

CODE # 503.4

EXTRA-CURRICULAR CODE OF CONDUCT

Philosophy. Students of the Nevada Community School District (“District”) are encouraged to participate in co-curricular and extra-curricular activities so that they might gain from the positive educational benefits of participation in these activities. Participation helps students to learn the principles of fair play and sportsmanship, respect for others, rules and authority, enhances physical health and well being, the development of leadership, group pride, teamwork, self-confidence, discipline and the value of self-sacrifice. Students who participate in activities represent our school to the community and their conduct is one factor by which our school is judged. Students who wish to have the privilege of participating in school activities must conduct themselves in accordance with the Board’s Extra-Curricular Code of Conduct Policy throughout the year. This Extra-Curricular Code of Conduct Policy is in force twelve months a year both on and off school property.

Area/Scope. This policy covers any activity where a student represents the school outside the classroom including, but not limited to, the following: FFA, student government, athletics, instrumental and vocal music performances, drama productions, speech contests, public performances which includes graduation ceremony, co-curricular clubs, all-star contest and all-state performances, state contest, cheerleading, drill team, mock trial, academic decathlon, homecoming court and coronation.

Violations. It will be a violation of the Extra-Curricular Code of Conduct Policy for a student to commit any of the following acts:

- a. The commission of a crime under any governmental law or ordinance regardless of whether or not the student was cited, arrested, convicted, or adjudicated for the act(s) except laws and ordinances regulating the use of motor vehicles under which a violation is classified as a simple misdemeanor.
- b. The use, possession, sale, manufacture, distribution or purchase of tobacco products, alcoholic liquor, wine, or beer, any controlled substance as defined in Chapter 124 of the Code of Iowa, or any “look alike” substance.
- c. Repeated violations or serious violations of any written rule or regulation adopted by the Board of Education of the District.

Administrative Determination. When a school administrator becomes aware of an allegation that a student has violated the Extra-Curricular Code of Conduct Policy, the administrator will promptly investigate the factual circumstances and shall determine whether the student has violated the Extra-Curricular Code of Conduct Policy. The investigation and determination will not be limited by any formal rules of evidence or procedure. The student will be provided a face-to-face meeting with a school administrator. The student will be given notice of which rule they are accused of violating and the basis of that charge. After such notice, the student will be given an opportunity to explain his/her actions to the school administrator prior to any determination of violation by the administrator.

NEVADA COMMUNITY SCHOOL DISTRICT BOARD POLICY

STUDENTS – SERIES 500

Subseries 503: STUDENT DISCIPLINE

CONTINUED

NEVADA COMMUNITY SCHOOL DISTRICT BOARD POLICY
STUDENTS – SERIES 500
Subseries 503: STUDENT DISCIPLINE

CODE #503.4 - EXTRA-CURRICULAR CODE OF CONDUCT (continued)

Notice to Student. The school administrator, upon making a determination that a student has violated this Extra-Curricular Code of Conduct Policy, will promptly mail or deliver to the student's parent(s) or guardian(s) a written notice of the violation and describing the consequence to be imposed upon the student for the violation and the effective date on which such consequence will commence.

Appeals. The student, parent(s) or guardian(s) may appeal an administrative determination to the superintendent that a student has violated this Extra-Curricular Code of Conduct Policy. The appeal must be in writing and received in the Superintendent's Office within three (3) calendar days of being notified of the violation. The superintendent will render his or her decision either upholding, modifying, or reversing the administrative decision with three (3) business days of receipt of the appeal in the Superintendent's Office and said decision will be immediately mailed to the student's parent(s) or guardian(s) (and to the student if the student is at least 18 years of age). The student, parent(s) or guardian(s) may appeal the superintendent's decision by submitting his or her request in writing to the Nevada Board of Education within three (3) calendar days of being notified of the superintendent's decision, and at least 24 hours prior to the time of the next Board meeting. The review by the Board will be in closed session unless the student's parent(s) or guardian(s) (or the student, if the student is at least 18 years of age) requests an open session in writing. The grounds for review by the Board are limited to the following:

- a. The student did not violate the Extra-Curricular Code of Conduct Policy;
- b. The student was given inadequate due process in the investigation and determination; or
- c. The penalty is in violation of the Handbook Rule or Board Policy.

Any penalty for violation of this Extra-Curricular Code of Conduct Policy will remain in effect pending the Board's decision.

If the Board reverses or modifies the decision of the administration, the student shall be immediately eligible, as determined by the Board in its ruling, and the record of the ineligibility period and violation shall be deleted or amended in the student's school record as applicable.

Any submission in writing that is subject to a time period in this policy will be presumed to have been submitted in a timely manner to the appropriate administrative office if it is mailed and bears a postmark from the United States Post Office that is dated within the applicable time period. Any submission not bearing a postmark from the United States Post Office will be timely only if actually received by the applicable administrative office within the stated time period during the hours that said office is open for regular business. The date of receipt of any submission, whether delivered by mail or otherwise, will be noted on each submission by the staff of the applicable administrative office.

Sanctions. When the administration believes it is more likely than not that the student violated the

CONTINUED

NEVADA COMMUNITY SCHOOL DISTRICT BOARD POLICY
STUDENTS – SERIES 500
Subseries 503: STUDENT DISCIPLINE

CODE #503.4 - EXTRA-CURRICULAR CODE OF CONDUCT (continued)

Code of Conduct Rule, during the school year or summer, the student is subject to a loss of eligibility as follows:

First Offense within the Student’s High School/Middle School Career:

- a. The student must self-report the violation to an administrator/coach/activities director or program director within 48 hours of the occurrence. The student must perform ten (10) hours of community service as approved and verified by the administration. The student will have 14 days to perform the community service and will maintain eligibility during this time.
- b. If the violation is for possession or use of alcoholic liquor, wine, beer, or a controlled substance, the student must participate in a minimum 7.5 hours, substance abuse education program. Verification of student participation and completion is provided by the program director to the activities director. Arrangements are to be made and fees paid by the student. The student will have two (2) weeks to enroll in the substance abuse education program and will maintain eligibility during this time.
- c. If the student fails to complete sections a. or b. above or fails to admit guilt when confronted with the evidence, then the student will be ineligible for 50% of the scheduled contest dates/events/performances and four (4) major fine arts activities (see section e. in **Special Provisions**).

Second Offense within the Student’s High School/Middle School Career:

- a. The student must self-report the violation to an administrator/coach/activities director or program director within 48 hours of the occurrence. The student must perform 25 hours of community service as approved and verified by administration. The student will have 30 days to perform the community service.
- b. The student will be ineligible for 30% of the scheduled contest dates/events/performances and two (2) major fine arts events (see section e. in **Special Provisions**).
- c. If the student fails to complete sections a. or b. above or fails to admit guilt when confronted with the evidence, then the student will be ineligible for 50% of the scheduled contest dates/events/performances and four (4) major fine arts activities (see section e. in **Special Provisions**).

Third Offense within the Student’s High School/Middle School Career:

The student will be ineligible for 100% of the scheduled contest dates/events/performances and all major fine arts activities (see section e. in **Special Provisions**).

Fourth Offense within the Student’s High School/Middle School Career:

The student will be ineligible for 12 calendar months from the date of the violation.

CONTINUED

NEVADA COMMUNITY SCHOOL DISTRICT BOARD POLICY
STUDENTS – SERIES 500
Subseries 503: STUDENT DISCIPLINE

CODE #503.4 - EXTRA-CURRICULAR CODE OF CONDUCT (continued)

Subsequent Violation:

The student will be ineligible for the remainder of the student's high school/middle school career.

Special Provisions:

- a. Self-reporting is defined as a student initiates a face-to-face conversation, live phone call conversation or e-mail to an administrator/coach/activities directors or program director and admits to a violation. The burden of proving that a student has self-reported will be on the student and not on the District.
- b. Percentages that do not divide evenly into the total number of contest will be rounded to the greater number.
- c. A student must complete the activity season they have started or no ineligibility will be reduced from the original sanction.
- d. In the case of athletic ineligibility, the sport must be one in which he/she has participated during the immediate preceding year.
- e. If a student's ineligibility begins at a point in the season or activity where less than the ineligible number of contests or performances remain, the ineligibility will carry over into the next season or activity.
- f. If a student transfers in from another school district, and has not yet completed a period of ineligibility for a violation of a Extra-Curricular Code of Conduct Policy in the previous school district, the student will remain ineligible for the same period of ineligibility as imposed by the previous school district.
- g. If a student is required to perform as a part of a grade (i.e., band or chorus), and that student violates the Extra-Curricular Code of Conduct Policy, the student will be withheld from the performance without any impact on the student's grade for the course. The student will be required to participate at the director's discretion.

Legal Reference: Bunger v. Iowa High School Athletic Assn., 197 N.W.2d 555 (Iowa 1972).
In re Jason Clark, 1 D.P.I. App. Dec. 167 (1978).
Iowa Code §§ 280.13, .13A (1995).
281 I.A.C. 12.3(8); 36.15(1).

Cross Reference: 503.1 *Student Conduct*
 504.6 *Student Activity Program*

Approved June 14, 2006 Reviewed _____ Revised _____