BRECKENRIDGE

BUCKAROO

EXTRACURRICULAR ACTIVITIES

HANDBOOK
PHILOSOPHY AND DEFINITION

Extra-curricular activities are school-sponsored activities that are not directly related to instruction of the TEKS, but may have an indirect relation to some areas of the curriculum. They offer worthwhile and significant contributions to a student’s personal, physical, and social development. Participation in extra-curricular activities is a privilege and not a right, and students must meet specific requirements in order to participate. Activities may include, but are not limited to practices, performances, demonstrations, displays and club meetings and activities. For the purpose of definition, extra-curricular activities are all UIL sanctioned athletic, music, cheerleading, and literary participation in addition to all school sanctioned, related, or directed student clubs and organizations grades 7-12 (Example = FFA, FCA, FCCLA, ETC..)

GOVERNANCE

A well-rounded program of extra-curricular activities shall be maintained in the district secondary schools. The operation of the total program shall be in accordance with the regulations set by state law, State Board of Education rules, UIL regulations, local policy, campus regulations and individual organizations by-laws. Supervision of the program shall be the responsibility of the superintendent, but may be delegated to other staff members. In each activity, the sponsor, director, or coach shall have direct responsibility to maintain the extra-curricular program.

WHO IS SUBJECT TO THE EXTRACURRICULAR CODE OF CONDUCT?

Any student who participates in one or more extracurricular activities is subject to the Extracurricular Code of Conduct (ECC). A student is subject to the ECC from the time he/she is selected for, elected to, or otherwise joins an extracurricular activity and continues to be subject to the ECC from that point forward unless or until the student no longer participates in extracurricular activities.

WHEN DOES THE EXTRACURRICULAR CODE OF CONDUCT APPLY?

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 activity participants are expected to comply with the ECC at all times, regardless of location. This includes both on and off-campus conduct as well as evenings, weekends, holidays, and summer vacation.

PRACTICE AND PERFORMANCE TIME

Students may practice outside the school day in any single extra-curricular activity a maximum of eight hours per school week (Monday through Thursday). Students may practice no more than one period during the school day in any single extra-curricular activity. Students may not participate in additional practice during study hall, lunch, or activity periods. Students may not participate in more than one contest or performance per activity per student per school week except to accommodate tournaments, post-season competition, and contests postponed by weather.

EXTRACURRICULAR ABSENCES

The District shall make no distinction between absences for UIL activities and absences for other extracurricular activities approved by the Board. A student shall be allowed in a school year 20 extracurricular absences. Two additional days shall be granted for each state or national competition.
OFFICIAL AUTHORITY

Teachers, district staff members, and officials presiding over activities/events shall be treated with respect. Disrespect of a teacher, staff member, or official may result in the immediate suspension and/or dismissal from the activity/organization. Any return to the activity/organization will be based on the student’s conduct during the period of suspension.

SUSPENSION DUE TO GRADES

A student shall be suspended from participation in any extracurricular activity sponsored or sanctioned by the District or the UIL after a grade evaluation period in which the student received a grade lower than the equivalent of 70 on a scale of 100 in any academic class other than a course described below at EXEMPT COURSES. Please refer to the eligibility calendar at http://www.breckenridgeisd.org/

EXEMPT COURSES

The suspension and reinstatement provisions of Education Code 33.081(c) and (d) do not apply to an advanced placement or international baccalaureate course, or to an honors or dual credit course in the subject areas of English language arts, mathematics, science, social studies, economics, or a language other than English. Education Code 33.081(d-1)

The following are honors classes for purposes of eligibility to participate in extracurricular activities:

1. All College Board Advanced Placement courses and International Baccalaureate courses in all disciplines;
2. English language arts: high school/college concurrent enrollment classes that are included in the “Community College General Academic Course Guide Manual (Part One)”;
3. Languages other than English: high school/college concurrent enrollment classes that are included in the “Community College General Academic Course Guide Manual (Part One)” and languages other than English courses Levels IV–VII;
4. Mathematics: high school/college concurrent enrollment classes that are included in the “Community College General Academic Course Guide Manual (Part One)” and precalculus;
5. Science: high school/college concurrent enrollment classes that are included in the “Community College General Academic Course Guide Manual (Part One)”; and
6. Social Studies: Social Studies Advanced Studies, Economics Advanced Studies, high school/college concurrent enrollment classes that are included in the “Community College General Academic Course Guide Manual (Part One).”

SPONSOR OR COACHING DUTIES

- Must be a district employee
- Maintain all financial accounts and files in the principal’s office in accordance with Board policy CFD (Activity Fund Management)
- Develop an annual budget detailing revenue and expenditures
- Obtain prior approval from the principal before scheduling activities or placing an activity on the school calendar
- Exhibit good judgment and sensitivity to community and district standards of propriety when planning activities and/or selecting performance material
Place on file with the principal a report listing the membership and officer requirements of the organization • Develop by-laws, guidelines, or constitution for approval by the principal

Provide and continually update a list of students participating in the activity/organization to the campus principal

Make schedules for performances, games, practices, competitions, activities, etc.

Inform all students and parents of relevant guidelines, schedules, upcoming events, etc.

Communicate with the campus principal and other appropriate staff regarding the scheduling of activities

Select any uniforms, other apparel for activities and/or practices and communicate this information to students with principal approval

Enforce disciplinary guidelines set forth in BISD Student Code of Conduct and this Extracurricular COC, and any rules specific to the activity or organization

Monitor students’ compliance with grade and attendance rules • Ensure that equipment is maintained as directed

Prepare and communicate selection procedures to students well in advance of the selection process

Monitor all practices and activities to ensure compliance with all district policies, regulations, and procedures and any relevant UIL regulations

Keep accurate records of activities, including selection process documentation

Model appropriate behavior towards students and parents

Attempt to avoid scheduling conflicts with other extracurricular activities

**CONDUCT EXPECTATIONS**

Participants in extracurricular activities are representatives of the School District, and must conduct themselves in a manner that reflects positively on the School District at all times. Specifically, they must:

- Treat all school property with respect and ensure that school property is returned upon request and in good condition (excluding reasonable wear and tear);
- Maintain an average of 70% or better in all academic courses, except as provided in District policy FM (Legal);
- Abide by the District’s dress and grooming standards for students as well as any dress and grooming standards applicable to the specific extracurricular activity;
- Be punctual and prepared for all games, practices, meetings, performances, camps, and/or other scheduled events related to an extracurricular activity;
- Comply with UIL rules, including those related to random drug and steroid testing, which can be found in Board Policy FNF (LOCAL).
- Be courteous and respectful toward all fellow participants, school faculty and staff members, spectators, parents, and officials, whether from Breckenridge ISD or from any other school district;
- Provide as soon as the participant is aware, advanced notice to the coach or sponsor of an activity if they are unable to attend a game, practice, meeting, performance, and/or other scheduled event related to the extracurricular activity;
- Complete safety training and maintain certification as required regarding recognizing the symptoms of injuries, and the risks of using dietary supplements;
- Comply with all rules and guidelines in the Breckenridge ISD Code of Conduct and those established for a specific extracurricular activity in which the student participates; and,
- Comply with and adhere to the behavioral standards identified in the Districts Student Code of Conduct.

**PROHIBITED CONDUCT**

The following prohibited conduct can lead to suspensions from activities or removal from the activity permanently as decided by the sponsor:

- Being tardy to games, meetings, practices, performances, camps, and/or other events without permission from the activity sponsor or coach;
- Being absent from games, meetings, practices, performances, camps, and/or other events without permission from the activity sponsor or coach;
Engaging in acts of poor sportsmanship, such as cheating, using profane language, or taunting other participants;
- Being insubordinate to a coach or sponsor;
- Being disruptive during a game meeting, practice, performance, camp, and/or other event;
- Violating the established rules or guidelines of a specific extracurricular activity in which the student participates;
- Violating the District’s standards for dress and grooming or the standards set for the specific extracurricular activity;
- Engaging in general misconduct prohibited by the District’s Student Code of Conduct.
- Engaging in theft, destruction, or misuse of school district property;
- Failing to return or reimburse school property within two weeks of the conclusion of a sport or activity as directed where the property is valued at more than $20;
- Engaging in hazing, harassment or bullying of others as defined by the Breckenridge ISD Student Code of Conduct;
- Buying, selling, giving, delivering, using, possessing, or being under the influence of tobacco, alcohol, marijuana, a controlled substance (without a proper prescription), or a dangerous drug at any time and regardless of whether the student is on school property or at a school-related activity;
- Engaging in any unreasonably dangerous athletic technique that unnecessarily endangers the health or safety of a student;
- Maintaining or being identified on a website, blog or any electronic communications device or photograph that depicts behavior that is illegal or is sexual in nature;
- Engaging in conduct prohibited by the District's Student Code of Conduct that is punishable by placement in DAEP or expulsion.

**SOCIAL MEDIA**

It is important that students not use social media inappropriately. Examples of inappropriate use include: bullying, threats, demeaning comments, references to alcohol/drugs, posting inappropriate pictures, etc. Although it is not the duty of the sponsor to monitor students’ social media, when inappropriate posts are brought to their attention, they will use the appropriate steps of discipline.

**MANDATORY DRUG TESTING POLICY**

All participants of extracurricular activities will follow the Breckenridge Independent School District’s Drug Testing Policy. The parent and the student will sign all rules and regulations, before a student is tested. The students will be subject to the consequences of the policy.

**CODES OF CONDUCT**

Sponsors, coaches, and directors of extracurricular activities may develop and enforce codes of conduct that are more stringent than this general code and may condition membership or participation in the activity on adherence to that specific code of conduct. Extracurricular codes of conduct may take into consideration conduct that occurs outside of the school’s usual jurisdiction. No provision of an extracurricular code of conduct shall have the effect of discriminating on the basis of sex, race, disability, religion, or ethnicity.

**DISCIPLINE**

All extracurricular activities are extensions of the educational program of Breckenridge Independent School District. Participation in extracurricular activities is a privilege, not a constitutional right. Participation is contingent on the student maintaining eligibility and an acceptable behavior record in the school district. Each participant is subject to the discipline management plan and student code of conduct of the school district. Therefore, it is the responsibility of each extracurricular participant to be aware of the student code of conduct and discipline management plan of the district.

Placement in In-School Suspension (ISS), will allow the student to participate in practice or rehearsal during their time in ISS. (Students will not be allowed to participate in games or contests during their days in ISS, unless it is their final day in ISS. For example, a student placed in ISS Tuesday, Wednesday, and Thursday, will be eligible for participation in an extracurricular activity on Thursday at 2:45 p.m.) Any further disciplinary action will be at the discretion of the director or sponsor of the activity.

Placement in Alternative Education Program (AEP), out-of-school suspension, or expulsion will not allow student to participate in extracurricular for the same dates the disciplinary action is in force.

*(This includes practice or rehearsal time).*
The student will be eligible to participate after 2:45 p.m. on the last day of their discipline. Disciplinary actions resulting in removal from the student’s regular education program are determined on a first available date basis. Extra-curricular schedules will not be taken into consideration for disciplinary placement.

All discipline within the program shall refer to the code of conduct within the particular program or at the discretion of the sponsor.

**DISCIPLINARY JURISDICTION**

**Who Determines That a Violation BISDECC has Occurred?**

The activity sponsor, coach, athletic director or appropriate administrator will determine whether a violation of the BISDECC has occurred and will assess the appropriate consequence.

**How Will Consequences be Assessed for Different Violations of the BISDECC?**

Consequences for violating the Districts BISDECC are assessed based on the severity of the violation and the commission of prior BISDECC violations.

**PARENT NOTIFICATION**

Parents will be notified of all violations that result in suspension from participation in extracurricular activities, or in cases where a student is required to enter into a behavior contract. The activity sponsor or coach will contact (or make a good faith effort to contact) the student and the student’s parent via telephone or face-to-face conference within 1 school day from the time the activity sponsor or coach learns of such a violation. At this time, the activity sponsor or coach will inform the parent and student that a violation of the BISDECC has occurred, discuss with them the applicable consequences, and give the student an opportunity to respond to the allegations. Coaches and sponsors must document their efforts to contact a parent in cases where notification attempts were unsuccessful.

**APPEALS OF DECISION OF SPONSORS**

All appeals will be addressed through the Districts complaint process, contained in policies FNG (Legal) and (Local). A decision of the Breckenridge ISD Board of Trustees regarding an extracurricular activity complaint is final and is not appealable.
ACKNOWLEDGEMENT

I have read, understand, and agree to abide by Breckenridge ISD’s Extracurricular Code of Conduct for the 2016-2017 school year. I understand that I will be held accountable for the behavior expectations and consequences outlined in the Extracurricular Code of Conduct. I understand that by participating in extracurricular activities, I am a representative of Breckenridge ISD and a role model to my peers and throughout the community; therefore, the Extracurricular Code of Conduct governs my behavior at all times, and applies both on and off school property. I understand that the behavior expectations of the Extracurricular Code of Conduct are in addition to those included in the Breckenridge ISD Student Code of Conduct. I understand that violations of the behavior standards of the Extracurricular Code of Conduct that are also violations of the Student Code of Conduct may result in my being disciplined under both the Extracurricular Code of Conduct and the Student Code of Conduct.

Student Name: _____________________________________  Parent/Guardian Name: _____________________________________

Campus: ______________________________________________  Parent/Guardian Signature: _____________________________________

Grade Level: __________________________________________  Date: __________

Student Signature: ______________________________________  Date: __________