



OFFICE OF THE SUPERINTENDENT OF SCHOOLS

KELLER INDEPENDENT SCHOOL DISTRICT

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To the Extra Curricular Participants of Keller Independent School District and their Parents:

The *Extra Curricular Code of Conduct* you are about to read represents the combined efforts of a group of committed teachers, coaches, sponsors, parents, students and administrators who care deeply about the welfare of our students and the success of competitive programs in the Keller Independent School District.

This document emphasizes two enduring truths about extra curricular activities. The first focuses upon the role of the student on campus, in the competitive arena, and in the community. As a student involved in extra curricular activities, you have always been held in high esteem. Whether it is for exemplary personal achievement in individual competition or for outstanding contribution to your team or organization, you are often regarded as a role model. Other students and members of the community look up to you as an example of discipline, skill, sportsmanship, determination, and perseverance. For this reason, you are held to a higher standard of behavior on and off the playing field. The *Extra Curricular Code of Conduct* is an effort by our school district to put this higher standard into writing so that everyone will understand the high ethical ideals the district has for its students involved in athletic activities.

The second thing this document does is stress that *participation in Extra Curricular activities is a privilege and not a right*. The *Extra Curricular Code of Conduct* is not meant to be harsh, punitive or repressive. It should not be seen as a burden on any student. It is our way of communicating clear expectations to students, promoting high ethical behavior among students, and ensuring a safe, positive experience for all. I ask all students involved in extra curricular activities and their parents to join with the Keller ISD Board of School Trustees and the administration in embracing the *Extra Curricular Code of Conduct* and committing ourselves to perpetuating excellence in the Keller Independent School District.

Sincerely,

Dr. James Veitenheimer
Superintendent of Schools

Bob DeJonge
Director of Athletics

Keller Independent School District

Extra Curricular Code of Conduct

Statement of Expectations:

The Keller Independent School District believes that being involved in Extra Curricular activities is an honor, demanding many responsibilities.

The following are expectations of our students:

- ✓ Obtaining a quality education is the primary reason for attending school
- ✓ Intense competition coupled with good sportsmanship and courteous behavior
- ✓ Exhibit positive leadership
- ✓ Develop and maintain high morals and ethical values
- ✓ Conduct becoming of a young lady or gentleman
- ✓ Exhibit respect to coaches, faculty, officials, opponents and fellow students
- ✓ Develop and show school pride

Standards for District Extra Curricular Activities

Keller ISD students are expected to adhere to the *District Student Code of Conduct* as it applies to school-related and/or school sponsored activities. Prior to participation in a Keller ISD Extra Curricular activity, student and parents must read and sign a copy of the *Extra Curricular Code of Conduct*. As previously stated, students involved in extra curricular activities are expected to maintain high standards of ethical conduct. Extra curricular participation is viewed as a privilege; therefore coaches and directors may develop within their program a more stringent *code of conduct* that is consistent with that of the Keller Independent School District. These codes of conduct will be developed to deal with misconduct that occurs outside of the schools jurisdiction, regardless of time or location. Misconduct that reflects negatively on Keller Independent School District will fall under the Code of Conduct. Disciplinary action or suspension will be mandated to student athletes who are involved in a disciplinary infraction (including, but not limited to drugs, alcohol, tobacco, violent behavior, and other illegal offense) that results in the violation of the district Student Code of Conduct, which in turn results in a CPC assignment. Any offense or violation to the District Code of Conduct or Extra Curricular Code of Conduct, will be considered an offense.

Administrative Procedures for the Keller ISD Code of Conduct

The following administrative procedures have been adopted by the Keller ISD Extra Curricular Department to deal with violations of the Extra Curricular Code of Conduct.

****All violations will adhere to the following policies:**

1. Confirmation that a violation has occurred via one of the following:
 - A. Report from a law enforcement agency
 - B. Personal disclosure by the participating student
 - C. Observed behavior by a school employee
2. Notification to parents or legal guardian within 72 hours
3. Notification of campus principal by activity sponsor
4. Parent and player meeting with sponsor and any or all of the following as applicable (administrative panel)
 - A. Athletics – Campus coordinator, Athletic Director, Principal or designee
 - B. Fine Arts – Fine Arts Director, Principal or designee
 - C. Band, Drill Team, Cheerleaders, UIL academic events – Principal or designee
5. Determine type of discipline to be administered:
Copies of meeting summary sent to the activity sponsor, campus principal and or district level director

Cumulative Offenses

Disciplinary offenses committed in grades 7 and 8 are cumulative for a student's middle school career, but will not carry on to high school. Any subsequent offenses that occur in high school will be cumulative during the students' high school career.

Exceptions to this rule are if a middle school student commits a Class A misdemeanor or is guilty of a felony. In this case, the offenses will carry from grade 7 through the completion of grade 12

Categories for the Code of Conduct Offenses:

Level 1

Class B or C misdemeanors or misconduct that does not involve a law enforcement agency. At the disciplinary panel's or sponsor's discretion the student may continue to participate in activities while penalties are being assessed.

* If a student is arrested for a crime of violence then he or she may be suspended until their case has been decided. If the student is found guilty then the appropriate level one offense penalties will be administered.

Explanation of Disciplinary Action Taken

1st Offense

- ✓ Meeting with student, parent and discipline panel
- ✓ Student will be assigned by school official *up to two* of the following:
 - Twenty hours of community service
 - Twenty miles of running
 - Two week suspension from activities if in season
- * In cases involving substance abuse, students may be additionally asked to attend substance abuse counseling.

2nd Offense

- ✓ Meeting with student, parent and discipline panel
- ✓ Suspension from activities for a minimum of 30 days
- ✓ Student will be assigned *one or both* of the following
 - Twenty hours of community service
 - Twenty miles of running
- * In cases involving substance abuse, students may be additionally asked to attend substance abuse counseling. **Students involved in their second substance abuse offense must attend substance abuse counseling**

3rd Offense

- ✓ Meeting with student, parent and discipline panel
- ✓ Penalty will include suspension from activities for one calendar year
- * In cases involving substance abuse, students may be additionally asked to attend substance abuse counseling. **Students involved in their second substance abuse offense must attend substance abuse counseling**

Level 2 - Misconduct Involving Felonies or Class A Misdemeanors.

Explanation of Disciplinary Action Taken

1st Offense

If a student is arrested for a felony crime or a Class A misdemeanor

- ✓ Student will be suspended from all activities until the case is completed
- ✓ Students found NOT GUILTY will return to the activity with no further penalty
- ✓ Students found GUILTY will be removed from all activities for a period of one calendar year
- * In cases involving substance abuse, students may be additionally asked to attend substance abuse counseling. **Students involved in their second substance abuse offense must attend substance abuse counseling**

2nd Offense

If a student is arrested for a felony crime or a Class A misdemeanor

- ✓ Student will be suspended from all activities until the case is completed
- ✓ Students found NOT GUILTY will return to the activity with no further penalty
- ✓ Students found guilty will be removed from the program

Appeals: Board Policy FNG (Local) will be provided upon request

Keller ISD Extra Curricular Code of Conduct Signature Page

This page must be signed by the parent/legal guardian and returned to the coach or activity sponsor before a student can participate.

Signing this sheet signifies that the student and parent/legal guardian of the student has read and understands the procedures and punishments set aside for a violation of the extra Curricular Code of Conduct.

Student Signature: _____ Date: _____

Signature of Father/legal guardian: _____ Date: _____

Signature of Mother/legal guardian: _____ Date _____

This signature must be signed and turned into the offices of the Coaches, Sponsor, or Activity Director, prior to any practice or competition.