

## Students

### Conduct Code for Participants in Co-curricular Activities

The Superintendent or designee, using input from coaches and sponsors of co-curricular activities, shall develop a conduct code for all participants in co-curricular activities consistent with Board of Education policy and the rules adopted by any association in which the School District maintains a membership. The conduct code shall: (1) require participants in extracurricular activities to conduct themselves as good citizens and exemplars of their school at all times, including after school, on days when school is not in session, and whether on or off school property; (2) emphasize that hazing and bullying activities are strictly prohibited; and (3) notify participants that failure to abide by it could result in removal from the activity. The conduct code shall be reviewed by the Building Principal periodically at his or her discretion and presented to the Board.

Participants in extracurricular activities must abide by the conduct code for the activity and Board policy 7:190, *Student Behavior*. All coaches and sponsors of extracurricular activities shall annually review the conduct code with participants and provide participants with a copy. In addition, coaches and sponsors of interscholastic athletic programs shall provide instruction on steroid abuse prevention to students in grades 9 through 12 participating in these programs.

The Superintendent shall develop procedures to implement this policy.

### Performance Enhancing Drug Testing of High School Student Athletes

The Illinois High School Association (IHSA) prohibits participants in an athletic activity sponsored or sanctioned by IHSA from ingesting or otherwise using any performance enhancing substance on its banned substance list, without a written prescription and medical documentation provided by a licensed physician who evaluated the student-athlete for a legitimate medical condition. IHSA administers a performance-enhancing substance testing program. Under this program, student athletes are subject to random drug testing for the presence in their bodies of performance-enhancing substances on the IHSA's banned substance list. In addition to being penalized by IHSA, a student may be disciplined according to Board policy 7:190, *Student Behavior*.

LEGAL REF.: Board of Education of Independent School Dist. No. 92 v. Earls, 122 S.Ct. 2559 (2002).

Clements v. Board of Education of Decatur, 478 N.E.2d 1209 (Ill.App.4, 1985).

Kevin Jordan v. O'Fallon THSD 203, 706 N.E.2d 137 (Ill.App.5, 1999).

Todd v. Rush County Schools, 133 F.3d 984 (7th Cir., 1998).

Veronia School Dist. 475 v. Acton, 515 U.S. 646 (1995).

105 ILCS 5/24-24, 5/27-23.3, and 25/2.

CROSS REF.: 5:280 (Duties and Qualifications), 6:190 (Co-curricular Activities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:300 (Co-curricular Athletics)

ADOPTED: April 7, 2016

## Students

### **Administrative Procedures – Conduct Code for Participants in Co-curricular Activities**

#### General Prohibitions of the Conduct Code

1. It shall be considered a violation of the IHSA Bylaws 2.170 and its subsections for any student-athlete to ingest or otherwise use any substance of the IHSA's Banned Substance Classes, without a written prescription and medical documentation provided by a licensed physician who evaluated the student-athlete for legitimate medical condition.
2. Violations found as a result of the IHSA Performance-Enhancing Substance Testing program shall be penalized in accordance with this policy.
3. Violations found as a result of any other drug or substance testing conducted by a member school shall be penalized in accordance with the member school's athletic code of conduct.

A posting of banned substance classes shall be prepared annually by the IHSA Sports Medicine Advisory Committee and approved by the IHSA Board of Directors. It shall be subject to updates at any point during a school term. A complete posting of the current year's banned substance classes list can be accessed on the Sports Medicine page at [www.ihsa.org](http://www.ihsa.org).

#### A. Background Information

**A code is a system of guiding rules and principles intended to communicate norms and values, define standards of conduct, and help individuals distinguish between acceptable and unacceptable conduct.**

**This code outlines District 214's expectations for the conduct of students who choose to participate in the co-curricular activities program.**

Township High School District 214 offers an extensive and diverse co-curricular activities program to provide additional learning opportunities to students who wish to develop their special interests, skills, and talents to a higher level. Involvement in these activities is both voluntary and a privilege; students choosing to participate take on extended responsibilities as representatives of their team/activity, their school, the school district, and the community. These extended responsibilities justify holding students who choose to participate in the co-curricular activities program to a higher standard of conduct as a condition of participation. Accordingly, students who choose to participate in the co-curricular activities program are responsible for behaving in accordance with this code of conduct.

#### B. Purpose

All District 214 students are expected to comply with the rules and regulations of the school and school district, observe good order, and conduct themselves in a manner that will bring credit and honor to themselves, their team/activity, their school, and the school district. This code defines the specific rules that must be followed by all students involved in co-curricular activities, defines the consequences for those students who violate those rules, and establishes procedures intended to ensure consistent enforcement of the code.

### C. Administration

The Co-curricular Code is administered by each school's assistant principal for student activities. Only the assistant principal for student activities, an associate principal, or the principal (or his/her designee) are authorized to suspend students from the co-curricular activities program for violation of the Co-curricular Code.

### D. Distribution

The Co-curricular Code will be distributed annually to all students who choose to participate in co-curricular activities. It will also be published in the district's Parent-Student Handbook, the Student Activities Handbook, and/or each school's Student Handbook. Students and parents are encouraged to discuss any questions regarding the code with their coaches/directors/ sponsors or the assistant principal for student activities.

### E. Enforcement

The Co-curricular Code applies to the "school-related conduct" of all students involved in co-curricular activities, on and off campus, 24 hours a day, seven days a week, all year. "School-related conduct" is any conduct, on or off campus, that affects the discipline or general welfare of the school or that brings, or may bring, the school or school district into disrepute. Violations of the Co-curricular Code are limited to incidents that are verified by:

- District 214 staff;
- a law enforcement agency(ies); and/or
- an admission of guilt.

A code violation is verified if, by the evidence available, it appears more likely than not that a code violation has occurred.

Direct reports from law enforcement agencies and incidents reported by staff will be investigated. Anonymous or secondhand reports of possible violations generally will not be investigated, absent substantial confirming information.

Code violations may arise through the use of technology (personal or district-issued), such as a computer, iPad, cell phone or other electronic device, which depicts illegal or inappropriate behavior in material being viewed or maintained.

While violations of the Co-curricular Code that are not verified within 90 days of their occurrence are not subject to the provisions of the code, such violations may be recorded by the school and reported to parent(s)/guardian(s).

#### 1. Code Violations

Examples of the conduct prohibited by this code are listed in Appendix A. "Level A" code violations are acts of serious misconduct prohibited by this code including, but not limited to, the possession, sale, delivery, use, or being under the influence of any controlled substance, possession of weapons or look a-likes, mob action, theft, and participation in gang activity. Less serious acts of misconduct shall be considered "Level B" violations, except that repeated or cumulative "Level B" violations may result in "Level A" consequences. The consequences for "Level A" violations are more severe than the consequences for "Level B" violations.

## 2. Consequences

From first violation to third violation, the intention of the consequences for violating the Co-curricular Code shifts from problem awareness (1st violation), to an emphasis on rehabilitation (2nd violation), to significant punishment (3rd violation). While the consequences for code violations are described in Appendix B, the administration may, in its discretion, impose additional or more severe consequences for serious code violations.

The flow chart found in Appendix B describes the progression of consequences for violations of the Co-curricular Code. The consequences differ depending on the level of each violation and the order in which successive violations occur (See Appendix B).

## 3. Suspension

A student not involved in co-curricular activities at the time of violation will normally be assigned a suspension beginning upon his/her next involvement in a co-curricular activity. A student, however, may not become involved in a new co-curricular activity solely to serve the assigned suspension. The assistant principal for student activities may prevent a student from doing so by assigning a suspension to be served during the student's next involvement in his/her regular activity(ies).

Calendar year suspensions begin with the date of violation and are not related to the beginning or end of seasons. Suspensions for one season include the period from the first day until the last day of the IHSA season and do not include any portion of the current season.

## 4. Reinstatement

Students are considered for reinstatement based on the following criteria.

- a. Letter from the student requesting reinstatement.
- b. Letter from parent(s)/guardian(s) supporting reinstatement.
- c. Letter from the dean of students supporting reinstatement based on the student's record of absences, tardiness, and deportment during the suspension period.
- d. Letter from counselor supporting reinstatement.
- e. Testimony from others familiar with issues relevant to reinstatement.

Based on the above evidence, the assistant principal for student activities will rule on requests for reinstatement after one full season of suspension. A committee of administrators and staff, chaired by the special program administrator, will rule on requests for reinstatement after one calendar year of suspension.

## 5. Cumulative Violations

Violations of the Co-curricular Code accumulate throughout a student's high school career beginning with his/her first participation in co-curricular activities and ending with graduation.

## 6. School Rules, District Policies, and the Law

The consequences for violating this code are separate from and in addition to those assigned for violating school rules, school district policies, and the law. Furthermore, this

code in no way limits the authority of the administration or Board of Education to impose other or additional consequences in accord with school rules and district policies.

#### 7. Coach/Director/Sponsor Rules

In addition to the prohibited conduct described in Appendix A, coaches/directors/sponsors, in collaboration with the assistant principal for student activities, may establish rules specific to their activity. Such rules, however, may not exceed the provisions of this code. These rules will be distributed and explained to all students and parents by the coaches/directors/sponsors at the beginning of a student's participation in the activity and annually thereafter. They will also be filed with the assistant principal for student activities.

Coaches/directors/sponsors will consistently and fairly enforce their activity-specific rules and will inform students, parents, and the assistant principal for student activities of any major or repeated violations.

#### 8. Practice/Rehearsal Limitations

The assistant principal for student activities, in collaboration with the involved athletic director, coordinator, coach and/or sponsor, will determine whether or not a student may practice/rehearse during the suspension period. Except during practice/rehearsal a student may not dress in uniform, compete, or perform while suspended.

#### 9. Due Process

The following procedure will be utilized in enforcing the Co-curricular Code:

- a. The student, his/her parent(s)/ guardian(s), and the coach(es)/sponsor(s) will be informed of the misconduct at issue. If no disciplinary action is taken, the enforcement process is terminated;
- b. The student will be given an opportunity to tell his/her side of the story; and
- c. The assistant principal for student activities will determine the consequence based on the provisions of this code and will inform the student, his/her parent(s)/guardian(s), and the coach(es)/sponsor(s).

#### 10. Review

The student or his/her parent(s)/guardian(s) may request review of the code violation and the assigned consequences within five school days after being informed. The request must be addressed to the principal in writing and must articulate the reasons that a review should be granted.

Based upon the reasons articulated in the written request and all information available at the time, the principal (or his/her designee) will determine whether further review of the code violation and assigned consequences is proper. The principal may determine that no further review is necessary.

The results of any level of review of code violation and/or assigned consequence, including denial of review, will be documented in writing and sent to the parent(s)/guardian(s) within five days after the receipt of the written request for review.

After the principal (or his/her designee) takes action on the requested review, the student or his/her parent(s)/guardian(s) may, within five school days, request in writing that the superintendent (or his/her designee) review the code violation and assigned consequences. Review beyond the school principal is allowed if, and only if, relevant information is available that was not known at the time of the original ruling or at the time of the principal's review. The written request must be addressed to the superintendent and must articulate the reasons that a review should be granted.

Based upon the articulated reasons in the written request, the superintendent (or his/her designee) will determine whether further review is proper. The determination of the superintendent (or his/her designee) shall be final.

The assigned consequences for the code violation are in effect during any review process.

#### 11. Overnight Activities

The High School District 214 overnight activities policy is in effect for all overnight activities. Coaches/directors/sponsors will review this policy with each student and his/her parent(s) or guardian(s) prior to departure. A student's participation in subsequent overnight activities may be affected by a violation of the Co-curricular Code.

#### 12. IHSA Activities Regulations

A student who participates in co-curricular activities is subject to all applicable Illinois High School Association By-Laws, Policies, and Rules.

#### 13. Voluntary Admission

The following provision may be used only once and on a first offense by any student during his/her high school career.

If a student seeks out a coach or sponsor to admit having a substance abuse problem before a documented violation, the student will be referred to an appropriate representative of the Student Services Program to complete an assistance program. While the student will receive a code violation under such circumstances, suspension from participation in co-curricular activities may be held in abeyance upon agreement of the coach/sponsor and the assistant principal for student activities.

A student's suspension will be waived upon successful completion of the assistance program. A student who does not successfully complete the assistance program will be required to serve the full suspension from that point in time.

A voluntary admission does not include an admission of this code immediately after the violation has been witnessed or documented by one of the groups listed in Section E.

14. Suspension from School

A student suspended from school shall be ineligible to attend or participate in any co-curricular activities during the period of suspension.

15. Title IX Compliance

District 214 complies with the provisions of Title IX, i.e.; "No person in the United States shall, on the basis of sex be excluded from participation in, or denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal aid."

16. Co-curricular Activities Covered by the Co-curricular Code

These procedures will apply to each performing/competing student groups listed below.

Badminton, Girls	Musical
Baseball, Boys	Orchestrals Performance
Basketball, Boys and Girls	Pompoms
Bass Fishing Team	Robotics Team
Bowling, Girls	Scholastic Bowl Team
Chess Team	School Art Performance/Play
Class Board Officers (Student Council)	Science Olympiad Team
Competitive Cheerleading	Show Choir Interscholastic Competition*
Competitive Dance	Sideline Cheerleading
Cricket	Soccer, Boys and Girls
Cross-Country, Boys and Girls	Softball, Girls
Debate Team	Speech Team/Individual Events
DECA	Spring Play
Drama and Group Interpretation	Student Congress Team
Drill Team	Student Council Officers
Fall Play	Swimming and Diving, Boys and Girls
FCCLA	Tennis, Boys and Girls
Football, Boys	Track and Field, Boys and Girls
Golf, Boys and Girls	Volleyball, Boys and Girls
Gymnastics, Boys and Girls	Water Polo, Boys and Girls
Jazz Band Interscholastic Competition*	Winter Play
IHSA Journalism	Wrestling, Boys
Marching Band Interscholastic Competition*	* Or non-graded performance
Math Team	

And any new or additional activities run under the District's auspices.

**Related Documents:**

Illinois School Code (5/10-20.30)

Illinois High School Association Handbook – Constitution, By-Laws and Illustrations

Policy and Procedures 6:190 Co-Curricular Activities

Policy and Procedures 7:300 Co-curricular Athletics

Co-curricular Handbook

*District 214 Student and Parent Handbook*

Approved by Superintendent's Leadership Team: June 4, 2013, updated April 2016 & June 2017

## APPENDIX A

The following are examples of conduct prohibited by the Co-curricular Code and descriptions of "Level A" and "Level B" code violations.

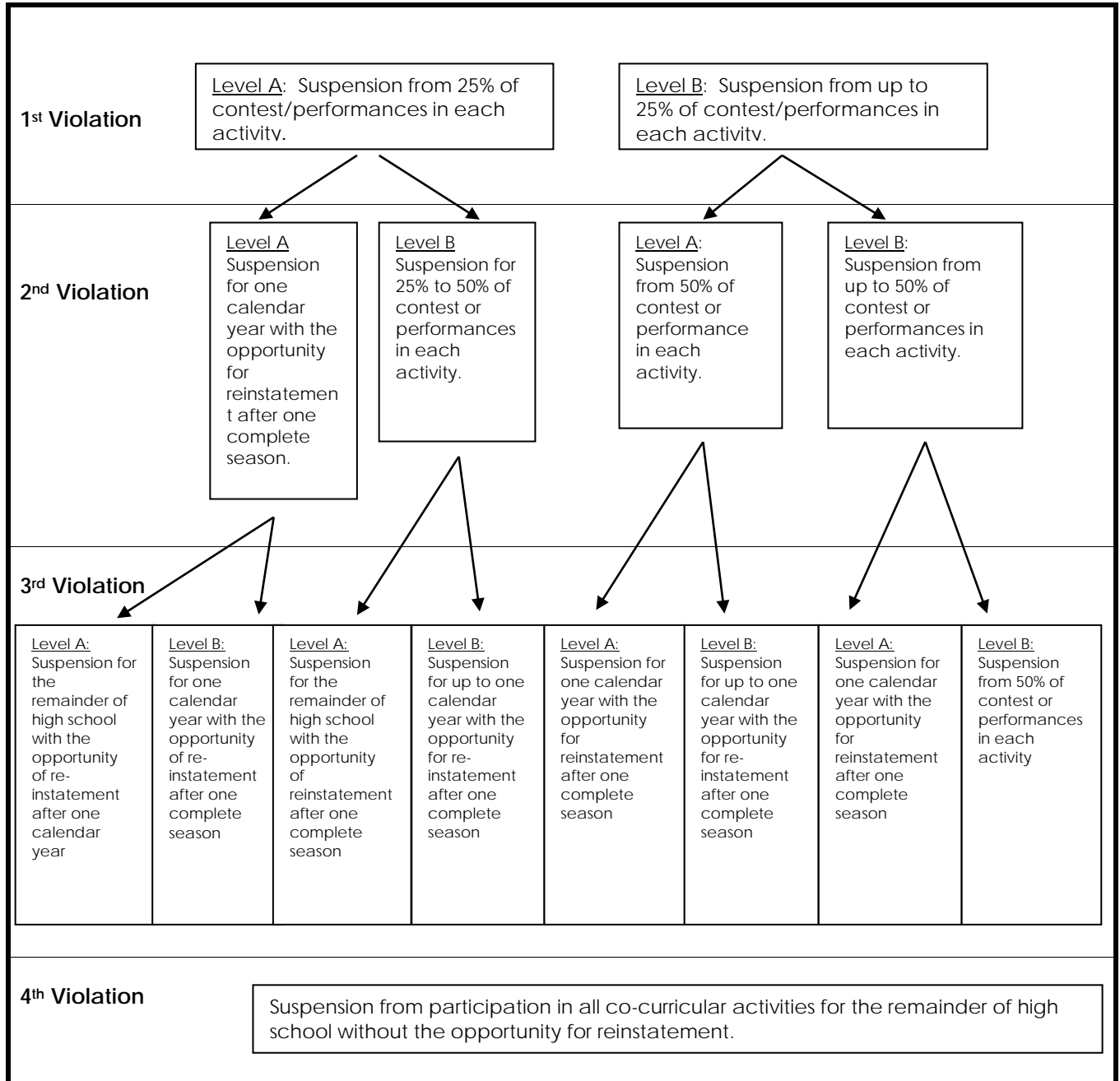
PROHIBITED CONDUCT	LEVEL "A" VIOLATION	LEVEL "B" VIOLATION
Inflicting or attempting to inflict harm upon any person or property	Premeditated or intentional incidents of inflicting or attempting to inflict harm upon any person or property	Unintentional or accidental incidents of inflicting or attempting to inflict harm upon any person or property including being a victim of circumstances
Illegal acts	Illegal acts that are verified by a law enforcement agency and documented in a police/arrest report	
Insubordination; flagrant or persistent disrespect or deliberate attempts to antagonize, harass, bully, haze, and/or intimidate others	Acts of flagrant or persistent insubordination, disrespect, or deliberate attempts to antagonize, harass, bully, haze, and/or intimidate others	Isolated, unintentional, or uncharacteristic cases of insubordination or disrespect. Indirect or minor involvement in acts or activities that antagonize, harass, bully, haze, and/or intimidate others
* Possession, sale, delivery use or being under the influence of any controlled substance including, but not limited to, alcohol and tobacco, or the possession, sale, or delivery of "look-alike" or the possession of drug paraphernalia	* Possession, sale, delivery use or being under the influence of any controlled substance including, but not limited to, alcohol and tobacco, or the possession, sale, or delivery of "look-alike" or the possession of drug paraphernalia	* The possession or use of tobacco by students who are 18 years of age or older
Being present where others are in violation of this code, in "possession, selling, delivering, using, or under the influence of any controlled substance including, but not limited to, alcohol and tobacco	Being present where others are in violation of this code, in "possession, selling, delivering, using, or under the influence of any controlled substance including, but not limited to, alcohol and tobacco	The first incident of being present where others are, in violation of this code, in "possession, selling, delivering, using or under the influence of alcohol if, and only if, a legal breathalyzer report of 0.00 is present. Subsequent incidents are Level A violations
Possession of weapons or "look-alikes"	All cases/incidents	
Vandalism, malicious mischief, and/or reckless endangerment	Willful and wanton vandalism, malicious mischief and/or reckless endangerment	Pranks or playful tricks
Mob action and/or demonstrations which substantially disrupt the co-curricular or instructional program	Free and willing participation in mob action and/or a demonstration intended to substantially disrupt the co-curricular or instructional program	Circumstantial involvement or participation in mob action and/or a demonstration that disrupts the co-curricular or instructional program
Representing or participating in a gang or gang-alike activity. Representation is any display of a symbol(s) that may be identified with a gang or gang-alike activity	Representation or participation in a gang or gang-alike activity with the intent or for the purpose of instigating gang or gang-alike activity or engaging in gang or gang-alike misconduct	Representation or participation in a gang or gang-alike activity without intent to instigate gang or gang-alike activity or to engage in gang or gang-alike misconduct
Misconduct related to using district transportation service.	Misconduct related to using district transportation services that jeopardizes the health, welfare, and safety of self and others	Isolated pranks and annoying/inappropriate acts

\* Possession means having any knowledge of, and any control over, an item. Control includes, but is not limited to, having access to an item in a school locker, personal effects, a vehicle, or other place where the item is located. It is not necessary that a student intend to control the item. A student may acquire knowledge of an item visually, by being told about the item, or through other sensory perception. A student's knowledge will be determined based on the surrounding circumstances, not just the student's statements. For example, "forgetting" that an item is in one's locker, personal effects, or vehicle does not constitute lack of knowledge. Also, for example, coming on to school grounds or to a school-sponsored event in a vehicle which the student knows contains an item constitutes possession of that item, even if the vehicle or the item is not the student's.



## APPENDIX B

The following chart describes the progression of consequences for violations of the Co-curricular Code. The consequences differ depending on the classification of each violation and the order in which successive violations occur.



**Note:**

- With regard to Co-curricular Code enforcement, IHSA activities “season” start is defined by the IHSA calendar. All other activity “season” start dates are determined by the APSA and sponsor.
- Summer is not considered a “season” with regard to suspensions from participation in co-curricular activities.
- For activities covered by the Co-curricular Code that are not “seasonal,” the IHSA definitions of fall, winter, and spring seasons will determine suspension periods.