



## **Carrollton-Farmers Branch Independent School District District-Wide Code of Conduct for Extracurricular Students**

### **A. OVERVIEW**

**This District-Wide Code of Conduct for Extracurricular Students pertains to activities during school and non-school time, including the use of alcohol, tobacco products, electronic cigarettes (“e-cigarettes”) and illegal drugs; hazing; bullying; harassment; theft; criminal offenses; and technological misconduct.**

Extracurricular Activities to which this District-Wide Code of Conduct for Extracurricular Students apply includes the following:

- Any University Interscholastic League (UIL), School District or campus-sponsored or related public performances, events, contests, demonstrations, displays, club activities, athletics, whether on or off campus (such as dance and drill teams, bell guards, cheerleading, spirit groups, sports, fine arts, clubs, mock trial, Academic Decathlon);
- Any elected offices and honors (such as student counsel and homecoming court);
- All co-curricular activities, which are those held in conjunction with a credit-bearing class, but that may take place outside of the school and outside of the school day (such as band and choir);
- All national organizations (such as National Honor Society or Future Farmers of America); and
- Any activity held in conjunction with another activity that is considered to be an extracurricular activity (such as a meeting, practice, or fundraiser).

### **B. JURISDICTION**

This District-Wide Code of Conduct for Extracurricular Students (ECOC) applies to all students involved in extracurricular activities. The purpose of the ECOC is to deter and eliminate the violation of all prohibited conduct and activity, establish consistency in consequences across all activities for students who do not comply with this ECOC, promote a high quality educational experience in all activities, assist CFB ISD in maintaining order and a safe learning environment, and to promote a high level of civic and individual responsibility among students. A student is subject to the ECOC from the time he or she is selected for, elected to, or otherwise joins an extracurricular activity and continues to be subject to the ECOC from that point forward unless or until the student no longer participates in the extracurricular activity.

The privilege of representing the School District carries with it a greater responsibility to conduct oneself with respect and dignity and to serve as a role model for all students. Consequently, extracurricular students are subject to the ECOC at all times including both school and non-

school time throughout the twelve-month calendar year, whether the extracurricular activity is “in season” or inactive, on weekends and during school holidays. This includes both on and off-campus conduct.

### **C. EXPECTATIONS**

CFB ISD expects that all students, including students who participate in any Extracurricular Activities (Extracurricular Students), will conduct themselves at all times, including both school and non-school time, in an exemplary manner that brings honor to the District, their school, and themselves. Participation in extracurricular activities is a privilege and is conditioned on the student’s compliance with all rules and regulations of the activity and District policies and guidelines, including this ECOC. Conduct prohibited by the ECOC includes, but is not limited to, the following: the use, possession, sale, or furnishing to others of alcohol, tobacco products, electronic cigarettes, drugs or drug paraphernalia of any kind; the act of bullying, hazing or harassment of any kind; any criminal charges, arrest or citation related to student involvement in criminal activity; and technological misconduct (“Prohibited Conduct”). Any student who engages in Prohibited Conduct in violation of the ECOC is not in compliance with the rules of participation and will be subject to disciplinary measures, which could result in removal from the extracurricular activities in which the student participates. **Engaging in Prohibited Conduct may also result in disciplinary consequences in accordance with the District’s Student Code of Conduct, including placement at the District’s Disciplinary Alternative Education Program (DAEP) or expulsion. However, not all DAEP placements or expulsions of extracurricular students indicate a violation of these extracurricular guidelines.**

To ensure consistency among activities, this ECOC shall be used by all extracurricular groups. However, nothing in this ECOC prohibits an extracurricular activity sponsor from developing additional activity guidelines and rules to address topics that are specific to the organization or activity in which the student is engaged. Any additional guidelines or rules shall be submitted to the campus principal for approval prior to implementation.

### **D. DEFINITIONS**

The following definitions will apply to this ECOC:

- **Bullying** – Written or verbal expression, including electronic communication, or physical conduct that occurs on school property, at a school-sponsored or school-related activity, or in a vehicle operated by the District that exploits an imbalance of power and interferes with a student’s education or substantially disrupts the operation of a school, and either (1) has the effect or will have the effect of physically harming a student, damaging a student’s property, or placing a student in reasonable fear of harm to the student’s person or of damage to a student’s property; or (2) is sufficiently severe, persistent and pervasive enough that the action or threat creates an intimidating, threatening or abusive educational environment for a student. See District policy FFI for additional information on bullying.
- **Harassment** – Threatening to cause harm or bodily injury to another, engaging in intimidating conduct, causing physical damage to the property of another, subjecting another to physical confinement or restraint, maliciously taking any action that

substantially harms another's physical or emotional health or safety, or other conduct prohibited by District policy FFH or DIA that is so severe, persistent, or pervasive that it has the purpose or effect of substantially or unreasonably interfering with a student's performance; creates an intimidating, threatening, hostile, or offensive educational environment; affects a student's ability to participate in or benefit from an educational program or activity; or otherwise adversely affects the student's educational opportunities.

- **Hazing** – Any act, occurring on or off the campus, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, initiation into, affiliation with, holding an office in, or maintaining membership in an organization. Hazing includes soliciting, encouraging, directing, aiding, or attempting to aid another student in engaging in hazing, as well as firsthand knowledge of the planning or occurrence of a specific student having incident without reporting the incident to a school administrator in writing. Consent to or acquiescence in the hazing activity does not excuse the student of responsibility for the misconduct.
- **Leadership Position** – A position or office an Extracurricular Student holds in an organization or group either by election or appointment. Such positions may include without limitation: captain, officer, squad leader, drum major, section chair.
- **Parent** – “Parent” includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or guardian.
- **Period of removal** – Period of time during which an Extracurricular Student is excluded from any participation in an extracurricular activity due to violation of the ECOC.
- **Possession** – To have in or on: (1) a student's person or in the student's personal property, such as the student's clothing, purse, or backpack; (2) in any conveyance used by the student for transportation to or from school or school-related activities, such as an automobile, truck, motorcycle, or bicycle; or (3) any other school property used by the student, such as a locker or desk.
- **Prescription Drugs** – A drug authorized by a licensed physician specifically for that student. A student who uses a prescription drug in a manner prescribed by the student's physician and who has followed school policies in such use shall not be considered to have violated this policy.
- **Technological Misconduct** – Engaging in any form of technological misconduct as defined under “Technology” on pages 9 and 10 of the CFB ISD Student Code of Conduct or the rules of a specific extracurricular organization.
- **Use** – With respect to substances, voluntarily injecting, ingesting, inhaling, or otherwise introducing a prohibited substance into the body. With respect to objects or devices, putting into action or service or carrying out an action or purpose with the object or device.

## **E. VIOLATIONS**

An Extracurricular Student engages in Prohibited Conduct and violates this ECOC if he or she:

- Is arrested, charged, or receives a citation related to any criminal activity;

- Uses, possesses, sells, or furnishes alcohol, tobacco products, e-cigarettes, illegal substances or drug paraphernalia of any kind to another;
- Receives an MIP (Minor in Possession), MIC (Consumption of Alcohol by a Minor), DWI (Driving While Intoxicated), DUI (Driving Under the Influence of an Illegal Substance), or other citation for the illegal use or possession of alcohol/tobacco products/e-cigarettes/drugs, or furnishing alcohol/tobacco products/e-cigarettes/drugs to another;
- Is observed by a faculty or staff member using, possessing, or furnishing to another student any drugs, including alcohol/tobacco products/e-cigarettes), on or off school property. (Observation via internet site, video, still picture, or other media will be considered);
- Is charged, receives any citation for or is arrested for illegal alcohol/tobacco products/e-cigarettes/drug activity or substance on or off school property;
- Performs or participates in an extracurricular activity while under the influence of alcohol or other drugs;
- Engages in any form of hazing, bullying or harassment; or
- Engages in any technological misconduct.

An Extracurricular Student who receives an MIP, MIC, DUI, DWI, or other alcohol/tobacco products/e-cigarettes/drug citation or is arrested or charged with a criminal offense of any kind shall promptly (within two school days) notify the activity sponsor. An Extracurricular Student who fails to do so may be subject to further disciplinary action once the activity sponsor or administrator learns of the offense.

## **F. PROCEDURES**

When an activity sponsor/coach/director or campus administrator learns that an Extracurricular Student has reportedly violated the ECOC, the sponsor will gather as much information as is available about the suspected violation and shall immediately communicate with the campus administrator who will conduct a formal investigation. In addition, either the district-wide Athletic Director or the district-wide Director of Fine Arts shall be notified.

The sponsor/coach/director or administrator will notify the student and his/her parent of the suspected violation of the ECOC and offer the student and his/her parent a meeting with the administrator or designee and/or sponsor/coach/director and give them an opportunity to provide information about the student's suspected actions.

Upon completion of the investigation the campus administrator shall determine whether the student engaged in conduct in violation of the ECOC. If a finding is made that the student engaged in conduct in violation of the ECOC, the administrator and the sponsor/coach/director will determine the start date for the applicable consequence and will notify the student and his/her parent in writing of the start date and reasons for any consequences imposed. Consequences will not be delayed for a student or parent who refuses to meet with the District staff.

A student or parent who is not satisfied with the outcome of the conference or the decision of campus administration may follow the District's procedures for parent complaints as addressed in Board policy FNG (Local), but the consequence will not be delayed during the complaint process.

The following applies for any period of removal as addressed under "Consequences" below:

- If the offense involves drugs or alcohol the student must complete and show documentation of participation in a counseling or alcohol drug educational program during the period of removal. Failure to complete the required intervention will result in a continued removal period for the student.
- If the leadership position from which the student is removed is connected with a credit bearing class, the student may remain enrolled in the class and the sponsor/coach/director will determine appropriate activities for the student.
- Students must participate in practices for the extracurricular activities while removed from the activity. If the student refuses, he/she may be removed from the activity for the remainder of the school year.
- "UIL Competition Date" means a day on which the individual or group actually competes or performs in a UIL or Non- UIL sponsored activity when the school is represented.
- If competition or performance is scheduled on a date when school is not in session, any days on which the student's team or group actually competes or performs will be counted toward completion of the period of removal.
- If the conduct results in the student's placement in a DAEP or expulsion, the period of removal shall begin and shall be served upon the student's return to his/her regular campus.

## **G. CONSEQUENCES**

All Extracurricular Students are expected to comply with this ECOC. An Extracurricular Student who does not do so is subject to disciplinary action. Some offenses may be so severe that they will result in immediate and permanent removal from the extracurricular activity. The determination on whether immediate and permanent removal is warranted will be made by the campus administrator based individual circumstances, in consultation with the District Director of Athletics and/or the District Director of Fine Arts, depending on the particular extracurricular activity. For all other offenses, the provisions set forth below will apply.

### **First Offense: Probationary Removal.**

A student's first violation of the ECOC will result in the Extracurricular Student's (i) removal for the remainder of the school year from all leadership positions he or she holds, including any such positions that the student might seek or be appointed to later in the school year; and (ii) removal from all extracurricular activities for 20 school days or UIL Competition dates. Any student who is removed from extracurricular activities and/or a leadership position in accordance with this ECOC shall be placed on a Behavior Contract for the period of removal.

When a student self-reports a violation of the ECOC before the District otherwise learns of the student's actions, and the violation does not result in the issuance of a citation or other penalty from law enforcement, the Campus Administrator may, in his/her sole discretion, consider the student's self-report as a mitigating factor to support a reduced probationary period for a first offense.

- If the notice of a violation is received when there are fewer than 20 school days remaining in the season of an extracurricular activity in which the student participates, removal may continue into the next school year in order to complete the period of removal.
- If the notice of a violation is received after the conclusion of the school year, or if the notice is received at a time when the student is not participating in extracurricular activities for reasons unrelated to a violation of the ECOC, the removal period will begin at the time the student would otherwise begin or resume participation or otherwise be eligible to participate in extracurricular activities. If the period of removal is not completed prior to the end of the school year, removal may continue into the next school year.

An Extracurricular Student can receive only **one** probation period for violating the ECOC during the students' high school career.

### **Second Offense.**

A second offense will result in complete removal from (i) all leadership positions for the remainder of the school year and (ii) extracurricular activities for a period of 60 school days or UIL Competition dates. Further, any student who is removed from extracurricular activities and/or a leadership position in accordance with this ECOC shall be placed on a Behavior Contract for the period of removal.

- If the District receives notice of a second infraction 60 or fewer school days prior to the end of the school year, the student will be removed from all extracurricular activities and leadership positions for at least 60 school days or UIL Competition dates. The removal days may extend into the next school year.
- If the District receives notice of a second infraction at a time when the student is not participating in extracurricular activities for reasons unrelated to a violation of the ECOC, the removal period will not begin until the time the student would otherwise begin or resume participation or otherwise be eligible to participate in extracurricular activities. The student will be removed from all extracurricular activities and leadership positions for at least 60 school days or UIL Competition dates. The removal days may extend into the next school year.
- If the district receives notice of a second infraction after the end of the school year, the student will be removed from all extracurricular activities for 60 school days or UIL Competition dates beginning at the start of the up-coming school year.
- An Extracurricular Student is eligible to participate in extracurricular activities and to pursue future leadership positions after a second offense if the student has complied with all conditions of his/her removal for the second offense.

**Third or Subsequent Offense.**

A third or subsequent offense will result in complete removal from all (i) extracurricular activities, and (ii) leadership positions for the remainder of the student's enrollment in the CFB ISD.

# Carrollton-Farmers Branch ISD

## District-Wide Code of Conduct for Extracurricular Students Acknowledgment and Agreement Form

(Applies to both School and Non-School Time)

Student Statement:

My signature below certifies that I have read and understand the CFB ISD District-Wide Code of Conduct for Extracurricular Students (ECOC). I agree to comply with all rules and regulations in the ECOC and any additional rules adopted by my school as a condition of participation as a member of an extracurricular activity. I understand that my failure to comply with the ECOC may result in disciplinary action, including dismissal from all extracurricular activities.

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Printed Name of Student

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Student Signature

Date Signed

Parent Statement (for students under 18 years of age):

My signature below certifies that I have read and understand the CFB ISD District-Wide Code of Conduct for Extracurricular Students (ECOC). I understand that my student must comply with all rules and regulations written in the ECOC and any additional rules adopted by my student's school as a condition of participation in an extracurricular activity. I understand that his or her failure to comply may result in disciplinary action, including dismissal from all extracurricular activities.

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Printed Name of Parent

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Signature of Parent

Date Signed