Louisville Male High School

4409 Preston Highway, Louisville, Kentucky 40213
Main Office: (502) 485-8292 Fax: (502) 485-8770

Office Hours
7:00 AM to 4:00 PM, weekdays
8:00 AM to 4:00 PM, (summer hours)

Dr. Jim Jury Principal (502) 485-8292

Assistant Principals (502) 313-4099
Todd Barber
Jenny Edelen
Jeff Wise

Counselors (502) 313-3299
Jill Crutcher
Jasmine Drinkard
Phil Johnston
Cynthia Sullivan

Athletic Director (502) 313-4899
John Kelsey
School History

Established in 1856, Louisville Male is the oldest public high school west of the Alleghenies. A growing 19th century river city needed a place to prepare its men for leadership and university attendance. In 1861, Male was designated “The University of Public Schools of Louisville.” Until 1921, Male granted bachelor’s degrees, and today continues to prepare students for post-secondary success.

The first building to house Male was at Ninth and Chestnut Streets. When a larger facility was needed, the school moved to 1st and Chestnut in 1899. The third move was to the corner of Brook and Breckenridge Streets in 1915. In August 1991, the school opened its fourth and current campus at the old Durrett High School on Preston Street, which doubled the physical size of the school.

Male became the first magnet/optional program in Jefferson County Public Schools in the 1970’s when it was chosen as the Traditional High School. The district wished to create a structured learning environment, which focused on learning fundamentals. A climate of high expectations and standards was created through the combined efforts of students, faculty, administration, and parents.

School Mission

Our mission is to provide a comprehensive and challenging pre-college curriculum that fosters academic integrity and excellence. Our traditional school promotes a safe, orderly, and caring environment that emphasizes patriotism, honesty, loyalty, respect and character.

Male High School Promotes

Self-discipline and self-direction

Required acceptance of clearly established teacher and school guidelines

Close ties and communication between school and home
Purpose

The Optional Traditional School provides a structured and time-tested educational climate for those students who perform best within such an environment.

The Traditional Optional School will stress:

Traditional concepts of patriotism, courtesy, moral values, and respect for individual and property rights

Clearly established codes of conduct and dress, and rules of operation

The highest possible competence in academic skills for continued learning

Responsibility, pride, and confidence

The highest possible competence in academic skills for continued learning

Responsible citizenship both at Male and after graduation

Responsibility for personal behavior

Teamwork and cooperation

A spirit of achievement and competition

Develop abilities for effective expression of ideas

Development of intellectual curiosity, inquiry, logical reasoning, and analysis

Student Responsibilities

Be at school every day unless absence is excused.

Be on time and prepared for school and classes.

Understand and obey school, classroom, and JCPS rules outlined in the Code of Acceptable Behavior and Discipline.

Complete homework and classwork on time.

Work to excel academically.

Behave in a safe and responsible manner.

Respect others, avoid insults, threats, and harassment.

Follow the school dress code.
Parent Responsibilities

Parents are encouraged to …
Send your child to school on time each day
Keep the school up to date of phone, address, medical changes or social issues that may impact academics.
Make sure your child has time, space, and materials for homework.
Be involved in what goes on in the school and attend parent teacher conferences.
Support the school’s discipline measures and assist the school with discipline when needed.
Keep up to date with student’s academic progress.
Review the JCPS policies on discipline.
Make sure your child has current and up-to-date immunizations.
Expect your child to behave appropriately in school.
Pay required fees and fines.
Be a member of LMHS PTSA!

Parent Portal Access

Infinite Campus Parent Portal gives parents online access to their student’s data. Go to http://www.jefferson.k12.ky.us/parent/parent_portal/index.html. If you have not received log on information, or to have your password reset, please contact the school office.

School APP and ‘One Call Now”

LMHS is one of the few schools to have its own app. Calendar events, Infinite Campus, and many other essential points of information are included. Parents and students are encouraged to go to the app store and download. It’s a free service.

Several times throughout the year correspondence will be sent to the email address that we have on file through One Call. We are moving completely away from mailing correspondence as it is much slower and much more expensive. Please make it a habit to check your email.
**Homework**

Homework is essential in the Traditional Schools, and assigned on a regular basis as part of the course of study.

Meaningful homework is assigned to reinforce skills previously taught, to help students become independent workers, and to allow students time to complete assigned projects. Parents are expected to encourage regular, organized study; to show interest in assignments; to expect satisfactory performance; and to provide the proper conditions for home study.

**Preparation for Instruction**

Students are responsible for coming to class each day on time with books, paper, pencils, and any other required materials. Students are expected to follow the teacher’s directions and to participate in class. Failure of students to comply with these reasonable expectations may result in disciplinary action being taken for defiance and insubordination.

**Work Ethic**

Development of a sound work ethic is the foundation of student success. Students of Louisville Male High School are expected to demonstrate a good work ethic by doing the following:

- Coming to class each day on time with textbooks, notebooks, pens, or other required materials
- Being cooperative learners who listen, follow directions, take notes, stay awake during the entire class period, and participate in class activities
- Assuming responsibility for make-up work by requesting the work missed and by completing it in the time specified by the JCPS District policy
- Developing the habit of reviewing the day’s classroom activities every night, even if no written work is assigned

The faculty and staff of Louisville Male High School encourage the support and cooperation of parents in helping students achieve these work ethic expectations.
General Information

School Day
School begins at 7:40 AM and ends at 2:20 PM. The first tone sounds at 7:20 AM allowing students on the second and third floors. Note: Students who arrive at school before 7:20 AM are expected to remain on the first floor in the cafeteria. Freshmen are to report to the auditorium until 7:20 AM.

Bell Schedule

<table>
<thead>
<tr>
<th>Purple Day</th>
<th>Regular Lunch</th>
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<tbody>
<tr>
<td>P1 Block</td>
<td>7:40-9:10</td>
</tr>
<tr>
<td>P2 Block</td>
<td>9:15-10:45</td>
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<tr>
<td>P3 Block</td>
<td>10:50-12:45</td>
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<tr>
<td>P4 Block</td>
<td>12:50-2:20</td>
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<table>
<thead>
<tr>
<th>Gold Day</th>
<th>Regular Lunch</th>
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<tbody>
<tr>
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</tr>
<tr>
<td>G4 Block</td>
<td>12:50-2:20</td>
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Library Media Center at Louisville Male
High School

Ashley Henderson, Librarian 485-8292
Ashley.Henderson@jefferson.kyschools.us

Hours 7:00 – 3:20
7:00 am – 7:25 am  Open with an Early Morning Pass: Get one from your teacher/in the library the day before or in the AP Office that morning.
7:25 am – 7:40 am  Open to Everyone: you must get to first period on time. If you remain after 7:40 you must go to the Main Office for a tardy slip.
7:40 am – 2:20 pm  Open to Everyone: During school you may come to the library with your class, with teacher permission (teacher note/agenda and sign-in required), or as a walk-in during lunch (sign-in required)
2:20 pm – 3:20 pm  Open to Everyone

Library General Information
Library website: http://jcpsky.libguides.com/malelibrary
(Everything you need!)

Time in the library is for educational purposes only- you must be checking in/out books or have something to work on

Keep talking to a minimum, and use a quiet voice

No eating or drinking is allowed.

Books

Book(s) may be checked out for 30 Days. We stamp the due date in the back of the book. If your books are not returned by the due date, you will be charged 10¢ per book, per school day. You are responsible for taking care of books you check out. You will need to pay for any damages to books.
If you have overdue book(s) or late fees, you will not be allowed to check out books until your account is clear. If you continue to have overdue book(s) or fines, your library privileges will be limited.
We welcome student suggestions/requests for book titles to consider for purchase. We are also happy to reserve a book for you if it is already checked out. We will hold the book for you when it is returned.
Computers

Computer access is a PRIVILEGE, not a right.
Computers are limited to educational use as stated in the JCPS Acceptable Use Policy. We expect you to be working on schoolwork when you are using a computer. We do not allow games, videos, or music.

Services
Black/white printing or copying: 10 cents/page/side – front to back is 20 cents.
Color printing or copying: 25 cents/page (done by the library staff from a flash drive. If you do not have a flash drive we can loan you one for use in the library only. Please allow time for us to complete this well in advance of your deadline).

Computers and JCPS Email-Logins and Passwords
School computer login ___________________________ Username
Password jcps _______ _______ _______ _______ initials in CAPS student number

School email login: JCPS Home Page to Students to Logins (dropdown) to Webmail (Some names have a number after the last name if it is a very common one. See Library staff for help.)

firstname.lastname@stu.jefferson.kyschools.us
jcps _______ _______ _______ _______ initials in CAPS student number
LMHS Counseling Department

The mission of Louisville Male High School Counseling Administration is to empower all students to reach their fullest potential. We remove barriers, provide advocacy, services, counseling, and collaboration with all stakeholders. We ensure equitable access to opportunities and rigorous curriculum for all students. We adhere to the ASCA National Model.

Request to See School Counselor
Students, parents, and staff all can make a request online. The link for making a request is available on the school app or on the school website.

Makeup Work Request Procedure
Parents are advised to email teachers to request work. It will take 48 hours to process the request. A student must be absent three days to formally request homework through the counseling office.

Transcript Requests
All transcript request must be made through www.parchment.com. A registration code has been sent to every student through their school email.

ACT Fee Waivers, Counselor Verification Letters, Counselor Recommendations, and College Application Fee Waivers Request
All requests for ACT Fee Waivers, Counselor Verification Letters, Counselor Recommendations, and College Application Fee Waivers must be made with Mrs. Missi, Registrar online via the school app or school website.

Permit Verification Form Request
A student requesting a Permit Verification form must allow for a 24 hour turnaround. The student must not have failed more than 2 classes and has less than 10 unexcused absences in order to receive a Permit Verification. School Compliance Verifications expire 60 days from issuance. This request can be made online with Ms. Cheatham, Counseling Clerk.
**Birth Certificates**

Kentucky State Law, KRS.032 requires **any person enrolled** in a Kentucky school to provide either:

1. A certified copy of the student’s birth certificate **OR** other reliable proof of the student’s identity and age. If unable to provide such proof, an affidavit of the inability to produce a copy of birth certificate is required.
2. Failure to produce above information will result in a formal notification from the school and/or district.

**Social Security Numbers**

The social security number of each student is required in order to receive KEES Money. If a social security number is not provided the student will **NOT** receive KEES money.

**Health Requirements**

Students must meet various health requirements according to state regulations and Jefferson County Board of Education (JCBE) policy.

**Immunizations**

Every JCPS student must have a current Kentucky State Immunization Certificate on file within two weeks after starting school. The immunization certificate must show compliance on all the student’s shots and cannot be expired. A report is run monthly to determine a student’s compliance in these specific areas regarding their immunizations. If the student is not compliant or the immunization certificate is expired, a notice is sent home. If this issue is not resolved in a timely manner the student is excluded from JCPS attendance until the necessary action is taken.

**Physical Exams**

•Students need proof of a physical exam completed on a Kentucky Preventative Exam Form. **NOTE:** This exam is not the same as a sports physical. The physical exam form and immunization certificate must be on file within two months after the student starts attending a JCPS school.

**Health Services forms:**

JCPS students with health conditions requiring staff assistance, must have a Primary Care Provider (PCP) Authorization Form on file at their school. This form must be **updated every school year.** This form must be completed by the student’s health-care provider and parent/guardian. Services related to this health condition will not be administered without the appropriate and current form on file. For more information, call JCPS Health Services at (502) 485-3387. There are many types of Primary Care Provider Authorization forms such as:
Asthma/Allergy PCP form-This form is designated for students who have asthma, food allergies and lactose intolerance. This includes asthma medications and medications such as EpiPen students may use at school.

Diabetes/ Blood Glucose monitoring-This form is designated for students who have Type I diabetes, Type II diabetes, Pre-Diabetes or any other condition requiring glucose monitoring.

Respiratory Disorders-This form is designated for students who have a Tracheostomy, are Ventilator dependent or require oxygen administered during the school day.

G-Tube/Swallowing/feeding disorders-This form is designated for students with a G-tube and require feedings to be administered at school.

Seizure Monitoring-This form includes the type of seizure the child has, along with an emergency plan for children with a seizure disorders.

Other Health Conditions-This form is for any other health conditions not listed above. The form lists precautions needed at school and restrictions for the student while at school. This information is based on the diagnosis of each child. Some examples of diagnosis- Sickle Cell Anemia, Cystic Fibrosis, Hemophilia, Hypertension, vasomotor Instability, ADHD/ADD, and Autism. This form is also for students that need frequent restroom breaks or to carry a water bottle in class due for medical reasons.

Medications Given at School:
There are two different types of forms needed in order for the student to receive medication during the school day. Without these forms medication cannot be dispensed at school. Students are not allowed to have medications on their person unless otherwise indicated through medical documentation.

Authorization to Give Over the Counter Medication: This form is for any medication not prescribed by a medical doctor. This form **MUST** be completed prior to sending it to school. This must be signed by the healthcare provider, a parent/guardian signature with an emergency contact. If the child will bring the medication to school, this form **MUST** be included in a sealed envelope with their name on it. A follow up call must be made to the counseling office to confirm receipt of the medication.

Medication must be in the original container. Students are not allowed to pick up medication at the end of the year. Unused medication must be picked up by the parent. This form expires at the end of the school year or if medication, times or dosages change. A new form is required whenever medication, times or dosages change.
Authorization to Give Prescription Medications: This form is for prescription medication the student is required to take during school hours. This form MUST be completely filled out prior to sending to school. The prescription label must have the EXACT time and dosage of the medication to be given. Medication must be in the original container with the original prescription label. Medication may be given 30 minutes before scheduled time or 30 minutes after. If a parent/guardian is unable to bring in the medication and the student is required to do so, the medication must be in a sealed envelope with the student’s name on the outside. A follow up phone call to the Counseling office confirming arrival of medication is required. This form expires at the end of the school year or when medication, times or dosages changes.

Unused medication must be picked up at the end of the school year by the parent or guardian. Students are not allowed to transport medication.

If you have any questions or concerns please contact Chelsea Wilson at 502-485-8822.

All PCP forms and medication forms are located on JCPS website: http://www.jefferson.kyschools.us/Schools/Health_Descriptions.html

**Academic and Testing Information**

**Kentucky Educational Excellence Scholarship (KEES)**

**How to Learn More**

KHEAA at: www.kheaa.com  
or: 1050 U.S. 127 South  
Frankfort, KY 40601-4323  
Toll-free: 1-(800)-928-8926, Extension 7391  
Fax: (502) 696-7345

**Additional Testing Information**

The ACT and SAT test code for Male High School is 181-580.  
SAT Test information can be found at www.Collegeboard.com  
ACT Test information can be found at www.actstudent.org
Traditional Achievement Seal
All LMHS students will receive the Traditional Achievement Seal on the diploma.

Advanced Placement Achievement Seal
In order to graduate with the Advanced Placement Achievement Seal on the diploma, a student must meet all of the requirements of the Traditional Achievement Seal and successfully complete a minimum of six Advanced Placement courses and examinations.

Please refer to the LMHS Scheduling Booklet for:
* College Credit Options
* Advanced Placement Classes
* Dual Credit through the University of Louisville and Bellarmine
* UPS school to work program

Explanation of Academic Grades
Assignment of letter grades is based on numerical averages as follows:

Traditional/Honors and AP Classes
A 90% to 100%  Above Standards
B 80% to 89%  Meets Standard
C 75% to 79%  Approaching Standards
D 70% to 74%  Below Standards
U Below 70%  Substantially Below Standards

Frequency of Grade Reporting
Progress reports are distributed six (6) times throughout the school year, per JCPS District policy. Parents should check student achievement periodically through IC Parent Portal or other forms of teacher grading. The final grade is an average of the two semester grade averages, which includes the mid-term and final exam. In EOC courses the final grade is an average of the two semester grades, counting 80% and the average of the EOC exam counting 20% of the grade. The EOC average is subject to KDE and JCPS changes in policy and KPREP.
**Midyear and Final Examinations**

Semester examinations are given at midyear and at the end of the school year. Students are expected to be present for all examinations. Please plan vacations a minimum of two weeks outside of the JCPS school calendar end date.

If exams are not taken for any reason, then it is a 0.

**Enrollment Requirements for E-School, Independent Study, and Summer School**

Students may only take courses in the summer for courses they have previously failed, courses for acceleration in curriculum study, or courses not offered in Male’s curriculum. Exception: the principal can approve a student taking a course if there is a conflict in the student’s schedule.

Students must enroll with their counselor immediately after the closing of the school year and register for their summer school work.

All class work and final exams must be taken at least two weeks prior to the student’s registration day.

School Counselor discretion is permitted when advising transfer student, early grads, senior walk, and students who return after being exited.

**FINAL GRADES MUST BE POSTED BY REGISTRATION**

**NO EXCEPTIONS**

If this process is not completed as stated as above, students will lose the money invested in the course and be enrolled at Male for the course not completed.

Failure to complete, by deadline, any summer program for courses FAILED will result in reassignment of the student to his/her resides school.

**College Testing**

**Grade Ten**

The PSAT prepares for the SAT and identifies students to compete for the National Merit Scholars and/or Achievement Scholars programs. For students identified to take the Preliminary Scholastic Aptitude Test (PSAT) a fee of $18.00 is required.

**Grade Eleven**

The Preliminary Scholastic Aptitude Test (PSAT) is mandatory for Jefferson County Public School students in grade eleven. A fee of $18 is required. The PSAT prepares for the SAT and identifies students to compete for the National Merit Scholars and/or Achievement Scholars programs.
The ACT is required at no fee.
The SAT I also is recommended for the junior year. This test is a required examination for some colleges and universities.

**Grade Twelve**
The ACT and the SAT I should be taken in the junior year and must be taken in the senior year. These tests are necessary for college admissions, scholarships, and/or NCAA requirements.

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**GENERAL INFORMATION**

**Class Scheduling**
All students are required to have a full schedule.
Request verification will be given to the students in the spring of the school year. Students MUST verify their course selections and make changes if they so desire at this time.

**Opening Exercises**
Each day begins with an opening exercise consisting of a moment of silence, the saying of the Pledge of Allegiance, and the playing of the National Anthem. All students will participate in these exercises. The only students to be excused are those whose religious practices prohibit compliance. (A letter from the student’s church must be on file.) Attendance is taken each period.

**School Bus Transportation**
The office of Transportation Services provides school bus service to all students who reside one mile or more from the school. Students are encouraged to use this free service. Students must board, ride, and exit school buses in an orderly fashion; must follow instructions given to them by the bus driver; and must obey the regulations approved by the Jefferson County Board of Education. On the school bus, Male High students are expected to abide by the same high standards of behavior required in the classroom.

**Bus change requests must be made in the Assistant Principals’ Office before 9:30 a.m.**
**Student Parking**

Parking privileges will be extended to juniors and seniors. All students who drive to school must register their cars and must obtain parking permits. The cost is $25 at registration or from the assistant principals’ office. Students choosing to drive an automobile to school assume all risks connected with driving and parking, such as theft, accidents, and/or vandalism. Student parking will be restricted to an area behind the building only. Parking places marked with white lines are not available for student parking. Speeding on school property, parking illegally, or other abuse of driving privileges will result in those privileges being suspended. When students arrive at school, they must enter the building immediately.

- Students cannot share, borrow, or sell their parking spot. Violation of this rule will result in loss of the privilege to park on campus for the remainder of the school year.
- Student vehicles must be out of school parking lots no later than 2:40pm. Failure to abide by this requirement could result in loss of driving privilege.

**Lockers**

Students will be issued lockers at the beginning of the school year for storing books and personal belongings. Students are reminded to keep their combinations confidential and to use only the lockers assigned to them. Lockers are the property of the school.

**PE/Athletic Lockers**

It is the student’s responsibility to secure his/her personal belongings in the locker room during PE classes/athletic events. Valuables should not be brought to the locker room. Male High school will not be responsible for lost or stolen property.

**Locker and Vehicle Search**

School lockers and parking lots are the property of Jefferson County Public Schools District. At no time does JCPS relinquish exclusive control of lockers and parking lots provided for the convenience of students. Periodic general inspections of lockers and parking lots may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant.
**Bulldog Bookstore**

Students are encouraged to purchase school supplies at the Bulldog Bookstore located on the first floor. The school makes a special effort to keep the Bulldog Bookstore stocked with school jackets, shirts, hats, and other items for the students’ convenience. All income derived from Bulldog Bookstore sales are used to improve the school’s programs. The Bulldog Bookstore is open from **7:20 AM – 7:35 AM as well as 10:45 AM – 12:15 PM.**

**Cafeteria**

School breakfast cost **$1.85** and lunch cost **$2.85** daily. (Subject to change) Students are not allowed to charge a breakfast or lunch. Students may bring a sack breakfast or lunch from home; Free and Reduced-Price Lunch Applications are mailed to the home. Information concerning the program may be obtained by calling 495-7080 or 485-3681. Students are permitted to go to and from the cafeteria on their own within the time limits allocated. While in the cafeteria, students will sit at their reserved seats and must remain in the cafeteria until dismissed. Seniors only may eat in the special areas designated for them. Eating food in any place other than the cafeteria is prohibited. Courtesy and good manners are expected during breakfast/lunch.

**Textbooks**

All state textbooks must be returned at the end of the year in good condition or students will be responsible for reimbursement for lost textbooks or damages caused to textbooks.

**Prior Approval Needed**

The selling of items, posting of information, or the making of announcements must be approved by the Principal/Principal designee.

**Telephones and Telephone Messages**

Office telephones are not for student use, except for illness. If students become ill, they should go to their counselor.

Because of the very heavy volume of calls our counselors, teachers, and principals receive, we ask parents not to call in messages to their children except for emergency.
Closed Campus
Louisville Male High School operates on a closed campus policy. Once students arrive at school, they are not permitted to leave until 2:20 unless they are signed out by a parent/guardian with a picture ID.

Visitors
Visitors are required to sign in at the Main Office and receive a visitor’s pass that is to remain visible during the stay on campus.

Medication
Medication should be given at home before the student arrives at school when possible. Students who need medication administered must have a signed, notarized Medication Authorization Form completely filled out and filed in the Counseling Office. Students must carry the prescription vial containing only the necessary dosage.

Attendance Requirements for Senior Activities
Male High School traditionally celebrates students’ educational success by honoring seniors at certain activities. Attendance is required at Baccalaureate, Honors Day, Graduation, and all practices for these events.

Cell Phones/Electronic Equipment
Students who have cell phones/electronic equipment must keep them in their locker or backpack/purse at all times. Students are not allowed to carry their cell phone/electronic equipment in their pants pocket.

Cell phones must be turned off and out of sight while in the school building between 7:40 AM and 2:20 PM. Cell phones/electronic equipment are not to be visible, heard and/or used in school or between school buildings during school hours (7:40-2:20). Cell phone holsters/cases are not to be worn. Students needing to contact parents may use the phone in the front office with permission. Students that violate the cell phone policy will be assigned 2 days of ISAP on the first offense and 3 days on the second offense.
Athletics

Athletic Eligibility

In order for students to participate in athletics at Louisville Male High School students must meet the following criteria:

1) Establish Initial Eligibility: In order to establish initial eligibility a student must be on the proper grade level.

2) Maintain Eligibility: In order to maintain eligibility throughout the school year:

A student must be in compliance with all KHSAA bylaws regarding eligibility. **AND**

Any student-athlete receiving a “U” in any class after any one of the six grading periods shall be assigned to Athletic Study Skills administered by the Athletic Director. The student-athlete will have a three week probationary period to raise the grade to passing, during which time they may practice and participate in games.

After the first three week probationary period, a student-athlete may, at the discretion of the Athletic Director, have a second three week probationary period to raise the grade to passing, during which the student may practice but may not participate in games.

At the end of the second three week probationary period, if the student is not passing, the student shall be declared ineligible.

Student Requirements for Participation in Athletics

1) **Sports Physical- a properly completed physical examination must be completed before a student will be allowed to participate in any sport.** All sports physicals are good for one calendar year from the date they were given. The form can be found on the [www.jcpsathletics.com](http://www.jcpsathletics.com) website.

2) Permission to Treat Form-a parent/guardian must complete and sign this form.

3) Consent to Participate-parent/guardian must sign form giving consent for their student to participate in athletics.

4) Secondary Insurance Premium- All JCPS students are required to a pay a secondary insurance premium of $20. This can be paid as a $5 tryout fee, with the balance due once a student makes the team.

5) JCPS Addendum to KHSAA Physical Form- this form must be filled out by the parent/guardian and reviewed and signed by the physician as part of the physical examination.
(6) JCPS Parent Permission Release form ensures that a parent/guardian has completed all requirements and has read and understood the KHSAA rules and regulations.
(7) Sports Safety Video Signature Form - All students (every year) and parents (once per student’s career) must view the sports safety video and return the signature page acknowledging such to the school.

**Athletic Activities at Male High School**

**Fall Sports Season (July 15th)**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Grade Levels</th>
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<tbody>
<tr>
<td>Cheerleading Varsity</td>
<td>Girls/Boys Cross Country Varsity</td>
</tr>
<tr>
<td>Dance Team Varsity</td>
<td>Field Hockey Varsity, JV, FR</td>
</tr>
<tr>
<td>Football Varsity, JV, FR</td>
<td>Girls/Boys Golf Varsity, JV</td>
</tr>
<tr>
<td>Girls/Boys Soccer Varsity, JV</td>
<td>Volleyball Varsity, JV, FR</td>
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<tr>
<td>Step Team Varsity</td>
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**Winter Sports Season (Oct 15th)**

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<thead>
<tr>
<th>Activity</th>
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</thead>
<tbody>
<tr>
<td>Girls/Boys Basketball</td>
<td>Girls/Boys Swimming Varsity</td>
</tr>
<tr>
<td>Varsity, JV, FR</td>
<td>Dance Varsity, JV</td>
</tr>
<tr>
<td>Cheerleading Varsity</td>
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<tr>
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**Spring Sports Season (Feb 15th)**

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<th>Activity</th>
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<tbody>
<tr>
<td>Baseball Varsity, JV, FR</td>
<td>Softball Varsity, JV, FR</td>
</tr>
<tr>
<td>Girls/Boys Tennis Varsity</td>
<td>Girls/Boys Track Varsity</td>
</tr>
<tr>
<td>Girls/Boys Lacrosse Varsity, JV</td>
<td></td>
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Louisville Male High School Dress Code

The dress code at Louisville Male High School exists to set a school-wide definition of what is considered appropriate dress, to prepare students for employer expectations they may encounter outside of high school, and to teach students to respect and obey rules and standards set by society.

Dress Code Standards

The following guidelines apply for Louisville Male High School students and for students representing LMHS in any activity as a member of a team or organization. All students will follow the dress code listed below.

Students who come to school violating the LMHS dress code will not be allowed to attend class or circulate through the school until their attire is corrected. Further, detention, ISAP, and other consequences may be assigned as disciplinary measures.

Shirts: Male High School approved t-shirt, Oxford style shirt, or Polo style shirt, solid colors with Male logo or no logo. Shirt must be tucked in at all times and fit appropriately.

Slacks: Slacks must be uniform style, made of cotton twill and solid color khaki (tan), navy or black. Slacks must fit appropriately. Slacks must have belt loops, belts must be solid color and worn at all times. Note: No jeggings, no elastic at the bottom, no yoga pants, no capris, no drawstring belts, no external or jean style pockets on slacks.

Skirts: No skirts will be allowed, unless administrator exemption is applied for and approved.

Sweatshirts, Pullovers, Quarter Zip: Male High Campus Store issued or team issued approved by administration. (No hoodies). If a student removes a sweatshirt, they must be in dress code, i.e., Male High School approved t-shirt, polo or oxford shirt is to be worn and tucked in at all times and fit appropriately.

Shoes and Socks: Oxfords, athletic, loafers, boat shoes, toms or flats, whole foot, toe and heel must be covered. Shoelaces must be tied and straps must be fastened. Note: No sandals, flip flops, slippers, house shoes, clogs, mules, UGgs, moccasins or boots. Socks must be worn at all times.

Earrings: Males may not wear earrings. Females may wear only two earrings in each ear. Note: No cuffs, gauges or bars allowed in ears. No visible body tattoos or tongue piercings, or nose piercings are allowed.
Hair/Personal Grooming: Hair, teeth and nails must be clean and neat at all times. Dental grills are not allowed. Hairstyles that are extreme, distracting, or attention getting, will not be permitted. Hair must be a natural hair color. No attention getting, contrasting colors.
ONLY Females may wear headbands
Male’s hair length should be no more than 3” and cannot touch the ears, top of the shirt collar, or eyebrows.
Cut-in designs are not permissible. Males may not wear ponytails or man buns. Sideburns may not extend below the earlobe. Bandanas are not allowed.

Shaving: Facial hair is allowed. Mustaches and beards may be approximately a quarter inch in length and neatly trimmed.
Failure to keep facial hair short and neat will result in ISAP.

Outerwear: Outerwear (jackets, coats, vests) and all headwear must be removed within the building.
Outerwear may be worn, removed upon arrival, and stored in the locker in the morning. Outerwear may be carried to the student’s last class, but may not be worn in class.

Spirit Day (the last day of each week): Male High T-shirts (must be tucked in at all times) or Campus Store issued Sweatshirts, approved Team Wear, Pullovers or Quarter Zip may be worn with jeans.
Jeans should be a plain style solid black or blue denim jean with no holes.
Jeans must be worn at the waist and to the ankle. Stitching/decoration on jeans limited to rear pocket only.
Teams/Organizations may wear official T-shirts (must be tucked in at all times) or sweatshirts (no hoodies) that have been approved by the Administration.
Note: No jeggings, rolled jeans or attention getting styles.

The Dress Code prohibits the following in the building: Clothing of any type that is unusual, vulgar, attention getting, or distracting; Clothing with logos hand-painted or unauthorized designs; Clothing that is torn, has holes, patches. Keys hanging from the neck/ Oversized necklaces and charms; Hats, caps, hoods, gloves, distracting chains, bandanas or Sunglasses; Any items, or appearances, that are distracting and not representing traditional dress will be considered a dress code violation subject to the discretion of the Administration.
**Discipline Code**

Students will abide by the Jefferson County Public School District’s *Code of Acceptable Behavior and Discipline*, except in cases where additional expectations have been established. All students will receive copies of the District’s *Code* and will be made aware of the additional expectations of the Traditional Program. Students are responsible for reading and complying with these codes.

Students removed from class for disruptive/misconduct behavior will be sent to ISAP for the remainder of the day.

Note: Students in the company of others who commit any of these acts (drinking, smoking, possession of drugs, etc.) will be considered guilty by association. Continual disciplinary problems will result in a recommendation for release from the program and a transfer to a more appropriate placement.

**Detention**

Will be held after school from 2:30 – 3:30 pm. Students who fail to attend their assigned detention will be placed in ISAP the following school day. Students removed from detention will be assigned one day of ISAP.

**Louisville Male High School Extracurricular Activities**

10 or more unexcused absences will result in loss of extracurricular activities. Suspensions days are counted as unexcused absences.

Loss of Extra Curricular: Your child forfeits attending

1. Dance
2. Prom (Junior/ Senior)
3. Athletic Events
4. Extra-Curricular Events

The Principal reserves the right to determine if any additional activities will be forfeited.
Cheating, Stealing, and Acts of Dishonesty

Cheating on any school assignment, in the classroom or at home, or on any test is contrary to the philosophy of the Traditional Program. Students are expected to uphold high standards of honesty and integrity as they respond to the requirements of classes and daily life at Male. Cheating involves one or more of the following actions:

- Using the work of another person as your own
- Copying information from another student’s homework, test, examination, research paper, or writings
- Plagiarizing (copying ideas, words, or sentences from printed or copyrighted material without giving the original author credit)
- Downloading papers, projects, reports, etc. without citations
- Preparing for cheating; such actions include (1) having in your possession a copy of a test to be given or which has been given, (2) using notes or help sheets during a test or examination when they are not allowed, (3) talking while taking quizzes, tests or examinations
- Failing to follow test procedures or test directions announced by the teacher/proctor (examples: no talking, no turning around in your seat, procedure for asking questions of teacher, etc.)

Cheating may be proved against a student under one of the following conditions:

- A teacher or administrator personally observes an act of cheating as defined above.
- A student admits to a teacher or administrator that he/she has committed an act of cheating.

If such acts do occur, the following penalties will be applied:

1. Homework and classwork—Penalties or disciplinary action will be handled according to the JCPS code of Conduct/Acceptable Behavior.
2. Tests and quizzes—A zero (0) will be given; five (5) days of detention will be assigned by the assistant principal; and a parent contact will be made.

Note: If there is a second occurrence, all previous actions will be applied in addition to a recommendation for the student’s transfer to a more appropriate placement.

Unauthorized Changing of Grades

Changing grades on the report card is viewed as an act of dishonesty and forgery and can lead to the student’s exit from the program in addition to suspension from school.
Attendance

Male expects all students to strive for the highest standards in attendance. The Kentucky Department of Education’s attendance regulations require:

- A full day attendance shall be recorded for a student who is in attendance 100 percent of the regularly scheduled school day for the student’s grade level.
- A tardy shall be recorded for a student who is absent sixty minutes or less of the regularly scheduled school day for the student’s grade level.
- The actual percentage of the school day shall be recorded for attendance of a student absent for more than sixty minutes of the regularly scheduled school day for the student’s grade level.
- A full day absence shall be recorded for a student who is absent 100 percent of the regularly scheduled day for the student’s grade level.
- All Suspension days will count towards unexcused absences and may affect loss of Curricular/Co-Curricular Activities.

Procedures for Proper Attendance

- Parents must call the school at 485-8292 by 9:00 am each day the student is absent or tardy to school.
- Follow-up notes explaining the absence must be sent to the school when the student returns.
- Tardy students must sign-in at the main office before going to class.

Failure to follow proper procedures will result in disciplinary action. Parents must sign students out in the main. Students will not be released without the parent’s signature.

Excused Absences

- Illness (note from doctor must be provided on return)
- Medical or Dental
- Death in the family
- Other exceptional reasons approved by the principal provided a written request is made at least 5 school days in advance
Make-Up Work for Excused Absences

It is the student’s responsibility to request all work that can be made up. Per JCPS policy, students are permitted the number of days missed plus one to submit make up work. However, some work/class activities such as films, class discussions, guest lectures, and physical education participation cannot be made up. Make-up work must be completed at the convenience of teachers in accordance with district, school policy and class syllabus.

For suspensions, students are allowed to make up tests, projects, quizzes, and daily written work provided the student requests this work within three (3) days of their return to school. Students will have the number of days absent, plus one (1) additional day to complete and turn in the work.

Unexcused Absences

Students absent for any reason other than those reasons listed as excused absences will be considered as unexcused and students will receive zeros in all classes.

10 or more unexcused absences will result in loss of extracurricular activities. This amount is the accumulation of full-day absences. Suspensions days are counted as unexcused absences.

Make-Up Work for Unexcused Absences

Missed work including tests cannot be made up resulting in a zero. Students are still responsible for the content covered during the absence.

Tardy to school

A student who is tardy to school (not in his or her first period class when the bell rings) must report to the attendance office, sign in and obtain an admit-to-class pass. Teachers should not admit students who are late to first period without a pass from the attendance office. Tardy students who present a written note from a parent MUST include a phone number so that parents can be contacted. ONLY THREE (3) PARENT EXCUSES FOR TARDINESS DUE TO ILLNESS MAY BE ACCEPTED IN A SEMESTER. Car problems, oversleeping and other personal reasons WILL NOT be accepted as excused. Students must ask teachers for make-up work and are responsible for completing the work.

Tardy to class

A student tardy to class after 1st period must report to the AP Office for an excused tardy note. Students tardy to class will be assigned 1 day detention for every tardy to class.
Excused Tardy

An excused tardy will be issued for the following reasons:

- Doctor’s Appt.
- Court Appearance
- Car Accident
- Death in the family
- JCPS late bus
- Other exceptional reasons approved by the principal provided a written request is made at least 5 school days in advance.

Unexcused Tardy to School

Tardy for any reason other than those listed above will be regarded as unexcused. Students will not be allowed to make up academic work missed. Unexcused tardies to school and unexcused early dismissals from school will accumulate and count toward loss of extracurricular activities.

Consequences for Unexcused Tardiness To School

The attendance clerk will designate if the tardy is excused or unexcused. Unexcused tardies to school will result in the following disciplinary action:

- 1st – 9th Unexcused Tardy - Detention will be assigned
- 10th Unexcused Tardy & Above – ISAP will be assigned

***CAR TROUBLE OR TRAFFIC IS NOT AN EXCUSED TARDY!***

Students who fail to attend their assigned detention(s) will be referred to the administration for assignment of ISS.

Arrival

Students should not arrive on campus before 7:00 a.m. unless a teacher or sponsor has a planned activity. **Students are not allowed to sit in their vehicle or leave campus once they arrive on campus.** Students should leave campus within 30 minutes of their last supervised activity of the day. All doors will be locked at 4:30 pm. Students found in the school without a coach or club sponsor will receive disciplinary action.
**Early Dismissal**

To preserve a safe and orderly learning environment, students may not be signed out for early dismissal after 2:00pm. A parent or a legal guardian (or person listed on the enrollment card) is required to sign out a student. Picture identification is required for the person signing out the student. Students may not sign themselves out. A student needing to check out of school must present their reason in writing from the parent to the attendance clerk prior to homeroom/first period. The note must include the student’s name, grade, date, reason for leaving school, time to be excused, telephone number where parent can be reached, and a parent signature. Phone calls will not be accepted for sign-outs.

All early dismissals will be coded as unexcused until proper documentation is provided to the school for reasons listed on the sign out sheet. An unexcused early dismissal will be issued for the following:

- Dr. Appt.
- Court Appearance
- Death in the family
- Other exceptional reasons approved by the Principal provided a written request is made five days in advance.

**Student Request for School Absence**

Students desiring an absence from school for any personal reason, including college visits, must obtain the Student Request for School Absence Form in the AP office and must return the completed form to the assistant principal five (5) school days prior to the requested date of absence. If the absence is not excused, disciplinary action will be applied and zeros recorded for all missed classes. No request for leave will be granted the last week of school.

**Student Withdrawal/Recommended for Exit**

Students new to the Traditional Program need a stabilizing period in which to adjust to the climate of the program. The Traditional Program is a graded structure, and the students who fall behind may be indicating that the program does not adequately meet their needs.

Before withdrawal, intervention strategies will be designed to meet the need(s) of individual students (e.g., tutoring, outside agency evaluation, home-school contingency plan, and/or outside counseling).

Release from Louisville Male High School and a transfer to a more appropriate placement may occur for one or more of the following reasons:

- Continued, serious breaches of accepted discipline (Parents will be contacted when these occur.)
- Overall lack of student academic progress (Parents will have been notified of problems in this area.)
- Parent’s unwillingness to accept the Traditional Program options/constraints
- Lack of parental responsibility for implementation of the Traditional Program’s philosophy and goals
* Students’ lack of success in academic courses during the school year—these students will be encouraged to seek admission into a school where they can be successful.

When it is necessary to place a student in a more appropriate school, the principal of the traditional school will contact the principal of the receiving school, and they shall mutually agree upon the date that the student is to be transferred. No student shall be transferred in the middle of a grading period unless the receiving principal agrees.

*Note: Adjustments may be made based on the nature of the occurrences and/or the Counselor or Assistant Principal’s discretion. Additional consequences for excessive absences are at the discretion of the Assistant Principal.

**Extracurricular Activities**

A wide range of extracurricular activities are available to students at Male in athletic, academic, service, and social areas. All students are encouraged to participate in their school programs and activities. Only when students become involved will they realize the fullest benefits of their high school years.

**10 or more unexcused absences will result in loss of extracurricular activities.**
Jefferson County Public Schools

Louisville Male Traditional High School Certification

We, the parent(s)/guardian(s) and the student, certify that we have read the Student Guide and will conform to all rules and regulations of Louisville Male Traditional High School.

We, the parent(s)/guardian(s) and the student, believe in the Traditional Program and will support the total concept, goals, and decisions.

We, the parent(s)/guardian(s) and the student, understand that Louisville Male Traditional High School is an Optional Program and that failure to meet and/or maintain acceptable attendance and tardy records, academic achievement, and behavior standards of the Traditional Program could result in a transfer to a more suitable alternative placement.

We understand that the student will adapt to the Traditional Program. The program does not adapt to the student. This agreement will remain in effect as long as my student attends Louisville Male Traditional High School.

JCPSNet Student Acceptable Use Policy

Jefferson County Public Schools (JCPS) offers students access to electronic information through a service called JCPSNet. Along with this access to computers and to people all over the world comes the availability of materials that may not be considered appropriate for use in the classroom. Because it is impossible to control all materials available through the global network, school staff and parents/guardians of minors are ultimately responsible for setting and conveying the standards that students should follow when using these information resources. JCPS supports each family’s right to decide whether or not to allow their child to have access.

Access is a privilege, not a right.

Students are responsible for appropriate behavior when using JCPSNet, just as they are in classrooms and school hallways. There, general school rules for behavior apply. Access to network services is offered to students who agree to act in a considerate and responsible manner, and parent permission is required. Based upon the acceptable use guidelines outlined in this document, the system administrators will deem what is appropriate use, and their decisions are final. The administration and staff may revoke or suspend user access when these terms are violated.
Students will:
* log in with their unique network login;
* use the network for educational purposes such as conducting research for assignments consistent with the JCPS academic expectations;
* use appropriate language, avoiding swearing, vulgarities, or abusive language.

Students will NOT:
* transmit or receive materials in violation of federal or state laws or regulations pertaining to copyrighted, threatening or obscene materials, including sexually explicit materials;
* use JCPSNet for personal or commercial activities, product promotion, political lobbying, or illegal activities;
* break into/attempt to break into another computer network;
* attempt to damage, move, or remove software, hardware or files;
* use unauthorized games;
* send or forward chain letters;
* use unauthorized software products (such as PointCast) which adversely affect network performance;
* create or share computer viruses;
* share access to their JCPSNet account, or use another person’s account;
* maliciously attempt to harm or destroy data of another user;
* use network resources to otherwise violate the JCPS Student Code of Conduct;
* attempt to access a blocked website by bypassing the proxy or any other means.

JCPS Net communications are not private and may be reviewed by JCPS personnel, or by someone appointed by them, to ensure that all guidelines are followed. Violation of the terms listed will result in a loss of access to JCPS Net and may result in other disciplinary action under the guidelines of the JCPS Uniform Code of Student Conduct. Use of public property for personal gain is a felony. Violators or parents of student violators may be subject to prosecution.
JEFFERSON COUNTY PUBLIC SCHOOLS

Equal Opportunity Policies

Equal Employment Opportunity
Employees/Applicants
The Jefferson County Public School District shall not discriminate in recruitment or employment on the basis of age, color, disability, marital or parental status, national origin, race, sex, sexual orientation, gender identity, gender expression, veteran status, religion, genetic information, or political affiliations or beliefs. The District shall promote equal opportunities through a vigorous affirmative action program as an integral part of personnel policy and practice in the employment, development, advancement, and treatment of employees of the Jefferson County Public Schools.

In the Event of Questions
Employees or applicants, report to immediate superior the appropriate personnel administrator, the Compliance and Investigations Office, or the appropriate enforcement agency if you believe you have experienced harassment/discrimination.

Equal Educational Opportunity
Students/Parents or Guardians
No student shall be denied equal educational opportunity by the board of education because of his or her age, color, disability, marital or parental status, national origin, race, sex, sexual orientation, gender identity, gender expression, veteran status, political affiliations, or beliefs or religion.

Harassment/Discrimination of any type is not permitted. A student has the right to attend school free from harassment and should not be subjected to discrimination for any reason. Schools will strive to ensure that these rights are protected and that appropriate consequences are provided to offenders.

In the Event of Questions
Students and parents/guardians, report to principal, the Compliance and Investigations Office, or the appropriate government agency if you believe you have experienced harassment/discrimination.

Noncompliance with the above policy and procedures may result in disciplinary action.

Discrimination Grievance Procedure
The Jefferson County Public Schools Discrimination Grievance Procedure is available at local schools, on the Jefferson County Public Schools website at www.jefferson.kyschools.us, or in the Compliance and Investigations Office, C. B. Young Jr., Service Center 3001, Crittenden Drive, Louisville, KY 40209. Contact Dr. Georgia Hampton, Compliance and Investigations director, at 465-3241, or call or write one of the following enforcement agencies:

Equal Employment Opportunity Commission
600 Dr. Martin Luther King Jr. Place, Suite 268
Louisville, KY 40202
(502) 582-6637 | www.eeoc.gov

U.S. Department of Education,
Office for Civil Rights
Wannamaker Building, Suite 515
100 Penn Square East
Philadelphia, PA 19107-3323
(215) 426-6541 | www.ed.gov

Kentucky Commission on Human Rights
The Hepburn Building, Suite 1400
332 West Broadway
Louisville, KY 40202
(502) 595-4224 | http://kchry.ky.gov

Louisville Metro Human Relations Commission
410 West Chestnut Street, Suite 200A
Louisville, KY 40202
(502) 574-4631 | www.louisvilleky.gov/HumanRelations

www.jefferson.kyschools.us
Equal Opportunity/Affirmative Action Employer
Offering Equal Educational Opportunities
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<tr>
<td></td>
<td>Unexcused Absence</td>
<td>1 &amp; ^10</td>
<td>Zeros all Classes</td>
<td>LE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10L</td>
<td>Theft/ Vandalism &lt;$500</td>
<td>3</td>
<td>✓ ✓</td>
<td>LE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10L</td>
<td>Theft/ Vandalism &gt;$500</td>
<td>6-10</td>
<td>✓ ✓</td>
<td>LE</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Missed Detention</td>
<td>1</td>
<td>1</td>
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</tr>
</tbody>
</table>

✓ **PROBATION LETTER** – Your child is being placed on probation and is in danger of receiving an Exit Letter and losing their privileges.
✓ **EXIT LETTER** – Your child’s name will be submitted to the Exit Review Board committee at the end of the year.
✓ **ALTERNATIVE PLACEMENT** – Your child will be recommended to attend a JCPS alternative school.
✓ **LOSS OF EXTRA-CURRICULARS** – Your child has forfeited attending LMHS events: ALL DANCES; JUNIOR & SENIOR PROM; PROJECT GRADUATION; BELLE OF LOUISVILLE; AFTER SCHOOL EVENTS INCLUDING ATHLETIC EVENTS.
**ADMINISTRATION RESERVES RIGHT TO REVOKE A STUDENT’S ATTENDANCE & PARTICIPATION AT SPORTING EVENTS.**
**Exited Students** who have been exited from the LMHS Traditional Program cannot attend any of the events listed above.
### Behavior and Range of Corrective Strategies

**Behaviors**

<table>
<thead>
<tr>
<th>Behavior</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
<th>Level 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unexcused tardiness to class/Nonattendance to class</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Splitting</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Leaving class without permission</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Intentionally throwing or releasing an object that has the potential to cause a disturbance, injury, or property damage, when the act of throwing or releasing the object is not part of a supervised activity</td>
<td>★ ★ ★</td>
<td>★ ★ ★</td>
<td>★ ★ ★</td>
<td>★ ★ ★</td>
</tr>
<tr>
<td>Talking in class</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Failure to respond to questions or requests</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>False information to staff</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Taunting, baiting, inciting a fight</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Excessive noise</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Horseplay</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Cheating/Academic dishonesty (results in academic consequences)</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Dress code violation</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Inappropriate use of district technology</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Violation of personal electronic/communication device policy</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Making, possessing, or distributing any recording of the voice, picture, or image— That has not been approved by or authorized by the school— Of any other student, staff member, or other person in any non-emergency situation and without the consent of the person(s) recorded</td>
<td>★ ★ ★</td>
<td>★ ★ ★</td>
<td>★ ★ ★</td>
<td>★ ★ ★</td>
</tr>
<tr>
<td>Failure to attend detention</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Loitering on school grounds</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
<tr>
<td>Leaving school grounds without permission</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
<td>★ ★</td>
</tr>
</tbody>
</table>

**Forgeries/Counterfeiting**

- The creation or alteration of written instrument (e.g., checks, transcripts, identification, or any other official document).

- Proximity/Vulgarity

- Wearing, cursing, using hate speech, or making obscene gestures.

- Proximity/Vulgarity toward staff

- Wearing, cursing, using hate speech, or making obscene gestures toward staff.

**Gambling**

- Same or cash or gift for review or profit.

**Grades six through eight**

- Grades six through eight.

**Use/Possession of tobacco products and electronic cigarettes**

- Any form of tobacco (e.g., cigarettes, cigars, loose tobacco, dip, chew, electronic cigarette, or similar instrument) except as prescribed by a medical doctor (e.g., nicotine replacement gum or patch).

**Theft/Vandalism**

- Theft—includes theft by unlawful taking or disposition when he or she acts illegally.
- Theft—includes theft by unlawful taking or disposition when he or she acts illegally.
- Vandalism—Damaging or defacing school property or the property of school personnel/students (includes criminal mischief).

| Less than $50 | ★ ★     |
| More than $50 | ★ ★ ★   |

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**LEVEL 1**

These interventions will involve the school administration and aim to correct the behavior by addressing the consequences of the behavior while keeping the student in school and in the classroom. These interventions will typically involve a parent/guardian conference, office time-out, cooling-off period, peer mediation, referral to student support staff, or detention. Staff should use these responses in a graduated fashion.

**LEVEL 2**

These interventions will involve the school administration and aim to correct behavior by addressing the consequences of the behavior while keeping the student in school. These interventions will typically involve the short-term suspension in a Positive Action Center (PAC), time-out, or in-school suspension. Staff should use these responses in a graduated fashion.

**LEVEL 3**

These interventions will involve the short-term removal of a student from the school environment because of the severity of the behavior. Short-term (one to three days) out-of-school suspension shall be assigned for the short-term suspension. The student shall be limited to no more than three days per occurrence and shall be limited to no more than three occurrences per year. Staff should use these responses in a graduated fashion.

**LEVEL 4**

These interventions will involve the removal of a student from the school environment because of the severity of the behavior. Long-term (six to ten days) out-of-school suspension shall be assigned for the long-term suspension. They may involve the placement of the student in an alternative education program that provides additional structure to address behavior. These interventions focus on maintaining the safety of the school community and ending self-destructive and dangerous behavior. Staff should use these responses in a graduated fashion.
<table>
<thead>
<tr>
<th>Behavior and Range of Corrective Strategies</th>
</tr>
</thead>
</table>

**BEHAVIOR**

<table>
<thead>
<tr>
<th>Behavior Description</th>
<th>LEVEL 1</th>
<th>LEVEL 2</th>
<th>LEVEL 3</th>
<th>LEVEL 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robbery</td>
<td></td>
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<tr>
<td>Theft involving the use of physical force, deadly weapons, or dangerous instruments</td>
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<tr>
<td>Fighting/Striking student</td>
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<tr>
<td>The use of physical violence between two students or the use of violence by a student on another person when there is no major injury as determined by the school administrator</td>
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<tr>
<td>Fighting/Striking faculty, staff, or other officials</td>
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<tr>
<td>The deliberate use of substantial physical force toward a faculty member, staff member, or other school official when no serious injury is caused or intended</td>
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<tr>
<td>Intimidation/Harassment/Harassing communications toward staff</td>
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<tr>
<td>Intimidation/Harassment/Harassing communications toward student</td>
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<tr>
<td>Bullying/Cyberbullying</td>
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<tr>
<td>Drug/Alcohol possession/Under the influence (referral for treatment/intervention)</td>
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<tr>
<td>Includes alcohol, illegal drugs, prescription drugs, over-the-counter drugs, drug paraphernalia, and look-alike drugs/alcohol</td>
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<tr>
<td>Drug/Alcohol/Tobacco/Electronic cigarette distribution</td>
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<tr>
<td>Includes alcohol, illegal drugs, prescription drugs, over-the-counter drugs, look-alike drugs/alcohol, and synthetic drugs</td>
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<tr>
<td>Assault/Sexual abuse/Sexual assault/Criminal abuse</td>
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<tr>
<td>Intending to cause or causing physical injury to another person by means of a deadly weapon or dangerous instrument or intentionally causing physical injury to another person. Sexual assault or physical sexual abuse of any kind is considered assault. Assault with staff/students present is considered an assault.</td>
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<tr>
<td>Inappropriate sexual behavior</td>
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<tr>
<td>Includes possession of pornography, sexual contact, and indecent exposure</td>
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<tr>
<td>Grades six through eight</td>
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<tr>
<td>Grades nine through twelve</td>
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<tr>
<td>Arson</td>
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<tr>
<td>Attempting to set, aiding in setting, or setting a fire</td>
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<tr>
<td>Weapons/Dangerous instruments</td>
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<tr>
<td>Possession, transfer, storage, or use of a deadly weapon or use of a dangerous instrument as defined by law (look-alike weapons will be treated as authentic)</td>
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<tr>
<td>Bomb threats/False fire alarms/False police reports/Terroristic threatening/ Fireworks/Explosives</td>
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<tr>
<td>All other criminal offenses: kidnapping, extortion, etc. (law)</td>
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</tbody>
</table>