



Carrollton-Farmers Branch Independent School District District-Wide Guidelines for Extracurricular Students

A. OVERVIEW

These guidelines pertain to the following activities during school and non-school time such as the use of alcohol; tobacco; illegal drugs; hazing; bullying; harassment; theft; criminal offenses; and abuse of media. These activities may result in placement at the District's Disciplinary Alternative Education Program (DAEP), but not all DAEP placements of extracurricular students indicate a violation of these extracurricular guidelines.

B. EXPECTATIONS

CFBISD 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 these guidelines. The following conduct are strictly prohibited (the Prohibitions):

- The use, possession, sale, or furnishing to others of alcohol, tobacco, electronic cigarettes, drugs or drug paraphernalia of any kind. The act of bullying, hazing or harassment as defined by the Student Code of Conduct. Student involvement in criminal activity, whether on or off campus.
- A social media application, an Internet website, or any other Internet based or electronic communication tool.

Any student who violates the Prohibitions 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.

These guidelines and statement of consequences apply to all students involved in extracurricular activities. The purpose of these guidelines is to deter and eliminate the violation of all prohibited activity and establish consistency in consequences across all activities for students who do not comply with the Prohibitions promote a high-quality educational experience in all activities and assist CFBISD in maintaining order and a safe learning environment, and to promote a high level of civic and individual responsibility among students.

Extracurricular students are subject to these guidelines 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 and on weekends and during school holidays. Extracurricular students and their parents should refer to Board policy FO (LOCAL). [https://pol.tasb.org/Policy/Download/359?filename=FO\(LOCAL\).pdf](https://pol.tasb.org/Policy/Download/359?filename=FO(LOCAL).pdf)

To ensure consistency among activities, these guidelines shall be used by all extracurricular groups. However, nothing in these guidelines prohibits an extracurricular activity sponsor from developing activity guidelines and rules to address topics that are specific to his or her discipline.

Note, under the law, the District could revise the local parent grievance policy to make clear that the Board will not hear grievances concerning a student’s participation in extracurricular activities. But, the law does not allow us to bar use of the grievance policy completely. Here is the provision from the Education Code:

“The board of trustees of a school district is not required by Subsection (a) or Section 11.1511(b) (13) to address a complaint that the board receives concerning a student's participation in an extracurricular activity that does not involve a violation of a right guaranteed by this chapter. This subsection does not affect a claim brought by a parent under the Individuals with Disabilities Education Act (20 U.S.C. Section 1400 et seq.) or a successor federal statute addressing special education services for a child with a disability.” Tex. Educ. Code 26.011(b).

C. DEFINITIONS

The following definitions will apply to these guidelines:

- 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/guardian- A student’s biological or adoptive parent/guardian or parent/guardians, legal guardian, or other person in lawful control of the student.
- 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 Prohibitions.
- 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.
- 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 vehicle used by the student

for transportation to or from school or school-related events or 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.

- Use - With respect to alcohol or unlawful substances, voluntarily consuming, injecting, ingesting, inhaling, or otherwise introducing 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.
- Hazing – An intentional, knowing, or reckless act, occurring on or off the campus, by one person alone or acting with others, directed against a student, that subjects the student to unreasonable risk of harm or adversely affects the mental or physical health or safety of a student for the purpose of pledging, initiating into, affiliating with, holding an office in, or maintaining membership in an organization. Consent to or acquiescence in the hazing activity does not excuse the student of responsibility for the misconduct.
- Bullying/Harassment – 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; (2) is sufficiently severe, persistent and pervasive enough that the action or threat creates an intimidating, threatening or abusive educational environment for a student; (3) materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or (4) infringes on the rights of the victim at school. Bullying can be a single act or a pattern of acts, and includes cyberbullying. See District policy FFI for additional information on bullying.
- A social media application, an Internet website, or any other Internet based or electronic communication tool.
- Extracurricular Activities- School sponsored activities including but not limited to Dance & Drill Teams, Bell Guards, Cheerleaders, Spirit Groups, Sports, Fine Arts, Clubs, UIL governed Activities, Mock Trial, AC DEC, and other school sponsored student activities unique to a campus.

D. VIOLATIONS

An Extracurricular Student violates the Prohibitions if he or she:

- Participates in any form of criminal activity, on or off campus;
- Uses, possesses, sells, or furnishes alcohol, tobacco or illegal substances 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/drugs, or furnishing alcohol/tobacco/drugs to another in a non-school setting. (*See Note below*);

- Is observed by a faculty or staff member using, possessing, or furnishing to another student any drugs, including alcohol/tobacco (including electronic cigarettes), on or off school property. (Observation via internet site, video, still picture, or other media will be considered);
- Receives any citation for or is arrested for illegal alcohol/tobacco/drug activity or substance on or off school property. (*See Note below.*);
- Performs or participates in an extracurricular activity while under the influence of alcohol or other drugs;
- Participates in any form of hazing, bullying or harassment;
- Engages in abuse of media in any media.

NOTE: An Extracurricular Student who receives an MIP, MIC, DUI, DWI, or other alcohol/tobacco/drug citation or is charged with a criminal offense shall promptly 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.

E. PROCEDURES:

When an activity sponsor/coach/director or campus administrator learns that an Extracurricular Student has violated the Prohibitions, 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 Athletic Director or the District Director of Fine Arts shall be notified. The sponsor/coach/director or administrator will notify the student and his/her parents/guardians of the suspected violation of the Prohibitions and offer the student and his/her parent/guardian a conference with the administrator or designee and/or sponsor/coach/director to give them an opportunity to provide information about the student's suspected actions.

The administrator and the sponsor/coach/director will determine the start date for the consequence and will notify the student and his/her parent/guardian in writing of the start date and reasons for any consequences imposed. Consequences will not be delayed for a student or parent/guardian who refuses to meet with the District staff.

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

A student or parent/guardian who is not satisfied with the outcome of the conference or the principal's decision may follow District guidelines for parent/guardian concerns, but the consequence will not be delayed during any appeal.

F. CONSEQUENCES

All Extracurricular Students are expected to comply with these guidelines. 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 removal of the student from the extracurricular activity and/or Disciplinary Alternative Education Program (DAEP) placement; where appropriate, the District will consider allowing a student who violates the Prohibitions to serve a last chance probationary period if the violation is the first instance in which the student has failed to comply with these guidelines.

First Offense: Probationary Removal.

Except where the severity or circumstance of a student's offense is so severe that immediate removal to DAEP, expulsion, or immediate removal from a program is required, a student's first violation of the Prohibition 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) except where the first violation also results in DAEP placement or expulsion, removal from all extracurricular activities for 20 school days or UIL Competition dates. (**See below.*)

- If the offense occurs or notice of the offense is received after the conclusion of the school year, when the extracurricular activity in which the student participates in not in season, when there are fewer than 30 school days remaining in the season of the extracurricular activity in which the student participates or at a time when the student is not participating in extracurricular activities because of the student's academic standing, a health-related reason, or for any other reason, the removal period will not begin until the time the student would otherwise begin participation or otherwise be eligible to participate in extracurricular activities.
- A student/parent/guardian/principal or designee conference is required to discuss the merits and consequences of the offense and to discuss the effective start date of the removal period.
- ☒——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 20-day removal period. 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 continue to 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 on probation.
- *If competition or performance is scheduled during the summer or on a school holiday (excluding weekends), any days on which the student’s team or group actually competes or performs will be counted toward completion of the 20-day probation period.
- “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 the conduct results in the student’s placement in a DAEP, the period of removal shall be served upon return from the DAEP.

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

Second Offense or Subsequent Offenses: (Removal)

A second offense or subsequent offenses will result in removal from all (i) extracurricular activities, and (ii) leadership positions for the remainder of the school year.

- If the offense occurs or notice of the offense is received at a time when there are fewer than 60 school days remaining in the season, when the extracurricular activity in which the student participates in is not in season, or if the offense occurs or notice of the offense is received at a time when the student is not participating in extracurricular activities because of the student’s academic standing, a health-related reason, or for any other reason, the removal period will not begin until the time the student would otherwise begin participation or otherwise be eligible to participate in extracurricular activities.
- If the infraction occurs and/or is discovered 60 or fewer 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.
- When a second or subsequent infraction occurs after the end of the school year, the student will be removed from all extracurricular activities for the entirety of the following school year.

- At the beginning of a new 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.

Carrollton-Farmers Branch ISD

Extracurricular Activity 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 CFBISD District-Wide Guidelines for Extracurricular Students. I agree to comply with all rules and regulations in these guidelines 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 these guidelines may result in disciplinary action, including dismissal from all extracurricular activities.

Printed Name of Student

Student Signature Date Signed

Parent/guardian/Legal Guardian Statement (for students under 18 years of age):

My signature below certifies that I have read and understand the CFBISD District-Wide Guidelines for Extracurricular Students. I understand that my student must comply with all rules and regulations written in these guidelines 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.

Printed Name of Parent/guardian or Legal Guardian

Signature of Parent/guardian or Legal Guardian Date Signed