

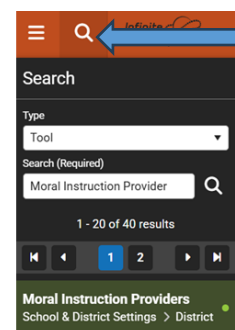
Moral Instruction Providers

Moral Instruction Provider Reporting

[SB 19](#) amended [KRS 158.200](#) to include: “local boards of education shall allow pupils to be excused for up to one (1) hour on no more than one (1) day each week, which shall include time attributed to travel to and from, to attend a district-approved request for a moral instruction offering upon receiving the consent of the pupil's parent or guardian.” This regulation requires new data collection and new reporting for Moral Instruction Providers. Reporting includes: (1) Name of each applicant that submitted a request to provide a moral instruction offering; (2) the date of the application; (3) The local board’s approval or denial of the application. (4) If the request was denied, reason for denial. KDE must report annually by Dec. 1 to the Legislative Research Commission for referral to the appropriate Interim Joint Committee on Education. Districts will meet the requirements for Moral Instruction reporting to KDE through a custom tool in Infinite Campus.

How to locate the Moral Instruction Provider tool

1. Select the correct school year.
2. Select the **Search** tab.
3. Choose **Tool** from drop-down **Type** menu.
4. Search and select **Moral Instruction Provider**.



Creating a new record

1. Click on your district name.
2. Select **New**.
3. Enter the following (note the fields with an asterisk are required):
 - Moral Instruction Provider Name
 - Date of Application - enter the date the application was submitted to the local board
 - Begin Date - date the moral instruction provider offering begins
 - End Date - date the moral instruction provider offering ends (can be left blank until the offering ends)
 - Status of the Application - choose approved or denied
 - 01: Approved
 - 02: Denied
4. If **02: Denied** is selected, a reason(s) MUST be chosen.
 - **No Driver Information** - missing details on the individual(s) transporting student(s) to and from instruction.
 - **No Indemnify Statement** – missing statement acknowledging and agreeing to indemnify and hold harmless the school district and its employees and agents against any claims relating to the moral instruction offering or transportation.
 - **No Location Address** – address or a description of the location where the instruction will be provided.
 - **No Non-Liability Agreement** – missing statement acknowledging and agreeing to inform the parent or guardian of a participating student that the school district and its employees and agents shall not incur any liability.
 - **No Primary Contact Listed** – for the primary individual who will be providing the instruction.

A screenshot of the 'SE Moral Instruction Providers' form. The form contains several fields and checkboxes. At the top, there is a 'Status Date' field with a date picker set to 07/07/2025. Below it is a 'Moral Instruction Provider Name' field. Then a 'Date of Application' field with a date picker. Below that are 'Begin Date' and 'End Date' fields with date pickers. Then a 'Status of Application' dropdown menu. Below that is a 'Reason(s) for Denial' section with a text area and a list of checkboxes: 'No Driver Information', 'No Indemnify Statement', 'No Location Address', 'No Non-Liability Agreement', 'No Primary Contact Listed', 'No Proof of Insurance', 'No Requirements Agreement', 'No Transportation Plan', 'Criminal Check Issue', and 'Other'.

- **No Proof of Insurance** - for liability, property loss, and personal injury of students related to the moral instruction offering or transportation to or from.
- **No Requirements Agreement** - missing statement acknowledging and agreeing to be bound by the requirements placed upon moral instruction offerings.
- **No Transportation Plan** – missing transportation plan to ensure the safety of pupils while traveling to and from instruction within the allotted time period.
- **Other** - provide additional clarification or alternative justifications for denial status.

5. Click **Save**.

Reviewing Existing Record

1. Expand the (+) beside the district name to view all records.
2. Select a record to view the entered information.



Updating an Existing Record

Information should be updated with end dates if the Moral Instruction Provider is no longer offering services.

Attendance Tracking for Moral Instruction

Attendance must be tracked for Moral Instruction absences. To have consistent, accurate, comparable data across all districts, a new exempt attendance code has been created and pushed down to all districts. Please use the new Absent/Exempt Moral Instruction attendance code when tracking these students. Additional details are available in the enrollment data standard.

Moral Instruction Q & A

Q: What is the application process for a Moral Instruction Provider?

A: Local boards should define the application process for their districts. All Moral Instruction Providers, whether approved or denied, must be entered into Infinite Campus to meet legislative reporting requirements.

Q: If a provider is initially denied but later meets the requirements and is approved, should this be documented as two separate records?

A: Yes, two separate records should be created. The first record should reflect the initial denial, with the approval status marked as "Denied" and include the specific reason(s) for the denial. If the provider later meets the requirements and is approved, a second record should be created to document the approval. This approach ensures a clear and accurate history of the provider's status and supports transparency and compliance.

Q: Do provider records need to be re-entered each school year?

A: This is determined at the local district level. If the decision is made to create a new record each school year, the previous year's records should be updated with appropriate end dates.

Q: Can I assign a title or name to the record so I can easily identify it later?

A: No, unfortunately, you can't assign a title or name to the record. Provider names and other details can be viewed by clicking onto a record and are also included in all reporting that will be available.