

PUBLIC GIFTS/DONATIONS TO THE SCHOOLS

The Cape Elizabeth School Board may accept, on behalf of the school unit and in accordance with state law, any bequest or gift of money or property, for a purpose ~~it deemed~~ deems consistent with the district's mission and of significant benefit to the educational program, suitable by the Board in accordance with state law. All gifts shall be accepted in the name of the school unit and become the property of the school unit, but may be designated for use in a particular school or department. ~~The Board will officially acknowledge the gifts at a Board meeting and thank the donors in writing.~~

The Superintendent may accept, on behalf of the school unit and the School Board, and in accordance with state law, any bequest or gift of money or property, for a purpose he/she deems consistent with the district's mission and of significant benefit to the educational program that is of a commercial value of \$5,000 or less. The Board will be informed of all gifts and the Superintendent will thank donors in writing on behalf of the Board.

Only items of legitimate use in the school program shall be accepted. The Board is under no obligation to replace a gift if it is destroyed, lost, stolen or becomes worn out. Gifts will not be accepted if they involve ~~an excessive costs~~ for maintenance or installation that are beyond the means of the district. If installation is required, the gift shall be installed under the supervision of school unit personnel. ~~The Board~~ Superintendent will notify in writing prospective donors if their gift cannot be accepted.

The School Department may dispose of gifts at its discretion.

The Superintendent shall implement any administrative procedures necessary to carry out this policy.

Legal Reference: 20-A MRSA § 1256 (MSAD)
 20-A MRSA § 4005 (ALL)
 20-A MRSA § 1705 (CSD)

Cross reference: FFAA – Memorial Scholarships and Gifts

Adopted: _____

HIGH SCHOOL CO-CURRICULAR and EXTRA-CURRICULAR ACTIVITIES ELIGIBILITY and CODE of CONDUCT

Participation in the School Department's co-curricular activities and extra-curricular activities is a privilege, subject to compliance with eligibility rules and conduct expectations. As representatives of the schools, students are expected to exhibit appropriate behavior at all times. This policy is intended to support the physical, social and emotional well being of students and to promote healthy, enriching and safe co-curricular and extra-curricular opportunities for all students.

A. Eligibility Requirements

1. Maine Principals Association (MPA) Eligibility Requirements

Students must meet all eligibility requirements of the Maine Principals Association for participation in athletics (see applicable sections of handbook on MPA website: <http://www.mpa.cc/>). For other activities, such as admittance into the National Honor Society, any eligibility requirements of the applicable organization must be met.

2. Academic Eligibility

- a. Students passing all courses are eligible to participate in activities.
- b. Incoming ninth graders and high school students who are failing **one** course in a quarter will be placed on academic probation and will remain on probation until the next ranking period, at which time his/her standing will be reassessed based on the quarter grade, not on the semester or final grade. ~~Any course failure in the quarter following probation will result in immediate ineligibility.~~

A student on academic probation is allowed to continue program participation during the probationary quarter providing that:

- A recovery plan is developed (a recovery plan must be initiated by the student, developed in conjunction with the teacher, and focused on positive, corrective action to achieve a passing grade in the failed course) within two weeks from the issuance of report cards. Coaches/advisors are also encouraged to participate in the development/monitoring of the recovery plan; and
 - If a recovery plan is not developed and implemented within two weeks from the issuance of report cards, or the student fails to comply with the plan, the student will be immediately ineligible.
- c. A student failing **two or more** courses in one quarter is ineligible upon the issuance of report cards and for two weeks thereafter. If, after two weeks, the student is passing all courses, he/she will be placed on academic probation and be subject to the requirements of Paragraphs A.1-2 above. If the student is not

HIGH SCHOOL CO-CURRICULAR and EXTRA-CURRICULAR ACTIVITIES
ELIGIBILITY and CODE of CONDUCT

passing all courses at the end of the two-week period, he/she shall remain ineligible for the remainder of the quarter.

- d. At the end of the academic year, a student's eligibility for activities in the following year is assessed based on the final grades achieved in courses.
 1. If an appropriate summer school or other course is available, a student with failing grades may apply to the Principal to make up a course for eligibility purposes. Such requests must be made in writing prior to enrolling in the course. The Principal shall consider such requests on a case-by-case basis in consultation with the teacher of the failed course and the student's guidance counselor.

3. Other Athletic Eligibility Requirements

- a. Before a student may participate in co-curricular/extra-curricular activities, he/she must have (a) a signed parent/guardian permission form and (b) a co-curricular/extra-curricular rules acknowledgement form signed by the student and his/her parent/guardian.
- b. Students in 9th and 11th grade must also have documentation of a physical examination within the calendar year and submitted no later than two weeks before the start of preseason. All High School students are required to submit a health questionnaire signed by their parent/guardian each school year.
- c. A student-athlete and his/her parent/guardian must inform the coach in writing prior to a season if the student is on a travel or other sports team during the season. A student may not participate in two school sports in one season. A student may change sports during a season only with the consent of both coaches and the Athletic Administrator.

B. Attendance Expectations

1. Participants are expected to come to school ready to learn on all scheduled school days. Any student who misses any portion of the school day unexcused may not participate in co-curricular or extra-curricular activities that day. In order to participate in a game, practice or other activity, a student must arrive at school (or their school-approved program) no more than 15 minutes after the start of classes and remain in school for the entire day. The only exceptions are for pre-scheduled medical appointments, driver's license tests or other similar appointments.
 - a. The Maine Principals Association requires that student-athletes have regular attendance and actively participate in team practices and competitions.

HIGH SCHOOL CO-CURRICULAR and EXTRA-CURRICULAR ACTIVITIES
ELIGIBILITY and CODE of CONDUCT

2. A student who misses an athletic practice in order to receive extra academic help or make-up work in academic subjects will not be penalized in regard to game playing time status.
3. Any school disciplinary consequence such as detention has priority over co-curricular or extra-curricular activities.
4. Students suspended from school shall not practice, participate, attend or compete in co-curricular or extra-curricular activities during the suspension.

C. Conduct Expectations

1. Students are required to abide by all Board policies, school rules and any additional rules, and/or training guidelines imposed by coaches or advisors. Any additional rules and/or training guidelines must be consistent with Board policies and be approved by the administration.
2. Student use of alcohol, drugs and tobacco is illegal and negatively affects student health, safety and performance. Students participating in co- and extra-curricular activities carry a responsibility to themselves, their fellow students, coaches/advisors, parents and school to set the highest possible example of conduct, sportsmanship and training, which includes avoiding any involvement with alcohol, drugs and tobacco. Therefore, students participating in co-curricular and extra-curricular activities may not engage in the prohibited conduct described in Policy JICH (Student Alcohol, Drug and Tobacco Use) at any time or place from the beginning of the student's first co-curricular or extra-curricular activity of the school year (including pre-season) through the end of the school year (including any tournaments, championships and associated activities).
 - a. A student may self-report a violation of this policy to an administrator within two school days and not forfeit the opportunity to participate in co-curricular or extra-curricular activities. This option is only available once in a student's High School career. A self-report may not be made after the school has received a report of a possible violation. The student must meet with a school social worker or guidance counselor and comply with any action plan developed. If the student fails to comply, the disciplinary consequences below may be imposed.
 - b. The following consequences are in addition to any other consequences imposed for violations of Policy JICH. Consequences carry over to the next season, activity and school year as necessary. Students will be referred to a school social worker or guidance counselor and must comply with any action plan developed or face additional consequences.

HIGH SCHOOL CO-CURRICULAR and EXTRA-CURRICULAR ACTIVITIES ELIGIBILITY and CODE of CONDUCT

Students under team/activity suspension may attend activities or practices, but may not dress or play in a game or other activities of the particular team, club or group.

- First Violation in a School Year

Athletics – Forfeit participation in the next two countable contests if the team has fewer than 10 total contests in a season excluding playoffs, or the next four countable contests if the team has ten or more countable contests in a season, excluding playoffs. If the student is not involved in athletics at the time of the violation or there are not enough contests remaining, this consequence carries over to the next athletic activity in which the student participates.

Other Activities – Forfeit participation in the next two competitions, performances or major activities of the group. If the student is not involved in activities at the time or there are not enough activities remaining, then this consequence carries over to the next activity in which the student participates.

- Second Violation in a School Year

Athletics – Forfeit participation for the remainder of the season and post-season activities. If there are fewer than eight/four countable contests remaining at the time of violation or the student is not involved in athletics at the time, the consequence shall carry over to the next athletic activity in which the student participates.

Other Activities – Forfeit participation in all competitions, performances or major activities of the group for three months. If the student is not involved in activities at the time or there are not enough activities remaining, then this consequence carries over to the next activity in which the student participates.

- Third Violation in a School Year

Forfeit participation in all activities for the remainder of the school year. If the offense occurs within three months of the end of the year, the consequence carries over to the first quarter of the following year (or whenever the next time a student wishes to participate in activities).

Other improper conduct by students at school or out of school, whether or not covered by specific Board policies and school rules (including criminal activity) shall be reviewed by the administration. The administration will determine whether any consequences such as

HIGH SCHOOL CO-CURRICULAR and EXTRA-CURRICULAR ACTIVITIES
ELIGIBILITY and CODE of CONDUCT

suspension from co-curricular or extra-curricular activities and/or forfeiting of leadership positions and/or honors is warranted, based on the facts of the particular case.

3. Students are responsible for all equipment and uniforms issued to them by the school. The cost of replacing damaged or lost equipment/uniforms will be the responsibility of the student. Students may only wear uniforms and use equipment in connection with the activity for which it was issued. Students may not try out for or participate in new activities until all equipment and/or uniforms have been returned or paid for.

Cross Reference: JICH – Student Use of Alcohol, Drugs, Tobacco and Other Prohibited Substances
JICH-R – Student Use of Alcohol, Drugs Tobacco and Other Prohibited Substances Administrative Procedure
JIC – System-wide Student Code of Conduct
JLCA – Sharing Medical Information Between Home and School
JJIBB - Sportsmanship

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