

STANDARDS FOR PARTICIPATION IN CO-CURRICULAR ACTIVITIES

I. GENERAL PROVISIONS

A. PURPOSE

The purpose of this policy is to establish and provide for the enforcement of Academic Standards and Conduct Standards for students participating in co-curricular activities in grades 9 through 12 of the Decorah Community School District.

B. STATEMENT OF PHILOSOPHY

It is the belief of those concerned with the development of the youth of the Decorah Community Schools that membership and participation in co-curricular activities has a very positive effect in the development of constructive attitudes of citizenship. Among which may be listed are principles of justice, fair play, good sportsmanship, respect for rules and authority, respect for others and one's own health and physical well-being, development of leadership, group pride and teamwork, self-discipline, and values of self-sacrifice. It is also the District's belief that the individual family should be the guiding influence and determinant of student behavior.

It is further deemed important that participants, before starting in any of these programs, should be aware of the philosophy, opportunities, and policies and procedures under which they will be participating. Co-curricular activities are offered as an option and a privilege based not only on demonstration of a particular talent or ability, but also on demonstration of character embodying the values contained in this Policy.

Those who participate are expected to assume responsibility for maintaining high standards as defined by this Policy and the rules established by the activity's sponsor. Standards have been set for students who wish to participate at Decorah High School. Included are provisions to promote honesty and cooperation so that each student is able to have a positive learning experience as a participant in the co-curricular activity program. In order to retain eligibility for participation in these activities students must exemplify high standards of behavior and conduct themselves as good citizens both in and out of school at all times. Students who represent the District in an activity are expected to serve as role models to other students and to members of the community. They are also expected to show respect toward the District they represent and to the fellow students and sponsors with whom they participate.

The other policies in regard to co-curricular participation will also be enforced. The Board strongly believe co-curricular activities are a privilege and not a right, and as a result students who participate in co-curricular events are held to a higher standard of academic performance and conduct.

C. ACTIVITIES SUBJECT TO THIS POLICY

All activities, clubs or organizations, other than regularly scheduled academic classes, that are approved by the Board of Education will be considered Co-Curricular activities. Examples of Co-Curricular activities subject to this policy include, but are not limited to: Art Club, Band, Baseball, Basketball, Cheerleading, Choir, Community Club, Cross Country, "D" Club, Dramatics, Envirothon, Fire Squad, FFA Chapter, Flag Corps, Football, Gay/Straight Alliance, Golf, Mock Trial, Orchestra, National Honor Society, Science Club, Soccer, Softball, Special Olympics, Speech, Student Council, Swimming, Tennis, Track, Viking Yearbook, Volleyball, and Wrestling.

D. ATTENDANCE

A student must attend school for the afternoon, arriving by 11:30 a.m., of the same day he/she is to participate in any co-curricular activity, unless the activity is on a non-school day. Extenuating circumstances, when presented to the administration, will be evaluated and examined on an individual basis. If both the high school principal and activity director and/or his/her designee agree, permission to deviate from this Policy may be granted.

E. ESTABLISHMENT OF ACTIVITY-SPECIFIC RULES

Directors of activities subject to this Policy may make reasonable rules as they relate to their activities as long as the rules are approved by the high school principal or his/her designee, and are not in violation or contradiction of this Policy. Violation of these rules may result in limitation, suspension, or revocation of privileges or participation in these activities. Any consequence for violation of the rules of a specific activity will only be applied as to that activity.

II. ACADEMIC STANDARDS

In providing for the establishment and enforcement of academic standards for students participating in co-curricular activities, both local and state guidelines have been put in place to provide assistance to students and support the state law requirements. These guidelines are listed below.

A. STATE GUIDELINES

1. Students in grades 9-12 participating in interscholastic athletic competition for the IGHSAU (Iowa Girls High School Athletic Union) and IHSAA (Iowa High School Athletic Association) shall be subject to the Iowa Department of Education Scholarship Rules regarding academic eligibility. Students in grades 9-12 participating in interscholastic speech competition shall be subject to the IHSSA (Iowa High School Speech Association) rules regarding academic eligibility. Students in grades 9-12 participating in interscholastic music competition shall be subject to the IHSMA (Iowa High school Music Association) rules regarding academic eligibility.
2. The Department of Education, the IHSSA and the IHSMA rules require that:
 - a. Student must receive credit in at least 4 subjects (each of one period or "hour" or the equivalent therefore) at all times.
 - b. Student must pass all coursework and be making adequate progress toward graduation to remain eligible. Coursework taken from a post-secondary institution and for which District grants academic credit toward high school graduation shall be used in determining eligibility.
 - c. If not passing all coursework at the end of the grading period in which a grade will appear on a transcript, student is ineligible to dress for and compete for the first 30 consecutive calendar days in the interscholastic activity in which the student is a contestant from the first legal competition date of that activity. Students in baseball and softball have the same penalty as other students. Any student declared ineligible according to state guidelines may be permitted and/or required to practice under the discretion of administration and the activity sponsor.
 - d. If not passing all coursework at the end of the grading period in which a grade will appear on a transcript, student is ineligible for the first period of 30 consecutive calendar days in any event sanctioned or sponsored by the IHSSA or the IHSMA and those events that are competitive or evaluative in

nature and are not sponsored by the IHSSA and the IHSMA in which the student is a contestant.

- e. A student with a disability and an IEP shall not be denied eligibility based on scholarship if the student is making adequate progress toward the student's IEP goals, as determined by District officials.
- f. Summer school or other means may not be used to make up failing grades for eligibility purposes. All original failing grades (even those remediated for purposes other than eligibility) must be reported to any school which the student transfers.
- g. Cheer participants are treated in line with the Athletic Rule (30 Calendar Days)
- h. All music and drama activities are treated in line with the Speech and Music Rule (30 Calendar Days)
- i. Students may participate in the event if the public performance constitutes part of a grade for a course.
- j. The grading period shall be the final grading period of the semester and shall not include mid-term grades.
- k. Grades of a, "P", "D," or better and "W" (withdrawn in a timely fashion) are passing grades.
- l. Grades of "F" and of "WF" (withdrawn, failing) are failing grades.
- m. A student who receives an "I" (incomplete) who then completes work by the deadline established by the teacher and administration to obtain a passing course grade shall remain eligible, including during the period of time the student has to obtain the passing grade. A student who does not complete the work by the established deadline to obtain a passing grade and receives a failing grade shall be subject to the academic eligibility rules.
- n. Students must pass at least four (4) courses in the preceding semester to be eligible to participate at all in the current semester.
- o. Courses taken under the Post Secondary Enrollment Option including Contracted Classes are included in the required four (4) courses.
- p. Incoming 9th grade students are eligible immediately even if they enter with a failing grade from the 8th grade.
- q. A transfer student from an in-state or out-of-state school is subject to all academic eligibility guidelines.

The first date of ineligibility for a student who becomes ineligible while in an activity will begin with the first school day following the day that the report card is mailed home.

B. DHS GUIDELINES

- 1. A student must be passing all classes at the midterm of each quarter and at the end of the 1st and 3rd quarter. In an attempt to assist students with academic performance, Decorah High School will require students who are not passing all classes at the mid-terms and end of the 1st and 3rd quarter to attend a weekly study table. This study table will be available to all students and is mandatory for students involved in activities who have received a failing grade at one of the assigned grading check periods. Once students are able to show the administration evidence that their grade is above failing they will not be required to attend the study table.
- 2. Study table will be offered from 3:00 until 4:30 PM on Wednesdays. Students will be required to attend the study table for its entirety and may be allowed to return to practice after they are finished with the study table at 4:30. Students

will be allowed to practice and compete during this time period. Any student involved with activities who does not attend study table when failing a class will be withheld from their current or future activities until their study table obligations are met.

For more information and examples, see Appendix 1, attached to this Policy.

III. CONDUCT STANDARDS

A. POLICY VIOLATIONS

1. A student may lose eligibility under this Policy for any of the following behaviors:
 - a. possession, use, or purchase of tobacco products, including e-cigarettes;
 - b. possession, use, purchase, or attempted sale/purchase of illegal drugs or look a-likes, or the unauthorized possession, use, purchase, or attempted sale/purchase of otherwise lawful drugs without a prescription;
 - c. engaging in any act that would be a violation of local, state, or federal law or grounds for arrest or citation in the criminal or juvenile court system (excluding minor offenses such as traffic or curfew violations) regardless of whether the student is cited, arrested, convicted, or adjudicated for the act(s);
 - d. other inappropriate, disruptive or offensive conduct in violation of school district policy, regulation or student handbook provisions and/or interferes with the orderly operation of the school or the rights of any member of the student body, faculty or staff, including but not limited to, assault; refusing to cooperate with school officials or law enforcement authorities, acts of vandalism, hazing, bullying or harassment of other students and staff in any form, including inappropriate posts on social media.
2. Any violations of this Policy may be reported to law enforcement.
3. Any violation(s) of school rules which aggregate to a total of 40 in school suspension points, third offense truancy, and/or a suspension according to the student handbook.

B. ADMINISTRATIVE DETERMINATION OF VIOLATION

1. If it is alleged by any person that a student has violated these Conduct Standards, the principal or his/her designee shall promptly investigate such allegations. This investigation shall not be limited by formal rules of evidence or procedure. The student shall be given notice, oral or written, of the allegations and will be given an initial opportunity to respond to the allegations as part of the investigation.
2. The principal, or his/her designee, shall make a preliminary determination based on a preponderance of the evidence whether the student has violated these Conduct Standards. The totality of the evidence, including the number, credibility and consistency of the witness(es) alleging that the student has violated the Conduct Standards shall be taken into consideration when making such determination. A determination that a student has violated the Conduct Standards shall be made without regard to whether the student is prosecuted or convicted for any alleged acts under Section IIIA.2 above.
3. A violation may include, but is not limited to:
 - a. If a student is found guilty by a court of law (however, a violation may be found without regard to whether a student is charged or convicted of any crime by authorities).

- b. If a student is referred to juvenile court services.
- c. If a student admits violating this policy.
- d. If a student was witnessed breaking this policy by one or more staff members, students or law enforcement.

C. NOTICE AND DUE PROCESS

1. The high school principal and assistant principal shall make a preliminary determination whether the student has violated this Policy, and shall notify the parent/guardian of their decision in a written Notice of Violation of Policy of Standards and Eligibility which shall contain the following:
 - a. The student's name and the names and address of the student's parents or guardians.
 - b. A statement as to the time, place and circumstances of the violation the student is alleged to have committed.
 - c. A statement describing the sanction to be imposed upon the student for violating the Policy and the effective date on which such sanction shall commence.
 - d. A statement that the principal's determination as to the student's violation of the Policy and the punishment imposed shall become immediately effective.
2. If timely requested, a student and his/her parent(s) or guardian(s) shall be provided a hearing with the high school principal. During the hearing, the student and his/her parent(s) or guardian(s) may present any information or argument against the preliminary determination. Within three (3) working days of the hearing, the Principal shall provide written notification of whether the preliminary determination is upheld, modified or reversed. The punishment imposed shall become final and effective, unless the parent(s) or guardian(s) of the student request a review by the superintendent within three (3) working days.
3. If timely requested, a student and his/her parent(s) or guardian(s) shall be provided a hearing with the superintendent. During the hearing, the student and his/her parent(s) or guardian(s) may present any information or argument against the determination made by the high school principal. Within three (3) working days of the hearing, the Superintendent shall provide written notification of whether the determination made by the high school principal is upheld, modified or reversed. The punishment imposed shall become final and effective, unless the parent(s) or guardian(s) of the student request a review by the Board of Education within three (3) working days by delivering a written appeal notice to the board secretary. .
4. If timely requested, a student and his/her parent(s) or guardian(s) shall be provided a hearing before the Board of Education. The secretary shall schedule the appeal for the next regular or special meeting of the Board of Education, unless otherwise agreed to by parent(s) or guardian(s) of the student involved. During the hearing, the student and his/her parent(s) or guardian(s) may present any information or argument against the determination made by the superintendent. The decision of the Board of Education shall be set forth in the written minutes of the Board and may affirm, reverse or modify the decision of the Superintendent. The decision of the Board of Education shall be the final determination of the Decorah Community School District.

5. All consequences will remain in force and effect during an appeals process unless or until they are reversed or altered by the appropriate authority.

D. SANCTIONS

1. Violations of the Conduct Standards will result in suspension of the privilege to participate for a period of time as described in Appendix 2. The maximum period of ineligibility for a first offense shall be six (6) weeks. The maximum period of ineligibility for a second offense shall be twelve (12) weeks. The maximum period of ineligibility for a third offense is one calendar year from the date of the third violation. The maximum period of ineligibility shall run only during those weeks in which interscholastic competition takes place and in activities in which the student normally participates.
2. An individual making a truthful report of a violation of the Conduct Standards to a school administrator within four (4) calendar days of the occurrence of the violation is a self-report. In order to receive the sanction of a self-report, a student must also follow up with a written and signed statement of confirmation to the activities director or his/her designee. This statement needs to be signed by both the student and the parent/guardian. Individuals participating in a school event after violating the Policy, but prior to making a self-report or administrative discovery, will be suspended with no opportunity for a reduced suspension.
3. A student who has been declared ineligible for participation in co-curricular activities by another school district who then enrolls in the Decorah Community School District shall be ineligible for participation in co-curricular activities in the Decorah District for the balance of the period of ineligibility as if the student were still enrolled in the former district, except that the student shall generally be allowed to participate in practices regardless of the former district's policy on practices during periods of ineligibility. The student may file a written request with the building principal to have the term of ineligibility imposed by the former district reconsidered. The administration may shorten the period of ineligibility if it is determined that the student would have received a shorter period of ineligibility if the student had been enrolled at Decorah at the time the ineligibility was imposed by the former district. The number of periods of ineligibility imposed by former districts shall be considered when imposing sanctions for a violation of Board Policy 503.6 of the Decorah Conduct Standards after enrollment in the Decorah Community School District (e.g., if the student had one period of ineligibility during that calendar year prior to enrolling in Decorah, a violation of the Decorah Conduct Standards shall be treated as a second offense).
4. If a student violates the Conduct Standards at a time when he or she is ineligible to participate in co-curricular activities by virtue of a prior violation, the period of ineligibility for such subsequent violation shall commence after the period of ineligibility for all prior violations. Individuals that are academically ineligible will not serve their suspension until regaining their academic eligibility.
5. The administration shall have the authority to exercise reasonable discretion in the interpretation and administration of this Policy.

E. ADMINISTRATION OF THE SANCTIONS

1. Eligibility requirements begin at the conclusion of the 8th grade school year and end at the end of the summer following graduation.
2. Violations of the Conduct Standards are cumulative.
3. The Standards of Conduct shall be in force twelve (12) months a year, on and off school property.
4. A student found in violation of the Conduct Standards who is required to be ineligible for a public performance that is graded, will be given the opportunity to complete an alternative assignment. This assignment will be created by the coach/sponsor and will allow the student to earn full credit for the performance missed.
5. When determining the number of contests and/or public performances to be missed, the administration will round off fractions to the nearest whole number using the standard rules for rounding numbers. Any student found in violation of the District's Substance Use/Abuse Policy on school grounds and/or at a school activity will not have the opportunity to receive the benefit of the self-reporting according to the conduct standards.
6. Students must continue to participate in the activity from which they have been suspended for the length of the suspension. Failure to do so will result in the suspension being carried over to the next activity. Students must continue to practice with the team and meet the expectations of the coach/sponsor relative to all other participants during the suspension. Students will not, however, be allowed to dress and/or perform for competition and/or public performance.
7. Students unable to serve their suspension completely in one activity due to the end of that activity will have their suspension pro-rated in a consistent manner between activities. If a period of ineligibility extends beyond the regular season, ineligibility will extend to include tournament contests until the period of ineligibility is satisfied.
8. Students found in violation of the Policy may not register for a new activity after the state mandated/district defined start date to avoid penalty at a later time from another activity.
9. Students involved in multiple activities will serve their suspension concurrently. For instance, a student involved in Basketball and Jazz Band will serve the suspension in both activities. No student will be permitted to participate in one activity while serving a suspension in another for a violation of the Conduct Standards.
10. If the student is currently not participating in an activity, the student will be ineligible in the next related activity in which he/she participates. Any student not involved for twelve (12) months in an activity would be eligible. If a student enters an activity in which he/she has not previously participated and begins and/or continues a period of ineligibility, the student must participate at a level expected of all other participants. If the student does not faithfully participate at a level deemed appropriate by the coach/sponsor and administration, the coach/sponsor and administration shall have the authority to suspend the student from the activity involved. If a student does not satisfactorily complete the activity, he/she will be deemed to be ineligible with the same penalty applied to the next activity in which the student chooses to participate.

F. APPENDIX

For more information, please see Appendix 1 and 2, attached to the Policy.

Date of Revision:

September 14, 2015

Legal References:

Chapter 279.8 Code of Iowa

To verify the reading and understanding of the preceding Standards for Participation and Eligibility in Co-Curricular Activities, the following statement must be signed by students and their parent or guardian.

DECORAH COMMUNITY SCHOOL DISTRICT

I am aware that there are standards for participation in and eligibility for co-curricular activities in the Decorah Community School District. In the event that I participate in any co-curricular activity, I understand the responsibilities, the expectations of me, and the implications for any violations of those responsibilities and expectations.

DATE _____

SIGNED _____
(STUDENT)

SIGNED _____
(PARENT OR GUARDIAN)

Appendix 1

Situational Examples.

- Student A is a football player and fails a class first semester. Student A only participates in football. Student A is academically ineligible for the first thirty (30) calendar days of the fall from the first legal playing date. (Athletic Eligibility Rule)
- Student B (11th grade student) is a Football player and fails a class first semester. Student B has never participated in track before in high school. Student B goes out for track and will be ineligible for the first thirty (30) calendar days from the Monday of the week of the first competition in track. Student B will be eligible for the first competition in football the next fall. (Athletic Eligibility and Decorah Rule).
- Student C is a Girls Basketball Player and is in Madrigal Singers and fails a first semester course. Student C is ineligible for the first thirty (30) calendar days of Basketball in the 2nd Semester (Athletic Eligibility Rule) and the first thirty (30) calendar days of Madrigal Singers (State Music Rule).
- Student D is a Girls Basketball Player and in the Fall Drama Production. Student D fails a first semester course. Student D is ineligible for the first thirty (30) calendar days of Basketball in the 2nd Semester (Athletic Eligibility Rule) and the first thirty (30) calendar days of public performance in Drama Activities (Decorah Rule).
- Student E is a Cheerleader and in Jazz Band and fails a first semester course. Student E is ineligible for the thirty (30) calendar days of Cheerleading in the winter (Decorah Rule) and for all Jazz Band activities not associated with a grade for thirty (30) calendar days (State Music Rule).
- Student F is a Winter Cheerleader, Softball Player, and in Band and fails a course second semester. Student F is ineligible for Softball for thirty (30) calendar days from the date report cards are sent out (Athletic Eligibility Rule). She will be eligible for winter cheerleading and band once she serves her ineligibility in softball and finishes in good standing.
- Student G is a member of the Concert Choir and Boys Soccer team and fails a class first semester. Student G is ineligible for the first thirty (30) calendar days of Concert Choir (State Music Rule, Decorah Rule) and the first thirty (30) calendar days of Boys Soccer (Athletic Eligibility Rule).
- Student H is a member of the Football team. Student H passes only two courses in the second semester. Student H is ineligible for thirty (30) calendar days in the fall (Athletic Eligibility Rule).
- Student I participates in Girls Soccer and Girls Golf and fails a class first semester. Student I is ineligible for the first thirty (30) calendar days of the Girls Soccer and Golf season from the first date of competition of the sport with the first competition date (Athletic Eligibility Rule).

A complete explanation of the new guidelines may be viewed in the high school office.

Academic Eligibility Requirements

Time Period	Requirement
1 st Quarter Midterm	Study Table
1 st Quarter	Study Table
2 nd Quarter Midterm	Study Table
1 st Semester	30 Calendar Days
3 rd Quarter Midterm	Study Table
3 rd Quarter	Study Table
4 th Quarter	Study Table
2 nd Semester	30 Calendar Days

DECORAH COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS PAGE 10 OF 10
Appendix 2**1st Offense**

	Period of Ineligibility	Counseling
Self-Report	1/6 of Activity	Recommended
Administrative Discovery	1/3 of Activity	Recommended

2nd Offense

	Period of Ineligibility	Counseling
Self-Report	1/2 of Activity	Required at Student/Family Expense
Administrative Discovery	1/2 of Activity	Required at Student/Family Expense

Upon successful completion of period of ineligibility and approved evaluation and counseling by the administration the student will regain his/her eligibility. Student is responsible for all counseling costs.

3rd Offense and Subsequent Offenses

	Period of Ineligibility	Counseling
Self-Report	1 Calendar Year	Required at Student/Family Expense
Administrative Discovery	1 Calendar Year	Required at Student/Family Expense

Upon successful completion of period of ineligibility and approved evaluation and counseling by the administration the student will regain his/her eligibility. Student is responsible for all counseling costs.

The following are examples of what the penalty MIGHT be in a typical season (less post-season appearances), using the current defined contest limitations of the Iowa Girls High School Athletic Union and the Iowa High School Athletic Association, along with “typical” schedules for our Fine Arts Programs. These are only sample suspension periods that may be modified by the Activities Director or his/her designee and the actual number of events will be calculated annually.

Sanctions Examples

Activity	Dates / Games	First Offense w/ Self Report	First Offense w/ Administrative Discovery	Second Offense	Third Offense
Football	9 Games	2	3	5	1 Calendar Year
Volleyball	14	3	5	7	1 Calendar Year
Boys Cross Country	10	2	3	5	1 Calendar Year
Girls Cross Country	10	2	3	5	1 Calendar Year
Girls Swimming	12	2	4	6	1 Calendar Year
Boys Swimming	12	2	4	6	1 Calendar Year
Wrestling	15	3	5	8	1 Calendar Year
Boys Basketball	21 Games	4	7	11	1 Calendar Year
Girls Basketball	21 Games	4	7	11	1 Calendar Year
Boys Tennis	12	2	4	6	1 Calendar

					Year
Girls Tennis	12	2	4	6	1 Calendar Year
Boys Soccer	13	3	5	7	1 Calendar Year
Girls Soccer	13	3	5	7	1 Calendar Year
Boys Track	12	2	4	6	1 Calendar Year
Girls Track	12	2	4	6	1 Calendar Year
Boys Golf	12	2	4	6	1 Calendar Year
Girls Golf	12	2	4	6	1 Calendar Year
Baseball	40 Games	7	14	20	1 Calendar Year
Softball	40 Games	7	14	20	1 Calendar Year
Cheerleading*	Season Specific	TBD	TBD	TBD	1 Calendar Year
Band	TBD	4	8	12	1 Calendar Year
Vocal	TBD	4	8	12	1 Calendar Year
Orchestra	TBD	4	8	12	1 Calendar Year
Speech & Drama	8	1	2	4	1 Calendar Year
FFA	8	1	2	4	1 Calendar Year
Clubs	TBD	TBD	TBD	TBD	1 Calendar Year

*Cheerleading will be handled relative to the season in which the student is participating.

Non-Graded Music Activities

Band	Vocal	Orchestra
UNI All-State Workshop	OPUS Honor Choir	Homecoming Coronation
All-State Auditions	Homecoming Coronation Singers	All-State Workshop
All-State Festival	UNI Honor Choir	Harvest Moon Dinner
NEIBA Honor Band	All-State Workshop	All-State Auditions
UNI Honor Band	All-State Auditions	Junior Honors Festival
Dorian Honor Band	All-State Festival	All-State Festival
NEIC Honor Festival	December Nursing Home Performance	Madrigal Dinner
Madrigal Dinner	Madrigal Nursing Home Performance	NEIC Music Festival
State Jazz Festival	Madrigal Dinner	Dorian Orchestra Festival
UNI Tallcorn Jazz Festival	Dorian Vocal Festival	Chamber Orchestra Concert
Jazz Coffeehouse	NEIC Music Festival	Kennedy Honors Orchestra
Talent Showcase	Jazz Singers Concert	Talent Showcase
10 Pep Band Appearances	Iowa State University Honor Choir	Orchestra Trip to UW-LaCrosse
Various Community Activities	Solo and Ensemble Clinic at DHS	National Honor Society Inductions
	State Solo and Ensemble Music Festival (Non-Graded for 2 of 3 Choirs)	Various Community Activities
	Spring Nursing Home Performance	
	Various Community Activities	

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