

North Mahaska Conduct and Communication Policy

Conduct and Communication for Extra-Curricular Activities Associated with North Mahaska

Student Code of Conduct for Activities General Statements

1. Extra-curricular activity participation is a student privilege, not a right. Appropriate student conduct for participants in these activities is expected at all times, both on the school grounds and also away from school.
2. Extra-curricular activities shall be defined as All school-sponsored and/or school-approved activities including but not limited to: organizations associated with Athletics, Athletic programs, Intramural Sports and Cheerleaders, Music Activities, Drama, FFA, Student Council, Speech, Dance, Sports Medicine Program, Archery, and Shooting Sports.
3. This policy applies to any student who is on school property, who is in attendance at school or at a school-sponsored activity, or whose conduct at any time or in any place interferes with or obstructs the missions or operations of the school district or the safety or the welfare of students, employees, or visitors. This policy shall apply twelve (12) months of the year.
4. The sponsor of extracurricular activity and/or principal may declare ineligible a student whose conduct is contrary to and/or in violation of the established rules and regulations as set out herein. A student who is found to be in violation of the established rules and regulations may continue to participate in any and all practice sessions. The student will be expected to attend all home games, contests, or activities as a member of the team, club, or school group unless otherwise directed by the coach or sponsor. If the student wishes to go and spectate an away event, the student's family will be responsible for transportation. The student will not act as a member of the team at away events. All students participating in extracurricular activities are bound by this code of conduct. A copy can be obtained from the office. A statement acknowledging having read and agree to abide by the rules and regulations of the code of conduct, signed by both the student and parent or guardian, must be on file in the principal's office or the athletic director's office before a student can be allowed to represent the school in any contest, game, performance, or activity.
5. Any student who is observed by a staff member or law enforcement official or is found by a preponderance of the evidence, or admits to violating the rules as set forth in the code of conduct will be suspended or ineligible for all extracurricular activities as stated in the code of conduct.
6. Once a student completes 8th Grade, they start the good conduct sequence again, unless the board deems otherwise. Additionally, if a student with past violations maintains a "clean" record (no Code of Conduct violations) for a period of 2 calendar years, his/her good conduct sequence reverts to the beginning of the violation sequence.
7. If a student is involved in activities that are detrimental to their health or well-being, we encourage them to share their issues with school district staff members. The well-being of students are a top priority in our district.

CODE OF CONDUCT RULES

**All students, whether currently involved in an extracurricular activity or not, are expected to heed these rules and will be held accountable as they are written.*

1. Consumption, use, or possession of amphetamines, depressants, cocaine, or any other drug or substance. This shall also include consumption, use, or possession of marijuana or any other illegal drug and all "look-alike" substances.
2. Possession, handling, or transmission of weapons or dangerous instruments or any object that could be considered a dangerous weapon while on school property, while attending school-sponsored activities, or on trip(s) to and from school activities, except as allowed for archery and shooting sports and approved by the administration.
3. Consumption, use, or possession of alcoholic beverages. Furthermore, any student who is under the influence of alcohol, or alcohol is detected on his/her breath or clothing, will be subject to disciplinary action. Also, any student who is on the premises where any of the substances listed in rules numbered 1 and/or 3 are available for use or consumption by minors, will be subject to disciplinary action. Also prohibited is the use or possession of "look-alike" substances that appear to be alcohol or controlled substances by the student on school property or at any activities sponsored by the school on or off school property.
4. Consumption, use, or possession of any form of tobacco. This includes snuff, dip, chewing tobacco, cigarettes, cigars, pipe tobacco, E-cigarettes, Vapor other tobacco imitations, or "look-alike" substances.
5. Criminal conviction or admission of any offense which constitutes a serious misdemeanor, aggravated misdemeanor, or felony. Conviction or admission of a simple misdemeanor if it involves an offense of violence.
6. Damage, destruction, vandalism, or theft of school property and/or real or personal property of employees, students, or visitors of the school and/or while the guest of an opposing school.
7. Repeated failure to attend school without reasonable and acceptable excuses or repeated failure to make up detentions or other disciplinary actions as rendered by school officials.
8. Any behavior which is not representative of the school district's values as set forth in board policy 503.4 and negatively reflects upon the view others have of our district, could invoke Code of Conduct penalties. This will be handled case by case.
9. These rules shall apply to all extra-curricular activities in which the student participates. If the student is not participating in any activity, then the suspension shall apply to the first extracurricular activity in which the individual participates. A student must start the extracurricular activity from the very beginning and will not be allowed to join another extracurricular activity in progress. A suspension may be carded into the next activity in which a student participates when the current season ends and the suspension guidelines have not been fulfilled.

NOTE: *The sponsor of the extra-curricular activity may establish and make known rules of conduct and regulations in addition to those above for the students participating in the activity. Those rules of conduct shall be approved by the building principal or his/her designee, shall be in writing, and shall be given to each student in the particular activity prior to their membership or involvement with the activity. If necessary, additional rules of conduct may be established and made during the school year following the same procedure.*

HIGH SCHOOL PENALTIES:

Violations of school rules, as set forth above, or extra-curricular activities can result in a student being suspended or ineligible from the activity(ies).

A. Violation of rule(s) number 1 and/or 2

- a. **First offense:** results in the student being immediately ineligible for the remainder of the current season and tournament season and will also be ineligible for the entire season of the next activity in which the student participates.
- b. **Second offense:** ineligibility will be for a minimum of one year and permanently if the Board of Education determines that that course of action is appropriate.

B. Violation of rules numbered 3, 4, 5, 6, and 7

- a. Results in the student being ineligible for the stated number of *events. The student must serve both the athletic suspension (I) **and** the non-athletic suspension (II-VI).
- b. Special exemptions may be given by the principal and/or dean of students for II-VI under extenuating circumstances.

*For purposes of this policy, an *event* is defined as the entirety of the scheduled contest, competition, performance, etc, regardless of the number of individual games, matches, performance, or calendar dates involved. A multi-team tournament, triangular, double-header, contest, or any other activity consisting of multiple contests or occurring over multiple days shall be considered one event.

	Activity	1st Offense	2nd Offense
I	Athletic (Sanctioned and Non-Sanctioned) Football, Cross Country, Volleyball, Basketball, Wrestling, Track, Golf, Baseball, Softball, Cheer, Shooting Sports, Archery, Dance, E-Sports	25% of the *number of regular season events of which the student is a **participant. (If the consequence is issued at a time where there is less than 25% of the regular season left, the remaining ineligibility will be served in the post-season)	50% of the *number of regular season events of which the student is a **participant. (If the consequence is issued at a time where there is less than 50% of the regular season left, the remaining ineligibility will be served in the post-season)
		*Any decimal values will be <u>rounded up</u> (Ex. If 21 basketball events are scheduled 25% of 21 = 5.25, the student would be suspended 6 events) **For students who participate at multiple levels within the same activity (e.g., Varsity, Junior Varsity), the period of ineligibility shall be based on the student's <u>highest level of competition</u>. The student shall be ineligible to participate in all contests at any level during the period of suspension. (Ex: A student who participates at varsity and junior varsity levels is assigned a suspension of four varsity contests shall be ineligible for four varsity contests and all junior varsity contests that occur during that same period of ineligibility.) ***If the suspension is longer than the number of events remaining in the season/postseason, the remaining suspension will be served in the student athletes next competition season.	
II	Jazz Band / Speech	1 Competition	2 Competitions
III	Student Council/Class Officer	1 Major Activity	*Forfeit of office for the remainder of the year.
IV	FFA	*FFA will establish their own discipline in accordance with chapter expectations. Disciplinary action taken by chapter advisors should be discussed with and approved by the administration. All disciplinary action should maintain consistency in enforcement.	
V	National Honor Society	NHS Council will determine disciplinary action and the student may be considered for dismissal.	
VI	Play/Musical	The principal shall determine the appropriate consequence based on the student's role in the production and the potential impact on the production.	

		Consequences may include one or more of the following: • Ineligibility for the current production if the removal of the student would not substantially jeopardize the completion of the production; • Ineligibility for future theatrical productions if the removal of the student would substantially jeopardize the completion the current production; • Twenty-five (25) hours of community service that must be approved by the administration.
<i>When you participate in multiple sports or activities, the penalty applies to EACH sport or activity you are in.</i>		

- C. For a violation of rules numbers 1, 3, or 4 the principal or designee may assign one or more of the following.
- Completion of an approved educational program related to the health risks and consequences associated with alcohol, drug, nicotine, tobacco, or vaping products.
 - Community service activities approved by the school administration, not to exceed fifteen (15) hours.

Failure to satisfactorily complete assigned educational or restorative requirements will delay reinstatement to full participation privileges. These requirements are intended to supplement, not replace, the suspension and ineligibility consequences established elsewhere in this policy.

- D. **Voluntary Self-Reporting:** A student who voluntarily reports their own first violation of Rule 3 or Rule 4 prior to the commencement of a school investigation *may be eligible* for a reduction of *up to* 50% of the applicable first offense period of ineligibility. To qualify, the self-report must occur before the school is confronted regarding the violation by school personnel, law enforcement, coaches, sponsors, or other adults acting on behalf of the school district. The student must also satisfactorily complete any educational or community service requirements assigned by school administration. This provision may only be utilized once during a student's North Mahaska Jr/Sr High career. The determination of eligibility for reduction shall be at the discretion of the building principal or designee.
- E. For the third violation of rules numbered 3, 4, 5, 6, and 7 the student will be declared ineligible for a minimum of one calendar year from the date of the third violation and permanently if the Board of Education determines that the same is appropriate. **NOTICE: These rules shall apply regardless of the geographic location of the violation.**
- F. Violation of rule number 8 may result in a student being suspended the same as for violations in paragraph B or if the principal determines that such a penalty is too severe, a lesser penalty may be imposed.
- G. A student with a fourth violation of any rules during the 9th-12th grade years may be suspended for the remainder of his/her high school eligibility.

JUNIOR HIGH SCHOOL PENALTIES:

Violations of school rules, as set forth above, or extra-curricular activities can result in a student being suspended or ineligible from the activity(ies).

- Violation of rule(s) number 1 and/or 2
 - First offense:** results in the student being immediately ineligible for the remainder of the current season and tournament season and will also be ineligible for the entire season of the next activity in which the student participates.
 - Second offense:** ineligibility will be for a minimum of one year and permanently if the Board of Education determines that that course of action is appropriate.
- Violation of rules numbered 3, 4, 5, 6, and 7
 - Results in the student being ineligible for the stated number of events. The student must serve both the athletic suspension (I) **and** the non-athletic suspension (II-V).
 - Special exemptions may be given by the principal and/or dean of students for XI-X under extenuating circumstances.

*For purposes of this policy, an *event* is defined as the entirety of the scheduled contest, competition, performance, etc, regardless of the number of individual games, matches, performance, or calendar dates involved. A multi-team tournament, triangular, double-header, contest, or any other activity consisting of multiple contests or occurring over multiple days shall be considered one event.

	Activity	1st Offense	2nd Offense
I	Athletic (Sanctioned and Non-Sanctioned) Football, Cross Country, Volleyball, Basketball, Wrestling, Track, Baseball, Softball, Cheer, Shooting Sports, Archery, Dance, E-Sports	25% of the *regular season dates of which the student is a participant. (If the consequence is issued at a time where there is less than 25% of the regular season left, the remaining ineligibility will be served in the post-season)	50% of the *regular season dates of which the student is a participant. (If the consequence is issued at a time where there is less than 50% of the regular season left, the remaining ineligibility will be served in the post-season)
		*Any decimal values will be <u>rounded up</u> (Ex. If 9 dates are scheduled, 25% of 9 = 2.25, the student would be suspended 3 dates) **If the suspension is longer than the number of events remaining in the season/postseason, the remaining suspension will be served in the student athletes next competition season.	
II	Jazz Band	1 Competition	2 Competitions
III	Student Council	1 Major Activity	*forfeit of office for the remainder of the year.
IV	FFA	*FFA will establish their own discipline in accordance with chapter expectations. Disciplinary action taken by chapter advisors should be discussed with and approved by the administration. All disciplinary action should maintain consistency in enforcement.	
V	Play/Musical	The principal shall determine the appropriate consequence based on the student's role in the production and the potential impact on the production. Consequences may include one or more of the following: - Ineligibility for the current production if the removal of the student would not substantially jeopardize the completion of the production; - Ineligibility for future theatrical productions if the removal of the student would substantially jeopardize the completion the current production; - Twenty-five (25) hours of community service that must be approved by the administration.	
When you participate in multiple sports or activities, the penalty applies to EACH sport or activity you are in.			

- C. For a violation of rules numbers 3 or 4 the principal or designee may assign one or more of the following.
- Completion of an approved educational program related to the health risks and consequences associated with alcohol, nicotine, tobacco, or vaping products.
 - Community service activities approved by the school administration, not to exceed fifteen (15) hours.

Failure to satisfactorily complete assigned educational or restorative requirements will delay reinstatement to full participation privileges. These requirements are intended to supplement, not replace, the suspension and ineligibility consequences established elsewhere in this policy.

- D. **Voluntary Self-Reporting:** A student who voluntarily reports their own first violation of Rule 3 or Rule 4 prior to the commencement of a school investigation *may be eligible* for a reduction of *up to* 50% of the applicable first offense period of ineligibility. To qualify, the self-report must occur before the school is confronted regarding the violation by school personnel, law enforcement, coaches, sponsors, or other adults acting on behalf of the school district. The student must also satisfactorily complete any educational or community service requirements

assigned by school administration. This provision may only be utilized once during a student's North Mahaska Jr/Sr High career. The determination of eligibility for reduction shall be at the discretion of the building principal or designee.

- E. For the third violation of rules numbered 3, 4, 5, 6, and 7 the student will be declared ineligible for a minimum of one calendar year from the date of the third violation and permanently if the Board of Education determines that the same is appropriate.
- F. Violation of rule number 8 may result in a student being suspended the same as for violations in paragraph B or if the principal determines that such a penalty is too severe, a lesser penalty may be imposed.

IMPORTANT NOTES

- It is not required that a student be guilty under the criminal law system. The standard applied shall be if a reasonable person could conclude a violation has occurred. The student and/or their parents or guardians have the right to appeal when a student is judged to have violated this good conduct policy. The appeal process shall originate with the building principal.
- ***Mere Presence Rule:*** There are times when students find themselves in an environment where minors are consuming prohibited substances. It is up to the individual to leave the event. The student must call a parent or an adult within 15 minutes of arriving to come and get them. The student must try to stay away from the illegal activity while waiting for a ride. If law enforcement arrives at the party and they have no alcohol in their system, proof (i.e. text messages and/or phone records) will be required as proof that the student called to leave the event. If they are there and have made no attempt to call and leave, they will be considered in violation of the code of conduct and will be punished accordingly.
 - ◆ If a student knowingly poses for a photograph or video in which underaged consumption of substances listed in Rules 1, 3, 4, said student will be held accountable for the code of conduct regardless of mere presence. Posing for a photograph does not display an attempt to remove one's self from the illegal actions.
- Any behavior or action not specifically mentioned above that the administration feels is in violation of the code will be handled in a case by case situation.
- **NOTICE: These rules shall apply regardless of the geographic location of the violation.**

Definitions:

Damage - physical harm caused to something in such a way as to impair its value, usefulness, or normal function.

Destruction - the action or process of causing so much damage to something that it no longer exists or cannot be repaired.

Vandalism - willful or malicious destruction or defacement (the action or process of spoiling the surface or appearance of something) of public or private property.

PROCEDURES FOR RESOLVING CONCERNS FROM PARENTS

From time to time, in working with the many individuals who are involved in an activities program in a school such as ours, issues come up that may cause concern for parents. It is difficult for these concerns to be addressed when the parties involved have different views, backgrounds and opinions. The following procedure is suggested to student-athletes and parents to follow in order to get the issues on the table and address them.

Should concerns surface, the following levels should be followed in the prescribed order. **Please note the district has a 24 hour rule that states coaches will not discuss a concern until after 24 hours has passed from time of concern.**

Level 1 Student and coach(s)

Level 2 Student, parent and coach(s)

Level 3 Student, parent, coach(s) and activities director

Level 4 Student, parent, coach(s), activities director and principal

Level 5 Student, parent, coach(s), activities director, principal and superintendent

Once again, we are suggesting that concerns are best resolved at a level close to the problem. As with any appeal procedure, should satisfaction not be achieved at a level, the appeal can be made to the next level. Administrators, coaches, directors and parents are in the business to best serve our students and participants. This process will help us to make the activities program at North Mahaska one of which we can all be proud.

*Note: Students and parents may go directly to Level 2 if the student and/or their parent is uncomfortable with the student having that conversation alone at Level 1. This ensures flexibility and consideration for the comfort of those involved.

Appropriate concerns to discuss with a coach:

- 1) The mental and physical treatment of your child.
- 2) What your child needs to do to improve.
- 3) Concerns about your child's behavior.

Concerns NOT appropriate for discussion with your child's coach:

- 1) How much playing time each athlete is getting.
- 2) Team strategy.
- 3) Play calling.
- 4) Other student/athlete performance
- 5) Statistics

It is very difficult to accept that your child is not playing as much as you may hope. Coaches make decisions based on what they believe is in the best interests of all students participating. As you can see from the list above, certain things can and should be discussed with your child's coach. Other things, such as those listed next, must be left to the discretion of the coach.

There are situations that may require a conference between the coach and the parent. These are not discouraged, as it is important for each party to have a clear understanding of the other's position. When these conferences are necessary, the following procedure is suggested to help promote a resolution to the issue.

If the student has attempted to talk to the coach, and a parent wishes to discuss it with the coach, the following procedure should be followed in this order unless there is special permission granted by the activities director.

1. Contact by calling and or emailing the coach to set up an appointment. (Discussion will not be done by email or text)
2. If the coach cannot be reached, call and or email the activities director and ask them to set up a meeting with the coach for you.
3. Think about what you expect to accomplish as a result of the meeting.
4. Discuss the facts, as you understand them.
5. Do not confront the coach before, during or after a practice or contest. These can be emotional times for both the parent and coach. Meetings of this nature do not promote resolution of the situation, but often escalate it.
6. The student/athlete **MUST** be present at the meeting with the parent.
7. The meeting will involve another party if the coach feels this is needed. The only people mentioned will be in attendance at the meeting: coach(es), player, parent(s), activities director, and administration.

8. **Failure to comply with policies and procedures could result in a temporary suspension from the team until all details are worked out. This would be left to the discretion of the administration.**

It is our expectation that our coaches and athletes will conduct themselves with character, integrity and class. We want our programs to be defined by excellence on and off the competition field/court. Parents and fans should also conduct themselves with the utmost sportsmanship and class. **Failure to do so could result in removal from the competition until the administration deems it appropriate.** It is important to the success of each student athlete's experience that each and every individual does their part in contributing to this expectation.

RIDING TO SCHOOL EVENTS AS A PARTICIPANT

Any student riding on a school vehicle to attend/participate in an event must also make the return trip in the bus unless signed out at the conclusion of an event by an adult with the coach. A student may be permitted to ride home with another parent/adult if the student's parent communicates that with the coach. The parent/adult assuming responsibility for the student is to check out the student at the conclusion of the event. Students may not drive a personal vehicle to participate in an event.

SPORTSMANSHIP

Good sportsmanship is something one should constantly strive to maintain. Please abide by the following guidelines.

1. Items are not to be thrown onto the floor/field.
2. Opposing players and fans are to be treated with respect and not taunted in any way.
3. Officials will be treated in a respectful manner.
4. Spectator Conduct Policy: Individuals disrupting school district activities will be asked to stop the disruption and may be asked to leave the school district grounds, temporarily or permanently. (Iowa Code 716.7)

We have read and understand the North Mahaska conduct and communication policy for 7-12 activities. We agree to abide by these rules and understand the consequences of not doing so. Failure to comply with these policies may result in disciplinary action included but not limited to suspension or removal from the activity for student and/or adult.

Student Name: _____

Student Signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____