

# Gilbert Community School District

## Gilbert, Iowa

### Student Eligibility for Extra-Curricular Activities – Good Conduct Rule

The Board of Directors of the Gilbert Community School District offers a variety of voluntary activities designed to enhance the classroom education of its students. Students who participate in extra-curricular activities serve as ambassadors of the school throughout the calendar year, whether away from or at school. Students who wish to exercise the privilege of participating in extra-curricular activities must conduct themselves in accordance with board policy and must refrain from activities that are illegal, unhealthy, or highly inappropriate. Participation in extracurricular activities is a privilege, conditioned upon meeting the eligibility criteria established by the board, administration, and individual activity coaches and sponsors. The Principal shall keep records of violations of the Good Conduct Policy.

**Benefits of extracurricular activities:** The Board of Education believes the extracurricular program (**grades 7-12**) provides the opportunity for significant benefits for participants. The Board actively supports our extracurricular program and encourages as many students as possible to participate. The Board believes extracurricular activities provide students with the opportunity to:

1. Compete and associate with students from other schools.
2. Develop skills not found in curriculum.
3. Gain contentment from leisure time.
4. Achieve recognition and develop a positive self-image.
5. Develop desirable attributes and good citizenship.
6. Broaden perspectives and outlooks.
7. Participate in group activities and become part of a team.

Individuals may benefit in other ways. Emphasis is placed on the word “opportunity” because the Board believes only students can transform this opportunity into reality. The School can make programs available, but only students can take full advantage of these activities.

The following activities are covered by the School Board’s policy and these rules:

Athletics, un-graded instrumental and vocal music performances, cheerleading, drama productions, speech contest(s), FFA, FCCLA, National Honor Society, all extra-curricular clubs, all honorary and elected offices (e.g., Homecoming, King/Queen/court, Prom, King/Queen/court, class officer, student government, officer or representative, graduation student speakers), state contests and performances, mock trial, academic decathlon, or any other activity where the student represents the school outside of the classroom.

## Academic Eligibility

To be eligible for an activity, students participating must:

- be enrolled or dual-enrolled in school;
- have earned passing grades in at least four full-time classes the previous semester;
- be earning passing grades in all classes in the current quarter;
- for students in athletics, music, or speech activities, be under 20 years of age;
- for students in athletics, music, or speech activities, be enrolled in high school for eight semesters or less;
- for students in athletics, have not been a member of a college squad nor trained with a college squad, nor participated in a college contest nor engaged in that sport professionally;
- have met all transfer requirements, if the student is a transfer student, or eligible under state law and regulations if the student is an open enrollment student.

Special education students shall not be denied eligibility on the basis of scholarship if the student is making adequate progress, as determined by the IEP team, towards the goals and objectives on the Student's IEP.

Students involved in extra-curricular activities are subject to academic guidelines set forth by their respective governing organization and the rule of the state board of education. Students must pass all classes that they are enrolled in at the conclusion of each semester, commonly referred to as “no pass, no play.” The ineligibility period for a student that fails to meet this standard will be 30 calendar days in athletics, non-graded music activities, and speech. All ineligibility periods begin on the date report cards are issued, if a student is not involved in an activity on the date of issue, they will serve their ineligibility during their next activity, for athletics the period begins on the first legal playing date (not the first day of practice).

### Attendance:

- A. **Illness:** Students who miss part of the school day due to illness must be in attendance at school by 11:21 a.m. (or the beginning of 5<sup>th</sup> period on non-regular scheduled days) for high school students and by 11:30 a.m. (or the beginning of 4<sup>th</sup> period) for middle school students and stay in class for the remainder of the day in order to participate (in a contest, practice, or school sponsored social event held on the same day). This includes taking part in after school practice sessions.
- B. **Other Reasons:** Students who miss school for reasons other than illness must have their absences excused prior to the day they will miss, either in writing, by phone, or in person to be eligible for that day's events as either a participant or a spectator. The Principal or Designee has the discretion to allow participation the day of the event, without an excused absence from the prior day, only after direct contact with the student's parents.
- C. **Truancy and unexcused absences:** will eliminate a student's eligibility to participate until the student resumes attendance and the truancy or unexcused absence is resolved.

## **Good Conduct Policy**

To maintain eligibility for participation in Gilbert extra-curricular activities, students must conduct themselves as good citizens both in and out of school at all times. Students who represent the school in an activity are expected to serve as good role models to other students and to the members of the community.

If a student transfers into Gilbert from another school or school district and the student had not yet completed a period of ineligibility for a violation of a Good Conduct Rule in the previous school, the student shall serve the ineligibility requirements from the previous school district before becoming eligible to participate in extracurricular activities at Gilbert.

### **DETERMINATION OF VIOLATION:**

Gilbert school administration will make the determination if a student has violated the Good Conduct Policy, and such determination will not require a legal conviction in a court of law.

Any student accused of violating this Good Conduct Policy shall be provided an informal hearing by a school administrator at which time the student shall be informed of the allegation, informed of the basis of the allegation, and given an opportunity to tell the student's side. School administrators will determine by a "preponderance of the evidence" whether a student violated this good Conduct Policy by engaging in any of the following behaviors. Any violations also may be reported to law enforcement, to other school personnel, or to the student and/or his or her parents.

- ✓ possession, use, or purchase of tobacco products, regardless of the student's age;
- ✓ possession, use, or purchase of alcoholic beverages, including beer or wine, or participation with other students in such activities;
- ✓ possession, use, purchase, or attempted sale/purchase of illegal drugs, or the unauthorized possession, use, purchase or attempted sale/purchase of otherwise lawful drugs without a prescription, or participation with other students in such activities;
- ✓ engaging in any act that would be grounds for arrest or citation in the criminal or juvenile court system (excluding minor offenses such as traffic or hunting/fishing violations), regardless of whether the student was cited, arrested, convicted, or adjudicated for the act(s);
- ✓ engaging in other inappropriate or offensive conduct such as assault, insubordination, refusing to cooperate with school officials or law enforcement authorities, hazing or harassment of others, etc. Note: this could include group conduct. Any student whose conduct, either in or out of school, is such as to make him or her unworthy to represent the ideals, principles and standards of the Gilbert Community Schools, shall be declared ineligible to participate in extra-curricular activities by the administration.

For the purposes of this policy, having the odor of alcohol on one's breath is evidence of "use". "Possession" includes actual possession and constructive possession where the item is within reach of

the student or in close proximity to the student and/or otherwise subject to the student's immediate control (e.g. alcohol placed in the trunk of a car by a student who is operating the car).

“Participation” includes being in attendance at a function or party where the student knows or has reason to know that alcohol or other drugs are being consumed illegally by minors and failing to promptly leave despite having reasonable opportunity to do so. This participation rule is sometimes called a “mere presence” rule.

### **Consequences for violating Good Conduct Policy:**

Violations of the Good Conduct Policy are accumulative from completion of the eighth grade through the summer after graduation from high school. The Good Conduct Policy is in effect for twelve months of the year.

- 1. Smoking and Use of Tobacco:** Any student who is found guilty of, or who admits to smoking or using tobacco will be declared ineligible. “Smoking” means inhaling or exhaling the smoke of, or the possession of, or control of, a cigarette, pipe, cigar, little cigar, or chewing tobacco or snuff. Students who have reached the legal age for tobacco use must still adhere to the extra-curricular “Good Conduct Policy” governing participating in extra-curricular activities.

### **Consequences for students involved in athletics:**

*First Violation:* 25% of season

*Second Violation:* 50% of season

If both the first and second violations involve substance abuse, the student will be required to attend an accredited substance abuse counseling/rehabilitation program before being allowed to return to athletics. Plus 25 hours of community service

*Third Violation:* 1 calendar year (from date of infraction)

Plus 150 hours of community service

*Fourth Violation:* Permanent ineligibility

### **Consequences for students involved in other activities:**

The school principal/designee will be responsible for enforcing penalties under this policy.

A student involved in a dramatic and/or music production, including the play and school musical, will be ineligible and withheld from at least 25% of the performances of that production for the first offense: 50% for the second offense and for one year for any subsequent offense. Students also will be required to perform community service following a second offense (25 hours) and a third offense (125 hours)

A student who is a member of a vocal and/or instrumental music group, flag corps/color guard, and/or speech/will be withheld from performing, including competitions, for a corresponding period of time to be determined by the principal/designee and director/sponsor.

2. **Alcohol and Controlled Substances**--Any student found guilty of, or who admits to consuming, acquiring, delivering, or transporting of alcoholic beverages or dangerous illegal or controlled drugs will be ineligible for scheduled extra-curricular activity events.

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3. **Violation of the Law**--Any student who is found guilty of, or who admits to breaking the law, or who is placed in official or unofficial probation status whether voluntary or not, or whenever school administrators have a reasonable basis to believe that a student has committed an act in violation of the law, will be ineligible to participate in scheduled extra-curricular activity events. Violations of the law are those offenses that are more than minor motor vehicle operation offenses. They would include offenses such as shoplifting, theft, etc.

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- 4. Other inappropriate or offensive conduct:** Any student who engages in other inappropriate or offensive conduct such as assault, insubordination, refusing to cooperate with school officials or law enforcement authorities, hazing or harassment of others, etc. , and any student whose conduct, either in or out of school, is such as to make him or her unworthy to represent the ideals, principles and standards of the Gilbert Community Schools, shall be declared ineligible to participate in extra-curricular activities by the administration.

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#### **Time frames** for application and enforcement - (Pertains to items 1-4)

A student may become ineligible at a time when he or she is not participating in any extra-curricular activity. In this case the period of ineligibility begins as soon as the student does become a participant any time in the next twelve-month period.

The percentage of ineligibility will be determined by the total number of regular season varsity contests that are scheduled for that sport. The math rules of rounding will be applied. For example: 25% of 9 regularly scheduled football games are 2.25 games. The athlete would miss 2 games of the season. 50% of 21 regularly scheduled basketball games are 10.5 games. The athlete would miss 11 games of the season.

If a student is involved in one athletic/cheerleading activity and one non-athletic activity, the penalty will be applied to both activities in which the student is participating. If a student is involved in more than one non-athletic activity, the directors/sponsors of those activities and the administration shall meet to combine consequences for those activities.

Students are expected to attend practice during a time of ineligibility. Also, if a student is ineligible at any time while participating in a sport, that student must complete the entire season in order for any/all of the ineligibility to be deleted through participation in that sport. Exceptions may be granted because of extenuating circumstances such as injury or extended illness.

#### **Student conduct during interscholastic competition**

In addition to any other portions of this policy any student who is disqualified from an interscholastic contest by game officials for flagrant, violent, or verbal misconduct will be ineligible for the next regularly scheduled game/meet at that level of competition and all other games/meets in the interim at any level. The second violation carries four regularly scheduled games/meets ineligibility. (In instances of doubleheaders or double duals, etc.; the student is penalized for any remaining activity on that day, as well as the next regularly scheduled contest.) If penalties are imposed at the end of the season and no contest remains, the penalty is carried over in that particular sport until the next school year. The penalty is not imposed from one sport program to the next sport program, unless the student is a senior. Then the penalty is carried over to the next sport program in which that student participates. This policy is in effect in all interscholastic contests, grades 7-12.

Also, any student intentionally striking an official shall be immediately suspended for the duration of that athletic season. For a second offense the student shall be suspended from all interscholastic athletic activities for the duration of his/her school career.

Any student that is disqualified from an event is required to meet with the Principal and Athletic Director before the student becomes eligible to participate.

### **Reduction in Penalty:**

1. **Evaluation and Treatment:** A student who has a second violation of the alcohol or drug provision of the Good Conduct Policy Rule may elect to seek an evaluation and, if recommended, treatment from a recognized substance abuse facility at the student's or student's family's expense. If the student seeks evaluation and agrees to waive confidentiality to allow the evaluating facility to report back to the superintendent or designee regarding recommendations for treatment or follow up care, the student's penalty for the second violation may be reduced by one-half of the penalty. This reduction is not available for first or third violations.
2. **Admission Prior to Determination:** If a student comes forward to a coach, administrator, or activity sponsor to admit (self-report) a violation of the Good Conduct Rule prior to the date on which a meeting is held with the student and administrator on the alleged violations, the student's penalty may be reduced by  $\frac{1}{2}$  for a first violation, by  $\frac{1}{4}$  for a second violation, or  $\frac{1}{4}$  of a third violation within the student's high school career. The reduction in penalty is only the time period. The community service will remain the same.
3. Items 1 and 2 of this section may not be combined.
4. A student who has been found to have violated the provisions described above prohibiting conduct that would be grounds for arrest or citation, or conduct that is inappropriate or offensive, may seek to reduce the penalty by entering into a "Behavior Agreement". The agreement shall be in writing and shall include, but not be limited to, a written apology for the student's behavior to affected parties and, restitution where appropriate. The degree of reduction of the penalty in such situations shall rest with the administrator, but in no event shall the reduction exceed one-half of the penalty.
5. A student who violates the "**mere presence**" provision of this policy shall serve no more than one-half of the established penalty for the first, second, or third/subsequent violation.

### **Violations occurring during a period of ineligibility:**

If a student is ineligible at the time of a violation of the Good Conduct Policy, the penalty for the violation will not begin until the student regains eligibility. Example 1: a student is academically ineligible for a quarter or semester is found to have been in possession of tobacco, a Good Conduct Rule violation. When the student is again academically eligible, the penalty attaches. Example 2: a student violates the Good Conduct Policy and is ruled ineligible for three games/contests. While ineligible, the student again violates the rule. The second penalty attaches when the first penalty is completed.

### **Other disciplinary action:**

There will be no other regular school disciplinary or academic consequences for the violation (e.g., detention, suspension, expulsion from school, or grade reduction/withholding) unless the violation of the Good conduct rule occurred (a.) on school grounds, (b.) at a school event regardless of location, or (c.) the violation has a direct and immediate negative impact on the efficient operation of the school despite occurring off school grounds/time.

**Letters and Awards:**

Students who are ineligible at the conclusion of an activity shall not receive a letter or award for that activity.

**Infractions involving students who are simultaneously involved in multiple activities:**

For those students who are simultaneously involved in athletic, athletic-related, and non-athletic activities, violation of this policy will result in a period of ineligibility under all programs and activities.

**Other rules by coaches or sponsors:**

Coaches and sponsors may make other reasonable rules as they relate to their activities as long as the rules are approved by the administration. Violation of these rules may also result in dismissal from the activity.

**Notification and appeal process:**

Whenever a student is found to be in violation of this policy, the following appeal procedure will be set in motion. During the appeal process, penalties assessed to the student will be enforced.

The student and student's parent/guardian shall be immediately notified in writing regarding a decision on application of this policy. In this letter, the length of the period of ineligibility and a specific explanation of the reasons for the ineligibility will be stated.

Any student who is found by the administration to have violated the Good Conduct Policy may appeal to the Superintendent by contacting the Superintendent within 3 days of being advised of the violation. The Superintendent shall offer to meet with the student and his or her parents before rendering a written decision on the matter.

If the student is still dissatisfied, he or she may seek further review by the school board by filing a written appeal with the board secretary at least 24 hours prior to the next board meeting. A special meeting of the board will not be called. The review by the board will be in closed session unless the student's parent (or the student, if the student is 18) requests an open session. The grounds for review by the school board are limited to the following: (a) the student did not violate the Good Conduct Policy; (b) the student was given inadequate due process as provided in this policy; (c) or the penalty is not in compliance with Board Policy. The penalty will remain in effect pending the outcome of the meeting with the board.

If the school board reverses the decision of the administration, the student shall be immediately eligible and shall have any record of the ineligibility period and violation deleted from the student's record.

# Gilbert Community School District

## Extracurricular Code of Conduct

Before any student at Gilbert High School is eligible to participate in extracurricular activities, this form must be signed by the participant. The signing of this form indicates the participant is aware of the extracurricular policies of the Gilbert School District. Prior to the first practice, the coach/sponsor will review the policies with all participants. This form shall be signed and returned to the coach/sponsor who is responsible for filing it with the athletic director.

***I HAVE READ AND UNDERSTAND BOARD POLICY 503.4 KNOWN AS THE GOOD CONDUCT POLICY, AND THE RESULTING PENALTIES.***

Student's signature \_\_\_\_\_

Student's printed name \_\_\_\_\_

Date \_\_\_\_\_

Grade \_\_\_\_\_