



MEMORANDUM

TO: *Northville Public School District Parents*

FROM: *Northville Public Schools Administration*

RE: *District Procedures On Drug-Free Schools*

In accordance with applicable law and Board Policy, the District prohibits the use, possession, concealment, or distribution of alcohol and illegal, unauthorized or look-alike drugs on school grounds, in school or school approved vehicles, or at any school-related event. Compliance with this policy is mandatory for all students. Any student who violates this policy will be subject to disciplinary action, in accordance with due process and as specified in the student handbooks, up to and including expulsion from school. When required, the District will also notify law enforcement officials.

The District is concerned about any student who chooses to engage in alcohol or drug abuse and may facilitate the process by which he/she receives help through programs and services available in the community. Students and their parents should contact the school principal, counseling office, or student assistance program whenever such help is needed.



EXTRA/CO-CURRICULAR STUDENT CODE OF CONDUCT

Statement of Philosophy

Students are encouraged to become involved in extra-curricular and co-curricular activities. Student participation in such activities, including interscholastic athletics, is provided as an opportunity for students as long as they agree to follow the rules and guidelines as outlined below. Inasmuch as participation is a privilege (not a right), students who violate the guidelines will be subject to the penalties outlined, up to and including suspension from participation in such activities.

The following rules will apply to all students and their involvement in all extra and co-curricular activities at Northville Public Schools. **The rules will apply on a twelve-month basis, beginning with the seventh grade and ending with high school graduation.** These rules supplement and do not supersede or modify the District's Student Code of Conduct, with which all students are expected to comply. Violations of the Student Code of Conduct may result in suspension or exclusion from extra- or co-curricular activities even if not specifically mentioned below.

A student should realize that the extra-curricular and co-curricular student activities' guidelines apply at all times throughout the student's Northville Public Schools career, including off-season and all vacation periods. The guidelines are not limited to the time period in which the student participates in a particular activity, nor are the guidelines limited to student behavior at school-sponsored activities or on school property. A student who violates the guidelines will be subject to disciplinary action as outlined in the penalty provisions. In addition, a student participant and his/her parent or guardian must sign and return to the designated school official a form which acknowledges that the student and his/her parent or guardian understand and agree to abide by the guidelines.

All penalties for violation of this code of conduct shall be cumulative beginning with the student's participation in the seventh grade.

I. Eligibility

A. Athletic/Academic Eligibility

- MHSAA guidelines require a student to be passing a minimum of four (4) full-time subjects to be eligible for participation in interschool contests.

- In addition, an athlete must maintain a cumulative 2.0 GPA to be eligible to participate in interscholastic competition. The cumulative GPA is calculated at the conclusion of each semester. This cumulative grade point average will begin at the end of the first semester of the athlete's seventh grade year and continue in effect until high school graduation.
- A transfer student with a previously established cumulative GPA of less than the Northville requirement (2.0) may be allowed to participate while progressing towards that standard. However, if that student's cumulative GPA drops before reaching 2.0, he/she will not be eligible to participate in extra-curricular athletics. He/she may resume participation when their cumulative GPA reaches or exceeds the highest cumulative GPA established. A transfer student that has attained a 2.0 must maintain that GPA to remain eligible.
- An athlete with less than a 2.0 G.P.A. may try out for a winter sport upon approval of the G.P.A. Committee. The athlete may practice with the team, however, they will not be eligible for competition until the first day of the second semester providing their cumulative G.P.A. meets the 2.0 criteria.
- Teacher aide positions do not qualify as full-time subjects.

The following behaviors constitute an eligibility violation of the Northville Public Schools' extra-curricular, athletic and co-curricular code of conduct and subject the student to penalty as outlined in the "penalties" section of this code:

B. Gross Misconduct

- A student shall not engage in acts of gross misconduct including, but not limited to, behavior which is addressed in the student handbook such as acts of theft, extortion, vandalism, assault, sexual misconduct, and gross disrespect. Violations will be dealt with on an individual basis and penalties will range from administrative intervention to exclusion from athletic activity/participation.

C. Alcohol and Substance Abuse

Use, possession, attempting to possess, concealment, distribution, sale or being under the influence of the following substances is prohibited:

- tobacco or tobacco products in any form
- alcohol or alcoholic beverages in any form
- illegal or unauthorized drugs including, but not limited to, those substances defined as "controlled substances" pursuant to federal and/or state statute
- steroids, human growth hormones, or other performance-enhancing drugs
- substances purported to be illegal, abusive, or performance-enhancing, i.e., "look-alike" drugs
- inhalants

It shall not be a violation of the activities' guidelines for a student to use or possess a prescription or patent drug when taken pursuant to a legal prescription issued by a licensed physician or for which permission to use in the school has been granted pursuant to Board policy. A student shall notify his/her coach or activities' sponsor if he or she is taking a prescription medicine which could alter the student's behavior or affect the student's ability to participate in the activity.

II. Penalties for Substance Abuse

These guidelines supplement and do not supersede or modify the District's Student Code of Conduct, with which all students are expected to comply. Violations of the Student Code of Conduct may result in suspension or expulsion from school, and would also affect a student's eligibility to participate in extra/co-curricular activities.

A. Athletes

1. First violation

An athlete will be suspended from all remaining participation during the season in which the violation occurs. If the violation occurs out-of-season, the athlete will be referred to the Student Assistance Program (SAP), and if he/she attends programs arranged by SAP, he/she will be reinstated for the next sport season with no loss of eligibility.

2. Second violation

Same as first athletic violation, i.e., off the team/activity for the remainder of the season, and the athlete will lose eligibility for the first half of his/her next sport season. The athlete will be required to attend programs arranged by SAP.

3. Third violation and subsequent violations

The athlete will lose eligibility to participate in any interscholastic athletic competition and will be suspended from all student activities for one calendar year from the time of the violation. The athlete will be referred to the SAP and will be required to follow the recommendation of the SAP to restore eligibility for future years subsequent to the one-year suspension.

4. Any cost for required classes is the responsibility of the student.

B. Student Leadership

All students in leadership positions will sign a contract to be a positive role model. Any student leader who violates the substance abuse policy will immediately resign from his/her office.

C. Extra/Co-curricular

1. First violation

A member of an extra/co-curricular student activity will immediately be suspended from the activity for the next scheduled event, and he/she will be required to attend classes or programs arranged by SAP. A student in a co-curricular program will be allowed to remain in class.

2. Second violation

A member of an extra/co-curricular student activity will immediately be suspended from all activities for the remainder of the semester and will be required to attend classes or programs arranged by SAP. A student in a co-curricular program will be allowed to remain in class.

3. Third violation and subsequent violations

A student in an extra/co-curricular activity will be suspended from all student activities for one calendar year from the time of the violation. Students will be allowed to remain in class, but will be prohibited from participating in all outside-of-classroom activities for one calendar year.

The student will be referred to the SAP and will be required to follow the recommendation of the SAP to be reinstated in future years.

4. Any cost for required classes is the responsibility of the student.

Any student athlete or participant in extra/co-curricular activities, who is suspended from school for violation of the NPS Student Code of Conduct, will be ineligible to participate in practices, competitions, or any outside-of-classroom activities for the duration of the suspension.

III. Self-disclosure

An athlete or participant in extra/co-curricular activities who, by him/herself or together with his/her parent or legal guardian, voluntarily discloses his/her violation of the substance abuse policy under this code prior to any reports, charges, or complaints, shall be referred to the SAP, and will be required to complete classes or programs as may be recommended by SAP. However, loss of eligibility, removal from office, loss of the right to fully participate in student activities, may be modified as hereinafter provided in this section. The specific provisions for self-disclosure, as stated above, are as follows:

1. A petition to use self-disclosure, whether by the student alone or together with a parent or legal guardian, may be made to a coach, instructor, activity leader, or to the athletic director or principal of the school which the athlete or participant regularly attends. Disclosure shall not be complete, however, until the person to whom the disclosure is made, if other than the principal or assistant principal or athletic director, formally notifies the principal or assistant principal or athletic director of the disclosure. Further, such notification of disclosure is to be completed within twenty-four (24) hours of the initial disclosure by the athlete or participant.

The written petition to use self-disclosure will be reviewed by the principal in a timely manner. A decision will then be made regarding whether self-disclosure will be allowed in this case. Pending this determination, a student will not participate in extracurricular or co-curricular activities.

Any independent report, charge or complaint with regard to a particular incident will cause the disclosure to be deemed non-voluntary, and the athlete or participant in such instance shall not be afforded the benefits of this action.

2. Self-disclosure, where appropriate in accordance with this code, may affect the status of the appropriate penalty for the violation and shall not affect the status of the violation itself. (As an example, a student with no prior violation history who discloses his or her own violation of this code would have his or her next violation treated as a second violation and subsequent violations treated accordingly.)
3. The provisions for self-disclosure contained in this section shall apply only once to any athlete or participant during his/her years at Northville Public Schools.
4. Self-disclosure which meets the requirements of this section, shall apply only to an athlete's or participant's first offense. Upon a first violation, where there is appropriate self-disclosure as defined above, the athlete or participant shall be referred to the SAP and will be required to complete classes or programs as may be recommended by SAP. There may be no loss of eligibility, removal from office, or loss of the right to fully participate in student activities so long as the

student adheres to the class attendance provisions and recommendations of SAP.

5. Self-disclosure shall not modify the penalties or sanctions for second or subsequent violations.
6. In any situation where an athlete or participant in co-curricular activities has, as a result of self-disclosure, received a reduced penalty under the provisions of this section, any failure by the athlete or participant to comply with required classes or programs arranged by SAP, or with any other recommendation of SAP, shall result in the immediate termination of reduced penalty status. The penalty for the original violation shall be the same as though there had been no self-disclosure.
7. Any cost for required classes is the responsibility of the student.

IV. Appeal Procedure

Any suspension of athletes and participants from extra/co-curricular activities for violations of this Extra/Co-Curricular Code of Conduct may be appealed within five (5) school days from notification of the penalty by the athletic director, activity advisor, or designated school official. The appeal committee shall be composed of the principal, student assistance coordinator, athletic director, coach/advisor, or their designees.

All appeals must be based on questions of fact and/or due process only and must be presented in writing. The appeal committee will render a written decision within five (5) school days to the student and his/her parents or guardian. The decision of the appeal committee is final.

Original - 1998
Revised - 2007



Acknowledgment Form
Extra/Co-Curricular Code of Conduct

Please Print

Student's Name: _____
Last First Middle

Class of: _____
(Year you will graduate)

Statement to be signed by student and parent/guardian:

I have received a copy of and have read the Extra/Co-Curricular Code of Conduct for all the extra/co-curricular activities sponsored by the Northville Public Schools. I understand the guidelines and accept my personal responsibility for following all of them. **I understand this code applies to my entire career as a Northville Public School student.**

(Student Signature)

Date: _____

I acknowledge receiving the Extra/Co-Curricular Code of Conduct for all extra-co-curricular activities sponsored by the Northville Public Schools. I accept my responsibility for helping my son/daughter live up to the guidelines. **I understand this code applies to my son's/daughter's entire career as a Northville Public School student.**

(Parent/Guardian Signature)

Date: _____

This form must be signed and placed on file in the appropriate administrative office as a condition of participating in athletic and extra/co-curricular programs sponsored by the Northville Public Schools.