



SCHOOL DISTRICT OF MAUSTON

Grade 9 – 12 Co-Curricular Code

(Approved by the Board of Education in November 2009)

I. PHILOSOPHY

The School District of Mauston (SDM) sponsors co-curricular activities to provide students with additional opportunities for personal growth, self-discipline, skill development, cooperation with others, creativity, and fun. Although the co-curricular program is a valuable part of the total educational experience, participation in co-curricular programs is a privilege, and not a right. As such, all participants must abide by all rules and responsibilities, which apply to each co-curricular program in order to continue participation in these activities.

As a privilege, participation in co-curricular activities carries additional **responsibilities and expectations**. The rules and responsibilities outlined in this code will help to ensure that students serve as a credit to themselves, their parents, their school, and the community.

It is recognized that personal problems can interfere with the health and well being of students and their ability to participate in co-curricular activities. This code therefore includes provisions for support, intervention and referral in order to help students achieve their full potential.

The School District of Mauston **shall not discriminate** in admission to any program or activity, standards and rules of behavior, disciplinary actions or facilities usage on the basis of sex, race, national origin, ancestry, creed, color, religion, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap. This policy does not, however, prohibit the district from providing separate programs in activities for males and females if such programs are comparable in type, scope, and support from the District, or from providing separate toilet, locker, and shower facilities. Discrimination complaints shall be processed in accordance with established complaint procedures.

The following pages contain the **minimum requirements** for every Mauston High School student to be eligible for participation in district-sponsored, co-curricular activities. **In order to participate in any co-curricular activity, a signed Code of Conduct card must be returned to the high school office for the school's record.** The Code of Conduct is in effect throughout a student's high school career.

II. GOALS OF CO-CURRICULAR ACTIVITY PARTICIPATION

The co-curricular activity program is an important part of the educational experience. It provides opportunities for learning experiences difficult to duplicate in regular school activities. Co-curricular participation has the following major objectives:

1. To teach attitudes of responsibility and cooperation and to help students realize that participation in co-curricular activities is a privilege with accompanying responsibilities.
2. To help students learn good habits of health, sanitation, and safety.
3. To provide activities that help to create school unity.
4. To provide activities for learning self-discipline, loyalty, team play, personal pride, pride in the organization, respect for the rights of others, and the will to be successful.
5. To provide students with opportunities for competition.
6. To provide students with opportunities to place the unit, team, squad, class, and school above personal desires.

III. DEFINITION OF CO-CURRICULAR ACTIVITIES

Co-curricular activities include any school related organized activity that is offered outside of academic class requirements. Co-curricular activities for grades 9-12 are divided into five distinct categories. School district policies and school rules govern all student activities. In addition, each category has unique rules and expectations, which regulate participation.

Category 1 - Athletics

Interscholastic athletics are governed by the School District of Mauston co-curricular code and the Wisconsin Interscholastic Athletic Association (WIAA). The WIAA is a voluntary, incorporated and nonprofit organization located in Stevens Point, Wisconsin. All public high schools in the State of Wisconsin with interscholastic athletic

programs are members. All WIAA and other pertinent national and state governing regulations as published will apply, and are available upon request.

ATHLETICS

Boys

Cross Country
Football
Soccer
Basketball
Hockey
Wrestling
Baseball
Track
Tennis
Golf

Girl

Cross Country
Volleyball
Tennis
Basketball
Hockey
Soccer
Softball
Track

Category 2 – Competitive Activities

Activities that are competitive in nature are governed by the same code requirements as interscholastic athletics. Activities included under Category 2 but not limited to the following listing are:

ACTIVITIES

Art Club/Show	Academic Decathlon
Forensics	Math Team
Powerlifting-not WIAA sponsored	Dance Team-not WIAA sponsored
Cheerleading-not WIAA sponsored	

Category 3 – Leadership & Public Recognition Activities

This category includes those activities that have as their membership representatives elected or appointed to positions of leadership and public recognition. There generally will be an application or nomination process established by the building administration for these activities. Students in this category are expected to be representative of the values, expectations and ideas espoused by the school.

Students participating in any category 3 activities will be expected to comply with the academic rules, attendance rules, and social behavior and conduct rules listed as part of the co-curricular code. In order to be eligible to participate, students must be in good standing, exhibit proper school behavior, and have no school violations. Students who violate stated rules are subject to removal from the activity as deemed appropriate by the activity advisor and/or the building administration. All eligibility determinations will be made by the advisor with the building administration.

Activities included under Category 3 but not limited to the following listing are:

ACTIVITIES

AFS	Badger Boys/Girls
Courts (Homecoming, Winterfest, Prom, etc)	Commencement Speakers
Class Officers	Drama Club
FACT	FBLA
FFA	Key Club
Link Crew	NHS
School Musical	Student Council

Category 4 – Music/Class Related Activities

This activity area is governed by the relationship of classroom enrollment to the requirements for performance as an aspect of grading by the instructor. Behaviors under this category remain under the direction of the building principal and the supervision of the individual classroom instructor. All students participating in the respective activities will adhere to school board policies, school rules, and classroom rules and regulations.

MUSIC/CLASS ACTIVITIES

Band
Dramatic-Lit
Show Choir

Choir
Pep Band
Yearbook

Category 5 - Intramural and Interest Clubs

Interest clubs are defined as those clubs generated by student or staff interest. Students participate on a voluntary basis and are not involved in public performance.

The co-curricular code does not affect student participation in intramurals or interest clubs. Intramurals and interest clubs will be governed by School Board policies, school rules and regulations, and the written intramural or club rules. In cases where disciplinary situations may arise, the advisor will confer with the building administrator to determine appropriate action.

INTRAMURAL/INTEREST CLUBS

French
Spanish

Newspaper
Literary Magazine

IV. ELIGIBILITY RULES

A. Wisconsin Interscholastic Athletic Association (WIAA) & South Central Conference (SCC) Rules of Eligibility (Applies only to Category I)

Students participating in interscholastic athletics must abide by the specific rules of eligibility as stipulated by the WIAA and the South Central Conference (SCC). (See current WIAA handbook and SCC Bylaws for more information.)

B. Interscholastic Athletic Age Requirement (Applies only to Category I)

A student shall be ineligible for interscholastic competition if he/she reaches his/her 19th birthday before August 1st of any given school year

C. Interscholastic Athletic Physical Examination Requirement (Applies only to Category I)

1. A physical examination taken April 1 and thereafter is valid for the following two school years.
2. A physical examination taken before April 1 is only valid for the remainder of that school year and the following year.

D. Academic Rules

1. A student must meet SDM, DPI, and WIAA (if applicable) requirements defining a full-time student and have received no failing grade (including incompletes) in the most recent grade reporting period/term. While the School District of Mauston recognizes the importance of co-curricular activities in the overall school program, we firmly believe that academics come first; therefore, to participate in these activities, students must be in good academic standing.
2. The Athletic Director and/or Principal shall determine whether participant is a full-time student and has passed all of the courses the preceding term before admitting into performance.
3. Students receiving one or more failure at the time of progress reports are required to submit to their advisor/coach a verification statement from the teacher indicating a passing grade. If the student cannot meet the eligibility requirement or receives more than one failing grade, they are ineligible from further competition until passing marks are verified.
4. The coach/advisor will inform the student and parent of ineligibility at the end of any grading period. A student who becomes academically ineligible with one (1) F may regain eligibility by meeting the academic standard following a period of seven (7) scheduled school days and nights of ineligibility. A student who desires to participate in an activity, will adhere to the following guidelines:
 - a. On the 8th school day, the student will be eligible to participate if:
 - i. The signed verification report is on file
 - ii. The student is passing all courses
 - b. During the period of ineligibility the student will participate through practice, but not participate through performance.

- c. If the student remains ineligible more than 15 student school days, the student must sit out with no practice until he/she is academically eligible.
 - d. A student who fails to become eligible at mid-quarter is ineligible to practice or participate in any activity until he/she is academically eligible.
 - e. A student who originally was academically ineligible will remain on academic probation during the remainder of the activity season. If the student has an F during grade checks, (completed each Wednesday) the student will remain ineligible until the following grade check.
 - f. A student who receives an F in the fourth term is academically ineligible for 10% (rounded up) of the scheduled competitions during the fall season. The student will remain on academic probation.
5. The coach/advisor will inform the student and parent of ineligibility at the end of any grading period. A student who becomes academically ineligible with two (2) or more F's may regain eligibility by meeting the academic standard following a period of fifteen (15) scheduled school days and nights of ineligibility. A student who desires to participate in an activity, will adhere to the following guidelines:
- a. On the 16th school day, the student will be eligible to participate if:
 - i. The signed verification report is on file
 - ii. The student is passing all courses
 - b. During the period of ineligibility the student will participate through practice, but not participate through performance.
 - c. If the student is not eligible after 15 days, the student must sit out with no practice until he/she is academically eligible.
 - d. A student who fails to become eligible at mid-quarter is ineligible to practice or participate until he/she is academically eligible.
 - e. A student who originally was academically ineligible will remain on academic probation during the remainder of the activity season. If the student has an F during grade checks, (completed each Wednesday) the student will remain ineligible until the following grade check.
 - f. A student who receives 2 or more F's during the fourth term is academically ineligible for 21 days in the fall season from the first day of competition or fifteen scheduled school days, whichever is less. The student will remain on academic probation.
6. Middle school grades do not carry over into high school.

E. Attendance Rules

- 1. All students must be in school ALL DAY of scheduled events and/or practice in order to participate unless arrangements have been made through the principal's and/or Athletic Director's office prior to the event.
- 2. Failure to be in attendance as stated will result in non-participation in all co-curricular events and practices that day.
- 3. If a student is more than 15 minutes late to their any class, they are considered absent per the high school attendance policy. Students are not permitted to leave campus during lunch in order to maintain all day attendance.
- 4. Exceptions to this attendance rule will include the following:
 - a. Absences which have been excused for a funeral, court appearance, school approved trips, documented medical appointments, exercising of voting rights, or for other unusual extenuating circumstances/family emergencies as cleared with the principal and/or athletic director. Hunting is not an exception.
 - b. Absences in an activity that is related to a classroom grade.
- 5. The student shall be encouraged to seek help through the guidance department or main office whenever personal problems may be affecting student attendance.
- 6. If a student is truant, he/she will be withheld from one contest or event for each truancy. A second truancy in the same school year will result in the student being suspended from all practices and events for 28 days. A third truancy will result in the student being suspended from all practices and events for the remainder of the school year. For the purposes of this section, the term 'truancy' refers to an unexcused absence for part or all of any school day.

F. Suspension

1. Students suspended out of school during a season of the activity will be ineligible to participate in practices and events during the period of the suspension. If an athlete does not miss a game during the suspension, the athlete will miss the next scheduled game.
2. The student will be eligible to compete or practice on a Saturday when an out of school suspension ends on Friday or the last school day before a break period. If no event was missed, the athlete must miss the first contest over the break.
3. If the out of school suspension is carried through a weekend or break period, the student will be ineligible during the weekend or break period.

G. Impact of Quit/Removal

A student who is dropped from one activity for disciplinary reasons shall be ineligible to participate in another activity during that season.

A student who quits a seasonal co-curricular activity shall be ineligible to participate in another activity during that season unless he/she receives consent from the coaches or advisors involved. This does not apply if the activity meets all year or if a student is cut from a team.

V. SOCIAL BEHAVIOR AND CONDUCT RULES

A. Accountability for Violations of Conduct Rule

A student is covered by the Code from the time he/she begins his/her involvement with the co-curricular program until the conclusion of his/her High School co-curricular activity career.

The student is expected to follow all school rules and to display high standards of behavior, including good sportsmanship, respect for others, and use of appropriate language and dress at all times. The student is expected to follow the curfews established by the coach/advisor of each activity.

Eligibility may be regulated by school wide discipline structures. A teacher may refer a participant to the appropriate coach/advisor when the teacher believes that the participant's school conduct is disruptive or undesirable (gross insubordination, endangerment of health and safety, etc.)

The coach/advisor shall define the consequences for poor student conduct in writing prior to the start of the season. Consequences may include suspension from participation. These consequences must be approved by the building administration and kept on file with the Athletic Director. Consequences established by a coach/advisor can not supersede the provisions of the SDM co-curricular code.

The students shall be encouraged to seek help through the guidance department whenever personal problems may be affecting student conduct.

B. Self-Referral Process

An athlete may take advantage of a self-referral procedure to seek information, guidance, counseling, and assessment in regard to student athlete use of tobacco, alcohol, and other drugs. Voluntary referrals do not carry punitive consequences.

1. Referral is allowed one time in a student's high school career.
2. Referral must be only by the athlete or member of the immediate family.
3. Referral must be previous to the first alleged violation.
4. Referral cannot be used as a method to avoid consequences once a code of conduct rule is violated and a student has been identified as having violated one of the code of conduct rules.
5. Referral must be made to the Athletic/Activities Director, administrator, or guidance counselor.

C. Examples of Prohibited Conduct

Rules are established for the best interests of the participants and the school. The participant who complies with those rules demonstrates a desire to dedicate him or herself to self-improvement as well as to enhance the best interests of fellow teammates, coach/advisor and school. Rules must be observed by all participants throughout the year including when the particular activity is not in season.

A participant must refrain from any conduct at any time that would reflect unfavorably on him or herself or the school.

D. Major Rule/Conduct Infractions

The following is a list of representative major infractions but is not a comprehensive list of all possible offenses. In each situation, the SDM retains the right to consider the totality of the circumstances and render a judgment regarding (1) whether a particular action/inaction is an infraction under the Code; (2) the degree (major/minor) of the violation and (3) an appropriate penalty.

1. Use, possession, buying, or selling of controlled substances, unauthorized prescription drugs and street drugs.
2. **Use, possession, buying, or selling and performance enhancing substances (PES).**
3. Use, possession, buying or selling of alcoholic beverages.
4. Possession or use of drug paraphernalia.
5. Remaining present at events/parties or situations where alcohol or other illegal /controlled substances are being illegally consumed.
6. Providing transportation to a location where alcohol or other controlled substances are illegally present.
7. Use or possession of tobacco in any form.
8. Hazing, Harassment, or discrimination.
9. A criminal offense or violation of an ordinance having a statutory counterpart.
10. Disruption of the educative process or the decorum of the school or encouraging others to do so. This includes, but is not limited to, damage to school property, damage to property of employees of the school district, threats to personal safety, assaults, conduct that interferes with school activities, or flagrant misbehavior in school, disrespectful or defiant attitude toward school personnel, or poor sportsmanship.
11. Repeated minor rule violations
12. Unacceptable conduct contrary to the ideals, principles, and standards of the School District of Mauston, the South Central Conference, and/or the WIAA.

E. Minor Rule/Conduct Infractions

The following is a list of representative minor infractions but is not a comprehensive list of all possible offenses. In each situation, the SDM retains the right to consider the totality of the circumstances and render a judgment regarding (1) whether a particular action/inaction is an infraction under the Code; (2) the degree (major/minor) of the violation and (3) an appropriate penalty.

1. Failure to attend all practices and contests unless excused by the coach or advisor.
2. Failure to maintain practice hours and/or rules designated by the coach or advisor. These rules will be distributed in writing to every participant. These rules will be discussed by the coach or advisor. Copies of these rules/regulations must be filed with the athletic director and principal prior to the start of the season or activity.
3. Failure to treat coaches or advisors with respect in both work and action at all times.
4. Equipment abuse, loss, and tardy or improper return, or possession of equipment out of season.
5. Illegal or inappropriate use of the Internet, personal cell phones, or other digital devices both on and off campus.
6. Profanity or obscene gestures.
7. Unsportsmanlike conduct.
8. Cheating and/or Plagiarism
9. Failure to treat faculty or staff with respect
10. Inappropriate classroom conduct/disruption

VI. GUIDELINES FOR MINIMUM PENALTIES

All code penalties are superseded by the School District of Mauston's policy, which specifies penalties dealing with students who sell, possess, exchange, distribute or illegally use alcohol or drugs on school premises or at a school-related activity. A participant suspended or expelled from school shall be barred from participation in co-curricular activities during that period of time. However, if the suspension or expulsion is for a shorter period of time than the

co-curricular code dictates, the code penalty shall prevail. **Expulsions and co-curricular penalties cannot be served concurrently (at the same time). The participant's athletic penalty will be served upon the student's return to school in good standing.**

Failure to abide by established rules shall result in withdrawal of the privilege to participate. Suspension from activities will be based on a percentage of the number of contests/events scheduled for that season. The activities that allow for multiple-school meets at the high school level (soccer, tennis, and volleyball) will be based on the total number of contests. All other activities will be based on the number of scheduled events.

For any violation, the following guidelines are established setting forth the ~~minimum penalty~~ **penalties** that shall be imposed. The District expressly reserves the right to impose a penalty it deems appropriate for each individual situation and case. Code violations are cumulative throughout a student's high school career unless otherwise stated. For example, a first offense in alcohol would cause a second penalty offense for the second violation, even if it is not alcohol.

A. Consequences for Major Rule Violations for Categories I & II

1. First Violation:

- a. Suspension from playing 100% of a season's contests. If the season's contests have already begun, the remaining percentage will be carried over to the next competition/sport's season. (i.e.: If 70% of the season is completed at the time of the violation, a student will serve the remaining 30% during the current sport plus the additional 70% during the next season's contests.) Students must complete all seasons in good standing. If the student does not complete a season in good standing, the entire penalty will be served in the next season.
 - b. If the student completes a school district recognized **alcohol and other drug assessment (AODA)** program for violations 1-6, the penalty **MAY** be reduced to a suspension of ~~50%~~ **30% of the contests** in a season.
 - i. The cost of a school approved external AOD assessment will be assumed by the student and/or parent/guardian. The School District of Mauston assumes no monetary responsibility for the cost of the assessment and/or any rehabilitation program(s).
 - ii. Arrangements for the alcohol/drug assessment must be made within 5 calendar days of the decision that an alcohol/drug violation has occurred. The Principal and/or Athletic Director must approve exceptions to the 5-day requirement.
 - iii. The student must successfully complete the assessment recommendations and program, as determined by school administration and the assessing agency, take and pass a reentry drug test (if applicable), and the student and/or parent/guardian must sign a release of information form to be in compliance with the underage alcohol/drug program.
 - iv. Students failing to successfully complete the assessment recommendations and program will be suspended for 100% of the season.
2. **Second Violation:** Student will be suspended for one calendar year from date of violation.
 3. **Third Violation:** Student will be suspended from athletics/activities for the remainder of their MHS career.
 4. Scrimmages are considered practices and **do not** count as part of a suspension.
 5. If a student is academically ineligible that suspension must be served before serving a code violation penalty.

B. Consequences for Minor Rule Violations for Categories I & II

The consequence for minor rule violations will be decided upon by the coach(s)/advisor(s) through a joint consultation that includes the Athletic Director and/or Principal.

VII. ENFORCEMENT OF ACTIVITY RULES

1. Investigation:

- a. Coaches, advisors, teachers, and/or administrators **must** report alleged violations of the Code of Conduct at **any time** they become aware of the violation. Law enforcement agencies may report alleged violations of the Code of Conduct at **any time** they become aware of the violation. The report of the incident may be verbal or written. In this case, investigation of the event must be immediate with **no statute of limitations**.
- b. Any student or person from the **public** may notify school authorities regarding alleged rule violations in writing in the form of a signed letter to the Athletic Director or Principal. A violation must be reported **within 28 days** form alleged violation(s).

2. Upon receiving a report that a violation may have occurred:

- a. No less than 2 members of the administration, to include the Athletic Director, Principal, Assistant Principal or any other School District of Mauston administrator, will interview the accused participant. If the participant admits the allegations a suspension will be rendered. A written letter will be sent to the parent/guardian.
- b. If the participant **denies the allegations** the Principal or Athletic Director shall conduct an investigation within **five school days** of the notification of the offense (including an interview with the accused to determine whether the student has violated the activity code).
- c. The allegations may be dismissed or a suspension may be rendered. The school official that does the investigation will be responsible for notifying parent(s) guardian(s) by letter.
- d. If a suspension is rendered, it shall begin the day the decision is rendered to the parent(s)/guardian(s) and the student. The decision to suspend a student will be implemented immediately and will remain in force until completed or until overturned through the appeal process. The Athletic Director or Principal will also meet with the student and explain penalty for rule violations.

3. Enforcement

- a. **All co-curricular activities** (Categories I & II) that the student is involved with **will be affected** by the enforcement of a penalty.
- b. If the student is not out for a sport at the time of a violation, the penalty will affect the next sport season the student successfully completes. This is W.I.A.A. policy.
- c. If the student is not out for a non-athletic event at the time of a violation, a penalty will be enforced on the next subsequent activity they participate in.
 1. All violations will be documented in the student's file. The number of violations automatically corresponds to the penalty level in all activities.
 2. Any student serving a penalty during a sport or activity **must remain active and finish in good standing** in the sport or activity in order for the penalty to be valid.
- d. During the student's first offense suspension, the advisor/coach of an activity may:
 1. eliminate the student from all practices/meetings/events;
 2. allow the student to practice/attend meetings/attend events; or
 3. require the athlete to watch practices/meetings/events.
- e. During the student's suspension, the advisor/coach of an activity without contests/events must suspend the student from all activities/meeting.
 1. Any student can be subjected to a **more severe or lenient discipline** than what is written in the Code of Conduct up to and including removal from participating in the activity, at the **discretion of the Principal and/or Athletic Director**.
 2. It shall be the advisor/coach's prerogative to suspend any student form a squad/team/club that they consider a demoralizing influence or a detriment to the objective of that activity.
 3. If the violation occurs after a team begins W.I.A.A. tournament, the student is immediately disqualified for the remainder of the total tournament in that sport. This suspension does not count for the percentage of a season suspended.
- f. Students suspended from a competitive contest that required student-subsidized travel will forfeit all personal funds paid in advance of the competition.

VIII. APPEALS/PROCEDURES OF DUE PROCESS

Students will have an opportunity to be heard prior to any disciplinary action being taken. If a student appeals a disciplinary action, the student will be ineligible throughout the appeal process. With regard to the appeal process, any reference to days refers to school days.

1. 1. A written appeal may be submitted to the Principal/Designee by the student participant and/or his/her parents/guardians within five (5) business days of the student being informed of the disciplinary action by the Athletic Director or Principal/Designee.
2. After an appeal has been received, a date for a hearing with the co-curricular board will be established by the athletic director/principal, such date not later than ten (10) business days following appeal request.
3. The student's parents or guardians shall be notified in writing at least 72 hours prior to the meeting in order to allow parents to attend, if they desire, unless an earlier time is agreed upon in writing by the parent and the chairman of the co-curricular board (principal). The 72 hours minimum can be waived verbally by mutual consent, followed up in writing.
4. At the Appeals Hearing:
 - a. The student and representatives will be provided with an opportunity to testify and present other evidence on his/her behalf at the hearing.
 - b. After hearing the all testimony from the appealing party and Athletic Director and/or Principal/designee, the Activity board must resolve the appeal by doing one of the following:
 - i. **Uphold** the original penalty
 - ii. **Modify** the original penalty
 - iii. **Nullify** the original penalty
5. Proceedings of the hearing, including the decision, will be put in writing, and a copy of these proceedings will be mailed to the athlete and his/her parent(s)/guardian(s). If the student is dissatisfied with the decision of the co-curricular board, he/she may appeal that decision to the Mauston School Board within 5 days. The date of a hearing will be established by the principal, superintendent, and the Board President.
6. It is herein recognized that the athlete has the right to be represented by an attorney at any stage of the proceedings set forth in this athletic code of conduct and that if the athlete is dissatisfied with the decisions rendered by the Board of Education on appeal, he or she will have such further rights as are granted him/her by law.
7. The co-curricular board will make every effort to meet as soon as possible.

IX. CO-CURRICULAR BOARD

1. The purpose of the Co-Curricular Board is to consider appeals of alleged rule infractions. The board shall:
 - a. Establish if an infraction did indeed occur.
 - b. Establish if the student charged was a party thereto.
 - c. Establish that the student knew what the rules and regulations were.
 - d. Determine appropriate consequences if warranted.
2. Membership of the Co-Curricular Board
 - a. The principal or assistant principal will preside over the hearing, state consequences if a rule has been broken, but will not vote. The person conducting the investigation may not be part of the Curricular Board
 - b. A member of the school administration.
 - c. Two (2) coaches who are not currently involved with the student in question.
 - d. Two (2) advisors who are not currently involved with the student in question.
 - e. District Administrator or his/her designee. This person may vote only in the event of a tie.

X. MISCELLANEOUS

A. Equipment/Supplies

All students will be furnished equipment/supplies at the start of the season with the exception of Hockey and Soccer. It is the responsibility of each student to make sure the uniform, if applicable, is maintained in a state of proper cleanliness and repair. If, during the season, a student should lose any equipment/supplies, or ruin equipment/supplies by misuse, the student will pay for lost or ruined equipment/supplies before being issued new equipment/supplies. At the end of the activity the student will turn in all equipment/supplies that was issued. Any equipment/supplies the student does not return must be paid for. Parents will be notified of the debt.

B. Travel

1. The student must travel to and from out-of-town events via transportation arranged by the coach or advisor. A student who travels via other transportation will not participate in that event.
2. Exceptions may be made in advance with the written permission of the parents, the coach/advisor, and the athletic director/school administrator.

C. Poor Standing Criteria

1. The athlete was declared ineligible based on academic standards.
2. The athlete quit the sport before the season was over.
3. The athlete serving a suspension at the conclusion of a season is ineligible for any awards.
4. An athlete may not be awarded a letter if they do not finish the season in good standing. The season is completed at the conclusion of the awards banquet.
 - a. Coaches are to submit a list of letter winners and their fulfilled letter qualifications to the Athletic Director for confirmation before any awards are announced. Any athlete whose suspension is initiated in an ongoing season will not be eligible to receive the designation of either Captain or Most Valuable Player for that season.
 - b. Letter criteria for each sport will be handed out to the athlete and parent by the head coach prior to the season.
5. An award MAY be RECALLED by a coach or advisor if the student's CONDUCT warrants such action.

D. Dual Sport Athletes

1. All regulations for dual sport athletes are explained in the dual sport agreement.

XI. DISSEMINATION

A. Preseason Meeting

1. This code shall be distributed to each student at the preseason meeting or on the first day that he/she reports for a co-curricular activity. The athletic code may also be available on the school website in lieu of distributing paper copies.
2. Additional standards determined by each coach or advisor shall also be written and distributed to each student at this time. A copy shall be placed on file with the athletic director and/or school principal.
3. Students should read all items and ask for clarification by the coach or advisor of any items not understood.

B. Parent Involvement

Parental attendance at the preseason meeting is expected and involvement throughout the season is encouraged.

C. Code Enforcement

The responsibility for enforcing this code lies with the student, his/her parents, the coaches/advisors, and the school administration.

XII. CONFLICT RESOLUTION

Students that participate in more than one activity sometimes find themselves in conflict where two events are scheduled on the same date. Because of the tremendous number of events in high school schedules a conflict of that nature is inevitable. An ideal resolution to a conflict where a student has two obligations would have the affected

parties, the student athlete/participant, the coach and the advisor meet and attempt to arrange for the student to participate in both activities.

When the situation can only be resolved by choosing one activity's participation over the other, the procedure will be as follows.

1. Student makes advisor/coach aware of the problem.
2. The advisor/coach explains the situation to the student and parent/guardian and the possible implications their decision will have on other participants involved. After the advisor/coach confers with the student and parent/guardian, the student chooses his/her participation preference and notifies both the advisor/coach of his/her decision.
3. Both advisors and coaches will accept the decision of the student and parent/guardian.
4. The choice will not affect continued/future participation in any activity. Advisors and coaches will not pass judgment on the choice the participant makes.

The philosophy of the school is that we want students to participate in a variety of activities that will enhance their education and provide personal growth. Their educational growth, not the immediate success of the activity, is paramount. There is an educational value in allowing students, along with their parent(s)/guardian(s), to make hard choices/decision. We, as a faculty and school, should be supportive of students whom after contemplation and consultation make those difficult decisions.