

502 Student Activities

Participation in school activities is a privilege. School activities provide the benefits of promoting additional interests and abilities in the students during their school years and for their lifetimes.

Students who participate in extracurricular activities serve as ambassadors of the ~~school-district~~ **District** throughout the calendar year, whether away from school or at school. Students who wish to have the privilege of participating in extracurricular activities must conduct themselves in accordance with Board policy and must refrain from activities which are illegal, immoral, or do not reflect the ~~Glenwood Schools~~ **District** in a positive manner.

Students who fail to abide by this policy and the rules supporting it may be subject to disciplinary measures outlined in the Code of Good Conduct handbook. The Principal will keep records of violations of the good conduct Policy.

It is the responsibility of the Superintendent to develop requirements for school activities. Students wanting to participate in school activities must meet the requirements set out by the ~~School~~ District for participation in the activity.

*Revised: 07/13/98

*Revised: 08/14/00

*Revised: 10/08/01

*Reviewed: 04/08/02

*Revised: 10/10/05

*Reviewed: 01/15/07

*Revised: 12/13/10

*Reviewed: 10/08/12

*Revised: 12/12/16

*Reviewed: 08/14/17

*Revised: 08/16/18

*First Read: 7/11/22

Good Conduct Code Board Approved 12.12.16

502.11 STUDENT FEES, FINES AND SURCHARGES

Students may be assessed fines, charges or fees for the materials needed in a course, for overdue school materials, for participating in activities or for misuse of school property.

The Superintendent/designee shall inform the Board of the dollar amount to be charged to students or others for charges or fees annually. Parents of students meeting specific financial eligibility standards will be eligible for a waiver of student fees or a reduction of student fees based upon the request of the parent/guardian.

Fines or charges assessed for damage or loss to school property are not fees and will not be waived.

It shall be the responsibility of the Superintendent, in conjunction with the Principal, to develop administrative regulations regarding this policy.

*Adopted: 12/13/10

*Reviewed: 10/08/12

*Reviewed: 8/14/17

*First Read: 7/11/22

502.11F STUDENT FEES WAIVER AND REDUCTION FORM

Dear Parent or Guardian,

If your child(ren) qualify for free or reduced price meals, you may also be eligible for other benefits. One of the benefits is some class fees. (This does not include activity pass fees.) Complete this form and return with your application for free/reduced price meals.

YES, I wish to apply for a waiver of payment of other school fees (not activity pass fees) for my student(s). School personnel may release my student(s) free and reduced-price meal eligibility status to determine eligibility for school fee waivers.

I understand that, if I apply for a waiver of fees, I will be releasing information that will show that I applied for free and reduced-price school meals for my child(ren). I give up my rights to confidentiality for other school fees. This authorization is in effect for one (1) year. I understand that I may revoke this release in writing at any time.

NO, I do not wish to apply for a waiver of payment of other school fees for my student(s).

I certify that I am the parent/guardian of the child(ren) for whom application is being made.

Printed Name of Parent/Guardian

Signature of Parent/Guardian

Date Signed

*Adopted: 12/13/10

*Revised: 10/08/12

*Reviewed: 8/14/17

*First Read: 7/11/22

[Student Fees Waiver and Reduction Form](#)

502.11P STUDENT FEES WAIVER AND REDUCTION PROCEDURES

The Board recognizes that while certain fees charged students are appropriate and authorized, certain students and their families are not financially able to pay the fees. The ~~School~~ District will grant either full waivers, partial waivers or temporary waivers depending upon the circumstances and the student or student's parents' ability to meet the financial criteria.

A. Waivers

1. Full Waivers. A student will be granted a full waiver of fees charged by the ~~School~~ District if the student or student's parents meet the financial eligibility criteria for free meals under the Child Nutrition program (including receiving free or reduced price lunch), Family Investment Program (FIP), Supplemental Security Income (SSI) guidelines or transportation assistance under open enrollment. Students in foster care are also eligible for full waivers.

2. Partial Waivers. A student will be granted a partial waiver of fees charged by the ~~School~~ District if the student or the student's parents meet the financial eligibility criteria for reduced price meals offered under the Child Nutrition program. *(A partial waiver is based on the same percentage as the reduced price meals.)*

3. Temporary Waivers. A student may be eligible for a temporary waiver of fees charged by the District in the event the student's parents are facing financial difficulty. Temporary waivers may be applied for at any time throughout the school year and will not extend beyond the end of the school year.

B. Application. Parents or students eligible for a fee waiver will make an application on the form provided by the ~~School~~ District. Applications may be made at any time but must be renewed annually.

C. Confidentiality. The ~~School~~ District will treat the application and application process as any other student record and student confidentiality and access provisions will be followed.

D. Notice. The ~~School~~ District will annually notify parents and students of the waiver. The following information will be included in the District newsletter:

Students whose families meet the income guidelines for free and reduced price lunch, the Family Investment Program (FIP), Supplemental Security Income (SSI), transportation assistance under open enrollment, or who are in foster care are eligible to have their student fees waived or partially waived. Students whose families are experiencing a temporary financial difficulty may be eligible for a temporary waiver of student fees. Parents or students who believe they may qualify for temporary financial hardship should contact the Principal or his/her designee for a waiver form. This waiver does not carry over from year to year and must be completed annually.

*Revised: 09/16/96

*Reviewed: 01/15/07

*Reviewed: 04/08/02

*Reviewed: 01/15/07

*Revised: 12/13/10
*Reviewed: 10/08/12
*Reviewed: 8/14/17
*First Read: 7/11/22

502.2 STUDENT GOVERNMENT

The student government provides for student activities, serves as a training experience for student leaders, promotes the common good, gives students a share in the management of the school, develops high ideals of personal conduct, acts as a clearinghouse for student activities, seeks to interest students in ~~School~~ District affairs and helps solve problems that may arise.

The function of student government shall be to provide a channel of communication between students and the professional staff of the District.

*Reviewed: 04/08/02

*Reviewed: 01/15/07

*Revised: 12/13/10

*Reviewed: 10/08/12

*Reviewed: 8/14/17

*First Reads: 7/11/22

502.3 STUDENT PUBLICATIONS

STUDENT PUBLICATIONS

Students may produce official school publications as part of the curriculum under the supervision of a faculty advisor and the Principal. Official school publications include material produced in the journalism, newspaper, yearbook or writing classes and distributed to the student body either free or for a fee.

Any expressions made by students in the exercise of free speech, including student expression in official school publications, is not an expression of official school policy. The District, the Board, and the District employees or officials are not liable in any civil or criminal action for any student expression made or published by students, unless the District employees or officials have interfered with or altered the content of the student speech or expression.

Official school publications are free from prior restraint by District employees or officials except as provided by law. A faculty advisor shall supervise student writers to maintain professional standards of English and journalism and to comply with the law including, but not limited to, the restrictions against unlawful speech. The production of official school publications shall be guided by the law and by the ethical standards adopted by professional associations of societies of journalism.

Persons, other than students, who believe they have been aggrieved by student expression in a student-produced official school publication will follow the grievance procedure outlined in this policy manual. Students who believe their freedom of expression in a student-produced official school publication has been restricted will follow the grievance procedure outlined in this policy manual.

Non-school-sponsored publications are subject to the same standards listed. The administration may prohibit the distribution of such publications, unless the students submit a copy for administrative review and approval.

The Superintendent is responsible for developing a student publications code. This code will include, but not be limited to, reasonable rules including time, place, and manner of restrictions. The Superintendent will also be responsible for distributing this policy and the student publications code to the students and their parents.

*Revised: 01/10/94

*Reviewed: 04/08/02

*Reviewed: 01/15/07

*Revised: 12/13/10

*Reviewed: 10/08/12

*Revised 11/13/17

First Reads: 7/11/22

502.3R STUDENT PUBLICATIONS REGULATIONS

STUDENT PUBLICATIONS REGULATIONS

A. Official School Publications

1. An "official school publication" is material produced by students in the journalism, newspaper, yearbook or writing classes and distributed to students either free or for a fee.

B. Expression in an Official School Publication

1. No student will express, publish or distribute in an official school publication material which is:
 - a. Obscene;
 - b. libelous;
 - c. slanderous; or
 - d. encourages students to:
 - i. commit unlawful acts;
 - ii. violate school rules;
 - iii. cause the material and substantial disruption of the orderly and efficient operation of the school or school activity;
 - iv. disrupt or interfere with the education program;
 - v. interrupt the maintenance of a disciplined atmosphere; or
 - vi. infringe on the rights of others.
2. Official school publications are produced under the supervision of a faculty advisor.

C. Responsibilities of Students

1. Students writing or editing official school publications will assign and edit the news, editorial, and feature contents of the official school publications subject to the limitations of the student publications code and the law.
2. Students will strive to achieve professional standards of accuracy, fairness, objectivity, and thoroughness in each and every aspect of official school publications.
3. Students will strive to achieve professional standards of grammar, usage, punctuation, and spelling for clarity and accuracy of official school publications.

D. Responsibilities of Faculty Advisors

1. Faculty advisors will supervise student writers to maintain professional standards of English and journalism and to comply with the law including, but not limited to, the restrictions against unlawful speech.

E. Liability

1. Student expression in an official school publication will not be deemed to be an expression of the ~~School~~ District. The ~~School~~ District, the Board, and the employees or officials are not liable in any civil or criminal action for any student expression made or published by students unless the

employees or officials have interfered with or altered the content of the student expression. The liability, if any, is only to the extent of interference or alteration of the speech or expression.

F. Appeal Procedure

1. Students who believe they have been unreasonably restricted in their exercise of expression in an official student publication will seek review of the decision through the student grievance procedure (found in policy 104.1R1).
2. Persons who believe they have been aggrieved by a student-produced official student publication will file their complaint through the citizen grievance procedure.

G. Time, Place and Manner of Restrictions on Official School Publications

1. Official student publications may be distributed in a reasonable manner on or off school premises.
2. Distribution in a reasonable manner will not encourage students to:
 - a. commit unlawful acts;
 - b. violate school rules;
 - c. cause the material and substantial disruption of the orderly and efficient operation of the school or school activity;
 - d. disrupt or interfere with the education program;
 - e. interrupt the maintenance of a disciplined atmosphere; or
 - f. infringe on the rights of others.

*Adopted: 12/13/10

*Reviewed: 10/08/12

*Revised 11/13/17

*First Read: 7/11/22

502.4 STUDENT SOCIAL EVENTS

All social events shall be under the control and supervision of school personnel. Approval for an event shall be secured from the Principal of the building involved before any public announcement is made. Hours, behavior, and activities related to social events shall be reasonable and proper as determined by the administration. Only those students who can be expected to recognize the authority and responsibility of the school personnel shall be permitted to attend social functions.

*Revised: 01/10/94

*Reviewed: 04/08/02

*Reviewed: 01/15/07

*Reviewed: 12/13/10

*Reviewed: 10/08/12

*Reviewed: 8/14/17

*First Read: 7/11/22

502.5 STUDENT INTERSCHOLASTIC ACTIVITIES

Students may participate in interscholastic activities, including contests or competitions, that are sponsored or administered by organizations registered with the Iowa Department of Education. The governing organizations shall prescribe and implement eligibility requirements for students participating in contests or competitions as prescribed by state guidelines.

The Board of this ~~School~~ District may make any additional good conduct rules not in conflict with those of the governing organization. The Board may suspend eligibility for violation of school rules established for the orderly governance of the school.

*Reviewed: 04/08/02

*Reviewed: 01/15/07

*Revised: 12/13/10

*Reviewed: 10/08/12

*Reviewed: 08/14/17

*First Read: 7/11/22

502.6 STUDENT PARTICIPATION IN NON-SCHOOL SPONSORED ACTIVITIES

All high school students wishing to participate as an individual or team member in a non-school activity during a concurrent school-sponsored season for the same activity will be allowed to do so provided they have written permission from the head coach in that activity and the Activities Director. Participation in the non-school event may result in a loss of practice time or games being missed with the District's school-sponsored team.

Before any student participates in a non-school event, they must have a waiver signed by the student, parents of the student, and head coach and filed with the Activities Director indicating they will be participating on the non-school team. They must also give the head coach of that activity a schedule of practices and games that will take place with the non-school team. These waivers will be available from any head coach or the Activities Director.

If a student does not receive written permission from the coach and Activities Director, it will be a violation of this policy with the following consequences:

1. First Offense: Two contests in that sport after returning from the non-school team. In the event there are not two contests remaining in the season, the ineligibility will be enforced the following year during that sport.
2. Second Offense: One third of the scheduled contests in that sport after returning from the non-school team. In the event there are not one-third of the contests remaining in the season, the ineligibility will be enforced the following year during that sport.
3. Third Offense: Termination for participation in that sport for the remainder of the student's high school career.

Once the determination of a violation has occurred the student, parent, head coach of that activity, and the Activities Director will meet to discuss the violation and determine the length of the ineligibility.

This does not affect students from participating in another activity during a given season, for example, playing basketball during volleyball season.

*Adopted: 12/10/07

*Revised: 12/13/10

*Revised: 04/04/16

*Reviewed: 8/14/17

*First Read: 7/11/22

502.7 - NON-SCHOOL SPONSORED STUDENT ORGANIZATIONS

Secondary school student curriculum-related groups/organizations and student-initiated non-curriculum-related groups/organizations, upon receiving permission from the Principal, may use school facilities for group meetings during non-instructional time. Secondary school student curriculum-related groups/organizations and student-initiated non-curriculum-related groups/organizations are not eligible to use school transportation.

Non-instructional time will mean any time before the first period of the day and after the last period of the day in which any student attends class. Meetings will not interfere with the orderly conduct of the education program or other ~~School~~ District operations. It is within the discretion of the Principal to determine whether the meetings will interfere with the orderly conduct of the education program or other ~~School~~ District operations. Activities relating to any part of the education program will have priority over the activities of another organization.

Curriculum-Related Groups/Organizations

It will be the responsibility of the Principal to determine whether a student group/organization is curriculum-related. One or more of the following questions will be answered affirmatively if the group/organization is curriculum-related:

- Is the subject matter of the group/organization actually taught in a regularly offered course?
- Will the subject matter of the group/organization soon be taught in a regularly offered course?
- Does the subject matter of the group/organization concern the body of courses as a whole?
- Is participation in the group/organization required for a particular course?
- Does participation in the group/organization result in academic credit?

Secondary school curriculum-related student group/organizations, may use the ~~School~~ District facilities for meetings and other purposes before and after the instructional school day. Employees will be assigned to monitor approved meetings and may interact with curriculum-related groups/organizations.

Non-Curriculum-Related Groups/Organizations.

Student-initiated non-curriculum-related groups/organizations are provided access to meeting space and ~~school-district~~ **District** facilities.

Only students may attend and participate in meetings of non-curriculum-related groups/organizations. Such attendance is strictly voluntary and student-initiated. As a means of determining whether a student's attendance is voluntary, the Principal may require parental consent for the student to attend the meetings. Employees will be assigned to monitor approved meetings.

Employees will not participate in the meeting or assist in planning, criticizing, or encouraging attendance. Only students may be involved in and attend the non-curriculum group/or group/organization's meetings.

*Revised: 01/10/94

*Reviewed: 04/08/02

*Reviewed: 01/15/07

*Revised: 12/13/10
*Reviewed: 10/08/12
*Reviewed: 8/14/17
*Revised: 09/17/18
*First Read: 7/11/22

502.8 STUDENT ATTENDANCE AT EVENTS OUTSIDE OF SCHOOL

Events in which students participate during school hours or as representatives of the school at places outside of the school must be sponsored and supervised by school personnel. Rules of behavior shall be the same as for any in-school activity or event.

The District has no control or responsibility for any school child when the child is in the custody and control of his parents/guardians or other agencies.

*Revised: 01/10/94

*Reviewed: 04/08/02

*Reviewed: 01/15/07

*Revised: 12/13/10

*Reviewed: 10/08/12

*Reviewed: 8/14/17

*First Read: 7/11/22

502.9 STUDENT HONORS AND AWARDS

Any regularly enrolled student may be considered for honors or awards granted by the school. Qualifications for such awards shall be established by school personnel who have been given that responsibility by the Superintendent or the building Principal.

*Revised: 01/10/94

*Reviewed: 04/08/02

*Reviewed: 01/15/07

*Reviewed: 12/13/10

*Reviewed: 10/08/12

*Reviewed: 8/14/17

*First Read: 7/11/22

402.2 SUBSTITUTES FOR LICENSED PERSONNEL

The Board recognizes the need for substitute teachers. Substitute teachers shall be licensed to teach in Iowa. It shall be the responsibility of the Central Office to maintain a list of substitute teachers who may be called upon to replace regular contract licensed employees. Individuals whose names do not appear on this list will not be employed as a substitute without specific approval of the superintendent. It shall be the responsibility of the Central Office to fill absences with substitute teachers immediately.

Personnel serving on a substitute or temporary basis in the District shall be licensed. Efforts shall be made to fill temporary positions with substitutes who have qualifications at least equal to that of regular contract personnel. When such persons are not available, the employment of personnel who are properly licensed is authorized on a purely substitute or temporary basis.

Definition:

1. A substitute teacher serves on a temporary basis (generally less than 35 school days) in the District.
2. A Long Term Substitute serves on a contracted basis for a period of time generally in excess of 20 consecutive school days in the same assignment.
3. An Authorized Substitute serves on a contracted basis for no more than five days within the same assignment.

Substitute Teachers:

1. Personnel serving on a substitute basis in the school shall possess certification from the State Department of Education and/or substitute teacher class four. A baccalaureate degree and teaching experience are preferred.
2. Properly certified substitutes shall be paid at a daily rate of ~~.00445~~ **.00225** of the B.A. (Bachelor of Arts) base (per 8 hour day).
3. On the 11th consecutive school day that a substitute serves in the same assignment, the per diem rate shall increase to ~~.0049~~ **.00245** of the B.A. base.

Long Term Substitutes: A Long Term Substitute may be contracted to serve in the place of a regular teacher who anticipates a prolonged absence due to a temporary disability or other reason. Long Term Substitutes will be compensated on a per diem basis commensurate with the B.A. base beginning on the school date that the district receives official notification of an employee's intent to be placed on temporary disability or leave. The Superintendent shall have discretion to determine the specific date of placement on the salary schedule in the employment of any Long Term Substitute.

NOTE: All substitute pay rates will be computed and paid to the nearest whole dollar.

*Revised 7/12/99
*Reviewed: 05/13/02
*Revised: 12/11/06
*Revised: 12/13/10
*Reviewed: 01/09/12
*Revised: 04/09/12
*Revised: 01/09/17
*Revised: 06/11/17
*Revised: 01/10/22
First Read: 7/11/22