways</u></p> <ol style="list-style-type: none"> <li>1. Walk to the right/pass on the left.</li> <li>2. Keep your hands and feet to yourself</li> <li>3. Talk in a conversational tone. Avoid yelling/screaming/making loud noises.</li> <li>4. Use your passing time wisely. Take care of restroom/lockers before you socialize to avoid being late to class.</li> <li>5. Avoid blocking hallways in large groups</li> <li>6. Respond appropriately and immediately to adult directions.</li> </ol>	<p style="text-align: center;"><u>Afternoon Procedures</u></p> <ol style="list-style-type: none"> <li>1. Go immediately to your bus, personal vehicle, or assigned waiting area.</li> <li>2. Student drivers are to exit the campus immediately, without loitering in the parking lot.</li> <li>3. Students waiting for busses will congregate in front of the building and watch for their bus to come.</li> </ol>
<p style="text-align: center;"><u>Morning Procedures</u></p> <ol style="list-style-type: none"> <li>1. Enter through the scanners at the back entrance of the school.</li> <li>2. Turn in excuses for previous absences/tardies at the table by the scanner doors.</li> <li>3. Place sports bags in storage cabinets.</li> <li>4. Go directly to the cafeteria to eat breakfast and/or wait for the morning bell (7:50 am).</li> <li>5. Sit down upon entering the cafeteria.</li> <li>6. Keep your hands and feet to yourself.</li> <li>7. Talk in a conversational tone.</li> </ol>	<p style="text-align: center;"><u>Restrooms</u></p> <ol style="list-style-type: none"> <li>1. Keep the restroom clean for yourself and others.</li> <li>2. Use the facilities properly, the way they were designed to be used.</li> <li>3. Avoid congregating/loitering in the restrooms.</li> <li>4. Report any problems in the restrooms immediately to a staff member.</li> <li>5. Only one person allowed in a stall at a time.</li> <li>6. Students will abide by maximum occupancy signs.</li> </ol>
<p style="text-align: center;"><u>Cafeteria</u></p> <ol style="list-style-type: none"> <li>1. Go directly to the cafeteria at your scheduled time.</li> <li>2. Be polite to cafeteria personnel.</li> <li>3. Avoid wastefulness by taking only the napkins/straws/condiments you need.</li> <li>4. Keep the tables and floors clean.</li> <li>5. Dispose of all trash in the proper receptacles.</li> <li>6. Ask permission from an adult on duty to leave the cafeteria.</li> <li>7. Stay seated until dismissed.</li> <li>8. Once students enter the cafeteria, they will only exit the door near the restrooms.</li> </ol>	<p style="text-align: center;"><u>Assemblies</u></p> <ol style="list-style-type: none"> <li>1. Respond appropriately to the presenter based on the type of assembly.             <ol style="list-style-type: none"> <li>a. Formal–Students sit quietly and attentively.</li> <li>a. Educational–Students interact appropriately and respectfully with presenter.</li> <li>b. Spirit–Students actively participate.</li> </ol> </li> <li>2. Be polite and attentive.</li> <li>3. Questions should be relevant and pertain to the topic at hand.</li> <li>4. Use the aisle to get to your seat, avoiding climbing over or on the chair backs.</li> <li>5. Leave the top row of the bleachers empty for teachers.</li> </ol>

## P.A.S.S. System

	Abnormal Behavior	Attendance	Failing
Step 1- Teacher submits name of concern	Teacher Call Home Intervention Conference	Teacher Call Home Intervention Conference	Teacher Call Home Intervention Conference
Step 2 - 2 weeks after conference if problem still exist	Admin Call Home Intervention Conference Meeting with counselors	Admin Call Home Intervention Conference Reward Offered	Admin Call Home Intervention Conference Student is pulled from classes at Admin discretion for makeup work in room 107 Student loses out on club day/ field trips
Step 3 - 2 weeks after Step 2 if problem still exist	Conference with Parents	Admin call home Name submitted to DPP	Student does make up work in room 107 until completed. If student refuses, it will be treated as defiance.

Abnormal Behavior - Teacher notices behavior (sad, upset, defiance) that is out of the normal

Attendance - Teacher notices a student is missing more than usual and needs administration to look into it.

Failing - Student is substantially failing or on their way to substantially failing and teacher knows that if something doesn't change or intervention doesn't happen student won't pass.

## Securly

**THE DESTINATION MAKES THE APPOINTMENT!**

Students should not request to go to another teacher's classroom. If a teacher needs a student in their classroom, then they should contact the responsible teacher. Teachers will not write notes with a request for a student to come to their classroom.

All student classroom departures should be done through the Securly system. Students will request a pass to the restroom or other parts of the building through Securly.

## **DISCIPLINE POLICY**

**2024-2025**

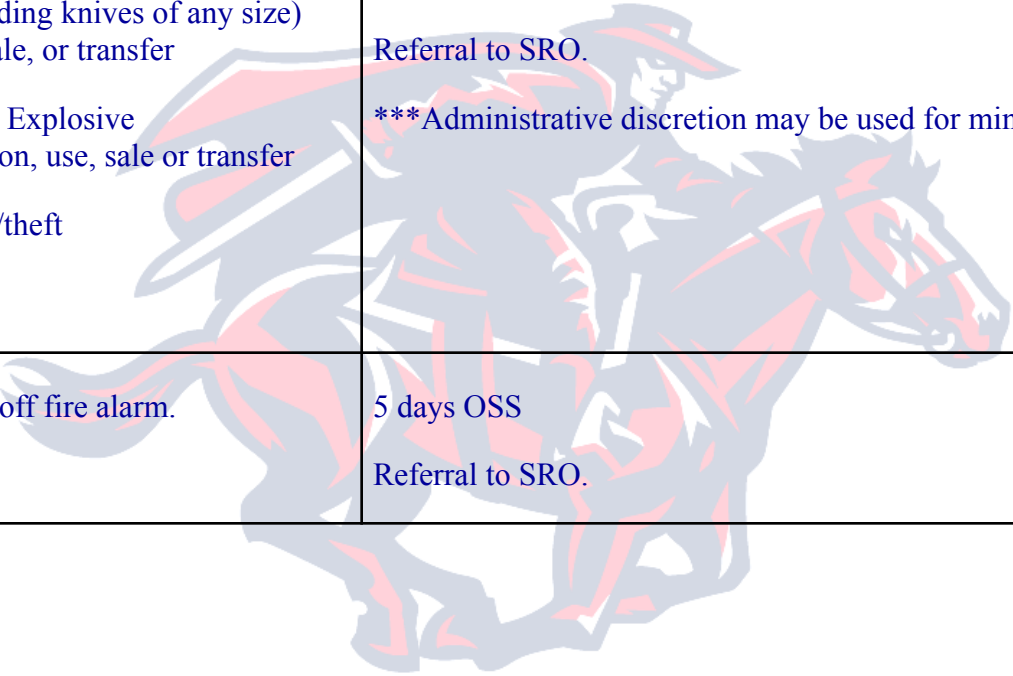
All discipline at East Carter High School will be assigned according to school/district policy.

DPP—Director of Pupil Personnel, SRO—School Resource Officer, ISS—In School Suspension, OSS—Out of School Suspension (includes any school functions during the suspension time period), Lunch Detention (students spend their lunch in ISS)

<b>A. VIOLATION— SCHOOL ATTENDANCE</b>	<b>SCHOOL INTERVENTION</b>
1. Skipping class (more than 10 minutes unaccounted for)—1 period	1 <sup>st</sup> offense—3 days Lunch Detention 2 <sup>nd</sup> offense—1 day ISS 3 <sup>rd</sup> offense—3 days ISS; Parent Contact
2. Skipping school—2 periods or more or leaving school grounds.	1 <sup>st</sup> offense—2 days ISS 2 <sup>nd</sup> offense—3 days ISS 3 <sup>rd</sup> offense—1 day OSS; Parent Contact, Admin Discretion on Extracurricular Participation
3. Tardies to Class	1 <sup>st</sup> offense—Warning by teacher 2 <sup>nd</sup> offense— Administrative Conference and 1 Day Lunch Detention 3 <sup>rd</sup> offense—3 Days Lunch Detention 4 <sup>th</sup> -9 <sup>th</sup> offense—1 Day ISS per tardy 10 <sup>th</sup> offense—1 Day ISS assigned for each tardy accumulated after # 10; Parent Contact, Admin Discretion on Extracurricular Participation

<p>4. Tardies to School</p>	<p>Tardy #1—Warning</p> <p>Tardy #2—Warning and conference with an administrator</p> <p>Tardy #3— 3 Days Lunch Detention</p> <p>Tardy #4-9—1 Day ISS</p> <p>Tardy #10—1 Day ISS assigned for each tardy accumulated after # 10; Parent Contact, Admin Discretion on Extracurricular Participation</p>
<p><b>B. VIOLATION – ELECTRONIC CIGARETTE/VAPE/ TOBACCO</b></p>	<p><b>SCHOOL INTERVENTION</b></p>
<p>1. Possession/use of electronic cigarette, vape, etc.</p> <p>2. Possession of tobacco products or smoking paraphernalia.</p> <p>3. Smoking/chewing of tobacco products inside/outside the school building.</p>	<p>1<sup>st</sup> offense - 1 Day OSS and 2 Days ISS</p> <p>2<sup>nd</sup> offense – 3 Days OSS</p> <p>3<sup>rd</sup> offense – 5 Days OSS</p> <p>4<sup>th</sup> offense – 10 Days OSS</p> <p>Parent/guardian contact made on each offense.</p>
<p><b>C. VIOLATIONS- ALCOHOL/DRUGS</b></p>	<p><b>SCHOOL INTERVENTION</b></p>
<p>1. Possession/use of alcohol, illegal drugs, legend drugs, look-alike drugs, drug paraphernalia, or under the influence at school/school function.</p>	<p>10 days OSS reduced to 5 days if student and parent enroll in Early Intervention Program through approved counseling agencies.</p> <p>Referral to SRO.</p>
<p>2. Sale/transfer of illegal drugs, legend drugs, look-alike drugs, or over the counter drugs or alcohol.</p>	<p>10 days OSS from school with referral to the superintendent for pre-expulsion hearing.</p> <p>Referral to SRO.</p>

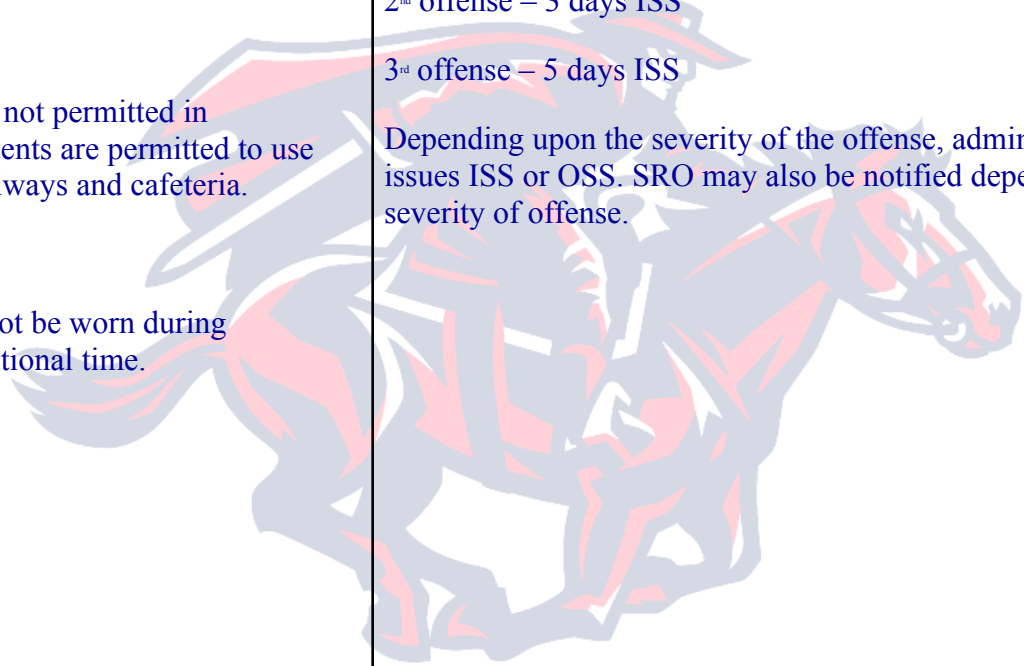
<p>3. Possession of prescription drugs issued to the student or over the counter drugs which have not been turned in to the records clerk in the office.</p>	<p>1<sup>st</sup> offense—Medication taken from the student, student will be warned, and parent required to come to school to pick up the medicine.</p> <p>2<sup>nd</sup>-3<sup>rd</sup> offense—1 day ISS.</p> <p>4<sup>th</sup> offense – 3 days ISS</p>
<p><b>D. FLAGRANT VIOLATIONS</b></p>	<p><b>SCHOOL INTERVENTION</b></p>
<p>1. Arson or Burglary of school property</p> <p>2. Weapons (including knives of any size) possession, use, sale, or transfer</p> <p>3. Bomb threat or Explosive devices—possession, use, sale or transfer</p> <p>4. Stolen property/theft</p>	<p>5 days OSS with immediate referral to the superintendent for pre-expulsion hearing.</p> <p>Referral to SRO.</p> <p>***Administrative discretion may be used for minor acts.</p>
<p>5. Falsely setting off fire alarm.</p>	<p>5 days OSS</p> <p>Referral to SRO.</p>



<p>7. Any sexual activity on school grounds or at any school function.</p>	<p><b><u>Inappropriate Display of Affection</u></b></p> <p>Any contact including touching and groping but does not involve a sexual act.</p> <p>Penalty:</p> <p>1st offense – 3 days Lunch Detention and parent contact</p> <p>2nd offense – 1 day ISS</p> <p>3rd offense – 3 days ISS</p> <p>4<sup>th</sup> offense – Treat as defiance</p> <p>Any sexual act including oral sex.</p> <p>Penalty:</p> <p>1st offense – 10 day suspension</p>
<p><b>E. VIOLATIONS— BUILDING/GROUNDS</b></p>	<p><b>SCHOOL INTERVENTION</b></p>
<p>1. Defacing/destruction of property</p>	<p>3-5 days OSS and make retribution. In incidents where clean-up is involved, multiple hours of community service may be assigned.</p>
<p>2. Breaking and Entering (Includes unlawful entry)</p>	<p>5 days suspension (ISS or OSS, administrative discretion); notification of SRO; retribution and community service if damage is done.</p>

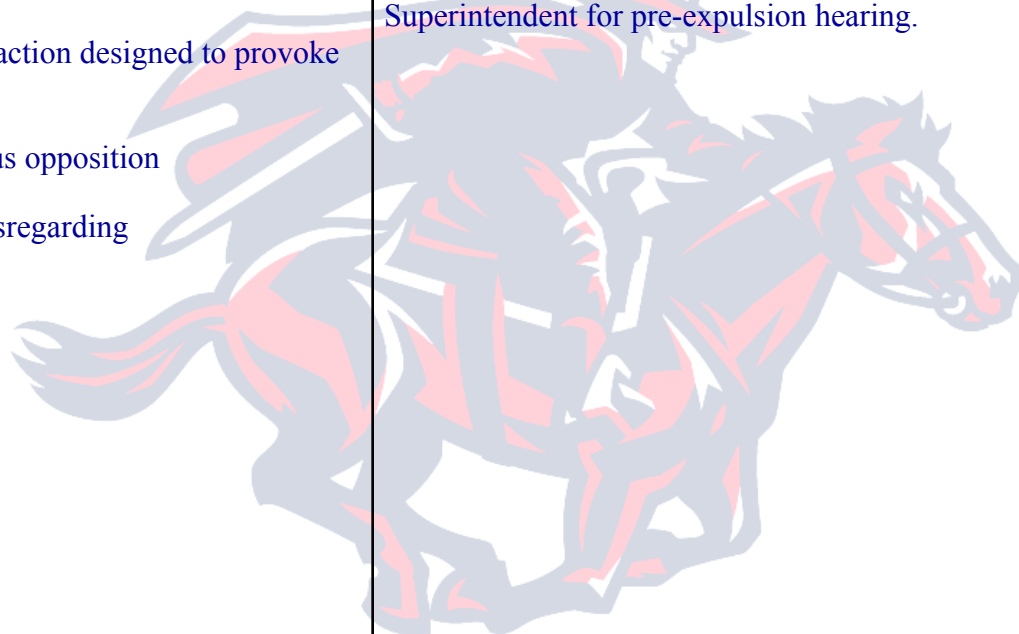
<p>3. Loitering—School grounds are not a place for public and/or student loitering. While school is not in session, no person, except Carter County Schools employees shall enter or remain inside the school building or on school grounds. Grounds are closed from sunset to sunrise, except for approved school activities or pre-approved community events. Grounds are not to be used after hours for unapproved student assemblies and/or campouts.</p>	<p>Violators will be asked to leave school grounds.</p> <p>Administrative discretion will be used depending on the actions of violators.</p> <p>Severe cases may lead to notification of police and/or charges being filed for trespassing and/or unlawful assembly.</p>
<p><b>F. VIOLATIONS— DRIVING</b></p>	<p><b>SCHOOL INTERVENTION</b></p>
<p>1. Reckless driving, excessive speed, disruptive behavior in a vehicle.</p>	<p>1<sup>st</sup> offense—Warning and 1 day ISS</p> <p>2<sup>nd</sup> offense—Notify SRO and loss of driving privileges for 20 days</p> <p>3<sup>rd</sup> offense—Notify SRO and loss of driving privileges for remainder of the school year.</p>
<p>2. Driving without parking pass.</p>	<p>Lunch detention —Must show proof of purchasing parking pass before driving again.</p>
<p><b>G. VIOLATIONS— INTEGRITY</b></p>	<p><b>SCHOOL INTERVENTION</b></p>
<p>1. False statements—written or verbal, forged note/altering names on list</p>	<p>1<sup>st</sup> offense— 3 days Lunch Detention</p> <p>2<sup>nd</sup> offense—1 day ISS</p> <p>3<sup>rd</sup> offense—3 days ISS</p>

<p>2. Academic Dishonesty; Cheating; Plagiarism</p>	<p>1<sup>st</sup> offense—1 day ISS</p> <p>2<sup>nd</sup> offense—2 days ISS</p> <p>3<sup>rd</sup> offense—3 days ISS</p> <p>***Student will be required to complete the assignment (must be their original work) during ISS time and return to teacher.</p>
<p>3. Misuse of Internet/ Electronic Devices (including cell phones, internet, school Chromebooks, ear buds)</p> <p>Cell phone use is not permitted in classrooms. Students are permitted to use phones in the hallways and cafeteria.</p> <p>Earbuds should not be worn during classroom instructional time.</p>	<p>1<sup>st</sup> offense – 1 day ISS</p> <p>2<sup>nd</sup> offense – 3 days ISS</p> <p>3<sup>rd</sup> offense – 5 days ISS</p> <p>Depending upon the severity of the offense, administrators may issues ISS or OSS. SRO may also be notified depending on severity of offense.</p>





<b>H. VIOLATIONS— TOWARD SCHOOL EMPLOYEES</b>	<b>SCHOOL INTERVENTION</b>
<p>1. Defiance of authority—defined as:</p> <ul style="list-style-type: none"> <li>a. defying, a standing up against authority and refusing to recognize or obey it, open resistance.</li> <li>b. Challenge to meet in a contest, to do something or prove something</li> <li>c. Deliberate challenge to authority by disobedience</li> <li>d. An attitude or action designed to provoke hostility</li> <li>e. A contemptuous opposition</li> <li>f. Deliberately disregarding</li> </ul>	<p>2 days suspension (Administrative discretion as to ISS or OSS depending on the severity and longevity of the defiance)</p> <p>Loss of student privileges – Administrative discretion</p> <p><b>**Multiple offenses may result in administrative discretion which could possibly include charges being filed or referral to Superintendent for pre-expulsion hearing.</b></p>
<p>2. Disrespectful Attitude</p>	<p>1<sup>st</sup> offense—3 days Lunch Detention and counseling session with grade level counselor</p> <p>2<sup>nd</sup> offense—1 day ISS</p> <p>3<sup>rd</sup> offense—2 days ISS</p>



	4 <sup>th</sup> offense—Treat as Defiance of Authority
<p>3. Profanity/obscene gestures and/or language toward employee.</p> <p>4. Aggressive behavior toward an employee</p> <p>5. Serious or repeated verbal abuse/harassment of an employee</p> <p>6. Assault of any school employee</p> <p>7. Threatening the person or property of an employee either by word or by gesture.</p> <p>8. Sexual harassment of a school employee (physical)</p>	<p>10 days suspension with immediate referral to the superintendent for a pre-expulsion hearing.</p> <p>Notify SRO.</p>
<p>9. Taking and posting pictures of a school employee without permission.</p>	<p>1<sup>st</sup> offense – 3 days ISS</p> <p>2<sup>nd</sup> offense – 3 days OSS; loss of privileges and extracurricular activities</p> <p>3<sup>rd</sup> offense – 5 days OSS; loss of privileges and extracurricular activities</p>
<b>I. VIOLATIONS- TOWARD ANOTHER STUDENT</b>	<b>SCHOOL INTERVENTION</b>

<p>1. Physically assaultive behavior (e.g., hitting/fighting)</p>	<p>1<sup>st</sup> offense—3 days OSS and 2 days ISS</p> <p>2<sup>nd</sup> offense—5 days OSS and 3 days ISS; loss of privileges and extracurricular activities</p> <p>3<sup>rd</sup> offense—10 days OSS plus 5 days ISS. Immediate referral to the superintendent for pre-expulsion hearing.</p> <p>***Depending on the severity of first assault, administration reserves the right to proceed directly to referral for pre-expulsion hearing.</p>
<p>2. Aggressive Behavior (e.g., pushing/shoving)</p>	<p>2 days suspension. Administration reserves the right to use ISS or OSS depending on severity of the matter</p>
<p>3. Instigation—spreading rumors or creating a situation by word—which has the intent of causing a physical altercation between other students</p>	<p>2 days ISS</p>
<p>4. Profanity/obscene gestures and/or language toward a student or verbal fighting</p>	<p>1-3 day suspension (ISS or OSS depending on severity of incident)</p>
<p>5. Sexual harassment of another student</p>	<p>10 days suspension with referral to superintendent for pre-expulsion hearing.</p> <p>Referral to SRO.</p>
<p>6. Threats/Verbal Harassment of another student/Bullying</p>	<p>1<sup>st</sup> offense—3 days ISS</p> <p>2<sup>nd</sup> offense—3 days OSS; loss of extracurricular privileges</p> <p>3<sup>rd</sup> offense—10 days OSS with referral to superintendent for pre-expulsion hearing.</p> <p>***In severe cases, we will proceed directly to suspension/referral to the superintendent for a pre-expulsion hearing/referral to SRO.</p>

<p>7. Unauthorized Photographing (including, but not limited to, photographing students without their permission or unauthorized use of electronic devices to photograph.</p>	<p>1<sup>st</sup> offense – 3 days ISS</p> <p>2<sup>nd</sup> offense – 3 days OSS and loss of school and extracurricular privileges</p> <p>3<sup>rd</sup> offense – 5 days OSS</p> <p>4<sup>th</sup> offense and over – Treated as defiance</p>
<p><b>J. VIOLATIONS— GENERAL</b></p>	<p><b>SCHOOL INTERVENTION</b></p>
<p>1. Unauthorized Area—an unauthorized area may include, but not be limited to any place other than the cafeteria during lunch or morning bus duty, the hallways during class time without a signed agenda book, teacher’s lounge or work room, more than one person in a restroom stall, or any place other than the students’ assigned location without a signed agenda book</p>	<p>1<sup>st</sup> offense—3 days Lunch Detention</p> <p>2<sup>nd</sup> offense—1 day ISS</p> <p>3<sup>rd</sup> offense—2 days ISS</p>
<p>2. Disruptive behavior in a classroom or in the school building</p>	<p>1<sup>st</sup> offense—3 days Lunch Detention</p> <p>2<sup>nd</sup> offense—1 day ISS</p> <p>3<sup>rd</sup> offense—3 days ISS</p>
<p>3. Disruptive behavior during an assembly</p>	<p>1<sup>st</sup> offense—Student will be removed from assembly and assigned 1 lunch detention.</p> <p>2<sup>nd</sup> offense—Student will be removed from assembly, assigned 4 hours detention and banned from assemblies for the remainder of the year</p>
<p>4. Profanity, obscene language and/or gestures</p>	<p>1<sup>st</sup> offense—1 day ISS</p> <p>2<sup>nd</sup> offense—2 day ISS</p> <p>3<sup>rd</sup> offense—2 days ISS</p>

<p>5. Dress Code Violations – Students not adhering to the ECHS SBDM-approved dress code.</p>	<p>1<sup>st</sup> offense – Student asked to change (YSC or from home) – call home with reminder</p> <p>2<sup>nd</sup> offense - Student asked to change (YSC or from home) - call home and 1 day lunch detention</p> <p>3<sup>rd</sup> offense - Student asked to change (YSC or from home) – call home with 3 days lunch detention</p>
<p>6. Student has been assigned detention or ISS on 3 occasions for the same offense</p>	<p>Punishment for violation of 3<sup>rd</sup> offense plus “Defiance of Authority”</p>
<p>7. Behavior that causes a safety hazard</p>	<p>Administrative discretion—based on severity of the incident. Punishment may be as minor as ISS assigned, but in extreme issues can constitute a 10 days OSS with possible referral to the superintendent for a pre-expulsion hearing</p>
<p><b>K. VIOLATIONS- MISCELLANEOUS</b></p>	<p><b>SCHOOL INTERVENTION</b></p>
<p>Any violation that could be considered a public offense such as, but not limited to, terroristic threatening, criminal mischief, harassment, etc.</p>	<p>Administration may choose from the following depending upon the severity of the violation:</p> <p>OSS (May include suspension from any school function such as, but not limited to: senior breakfast, prom, field trips, club events, graduation ceremonies, etc.)</p> <p>ISS</p> <p>Notify SRO</p> <p>Referral to superintendent for pre-expulsion hearing.</p>

**OTHER STRICTLY PROHIBITED BEHAVIORS**

There may be times when behaviors take place that are not specifically outlined in these guidelines. Please note that discipline will be based on the severity of the offense. Consequences could include Lunch Detention, ISS, suspension, and/or expulsion and referral to the School Resource Officer for possible criminal charges. Discipline will be handled at the discretion of administration.

### **Discipline Note**

An accumulation of multiple offenses outlined in Carter County School Board policy 09.426, for conduct that disrupts the educational process, may result in administrative discretion which could possibly include but not limited to charges being filed, alternative education placement via Carter County Virtual Academy, DPP referral or referral to Superintendent for pre-expulsion hearing. The duration of assignment shall be fixed and determined by the Principal or his/her designee and the pre-expulsion committee. Opportunities shall be provided for the student to continue regular schoolwork under the supervision of the school staff, and counseling services shall be provided to address school-related problems.

### **Harassment and Discrimination**

The Carter County School District does not tolerate acts of harassment and discrimination based on race, color, national origin, age, religion, sex or disability. Prohibited acts include, but are not limited to, offensive conduct such as racial or ethnic slurs, jokes, derogatory comments, or other verbal or physical conduct against a member of any of the protected classes listed above.

Any student who believes they have been harassed or discriminated against should report this immediately, either verbally or in writing, to their building level Principal. Any employee who believes they have been discriminated against should report this immediately to the Superintendent.

Complaints of harassment and discrimination will lead to an adequate, reliable and impartial investigation in accordance with the specific Carter County Board of Education Harassment/Discrimination policy. Students who engage in harassment/discrimination shall be subject to disciplinary action, including but not limited to, suspension and expulsion. Employees who engage in harassment/discrimination shall be subject to disciplinary action, including but not limited to, suspension without pay and termination of employment. Retaliation against anyone who has reported harassment or discrimination, or who has provided information during an investigation, is strictly forbidden.

The district's official Anti-Harassment and Discrimination Statement is published on the district website at the following link at the "ABOUT US" drop down tab:

<https://www.cartercountyschools.org/> The Carter County Board of Education Harassment/Discrimination policies (03.162, 03.262 for employees and 09.42811 for students) are found at the following link: <http://policy.ksba.org/Chapter.aspx?distid=3>

## Student Dress Code

1. Backpacks must be clear or mesh in the interest of school safety.
2. Any athletic gear/bags must be stored at the school's designated area immediately upon arrival at school.
3. Undergarments cannot be visible at any time
4. At resting, shirts and blouses must meet pants, shorts, jeans, or skirts and may not reveal stomach or back.
5. Shirts must have sleeves that are at least the width of a credit card or be covered by garment with sleeves.
6. No baggy pants or trench coats (Board policy).
7. All shorts, skirts, or dresses must be long enough for fingertips to touch fabric when standing.
8. No pants/shorts/skirts with holes above the tips of the fingers when standing.
9. No clothing may advertise illegal products or emblems that are insulting, derogatory, obscene, or profane, or violate Title IX.
10. Shoes must be worn at all times.
11. Wearing hats in the building is permitted, but must be removed in classrooms at teacher discretion (failure to remove a hat when requested may result in disciplinary action). Hoods or hats that conceal a student's identity are not permitted. Hoods may not be worn.
12. No accessories that can be used as a weapon (including but not limited to animal chains, spiked collars, spiked bracelets, spiked rings).
13. Blankets and/or stuffed animals are not allowed in school.

“The wearing of attire, cosmetics, presentation of extraordinary personal appearance, or any unsanitary body conditions which is the judgment of the Principal, significantly disrupts school work, interrupts scholastic endeavors, or threatens health and safety of other pupils, is prohibited.”-from the Carter County School District Code of Acceptable Behavior and Discipline

<b>CLASS OF 2025 GRADUATION REQUIREMENTS</b>	
<b>ENGLISH</b> An English class must be taken and passed each of the 4 years of high school	4
<b>MATHEMATICS</b> Algebra 1, Geometry, and 2 additional credits of math (A math class must be taken each year of high school)	4
<b>SOCIAL STUDIES</b>	3
<b>SCIENCE</b>	3
<b>HEALTH AND PHYSICAL EDUCATION</b> ½ Credit of Health and PE	1
<b>HUMANITIES ELECTIVE</b> Art or Music	1
<b>ELECTIVES/CAREER PATHWAY</b> Chosen from the East Carter scheduling guide. One elective must be a Math course during Senior Year	9
<b>FOREIGN LANGUAGE*</b> (Two years of one foreign language)	
<b>TOTAL CREDITS**</b>	<b>25</b>

\*Recommended for any student seeking admission to a college or university.

\*\*Additional requirements include civics test and demonstrated performance-based competency in technology



# KEES SCHOLARSHIP PROGRAM

## Kentucky Educational Excellence Scholarship (KEES)

Students are advised to check their KEES account to insure accuracy. You may find more information at [www.kheaa.com](http://www.kheaa.com).

### KEES Base Award Amounts

For each year you earn a 2.5 or better GPA, you can earn the base amount listed below. For instance, a high school freshman who earns a 3.5 GPA would have a \$375 scholarship for each year of college. Amounts may change based on available funds

GPA	Amount	ACT Score	Amount
2.5	\$125	15	\$36
2.6	150	16	71
2.7	175	17	107
2.75	187	18	143
2.8	200	19	179
2.9	225	20	214
3.0	250	21	250
3.1	275	22	286
3.2	300	23	321
3.25	312	24	357
3.3	325	25	393
3.4	350	26	428
3.5	375	27	464
3.6	400	28+	500
3.7	425		
3.75	437		
3.8	450		
3.9	475		
4.0	500		

### NO PASS/NO DRIVE

The "No Pass/No Drive" statute (KRS 159.051) became law on June 25, 2007 with implementation beginning August 1, 2007. This statute involves every public and private school (including home schools) in Kentucky. Any sixteen (16) or seventeen (17) year old student applying for the first time for a Learners Instruction Permit will be required to have a (revised) School Compliance Verification: KRS 159.051 Form (dated 1-1-12), issued and completed by the school. The law specifies that a student "shall" pass four (4) courses (or the equivalent) per semester;  $4/6 = 66\%$ . ECHS is currently on a 7 period school day and therefore students must pass five (5) of their seven (7) classes each semester to remain eligible

## Student, Parent & Guardian Information

### Medication at School

Students who require prescription or over-the-counter medication during the school hours must have a medication authorization form on file in the front office. The parent/guardian must bring the medication along with the signed form. All prescribed and over the counter medications will be kept in the front office safe. All medicine must be in the original container. To ensure the safety and proper administration of medication during school hours medicines will be administered and logged by staff. Students may be permitted to carry medication for certain medical conditions (such as an inhaler for asthma) provided there is physician authorization and the parent/guardian has completed the permission form. Please contact Wanda Greer at [wanda.greer@carter.kyschools.us](mailto:wanda.greer@carter.kyschools.us) or at (606) 474-6696

### Safe Visitor Information

Visitors are welcome at ECHS. Maintaining safe visitor information at school is crucial for ensuring the safety and security of students, staff and school community. Visitors will use the front office entrance of the building, where the intercom is located, and must bring a valid driver's license. Once visitors have identified themselves and their purpose for being at ECHS, front office entry will be granted. After gaining clearance, name tags will be printed and visitor will be allowed school entry. Before exiting the building, visitors must sign out. Building hours are between 7:00 am and 4:00 pm.

### Infinite Campus

Infinite Campus is a widely used online platform that provides parents and guardians access to their educational information, student grades and attendance records. Stay informed and up-to-date with daily progress, quiz, homework and test grades, attendance, tardies, communication and school announcements with the Infinite Campus Parent Portal. For questions or assistance please contact Donna Kay Adams via email at [donna.adams@carter.kyschools.us](mailto:donna.adams@carter.kyschools.us) or by phone at (606) 474-6696.

# STOP

End School Violence Now  
stop bullying, violence,  
and risky behavior



Be Safe  
Speak Up



Kentucky Intelligence  
FUSION CENTER

Text - Call - Scan

866-EYE-ON-KY (366-333-6639)

or

Go to your school's website and click on the STOP logo

