**MORRISON HIGH SCHOOL**

**Extracurricular Code of Conduct**

**Handbook**

**2022-2023**

**MORRISON COMMUNITY UNIT SCHOOL DISTRICT #6**

**Extracurricular Code of Conduct**

The extra-curricular program at Morrison Community Unit District #6 is an integral part of the total educational experience within the Morrison school system. Competition and participation are the focus of all activities with the emphasis directed toward: a) the winning feeling created by knowing the best effort was extended, b) the winning concept developed by teamwork and success through learning together, and c) winning respect for one’s teammates, competitors, coaches, advisors, administration, and the appreciation of achievement for a greater goal… becoming a better individual because of one’s extracurricular involvement. To that end, extra-curricular is defined as any IHSA, IESA, school event or activity that is not a required part of a Morrison Community Unit District graded class.

Participation in extracurricular activities at Morrison Community Unit District schools is a **privilege** extended to the student body. The school district strives to promote the ideals of good sportsmanship, citizenship, respect for rules, and authority; establish leadership, pride, teamwork, and discipline. Because of the adverse physical and mental effects drugs, alcohol, and tobacco can cause to the minds and bodies of adolescents, the Morrison School District has a vested interest in ensuring that our student athletes have the ability to perform at the highest level possible. Therefore, this code of conduct governs students participating in any extracurricular activities as well as school sponsored events at Morrison Community Unit Schools.

For the purpose of this code of conduct, a student becomes an extra-curricular participant and **member of his/her class** on the first day of high school/junior high school and continuing through the last day of the student’s senior year/8th grade year. For those programs which begin practice prior to the first day of school or participation in tournaments following the last day of school, this policy shall be in effect during these times. All violations of the Morrison Community Schools Extra-Curricular Code of Conduct are accumulated over the student’s years in high school/ junior high until the end of the final activity. The Morrison Community Schools Extra-Curricular Code of Conduct is in effect 365 days a year and 24 hours a day.

**I. Participation Requirements:**

Participation is encouraged for all Morrison Community School students who meet the eligibility requirements established by the Illinois High School Association (IHSA), Illinois Elementary School Association (IESA), and those additional requirements approved by the Morrison Community District #6 Board of Education. These requirements include:

1. An annual physical examination completed on a Morrison District physical examination form for those activities requiring such information. This physical examination shall be good for one (1) year. The physical examination form must be on file in the respective school offices before an individual can participate.

2. Participants must have insurance coverage either through the school or have a signed parental waiver of insurance coverage for the student(s) on file in the respective school offices before he/she can practice or participate.

3. All activity fees must be paid before he/she may practice or participate. Fees are per student and there is no discount for multiple family members.

4. Students must have a signed parental permission slip on file. Signatures are required of the students and parent/guardian.

5. Students must maintain academic eligibility (see Eligibility for specifics).

6. Participants may not quit one activity and go out for another activity in the same season after practices have started unless the coaches/advisors in those two activities agree to the change.

7. Students must sign and have on file acknowledgment that he/she understands the Extracurricular Code of Conduct and agrees to abide by it.

8. Students and parents must have attended or viewed online the extracurricular parent meeting held prior to the beginning of school.

*Morrison High School and Junior High School will abide by all IHSA/IESA rules in cases of eligibility, transfers, physical examinations, age requirements, etc… Each coach/advisor has the responsibility to know, to inform, team members, and enforce school and IHSA/IESA regulations in these matters.*

**II. Eligibility:**

A. Academic Eligibility: Morrison High School and Junior High School will maintain a weekly eligibility list for all extracurricular activities (excluding activities that are already for a grade such as band). All Morrison High School and Junior High School students are subject to the following criteria in order to maintain academic eligibility for extracurricular activities:

B. Morrison High School

1. Pass six (6) subjects (with a grade of A, B, C, or D) per week during the activity (grades will be a cumulative score from the first day of the semester; weekly eligibility will begin the third (3 rd ) week of each semester and run throughout the semester).

2. Have passed six (6) subjects in the previous semester to be eligible for the next semester. Failure to pass the required number of courses (6) will result in the student forfeiting eligibility for the entire upcoming semester. Students who earn a GPA of 2.5 or higher the next quarter may be declared academically eligible provided they meet the weekly eligibility criteria. This is a one-time exemption; students who fail to meet semester eligibility requirements thereafter will forfeit their eligibility for the entire semester.

3. Students wishing to make up failed course work to retain eligibility may do so through MCUSD provided summer courses/credit recovery programs or MCUSD approved accredited online or correspondence courses. An official final transcript is required to be turned into the high school athletic director and/or principal prior to retaining eligibility.

C. Morrison Junior High School

1. Pass all classes during the week to be eligible to participate in the upcoming week’s activities.

2.Eligibility will start the second week of each quarter as well as the second week of each season and run throughout the remainder of the quarter/season.

D. Attendance Eligibility:

1. Students must be in school a minimum of one-half day on school days in order to participate and/or practice in any school activity that day. The one-half day of attendance should be the last half of that school day (10:00am) unless prior permission is given by the school principal or their designee, examples of exceptions would include but are not limited to: funerals, doctor's appointments, or college visits.

2. After 3 days of unexcused absences in a semester a student loses eligibility for participation in extracurricular activities for 30 days. There would be an additional 30 days for each subsequent skipped day.

E. Individuals missing school or class (including homeroom) for any unexcused reason will not be allowed to participate and/or practice in any school activities on the day of the absence.

F. Age Eligibility:

1. Morrison High School: A student shall be eligible through the age of nineteen (19) unless the student shall become twenty (20) during a sport season, in which event eligibility shall terminate on the first day of such season (as the season is defined in Section 5.000 of the IHSA by-laws)…3.061 of IHSA By-Laws

2. Morrison Junior High School a. A student shall be eligible for the seventh grade team(s) through age fourteen (14) unless the student shall become fifteen (15) during a sport season in which event eligibility shall terminate on the first day of the season. b. A student shall be eligible for the eighth grade team(s) through age fifteen (15) unless the student shall become sixteen (16) during a sport season in which even eligibility shall terminate on the first day of such season.

G. Students must be enrolled at Morrison High School in at least four (4) classes or the equivalent of a half time student to be eligible for any extracurricular activities at Morrison High School.

**III. Miscellaneous Guidelines:**

A. Students MUST ride to and from away contests/performances with the team, unless the following exceptions are met:

1. Students may ride with their parents with prior approval from the administration or face-to-face contact with the coach/advisor AND a signed note indicating THEIR child is riding home with them.

2. PRIOR written notice received and approved by the high school principal or designee if the parent requests his/her student to ride home with someone other than his/her parent or guardian.

B. Violations may result game/event suspensions

C. Individuals are responsible for school equipment/supplies; the individual must pay for any items lost or damaged through negligence.

D. Profanity, obscene gestures, and insubordination will not be tolerated at any time. Violations will be handled on an individual basis by the coach/advisor of the individual’s team etc.…

E. Individuals who are serving a school suspension cannot practice or participate in a scheduled activity the day(s) of the suspension(s).

F. Students engaging in hazing will be subject to disciplinary action depending on the seriousness of the act.

G. Criminal activity, including but not limited to theft and vandalism on the part of a participant while on trips for contests or at home while involved in school related activities may result in the immediate dismissal from the team/activity. Other consequences may be issued by the Principal.

H. A participant who has a detention must serve the detention on the assigned date regardless of whether or not he/she will miss a practice or a game. Detentions take precedence over athletic obligations. A student may participate after serving his/her detention.

I. Students are expected to be dressed appropriately or in the required dress standards established by their coach/advisors for all games, matches, or meets.

J. Attendance at practice is mandatory. A student must notify the coach/advisor if he/she is not going to be at practice on any given day (exceptions may include:

(a) at home ill or went home ill during the day/family emergency.

(b) reasons deemed appropriate by the school administration or the coach (i.e., academic, legal reasons, etc.) Practice over breaks and weekends will be held at the coach’s/advisor’s discretion) Consequences for missing practice may include the following: loss of playing time, game suspension(s), permanent removal from the team, the other at the discretion of the coach/advisor.

*\*\*Exceptions: Some extracurricular activities do not require all of the above-mentioned including plays, graded classes (i.e. band), homecoming and prom courts, musicals, and Jazz Band\*\**

**IV. Prohibited Conduct:**

**ALL RULES CONTAINED IN THIS DOCUMENT ARE IN FORCE ALL TWELVE MONTHS A YEAR.**

A. **DRUGS**: Morrison Community Unit School District’s extracurricular code of conduct prohibits the use, possession, distribution, purchase or selling of any illegal drugs or controlled substances as described by MCUSD #6 Board Policy 7:190. *For the purpose of this policy, a participant in a school-sponsored extracurricular activity shall be deemed to be in violation of this policy when present at a party, at a gathering, in an automobile, or otherwise in close proximity, when controlled substances are being used, transferred, possessed or transported and no responsible adult supervisor is present, or no honest attempt to control illegal use by minors is made.*

1. Morrison Community School District’s position is that any student participant who is associated with these illegal activities is, at the very least, providing tacit support and encouragement for illegal activities by their very presence.

2. A student athlete or other extracurricular activity participant may be allowed to prove himself/herself drug free and thereby lessen the discipline imposed under exceptional circumstances.

B. **ALCOHOL**: The use of, possession, transportation or transfer of any alcoholic beverage is prohibited. For the purpose of this policy, a participant in a school-sponsored extracurricular activity shall be deemed to be in violation of this policy when present at a party, at a gathering, in an automobile, or otherwise in close proximity, when alcoholic beverages are being used, transferred, possessed or transported and no responsible adult supervisor is present, or no honest attempt to control illegal use by minors is made (school officials will not attempt to ascertain whether a student(s) was or was not actually using alcohol, had actual possession of alcoholic beverages, or was actively involved in the transportation or transfer of alcohol. The School District’s position is that any student participant who is associated with these illegal activities is, at the very least, providing tacit support and encouragement for illegal activities by their very presence.)

C. **TOBACCO**: The use or possession of tobacco products, including both “snuff” and chewing tobacco, is prohibited. For the purpose of extracurricular participation this section shall also include: electronic cigarettes, Juuls or other similar devices.

D. **THEFT/VANDALISM**: The theft of property from an individual(s), from private and public institutions and/or businesses is prohibited. Intentionally causing damage to the personal property of an individual(s) or to the property of private or public institutions or businesses is prohibited. An intentional effort to disturb, disrupt or deface the property or the facilities of our school is considered vandalism under this policy.

E. **Miscellaneous**: repeated misconduct or violation of school rules (chronic abuse or violation of school policy after proper notification to the parent/legal guardian and the student), any conduct that violates, local, state or federal civil and/or criminal laws including involvement in, arrests for, or convictions of violations such as major theft, malicious destruction of school or personal property, gross sexual misconduct, attacks on school personnel, carrying weapons, and gang affiliation.

**V. Evidence for Violation:** For the purpose of this code of conduct, evidence for violations must fall into one of the following categories.

A. A student will be considered in violation if observed committing any conduct deemed prohibitive at any time by a faculty member, administrator, or employee of the school district. The high school administration will have the final say after investigating the incident.

B. A student will be considered in violation of the extracurricular code of conduct based upon a report of a law enforcement officer, court officers, or media report.

C. A student will be considered in violation if said student admits his/her violation to any Unit #6 employees or school administrators or if reported by their parent/guardian to the principal.

D. A student will be considered in violation if convincing evidence that proves a violation has occurred is discovered by the Principal, Unit #6 employees, or school administrators.

E. A student will be considered in violation upon failure of a drug screen. Drug screens DO NOT need to be confirmed by a laboratory to result in a violation.

**\*\* Statute of Limitations Clause\*\***

For the purposes of reporting a student(s) who have allegedly violated the Code of Conduct, all viable reports must be reported to the principal or his/her designee within 14 days of the alleged violation, exceptions to this rule would be reports from law enforcement personnel verifying a violation did occur. **MCUSD #6 does not consider anonymous reports to be viable.**

**VI. Consequences for Extra-Curricular Code Violations**

A. Violations for Drugs (excluding marijuana)

1. First Offense

a. Option A: 12 month suspension from participation in all extracurricular activities (including school dances, recitals, etc…during the course of their suspension)

b. Option B: 4-month suspension from participation in all extracurricular activities following the completion of a substance abuse evaluation and recommended treatment at a facility approved by Morrison Community Unit School District #6

2. Second Offense: Permanent exclusion from all district extra-curricular activities.

B. Violations for Alcohol, Marijuana, and Tobacco:

1. First Offense

a. Option A: Suspension from fifty percent (50%) of the days of competition or semester for non-athletic violations.

b. Option B: Suspension from 1/3 or 33% of the team’s scheduled days of competition or semester for non-athletic violations following the completion of a substance abuse evaluation and recommended treatment at a facility approved by Morrison Community School District #6.

2. Second Offense: Suspension from all activities for a period of 12 calendar months. In addition, students must complete a school approved alcohol abuse program.

3. Third Offense: Permanent exclusion from all district extra-curricular activities.

**\*\*Failure of students to complete either rehabilitation programs and/or community service shall result in the student being disciplined under Option A. \*\***

C. Violations for Theft:

1. First Offense:

a. Theft of goods from $1-$500 in value, students shall be suspended from 10%- 25% of the team’s days of competition or the semester (non-athletic violations).

b. Theft of goods over $500 in value shall result in a suspension for 1 full season or 1 full semester (non-athletic) and may result in police involvement.

2. Second Offense: suspension for a period of twelve (12) calendar months and students must make complete restitution before regaining eligibility.

3. Third Offense: Permanent exclusion from all district extra-curricular activities.

D. Gang Activities: Membership in a gang, involvement in or support of gang activities, repeated wearing of gang related clothing or paraphernalia, and repeated use of gang language or signs are prohibited. For the purpose of this policy, any wearing of gang clothing, displaying gang paraphernalia, or use of gang related language and signs after being warned to stop such activities will be considered as repeated wearing or use.

1. First Offense (athletes and other extracurricular participants) a. Athletes = Suspension of 25%-50% of a season, depending upon the severity of the offense b. Other Extracurricular Participants = Suspension of 25%-50% of a school semester, depending upon the severity of the offense

2. Second Offense (athletes and other extracurricular participants) a. Athletes = Suspension of one season b. Other Extracurricular Participants = Suspension of one semester

3. Third Offense (athletes and other extracurricular participants): Suspension for 12 months

**VII. Provisions**:

A. Penalty Reduction Clause: For the first offense a student may have their penalty reduced by 1/3 by informing the Principal or his/her designee of their violation voluntarily by 9:00 am the first school day after the violation has occurred. To qualify for the reduction, the student MUST approach and notify the principal/designee or his/her designee PRIOR to 9:00 am the first school day and PRIOR TO the principal beginning an investigation. An offense that occurs over school breaks (i.e. summer, winter, spring break, etc…) must be reported by 9:00 am the first workday the high school office is open. The high school office is open 12 months a year. The penalty reduction clause is invalid if evidence of a violation is found during the course of a random security search (i.e. dog search).

B. A first offense in any prohibited category is considered a first offense in all categories. Any subsequent offense is a second violation in all categories and the punishment will be in the category of that violation. For example, a first offense smoking violation is punished in that category and if the same student is later caught drinking alcohol for the first time he/she will be punished as though it was a second offense in the alcohol category.

C. All matters resulting in criminal charges under the Statutes of the State of Illinois shall be considered violations of the Extracurricular Code and may result in suspensions and/or dismissal from an activity.

D. Morrison schools will investigate possible violations of the Policy when a responsible adult (the administration shall be the sole judge of a witnesses’ credibility), a district employee, or law enforcement personnel, with credible information of a possible violation, makes a report. Due to the serious problem of student alcohol and drug abuse the administration will vigorously pursue enforcement of these policies. Students will be questioned regarding possible violations of the Code, which may occur at a time when school personnel are or should be providing supervision of students and an activity and when such interviews are necessary in order to protect the due process rights of another individual or when such interviews are compelled by law enforcement personnel as part of an on-going criminal investigation.

E. Students who decide to enroll, participate, and complete a drug or an alcohol abuse/rehabilitation program as partial fulfillment of the district’s sanction for violating these policies shall be given suggestions as to the types and locations of programs available in the area. The district accepts no financial obligation of any type for the student who voluntarily participates in such a program nor does the district make any claim relative to the long-term benefits of participation in such a program. Parents may propose a program for their child other than one suggested by the school; however the district reserves the right to verify the authenticity and efficacy of such programs before agreeing to accept the program(s) as meeting the provisions of the policy. Summer work for the school shall not be used as a substitute to the penalties outlined above.

F. During the term of the suspension that student will forfeit their membership in any club and/or organization. They may not attend meetings or activities held by that club and/or organization (including class officers) during the length of the suspension. Any office that they hold in any club or organization will be forfeited for the remainder of that school year.

G. Band and/or Chorus participants will continue to practice with the group and/or class. The decision concerning whether they will attend performances will be made by the Discipline Committee.

 H. Athletes and other extracurricular participants will not be allowed to attend any extracurricular activities including dances, which are held during the time that they are suspended from extracurricular activities for violating any of the items that are prohibited by this Code.

I. Suspensions for partial seasons or semesters will sometimes occur when there are no longer enough contests, or days left in the season or semester to fulfill the suspension. When that happens, the suspension will be applied to the balance of the season or semester plus part of the next season or semester, which the student would normally participate in to complete the requirement. If the violation occurs in the off-season, the student will be suspended for the assigned number of contests or dates in the next season that he/she would normally participate in.

J. Sponsors and/or coaches have the right to add further criteria or rules in the form of a written contract as a part of their activity and/or expectations. Such criteria or rules must have the approval of the Principal.

**VIII. Appeals/Due Process: 48 hours**

A. Participants or their parents/guardians may appeal any penalty to the Extra-Curricular Appeals Committee. Appeals must be filed with the high school principal or his/her designee or the High School Activities Director within 48 hours of being notified of the school of a code violation. The Extra-Curricular Appeals Committee is appointed by the principal and is made up of both teachers and coaches/advisors. The committee will be presented the facts concerning the violation. The student and their parent(s)/guardian(s) will be allowed to speak on their behalf. The committee will then discuss the incident and render a decision. The Extra-Curricular Appeals Committee may recommend one or more of the following:

(1) Overrule the initial penalty and reinstate the participant.

(2) Sustain the penalty as initially imposed.

(3) Modify the initial penalty, including, but not limited to a. Suspension for the participant for the remainder of the year. b. Suspension for the participant from all activities (ranging from 1calendar year to the remainder of his/her high school eligibility).

B. If the student is not satisfied with the committee’s decision, he/she may appeal to the Superintendent. The Superintendent, along with two School Board members will hear the appeal. This group will render a decision within the same framework that the Extra-Curricular Appeals Committee operates.

**IX. Music and Athletic Conflicts:**

A. All efforts will be made to schedule music events on dates when there are no scheduled athletic events.

B. Every effort will be made to avoid rescheduling athletic events on nights when music events are scheduled.

C. On dates when music events and Freshmen and/or JV athletic events are scheduled, athletes involved in the music events will be excused from the athletic

**X. Prom Only Participants**:

Students whose only extracurricular activity is Prom are subject to the same requirements for other extracurricular activities with the following stipulations:

 A. “Prom Only” students shall be subject to penalties for violating the extracurricular code of conduct beginning the first day of scheduled classes of the second semester.

 B. Violations of the Extracurricular Code of Conduct by “Prom Only” students shall result in the following consequences:

(1) Drugs: see MCUSD Random Drug Screening for Extracurricular Participants for penalties.

(2) Alcohol

a. First Offense: student shall complete 10 hours community service before being allowed to attend Prom.

b. Second Offense: student shall be referred to a school approved counseling program for assessment. The student must fulfill the recommendation of the counseling program and provide documentation of completion before being allowed to attend Prom.

c. Third Offense: students shall be prohibited from attending Prom for the duration of their time at MHS.

(3) Tobacco:

a. First Offense: student shall complete 5 hours community service before being allowed to attend Prom.

 b. Second Offense: student shall complete 10 hours community service and attend a school approved program detailing dangers of nicotine/tobacco.

c. Third Offense: student shall be referred to school approved counseling program for assessment. The student must fulfill the recommendation of the counseling program and provide documentation of completion before being allowed to attend Prom.

d. Fourth Offense: students shall be prohibited from attending Prom for the duration of the their time at MHS.

(4) Theft:

a. First Offense: student shall make restitution and complete 5 hours community service.

b. Second Offense: student shall make restitution and complete 10 hours community service

c. Third Offense: students shall be prohibited from attending Prom for the duration of their time at MHS.

(5) Gang Activities:

a. First Offense: student shall complete 5 hours community service before attending prom.

b. Second Offense: student shall complete 10 hours community service before attending prom.

c. Third Offense: students shall be prohibited from attending Prom for the duration of their time at MHS.

**XI. Video Surveillance**

The school district maintains and utilizes video surveillance on school busses and at each of the school facilities. The recordings are utilized to monitor student behavior. If charges are filed, these recordings may be turned over to the police as evidence for prosecution.