

# Activity Code

## School District of Turtle Lake



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Board Approved July 2024

The activity program for the School District of Turtle Lake is an important component of the curriculum. It provides learning opportunities that are not duplicated in other school activities. While the importance of these opportunities is recognized, the activity program shall be secondary to the academic program. The scholastic emphasis of the code is on participants passing all classes in order to participate.

The activity program is for voluntary participation and participation is a privilege. Therefore, when a student, parent, and coach sign accepting this code, it means that they voluntarily accept the rules and regulations set forth by the District, both within and outside of extra-curricular activities.

All AOD (Alcohol and Other Drug), tobacco, criminal violations, and violations pertaining to Title IX (harassment and/or discrimination that is sexually based) will be enforceable on a year-round basis – including the summer. Other violations will be enforceable only during the season in which the student is participating in a sport.

This Activity Code is designed specifically to apply to all students in grades 6-12 who are involved in interscholastic activity programs. This involves girls' sports, boys' sports, cheerleaders, managers, forensics, drama, FFA, National Honor Society, SOS, etc.

## **I. Academic Eligibility**

### **A. Scholastic Requirements**

1. A student shall become academically ineligible if he/she fails one or more classes in a nine-week grading period. Quarter and semester grades are both considered in determining eligibility.

A student who earns one failing grade will become scholastically ineligible. This student may regain eligibility after missing 20% (rounded up to the nearest whole number of games/events) of the season's contests following that grading period.

A student who earns more than one failing grades will become scholastically ineligible. This student may regain eligibility after missing 50% (rounded to the nearest whole number of games/events) of the season's contests following that grading period.

The point in time at which a student is deemed ineligible because of one, two, three, or more failing grades shall be three days after the teacher's grades are due in the office.

2. Students enrolled in online, university, or other courses not graded by Turtle Lake staff will be monitored by designated school staff. Those students must make adequate and passing progress on the same timeline (every nine weeks) as traditional students.

#### First and Third Quarters

Student grades will be checked three days after Turtle Lake teachers' grades are due in the office for the first and third quarter grading periods. Students must have a passing percentage (60%) in all classes and have completed at least ~~50%~~ **40%** of the coursework in each class in order to remain eligible.

#### Second and Fourth Quarters

Student grades will be checked three days after Turtle Lake teachers' grades are due in the office for the second and fourth quarter grading periods. Students must have a passing percentage (60%) in all classes in order to remain eligible.

Students who are scholastically ineligible will be required to practice during the suspension period. Students are also required to attend all contests, travel with the team, and be seated with the team during said contests. The participation requirement during the ineligibility period can be modified at the discretion of the head coach/advisor to best suit the needs of the affected student and/or team.

If the student's grades are failing (or adequate and passing progress is not met in online/university courses) after the minimum period of ineligibility, the student will remain ineligible. If the student's grades in all classes are above failing, the student may then file for reinstatement.

After successful reinstatement, the student will be placed on academic probation. If on academic probation, a student's grade ~~point average~~ in any class falls below 60% in the same nine (9) week period, the student will become ineligible for that week. The parents will be notified of this ineligibility. A student must be passing all classes in order to regain eligibility when grades are checked the following week.

a. Earning an incomplete grade.

A student earning an incomplete will become ineligible. The student will regain eligibility as soon as the incomplete is cleared. If the incomplete turns into an F grade, the student will be ineligible (see section 1a-1b).

b. Reinstatement

If a student becomes ineligible for any reason, HE/SHE MUST fill out a reinstatement form to become eligible. The reinstatement form must be completed and turned in to the activities director/designee.

## 2. Incoming Freshmen Requirements

a. Earning a failing grade in one class in 4<sup>th</sup> quarter or 2<sup>nd</sup> semester of the 8<sup>th</sup> grade year.

A student who earns one failing grade will become scholastically ineligible. This student may regain eligibility after missing 10% (rounded up to the nearest whole number of games/events) of the season's contests following that grading period

Students who are scholastically ineligible will be required to practice during the suspension period. Students are also required to attend all contests, travel with the team, and be seated with the team during said contests. The participation requirement during the ineligibility period can be modified at the discretion of the head coach/advisor to best suit the needs of the affected student and/or team.

b. Earning a failing grade in more than one class in the 4<sup>th</sup> quarter or 2<sup>nd</sup> semester of the 8<sup>th</sup>-grade year.

A student who earns more than one failing grade will become scholastically ineligible. This student may regain eligibility after missing 20% (rounded up to the nearest whole number of games/events) of the season's contests following that grading period.

Students who are scholastically ineligible will be required to practice during the suspension period. Students are also required to attend all contests, travel with the team, and be seated with the team during said contests. The participation requirement during the ineligibility period can be modified at the discretion of the head coach/advisor to best suit the needs of the affected student and/or team.

Students who are suspended will be required to practice during this time.

If the student's grades are failing after the minimum period of ineligibility, the student will remain ineligible. If the student's grades in all classes are above failing, the student may then file for reinstatement.

After successful reinstatement, the student will be placed on academic probation. If on academic probation, a student's grade point average in any class falls below 65% in the same nine (9) week period, the student will become ineligible for two weeks. The parents will be notified of this ineligibility. After two weeks, a student must be passing all classes in order to regain eligibility.

The point in time at which a student is deemed ineligible because of one, two, three or more failing grades shall be three days after the teacher's grades are due in the office.

c. Earning an incomplete grade.

A student earning an incomplete will become ineligible. The student will regain eligibility as soon as the incomplete is cleared. If the incomplete turns into an F grade, the student will be ineligible (see section 1a-1b).

d. Reinstatement

If a student becomes ineligible for any reason, HE/SHE MUST fill out a reinstatement form to become eligible. The reinstatement form must be completed and turned in to the activities director/designee.

3. EEN (Exceptional Educational Needs) Requirements

EEN students will be expected to earn passing grades for all classes. Satisfactory progress toward meeting IEP (Individual Education Plan) objectives shall be considered passing in classes in which students are not mainstreamed.

4. Other Important Information Regarding Academic Requirements

Quarter and semester grades will be used to determine eligibility.

In all cases, the suspension for scholastic ineligibility will begin once grades have been determined and submitted and the activities director or principal has been provided with information regarding failing grades.

Scrimmages do not count toward fulfilling academic suspensions. Coaches may or may not allow suspended students to participate in scrimmages.

B. Attendance Requirements

1. 1. If a participant has an unexcused absence or unexcused tardy on the day of an activity, he/she will not be allowed to participate.
2. If the interscholastic activity falls on a day followed by a school day, the participants must be in school the following day. Absence on the day following will eliminate the student from the next regularly scheduled interscholastic activity. Only an acceptable parent or doctor's excuse will be accepted and must be evaluated by the attendance officer.
3. If a student has an unexcused absence from practice during the period of ineligibility, he/she will miss an additional event.
4. Should an activity take place during a school break (i.e. weekend or holiday vacation), the student must be in school on the day before the break or have an excused absence other than sickness or injury. If the student's absence is due to sickness or injury, the clearance must be in writing by a physician and given to the coach/advisor for the student to participate in said activity.
5. A student must be in school for the full day on the day of activity unless it is an excused absence other than sickness or injury. If the student's absence is due to sickness or injury, the clearance must be in writing by a physician and given to the coach/advisor for the student to participate in said activity.

#### C. Suspension/Expulsion

Any student who is suspended or expelled from school shall be ineligible for all extracurricular participation including practices on the dates of suspension or expulsion. They shall be eligible after the dates of suspension or expulsion unless the reason for the suspension was based on a violation of the activity code that is commensurate with a longer penalty.

## II. Student/Parent/Guardian Obligations

A. Athletes and at least one parent will be required to attend a pre-season informational meeting for each sports season. Anyone not in attendance will be contacted by the coach to schedule a make-up meeting.

#### B. Agreeing to the terms of the Activity Code

1. Each student and his/her parents will be required to view an online presentation that summarizes the activity code and addresses academic, attendance, and behavioral requirements regarding athletic eligibility.
2. Each student and his/her parent(s)/guardian(s) will access and view pertinent information on concussions, ImPACT tests, etc. online. Physical clearance cards, the Activity Code, and alternate year cards will also be available to view and print online.

3. Student and parent/guardian electronic signatures will verify that the presentation and informational documents were viewed and all parties understand said information and agree to adhere to the Activity Code.

4. The Activity Code applies **12 months a year – including the summer** – beginning the first time the student signs an activity agreement.

### C. Physical Card/Parent Permit Card

For athletics, each athlete must have a physical examination card on file at the school before participation. The physical card is valid for 2 years. On years in which the athlete is not required to submit a physical card, he/she must turn a signed parent permit card in to the athletic director.

### 2. D. Code Violations

#### 1. AOD/Tobacco

Any participants involved in the use or possession of alcohol or tobacco or the use, possession, purchase, or sale of illegal drugs shall be suspended from competition or extra-curricular activity.

#### 2. Criminal

Any participant who commits a legally punishable criminal act may be suspended from competition, whether or not governmental authorities prosecute the participant.

#### 3. Other

a. Dress and grooming standards shall be consistent with District established rules and regulations.

b. Travel - Participants selected to take out-of-district trips are to travel to and from events with the team. No other means of transportation is to be arranged unless prior approval of the coach/advisor has been granted and written parent permission obtained. Students will be released to a parent/guardian.

c. School Attendance - Participants are required to adhere to the District attendance policy.

d. Students are not to act in a manner that is considered disrespectful to teachers, coaches, students, or any other school personnel.

e. Locker Rooms – Pursuant to Wisconsin Act 118, under no circumstances shall a person use a camera, video recorder or cell phone or other recording device to capture, record or transfer a representation of a nude or partially nude person in the locker room. Any other use of a camera, video recorder, or other recording device in the locker room requires the prior permission of the building principal or designated locker room supervisor and the person being photographed, videotaped, or recorded. Anyone who violates this policy shall be subject to school disciplinary action and/or penalties under state law. The building principal or designated locker room supervisor, as applicable, shall be responsible for enforcing this policy.

f. Bullying and Harassment - the School District of Turtle Lake is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers, and patrons that is free from harassment, intimidation, or bullying.

Participants in all extra and co-curricular activities are expected to adhere to said policy. Anyone who violates the policy shall be subject to school disciplinary action and/or penalties under state law.

### **III. Penalties for Code Violations**

AOD/Tobacco and criminal violations and penalties shall be cumulative for each violation committed during their career. However, a student's record will be cleared of all violations if he/she does not commit any AOD/Tobacco or criminal violation for two years. For example, a student who commits one AOD/Tobacco or criminal violation in 9<sup>th</sup> grade and another in 12<sup>th</sup> grade will have the 12<sup>th</sup>-grade violation treated as a first violation.

#### **A. AOD/Tobacco Violations**

##### **3. First Violation**

The penalty for the first violation shall be suspension from further participation for 40% (rounded up to the nearest whole number of games/events) of the total season of the activity. If the violation occurs during a time when the student is not participating in an activity, the penalty will be applied to the next activity in which that student participates. If the suspension is imposed near the end of a season so that the full suspension cannot be satisfied during that season, the remaining fraction of the suspension will carry over into the next activity in which the student does participate. A contest shall be used for athletics that is defined according to the WIAA standard for maximum allowable contests.

Students who admit to violations voluntarily or when questioned during the investigation will have the 40% penalty reduced to 20%.

Students are required to continue to practice with the team during the suspension period. Students are also required to attend all contests, travel with the team, and be seated with the team during said contests.

The student, parent/guardian and coach or activities director, or principal must meet with a designated counselor to discuss the violation.

##### **4. Second Violation**

The penalty for the second violation shall be suspension from further competition for 60% of the total contest season of the activity (rounded up to the nearest whole number of games/events). If the violation occurs during a time when the student is not participating in an activity, the penalty will be applied to the next activity in which that student participates. If the suspension cannot be satisfied during the season, the remaining fraction of the suspension will carry over into the activities of the next event in which the student does participate.

Students are required to continue to practice with the team during the suspension period. Students are also required to attend all contests, travel with the team, and be seated with the team during said contests.

The 60% suspension will be reduced to 40% upon enrollment and participation in a verifiable abuse-counseling program. If the student withdraws from the counseling program before successful completion, the 60% suspension will be reinstated. The activities director or principal and designated counselor will monitor the student's suspension and determine when this requirement has been satisfied. The student's parents and the principal will be informed when eligibility is restored.

#### 5. Third and Subsequent Violations

The penalty for third and subsequent violations will be suspension from further student participation for one calendar year from the date of imposition of the penalty and the student must enroll in and complete a certified substance abuse counseling program.

#### 6. Student Referral/Self-Referral

Students who want assistance with AOD concerns should self-refer to a school counselor. Other students who wish to refer a student to AOD should do so to a school counselor. The school counselor will act in a way to provide confidential assistance to the student. This will be treated as a referral outside of the activity code.

##### Situations

It is recognized that under certain circumstances, students may legally enter places where beer or liquor is served. Since the intent of this code is not to punish students for association with friends or family or to curtail wholesome entertainment or employment, the following explanations are offered in an attempt to show the code's intent. It is fully recognized that these are only illustrative examples and each case involving like situations will, of necessity, have to be judged on its individual merits.

It shall be considered an AOD/Tobacco violation of the activity code when an athlete:

1. Loiters in a place where beer or liquor is sold, whether or not prosecuted for such a violation.
2. Knowingly participates\*, whether or not they actually consume, in a "party" or other occasion where violation of the state law or local ordinance regarding the possession, purchase, sale, or consumption of alcohol or illegal drugs occurs. Knowingly participates is defined as: (a) being at a party or place where a violation cited in No. 2 occurs, and (b) not leaving immediately.
3. Violates any state law or local ordinance regarding the possession, purchase, sale, or consumption of beer or liquor.

#### B. Criminal Violations



Any student who commits a legally punishable criminal act may be suspended from further participation for a length of time commensurate with the severity of the offense, whether or not the student is prosecuted by governmental authorities.

Per WIAA rules, any student charged and/or convicted of a felony shall, upon the filing of felony charges, become ineligible for all further participation until the student has paid his/her debt to society and the courts consider the sentence served (including probation, community service, etc.).

#### C. Other Violations (refer to II-C-3 on page 3)

For the violations categorized as “other” (part II-C-3), penalties shall not be cumulative. Students found guilty of “other” code violations shall be suspended from competition for one contest or event.

### **IV. Investigation Procedure**

#### A. General Information

Suspension shall begin immediately after the student has been found to have committed a violation. Suspensions will normally be served by remaining out for the activity in all respects except for participation in games, meets, or tournaments. A student must complete the season in good standing for the contests missed during that season to count toward the suspension.

#### B. AOD/Tobacco and Criminal Violations

Procedures will be followed which will provide an opportunity for the student to have his/her case reviewed. A copy of the procedures will be made available to the student at the time he/she is notified of an alleged violation or whenever it is requested.

A student shall begin a suspension when one or more of the following conditions are met:

1. The student admits the violation.
2. The activities director or principal has met with the student, investigated the case, and determined that the student has committed an AOD/Tobacco or criminal violation of the Activity Code.
3. The coach/advisor may impose a temporary suspension, not to exceed 48 hours or the next school day when the coach/advisor is made aware of a violation at a time that makes it impossible to have a meeting before a scheduled contest. Any contest missed due to this temporary suspension would be applied toward any suspension that is officially imposed after the temporary suspension for this violation.

#### C. Other Violations

Procedures for “other” violations will consist of the coach/advisor confronting the student and notifying him/her of the charge. The student will be asked and allowed to provide any information in his/her defense as may be pertinent. The coach/advisor will render a decision that will not be appealable except to the activities director or principal.

## **V. Valid Evidence**

Any information or evidence considered to be relevant, valid, and accurate by any person(s) reviewing a particular alleged violation shall be considered. Parties who provide anonymous information will be asked to provide specific names, dates, times, and infractions. If hearsay evidence cannot be substantiated based on subsequent investigation, it will be treated as a rumor. A violation must be reported within 30 days of its occurrence.

Verifiable electronic evidence (photos, videos, social media postings, etc.) may be used as evidence. Any verifiable and identifiable image, photo, or video which implicates a student to have been in possession or presence of illegal use of drugs or alcohol, or out-of-character behavior or crime, may result in confirmation of a violation of the Activity Code.

## **VI. Athletics Awards**

Awards are presented as an honor to an athlete. Any athlete who makes a poor choice that results in an AOD/Tobacco or criminal violation and subsequent suspension ends up hurting the team's chances for success. Any athlete who receives a suspension for an AOD/Tobacco or criminal violation shall be ineligible to receive end-of-season awards such as all-conference, most valuable, most improved, etc. for the sports season in which the suspension begins. In the case of a second violation, the athlete shall be ineligible for these awards for any season in which games/meets are missed due to this type of suspension (in the case that the suspension carries over from one season to another). In addition, the athlete shall become ineligible for the senior athlete-of-the-year award if he/she misses any competition due to an AOD/Tobacco or criminal violation during his/her senior year.

### **A. Other Activities**

Any student who makes a poor choice that results in an AOD/Tobacco or criminal violation and subsequent suspension ends up hurting the team's/organization's chances for success. Any student who receives a suspension for an AOD/Tobacco violation shall be ineligible to receive end-of-the-year or season awards such as Best Female Actress, Star Chapter Farmer, Star Greenhand, etc. for the organization or activity in which the suspension begins. In the case of a second violation, the student shall be ineligible for these awards for any activity or organization which are missed due to this type of suspension (in the case that the suspension carries over from one activity to another).

Some participants in activities such as prom or homecoming court are the direct result of the student body voting in part or as a whole. Although the formal event scheduled may

take place at a later time, voting for the individual participants may come several weeks beforehand. To eliminate confusion, student expense, and animosity among students, eligibility to participate in these types of events is determined two weeks before the formal event takes place. This gives the school time to develop a ballot of eligible students and holds several rounds of voting. If a student is ineligible due to any violation of the district activity code, that student would not be placed on the ballot.

## **VII. Procedures for Processing AOD/Tobacco and Criminal Violations**

The procedures outlined hereafter will be adhered to as closely as possible when suspending students from participation in activities for AOD/Tobacco or Criminal Violations of the Activity Code. Procedures to be followed in processing other violations of the Activity Code are explained earlier in the document.

A. The student shall be notified of any alleged major violation of the Activity Code and given a copy of these procedural guidelines by the activities director or principal as soon as it becomes known to him/her. Following the investigation procedure, the activities director or principal will then render a decision that will result in one of the following three actions:

1. The student admitted to the violation and the suspension will be assessed and served.
2. The student has denied the charge; however, the activities director or principal will assess a suspension based on the evidence.
3. The alleged violation will be dropped due to insufficient evidence. If a suspension is assessed at this time, the activities director or principal shall send a letter to the parent(s)/guardian(s) informing them of the decision and the basis for the decision. Once the activities director or principal has rendered a guilty decision to the student, a timely meeting involving the student, parent(s)/guardian(s), coach, and school-designated individual to outline the student's responsibilities regarding AOD education. The results of the meeting will be put into writing by the school-designated individual and a copy sent to the principal, activities director, coach/advisor, and parent(s)/guardian(s). Once the student has completed the required alcohol or other drug abuse education as set forth by the particular violation, the activities director, principal, coach/advisor, and parent(s)/guardian(s) will be notified by a final report from the school-designated individual.

B. If the student or his/her parent(s)/guardian(s) are dissatisfied with the decision rendered by the activities director or principal in Step A, they may appeal the decision to the person who made the decision within five (5) school days after receipt of the letter notifying them of Step A decision.

The activities director or principal and, if appropriate, the head coach/advisor of the activity involved shall schedule a meeting as soon as possible (no later than three (3) school days after receiving the appeal) to discuss the issue.

Parent(s) or guardian(s) at this meeting may accompany the student. The student will have an opportunity to present evidence and challenge evidence presented against him/her at this meeting. The activities director or principal will determine if the suspension should be sustained.

The activities director or principal shall notify the student and his/her parent(s)/guardian(s) of the decision following this meeting.

C. The student or his/her parent(s)/guardian(s) may appeal this decision in writing to the district administrator within five (5) school days after the decision by the activities director or principal in Step B. The district administrator or the district administrator's designee will, within five (5) school days of receipt of the written appeal, arrange a meeting between the appropriate parties to review the suspension. The district administrator or the district administrator's designee will conduct the meeting.

At this meeting, the student will be provided the opportunity to present evidence on his/her behalf and to challenge evidence that has been presented. A summary of the meeting, including the decision made, will be put in writing by the person conducting the meeting and a copy sent to the student and his/her parent(s)/guardian(s) within three (3) school days after the meeting has been held.

D. If the student or his/her parent(s)/guardian(s) are not satisfied with the finding of the meeting in Step C, a hearing may be requested before the Board of Education. The district administrator must receive in writing a request for such a hearing within 14 days of the mailing of the outcome of the meeting in Step C. NOTE: Provisions as outlined in B and C above will be applicable relating to the hearing.

E. If the student or his/her parent(s)/guardian(s) are not satisfied with the finding of the meeting in Step D, they may appeal to the WIAA Board of Control.