

# EXTRA/CO-CURRICULAR PROGRAMS CODE OF CONDUCT

## Introduction

Mona Shores Public Schools has high expectations for all students involved in public performances. Student's behaviors will always be linked with the reputation of our school and community. As ambassadors of our school and community, participating students carry a responsibility to represent Mona Shores in a positive manner. Consequently, the following code of conduct was developed to promote positive educational opportunities for students.

The Mona Shores Public Schools Student Code of Conduct for Extra/Co-Curricular Programs applies to all students who participate in school performances (i.e., athletic contests, drama, band and choir performances, etc.). The code of conduct is applicable throughout the entire calendar year (365 days, on or off school property).

If there is an alleged violation of the code of conduct, an investigation will be conducted. A meeting will be held to discuss the alleged infraction between the program supervisor and the principal and/or athletic director. If it is determined that a violation of the code of conduct has occurred, the consequences will be implemented.

Infractions and related consequences of the code of conduct shall be considered cumulative from the time students are placed under the code and remain until they exit the middle school or high school. Upon successful completion of middle school, any offenses incurred will not follow the student to the high school. All students will enter the high school with a "clean slate". Middle school students currently participating in extra/co-curricular activities will start their high school career on the last day of 8<sup>th</sup> grade.

## Code of Conduct

It is the district's expectation that no member of a Mona Shores High School or Middle School extra/co-curricular activity will:

**CODE ITEM #1** - Knowingly use, have possession of, or assist other students in the use of the following:

- Tobacco/tobacco products in any form
- Alcoholic beverages
- Any form of illegal drugs/drug paraphernalia
- Misuse of any prescribed drug or over the counter drug/chemical

## Consequences for Violation of Code Item #1

**First Offense:** Suspended from 33% of the events for the entire current activity(ies). If the suspension is not completed in one activity, it will be carried over to the next activity in which the student participates. The activity supervisor and administrator will decide whether or not the student will attend practices, games, rehearsals, and/or performances.

In order to continue participation, parents must provide documentation that the student is involved in a certified/qualified substance use and abuse assessment program, including cooperation in post-assessment recommendations. Students who fail to comply with the terms of this intervention process will be prohibited from participation in all extra/co-curricular activities for one calendar year.

**Second Offense:** \*Suspended from all activities for one calendar year from the date of the offense. The student will be ineligible to receive any further awards within the immediate activity/season. In order to continue participation in any extra/co-curricular programs, parents must provide documentation that the student is involved in a certified/qualified substance use and abuse assessment program, including cooperation in post-assessment recommendations. Students who fail to comply with the terms of this intervention process will be prohibited from participation in all extra/co-curricular activities for the remainder of his/her high school or middle school career.

**Third Offense:** Termination of any further participation in school sponsored co/extra-curricular activities for the duration of the student's middle school or high school career.

**CODE ITEM #2** - Exhibit behavior, which is detrimental to his/her school or community. (Note: Misdemeanors or felonies falling under the criminal code, which occur in or out of school, will be included.) The school may take disciplinary action regardless of whether or not legal action results in a conviction.

## Consequences for violation of Code Item #2

**First Offense:** \*Suspended from 25% of the events for the entire current activity(ies). When the suspension is not completed in one activity or season it will be carried over to the next. In order for consequences to be fulfilled, students must complete all related activities/seasons in good standing. The activity supervisor and administrator will decide whether or not the student will attend practices, games, rehearsals and/or performances.

**Second Offense:** \*Suspended from 50% of the events for the entire current activity(ies). If the suspension is not completed in one activity, it will be carried over to the next activity in which the student participates. The activity supervisor, athletic director and administrator will decide whether or not the student will attend practices, games, rehearsals, and/or performances.

**Third Offense:** \*Suspended from all extra/co-curricular activities for one calendar year from the date of the infraction. Additional violations may result in termination of any further participation in school sponsored extra/co-curricular activities for the duration of the student's middle school or high school career.

\*A gross violation may result in termination of any further participation in school sponsored extra/co-curricular activities for the duration of the student's middle school or high school career.

#### **Self-Disclosure**

Students who seek help regarding a chemical dependency problem shall not be subject to disciplinary action provided that:

1. There exists no violation at the time the student seeks help (e.g. the student is not in possession or under the influence of alcohol or other unlawful drugs etc.) and, in the opinion of the administrator, the spirit of the policy has not been violated: and
2. No subsequent violation occurs.

\* Students who violate the Code of Conduct will serve their suspension only in an activity they have previously been involved or are currently involved. A student will not be permitted to serve the suspension in an activity newly joined for the purpose of avoiding the suspension to impact an activity for which he/she has previously been a member.

**\*The Code of Conduct consequences will be invoked from the date the Administration has been made aware of the infraction.**

#### **Appeal Process**

Appeals by the parent/legal guardian of the student being disciplined, or by the 18 year old student, may be filed and brought before the Code of Conduct Review Board in the following situations:

- An appeal of the process whereby a sanction has been administered to a student.
- An appeal based upon significant new evidence.

Appeals shall be made to the Principal within three (3) school days after receiving the written notice of the Code violation and resulting sanctions. The Principal shall, upon receiving the appeal request, (1) determine if the request falls within the parameters of an appeal and (2) notify the review board chairperson of qualifying requests in order to schedule an appeal hearing. The Principal shall provide copies of all pertinent information and documentation to the chairperson of the board prior to the first scheduled meeting of the review board.

The Code of Conduct Review Board shall meet as soon as possible after being notified of the request. The review board may meet with witnesses and the relevant administrator, or designee in the review process. Within three (3) school days after the final meeting, the review board shall submit its written findings to the Principal. A letter, signed by the chairperson, shall be sent to the student and parent/legal guardian stating the findings and the rationals for the conclusion. Findings and recommendations shall be agreed upon by a majority vote of review board members.

#### **Code of Conduct Review Board Membership**

The Code of Conduct Review Board shall consist of three (3) voting members which are appointed by the building Principal:

- One (1) member of the Board of Education.
- One (1) Central Office Administrator.
- One (1) Building Administrator not involved in investigating the case.

#### **Disqualification of Review Board Members**

Any board member may disqualify themselves if circumstances warrant. A designee to replace such person will be made by the building Principal.

\_\_\_\_\_  
**Student Name (please print)**

\_\_\_\_\_  
**Year of Graduation**

### **2011-2012 School Year - Mona Shores High School**

Your signature below as a student indicates you have read, understand, and agree to abide by the Student Code of Conduct for Extra/Co-Curricular Activities.

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**

Your signature as a parent/guardian indicates you have read, understand, and agree to support this Code of Conduct.

\_\_\_\_\_  
**Parent / Guardian Signature**

\_\_\_\_\_  
**Date**

(In order to participate in athletics the student-athlete and parent/guardian MUST sign this document and submit it to the athletic office prior to the first date of competition.)

### **Photo Release Form**

In order to protect your privacy or the privacy of your child, we are requesting your permission to use a picture of you/your child in written/electronic format for school/community-based projects. First names may be used with the picture. Examples of this may be used in web pages, newsletters, videotapes produced in class, and class projects. I hereby give my permission for the selections checked below:

Written Format

Electronic Format

Both

Thank you.

Ryan Portenga  
Athletic Director

**Return this signed form to Mona Shores High School Athletic Office.**