

## **Co-curricular and Athletic Rules and Code of Conduct for Manteno Middle School**

### **Board Policy 7:240**

#### **Purpose**

Students of Manteno CUSD #5 who take part in any extracurricular activity represent our school and the community of Manteno by their actions and conduct. The administration, coaches, teachers, sponsors, and parents of the District take pride in our student body; therefore, we require that they demonstrate behavior becoming to our expectations. Participation in any extracurricular activity is an honor and a privilege but not a right. This privilege may be suspended or revoked when their actions or behavior are in violation of this Code of Ethics.

#### **CODE OF ETHICS**

##### **Application and Enforcement**

The Code of Ethics applies year round and it is understood that the consequences delineated below are the minimum penalties you may expect. The coach/sponsor may recommend more severe measures depending on unique circumstances, the student's attitude, and the student's cooperation. It is the responsibility of the school administration and/or disciplinary board to enforce the disciplinary measures outlined in the Code of Ethics. Should the suspension not be completed by the end of the current sport/activity, the remainder of the suspension will be completed in the student's next sport/activity. On returning from a suspension, the student has no guarantee that they will have the same position.

##### **Disciplinary Board**

The disciplinary board will consist of the building principal and/or the building assistant principal, building athletic director, a fine arts sponsor, a student council or class sponsor, a coach from a men's athletic team, and a coach from a women's athletic team.

##### **Reporting of Incidents**

Documentation of offenses that occur on school grounds and/or during school activities could be either through a police report, appropriate school personnel, or student admission. Documentation of offenses that occur off school grounds and/or during non-school activities could be either through a police report or student admission.

##### **Violations and Consequences**

The consequences defined below apply to participants in sports and show choir. The disciplinary board will determine consequences for violators in all other extracurricular activities.

###### **Category One Violations**

- Use or possession of any tobacco substance.

###### *First Offense Consequences*

- a) counsel student, and
- b) notify parents and coach/sponsor with meeting held, and
- c) documentation, and
- d) suspension from 10% of contests for that season (minimum of 1 contest) to be carried over to future season, and
- e) continued attendance at team practice required.

###### *Second Offense Consequences*

- a) counsel student, and
- b) notify parents and coach/sponsor with meeting held, and
- c) documentation, and
- d) suspension from 40% of contests for that season (minimum of 1 contest) to be carried over to future season, and
- e) continued attendance at team practice required.

### *Third Offense Consequences*

- a) counsel student, and
- b) notify parents and coach/sponsor with meeting held, and
- c) documentation, and
- d) suspension from all extracurricular contests for one calendar year (365 days).

### Category Two Violations

- Attendance at parties or other activities where under-age drinking of alcoholic beverages and/or illegal drugs are present.
- In a car where alcoholic beverages and/or illegal drugs are being illegally transported.
- Use or possession of a controlled substance.
- Use or possession of an alcoholic beverage.

### *First Offense Consequences*

- a) counsel student, and
- b) notify parents and coach/sponsor. Meeting will be held to discuss consequences and substance abuse opportunities, and
- c) documentation, and
- d) suspension from 25% of contests for that season to be carried over to the next sport/season, and
- e) continued attendance at team practice required.

### *Second Offense Consequences*

- a) counsel student, and
- b) notify parents and coach/sponsor. Meeting will be held to discuss consequences and substance abuse opportunities, and
- c) documentation, and
- d) suspension from 100% of contests for that season to be carried over to the next sport/season, and
- e) continued attendance at team practice required.

### *Third Offense Consequences*

- a) counsel student, and
- b) notify parents and coach/sponsor. Meeting will be held to discuss consequences and substance abuse opportunities, and
- c) documentation, and
- d) suspension from all extracurricular activities for one calendar year (365 days).

### *Category Three Violations*

- Gross Misbehavior (any conduct of a student that results in an out-of-school suspension and other conduct not falling under any other Violation of the Code of Ethics). The disciplinary board will meet to determine the consequences for a Category Three Violation. They will vote on the consequences that are listed below based on the severity of the action by the student with the building principal having the tie-breaking vote if needed.

#### *Consequences:*

- a) counsel student, and
- b) notify parents and coach/sponsor with a meeting held, and
- c) documentation, and
- d) suspension from a percentage of contests to be determined by the disciplinary board.

### **Team Rules**

The High School varsity coach/sponsor will be responsible for overseeing the entire program in that extracurricular activity (K-12), and will establish rules and regulations for every level of their activity. The athletic director and varsity coach/sponsor will organize a mandatory meeting for the participants and their parent(s) to explain the team rules and this Code of Ethics. If a student and a parent are not able to attend the specific activity meeting, they must meet with the coach/sponsor and/or athletic director. All rules established by coaches must be in writing and approved by the athletic director, with a copy given to the principal, each student and parent.

### **Right of Appeal**

Each discipline situation is unique and will be dealt with on an individual basis. There is an established procedure, which provides for the appeal of disciplinary action as follows:

1. The complainant shall first bring said complaint to the coach/sponsor concerned.
2. If the problem cannot be resolved, it should be brought to the attention of the athletic director.
3. If the problem still cannot be resolved, it should be brought to the attention of the principal.
4. The complainant may refer the issue to the Superintendent by requesting an appointment in writing for a review and decision.
5. If the above steps do not resolve the concern of the complainant, he or she may request a review by the board appointed hearing officer.

### **Scholastic Eligibility at MMS**

Scholastic eligibility applies to any extracurricular activity in which interscholastic competition takes place. This also includes activities sponsored by the IESA and the Kan-Will Conference which require scholastic eligibility. In order to remain academically eligible at Manteno Middle School, a student must be passing all subjects cumulatively each week.

- A grade of A, B, C, or D will be recognized as a passing grade.
- The athletic director will check eligibility each week.
- Any student that is marked scholastically ineligible for 3 consecutive weeks will be dismissed from the activity.

Eligibility shall be checked weekly on Friday to govern eligibility for the following Monday through Saturday. The eligibility check shall be the same day each week except when school is not in session; then it must be taken on the last weekday of student attendance.

The administration shall establish a calendar for each sport and activity defining the start of the season and the start of eligibility checks. At the beginning of a new term, teachers shall have recorded five grades before eligibility shall be marked for that course.

### **IESA**

Eligibility for most athletics is also governed by the rules of the Illinois Elementary School Association and, if applicable, these rules will apply in addition to this Athletic Code. In a case of a conflict between IESA and this Code of Conduct, the most stringent rule will be enforced.

### **Sunday Activities**

Student activities, games, or practices shall not be scheduled on Sunday. Any exception to this policy must be approved in advance by Superintendent or the Board of Education.

### **Misconduct at Extracurricular Events**

*Board Policy 7:190*

Anyone in attendance at an extracurricular event on school property can be excluded from attending any extracurricular event for up to one year for conduct deemed inappropriate by the school authorities.

### **Requirements for Athletic Participation**

An athlete must have the following fully executed documents on file at the school office before the athlete's first participation in any activity:

1. A current physical examination report completed by a physician licensed in Illinois to practice medicine in all its branches which finds the athlete is physically able to participate; and
2. Payment of the \$75 participation fee or other fee(s) established by the Board of Education; and
3. A signed form showing that the athlete and his/her parents received a copy of the Athletic Code, understand the terms of the Athletic Code and agree to abide by its terms and conditions.

High school varsity athletes and their parent/guardian must sign a statement for IHSA containing specific acknowledgments including that the student may be subject to random performance-enhancing substance testing and that violating the laws regulating the use of performance-enhancing substances is a crime.

### **Behavioral Conduct**

Behavioral misconduct by student-athletes will not be tolerated. Behavioral misconduct shall include but shall not be limited to:

- a. Insubordination; or
- b. Any behavior or action which is negligently or intentionally injurious to a person or property or which places a person or property at risk of injury or damage; or
- c. Any behavior which disrupts the appropriate conduct of a school program or activity; or
- d. Hazing, bullying, or harassment of any kind; or
- e. Use of profanity; or
- f. Exhibition of bad sportsmanship; or
- g. Violation of any school rules or regulations or law.

Coaches and school officials will impose disciplinary measures appropriate to the offenses committed. The discipline imposed for any particular offense shall be at the sole and exclusive discretion of the coaching staff and school officials.

The school administration is authorized to discipline students for gross disobedience or misconduct for engaging in any activity, on or off campus, that: (a) poses a threat or danger to the safety of other students, staff, or school property; (b) constitutes an interference with school purposes or an educational function; or (c) is disruptive to the school environment.

### **Absence from School on Day of Activity**

An athlete who is absent from school after noon on the day of an activity

All students absent from school for more than one-half of the school day (150 Minutes -- attend school until 10:41 or arrive to school by 12:12) of an activity, is ineligible for any activity on that day unless the absence has been approved by the principal. Exceptions may be made by the coach or administration: 1) for a medical absence pre-arranged with the coach or 2) for a death in the athlete's family. An athlete who has one or more truanancies or who has been suspended from school may be suspended from participation in athletic activities by administration. An athlete who is absent from school on a Friday before a Saturday event may be withheld from Saturday activities at the sole discretion of the coach.

### **Travel**

Students may ride home only with their own parents. The parent shall submit written permission to the coach. If the student needs to ride to the event with his/her parent, the parent shall submit a written request to the coach and the building principal for consideration and approval.

### **Web Sites and Safety**

Parents and students are hereby notified the existence of non-district web sites that highlight student athletes, extra-curricular participants, and display game/activity schedules. These sites may even highlight individual schools. These third-party sites are not under the ownership nor are they under direct control of the district. Therefore students should not post personal contact information (home phone number, personal cell phone number, personal email address, home mailing address, parent names, and parent contact information) on these sites. Many of these sites are used by other schools and news outlets wherein videotaped games or performances may be placed on the internet without notification to the school, the district, or the student. Therefore students participating in extra-curricular activities shall/must have their parents sign and agree to the District's media release form. Students whose families do not agree to the media release form shall not be allowed to participate in extra-curricular activities.

By our signatures below we acknowledge that we have received a copy of, reviewed, and understand the Manteno School District Code of Conduct.

\_\_\_\_\_

(Print Parent/Guardian Name)

\_\_\_\_\_

(Parent/Guardian Signature)

\_\_\_\_\_

(Date)

\_\_\_\_\_

(Print Student Name)

\_\_\_\_\_

(Student Signature)

\_\_\_\_\_

(Date)