

PROCEDURES: Exhibit 502.7

## GOOD CONDUCT FOR ACTIVITIES PARTICIPANTS

Five definitions are necessary for implementing and understanding the policy on Good Conduct For Activities Participants.

**Definition I:** Student activities (both extra and co-curricular) refers to performing, competitive, or participatory activities (eg. athletics, cheerleading, drama, debate, marching band, clubs, class officers.) The responsibility of good conduct is an extension of the responsibility to represent the school and community in an appropriate manner.

**Definition II:** A designated Administrator, identified by the District, refers to the person who: (a) supervises the athletic program; or (b) supervises the non-athletic program.

**Definition III:** The term "participant" refers to a Fort Dodge student in grades 7-12. A participant in an activity during the summer, following his/her graduation from Senior High, shall also be considered a "student".

**Definition IV:** Each activity shall have a "season." A season shall be defined as: a) when organized practices begin for an activity that has "official school-scheduled events," b) when the activity is either school-year long or for a defined period of time but has no "official school-scheduled events"; or c) when the activity is a series of scheduled gatherings/meetings either for the entire school year or for a defined period of time and has "official school-scheduled events."

A "coach/advisor" of an activity may also have additional written rules/regulations for participants. Those additional rules/regulations are to promote and contribute to: good citizenship, respect for rules and authority, leadership, team pride, teamwork, team discipline, and appropriate, directly-related-to-the-activity behavior and conduct. The "coach/advisor" shall submit those additional rules/regulations to the designated Administrator for approval each year. Once approved, the additional rules/regulations and Policy 502.7 and its procedures shall be given to and discussed with all participating students each year prior to the beginning of the activity. The "coach/advisor" shall secure signed documentation from each participant indicating they understand the good conduct requirements and consequences for violations.

### **(I) Short-term Suspension of an Activity Participant**

When a violation of an activity's additional written rules/regulations is alleged to have occurred or a minor violation of the Board policy on Discipline (500.5) as determined by District personnel is alleged to have occurred, a short-term suspension of a participant from one to ten school days may be considered. Prior to a short-term

suspension, the “coach/advisor” shall meet with the participant. The participant shall be notified of the rule(s) and/or policy that were alleged to have been violated and the proposed short-term suspension. The participant shall be granted the opportunity to state his/her side. Parents/guardians shall be notified as soon as possible that a conference was held. If the participant requests a hearing, that hearing will be held within a reasonable number of school days, not to exceed five (5) days. The hearing will be conducted by the designated Administrator. The participant may continue to participate in the activity until the hearing is held. Parents/guardians are encouraged to attend and participate in the hearing. The designated Administrator shall rule on the short-term proposed suspension. If the suspension is invoked, the number of days of suspension will begin at that time. However, nothing shall prevent the immediate suspension of a student from any activity(ies) when it is believed that continued participation and/or attendance at school would: (a) endanger the safety or well being of other students or activity participants; (b) endanger the safety or well being of staff members; or (c) substantially interfere with the proper functioning of the school or the activity. Short-term suspensions do not count as first, second, or third violations as referenced in the long-term suspension punishment scheme.

### **(II) Long-term Suspension of a Participant**

When it is determined by District personnel that a violation of the policy on Good Conduct For Activities Participants (Standards I, II, III, IV) or a major violation of the Board policy on Discipline (500.6) have been alleged to have occurred and long-term suspension is being considered, a hearing shall be held. The hearing shall occur only after the “coach/advisor” has: (1) reviewed Board Policies 500.5 and 502.7 including its procedures; (2) reviewed the Activity's written rules/regulations; (3) conducted an investigation; and (4) consulted with the designated Administrator for the activity regarding the alleged violation(s), the investigative finding(s), and the long-term suspension being considered. Once that designated Administrator has been consulted with, and a long-term suspension is proposed, the designated Administrator and the “coach/advisor” shall conduct a conference with the participant and his/her parents/guardians to: (a) provide information on the violation(s) and the investigation; (b) identify the disciplinary action(s) being considered; and (c) provide the participant the opportunity to respond. If the participant disputes the findings discussed at the conference and requests a formal hearing, the designated Administrator shall convene the formal hearing (to be conducted by the other designated Administrator) as soon as reasonably possible to permit the participant to confront witnesses of the violation(s) and to present his/her own testimony. The other designated Administrator shall rule on the long-term suspension. The activity participant may appeal to the Superintendent and then to the Board. An appeal to the Superintendent or the Board shall be upon the record below. However, nothing shall prevent the immediate

suspension of a student from any activity(ies) when it is believed that continued participation and/or attendance at school would: (a) endanger the safety or well being of other students or activity participants; (b) endanger the safety or well being staff members; or (c) substantially interfere with the proper functioning of the school or the activity. In the event of an immediate suspension, notice shall be mailed to the participant and his/her parents/guardians within two (2) school days. Every attempt will be made to have a hearing within three (3) school days of the suspension. The designated Administrator shall document in the notice the basis for the immediate suspension. The notice will also include the investigative facts which gave cause for the suspension and the Board Policy(ies) and/or rules/regulations violated. The Superintendent and the Board President shall also receive a copy of the written notice.

When a participant is officially suspended from an extra or co-curricular activity, he/she is suspended from participating in all activities in the extra/co-curricular program. When suspension/expulsion from school is in effect for a participant, he/she is also not permitted to participate in any activities of the extra/co-curricular program.

### **Suspension Periods**

Suspensions are prescribed for the first, second, and third time that violations occur and are cumulative between ninth grade and graduation from Senior High, including summer activities. The actual period of suspension shall be determined by the designated Administrator for the activity. Penalties shall apply to all participants in extra or co-curricular activities (Middle School: Grades 7-8 and Senior High: Grades 9-12). An activity participant that receives a suspension shall not have any of their academic grades affected by a suspension. Those suspension periods are:

#### **First Time:**

First Offense. A student whose violation of the Good Conduct Code constitutes a first offense will be ineligible to participate in all extra curricular activities for a period of 25% of scheduled extra curricular activities or performances. The 25% will begin on the day it has been determined by administration. The student will become eligible upon completion of the 25% ineligibility period. The before mentioned activities season must be completed in good standing with the coach for the suspension to be served.

#### **Penalty Reduction for First Offense**

Any student who has a violation on their first offense shall have the penalty that would have been imposed, reduced by one-half (1/2) if the student completes counseling from the district's assigned counselor. The administration will have the sole authority and discretion to determine whether a student has complied with this

section and is eligible for a penalty reduction.

**Second Offense**

A student whose violation of the Good Conduct Code constitutes a second offense will be ineligible to participate in all extra curricular activities for 50% of the next scheduled activity. The 50% begins on the day it has been determined by administration a violation has occurred. Reduction in penalty will not be available.

**Third Offense or more**

A student whose violation of the Good Conduct Code constitutes a third offense or more will be ineligible to participate for twelve (12) months in all extracurricular activities. Reduction in penalty will not be available.

**Third Time or More:** The suspension will be twelve (12) months from the determination of the infraction.

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