

Instruction

Student Activities

The student activity program, both extra and co-curricular is an integral part of the total educational offering for the Putnam Public Schools. As such, it is subject to the same administrative controls as other educational programs. All school sponsored activities involving students are to be conducted within the letter and spirit of rules and regulations addressing appropriate behavior and ethics. Relationships involving student activities within the school, with other schools and within the school community are to be conducted in a manner demonstrating respect for persons and property.

All student groups shall have equal access to the school media, including the public address system, the school newspaper, the school bulletin boards, and school website.

Policy adopted: January 17, 2012

PUTNAM PUBLIC SCHOOLS
Putnam, Connecticut

Instruction

Student Activities

All student activities shall meet the following guidelines:

1. They shall be open and available to all students provided that a student shall meet any prerequisites that may be established for such activity.
2. They shall relate generally to the school program and not interfere with school operation.
3. Students in each activity, with certain exceptions, shall be required, after consultation with the Principal, to select a faculty sponsor subject to acceptance by the faculty member and approval of the Principal.
4. Students in approved* clubs and activities have the right to use school facilities and equipment at times and places in accordance with the school activities program.

*(Approved club is one which meets guideline C.)

5. Student governments including student council shall have the right to meet during a class period at least once a month as well as after school.
6. Expression of oral or written student opinions shall be encouraged, but it may not be utilized to present material which:
 - a. Will cause, or would reasonably lead the Principal to believe will cause substantial disruptions of or material interference with school activities and/or programs.
 - b. Endanger the health or safety of students.
 - c. Advocates the commission of a criminal act or in a criminal act as defined by the Criminal Code of the United States, the State of Connecticut or the Town of Putnam.
 - d. Is libelous or slanderous.
 - e. Is obscene in that the average person applying community standards would find that it, taken as a whole, appeals to prurient interest in sex or is patently offensive to prevailing standards with respect to what is suitable for students or is without redeeming social importance for students.

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Student Activities (continued)

Distribution of Literature

The student government shall co-ordinate distribution or display of literature by students enrolled at the schools which meet the above guidelines provided the materials also bear the name of the sponsoring individual(s) and are not sold on school property. The Principal or his/her designee, in consultation with the student government, shall determine adherence or non-adherence to these guidelines and shall designate a reasonable time, place and manner for distribution and/or display of such materials.

No material shall be distributed or displayed until it has been reviewed by the Principal or his/her designee, with the advice of the student government. The Principal or his/her designee shall prohibit the distribution or display of any material which violates these guidelines.

Any student who does not agree with the Principal's decision may appeal the matter in writing to the Superintendent of Schools. The Superintendent must make his decision within ten (10) school days after receipt of an appeal. If he/she fails to do so the distribution or display of the materials may proceed.

Distribution of literature, announcements, posters, bulletins and communications by individuals not directly connected with the schools, including students not currently enrolled in the school shall not be permitted without the express written approval of the Principal or his/her designee.

Legal Reference: Equal Access Act

Westside Community Board of Education V. Mergens

Regulation approved: January 17, 2012

PUTNAM PUBLIC SCHOOLS
Putnam, Connecticut

Instruction

Interscholastic Athletics

The Board of Education believes individual students will benefit from opportunities to grow physically and intellectually through experiences that provide the opportunity for self-discipline and team efforts made possible through competitive interschool team and individual sports activities.

District participation in interscholastic athletics shall be subject to approval by the Board. This shall include approval of membership in any leagues, associations or conferences of rules for student participation and of annual sports schedules.

It is the policy of the Board to provide to students interscholastic athletic competition in a variety of sports. Students shall be allowed to participate in individual sports on the basis of their physical condition and desire. Qualified personnel shall be provided for coaching and supervising individual sports.

Students with disabilities, possessing the required level of skill or ability to participate in a competitive program or activity, shall be afforded an equal opportunity to participate in extracurricular activities, which include club, intramural or interscholastic athletics. The District shall make reasonable modifications and provide those aids and services that are necessary to afford a "qualified" disabled student the opportunity to participate in extracurricular athletics, unless it results in a fundamental alteration to the District's program. The District will consider whether safe participation by a disabled student can be assured through reasonable modifications or the provision of aids and services.

The District may create additional opportunities for students with disabilities who cannot participate in the existing extracurricular athletics program, even with reasonable modifications or aids and services, in order to afford such students an equal opportunity to receive the benefits of extracurricular athletics.

Each student who chooses to participate in an interscholastic athletic program is required to have on file, in the offices of the Building Administrator and the Athletic Director, a Certificate of Consent which is signed by the parent or legal guardian. No student may start practice for any athletic team until he or she has been examined and approved by a medical doctor. This Certificate of Consent shall be in effect for each student for each sports season.

Eligibility to participate in interscholastic athletics is limited to the first eight semesters that a student is enrolled at Putnam High School. The seventh and eighth semesters must be consecutive.

The purpose of school athletics is both educational and recreational. The athletic program should encourage participation by as many students as possible and should be carried on with the best interests of the participants as the prime consideration. Participation should be without unreasonable interference with other obligations in the school, community and home.

Instruction

Interscholastic Athletics (continued)

It is recognized that a well-organized and well-conducted athletic program is a potent factor in the morale of a student body and an important phase of good community-school relations.

Every possible effort shall be made to offer equal opportunities for both sexes in sports and activities which shall include life sports that a student can carry through adulthood.

Legal Reference: Connecticut General Statutes

10-149 Qualifications for coaches of intramural and interscholastic athletics.

Stratton, P.P.A. v St. Joseph's High School, Bridgeport Superior Court, June 4, 1986 (12 CLT 26) 9/87.

U.S. Department of Education, Office for Civil Rights, "Dear Colleague Letter", 113 LRP 3326 (OCR 1/25/13)

Policy adopted: January 17, 2012
Policy revised: May 20, 2014

PUTNAM PUBLIC SCHOOLS
Putnam, Connecticut

Instruction

Interscholastic Athletic Rules

1. During an athlete's season, for possession, use or being in a situation where drugs or alcohol are present, the penalty will result in an immediate 10 day suspension from game activities and loss of practice time that covers the suspended period. A second offense, at any time during high school, will result in dismissal from all athletics for 365 calendar days. The penalty for a third offense at any time will result in an additional 365 days from athletic competition at Putnam High School. For sale of drugs or alcohol, the penalty will be a permanent ban from athletic competition at Putnam High School.
2. For poor and/or uncooperative attitude or behavior (unsportsmanship), suspension from team for one game minimum, dismissal for season maximum at the discretion of the coach.
3. For tampering with any other person's personal property, locker and contents, etc. (stealing), immediate dismissal.
4. For wanton destruction of property, an athlete must pay for damages and suspension from the team for one game to entire season (must remain suspended until restitution is made). One to ten days suspension from school and possible expulsion may also be considered.
5. For smoking cigarettes, cigar, pipe and any other inhaled substance deemed harmful to an athlete suspension for one game to entire season from team and other consequences as directed in the Student Handbook.
6. For chewing tobacco, the possibility of internal injury due to inhaling or swallowing this product brought on by contact, and due to expert determination, this is deemed dangerous to one's health. Suspension from one game to entire season from team and as directed in the Student Handbook.
7. For tardiness and absenteeism from practice or game, suspension from one game to entire season (case situation) at the coach's discretion.
8. Indecent exposure at practice, at games, etc., will result in immediate removal from related event or sport for the year.
9. Fighting at practice, at games, in locker rooms, etc. see student discipline code and possible removal from team at coach's discretion.
10. Rowdy behavior at any time is unbecoming of a Putnam athlete. One game to entire season suspension from team.

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Interscholastic Athletic Rules (continued)

11. For not conforming to team's dress code at home or on the athletic road, discipline at discretion of the coach.
12. For threatening and/or intimidating a coach, or official, etc. immediate dismissal. Other actions as stated in the Student Handbook.
13. For forging information, one game to entire season from team and other actions as stated in the Student Handbook.
14. All Putnam athletes will also adhere to their school rules, the CIAC rules and any other team rules that their coach, the administration and their team feel are in the best interest of the athlete. One game to entire season suspension from the team for non-compliance.
15. Unauthorized leaving of campus on the day of the game will result in an automatic suspension from that day's game or meet. If Friday is the day of the violation, the penalty will be applied for the weekend.

All athletes participating in interscholastic athletics are expected to adhere to the student athletic code. This also applies to cheerleaders.

Coaches' Authority

Coaches of each sport may establish any specific rules and regulations they feel are proper for the conduct of students in their sport. In general, and depending on circumstances, coaches will discipline students for failure to follow these rules and regulations and for failure to follow any specific team rules not included in the general rules and regulations.

Attendance

Attendance shall be required at all practices and games unless previously excused by the coach. Students missing more than the CIAC minimum of four (4) courses and gym due to tardiness or dismissal will be ineligible to play or practice interscholastic athletics on that day. Students who are tardy or absent on the day after a game may be removed from athletics.

Dress

Dress must be clean, neat, modest, and presentable.

Physical Examinations

All students participating in interscholastic athletics are expected to have a physical examination annually. Although the school provides physicals for players at no cost, students are encouraged to arrange for physical exams through their family doctor.

Instruction

Interscholastic Competition (continued)

Academics

CIAC eligibility rules apply, except students failing one (1) course will be reviewed as to whether or not to continue to play. Students failing in two (2) or more courses will be ineligible. In grades below nine there may be additional academic requirements.

Travel

Athletes must travel to and from all contests with the team.

Legal Reference: Connecticut General Statutes

10-149 Qualifications for coaches of intramural and interscholastic athletics.

Stratton, P.P.A., v St. Joseph's High School, Bridgeport Superior Court, June 4, 1986 (12 CLT 26) 9/87

Instruction

Interscholastic/Intramural Athletics

Sportsmanship

The Board of Education believes that sports programs serve educational purposes in the lives of the district's students. One of these purposes is the development of good sportsmanship. The primary focus of the challenge of achieving good sportsmanship is on the student, but others are involved.

The Board believes that administrators must insist that good sportsmanship is the goal. Athletic directors must also realize the value of sportsmanship and set the tone for the implementation of its good practice.

The coaches must accept the responsibility of making each athletic contest a showcase for education. They are expected to be models of self control and dignity for players and spectators.

The players must be taught to handle themselves in a sportsmanlike way; they are also expected to project good sportsmanship in the activities in which they participate. Student fans must be reminded that their conduct reflects on their school and that poor sportsmanship will not be tolerated.

Adult spectators must realize that they also must exhibit good sportsmanship at athletic events. Spectators serve as a model for their own children and for other young people in the community. Spectators also need to demonstrate self control and dignity while participating in athletic events.

Good sportsmanship practices will be practiced by administrators and coaches. Students will be taught good sportsmanship and be held accountable for their actions. Spectators will be reminded and encouraged to be appropriate role models for young people. The Board will support staff and administrators who enforce sportsmanship rules at athletic and other competitive events, including evicting students or adults who violate the District policy.

Instruction

School Publications

Students are encouraged to establish newspapers, yearbooks, literary magazines and similar written or electronic publications. The student editorial staff and faculty advisor shall establish editorial policy promotes responsible journalism. Requests for the establishment of student publications shall not be denied solely on the basis that their existence would compete with an established publication. Funding of these additional publications shall be at the option of the Principal. Appeals from the decision of the Principal may be taken to the Superintendent of Schools.

Legal Reference: *Eisner v. Stamford Board of Education*, 440 F. 2d 803 (2nd Cir 1971)

Trachtman v. Anker, 563 F. 2d 512 (2nd Cir. 1977) cert. denied, 435 U.S. 925 (1978)

Hazelwood School District V. Ruhlmeir, 484 U.S. 260 (1988)

Policy adopted: January 17, 2012

PUTNAM PUBLIC SCHOOLS
Putnam, Connecticut

Instruction

Student Publications

Purposes of Official Student Newspaper

1. To exist as an instructional device for the teaching of writing and other journalistic skills;
2. To provide a forum for opinions of students, school staff, and members of the community; and
3. To serve the entire school by reporting school activities.

Rights of Student Journalists

1. To print factual articles dealing with topics of interest to the student writers; and
2. To print, on the editorial page, opinions on any topic, whether school related or not, which students feel are of interest to themselves or to the readers.

Responsibilities of Student Journalists

1. To submit copy that conforms to good journalistic writing style;
2. To rewrite stories, as required by the journalism advisor, to improve journalistic structure, sentence structure, grammar, spelling and punctuation;
3. To check facts and verify quotes;
4. In the case of editorials on controversial issues, to provide space for rebuttals, in the same issue if possible, but otherwise no later than the following issue; and
5. Subject to the specific limitations in these guidelines, to determine the contents of official student newspapers.

Material Not Permitted in Official School Newspapers

1. Material which is libelous or which violates the rights of privacy;
2. Profanity, hereby defined as the language which would not be used in *The Hartford Courant* or *The New York Times*;
3. Material which criticizes or demeans any race, religion, sex or ethnic group;
4. Ads for cigarettes, liquor, or any other product not conducive to good health;

Instruction

Student Publications

Material Not Permitted in Official School Newspapers (continued)

5. Any material, the publication of which would cause substantial disruption of the school. Substantial disruption is hereby defined as the threat of physical violence in the school or nearby community and/or the disruption of the school's educational program; and
6. Endorsements of political candidates or ballot measures, whether such endorsements are made via editorial, articles, letter or photograph cartoon. The newspaper may, however, publish "fact sheet" types of articles on candidates and ballot measures, provided such articles do not endorse any person or position, and provided equal space is provided for all candidates for a particular office or both sides of a ballot measure.

Determination of Appropriateness

The newspaper advisor shall have the primary responsibility of reviewing each article prior to its publication to determine if it satisfies all the conditions of these guidelines. The school Principal or his/her designated representative other than the newspaper advisor may also review copy prior to its publication. However, such copy must be returned to the student editors within 72 hours after it is submitted for review. No copy may be censored except for reasons specifically listed in Board policy and these guidelines. Nothing in these guidelines is intended to allow censoring of any article merely because it is controversial or because it criticizes a particular school, a school procedure, or the school system itself.

Resolution of Differences

In the event of disagreement as to whether an article should be printed, each school shall have a Publications Board, which shall meet within 48 hours to submit its opinion. The Publications Board shall consist of the Principal or his/her designated representative; the journalism advisor; the editor-in-chief; representatives from the student government, the PTA/PTO and the advisory council; and other members as mutually agreed upon. If the Publications Board cannot solve the dispute, then an appeal shall be made to the Superintendent who shall seek advice from the Board's legal counsel in making his/her decision. The Superintendent shall act on the appeal within 48 hours.

Legal Reference: *Eisner v. Stamford Board of Education*, 440 F.2d 803 (2nd Cir 1971)
 Trachtman v. Anker, 563 F.2d 518 (2nd Cir 1977), cert. denied, 354 U.S. 925
 (1978)

Regulation approved: January 17, 2012

PUTNAM PUBLIC SCHOOLS
 Putnam, Connecticut

Instruction

Social Events/Meetings

Use of Alcohol by Adults

The Board of Education recognizes that social events have an important place in a well-rounded school program and, accordingly, encourage well conceived and managed social events. Such events can also be used to provide recognition to students for academic and extracurricular accomplishments. All employee and student behavior at school-sanctioned events shall be under the control and supervision of school district personnel.

The Board of Education can and must assume a leadership role in alcohol abuse prevention. This goal will be accomplished through coordinated, collaborative efforts with parents, students, staff and community as a whole. We believe that it is essential for adults to set good examples for students to follow. Therefore, the members of the Putnam school community including the Board of Education, the administration, the teaching staff and other support staff, will comply with all the laws which govern the use of alcoholic beverages.

Therefore, no adult attending a school sanctioned social function, both on and off school property, at which students are present, shall consume or distribute alcoholic beverages.

Legal Reference: Connecticut General Statutes

10-221 Boards of education to prescribe rules, policies and procedures.

Policy adopted: January 17, 2012

PUTNAM PUBLIC SCHOOLS
Putnam, Connecticut

Instruction**Activity Funds Management**

School activity funds may be expended only for purposes which may benefit the student body of the school. All rules, regulations, and procedures for the conduct, operation and maintenance of extracurricular accounts, and for the safeguarding, accounting and auditing of all monies received and derived from those accounts are to contribute to that objective.

The accounting system for managing student activity funds shall be designed to encourage the largest possible educational return to students without sacrificing the safety of funds or exposing students to undue responsibility or unnecessary routine.

(cf. 3451 - School Activity Funds)

Legal Reference: Connecticut General Statutes
 10-237 School activity funds.

Policy adopted: January 17, 2012

PUTNAM PUBLIC SCHOOLS
Putnam, Connecticut