
WE ARE BOERNE

2023 2024

EXTRACURRICULAR HANDBOOK

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Boerne ISD 2023-2024
Extracurricular Handbook
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Definition of Extracurricular Activity



An extracurricular activity is an activity sponsored by the UIL, a board, or an organization sanctioned by board resolution. The activity is not necessarily directly related to instruction of the essential knowledge and skills but may have an indirect relation to some areas of the curriculum.

Extracurricular activities include, but are not limited to, public performances, contests, demonstrations, displays, and club activities. In addition, an activity is subject to this policy if any one of the following criteria applies:

1. The activity is competitive.
2. The activity is held in conjunction with another activity that is considered extracurricular.
3. The activity is held off-campus, except in a case in which adequate facilities do not exist on campus.
4. The general public is invited; or
5. An admission is charged.

EXCEPTION — PUBLIC PERFORMANCES

A student who is ineligible to participate in an extracurricular activity, but who is enrolled in a state-approved course that requires demonstration of the mastery of the essential knowledge and skills in a public performance, may participate in the performance only if:

1. The general public is invited; and
2. The requirement that the student participate in public is stated in the essential knowledge and skills of the course.
3. A student ineligible to participate in an extracurricular activity, but who is enrolled in a state-approved music course that participates in UIL Concert and Sightreading Evaluation, may perform with the ensemble during the UIL evaluation performance.

For the purposes of this document, any events that meet the above exception will be designated as co-curricular and this code of conduct will not apply.

Expectations for Extracurricular Activity Participants

Extracurricular activities promote self-discipline, responsibility, leadership, teamwork, self-confidence, commitment, and student wellness. They enhance and enrich curricular educational offerings. These activities offer participants the opportunity to be leaders and role models on campus and in the community. They enable participants to represent the School District in a positive manner.

Participants in extracurricular activities are representatives of the School District and must conduct themselves in a manner that reflects positively on the School District at all times. Specifically, they must:

- Maintain an average of 70% or better in all academic courses, except as provided in District policy FM (Legal);
- Be punctual and prepared for all games, practices, meetings, performances, camps, and/or other scheduled events related to an extracurricular activity.
- Treat all school property with respect and ensure that school property is returned upon request and in good condition (excluding reasonable wear and tear).
- Abide by the District's dress and grooming standards for students as well as any dress and grooming standards applicable to the specific extracurricular activity.
- Comply with UIL rules, including those related to random steroid testing, if applicable.
- Be courteous and respectful toward all fellow participants, school faculty and staff members, spectators, parents, and officials, whether from Boerne ISD or from any other school district.
- Provide 24 hours advance written notice to the coach or sponsor of an activity if they are unable to attend a game, practice, meeting, performance, and/or other scheduled event related to the extracurricular activity;
- Comply with and adhere to the behavioral standards identified in the District's Student Code of Conduct.



Who Does the Extracurricular Handbook Apply To?

Any student who participates in one or more extracurricular activities is subject to the Extracurricular Handbook and the Extracurricular Code of Conduct contained within. A student is subject to the Extracurricular Handbook and the Extracurricular Code of Conduct from the time he/she is selected for, elected to, or otherwise joins an extracurricular activity and continues to be subject to the Extracurricular Handbook and the Extracurricular Code of Conduct from that point forward unless or until the student no longer participates in extracurricular activities.

Communication Guidance

Individual programs may create and distribute program handbooks that provide additional information that is specific to their program. Parents are highly encouraged to attend informational meetings held by coaches or program sponsors.

Complaints/Concerns

Concerns should be brought forward in a timely manner. Parents or students should bring any concerns forward within 15 school days of when they first became aware of the concern. The concern may be dismissed if it is considered untimely. FNG(LOCAL)

If a student or parent has a concern related to their student's participation in an extracurricular activity, there is a proper chain of command to follow:

- Visit with the head sponsor/coach of the sport or campus program director or program lead
- Conferences will be held during the staff member's school conference period and NOT at, before, or after an event.
- Arrange a conference with the Campus Athletic Coordinator (Athletics) or Department Chair (Non-Athletics)
- Arrange a conference with the High School Principal or Middle School Principal
- Arrange a conference with the District Athletic Director (Athletics) or appropriate District Director (Non-Athletics)

Be respectful, honest, and direct at all times. By following the proper channels most problems and conflicts will be resolved in a satisfactory and timely manner.

Eligibility

Academic Eligibility

To be eligible to participate in extracurricular activities, students must meet all standards set forth by the Texas Education Agency, UIL, and local board policies. The following requirements apply to all extracurricular activities:

A student shall be suspended from participation in any extracurricular activity sponsored or sanctioned by a district or the UIL after a grade evaluation period in which the student received a grade lower than the equivalent of 70 on a scale of 100 in any academic class other than a course described in Board Policy FM(Legal) as an Exempt Courses. Education Code 33.081

Length of Suspension: A suspension continues for at least three school weeks and is not removed during the school year until the conditions of Reinstatement, described below, are met. A suspension shall not last beyond the end of a school year.

Students with Disabilities: In the case of a student with a disability that significantly interferes with the student's ability to meet regular academic standards, suspension must be based on the student's failure to meet the requirements of the student's individualized education program (IEP). The determination of whether the disability substantially interferes with the student's ability to meet the requirements of the student's IEP must be made by the admission, review, and dismissal (ARD) committee. For the purposes of this provision, "student with a disability" means a student who is eligible for a district's special education program under Education Code 29.003(b).

Practice or Rehearsal: A student suspended under Education Code 33.081 may practice or rehearse with other students for an extracurricular activity but may not participate in a competition or other public performance.



Reinstatement: Until the suspension is removed, or the school year ends, a district shall review the grades of a student at the end of each three-week period following the date on which the suspension began. At the time of a review, the suspension is removed if the student's grade in each class, other than a course described in Board Policy FM (Legal) as an Exempt Course, is equal to or greater than the equivalent of 70 on a scale of 100. The principal and each of the student's teachers shall make the determination concerning the student's grades. Education Code 33.081(d)

DAEP

Students placed in DAEP are ineligible to participate in or attend extracurricular activities pursuant to Texas Education Code 37.006 (g).

High School Choice BISD

This "High School Choice" process allows high school students who live within the Boerne Independent School District boundaries to attend any of our BISD high schools.



UIL Implications for Varsity Athletics IMPORTANT: Any BISD student that did not attend one of the BISD High Schools at First Choice as a freshman or is planning on switching schools in grades 10-12 is subject by UIL to complete a 365-day wait period which regulates them to only Sub Varsity eligibility during this time frame.

Equipment/Supplies/Materials

Any district equipment issued to a student is the financial responsibility of the student and for the student's use while participating in a school-related activity/organization. Students must care for district equipment as if it were their own. Equipment must be properly stored, in the proper location, and shall be kept clean and maintained. Students who lose or damage district equipment due to negligence will be required to pay for the cost of replacement. All district equipment must be returned at the end of the school year as directed by the sponsor or coach. Individually owned equipment is the sole responsibility of the student; BISD will not be responsible for any loss or damage that occurs to student-owned equipment.

If uniforms are required for an activity/organization, the student shall be required to ensure the uniform is worn at appropriate times and is neat and clean for the practice, performance, or competition.

Extracurricular Code of Conduct

Because participation in extracurricular activities is a privilege and not a right, BISD is authorized to set higher standards for participants of extracurricular activities than it would for those students who choose not to participate in these activities. Therefore, this Extracurricular Code of Conduct extends beyond the BISD Student Code of Conduct not only in types of behavior prohibited but also in corresponding consequences and jurisdiction for imposing discipline. In case of a conflict between this Code and the activity or sport-specific campus handbook, this Code will prevail.

This Extracurricular Code of Conduct will be enforced with all students grades 6th – 12th participating in extracurricular activities regardless of:

- Whether school is in session.
- Whether the student is directly involved with the extracurricular activity at the time the prohibited conduct occurs.
- Whether the extracurricular activity is in-season.
- Where or when the conduct occurs.

It is possible that a student who violates the BISD Student Code of Conduct will incur consequences from both the appropriate school administrator and from his or her coach or sponsor for the same particular violation. It is also possible that a student participating in extracurricular activities could violate the BISD Extracurricular Code of Conduct and be subject to discipline by a coach or sponsor without having violated the BISD Student Code of Conduct.

General Expectations for Student Conduct

In order to promote safety and a positive educational experience for all students, the district expects students who participate in extracurricular activities to adhere to seven basic standards of conduct:

1. Exercise self-control, self-respect, and self-discipline
2. Demonstrate a positive attitude.
3. Be courteous and respectful toward all fellow participants, school faculty and staff members, spectators, parents, and officials, whether from Boerne ISD or from any other school district.
4. Respect school property.
5. Support the learning process.
6. Adhere to rules, and
7. Promote a safe environment.

The Extracurricular Code of Conduct cannot address each and every possible act of student misbehavior. To that end, the district retains discretion to address student misconduct that is inconsistent with these seven standards even if the conduct in question is not specifically included in the Extracurricular Code of Conduct.





Loss of Privilege (Deferred Adjudication, Probation, Felony or Class A Misdemeanor): A student in grades 6 through 12 will lose the privilege of participation in extracurricular activities during any period of deferred adjudication or probation. A student in grades 6 through 12 shall lose the privilege of participation in extracurricular activities during any period they are:

- Under indictment for a felony; or
- Awaiting a final determination of guilt or innocence in connection with either a felony or any offense punishable as a Class A Misdemeanor, whether the felony or offense was committed on or off campus.

Loss of Privilege (Selling or Delivering): Selling or delivering marijuana, alcohol, a controlled substance, a dangerous drug, abusable glue, aerosol paint, or any other mood-changing, mind altering, or behavior-affecting drug is strictly prohibited and will result in a student's elimination from further participation in all extracurricular activities for:

- First offense, one calendar year
- Second offense, remainder of the student's school career.

Loss of Privilege (Suspension, DAEP, and Expulsion): A student in grades 6 through 12 shall lose the privilege of participation in extracurricular activities during any period of suspension, placement in Disciplinary Alternative Education Program (DAEP), or Expulsion.

Loss of Privilege (Possession or Use of Prohibited Items): A student in grades 6 through 12 who consumes, uses, or possess alcohol or other illegal drugs in any form including tobacco, electronic cigarettes or other vaping devices and/or paraphernalia, shall lose the privilege of participation in extracurricular activities for:

- First offense: The student shall be suspended from competition in extracurricular activities for 21 calendar days if the offense occurs during the season for that activity. The student shall not be permitted to participate in practices or other activities associated with the extracurricular activity. If the offense occurs out of season, 21 hours of community service must be performed within 30 days in order to establish eligibility for next season. No in season participation shall begin until all community service hours have been completed. If the 21-hour community service requirement is not satisfactorily fulfilled, the student shall be suspended from competition for 21 calendar days when the season begins. The authenticity of the community service shall be verified by the campus administration.

- Second offense: The student shall be suspended from participating in extracurricular activities for 42 calendar days from the date the penalty is imposed. In addition, the student must perform 30 hours of community service during that suspension period.
- Third offense: The student shall be excluded from participation in all extracurricular activities for one calendar year with subsequent reinstatement subject to approval by the principal.

It is the intent of this policy that all penalties, sanctions, suspensions, and removals shall be imposed only upon notice and after due process has been afforded the student. Nothing in this policy shall exclude or limit a coach, director or sponsor from documenting and addressing breaches of sportsmanship and team rules by imposing disciplinary consequences that are determined within each program. Repeated such violations may lead to dismissal from the program.

Lettering

Each sport or program may have its own specific criteria for lettering. These criteria should be communicated prior to the beginning of each competition season. In order to letter in a program or sport, a student must meet the criteria for the program or sport.

Limits on Practice and Performance

Limitations on practice, rehearsal, and student participation during the school week shall be as follows:

1. For any given extracurricular activity, a student may not participate in more than one activity per school week, excluding holidays, except as provided in item 2, below.
2. A student may also participate in a tournament or post-district contest, as well as a contest postponed by weather or public disaster that may determine advancement to a post-district level of competition.
3. For each extracurricular activity, a district must limit students to a maximum of eight hours of practice and rehearsal outside the school day per school week.
4. The district will avoid scheduling extracurricular activities or public performances on the day or evening immediately preceding the day on which the statewide student assessment program is scheduled for grades 3–11.

19 TAC 76.1001(d); Education Code 33.081(a)



Limitations on practice and rehearsal during the school day shall be as follows:

1. A district must limit a student to one period of practice during the regularly scheduled school day for practice of extracurricular activities, such as athletics, drill team, or cheerleading.
2. The limit in item 1 does not prohibit a student from enrolling in any state-approved class. A student who is enrolled in a state-approved class that includes essential knowledge and skills that relate to the preparation for an extracurricular activity may practice that extracurricular activity for no more than one period during the school day.
3. A student may not be permitted to miss a scheduled academic class to practice for an unrelated extracurricular activity.
4. A district must limit extracurricular practice during the school day to ensure that class periods for extracurricular practice do not exceed the time allotted for other class periods.
5. Regardless of the schedule type in place (traditional or nontraditional), a school may elect to practice extracurricular activities daily, provided the total minutes allowed for the extracurricular practice is not greater than 300 minutes during the school week.

19 TAC 76.1001(e); Education Code 33.081(a)

Participation Requirements (Required Forms)

Athletic Forms

The forms listed below MUST be on file with the coaches before the student may participate in practices, scrimmages, or games.

- Physicals (must be signed and completed by a physician)
- Steroid Acknowledgement
- General UIL Rules and Extra Curricular Code
- Cardiac Arrest
- Concussion Acknowledgement

Fine Arts Forms

Marching Band and Dance participants must have before the student may participate in practices, performances, or games.

- Physicals (must be signed and completed by a physician)
- General UIL Rules and Extra Curricular Code

Quitting Athletic Programs

There will be times when an athlete finds it necessary to quit playing a sport before, during, or after the season. The following should be followed in order to quit a sport:

- The athlete should talk to the coach.
- The coach should have a phone conversation or face-to-face meetings with the parent or guardian.
- The student may need to be placed into a Physical Education class in order to complete the credit begun in athletics or stay in the athletic period until such time as a schedule change can occur, which could be the next semester.
- All equipment issued must be returned or paid for.
- It shall be the coach's decision whether to allow that student to return to the sport in the future.
- An athlete shall not join another sport until the end of the season of the sport he/she has quit unless mutually agreed upon by the two coaches involved.

Scheduling Conflicts

While a broad range of experiences is beneficial, the student that attempts to participate in several extra-curricular activities will undoubtedly be in a position of conflict in obligations. Every attempt will be made on behalf of the school to accommodate the student and allow them to participate at every event possible. Should a conflict occur between two UIL activities, the activity that ranks higher under UIL will take priority (the level of the UIL competition will be considered here -regular season, regional, competition, area competition, etc.). Should a conflict occur with equal ranking events, then the sponsors/coaches will try to work out a mutual agreement. If no agreement can be made, the extra-curricular committee will meet with the sponsors/coaches and determine what event will take precedence. Once the decision has been made the student will not be penalized in any form or fashion. An activity in season will always take precedence over a new beginning activity.



Selection

Assignment or enrollment in a class does not ensure that any particular student will be selected for participation in the corresponding extracurricular activity/organization. Selection procedures shall be developed by the coach or sponsor in conjunction with rules and/or guidelines as applicable and communicated to interested students. Our desire is to see as many students as possible participate in extracurricular activities without unbalancing the integrity of the activity. Time, space, facilities, equipment, and other factors will place limitations on the size of the student groups.

Travel

All students are required to ride the school's transportation to and from the scheduled activity, unless they have completed and submitted a district travel release form that has been signed by their parent or guardian. When students miss class because of a school-sponsored event, it is the responsibility of the student to communicate with the teacher and to fulfill their academic responsibilities. Sponsors/coaches will communicate with school administration and teachers in advance of student absences.

Volunteers

Parents and community members seeking to volunteer to support BISD extracurricular activities need to successfully complete the District Volunteer Application and District Background Check.

The District Volunteer Application can be found at boerneisd.net/volunteer.

Weather Guidelines for Outdoor Events

There will be times where outdoor school sponsored events may need to be adjusted, delayed, rescheduled, or canceled due to weather related events such as lightning, excessive heat, excessive cold, etc.

