

MUSCATINE COMMUNITY SCHOOL DISTRICT BOARD POLICY

Policy 502.3(R1) STUDENT ACTIVITY PROGRAM/GOOD CONDUCT - ADMIN REGS

Administrative Regulations

Good Conduct Policy

The Muscatine Community School District encourages all members of its student body to participate in co-curricular activities because of the benefits from such participation. However, it shall be the policy of the district that student participation is a privilege rather than a right. Therefore, students who elect to participate in activities shall be expected to exemplify high standards of behavior. Participation is interpreted to mean any spectator, casual observer, or student on school grounds during a function. The decision students make, both in and outside of school, should reflect the ideals, beliefs, and standards of their organization, school, and community. Students whose actions, habits or conduct create a negative image of the school or of the community in general may be declared ineligible by the principal or his/her designee. The coach or person in charge of a specific activity may temporarily suspend from that activity any student he/she feels has willfully broken established team or activity rules. The sponsor must have just cause for the discipline and provide the student with due process rights. Since activity directors and coaches are responsible for the conduct of their squad members or groups during practices and games, on trips, and at any other time they represent Muscatine Community Schools, it is imperative that students follow rules and guidelines established by the director or coaches in all cases.

Good Conduct Rules and Regulations

The Good Conduct rules and regulations were developed by parents, students, administration and extra-curricular staff of Muscatine High School. They will be uniformly followed by all students, as well as the actual participants in the extra-curricular activities program that is sponsored by Muscatine Community Schools. Any violation of board policy is also encompassed in the violations covered by the Good Conduct Rule.

1. Violation of Good Conduct Rule [LJ2] (includes on school grounds or school sponsored activities and off school grounds):

VERIFICATION OF VIOLATION: Verification of the violation will occur through formal charges by the Police Department, County Sheriff's Department, Iowa State Patrol, or Juvenile Court Services; or through "The Parental Responsibility Ordinance 7-16-5 [LJ3] Notification of Parents" by the same entities; or when a school employee witnesses a student violating the Good Conduct Rule; or when a student admits to violating the Good Conduct Rule. This will be in effect for all violations defined in the policy (1. a, b, c, d, e, f).

- a. Use of tobacco - any student using or possessing tobacco shall be denied the privilege of participating in all extra-curricular activities. Missed contests will follow the 1st violation, 2nd violation and 3rd violation penalties listed below.
- b. Alcoholic beverages - any student using or in possession of an alcoholic beverage shall be denied the privilege of participating in all extra-curricular activities. Missed contests will follow the 1st violation, 2nd violation and 3rd violation penalties listed below.
- c. Controlled substance and/or narcotics - any student using or in possession of a controlled substance and/or narcotics shall be denied the privilege of participation

MUSCATINE COMMUNITY SCHOOL DISTRICT BOARD POLICY

in all extra-curricular activities. (Controlled substances and/or narcotic does not include a doctor's prescription of one's personal use, but the exchange of prescription drugs or the selling of such drugs will be in violation of the Good Conduct Rule.) Missed contests will follow the 1st violation, 2nd violation and 3rd violation penalties listed below.

- d. In the event that a student comes under the jurisdiction of any court for criminal activity or is convicted or adjudicated of a felony or serious or aggravated misdemeanor, he/she shall be declared ineligible to participate in co-curricular activities contingent upon school investigation regarding charges filed pertaining to the case. Missed contests will follow the 1st violation, 2nd violation and 3rd violation penalties listed below.
 - e. Good Citizenship: Students whose actions, habits or conduct create a negative image of the school or the community in general may be declared ineligible by the principal or his/her designee. The Principal or his/her designee will determine the period of ineligibility.
 - f. Harassment of students: Students involved in physical violence or any form of harassment or bullying of other students will be subject to the good conduct policy. Students who are found to be defending themselves against a physical attack or bullying will not be subject to the good conduct policy. The Principal or his/her designee will determine the period of ineligibility.
2. Dispensation for violating the good conduct policy will be as follows:
The Good Conduct Policy will be in effect for the entire calendar year (12 months) and will encompass the four-year career of students in athletics and activities. Students will fall under this jurisdiction of the high school's Good Conduct Policy following completion of the 8th grade (summer preceding the student's ninth grade year). Student athletes/participants are covered by the policy regardless of being in or out of season during their four-year career. The penalties shall carry over from one activity to the next in which they participate. The policy for athletics and activities will be administered by the Activities Director under the same administrative regulations for the Good Conduct Policy (the policy covers cases of misuse involving alcohol, drugs and tobacco). In addition to discipline related to the activity, students will also be subject to regular school rules and regulations if the rule violation takes place on school district property or at a school sponsored event at some other location. *The penalty for each violation has been established by these administrative regulations and will be strictly followed.*
- a. First violation – The student will be ineligible for 25 percent of contests/public performances; the student will complete 15 hours of community service, must practice during the ineligibility period and finish the season in good standing. Community service hours must be completed within 30 calendar days of the violation. If the community service hours have not been completed within 30 days, the student will become ineligible for athletic/activity participation until the required hours have been completed.
 - b. Second violation – The student will be ineligible for 50 percent of contests/public performances; the student will complete an evaluation by New Horizons, must

MUSCATINE COMMUNITY SCHOOL DISTRICT BOARD POLICY

practice during the ineligibility period and finish the season in good standing. The student must also complete 25 hours of Community service in order to regain athletic/activity eligibility. Community service hours must be completed within 30 calendar days of the violation. If the community service hours have not been completed within 30 days, the student will become ineligible for athletic/activity participation until the required hours have been completed.

- c. Third Violation – The student will be ineligible for the remainder of their high school career. Students will be able to appeal their loss of Eligibility Status after serving one year, following the Schools Appeal Process outlined below. If the student is reinstated, any future good conduct violation will exclude that student from participation for the remainder of their high school career.
3. Persons found guilty of driving while intoxicated must do the following:
 - a. First violation – Six months of ineligibility; and successful completion of a substance abuse program by New Horizons or some other program approved by the school administration.
 - b. Second violation – The student will be ineligible for the rest of their high school career.
 4. Drug and/or Alcohol Intervention Program

MHS wishes to be proactive in addressing issues regarding drug and/or alcohol abuse within the student body. Prior to any charges or violations of the Good Conduct Policy, a student, or a student referred by their parent, may seek assistance from MHS to participate in and complete an alcohol and/or drug program through New Horizons without loss of eligibility. Students who use the program must also complete 25 hours of community service in coordination with the New Horizons Program. A Student's first use of the drug and/or alcohol intervention program will not affect eligibility, whereas subsequent use will result in loss of eligibility as outlined below.

Appeals Process

Whenever a student is declared ineligible, the parent will be notified by telephone and/or mail, and the following will apply.

The student and his/her parent(s) shall be invited to the school for a conference with the activities director or building principal. At that time the period of ineligibility will be stated and the appeal process will be reviewed.

1. Steps to Request An Appeal:
 - a. A written request must be made within five (5) school days of the notification of ineligibility. This request must be made to the building principal. During the appeal process, the student is ineligible to compete in extra-curricular activities. The student may continue to practice with the team during the appeal process.
 - b. The High School Principal will hear the appeal and make a decision on the case. A written decision will be given to the parents within five (5) school days of the Principal's decision.

MUSCATINE COMMUNITY SCHOOL DISTRICT BOARD POLICY

2. The parents may appeal the decision of the principal by making a written request to the Superintendent of Schools within five (5) school days of the principal's decision.
3. The Superintendent will schedule an appeal hearing within five (5) school days of receipt of the written request by the parent. The Superintendent will serve as a hearing officer to hear the appeal. The decision of the Superintendent is final.

School Attendance

1. In order to participate in practice or any activity, a student must be in attendance the duration of their academic day. Individual exceptions, such as doctor appointments, may be approved when arranged in advance. Students must return to school if time permits. A student must be in attendance the last regularly scheduled academic day in order to participate. Example - absent all day Friday - may not participate Saturday or absent on Monday and team leaves for tournament on Tuesday.
2. Students out of class because of scheduled activity must clear their absence in advance with each instructor. Individual instructors may request students to stay in class if failing or previous make-up work is needed.

Eligibility Rules and Regulations for High School Athletics

Rules and regulations for high school athletic eligibility are written by the Iowa Department of Education and enforced by the State Athletic Associations.

Students are not eligible if they:

1. Are twenty years of age or older, or have attended high school for more than eight (8) semesters. (Twenty days of attendance or playing in one (1) contest constitutes a semester.) High school refers to grades 9-12. Students in approved foreign exchange programs will be eligible if approved by the State Athletic Associations and/or the local school district.
2. A student must receive credit in at least 4 subjects at all times. They must pass all and make adequate progress toward graduation to remain eligible.
 - a. Muscatine High School will follow the rules and regulations of the Iowa Department of Education, the Iowa High School Music Association and the Iowa High School Speech Association for academic eligibility (Scholarship Rule 36.15(2) updated on May 16, 2006).
3. If a student is dropped from a class due to unexcused absences with "no credit," it is considered to be a failing grade for the purpose of athletic/activity eligibility.
4. Were out of school last semester.
5. Have changed schools this semester (except upon like change of residence of parent or guardian).
6. Have ever accepted an award for high school participation from an outside group other than inexpensive, unframed, unmounted paper certificates of recognition, or, if have ever received any money for expenses or otherwise for participation in an athletic contest.
7. Have competed on an outside school team as a member or as an individual while out for a high school sport and during that sport season without previous written consent of the superintendent. (Example: A student is out for wrestling and during the wrestling season

MUSCATINE COMMUNITY SCHOOL DISTRICT BOARD POLICY

wants to participate on an outside school wrestling team or tournament. The student would have to have permission from the superintendent or principal. Otherwise the student would be considered ineligible. Once the wrestling season is over, the student could participate without permission.) Soccer, swimming, baseball and softball are exempt from this rule.

8. Have ever trained with a college squad or participated in a college meet.
9. Have habits and conduct both in and out of school that make you unworthy of representing the ideals, principles, and standards of your school.
10. Have violations listed in the disciplinary section that would require removal from the activity or athletic programs for a specified period of time.

Athletic Participation

A student who makes the squad in one sport and who does not finish the season in that sport is not eligible to start practice for another sport before the end of the competition in the sport not completed, unless he has the consent of the coaches of both sports.

Athletic Requirements

Before any student is permitted to become a member of any Muscatine Community School District athletic squad, for his/her safety and protection, the following must be on file with the Activities Director:

- Completed Athletic Pre-Participation Physical Examination
- parental permission and medical release
- insurance information or desire to purchase
- Completed Concussion education form

The athlete pays for the cost of the student physical examination. The physician's statement must be signed by the physician and returned to the Activities Director.