

**SCHOOL BOARD**

**Committees**

The School Board may establish committees to assist with the Board’s governance function and, in some situations, to comply with State law requirements. These committees are known as Board committees and report directly to the Board. Committee members may include both Board members and non-Board members depending on the committee’s purpose. The Board President makes all Board committee appointments unless specifically stated otherwise. Board committee meetings shall comply with the Open Meetings Act. A Board committee may not take final action on behalf of the Board – it may only make recommendations to the Board.

**Special Board Committees**

A special committee may be created for specific purposes or to investigate special issues. A special committee is automatically dissolved after presenting its final report to the Board or at the Board's discretion.

**Standing Board Committees**

A standing committee is created for an indefinite term although its members will fluctuate. Standing Board committees are: Curriculum & MHS Scholarship, Facilities & Transportation, and Finance & *Insurance, and Policy*.

**Parent-Teacher Advisory Committee**

This committee assists in the development of student discipline policy and procedure. Its members are parents/guardians and teachers, and may include persons whose expertise or experience is needed. The committee reviews such issues as administering medication in the schools, reciprocal reporting between the School District and local law enforcement agencies regarding criminal offenses committed by students, student discipline, disruptive classroom behavior, school bus safety procedures, and the dissemination of student conduct information.

Nothing in this policy limits the authority of the Superintendent or designee to create and use committees that report to him or her or to other staff members.

LEGAL REF.: 5 ILCS 120  
105 ILCS 5/10-20.14 and 5/14-8.05

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers), 2:200 (types of School Board Meetings), 2:240 (Board Policy Development), 7:190 (Student Discipline), 7:230 Misconduct by Students with Disabilities)

Adopted 9-16-97  
Revised 12-20-99  
Revised 01-23-03  
Revised 12-18-06  
Revised 02-23-11NA  
Revised 04-18-11  
*Revised* \_\_\_\_\_

**OPERATIONAL SERVICES**

**GASB 54: Fund Balance Guidance**

**Purpose**

Macomb CUSD 185 is dedicated to maintaining a reasonable fund balance sufficient to mitigate current and future financial risks and to ensure stable tax rates. This policy establishes goals and provides guidance concerning the desired level of year-end fund balance to be maintained by the District as well as categories of reported fund balance.

**Definitions:**

***Fund*** - For purposes of this policy a fund is defined as a fiscal and accounting entity with a self-balancing set of accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures. The District maintains separate funds as required by the Illinois State Board of Education. The record of fund activity is maintained in the District’s financial accounting software and is reported annually in the District’s annual financial report (AFR).

***Governmental Funds***-Governmental fund types used by the District include the general fund, special revenue funds, debt service funds and capital projects funds. Student activity funds maintained by the District are fiduciary in nature and are not governed by this policy.

- A. *General Fund* - The general fund should be used to account for and report all financial resources not accounted for and reported in another fund.
- B. *Special Revenue Funds* - Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The term *proceeds of specific revenue sources* establishes that one or more specific restricted or committed revenues should be the foundation for a special revenue fund. If the District no longer expects that a substantial portion of the inflows will derive from restricted or committed revenue sources, the District should discontinue reporting a special revenue fund, and instead report the fund’s remaining resources in the General Fund.
- C. *Debt Service Funds* - Debt service funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest. Debt service funds should be used to report resources if legally mandated.
- D. *Capital Projects Funds* - Capital projects funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

***District Funds***-District funds are listed as follows:

<b><u>Fund</u></b>	<b><u>Fund Type</u></b>
Educational	General
Operations & Maintenance	Special Revenue or General
Debt Services	Debt Service
Transportation	Special Revenue
Municipal Retirement/ Social Security	Special Revenue
Capital Projects	Capital Projects
Working Cash	Special Revenue (or General, depending on tax levy)
Tort	General
Fire Prevention & Safety	Capital Projects

***Fund Balance*** – Fund balance is a measure of available financial resources. Fund balance is the difference between a fund’s assets and liabilities.

## OPERATIONAL SERVICES

### GASB 54: Fund Balance Guidance

#### Statement No. 54 of the Governmental Accounting Standards Board (GASB) Fund Balance Reporting and Governmental Fund Type Definitions establishes five categories of fund balance for use by governmental entities:

1. The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form, such as inventories and prepaid amounts or (b) legally or contractually required to be maintained intact.
2. Restricted fund balance reflects resources that are subject to enforceable legal restrictions by outside parties such as creditors (through debt covenants), grantors, contributors, or other governments. Such restrictions include property taxes other than those reported in the General Fund, grants other than general state aid, proceeds from debt issuances, and other restricted sources.
3. Committed fund balance is government imposed constraints on the use of resources by formal action of the District's Board of Education through Board Resolution. The constraint remains binding unless removed by formal action of the Board of Education. The formal action should describe the revenue source considered to be committed, and the specific purpose of its use.
4. Assigned fund balance reflects the District's intended use of resources for a specific purpose and assigned in accordance with the Board of Education or the Superintendent. Fund balance may be assigned after the end of the fiscal year. Non-negative residual unrestricted or uncommitted fund balance in funds other than the General Fund will be considered to be assigned.
5. Unassigned fund balance is the residual balance reported in the General Fund or a negative fund balance in a fund other than the General Fund.

#### Fund Balance Guidance—GASB 54

##### **Educational Fund**

The District will strive to maintain an unassigned fund balance in the Educational Fund no less than 4 months (120 days) of Educational Fund operating expenditures. The fund balance will be calculated using the budgeted total General Fund expenditures (salaries, benefits, other operating expenditures, interfund transfers, and capital expenditures). This balance is the minimum fund balance required to meet the District's cash flow needs. It should be a primary objective of all District budgets and long-term financial plans to incorporate the achievement and maintenance of the minimum Educational Fund fund balance established herein.

##### **Resource Use Policy**

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available the District considers restricted amounts to have been spent first. Also, when an expenditure is incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used the District considers committed, assigned, and then unassigned amounts, in that order, to have been spent.

##### **Deficits**

Fund balance deficits in any fund will be budgeted to be reduced and eliminated in a systematic manner through the transfer of resources from other funds as allowable, or through the allocation of unrestricted general state aid.

CROSS REF: 4:80 (Accounting and Audits)

*Adopted* \_\_\_\_\_

## PERSONNEL

### Professional Personnel – Salary Schedule Advancement, Adjustments, and Supplemental Pay

#### Placement on the Salary Schedule

Placement on the salary schedule will be based on teaching experience and academic credit. Placement will be substantiated according to the official transcript of credits which must be filed in the office of the Superintendent. Teaching experience must be verified by documentary evidence from the school systems in which the experience was acquired.

#### Credit for Experience

A year of experience shall be defined as:

- ~~Having been employed as a teacher by Macomb 185 for 180 consecutive days at least 90 consecutive days in a school year. Progression through the salary schedule will be in accordance with the policy for the requirements of professional growth and on standards of performance as well as having been employed at least 90 consecutive days in a school year.~~
- Having taught in an Illinois public school for one full school year
- Having taught in a certified public school of another state for a full academic year of that state
- **No credit is afforded experience in private or parochial school**

~~Experience credit will be given for teaching at a parochial school.~~

#### Placement on the Salary Schedule at time of Employment

*A teacher with previous teaching experience may transfer onto the Macomb CUSD 185 salary schedule:*

- *One year's experience for each credited year of previous Illinois public school teaching up to ten years.*
- *One year's experience for each credited year of previous public school teaching in another state up to five years.*

#### Credit for Graduate Coursework

*Teachers who have a Masters degree as a means to earn initial certification will be placed at the BA Level. Teachers who have earned graduate credit as a means to earn initial certification will not be given credit for that coursework and movement on the salary schedule.*

Teachers who earn graduate hour credit may be advanced on the salary schedule provided the following requirements have been met:

- *Coursework must be in an area to advance professional teaching proficiency or a certified graduate degree program and be preapproved by the teacher's building principal and the District Curriculum Director.*
- All hours must be earned at an N.C.A.T.E. accredited college/university.
- ~~Satisfactory completion of the course must be demonstrated.~~ *A final grade of B or above must have been earned.*
- An official transcript from the college/university demonstrating successful completion must be on file in the District's administrative office.
- The employee must be in active pay status.

~~The Superintendent may accept or reject the course based on its pertinence to the area of education or as the course relates to subject(s) taught.~~

Teachers taking such course work must have completed the course prior to September 1 in order to receive credit for horizontal movement on the salary schedule for the current school year. Transcripts ~~need to~~ **must** be filed in the Superintendent's office by September 15 in order to be reflected in the September paycheck, ~~but in~~ no case will a transcript be accepted for this purpose after October 15. Course work completed after September 1 or transcripts filed after October 15 will be effective with the next academic year.

**PERSONNEL**

**Professional Personnel – Salary Schedule Advancement, Adjustments, and Supplemental Pay**

**Stipends**

A stipend may be rendered those professional employees who are performing additional or special services *as outlined in the negotiated agreement*. ~~A supplemental salary schedule will be negotiated to compensate employees involved in extra duties.~~ These stipends shall be temporary and shall be effective only for the school year in which the extra service or duty is rendered. The continuation of a stipend for performing additional, or special, services shall be at the discretion of the Board of Education through the recommendation by the Superintendent.

LEGAL REF.: 105 ILCS 5/2-3.48, 5/2-3.53, 5/2-3.56, 5/2-3.59, 5/2-3.60, 5/3-11, 5/3-14.8, 5/10-20.35, 5/10-22.39, and 5/10-23.12  
23 Ill. Admin.Code §226.800, 525.110  
77 Ill.Admin. Code §527.800

Adopted 11-18-97  
Revised 6-15-98  
**Revised** \_\_\_\_\_

## INSTRUCTION

### Administrative Procedure – Scheduling Extracurricular and Co-Curricular Activities

The District recognizes the need for student and staff, alike, to have a day left open for individual pursuits. The District further respects the family unit.

1. All co-curricular and extracurricular activities/performances are to be scheduled by June 15<sup>th</sup> annually for placement on the District-wide calendar.
2. Scheduling of events is done by presenting a proposed schedule of activities to the Activities Director for placement on the District-wide Calendar.
3. Proposed dates for the school calendar will be presented to the Activities Director by a date set by the Director.
4. The Activities Director will present the District Calendar to the Board at its August meeting along with the District fund-raising calendar and overnight trip request calendar.
5. Scheduling conflicts between organizations will be resolved by the Activities Director.
6. Co-curricular and extracurricular activities should not be scheduled on Sundays.
7. Co-curricular and extracurricular practices should not be scheduled on Sundays.
8. Request for an exception for an activity or a practice to be held on Sunday will be made in writing to the Activities Director.
  - a. The Activities Director will review the request and consult with the building principal.
  - b. The building principal will then make a recommendation to the Superintendent.
  - c. The Superintendent will then approve/disapprove the request.

#### Removing students from classes for activities/practices/lessons

Co-curricular and extracurricular activities enhance and enrich an individual's education in many ways. Whenever possible, co-curricular and extracurricular activities shall not interfere with other classes.

1. Students are excused from classes for a scheduled co-curricular or extracurricular event that is held off the Macomb campus. The dismissal from classes is determined by the building principal.
2. With the exception of physical education or study hall, students will not be removed from classes for private lessons, practices, etc.

*Adopted* \_\_\_\_\_

## STUDENTS

### Conduct Code for Participants in Extracurricular Activities

It is the wish of the administration and the School Board that we provide a quality program to all of our students. The following rules pertain to both athletics and to all extracurricular activities. Any student representing the Macomb Schools is accountable for displaying these high standards. The following policies apply to all students participating in scheduled activities which occur outside of school hours. This District discipline policy applies to all students 24 hours a day, 7 days a week, 365 days a year, especially in the case of disrespect, threatening District employees, etc. This District policy does not apply to activities receiving academic credit. *Violations will be treated cumulatively, with disciplinary penalties increasing with subsequent violations. All students remain subject to the Board's student discipline policy and/or student handbook and the disciplinary measures listed in them.*

Prior to the beginning of each season or activity, a student and parent/guardian orientation meeting shall be conducted by the designated building administrator for the purpose of assuring understanding of Policy 7:240 as it pertains to participation in athletics and extracurriculars in the Macomb Schools.

The Superintendent or designee, using input from coaches and sponsors of extracurricular activities, shall develop a conduct code for all participants in extracurricular activities consistent with Board policy. The conduct code shall: (1) require participants in extracurricular activities to conduct themselves as good citizens and exemplars of their school at all times, including after school, on days when school is not in session, and whether on or off school property, and (2) notify participants that failure to abide by them could result in removal from the activity. The conduct code shall be reviewed by the Building Principal periodically at his or her discretion and presented to the School Board.

All coaches and sponsors of extracurricular activities shall annually review the rules of conduct with participants and provide participants with a copy. In addition, coaches and sponsors of interscholastic athletic programs shall provide instruction on steroid abuse prevention to students in grades 7 through 12 participating in these programs.

#### I. GENERAL RULES FOR MACOMB ATHLETES AND EXTRACURRICULAR PARTICIPANTS

For all students, grades K through 12: Selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's policies. Students must satisfy all academic standards and must comply with the activity's rules and student conduct code.

- A. Participation in extracurricular activities is dependent upon course selection and successful progress in those courses. In order to be eligible to participate in any school-sponsored high school athletic or high school extracurricular activity, a student must maintain a cumulative 1.5 grade point average (GPA), be enrolled in a minimum of four (4) academic classes, and be earning a passing grade in each course in which the student is enrolled. Any student-participant failing to meet these academic criteria shall be suspended from the activity for seven (7) calendar days or until the specified academic criteria are met, whichever is longer. In addition, any student-participant who fails to maintain the required 1.5 GPA for the semester or fails any class for the semester shall be declared ineligible for the following semester.
- B. Participants are expected to conduct themselves in a positive and mature manner at all times. Good behavior is a realistic goal for all participants. All school rules pertain to athletics and extracurricular activities. In addition, each sport or club may have its own rules, regulations, and stipulations which shall be followed. Please contact the head coach or the sponsor for further information.
- C. An annual medical exam is necessary for athletics. A parental consent form is necessary for athletics and extracurricular activities. These forms must be completed and on file before an individual may participate in any organized practice or event.
- D. An athlete must provide proof of health/medical insurance to the Director of Athletics/Activities before participating in any sport. No special health/medical insurance is needed for participation in other extracurricular activities unless requested by the sponsor.

## STUDENTS

### Conduct Code for Participants in Extracurricular Activities

- E. High school participants must meet IHSA eligibility standards and junior high school participants must meet IESA eligibility standards.
- F. Prior to participating in any activity, a student must have all equipment from previous activities turned in or paid for and the student participation fee must be paid in advance of a student's participation in a fee required activity.

#### II. ATTENDANCE

- A. Any person whose absence is excused for any reason other than illness or injury for any portion of a day may participate in an activity at the discretion of the coach or sponsor.
- B. Participants are expected to be in school the entire day following an event. Any person who does not attend will be subject to suspension as determined by the sponsor or the coach.
- C. Students that are ineligible to participate in an activity or athletic event will not be dismissed before the end of a school attendance day to accompany their group or team to an extracurricular event. Students ineligible for early dismissal will not be required to attend an activity or event for which they do not have District transportation.
- D. Participants are expected to attend all regularly scheduled practices and events. Students ineligible for early dismissal will not be required to attend an activity or event for which they do not have District transportation.
- E. Any person who violates any of the above rules will be subject to suspension as determined by the sponsor or the coach.
- F. Any person whose absence is unexcused for any portion of a day may not participate that evening.
- G. Any person who is absent due to illness or injury after 11 o'clock will not be allowed to participate that day or evening.
- H. If a student is truant from school the day before a weekend activity or a holiday activity, then the student may not participate in activities during that weekend or that holiday.

#### III. CONFLICTS IN SCHEDULING

Conflicts are unavoidable with as many activities which are available to each student. Parents, students, and the coach or sponsor should resolve conflicts. In order to help avoid conflicts, all individuals involved in scheduling activities should make themselves aware of any event which might cause potential conflicts.

#### IV. HOLIDAYS AND/OR SNOW DAYS

All practices must be held during the legal calendar dates for each activity or sport. No Sunday practices may be held unless prior written approval is received from the Superintendent.

Practice may be held during a snow day for those who can attend. Reasonable care must be used on snow days. Practice cannot be mandatory.



## STUDENTS

### Conduct Code for Participants in Extracurricular Activities

Regular practices may be held on holidays except for Christmas Day and Thanksgiving Day. All varsity and sophomore athletes are expected to attend regularly scheduled practices and games on all holidays, during Thanksgiving vacation, winter vacation, and spring break. This rule includes the varsity cheerleaders.

Freshman and junior high athletes may not be expected to attend practices during these times.

#### V. **REDUCTION OF TEAMS/ACTIVITIES**

Each program may reduce squads at all levels based on what is manageable by the available coaches or sponsors. Manageable would be defined by each program in the meeting with parents and students held prior to the start of the activity.

#### VI. **TRANSPORTATION**

Participants must ride the school bus or other form of school transportation to and from all events. However, if the parent/guardian of a student is present at the activity site, then the parent or guardian may ask to take their student home via their own transportation. If the sponsor/coach allows this, then the parent/guardian must personally sign out the student at the event site.

#### VII. **ALCOHOL/DRUGS/INHALANTS/STEROIDS/STEALING/DISRESPECT**

The following steps may be followed as a general guideline in dealing with infractions. Additional consequences may apply if the incident occurs during the school day or during an activity. See the discipline section of the student handbook for more information.

If the activity does not allow the student to complete the suspension (1st, 2nd, or 3rd offense, depending upon the infraction), the suspension would carry over to the next activity in which the student participates (sport to sport, club to club, etc.). The suspension would start on the date of the first contest/performance. The student will be expected to participate in all scheduled practices/meetings and attend all events during the suspension. A suspension that begins in Jr. High and cannot be completed at the Jr. High must be completed at Macomb High School; however, once that suspension has ended, the student will start with a new athletic/extracurricular disciplinary record.

To be considered in violation of this policy, a student must have admitted guilt or be personally observed violating the policy by law enforcement officials, District 185 employees, or other responsible adults. The person who observes the violation must promptly report it to proper school personnel and be recognized by the student as the individual making the report.

Evaluations of students found to be in violation of this policy will be done free of charge for the student by the McDonough District Hospital Behavioral Health Services. Any further counseling or treatment that is recommended by the MDH Behavioral Health Services will be at no expense to the Macomb Unit School District #185. If the parent/guardian or student wishes to have the evaluation done at another facility, all expenses incurred will be at the parent/guardian or student's expense.

The only evaluations and treatments that will be honored will be those that are provided by and delivered through individuals or institutes who are properly certified by the Illinois Alcohol and Other Drug Abuse Professional Certification Association or the National Association of Alcoholism and Drug Abuse Counselors.

All suspensions will be rounded up to the next whole activity. Sponsors/Coaches will not allow a student to participate who begins an activity serving a disciplinary suspension.

## STUDENTS

### Conduct Code for Participants in Extracurricular Activities

- A. The sale, distribution, possession or use of alcohol, illegal drugs, inhalants, drug paraphernalia, look-a-like drugs, or illegal steroids are prohibited.

1st Offense: a. A suspension from all athletic and extracurriculars as a participant for 50% of scheduled contests/performances (2 contest/performance minimum).

b. If the student chooses to complete an evaluation by MDH Behavioral Health Services, complete any recommended counseling through MDH, or another properly certified provider, the suspension will be reduced to 25% of scheduled contests/performances (1 contest/performance minimum).

2nd Offense: a. A suspension from all athletic and extracurriculars as a participant for 90% of scheduled contests/performances (2 contest/performance minimum).

b. If the student chooses to complete an evaluation by MDH Behavioral Health Services, complete any recommended counseling through MDH, or another properly certified provider, then the suspension will be reduced to 50% of scheduled contests/performances (2 contest/performance minimum).

All Additional Violations: Student will not be allowed participation in athletics or extracurricular activities for a period of one calendar year.

- B. The involvement in any situation where alcohol, illegal drugs, inhalants, or steroids are illegally present is also prohibited. If a student is observed in one of these situations, the following penalties will be imposed.

1st Offense: a. A suspension from all athletic and extracurriculars as a participant for 10% of scheduled contests/performances (1 contest/performance minimum).

b. If the student chooses to complete an evaluation by MDH Behavioral Health Services, complete any recommended counseling through MDH, or another properly certified provider, then the suspension will be waived.

2nd Offense: a. A suspension from all athletic and extracurriculars as a participant for 50% of scheduled contests/performances (2 contest/performance minimum).

b. If the student chooses to complete an evaluation by MDH Behavioral Health Services, complete any recommended counseling through MDH, or another properly certified provider, then the suspension will be reduced to 25% of scheduled contests/performances (2 contest/performance minimum).

3rd Offense: a. A suspension from all athletic and extracurriculars as a participant for 90% of scheduled contests/performances (2 contest/performance minimum).

b. If the student chooses to complete an evaluation by MDH Behavioral Health Services or another properly certified provider, complete any recommended counseling through MDH, or another properly certified provider, then the suspension will be reduced to 50% of scheduled contests/performances (2 contest/performance minimum).

All Additional Violations: Student will not be allowed participation in athletics or extracurricular activities for a period of one calendar year.

**STUDENTS****Conduct Code for Participants in Extracurricular Activities**

- C. Possession, use, purchase, or sale of tobacco products will not be tolerated.

1st Offense: Suspension from all athletic and extracurricular events as a participant for 10% of scheduled contests/performances (1 contest/performance minimum).

2nd Offense: Suspension from all athletic and extracurricular events as a participant for 25% of scheduled contests/performances (2 contest/performance minimum).

3rd Offense: Suspension from all athletic and extracurricular events as a participant for 50% of scheduled contests/performances (2 contest/performance minimum).

All Additional Violations: Student will not be allowed participation in athletics or extracurricular activities for a period of one calendar year.

- D. Stealing, theft, or burglary will not be tolerated.

1st Offense: Suspension from all athletic and extracurricular events as a participant for 50% of scheduled contests/performances (2 contest/performance minimum).

2nd Offense: Suspension from all athletic and extracurricular events as a participant for 100% of scheduled contests/performances (3 contest/performance minimum).

All Additional Violations: Student will not be allowed participation in athletics or extracurricular activities for a period of one calendar year.

- E. Possession of stolen articles will not be tolerated.

1st Offense: Suspension from all athletic and extracurricular events as a participant for 10% of scheduled contests/performances (1 contest/performance minimum).

2nd Offense: Suspension from all athletic and extracurricular events as a participant for 50% of scheduled contests/performances (2 contest/performance minimum).

3rd Offense: Suspension from all athletic and extracurricular events as a participant for 100% of scheduled contests/performances (3 contest/performance minimum).

All Additional Violations: Student will not be allowed participation in athletics or extracurricular activities for a period of one calendar year.

- F. The disrespect, insubordination, or open or persistent defiance of school authority and/or school rules and regulations will not be tolerated. Included are verbal abuse and recognizable derogatory gestures.

1st Offense: a. Student must complete evaluation by the MDH Behavioral Health Services (or another facility).

b. Student must complete any recommended counseling through MDH or another provider of choice to the student.

c. Suspension from all athletic and extracurricular events as a participant for 10% of scheduled contests/performances (1 contest/performance minimum).

d. Failure to complete steps a and b (evaluation and counseling) will result in suspension from all athletic and extracurricular events as a participant for 25% of scheduled contests/performances (1 contest/performance minimum).

## STUDENTS

### Conduct Code for Participants in Extracurricular Activities

- 2nd Offense:
- a. Student must complete evaluation by the MDH Behavioral Health Services (or another facility).
  - b. Student must complete any recommended counseling through MDH or another provider of choice to the student.
  - c. Suspension from all athletic and extracurricular events as a participant for 25% of scheduled contests/performances (1 contest/performance minimum).
  - d. Failure to complete steps a and b (evaluation and counseling) will result in suspension from all athletic and extracurricular events as a participant for 50% of scheduled contests/performances (2 contest/performance minimum).
- 3rd Offense:
- a. Student must complete evaluation by MDH Behavioral Health Services (or another facility).
  - b. Student must complete any recommended counseling through MDH or another provider of choice to the student.
  - c. Suspension from all athletic and extracurricular events as a participant for 50% of scheduled contests/performances (2 contest/performance minimum).
  - d. Failure to complete steps a and b (evaluation and counseling) will result in suspension from all athletic and extracurricular events as a participant for 90% of scheduled contests/performances (2 contest/performance minimum).

All Additional Violations: Student will not be allowed participation in athletics or extracurricular activities for a period of one calendar year.

#### G. Disciplinary Procedures

The administrator initiates disciplinary action by investigating the infraction. The administrator collects information from the sources available. The administrator will give the student an opportunity to present information concerning his/her role in the incident. At the conclusion of the investigation, the administrator will contact the parents/guardians and inform them of the results of the investigation.

If the situation is such that the physical well-being of the student, other individuals, or the property of the School District is in jeopardy, the student may be suspended from the team/activity immediately and the student and parents/guardians provided an opportunity to meet with the administrator and coach to discuss and respond to the alleged infractions within 24 hours, or as soon thereafter as the meeting may be scheduled.

It has been proven that smoking or chewing tobacco, drinking alcohol, and the illegal use of chemical substances are physically harmful to you. The harm you cause by using illegal drugs, inhalants, alcohol or tobacco not only pertains to your health, but also harms the activity and the school. The people who follow your progress are careful to note your habits, and any deviation from the acceptable rules marks you as unwilling to "pay the price" of being a Macomb student. A single member who breaks rules can reflect on all members of an activity. Therefore, the use of illegal drugs, alcohol, inhalants, and tobacco is prohibited for the entire year regardless of whether the student is in or out of school.

Any other acts deemed detrimental to Macomb athletics or Macomb extracurricular activities will be given, as a minimum, the same penalties as imposed in Part E. More severe penalties may be imposed.

#### Performance Enhancing Drug Testing

State law requires the Illinois High School Association (IHSA) to prohibit a student from participating in an athletic competition sponsored or sanctioned by IHSA unless the student has agreed, (a) not to use any performance-enhancing substances on IHSA's current banned drug list, and (b) to submit to random drug testing for these substances in the student's body if the student is in high school. In addition, the student's parent/guardian must sign a statement for IHSA containing specific acknowledgements including that the student, if in high school, may be subject to random

**STUDENTS**

**Conduct Code for Participants in Extracurricular Activities**

performance-enhancing substance testing and that violating the laws regulating the use of performance-enhancing substances is a crime.

IHSA, with oversight from the Illinois Department of Public Health, administers a performance-enhancing substance testing program under which high school participants in athletic competition sponsored or sanctioned by IHSA are tested at multiple times throughout the athletic season for the presence in their bodies of performance-enhancing substances on the IHSA's banned drug list.

LEGAL REF.: Board of Education of Independent School Dist. No. 92 v. Earls, et al., 122 S.Ct. 2559 (2002)  
Clements v. Board of Education of Decatur, 478 N.E. 2d 1209 (Ill.App. 4<sup>th</sup> Dist. 1985)  
Kevin Jordan v. O'Fallon THSD 203, 706 N.E.2d 137 (Ill.App. 4<sup>th</sup> Dist., 1999)  
Todd v. Rush County Schools, 133 F.3d 984 (7<sup>th</sup> Cir. 1988)  
Veronica School Dist. 475 v. Acton, 515 U.S. 646 (1995)  
105 ILCS 5/24-24, 5/27-23.3, 25/1.5

CROSS REF.: 5:280 (Duties and Qualifications), 6:190 (Extracurricular Activities), 7:190 (Student Discipline), 7:300 (Extracurricular Activities)

Adopted 9-16-97  
Revised 6-15-98  
Revised 12-14-98  
Revised 6-21-99  
Revised 6-10-02  
Revised 02-18-03  
Revised 05-19-03  
Revised 3-21-05  
Revised 12-19-05  
Revised 02-18-09  
Revised 08-17-09  
Revised 02-17-10  
*Revised* \_\_\_\_\_