

**GOOD CONDUCT ELIGIBILITY POLICY
PEKIN COMMUNITY SCHOOL DISTRICT
REQUIREMENTS FOR STUDENT ACTIVITY PROGRAMS
(Code No. 503.9)**

The following Good Conduct Eligibility Policy establishes the standards by which Pekin Community School District students shall conduct themselves if they choose to take advantage of the privileges afforded them by participation in the Pekin Student Activity Program (the “Student Activity Program”). Student Activity Program participants shall commit themselves to meet the standards of this code and the Student Code of Conduct at all times and in all places (365 days a year).¹

The Pekin Community School Board of Directors strongly supports the following discipline policy which states that: “Students are ineligible for any extracurricular activity if their habits and conduct both in and out of school, are such as to make them unworthy to represent the ideals and standards of their school.”

I. STATEMENT OF PHILOSOPHY – It is a privilege and an honor to participate in the full range of student activities at Pekin Community School District. These activities and participation in them adds a great deal to each student’s education by promoting good citizenship and moral character, developing discipline and skills necessary to personal success and well being, and promoting the image and identity of the school community.

Students who choose to participate in the Student Activity Program will conduct themselves appropriately at all times both on school grounds and away from the school. The responsibility of good conduct is an extension of responsibility to represent the school and community in an appropriate manner.

The Activities Director and/or Principal may declare a student ineligible to participate in an activity when the conduct of the student has been determined to be contrary to, or in violation of the established rules and regulations of this policy.

II. STUDENT NOTICE – This policy will be printed each year in the Pekin Community High School student handbook. It is the responsibility of the students to read this policy and direct any questions to the Activities Director or Principal.

III. ELIGIBILITY FOR ATHLETICS AND OTHER ACTIVITIES - In addition to the Good Conduct Policy, there are standards of academic performance for extracurricular participation developed by the Iowa Girls High School Athletic Union, the Iowa High School Athletic Association, the Iowa High School Music Association, and the Iowa High School Speech Association in cooperation with the Iowa Department of Education. To participate as a member of these organizations and the events, which they sponsor, Pekin Community School District is required to adhere to minimum

¹ The following rules and policies have been approved by the Pekin Community School District Board of Directors, under the authority granted by Iowa Code Sections 279.8, 282.4, 282.5, and Iowa Administrative Code Sections 281-36.14 and 281-36.15.

standard of academic performance. These organizations may also have rules regarding doctors' fitness tests and school attendance. Copies of any such rules are available from the Principal's office.

During a period of academic ineligibility, the student may practice with the rest of the team, squad, or group, provided the coach/sponsor allows it. Also, during this period, the student may appear in a local school event if such an appearance contributes to his/her grade in a related class.

Students will not be considered eligible to represent the Pekin High School or Middle School in interscholastic competition or other activities if they have not been in attendance for the half day prior to the contest. Students must also be in attendance for half a day to attend a practice. The only exception to this rule will be in cases where the Principal has been contacted in advance, and the absence is of an emergency nature. This decision will be at the discretion of the principal. (If a student is too ill to attend school, he/she will be considered too ill to participate).

IV. APPLICABLE ACTIVITY PROGRAMS – The Student Activity Program includes all school sponsored extracurricular activities, including but not limited to:

- All athletics
- All extracurricular non-graded activities such as music, speech, drama, cheerleading, and pompom activities
- School royalty
- Student council and elective officers
- School honors
- Co-curricular activities such as Foreign Language Club, Art Club, Science Club, etc.
- School sponsored trips (whether including competition, performances or not) such as band trips, trips to a foreign country, etc.
- Prom

Note: Once a particular sport activity season has begun and a student has started a sport, he or she cannot change to another sport without the consent and approval of the coaches involved and the administration.

V. DEFINITIONS:

Competition/Performance means a specific event that is a component of an extracurricular program whether it is a contest, a social activity (such as a dance sponsored by a club or elected group), a performance, etc. This shall not mean membership in a specific extracurricular activity.

Extracurricular Activities shall be an all-inclusive term, including athletic, cheerleading, etc., as well as all activities and events considered to be part of the Student Activity Program, including those relating to the school curriculum (co-

curricular activities), student government activities, elected school representation (Royalty) and honors. A graded activity is not considered to be extracurricular.

Offense occurs when a student is determined by a school official to have violated the Good Conduct Code. Such violations shall be counted cumulatively from year to year (grades 9-12), regardless of the specific portion of the Good Conduct Code that is violated. Any offense(s) occurring under the District's previous policy shall count cumulatively toward any offense(s) under this Good Conduct Code.

Participation as royalty means if selected as royalty to preside over school-sponsored activities or as a leader to preside over an activity (president, captain, etc.). A student shall be allowed to run for election or serve only if they are not currently serving a suspension, which equals or exceeds six (6) weeks from school sponsored extracurricular activities at the time of the election.

School Days shall mean generally adopted "business days." (i.e., Monday through Friday, excepting state and/or national holidays).

Service as an officer means participating in an extracurricular program as an elected official of that program.

Possession with regard to alcohol, drugs, simulated controlled substances, and tobacco, possession shall mean under the actual control of or on the student's person, contained in property under the student's personal control, or accessible to the student and the student has knowledge, or the facts indicate the student reasonably had knowledge, of the prohibited substance's presence.

Student Code of Conduct is a body of school rules and regulations independent of this Good Conduct Code. Any student behavior which violates both the Student Code of Conduct and this Good Conduct Code will incur penalties under both sets of rules and regulations.

VI. APPLICATION OF THE GOOD CONDUCT CODE – Appropriate student behavior is required by and impacts on all extracurricular activities in which a student participates. If a student is participating in multiple extracurricular activities at the time the student loses privileges under this policy the loss of privileges shall apply to all of the multiple activities.

If at the time of the violation the student is not currently participating in any activity, then the loss of privileges shall apply to the first extracurricular activity or activities in which the individual participates with the next activity. A student must begin involvement in an extracurricular activity from the date on which that activity begins (at least before the first competition/performance) and will not be allowed to join an extracurricular activity in progress unless coach/sponsor provides written permission and the student has no outstanding Good Conduct Code violations (i.e., has completed all Good Conduct Code periods of ineligibility).

If a student begins an activity with an outstanding Good Conduct Code violation, the student may not quit such activity until the end of the activity's season or the school year if the student wishes to get credit for satisfying the previous good conduct penalty provision.

A disciplinary action may carry over from one activity to another activity and may carry over from one school year to the next.

VII. CONDUCT REQUIREMENTS:

Student participation shall:

- Abide by Pekin's Good Conduct Code at all times and in all places all year (365 days).
- Abide by additional, specific rules and regulations which the coach/sponsor of the activity has established (such as training hours, attendance at practice, etc.). Such rules will be approved by the High School Principal or Athletic Director before distribution to students and students will be required to sign a copy of a document(s) acknowledging their agreement to abide by them.

General Standards – Good Conduct consists of behavior which reflects the generally accepted social and moral requirements of the community, is legal, and at all times, reflects respect for and sensitivity to other persons, regardless of nationality, gender, religion, race or disability, and a respect for their rights, property and dignity.

VIII. VIOLATIONS:

TIER I

1. Sell, manufacture or distribute illegal drugs, controlled substances, or imitation controlled substances;
2. Possess, use or threaten to use any instrument that is generally considered to be a weapon or an imitation weapon or an explosive, or use any item as a weapon.
3. Operate a motor vehicle while under the influence of alcohol, illegal drugs or controlled substances;
4. Possess, use or be under the influence of illegal drugs, controlled substances, imitation controlled substances, or possess drug paraphernalia;
5. Possess, use or be under the influence of alcoholic beverages, or be present at any activity where illegal drugs, controlled substances, imitation

controlled substances, drug paraphernalia or alcoholic beverages are present and the student does not immediately leave²;

6. Assault or physically abuse another person or violate the District's anti-bullying and harassment policy during school hours, including during school activities or coming to or going from school or any school activity;

TIER II

1. Use, possess and or distribute tobacco or imitation substances;
2. Participate in any conduct that is illegal under Federal or Iowa law, except for simple misdemeanor traffic or parking violations, whether or not a conviction occurs.

IX. PENALTIES FOR VIOLATIONS³ Note: All suspension shall begin with the first such activity in which the student is scheduled to participate.

The penalties listed below are for specific violations of the Good Conduct Code. Violations not specifically listed will result in similar consequences. Where applicable, the following will be applied in addition to the specific penalties outlined in the Student Code of Conduct. The coach/sponsor may also impose additional penalties pursuant to their supplementary activity-specific rules. The penalty shall be imposed within three (3) school days of the Principal's determination of a violation.

Penalties: The penalty for violation of ineligibility for a specific length of time for the activity(ies) the penalty is to be applied to. The student may participate in practice during the period of ineligibility; however the student shall not be permitted to dress for or participate in contests or events.

TIER I

First Offense: Six (6) weeks competition/performance suspension from all extracurricular activities.

Second Offense: One (1) year competition/performance suspension from all extracurricular activities.⁴

² Attendance with parents at a function where alcohol is served legally to adults of legal age shall not be considered a violation of the good conduct policy unless alcohol or a drug, controlled substance or imitation controlled substance is consumed by the minor student or the minor student participates with others who are illegally consuming alcohol or a drug, controlled substance or imitation controlled substance and the student knows or reasonably should know that such illegal consumption is occurring.

³ Note: The specific determination of the exact penalty within each range shall be made by taking into account factors surrounding the violation, including but not limited to: severity of violation, student intent, student cooperation, injury to student or others, the potential for harm to student or others, student attitude, and other matters deemed to be important factors in the specific case at the discretion of the Principal, Activities Director, or Sponsor.

Third Offense: Permanent suspension from all extracurricular activities.

TIER II

First Offense: Six (6) weeks competition/performance suspension from all extracurricular activities.

Second Offense: Twelve (12) weeks competition/performance suspension from all extracurricular activities.

Third Offense: One (1) year suspension from all extracurricular activities.

Fourth Offense: Permanent suspension from all extracurricular activities.⁴

Discretion of Administrator: The duration of the suspension shall be determined initially, within the range of penalties detailed above, by the administrator making the decision to impose such penalties (see footnote #3) based on the severity of the offense. An appeal to the Board may result in rescission of the suspension, reduction of the suspension, or the imposition of more severe penalties within the range of penalties detailed above, at the discretion of the Board.

Two or More Simultaneous Violations: In any incident that involves more than one type of conduct violation, sanctions will not be combined. The most serious type of violation will be used as the base violation and the sanction for that violation will be imposed, provided that the other conduct may be used in determining the length of the sanction imposed.

Penalty Reduction: Any student who comes forward and admits to a District Administrator or Athletic Director a violation within twenty-four (24) hours after it occurs and provides complete and accurate facts about his/her involvement, shall have the penalty that would have been imposed, reduced by one-half (1/2). The Principal will have the sole authority and discretion to determine whether a student has complied with this section and whether the student is eligible for a penalty reduction.

Early Eligibility Reinstatement: A first or second offense involving alcohol or drugs will be reduced by one-third (1/3), if the student successfully completes counseling, and alcohol or drug rehabilitation at the student's expense unless it is determined that such reinstatement would not be appropriate. Other students may likewise reduce the penalty through community service. These activities must be approved in advance by the Principal and the student must totally complete the activity prior to any reinstatement.⁴

⁴ Notice – The combination of the penalty reduction for admission of a violation and the early eligibility reinstatement shall not exceed a total reduction in penalty of more than two-thirds (2/3) (66 2/3%). Penalty

X. DETERMINATION OF VIOLATION – When it comes to the attention of school officials that a student is suspected of violating the Pekin Good Conduct Policy or the rules of a specific extracurricular activity, the Principal will determine whether a violation has occurred.⁵

Prior to making a determination there has been a violation the Principal shall:

- 1) Be informed of the allegations and
- 2) Perform an investigation; and the student shall
 - a. Be notified, orally or in writing, of the allegations against the student, and
 - b. Be given an opportunity to respond to the allegations.

Pekin Community School District may determine that there has been a violation of its Good Conduct Code whether or not criminal charges have been filed, whether a student's trial is pending, or whether or not the student is found guilty by a court of law as long as there is reasonable evidence to support the finding of a Good Conduct Code violation. Once the determination is made that a student has violated the Pekin Good Conduct Code, the Principal and/or Activities Director shall make a determination of the appropriate penalty.

The student and his/her parent(s) shall be informed in writing of the decision (the nature of the violation and the penalty) by mailing the decision to the student's residence (or other address if parents have a different address on file for mailing purposes with the school) within five (5) working days of the determination.

XI. APPEAL

A student may contest the Principal's and/or Activities Director's determination of a violation and/or the consequences imposed for a Good Conduct violation. The decision of the Principal and/or Activities Director regarding the Good Conduct Code may be appealed to the Superintendent. The appeal to the Superintendent shall be in writing and delivered to the Superintendent or his/her secretary within five (5) school days of receipt of the Principal's decision. The appeal to the Superintendent shall specify the reasons for the appeal and all supporting information and facts. If requested the Superintendent may meet with the parents and/or student as soon as practicable. The decision of the Superintendent shall be issued promptly as practicable.

reductions for the reasons stated are at the sole discretion of the Principal, and the full penalty may be reinstated by the Board upon appeal within the range of penalties allowed.

⁵ For the purposes in this policy, the term "Principal" shall refer to the principal or assistant principal of the student's school of attendance and/or their designee which may include Activities Director.

The decision of the Superintendent shall be final unless it involves a period of ineligibility of more than three (3) weeks (including reductions). In which case, it may be appealed to the Board of Directors. This appeal shall be in writing and filed with the Board Secretary within five (5) school days of receipt of the decision from the Superintendent. A meeting with the Board shall be held as soon as reasonably practical. During the appeal, the student shall remain ineligible pending a decision of the Board. The Board's decision shall be final.

Note: See footnote to determine due dates during vacations.⁶

⁶ If an action or response is due during a vacation period of five (5) or more days, "school days" shall mean generally adopted "business days" (i.e., Monday through Friday, except state and/or national holidays).