

West Des Moines
Community Schools
Student Activity
Conduct Code

*Preparing Learners
for Life*



STUDENT ACTIVITY CONDUCT CODE

STATEMENT OF PHILOSOPHY

The West Des Moines Community School District strives to develop each student's potential and to foster positive interpersonal relationships. Essential to the achievement of these goals is reasonable and necessary order, which will result only through good discipline. To that end, the district has codes of conduct governing the actions of all of its students. These codes outline the expectations for acceptable conduct in the areas of academics, attendance and discipline.

The Board of Education of the West Des Moines Community School District affirms its support of the student responsibility and discipline policies, affirms its intent to support staff who enforce these policies and affirms its intent to hold staff accountable for implementing these policies.

A Student Activity Conduct Code outlines further expectations for those who participate in activities. Participation in an activity program is a privilege granted to students displaying the interest and talent the activity requires. These students serve as representatives of our district to their peers, to the public within our district, and to other school districts. Because of the responsibility inherent in representing the West Des Moines Community School District, a higher level of conduct is demanded of those students than is expected of the general student population.

It should be clearly understood that students who participate in activities may not use alcohol, tobacco, or controlled substances at any time in any location to remain eligible.

STATEMENT OF PURPOSE

This Student Activity Conduct Code supplements policies and rules of the West Des Moines Community School District including, without limitation, policies and rules relating to attendance, orderly conduct, vandalism, disrespect, commission of a misdemeanor or felony (except minor traffic violations), tobacco, alcoholic beverages and controlled substances and theft.

Any student moving into the West Des Moines Community School District who has been declared ineligible under another district's Student Activity Conduct Code or equivalent policy will not be eligible for the interscholastic competition until the full period of ineligibility, as identified by the other district, has been completed.

This conduct code shall apply to all students involved in an extra-curricular or co-curricular activity anytime during the year (in-season and off-season and during the academic year as well as summer months; 24 hours a day, 7 days a week and 12 months a year) and on or off school property. Please note: this also applies to conduct violations unrelated to school events. It is to be understood that this code specifies minimal penalties which may be increased in severity by the Building Principal or by the Athletic Administrator.

Specific penalties are outlined for the categories listed below. It should be noted that: **IF 10% OF ANY ACTIVITY SCHEDULE IS LESS THAN ONE FULL CONTEST OR PRODUCTION, ETC., THE PARTICIPANT WILL MISS ONE COMPLETE CONTEST, OR PRODUCTION, ETC.**

ACTIVITIES COVERED

This Student Activity Conduct Code applies to all athletic activities, to all other extracurricular activities, and to all co-curricular activities, but it only applies to student clubs and student offices to the extent that such clubs or offices involve a public performance or a public appearance in which the student serves as a representative of the club, office, or school district.

Students in violation of this Student Activity Conduct Code will not be eligible for the Valley High School semester test waiver privilege during the semester of the infraction.

ACADEMIC ELIGIBILITY

ATHLETICS

[Scholarship Rule 36.15 (2)]

A student must be passing all courses and receive credit in at least 4 subjects at all times. These must be full credit courses.

If not passing all courses at the end of first or second semester, the student is ineligible for the first period of 20 consecutive school days in the interscholastic athletic event in which the student is a bona fide contestant.

If not passing all courses at the end of the second semester of the school year and the student is a contestant in baseball or softball, the student is ineligible for the next four weeks of that sport but has eligibility in the fall.

ACTIVITIES

A student must be passing in all courses at all times and receive credit in at least 4 subjects at all times. These must be full credit courses.

If not passing all courses at the end of first or second semester, the student is ineligible for the first period of 30 consecutive school days in the activity in which the student is a bona fide contestant.

DETERMINATION OF A VIOLATION

A violation of the Student Activity Conduct Code will be established by any one of the following: (1) a self-report of a violation by a student, (2) receipt by the district of a law enforcement report identifying a specific student and describing conduct which constitutes a violation of the Student Activity Conduct Code, (3) a report to the Administration by a staff member or an activity sponsor that a student has violated the Student Activity Conduct Code, or (4) receipt by the district of information sufficient to establish a violation of Board Policy 502.7 or 502.8.

SUSPENSION

Participants who are suspended from school, either on an in-school or out-of-school basis, will be ineligible to participate in any activity during the suspension.

QUANTIFIABLE AND NON-QUANTIFIABLE ACTIVITIES

Quantifiable Activities are ones which are subject to a pre-determined schedule.

Non-Quantifiable Activities are ones which are not subject to a pre-determined schedule such as foreign language club, class officer, etc.

VIOLATIONS AND CONSEQUENCES

COMMISSION OF A MISDEMEANOR AND/OR FELONY

Participants: (1) who are charged with or who are convicted of a misdemeanor or a felony, (2) who self-report a violation of the criminal code of Iowa or the United States, (3) who are the subject of a report received by the district from law enforcement identifying a specific student and describing conduct which is a violation of the criminal code of Iowa or the United States, or (4) who are the subject of a report received by the district from a staff member or an activity sponsor identifying a specific student and describing conduct which is a violation of the Criminal Code of Iowa or the United States will be suspended from activities indefinitely, unless the administration reinstates the student's eligibility.

ALCOHOLIC BEVERAGES AND CONTROLLED SUBSTANCES - POSSESSING, USING, OR BEING UNDER THE INFLUENCE OF

Possession or use of any alcoholic beverage, or any beverage represented to be alcohol, is a violation of this Conduct Code. Any student who is under the influence of alcohol is in violation of this Conduct Code. This policy applies in all countries and locations throughout the world (including international waters), regardless of whether the possession or use of alcohol by a student is legal or not prohibited by law in the location where it is possessed or used.

Possession of any controlled substance for which distribution is controlled by Iowa law or federal law is a violation of this Conduct Code. Included are controlled substances, their look-a-likes or substitutes, or any substances represented to be a controlled substance (other than medication prescribed by the individual student's physician). This policy applies in all countries and locations throughout the world (including international waters), regardless of whether the possession or use of a controlled substance by a student is legal or not prohibited by law in the location where it is possessed or used.

First Offense

QUANTIFIABLE ACTIVITIES

- Will miss 10 percent of the activity scheduled.
- Furnish evidence of contact with or participation in a chemical abuse evaluation, counseling or treatment program.
- Not participate in the activity during the school suspension.

NON-QUANTIFIABLE ACTIVITIES

- Will be assigned 20 hours of community service, not to be accomplished later than 10 p.m.
- Not participate or practice in the activity during the school suspension and until the satisfactory completion of the service.
- Provide evidence of participation in a chemical abuse evaluation.

Second Offense

If a student commits a second offense within twelve months of the date on which the student committed a first offense, the student will be ineligible to perform/compete in any activity for a full calendar year starting from the date of the second violation. The student may continue practicing during practices held in the district but may not participate in any scheduled performances/competitions. These students are not eligible to attend practices or participate in a student trip as part of a student group away from the district.

ALCOHOLIC BEVERAGES AND CONTROLLED SUBSTANCES - SELLING OR DISTRIBUTING

The penalties outlined in this section deal with the sale and/or distribution of any substance for which distribution is controlled by law based on age or health factors. Included are alcoholic beverages, controlled substances, look alike or substitutes, or any substance represented to be an alcoholic beverage or a controlled substance. This policy applies in all countries and locations throughout the world (including international waters), regardless of whether the sale and/or distribution of alcoholic beverages or controlled substances by a student is legal or not prohibited by law in the location where the sale or distribution takes place.

The Board-approved penalty for the sale and/or distribution of a controlled substance and/or alcoholic beverages is expulsion. Thus, a student is automatically ineligible during expulsion. When the student returns to school, he/she is scholastically ineligible for a semester as a result of the expulsion. The student may resume participation during the second semester of enrollment following an expulsion if he/she meets the requirement for scholastic eligibility as outlined under the section of the Student Activity Code entitled **ACADEMIC PERFORMANCE**.

THE USE AND/OR POSSESSION OF TOBACCO OR TOBACCO PRODUCTS

This policy applies in all countries and locations throughout the world (including international waters), regardless of whether the possession or use of tobacco by a student is legal or not prohibited by law in the location where it is possessed or used.

First Offense

- The student will be disciplined by the activity director, coach, or the sponsor and the administration.
- The in-school suspension the student receives as a result of the possession or use of tobacco and/or tobacco products does not prohibit him/her from participation.

Second Offense

QUANTIFIABLE ACTIVITIES

The student will not participate or practice in any activity during the school suspension he/she receives as a result of the second offense for possession or use of tobacco and/or tobacco products. This period will include one weekend either during or at the end of the suspension.

- Miss 10 percent of the activity schedule.
- Furnish evidence of contact with or participation in a chemical abuse evaluation, counseling or treatment program.
- Not participate or practice in the activity during the school suspension.

NON-QUANTIFIABLE ACTIVITIES

- Will be assigned 20 hours of community service, not to be accomplished later than 10 p.m.
- Not participate in the activity until the satisfactory completion of the service.
- Provide evidence of participation in a chemical abuse evaluation.

Third Offense

The student will not participate or practice during any of the remaining activity schedule.

SCHOOL ATTENDANCE

The guidelines listed below are consistent with the philosophy expressed in the Valley High School Parent-Student Handbook

1. Any student not in attendance at school on the day of the activity will not dress or participate in the activity. All exceptions must be approved by a school administrator.
2. In order for a student to participate in a public performance or interscholastic activity on any day school is in session, he/she must attend at least three academic assignments which are a part of his/her schedule for that day. Any exceptions for this guideline must be approved by a school administrator.
3. Any student who participates in a public performance or activity is expected to be in school on time following the activity. Excuses must be approved by a school administrator. "Sleeping-in" is not an excusable absence.
4. Any student serving an out of school suspension and/or expulsion may not participate and/or attend any school sponsored activity until the student has been readmitted by a school administrator.

APPLICATION OF THE PENALTY

In order to remain in the activity and to regain eligibility for the activity or in order to be eligible for a future activity, a student who receives a penalty under the Student Activity Conduct Code:

1. Must practice with the team or in the activity unless under an out-of-school suspension. The student will remain ineligible until re-admitted by a school administrator.
2. Cannot suit up or publicly perform at home or away activities.
3. May not travel with the team or student group.

These requirements apply for the duration of the penalty which is imposed. After these requirements have been met for the duration of the penalty which is imposed, the student:

1. Can practice with the team or in the activity.
2. Can suit up and play or perform at the discretion of the coach or activity director.

If a penalty is imposed on a student under the Student Activity Conduct Code, the penalty will not be considered to have been served unless the student completes the season or the activity. If the student completes the season or activity before the penalty is fully served, the penalty will apply to the next season or activity in which the student participates.

STUDENT ACTIVITY CONDUCT CODE - PROCEDURE FOR APPEAL

Any student who believes his/her privilege to participate in student activities has been restricted without good cause has the right to immediately appeal the decision as follows:

1. A written request stating the justification for the appeal is to be presented to the Principal within two school days of the decision.
2. The Principal will review the matter and issue a decision within three school days.
3. The decision of the Principal may be appealed, within two school days, to the Student-Faculty Appeal Panel.
4. The Student-Faculty Appeal Panel will convene, review the case and uphold or dismiss the action within five school days.

STUDENT-FACULTY APPEAL PANEL

The Student-Faculty Appeal Panel shall consist of nine members: Two Cabinet members, from both the junior and senior classes; two teachers; an activity director; athletic director and the administrator charged with the responsibility of supervising the activity program at Valley High School as the chair. The teachers and the activity director shall be appointed by the Superintendent or the Superintendent's designee at the time of receipt of an appeal.

The Chair of the Appeal Panel shall be a nonvoting member. All other members of the Panel shall have equal voting rights. Whenever the votes of the Panel members are evenly distributed on an issue, the prior decision shall stand. Students or faculty members involved in an appeal shall be barred from participation as a Panel member.

REASONS FOR DECISIONS

At each level of the appeal process, the decision shall be presented in writing and shall state the facts, the evidence taken into consideration and the reasons for such decision. The Chair of the Student-Faculty Appeal Panel shall be responsible for preparing the written decision for the body.

REPRESENTATION AT APPEAL

When appealing the decision, the student and Principal or Principal's designee shall have the right to appear before any person or panel hearing the Appeal and to present a written statement, ask questions and be questioned.

FREQUENTLY ASKED QUESTIONS:

1. Who should I contact with a question about the WDMCS Student Conduct Code? **The Principal, Associate Principal or Athletic Director.**
2. Can I practice during my activity code violation period? **Yes, if you are not on an out-of-school suspension.**
3. Can I dress at home events during the activity code? **No.**
4. Can I travel with the team/group during my activity code violation? **No.**
5. When would I be eligible after my second activity code violation? **12 months from the date of the second infraction.**
6. Can I try out for a position on a team/group during or after an infraction? **Yes.**
7. If a student drinks wine when taking communion at church (or for any like religious sanctioned event) are they in violation of the activity code. **No.**
8. If a student consumes alcohol for special occasions at home (birthday, anniversary, etc.) is he/she is in violation of activity code? **Yes.**
9. Is the activity code of conduct applicable to foreign countries, on cruise ships or any location where it is legal for students to consume or be in possession of alcohol and/or other drugs? **Yes...the code of conduct applies 365 days a year, 24 hours a day, and anywhere in the world. Students are expected not to consume, use or be in possession of alcohol, tobacco or drugs at anytime and anywhere even with parental permission, or if the activity is legal where and when it occurs.**
10. If a student handles alcoholic beverages during the regular course of their employment at a grocery store or restaurant, is he/she in violation of the activity code? **No.**

WEST DES MOINES COMMUNITY SCHOOLS

STUDENT ACTIVITY CONDUCT CODE

Students who participate in the district's extracurricular and co-curricular activities are representative of their school and the district therefore they are expected to model positive behaviors. Participation in these activities is a privilege, conditioned upon meeting the eligibility criteria established by the Board of Education and administration of the West Des Moines Community Schools.

Each student participant and his parent/guardian are required to read and agree to the district's Student Activity Conduct Code before participating in any and all extracurricular and co-curricular activities.

Any violation of the West Des Moines Community Schools Student Activity Conduct Code will result in the aforementioned consequences/penalties.

STUDENT AGREEMENT

I, the undersigned student, have read and understand the West Des Moines Community Schools Student Activity Conduct Code and agree to abide by its authority.

Print Name _____

Signature _____

Date _____



PARENT/GUARDIAN AGREEMENT

I, the undersigned parent/guardian, have read and understand the West Des Moines Community Schools Student Activity Conduct Code and agree that my student will abide by its authority.

Print Name _____

Signature _____

Date _____

Please sign, detach and return to your advisory teacher. Thank you.



WEST DES MOINES
COMMUNITY
S C H O O L S

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