



2019-2020

CO-CURRICULAR
ACTIVITIES HANDBOOK

Mayville School District
Grade 9-12

MAYVILLE CARDINALS

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School District of Mayville
Co-Curricular Code Grades 9-12
(Co-Curricular Activities Handbook)

The purpose of this code is to set standards for student eligibility for participation in co-curricular activities. Co-curricular activities are defined as those activities outside the classroom that are approved and regulated by the Board of Education that do not affect class grades. They include athletics and non-athletic co-curricular activities. To be eligible for participation in co-curricular activities, a student must be enrolled as a full-time student as defined by Board of Education Policy. Parochial/Private school students may participate in co-curricular activities per Board of Education Policy.

The opportunity for participation in activities outside of the classroom constitutes an important phase of learning that is seldom duplicated. The primary philosophy of these activities is to provide experiences that will help develop students emotionally, intellectually, physically, and socially. Such participation is a privilege that carries with it responsibilities to the students themselves, the activity, the student body, the community, and to the school.

The Board encourages the full participation in co-curricular activities. For purposes of Board policy, "full participation" means fair and equal participation to the extent that the budget, facilities or type of activity allows.

The District 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, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap. This policy does not, however, prohibit the District from placing a student in a program or activity based on objective standards of individual performance, providing separate programs in interscholastic athletics 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 procedures.

Section I. High School Academic Standards for Eligibility

A. Minimum Academic Standards - To be eligible to participate in co-curricular activities, a student must a.) earn a minimum grade point average of 1.5 and have no failing grades, or b.) earn a minimum grade point average of 2.5 and have no more than one failing grade. A student with a disability who is enrolled in an approved individualized education program (IEP) may be eligible if he/she is making satisfactory progress in his/her total school program as indicated by his/her IEP.

B. Determining Academic Eligibility - Academic eligibility is determined at the end of each quarter, on the day the report cards are printed. -The quarter grades and quarter grade point averages are evaluated at the end of each quarter on the day grades are officially posted. Grades listed as incomplete (I) on the report card are considered failures (F's) until changed unless a medical/family circumstance has contributed to the incomplete and the student has received approval from the Principal or his/her designee.

C. Academic Eligibility for Incoming Freshmen - Eligibility for incoming freshmen will be determined based on the student's third trimester grades from grade 8.

D. Academic Ineligibility Periods - Those students who do not meet academic eligibility requirements at the end of a quarter will be ineligible for co-curricular activity participation for the following time periods:

Fall: The lesser of 21 consecutive days from the earliest allowed competition/activity/event or 1/3 of the maximum games/activity events

Winter and Spring: 15 school days

E. Regaining Eligibility after Fourth Quarter - A student may regain eligibility status to the fourth quarter grading period by participating in one or more of the following options:

1. Attend Summer School in the Mayville School District--Course pre-approval by principal or designee.
2. Attend Summer School at a different district (at student expense)--Pre-approval by principal or designee.
3. Take a correspondence course--pre-approved by principal or designee at the individual's expense.
 - a. Individual student situations, as well as the availability of course offerings, will impact a student regaining his/her eligibility.
 - b. A student may substitute individual summer school course grades in place of individual fourth quarter course grades for the purpose of determining eligibility. At the completion of summer school, the students adjusted fourth quarter grades will be considered. If the adjusted grades now meet the standard for eligibility, the student will regain his/her academic eligibility immediately.

F. Expectations for Ineligible Students - Students involved in athletics, competitive or performance activities who are declared ineligible by the Activities Director/administrator must continue to meet and practice with the team/activity. A controlled scrimmage is considered a practice for the purposes of this code. Students may not appear in uniform, participate in warm-ups or participate in contests, competitions or performances during the period of ineligibility. Students may travel with the team or group to away events, but will not be dismissed early from school to do so.

G. Process for Regaining Eligibility At The End of a Quarter: A student may regain his/her academic eligibility anytime after 15 school days or 21 consecutive days as identified in page 4, Section I.D, when the student requests a Skyward grade sheet from the guidance secretary. At this time the student must meet the established minimum academic standards (page 4, Section I.A). The Guidance Secretary will give the grade sheet to the Activities Director or designee who will notify the student if eligibility has been granted or denied. A student remains academically ineligible until successfully completing this process, or until their grades meet the minimum standards at the next quarter grading period.

School District of Mayville
Athletics, Performance Activities, Academic Based Performance, Leadership and Services

WIAA Sports / NON WIAA Competitive Performances	Academic Competitive Clubs	Leadership, Performance and Service Orientated Clubs and Activities
FALL Football Girls Tennis B/G Cross Country Soccer (boys) Volleyball WINTER B/G Basketball Wrestling SPRING B/G Track Baseball Softball Soccer (Girls) Golf	Academic Decathlon Forensics Math League Mock Trial FFA FBLA	Art Club Be The Change Cardinal Singers Color Guard Iron Card Jazz Band Jazz Fusion Interact / Letterwinners Club Madrigal Musical/Plays National Honor Society Science Club Spanish Club Student Council Vocal Jazz Yearbook
Show Choir/Way Cool Band Trapshooting		

Section II. Conduct Standards for Eligibility

A. Philosophy

1. Mayville School District's conduct standards for co-curricular eligibility will be enforced on a year-round basis, twelve months.
2. Participants in all co-curricular activities are expected to :
 - a. Adhere to the highest standards of moral and social behavior and sportsmanship. Conduct in and out of the school shall be such as to bring no discredit to the co-curricular participant, his/her parent(s)/guardian(s), activity or team.
 - b. Show proper respect for authority at all times in school and within the community. Insubordination or disrespect to any teacher or coach/advisor will not be tolerated.
 - c. Abide by the Mayville School District's Board Policies and individual school rules.
 - d. The number of code conduct violations on a student's record is reset to zero at the completion of grade 8. Any unserved penalties resulting from conduct violations that occur while the student is in middle school will persist and will be applied to high school participation. A student's high school record of code conduct violations begins on August 1 before they begin high school.
 - e. Failure to adhere to and meet the expectations of the Co-curricular Code's Philosophy could result in a code violation.

B. Serving a Code Violation

1. If a student is academically ineligible, the student must wait until he/she is academically eligible to serve a conduct violation penalty.
2. If a student receives a conduct violation when they are not currently participating in a sport, the student may participate in the next available athletic season. The student must serve their penalty and complete the entire season of the sport for the penalty to be considered served and the student is eligible to participate fully in future sports seasons.
3. If the length of a suspension is not completed during one season, the remaining unserved penalty will follow into the student's next season.

C. Behavior Rules and Conduct Standards

All students involved in co-curricular activities are expected to maintain a high level of character throughout the school and in the community. All level 2 school referrals will be reviewed by the Dean of Students/Athletic Director. If the behavior referral results in any school consequences, including but not limited to, after school detention, in-school suspension, out of school suspension, police referral or referral for expulsion, the High School Administration (building principal and athletic director) will determine suspensions from practice or competition if applicable. Contest and practice suspensions will be determined by the severity and frequency of level 2 referrals.

D. Co-Curricular Conduct Violations

- i. **Behavior Types/Examples:**
 - drug/alcohol/tobacco/illegal substance offense (see Section II. D)
 - attendance at a party (see Section II. E)
 - weapons violation

- bomb threat/false alarm
- arson

ii. **Violation Defined**

A Co-curricular conduct violation consists of a single offense of a - Co-curricular conduct behavior.

iii. **WIAA Sports / NON WIAA Competitive Performances**

The penalty for a Co-curricular conduct violation first offense for athletic participation is a suspension from a minimum of 25% of the season scheduled contests. The penalty for a Co-curricular conduct violation second offense for athletic participation is a suspension from a minimum of 50% of the season scheduled contests. The penalty for a Co-curricular conduct violation third offense for athletic participation is a suspension from all further participation in athletics during the student’s high school career.

iv. **Academic Competitive Clubs**

Academic Competitive clubs have a short season with 5 or less “competitive contests”. The penalty for a co-curricular code violation will be one contest / event. In the event of a 2nd offense the consequence would be the remainder of the season

v. **Leadership, Performance and Service Orientated Clubs and Activities**

These organizations do not have a competitive element and have a different mission or purpose than “competitive” teams and organizations. The consequence for a co-curricular violation will be the following

1. Student will be removed from Leadership Positions
2. Student will be suspended from the next 2 events / functions
3. Student will lose banquet and end of year celebration activities
 - * Student will have the opportunity to “earn” back the banquet and end of year field trip / celebration activity by agreeing to a behavior contract agreed upon by the advisor and activities director.

E. Alcohol, Tobacco, and Controlled Substances - The School District of Mayville is a Drug-Free School District. These rules have been established for the best interest of the student and the activity. By complying with these rules, a student demonstrates the desire to reach his or her full potential and to enhance the best interest of fellow teammates, participants, coaches, and the school. No student may use, possess or be under the influence of alcohol or illegal drugs, drug paraphernalia, mood altering substances, tobacco, nicotine, or controlled substances. No student may be in possession of or use steroids or any drug, medicine or food supplements solely for the purpose of performance enhancement. A student may not use look-alike-drugs to include non-alcoholic beer and other beverages, intoxicant look-a-like, vaping or e-cigarettes. In addition, students may not manufacture, sell, buy, or intend to sell or transfer alcohol, look-a-likes, illegal or prescription drugs. The Mayville School District adheres to the WIAA banned substances, available on the WIAA website.

F. Attendance at a Party

1. A party, defined as an event/party/gathering/establishment where drugs/alcohol are being used/consumed and/or taken by individuals under the age of twenty-one (21), is strictly prohibited.
2. No student may have a gathering at his/her home or property or attend/associate at an event, party, gathering, or establishment where drugs and/or alcohol are being used, consumed and/or taken by individuals in violation of state law. **Upon the realization that drugs, tobacco, and/or alcohol (or other substances mentioned in Section II.D) are being illegally consumed, the expectation is that the student leave in a timely manner.**
3. A student who is the host of a party, as defined in Section II.E.1, will be held to a higher penalty - double the consequences.

G. Attendance at Public Gathering Where Alcohol is Being Served— Students are not prohibited from attending weddings, reunions, anniversaries or other ceremonial functions with their parent(s)/guardian or with his/her parent(s)/guardian's permission where alcohol is served. However, students may not consume alcohol or be in possession of alcoholic beverages even though they have parental permission to do so.

1. Parental permission does not override the provisions of this code.
2. Travel to other countries and/or other states where drinking/drugs is/are legal for the age of the co-curricular participant does not override the provisions of this code.

H. Social Media

1. Acts of inappropriate use of electronic devices, such as sexting, viewing pornography, cyber bullying, harassment, hazing, and other similar acts will be considered code violations. If an incident becomes illegal, police involvement will occur when a student is in violation of any federal or Wisconsin law. (See Section II.I.1)

I. Leadership Positions and Dances

1. Student Leaders - Class Officers, Club Officers, and/or Team Captains - will be held to a higher set of expectations than other members of the class, organization, or team.
2. If a student leader incurs a tier-three code violation, the following sequence of consequences will be followed:
 - 1st Violation - Loss of officer position(s) for the remainder of the year, still allowed membership in the organization
 - 2nd Violation - Not eligible for leadership position for remainder of high school career, still allowed membership in the organization
 - 3rd Violation - Termination from organization for remainder of high school career
3. A student who has been determined to be ineligible during the time in which balloting for a dance court occurs shall remain ineligible for the upcoming dance court. A court member who has been determined to have been in violation of the code will be ineligible for the court he or she has been elected to.

Note: A student who is ineligible during the balloting process is not eligible for class or club officer. You may be eligible for an officer/leadership role if free of violations if the time of your leadership position begins after the suspension is complete.

J. Other

1. Any student who has been charged with violating or violates Federal or Wisconsin law, any municipal or county ordinance, or law of any other jurisdiction in conformity with the Wisconsin Criminal Statutes may be found in violation of the Co-curricular Code. Parking and speeding tickets are exceptions to this prohibition.
2. Theft of any kind will not be tolerated. This includes illegal possession of school equipment (Mayville or any other schools).

Section III. Reporting Violations

A. General

1. Any person may report a violation of the co-curricular code on the Code Violation Report Form (pg. 18). All violations of the co-curricular code must be reported on the Code Violation Report Form, available in the Mayville High and Middle School Main Offices. Only reports submitted on the Code Violation Report Form (made in writing) and signed will be considered. When appropriate, anonymity of the informant will be maintained. The violation must have been documented to have occurred within the last sixty days. Court and police reports can be used as the sole basis for disciplinary action. Any person may report a violation of the co-curricular code on the Code Violation Report Form. Persons under the age of 18 may report directly to an advisor/coach/director, staff member or administrator who will then file a report if the information warrants such action. If a staff member witnesses or has knowledge of a violation of the co-curricular code, he/she is expected to report the violation.
2. Reported violations cannot be processed as self-reported violations. Violations reported by a third party eliminate the opportunity for a student to self-report.

B. Self-reporting (For WIAA / Non WIAA Competitive Performances)

1. A student(s) may self-report to any Mayville coach or advisor, faculty member or school administrator and receive a reduced penalty if it is his/her first violation of the co-curricular code. A Code Violation Report Form must be completed by the end of the next scheduled school day or before the initiation of the investigation process as stated in Section III.A.1. If all elements of self-reporting are properly met, the "first violation" penalty for a tier-three violation will be reduced from twenty-five percent (25%) to ten percent (10%) of the regular scheduled interscholastic game or meets from the time the violation occurs.
2. A student who has the gathering at his/her home or property at which drugs and/or alcohol are being used, consumed and/or taken by individuals in violation of state law is not eligible for the self-reporting penalty reduction.

C. Self Reporting for Academic and Leadership based Clubs and Activities

1. Self reporting for these clubs can be reduced through community service opportunities as mutually agreed upon by student, parent and building administration.

Section IV. The Investigation of Conduct Violations & Assigning Consequences

A. The Opening of the Investigation Process

1. When a Code Violation Form has been received alleging that a specific Mayville student has violated the district's co-curricular activity conduct standards, the student will be informed of the allegations and an Interview Team will be established within three (3) days of the receipt of the written report to review the alleged violation. The Interview Team will be comprised of at least two (2) of the following: building principal (or designee) or Activities Director. Additional members may be appointed by the administration if deemed necessary.
2. Any and all appropriate individuals will be interviewed to determine if the alleged violation occurred.
3. During the investigation, the student will be given an opportunity to be heard regarding the alleged violation. In responding to any questioning about his/her personal actions, it is expected that the student answer truthfully. Also during the questioning process, a student may not attempt to mislead, misrepresent or be uncooperative which may impede the investigation. Students who intentionally provide false information or impede an investigation could face increased penalties.
4. The Interview Team will determine if a violation has occurred and will verbally inform the student and the student's parents of the findings from the investigation. The Interview Team will then assign the appropriate consequences in accordance with the established penalties for conduct violations.
 - a. The Interview Team and the Activity Appeal Panel (as outlined below) are allowed flexibility by this code to take appropriate action in cases not covered by terms of this code. This includes instituting community service activities.
 - b. If a student is involved in more than one activity, consequences will occur in each of the activities in which the student is involved.
5. Students will be notified verbally of the outcome of the investigation and that any consequence(s) assigned will go into effect immediately.
 - a. The Activities Director or Administration will make a documented attempt to contact the parent(s)/guardian once the investigation has been completed.
 - b. A letter to the parent(s)/guardian will be sent home summarizing the investigation and its outcome.
 - c. The student or parent(s)/guardian may appeal the Interview Team's decision within five (5) days of the parent/guardian being notified. All appeals will be treated separately on an individual basis.

B. Appeal Process

1. **Activity Appeal Panel** – If the student and their parent(s) / guardian wish to appeal the violation and / or the consequences being dispensed, a written request must be made to the Principal within five (5) working days from the date of mailing. Appeals may only be made if it is believed that proper procedures were not followed to carry out the investigation, if additional information that could refute the findings of the investigation is available, or if the penalty provided is not consistent with the penalties outlined in the code. The Activity Appeal Panel will consist of five (5) members, who will include two (2) parents, at least one (1) representative from the building administration, the Superintendent or designee, and two (2) other appropriate coaches and faculty members.

The principal will formulate a parent list at the start of each school year which will be used to determine the two (2) parents, who are to serve on the Activity Review Panel.

- a. The Activity Appeal Panel will strive to meet within three days upon receiving the written appeal. Until the hearing is scheduled, the original decision of the Interview Team shall stand.
- b. Both the student and their parent(s) / guardian are encouraged to attend. The student will be provided with an opportunity to speak and present other evidence on his/her behalf at the hearing.
- c. A written notice of the findings of the Activity Appeal Panel will be mailed to the student and / or their parent(s) / guardian. The Activity Appeal Panel is not limited in their actions and may modify the original consequence, as they deem necessary. Until the appeal is ruled upon, the original decision shall stand.

Section V. Additional Co-curricular Requirements and Rules

A. Student Attendance

1. All students must be in school at least the last four class periods (periods 5-8) on the day of a practice, contest or event, in order to be eligible to participate. A student may miss part or all of class periods 5-8 and still be eligible to participate if they present a written excuse from a doctor, dentist, therapist, college representative, or other like person that verifies the student's absence. The school principal or designee may make exceptions to this attendance rule.
2. The principal or designee, prior to the absence, must excuse an absence of a student under the co-curricular code on the day of a contest if he/she is to participate in the contest.
3. Students may not compete in, practice, or attend any school sponsored/social activity if they have an unexcused absence for that day. The administration reserves the right to determine what is excused or unexcused. ~~Long term removal for a classroom code of conduct violation will be treated as a violation of the co-curricular code.~~

B. Rules and Expectations of Coaches/Advisors - The coach or advisor of any co-curricular activity may establish and enforce reasonable team/group rules, which may include, but are not limited to the following:

1. Attendance for practice, activities, performances or competitions: With the exception of a prior arrangement with the advisor/coach, participants must attend all sessions of their activity.
2. Curfew: The coach/advisor may impose a reasonable curfew prior to an activity.
3. Dress/Grooming: The coach/advisor may require certain dress and grooming standards for participants in an activity that do not apply to the general student population.
4. All team/activity rules established by the coach/advisor shall be reviewed and approved by the Activities Director before distribution to participants. Each advisor/coach shall inform participants of their team/activity rules at the beginning of the season/activity. Team/activity rules may be more stringent than the rules of this policy.

C. Special Provisions Applicable to Athletics

1. WIAA Tournament Eligibility - A student who becomes ineligible during the tournament series as the result of a conduct violation remains ineligible throughout the tournament series. The tournament series is defined as games or a bye (when a team does not compete but advances in the competition) contested in the postseason that may qualify the athlete or team for the state tournament.
2. WIAA Physical Expectations
 - a. A student may not practice or participate in interscholastic athletics until the school has written evidence on file in its office attesting to (1) Parental permission each year and (2) current physical fitness to participate in sports as determined by a licensed physician or Advanced Practice Nurse Prescriber (APNP) no less than every other school year with April 1 being the earliest date of examination. School policy determines when an athlete may return to competition following an injury, except where the rule book or WIAA tournament policies apply. Each athlete must pay for his/her own physical. Physical examinations are an every-other-year procedure for WIAA athletes.

- b. If there has been a serious injury or illness, or if hospitalization has been required, a student will be required to have a physical examination even though he/she has one the previous year.
3. WIAA Concussion Expectations - All students-athletes grades 7-12 must complete an ImPACT Baseline Concussion test prior to participating in athletic activities, no less than every other school year. In addition, students and parents must annually review the concussion-related materials provided by the WIAA and the Mayville School District. All required forms must be signed and turned in before the student may begin participation in athletic activities.

D. School Equipment and Locker Room

1. Each participant is responsible for school equipment issued to him/her. Equipment that is lost or damaged through neglect, carelessness or abuse will also be charged to the student at current replacement costs. Athletes are required to have a lock purchased from the school on their athletic lockers.
2. The locker room is a place for players and coaches only. No friends, or relatives will be allowed in the locker room before, during or after games or practices.
3. Any participant failing to return school issued equipment, apparel, etc. or that owe for that equipment will not be allowed to compete in their next activity.

E. Change of Sport - No athlete may join another sport during the same season unless a meeting has taken place between both coaches, the player, and the Activities Director, and it occurs before the first game of either sports' season.

F. Participating in Multiple Sports in the Same Season - A student may only participate in one sport per season unless special approval is obtained by the student from the Activities Director. The Activities Director will lead a meeting between the student and the coach of each team the student wishes to participate on. If all parties support the participation in multiple sports by the student, approval will be granted.

G. Regaining Eligibility - To regain eligibility, the student must maintain membership throughout the entire season in which the consequences for the co-curricular conduct violation are served. Maintaining membership is defined as attending and participating in all practices and meetings while not competing as well as participating fully once the consequences have ended for the remainder of the season.

H. Co-curricular Activity Fee - All Mayville School Fees for students who participate in a co-curricular activity are expected to be paid in full before participating in practice or the first scheduled event. If there are any outstanding fees, such as registration fees, course fees, school fines (IE: chromebook repair, lost book fine, etc.), the athlete will not be able to participate until their 2019-2020 fees are paid in full. Parochial/private school students participating in co-curricular activities as per Board policy will be expected to pay the same fees as students attending the Mayville Public Schools. Students currently approved for free lunch may petition to have their Co-curricular fees waived with the completion of a fee waiver form. Annual High School Fees are \$50 for the first sport, \$30 for the 2nd sport and no charge for any additional sports. Annual Middle School Fees are \$30 for the first sport, \$20 for the second sport, and no charge for any additional sports.

I. Transportation to and from Co-curricular Activities - The School District of Mayville is responsible for the safety and protection of students participating in co-curricular activities. School District Transportation will be provided for all of these co-curricular activities. Under no circumstance is a student allowed to transport himself/herself to and from a co-curricular activity. All students must ride the bus to and from the contest or event unless prearranged in writing with parents and co-curricular advisors. District Transportation and Behavioral Expectations will be followed while being transported to and from activities as well as onsite.

If a participant wishes to be transported home with his/her parent(s)/guardian after a contest or event:

1. A completed written request form will be available after the contest or event through the coach or advisor. The parent must sign the form in the presence of the coach or advisor. The advisor or coach will keep each completed form on file in the team binder and make them available to the Activities Director upon request.
2. On the day of the contest or event, parents may personally drop-off a signed note directly to an office staff member or speak directly to a staff member via the telephone. No messages will be accepted.
3. Failure to complete the form will result in the student being required to ride the bus home from the activity.

Section VI. Procedures to Implement the Policy

A. All students and a parent or guardian involved with co-curricular activities at Mayville High School and Middle School will attend a player/parent meeting for their sport. This meeting will be called by the Head Coach of the program where he or she explains expectations of his/her program. The Athletic Director (or designee) will attend the player/parent meeting for each sport or club and go over the points of emphasis in the code. Each athlete and parent and/or guardian will sign the code agreement form and pledge to honor and adhere to the Co-Curricular Code.

B. Requirements to Participate - Before a student can begin participation in co-curricular activities, including practices, the following items must be completed:

1. All school/activity fees must be paid.
2. Sign and submit a Co-Curricular Code Pledge/Agreement
3. Submit a completed Physical Card (or Alternate Year Physical Card).
4. Have successfully completed the IMPACT Baseline Concussion Test within the past two years.
5. Have reviewed the “When in Doubt, Sit Them Out” literature and completed the Concussion Parent/Athlete Agreement.

Coaches and advisors are responsible for checking that all participants are eligible. Allowing participation of an ineligible student is a violation of school policy and could result in forfeiture of a contest.

School District of Mayville (*moved to pg 5*)

GROUP 1 - PERFORMANCE ACTIVITIES, CLUBS, ORGANIZATIONS AND COURTS

High School

Academic Decathlon
Art Club
Be the Change
Camp Counselor
Cardinal Crew
Cardinal Manufacturing
Cardinal Singers
Color Guard
Dance Courts
DECA
FFA
Forensics
Iron Card Club
Jazz Band
Jazz Fusion
Letterwinners Interact Club
Madrigals
Math League
Mock Trial
Musicals/Plays
National Honor Society
Science Club
Show Choir
Spanish Club
Steel Drums
Student Council
Vocal Jazz
Volunteer Club
Way Cool Band
World Language Club
Yearbook

*Others may be developed or added between code revision years.

GROUP 2- ATHLETICS

High School

Baseball
Basketball
Cross Country
Football
Golf
Soccer
Softball
Tennis
Track and Field
Trapshooting
Volleyball
Wrestling

All of the listed activities, clubs, performance groups, or sports have been approved by the administration, the policy committee, and Board of Education. Any additionally proposed activities, clubs, performance groups, or sports must be presented to and approved by each supervisory committee: administration, the policy committee, and Board of Education.

School District of Mayville Code Violation Report Form

Name of Student _____ Date _____

Self-report: Yes _____ No _____ or Third Party _____

Type of Violation _____

Activities Student is involved in _____

Group Violation (1 or 2) _____

Summary of the Incident

Date _____ Time _____ Place _____

Description of Events _____

Signature

Date

Notes by Administrator or Activities Director

Signature of the person who received the Code Violation Report

Time

Date



WISCONSIN INTERSCHOLASTIC ATHLETIC ASSOCIATION

2019-2020 High School Athletic Eligibility Information Bulletin

To: Student-Athletes and Their Parents

From: Wisconsin Interscholastic Athletic Association and _____

(School)

Your high school is a member of the Wisconsin Interscholastic Athletic Association. The following rules and regulations are developed by the member schools of the WIAA and govern the participation by boys and girls in school athletics and in some instances, impact upon sports activities outside the school.

This information bulletin is a **summary** of the WIAA OFFICIAL HANDBOOK as it pertains to those rules and regulations. Both student-athletes and their parents should have an understanding of these requirements. Equally important is that student-athletes and/or parents talk to their principal or athletic director if they have any question about these regulations. For additional information on Rules of Eligibility see the WIAA Handbook, or visit the WIAA website at www.wiaawf.org.

This bulletin does not discuss specific penalties for all violations. The reason is that penalties vary depending upon the nature of the violation. In addition, schools often have established penalties or periods of ineligibility, which are greater than the minimum prescribed by WIAA rules.

There also are exceptions and other permissive provisions in some rules. Student-athletes and their parents should discuss all athletic eligibility related situations with the school principal or athletic director who, if necessary, will get a decision, interpretation, or opinion from the WIAA office.

Student-athletes, as well as parents are asked to read this bulletin, and then sign it and have their signature statement (attached) on file at their school prior to practicing and competing.

These are WIAA eligibility rules, which are **current for the 2019-2020 school year**:

AGE

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

ACADEMICS

A student-athlete must meet school and DPI requirements defining a full-time student and have received no more than one failing grade (including incompletes) in the most recent school issued grade reporting period. Note: Some member schools adopt code and academic policies and other participation requirements which are more stringent than WIAA minimum requirements. In those instances, the school's requirements prevail and must be applied as written.

ATTENDANCE

A student-athlete is eligible for interscholastic competition at a member school if he/she is carried on the attendance rolls as a duly enrolled full-time Grade 9, 10, 11 or 12 student in that member school. (Subject to satisfying all other eligibility requirements.)

Note: A full-time student is further defined as one where the member school is responsible for programming 100% of the student's school day. The student is eligible for like or similar awards, privileges and services as all the other students and meets all obligations and responsibilities as other students, without exception.

- A. A student must complete eligibility in the four consecutive years starting with Grade 9 and the three consecutive years starting with Grade 10, unless there are documented extenuating circumstances and a waiver has been provided.
- B. A student is ineligible if he/she has graduated from a school offering studies through Grade 12 or its equivalent.
- C. A student who graduated in May or June retains eligibility for (a) any portion of a spring athletic schedule not completed by the end of the academic year and (b) the school's summer athletic schedule.
- D. A student is ineligible if he/she has not been enrolled in some school by the 17th day of a semester or trimester, except upon request of a school in special cases involving sickness, accident, military service, social services assignment, e.g.
- E. A student-athlete may not participate in school sports in more than four different years, and a student-athlete may not participate in the same sport more than one season each school year.

DETERMINING RESIDENCE FOR PUBLIC SCHOOL STUDENTS

A full-time student, whether an adult or not, is eligible for varsity interscholastic competition only at the school within whose attendance boundaries his/her parents reside, within a given school district, with these additional provisions:

- A. Board of Education approved full-time student(s), paying their own tuition and residing full time with parents in their primary residence shall be afforded eligibility. Transfer students are subject to provisions outlined in the transfers section of this document and in the Senior High Handbook.
- B. The residence of a student's guardians shall determine eligibility in cases where both parents of a student are deceased. The execution of guardianship papers in situations where one or both parents are living does not by itself make a student eligible.
- C. In the event of a divorce or legal separation, whether pending or final, a student's residence at the beginning of the school year shall determine eligibility, except in situations involving transfer after the fourth consecutive semester following entry into grade 9. For the purpose of this rule, attendance at one day of school and/or attendance at one athletic practice shall determine 'beginning of school year.' Under this rule, a student who transfers after the beginning of the school year shall be ineligible at the new school unless approval is granted by the Board of Control in accordance with the transfer and/or waiver provisions as described in the WIAA HS Handbook.

- D. A student whose tuition is paid by the school within whose attendance boundaries parents reside or by the state and is enrolled in a district approved program may be eligible at either school (first priority to school of residence) but (a) may not participate at both schools in the same year and (b) academic ineligibility accompanies student upon transfer. Transfer restrictions may also apply.
- E. A student whose tuition is paid by the school within whose attendance boundaries parents reside or by the state or who is participating full time in a legislated open enrollment option must meet all statutory timeline requirements. This provision extends the opportunity to decline attendance at the new school and continue at his/her school of residence. If the student begins the school year at the new school and then transfers back to school of residence after attending one or more days of school or one or more athletic practices, he/she shall be subject to transfer provisions as outlined in the transfer Section of this document.
- F. A student may continue being eligible in the same school even though parent(s) and/or student move from within that school's attendance boundaries, provided enrollment is continuous (unbroken in that school).
- G. After a student-athlete has not participated and/or has had their eligibility restricted for one calendar year due to reasons relating to residence and/or transfer, he/she becomes eligible.
- H. A student-athlete will not be eligible if his/her attendance at a particular school resulted from undue influence (special consideration because of athletic ability) on the part of any person.
- I. A student-athlete who has been declared ineligible at a school for disciplinary reasons, academic reasons or due to another State Association's provision retains that ineligibility status if he/she transfers to another school.
- J. Except in situations involving transfer after a student's sixth consecutive semester, a full-time student whose residence in a given district and attendance at a member school does not conform with any of the provisions outlined above shall be eligible for nonvarsity competition only, for one calendar year, unless a waiver is provided as outlined in the WIAA HS Handbook under Waivers. Transfer students are subject to transfer provisions as outlined in the transfer section of this document and in the Senior High Handbook.

DETERMINING RESIDENCE FOR NONPUBLIC SCHOOL STUDENTS

A full-time student, whether an adult or not, is eligible for varsity interscholastic competition only if the student is residing full time with parents in their primary residence with these additional provisions:

- A. In the event of a divorce or legal separation, whether pending or final, a student's residence at the beginning of the school year shall determine eligibility except in situations involving transfer after a student's fourth consecutive semester. For the purpose of this rule, attendance at one day of school and/or attendance at one athletic practice shall determine "beginning of school year". Under this rule, a student who transfers after the beginning of the school year shall be ineligible at the new school unless approval is granted by the Board of Control in accordance with the waiver provisions as described in the WIAA HS Handbook under Waivers. Transfer restrictions may also apply.
- B. Residing full time with guardians shall determine eligibility in cases where both parents of a student are deceased. The execution of guardianship papers in situations where one or both parents are living does not by itself make a student eligible.
- C. A student may continue being eligible in the same school even though parent(s) and/or student move from within that school's traditional attendance area, provided enrollment is continuous (unbroken in that school).
- D. A student who has been in attendance in a nonpublic, self-contained school (i.e. grades K-12 or 7-12) for at least one complete school year prior to reaching Grade 9 and has not broken enrollment during that time is eligible in that nonpublic school upon entering Grade 9.
- E. Except in situations involving mid-year transfer and/or transfer after the fourth consecutive semester students attending member residential schools shall be eligible at the member school provided they reside at the school or reside full time with parents in their primary residence.
- F. Except in situations involving transfer after a student's sixth consecutive semester, a full-time student attending a nonpublic school but not residing in accordance with any of the provisions outlined above shall be eligible for nonvarsity competition only, for one calendar year, unless a waiver is provided as outlined in the WIAA HS Handbook under Waivers.

TRANSFERS

A full-time student may be afforded up to eight consecutive semesters of interscholastic eligibility upon entry into Grade 9. **Transferring schools at any time may result in restrictions being imposed on eligibility, or in some cases a denial of eligibility.** For the purpose of this rule, attendance at one day of school and/or attendance at one athletic practice shall determine "beginning of school year." These additional provisions relate to transfer cases:

- A. A student who transfers from any school into a member school after the sixth consecutive semester following entry into Grade 9 shall be ineligible for competition at any level for one calendar year, but may practice, unless the transfer is made necessary by a total and complete change in residence by parent(s). The calendar year (365 days) will be determined from a student's first day of attendance at the new school.
- B. Students entering 9th and/or 10th grade at the beginning of the school year and who are within the first four consecutive semesters of high school will be afforded unrestricted eligibility provided all other rules governing student eligibility are met.
- C. Students entering 11th grade are restricted to nonvarsity opportunities for one calendar year.
- D. Students entering 12th grade as transfer students are ineligible to compete at any level for one calendar year, but may practice.
- E. 9th grade students who transfer after the beginning of the school year and with written consent from both schools directly involved shall be restricted to nonvarsity opportunities for the remainder of the school year. Restrictions are removed upon entering 10th grade.
- F. 10th or 11th grade students who transfer after the beginning of the school year and with written consent from both schools directly involved shall be restricted to nonvarsity opportunities for one calendar year (365 days beginning with first day of attendance at the new school).
- G. In the event of divorce or legal separation, whether pending or final, residence at the beginning of the school year shall determine eligibility for students entering 9th and/or 10th grade. In situations involving transfer after the sixth consecutive semester following entry into grade 9 the student is ineligible to compete at any level for one calendar year, but may practice.

- H. District policies with respect to intra-district transfer do not supercede WIAA transfer rules in situations involving post-sixth semester transfers. Intra-district transfers occurring after the sixth consecutive semester following entry into grade 9 result in the student being ineligible for competition at any level for one calendar year (365 days beginning with first day of attendance at the new school), but may practice.
- I. Unless transfer, including an accompanying total and complete change of parents' residence, is effective at the outset of a semester, a student cannot establish eligibility at his/her new school until the fifth calendar day of such transfer.
- J. If within the first six consecutive semesters following entry into grade 9, a student who transfers more than once in any given school year shall be ineligible for all interscholastic competition for the remainder of that current school year and will be eligible for nonvarsity opportunities only for the balance of the calendar year. In situations involving transfer after the sixth consecutive semester following entry into grade 9 the student is ineligible to compete at any level for one calendar year, but may practice.
- K. A student may not have eligibility in more than one member school at the same time. A parent or parents who move from a primary residence within one school's attendance boundaries, to a secondary residence within another school's attendance boundaries, may be required by the Board of Control to provide evidence of a total and complete move.
- L. A student who transfers from any school, whether or not a member school, with a status of ineligibility for disciplinary reasons, academic reasons and/or as a result of another State Association's regulation or sanction, retains such status at his/her new school for the same period as decreed by the former school. A student who transfers due to expulsion or removal for disciplinary reason from the previous school is ineligible for the length of the expulsion as determined by the previous school's Board of Education.
- M. No eligibility will be granted for a student whose residence within a school's attendance boundaries, with or without parents, or whose attendance at a school has been the result of undue influence (special consideration due to athletic ability or potential) on the part of any person, whether or not connected with the school.

PHYSICAL EXAMINATION and PARENT'S PERMISSION

A student-athlete whether an adult or not, must have written permission of parents to participate in school athletics, an emergency information form, and he/she must have a physical examination (signed by a licensed physician, physician's assistant or advanced practice nurse prescriber) every other school year.

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

TRAINING and CONDUCT

A student-athlete must follow his/her school's code of conduct (training rules) on a year-round basis.

- A. A student-athlete who violates his/her school's code of conduct during the season of a sport (start of practice to final game) must be suspended from competition for a period of time specified in the code (minimum of one meet) if the violation involves (a) possession and/or use of alcohol, (b) possession and/or use of tobacco, including chewing tobacco and (c) use, possession, buying or selling of controlled substances, street drugs and performance enhancing substances (PES).
- B. The member school will determine minimum penalties for violation of any other provisions of its code of conduct, including out of season offenses and for any other unacceptable conduct contrary to the ideals, principals and standards of the school and this Association including but not limited to criminal behavior.
- C. 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.).
- D. A student-athlete who violates his/her school's code of conduct at times other than during the actual season of a sport must be disciplined by the school, the nature of such discipline to be determined by the school as indicated in its code of conduct.
- E. A student-athlete who violates any part of the school or WIAA's code of conduct resulting in suspension for any portion of WIAA-sponsored tournament competition must be immediately declared ineligible for the remainder of tournament series in that sport. During the WIAA Tournament, an ineligible athlete may not suit up.
- F. A student-athlete, disqualified from a contest for flagrant or unsportsmanlike conduct, is also suspended from the next competitive event at the same level of competition as the disqualification.
- G. Any player who in the judgment of the official, intentionally spits on, strikes, slaps, kicks, pushes or aggressively physically contacts an official at any time shall be immediately ineligible for competition a minimum of 90 calendar days from the date of the confrontation. In addition, the player is ineligible to compete for the first 25% of the next season in that same sport.
- H. A school must provide an opportunity for the student to be heard prior to a penalty being enforced (except for felony charges). If a student appeals a suspension, according to the school's appeal procedure, the student is ineligible during the appeal process.
- I. Schools/individuals are prohibited during the regular season and the WIAA tournament series from practicing for regional, sectional, and state tournament preparation at sites and facilities hosting WIAA tournaments.

AMATEUR STATUS

A student-athlete must be an amateur in all recognized sports of this association in order to compete in any WIAA sport.

- A. A student-athlete may not accept, receive or direct to another, reimbursement in any form of salary, cash or share of game or season proceeds for athletic accomplishments, such as being on a winning team, being selected for the school varsity team, or being a place winner in an individual tournament, e.g.
- B. A student-athlete may receive: a medal, cup, trophy or plaque from the sponsoring organization regardless of cost; school mementos valued not more than \$200; an award valued not more than \$100 retail for participation in an athletic contest in a WIAA recognized sport; and may retain non-school competition apparel worn by the student as part of the team uniform.

- C. A student-athlete may not receive compensation or benefit, directly or indirectly, for the use of name, picture, and/or personal appearance, as an athlete because of ability, potential and/or performance as an athlete.
- D. A student-athlete may not receive free and/or reduced rates on equipment, apparel, camps/clinics/instruction and competitive opportunities that are not identical for any and all interested students.
- E. A student-athlete may not be identified (with or without permission) as an athlete, provide endorsement as an athlete or appear as an athlete in the promotion of a commercial/advertisement and/or profit-making event, item, plan, or service.
- F. A student-athlete may not participate in school athletics or in sports activities outside the school under a name other than his/her own name.

SPORTS ACTIVITIES OUTSIDE OF SCHOOL

Athletes may compete in not more than two non-school competitions with prior school approval during each regular sport season. The contest(s) will not count against the individual maximum for the athlete in that sport. Nonschool competition will not be allowed during the respective WIAA tournament series in a sport. Violation of this rule results in loss of eligibility for the remainder of the season (including the WIAA tournament series) and forfeiture of the two non-school opportunities.

- A. WIAA rules do not prevent athletes from practicing with nonschool teams or from receiving private skills instruction during the school season. However, they may not participate officially or unofficially (including "banditing") in more than two nonschool competitions or races, including scrimmages against other teams (with school approval).
 - (1) This restriction applies to normal nonschool games as well as "gimmicks," such as reduced numbers competition (3-on-3 basketball, 6 player soccer, e.g.), specific skill contests (punt, pass, and kick, shooting contests, free throws, 3 point, e.g.), fun runs, etc.
 - (2) During the season, athletes may participate in a skills contest with approval of the school. Specific skill contests (punt, pass, and kick, shooting contests e.g., free throws, 3 point, drive, chip and putt) isolate separate skills outside of the traditional competition setting. The skill contest may not include physical contact or extreme fatigue as the actual sport competition. Fun runs are not considered skills contests. There can be no school coach involvement. All other eligibility rules including amateur status apply.
 - (3) A student who was a member of a school team during the previous year may not delay reporting for the school team beyond the school's official opening day of practice in order to continue nonschool training and/or competition.
- B. During the school year before and/or after the school season of a sport and in the summertime, members of a school's team may voluntarily assemble with their teammates (without school and/or school coach involvement) at their own discretion.
- C. A student-athlete or his/her parents must pay 100% of the fee for specialized training or instruction such as camps, clinics, and similar programs.
- D. A student-athlete may not be instructed except during the school season of a sport and approved summer contact days by the person who will be his/her coach in that sport in the following school season. All sports except football are exempt from this rule, BUT only (a) during the summer months and (b) if the program involved is not limited to individuals who are likely to be candidates for the school team in that sport in the following season.
- E. A student-athlete must not participate in an all-star game or similar contest except for summertime activities (a) within the same league or program (e.g., softball game between divisions of same league) or (b) in which a team is selected to represent a league in post-season play (e.g., Babe Ruth league team). Some post-season all-star opportunities may be permitted for 12th graders who have completed high school eligibility in a particular sport. Check with your Athletic Director to be certain.
- F. Schools/individuals are prohibited during the regular season and the WIAA tournament series from practicing for regional, sectional, and state tournament preparation at sites and facilities hosting WIAA tournaments.

USE OF STUDENT IMAGE

The participation of student-athletes in school and WIAA tournaments may result in the use of student-athlete images in promotion of school and WIAA events.

In order to facilitate good communication, all questions regarding athletic participation at your school should be addressed to your athletic administrator.

4/19

Detach and Return to Athletic Director

PARENT-ATHLETE RULES OF ELIGIBILITY SIGN-OFF FORM – 2019-2020

I certify that I have read, understand, and agree to abide by all of the information contained in this bulletin. I further certify that if I have not understood any information contained in this document, I have sought and received an explanation of the information prior to signing this statement.

School Name

Parent/Guardian's Signature

Please Print Name

Date

Student-Athlete's Signature

Please Print Name

Date

This form must be completed and submitted to the Athletic Director prior to a student being declared eligible to practice and compete.

APPROVED: March 7, 1994 ADOPTED: April 4, 1994
REVISED: June 19, 1995; September 3, 1996; November 16, 1998; December 20, 1999; May 15,
2000; July 16, 2001; September 3, 2003; July 20, 2015, July 10, 2017.