

# Cornell School District Extra-Curricular Code (Athletic and Club/Activities) Adopted 7-25-16

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## **1. INTRODUCTION:**

Participation in activities means more than competing between individuals or two schools. A student learns fair play, sportsmanship, teamwork, leadership, and cooperation from which a student will benefit continually. Participation is part of the total educational program.

This policy covers all students **upon entering grades 5-12 at Cornell School District (students need not be in sports/activities to be held reliable for knowing and following these policies)**. This policy is discussed at fall student/parent meetings prior to the start of the school year, can be seen by video during the year, can be found on the Districts' website, or given out as a hard copy upon request.

Parents and students must sign the pledge signature and turn it into their school's office prior to participating in any extra-curricular activities. This acknowledges both have read the document and agree to adhere to the Activity Code

Participation in the activities program is a desired but not required. It is urged that all members of the student body participate in our available programs based on their interests and abilities. Students who elect to participate in extra-curricular activities must also recognize that they have additional responsibilities beyond those required of the rest of the student body.

The extra-curricular activities programs are an integral part of the Cornell and Lake Holcombe Junior and Senior High School curriculum. Extra-curricular offerings provide certain opportunities and emphasize definite goals, which are impossible to duplicate in the classroom and, therefore, they compliment the academics in the educational process. The school districts strongly feel it takes a **"Dedicated"** kind of student to accommodate the sacrifices dictated by the schools' normal academic load, plus being involved in an activity.

Since extra-curricular activities are not required and are outside the academic arena of school, it is to be understood that consistent with a long standing legal principle participation in these activities are considered a privilege and not a right. This places additional demands on students who partake in such activities that are manifested in the form of specific rules and regulations. Because of this principle, students may be disciplined for on or off campus violations of this policy with the possibility of non-participation in any extra-curricular activity.

Some rules are put in this handbook because they have been specifically stated by the WIAA. In addition to the minimum requirements set by the WIAA for athletics in Wisconsin schools, the Cornell and Lake Holcombe Board of Education and the extra-curricular departments expect the rules in this handbook to be adhered to when a student chooses to participate in any extra-curricular activity

## **2. PURPOSE:**

The purpose of this activities policy is to provide parents and student participants a reference of responsibilities and expectations.

Students participating in the activities program must realize that they are representing not only themselves but their school, classmates, and community. Cornell and Lake Holcombe students are expected to conduct themselves in a manner which brings positive credit to everyone involved at all times. They are expected to exemplify positive behavior that provides an inspiration for the non-participants in school activities and for the younger students, who are so eager to copy them.

## **3. STUDENT/PARENT OBLIGATION:**

The Cornell and Lake Holcombe Schools will each presents **at least one** parental meeting in the fall prior to the beginning of the school year for the purpose of discussing the student/athletes obligation according to the activities.

A Parent/guardian and athlete **must attend** the athletic code meeting before the child is eligible to participate in any activities. Cornell will provide the parent/guardian and athlete to view a video online. Parents and students must complete a quiz demonstrating their knowledge of this Athletic/Activities Code.

Elementary students participating in Middle School Athletics are under all policies under this Extra-Curricular Code.

If a student chooses to participate in extra-curricular activities (**Section 11, Category I - Athletics**), they must have the following items on file in the high school office to be eligible to participate in activities where each is required.

1. Record of parent/student viewing the Athletic Code Meeting.
2. Signed parent/student athletic pledge.
3. Completed physical (expense will be the responsibility of the athlete) or alternate year card
4. Paid All Student Fees/Fines
5. Emergency Form
6. Insurance waiver
7. Signed WIAA School Eligibility Form
8. Concussion Signature Form
9. Informed Consent Form

#### **4. SUMMER, BETWEEN SEASON AND OFFSEASON VIOLATIONS:**

The Activity Policy is in effect year round. This means that summer, between season and off-season violations are treated the same as in-season violations.

Suspensions for summer and off-season and season violations apply to the first activity the student elects to participate in. If a student does not willfully finish a sport season in which the student chooses to participate, the suspension is not satisfied and is transferred to the next sport season of total participation.

#### **5. INSURANCE:**

The School Districts do **NOT** provide any insurance coverage for injuries to students; however, the Districts provide an avenue for parents to purchase minimal medical insurance through a company that has been approved by the Districts.

Applications for the insurance may be obtained at the school. The application must be filled out by the parent and returned to the school, along with payment for the insurance. If payment is by check, it is to be made payable to the insurance company.

The cost of the insurance is determined by the amount of coverage the parent wishes to purchase for their child/children. The application and payment for coverage is then sent to the insurance company.

#### **6. INJURY AND INJURY CARE**

We wish to emphasize that the school districts do not provide any type of health or accident insurance for injuries incurred by your child at school or school events including athletics, both at practice and games.

1. All injuries will receive immediate first aid.
2. Any student with injuries considered serious by the advisor or coach will be transported to the nearest medical authority/facility for emergency treatment, unless parents have stated in writing previously that their child will be taken elsewhere.
3. If transportation to a medical facility is necessary and no parent/guardian is present, an advisor or a coach will accompany the injured student.
4. If an injury occurs at a site other than Cornell or Lake Holcombe and require transportation, the injured student will be transported to the nearest available doctor or medical facility.
5. Before any student who was injured badly enough to see a doctor returns to participation, a doctor must clear him.
6. Athletes who are restricted from participation due to a medical excuse cannot return to participation until they receive written permission from a medical professional. Coaches and parents cannot override a medical restriction.
7. An athletic trainer is available once a week to evaluate and treat athletic injuries. The recommendation of the trainer will determine participation. There is no cost for this service.

## **7. ACTIVITY FEE:**

**Cornell** – Does not charge an activity fee.

## **8. QUESTIONS/COMPLAINTS**

The Cornell and Lake Holcombe School Districts understand that there are times when questions are asked about how activities are run.

Students, parents, or any others with questions/complaints about any activity are to follow the proper chain of command when registering the question/complaint. **The question/complaint is first brought to the attention of the coach/advisor of that activity.**

If unsatisfied, the question/complaint may proceed to the Activity's Director, an Administrator, and finally the School Board. Each of these parties ensures that all preceding parties have been contacted before they make a ruling.

## **9. ENFORCEMENT:**

Any coach, school board member, school staff member, law enforcement agency, parent or community member who has witnessed a violation of the activity policy is to present a witnessed violation **in writing** to the Activities Director or the Administration of the school in which the student attends.

The Activity Director investigates all infractions and administers penalties in accordance with the Activities Policy.

All infractions occurring at the same time are considered as one (1) violation. The Activity Director determines if there is sufficient time between violations to consider them as two or more discrete violation.

## **10. WEDNESDAY/SUNDAY PRACTICES:**

All Sunday practices are voluntary in nature. A coach is not to take any disciplinary action for nonattendance at this practice or intimidate a player into attending these practices.

All Wednesday practices sessions are to end no later than 6:30 p.m. and are not to interfere with any religious instruction. A coach is not to penalize any student leaving a practice early for religious instructions.

## **11. CATEGORIES FOR PARTICIPATION:**

For the purpose of establishing equitable standards for the many activities offered to students in the Cornell and Lake Holcombe School Districts, three categories of participation are defined. These areas include activities in which students can volunteer or are elected to participate.

It is understood that students are encouraged to be involved in these activities. However, it is to be understood that commitment to regular schoolwork takes precedence over involvement in any of these activities.

The three (3) categories of participation are defined as follows:

### **Category I – Athletics, Cheerleading, Managers/Statisticians**

This category includes those activities where involvement in the activity occurs outside of the regular school day. An activity fee determined by the Board is charged to the student. Letter and/or certificate awards are presented for successful completion of the activity as determined by the coach/advisor and administration. The public is the primary audience. In addition to all requirements listed in this document, **ALL ATHLETES** must conform to the eligibility requirements set for by the W.I.A.A.

### **Category II – Forensics, Drama, Quiz Bowl, Swing Choir**

This category includes those activities, which, for the most part, are conducted outside of the regular school day. In most cases awards and/or recognition are accorded for successful completion of the activity.

**Category III – Homecoming Court, Prom Court, Badger Girls State, Badger Boys State, Music Camp, Science Camp, Spell Down or Bee, Class Officers, Student Council, School Clubs (Spanish Club, Science Olympiad, Chess Club, Archery Club, Ice Fishing Club, “C” or “H” Club, Art Club, etc.)**

This category includes those activities that have as their membership representatives that have volunteered, elected, or appointed, to positions of leadership and public recognition from the respective student or staff constituencies.

F.F.A. is, by law, an intra-curricular organization and is not considered a club. F.F.A. activities are not part of this code.

## **12. STUDENTS CHOOSING TO COME OUT LATE FOR AN ACTIVITY: (NEW)**

When a student chooses to come out late for an activity, he/she must first meet with the coach/director of that activity to explain the reasons why he/she did not start when the activity started.

The coach has the option of taking the request to the participants of the activity to get input on the decision.

Students must fulfill the minimum requirements set by the WIAA prior to participating in an activity, OR must sit out for a minimum of one event, if there are no minimum requirements.

The coach/director makes the final decision in allowing the student to come out after an activity has started.

The student has no right of appeal.

## **13. RULES FOR RETURNING TO TEAM AFTER QUITTING: (NEW)**

When a student quits an activity and wants to return to the activity, he/she must first have a meeting with the coach/director of that activity to explain the reasons why he/she quit and why he/she wants to return.

The coach has the option of taking the request to the participants of the activity to get input on the decision.

If the student is allowed to return, he/she is to sit out 2 events.

If the events happen to fall during tournament play the WIAA rules are to prevail.

The coach/director makes the final decision in allowing the student to return to the activity.

The student has no right of appeal.

## **14. RULES FOR QUITTING ONE SPORT AND JOINING ANOTHER WITHIN A SEASON (NEW)**

If a student wishes to discontinue in an athletic activity and join another in the same season, the athlete must obtain written approval from the coach of the out-going sport and submit it to the athletic director prior to participation in the new athletic activity. If no written approval is obtained and correctly submitted, the athlete will not be allowed to participate in the new athletic activity during that current season.

The coach of the in-coming sport has the option of taking the request to the participants of the activity to get input on the decision.

**If the student is allowed to join, he/she is to sit out 2 events.**

If the events happen to fall during tournament play the WIAA rules are to prevail.

The coach/director makes the final decision in allowing the student to join the activity.

The student has no right of appeal.

#### **15. RULES OF LETTERING IN A SPORT:**

- A. The individual coach of each sport shall determine the rules of lettering for that sport. Each head coach, prior to the first athletic contest, will provide a list of team rules/expectations, practice and game schedule, and **the specific criteria needed to earn a varsity letter in writing to the school Athletic Director.**
- B. Athletes quitting the sport or being taken off the team for any reason prior to the end of a sport season shall not be eligible for a letter in that sport season.
- C. Any squad member not finishing a season because of being expelled from an athletic squad or quitting the team will not be awarded a letter in that sport. The amount of participation before the suspension will be disregarded.

#### **16. TWO SPORT ATHLETES**

Athletes who want to participate in two sports must first speak to the head coach of each sport prior to the first day of practice for either sport. The athlete must then declare their "major" and "minor" sport with the Activities Director before the start of either sport's season. A coach cannot refuse an athlete being a two-sport athlete. Students are expected to attend all practices and competitions in both sports unless there is a conflict between sports schedules. If so, the following occurs:

- A. Students attend all games of their major sport.
- B. If each sport has a practice at the same time, the student attends the practice of the major sport.
- C. If the minor sport has a game and the major sport has a practice at the same time, the student attends the game of the minor sport.
- D. A coach cannot dismiss an athlete from the team for missing a practice or competition in their sport for reasons A-C, but the coach may ask the Activities Director to look at continued participation in that sport for an athlete if there are repeated absences for other reasons. The coach may limit playing time in their sport for reasons A-C.

#### **17. ELIGIBILITY:**

Eligibility criteria are established for the best interest of the students and the performance group. The student who complies with these rules demonstrates a desire to dedicate himself/herself to self-improvement as well as to enhance the best interest of teammates, coach, advisor and school. All participants must observe the following training rules at all times.

- 1. All incoming freshman begin with no violations on their record.
- 2. When a student joins an activity, he/she is expected to dedicate the time specified for practice by the coach/advisor.
- 3. Regular attendance at practice session/events is required.
- 4. Students are to be clean and well groomed.
- 5. Absences/Tardy:
  - a. If a participant has an unexcused absence **or arrives at school after 8:00 a.m. without a valid excuse** on the day of an activity, he/she is not allowed to participate.
  - b. 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 eliminates the student from the next regularly scheduled interscholastic activity. This is under the interpretation of the Athletic Director.
  - c. Only acceptable parent or doctor's excuses are accepted, and must be evaluated by the attendance officer.
  - d. If a student has an unexcused absence from practice during the period of ineligibility, an additional day is added to the suspension.
  - e. **If an activity takes place during a school break (i.e. – weekend or holiday vacation), the student must be in school on the day prior to the break or have an excused absence.**
  - f. A student must be in school a full day 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.

6. 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.
7. If a student wishes to discontinue an activity, the student is to discuss this in person with the coach and turn in all issued school equipment assigned to them within two (2) days of the discussion.
8. If a student becomes ineligible for major/minor infractions or grades, he/she cannot dress for games, matches, events, etc., but must attend all practices.
9. Any suspension carries over into tournament play.
10. Some participants of activities such as Prom and 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 hold several rounds of voting. If a student is ineligible due to any violation of the district activity code, that student is not placed on the ballot.
11. Any student who does not participate in his/her scheduled physical education class on the day of a practice or a game may not then participate in the practice or contest that day.

## **18. CONDUCT:**

Students represent their school in all sponsored activities. Their conduct is a reflection on their school. Their conduct is to be beyond reproach and in a manner that brings nothing but pride to themselves and the schools.

The Activities Council deals with any act that is considered detrimental to the reputation of the school. Examples of this are un-sportsmanlike conduct during an athletic event or something that is considered inappropriate done outside the area of competition such as an illegal activity away from school.

This inappropriate behavior can result in a variety of punishments with the most severe punishment being suspension from the team/activity for a period of time or expulsion from the team/activity for the rest of the season.

In the performance of an activity, a participant is not to use profanity and illegal tactics. He/she learns that losing may be a part of any event, and that he/she is to be gracious in defeat and modest in victory. It is always courteous to congratulate your opponents on a well-played contest.

Students involved activities must understand that they are using facilities provided for that purpose by the community, and are benefiting from tax funds expressly set aside for these programs. These expectations are manifested in the form of specific rules and regulations demanded only of those students who take part in such activities.

If a student is suspended for wrongful conduct, the student is not eligible for any extra-curricular activities during the time of suspension.

If a student is suspended permanently from a team, the amount of participation before the suspension is disregarded and the letter is not awarded to the student for that sport.

Extra-curricular participants who are suspended due to conduct or academic violations are not eligible for club trips or for Conference honors for the sport(s) in which the violation effected.

Individual club/activity and sports may have their own expectations for behavior that are more severe than listed in this Extra-Curricular code. Policies for individual sports and club/activities will be in writing and available for the students and parents.

## **19. GRADE REQUIREMENTS: (NEW)**

A suspension from activities is dealt with in the following way:

Incomplete = suspension until grade is made up

One (1) failing grade = 2 (two) school weeks suspension.

Two (2) failing grades = 4 (four) school week suspension

Three (3) or more failing grades = 9 (nine) school week suspension.

**Eligibility is based on the quarter grades.**

Students receiving any failing grades at the end of the fourth quarter are declared ineligible for fall activities according to WIAA rules.

The length of time for the ineligibility is determined by the number of failing grades that are defined in paragraph 1 of this section. In all cases the student is to miss a minimum of one athletic contest.

If the student's grades are failing after the minimum period of ineligibility, the student remains ineligible. If the student's grades are above failing, the student may file for reinstatement.

After successful reinstatement, the student is placed on academic probation. While on academic probation, a student's grade average in any class falls below an "F" in the same nine (9) week period, the student becomes ineligible for a period of time stated in paragraph one. The parents are notified of this ineligibility.

Incompletes are treated as an "F" unless special circumstances exist and are approved by the administration or until a formal grade is issued. An incomplete (I) creates a suspension for the student until a formal grade is issued or a special circumstance has been approved by the administration. All special circumstances will be decided on an individual basis as to whether the suspension is to be invoked. If the formal grade issued after the Incomplete (I) is an "F", the suspension will carry on for another 2 (two) weeks as stated in paragraph 1.

The point in time at which a student is deemed ineligible because of one, two, three or more failing grades is on the school day following the date when the grades are due in the office.

**20. HAZING POLICY CORNELL BOARD POLICY 1.19**

The Cornell and Lake Holcombe School Districts are committed to creating an environment that treats all people involved with the school with dignity, respect, tolerance, and cooperation throughout the district. The district will not tolerate activities that include initiations, hazing, intimidation, or gang related activities in the school buildings, on school property, on school busses or at any school sponsored activity.

This involves students, school employees or anyone participating in any and all school programs in any manner. Such behavior is harmful to the educational process, school environment and interferes with the mission of the district.

All School employees have the responsibility of reporting any actions. The school administration is responsible for investigating reports and taking appropriate disciplinary action as a result of the investigation.

Any person, who upon investigation, is determined to have engaged in any of the actions stated in paragraph one will be disciplined appropriately. This may include the reporting the action to the law enforcement, suspension from extra-curricular activities for a period of time or permanently (as a spectator or participant), suspension (in-school or out-of-school), or expulsion.

School employees and students may organize worthwhile activities during the school year. These activities are to enhance the positive aspect of what the school stands for. These activities will be cleared through the administration/designee prior to them happening.

**21. PRIVACY IN LOCKER ROOMS:**

School Districts have the authority under section 120.13(35) of state statute to adopt rules applicable to persons who enter or remain in a building operated by the school board. Based on Wisconsin Act 118, Section 175.22 of state statute, all owners and operators of locker rooms, including school districts, are required to have a policy dealing with the privacy in locker rooms that does all of the following:

1. Specifies who may enter and remain in the locker room to interview or seek information from an individual in the locker room.



2. Specifies the recording devices that may be used in the locker room and the circumstances under which they may be used.
3. Reflect the privacy interests of individuals who use the locker room.
4. Specifies that no person may use a cell phone to capture, record or transfer a representation of a nude or partially nude person in the locker room.

The Districts must observe measures intended to protect the privacy rights of individuals using locker rooms by outlining the following provisions:

1. Locker rooms are provided for the use of physical education students, athletes and other activity groups and individuals authorized by the district administrator/designee.
2. No one is permitted to enter into the locker room or remain in the locker room to interview or seek information from an individual in the locker room at any time. Such interviews may take place outside the locker room consistent with District policy.
3. The District considers as prohibited and subject to disciplinary action and/or legal ramifications that students and/or adults who do the following acts
  - a. Use of cameras, electronic devices (ex. - cell phones) or digital devices that take a photographic image in areas where one would reasonably expect privacy (locker room, bathrooms).
  - b. Sharing and posting of prohibited personal information or images of any students and/or adults taking in areas considered private.
4. Administrators, faculty advisors, and coaches may restrict the media or any other person access to student interviews on school property when they feel it is not in the best interest of the student. Based on this, the following rules are put in place:
  - a. Under no circumstances is any adult or student not affiliated with the participating team allowed in the locker room before, during and after an event. Any person having to conduct business with coaches and participants must do so outside the locker room area.
  - b. No media is allowed on the floor or field for a pre-game interview.
  - c. Coaches and participants may be made available for interviews or any business conducted by adults outside the locker room.

## **22. INFRACTIONS/PENALTIES: (NEW)**

### **A. Minor Activity Infractions**

1. Absence from practice:
  - a. For reasons other than serious illness, death in the family or excused absence by the coach prior to the activity (meeting, practice, performance, game) – the penalty is exercised at the discretion of the coach. **All coaches will state practice expectations in their team rules.**
  - b. Repeated absences: If there are three (3) or more, the coach may request the student to appear before the Activities Director to certify continued eligibility.
2. Inappropriate language and/or behavior:
  - a. Within the activity (meeting, practice, performance, game) the coach determines the penalty.
  - b. Any complaint to the school or action during an interscholastic activity or performance is subject to review by the Athletic Board of Review.
3. Equipment:
  - a. Students take full responsibility for equipment given to them.
  - b. Abuse of equipment, uniforms, or other school property is not tolerated.
  - c. If any equipment or property is abused or not returned when a student finishes an activity:
    1. The student is charged the cost of the equipment and/or reparations of property damage.
    2. The student is not allowed to participate in any activity until the bill has been paid, damage repaired or equipment returned.
    3. Equipment is not to be worn or used for regular daily

activity unless approved by the coach or advisor.

#### 4. Bus Transportation:

- a. If the student of an activity is to leave prior to the end of the school day, a listing of students going to the event is to be provided to staff by the coach/chaperone.
- b. Only students listed as activity members have the ability to ride the bus to the event unless the **Athletic Director** gives consent to other students/adults and notifies the administration/designee prior to leaving for that event.
- c. Students participating in the event are not able to perform in the activity unless they ride to and from the event in a designated school sponsored vehicle. Exceptions to this rule are as follows:
  1. The parents give written permission to the coach/chaperone of the event to ride with the parent home from the event.
  2. If the parent is not at the event but wishes their child to ride home with another adult **who is not a family member** and is a minimum of 21 years of age, a signed note is to be sent to the office by the morning of the event. This note is to include a telephone number where the parent can be reached for confirmation.
- d. Special circumstances may arise whereby students do not have the ability to ride the school vehicle to an event. A student can get permission not to ride the school vehicle to an event only through a written request from the parent to the school principal prior to the day the bus leaves for the event. If the principal gives permission for this to happen, the principal notifies the Activities Director and the activity's coach/chaperone of the decision. In this case the student is not denied participation in the event.

In this situation:

  1. A decision cannot be appealed to a higher level.
  2. No decision is precedent setting.
  3. A request must be that the student ride with the parent.
  4. A request can only be for an event or a particular day.
  5. Any violation of rules (c) or (d) will result in a suspension from the next two athletic contests.
- e. Students are to enter and leave the bus in an orderly fashion.
- f. Upon entering, students are to go directly to their seats, with no more than three students to a seat. They are not allowed out of their seats without the permission of the chaperones.
- g. Overt displays of affection are not tolerated.
- h. Students must be ready to board the bus at the announced departure time and must return to the bus at the time instructed.
- i. The driver is in complete charge of the students when being transported by any school sponsored vehicle.
- j. The chaperone/coach lends assistance in the enforcement of any rules by the driver of any school sponsored vehicle when students are in the school sponsored vehicle.
- k. The principal upholds any reasonable course of action taken by the driver of any school sponsored vehicle or the chaperone/coach at a school sponsored activity.
- l. If it is deemed necessary that a student is not to ride a school vehicle to future school events, a decision is made as to the student's participation in future events.
- m. Bus rules are to be strictly adhered to by the students. If a student chooses not to follow the rules set down, the student chooses to be punished accordingly by the driver.

#### B. Major Activity Infractions

1. Receiving a second minor infraction, as stated in A in the same school year.
2. Possession or consumption of alcohol (includes look-alike products).
3. Possession or use of tobacco products, including, but not limited to chewing tobacco (includes look-alike products). If a student is asked to show what is in his/her mouth and refuses, he/she is considered to be guilty.
4. Possession or use of unauthorized drugs.

5. Stealing: This includes stealing of school property, property from other schools while on school activities, and property from other students while in school or on a school activity.
6. Inappropriate behavior as determined by the activities director. This includes, but is not limited to, behaviors that are contrary to health involvement, good citizenship, ethical considerations, school rules, or violations of the law, hazing and gang related activities.
7. Attending a party with alcohol or drug use. If a student is attending or present at a party where drugs and/or alcohol are present and does not leave immediately, the student is considered the same as if he/she were using said materials. By the student's presence, the student is condoning their use. Exceptions may be weddings, graduation, family reunions, etc., and/or a party when sponsored by parents or guardians and no alcohol is being served to people under the age of 21.
8. Penalties for Major Infractions

First violations shall constitute the following next penalties consecutively:

Football, Cross Country, Golf – 2 contests

Volleyball – 4 contests

Basketball- 5 contests

Wrestling, Baseball, Softball, Track – 3 contests

A contest is defined as all activity on a given date.

Club/Activity/Archery participation –Next 2 activities (of which the student is already a club member)

- Club/Activity penalties are served out separately from athletic penalties.
- In the case where an athlete has overlap between two different sports, it will be up to the athletic director and high school principal to decide the fair amount of carry over.

At the discretion of the Principal, Athletic Director, or coach, the student athlete and parent can be required to meet with the school AODA coordinator. **Second offense within one calendar year shall result in double the suspension.** The penalties are as follows: served consecutively beginning with the first available contests.

Football, Cross Country, Golf– 4 contests

Volleyball – 8 contests

Basketball-- 10 contests

Wrestling, Baseball, Softball, Track – 6 contests

Club/Activity/Archery participation—5 school year calendar weeks (35 days)

**The third offense will result in suspension from athletics and all other extra-curricular activities for one calendar year. The calendar year will start on the day of determination of the third offense.**

We encourage our students to seek and receive help when they realize they may be chemically or alcohol dependent. Extra-curricular participants who want to receive treatment for such problems and enter a treatment program voluntarily and complete the program may shorten this suspension. This evaluation shall be at the student's expense. Once the evaluation has been completed and results received, the student shall be reinstated into the athletic program under with a minimum of 1 game suspension if the suspension has not been totally used up. All information shall be kept confidential. Once the athlete is reinstated and another violation occurs, the athlete shall be suspended for one calendar year.

**Good Behavior Clause:** The student is to have one offense removed from their record when there are 18 months or more between individual major offenses, on the student's school record. This is done on a one-time basis.

**Honesty Clause:** An athlete or school sponsored club member could have (upon agreement with the AD and administration) their penalty reduced by the honest admission of guilt on the next day of school attended after an infraction has occurred. **The admission of guilt has to be submitted in person and in writing with your parents/guardian in attendance immediately upon arriving at school in the morning.** You would need to talk to the AD, Principal or Superintendent. This is done on an individual basis and is only a guideline, not a right of the offending student. WIAA rules for a minimum suspension still apply.

## **23. GENERAL BOARD OF ATHLETIC REVIEW PROCEDURE**

- A. The Athletic Director shall initiate all disciplinary action against an athlete based on the Athletic Code. The athletic director will submit a report of an alleged violation to the District Administrator and the accused athlete. Arrangements will then be made to begin to have the:
  1. First Conference:
    - A. The accused athlete will be called into a conference with the athletic director, and the alleged violation will be discussed.
    - B. The athlete will be informed of his/her alleged violation. When deemed necessary, the athlete may be permitted to confront the person accusing him/her of the violation of the rules.
    - C. If the parties agree that the allegation was untrue, the incident will be dropped without record. All cases are subject to review if sufficient new facts become known.
    - D. If it is established to the satisfaction of the Athletic Director that an offense did occur, the established penalty will be put into effect.
    - E. A letter stating the rule breakage and the penalty being invoked shall be sent to the athlete's parent/guardian.
    - F. If the parties are in disagreement, the athlete has 2 school days to appeal the decision of the Athletic Director to the Athletic Board of Review. The appeal shall be sent to the Athletic Director.
    - G. If the athlete does not appeal the decision within 2 school days, the athlete has accepted the penalty that has been invoked.
    - H. If the athlete does choose to appeal the penalty, the Athletic Director shall schedule an athletic board hearing within 1 week of the appeal.
  2. Second Conference:
    - A. The athletic board of review shall, upon request, interpret, review and pass judgment on alleged violations from the Athletic Code of established training rules and regulations for all athletes representing Cornell High School in interscholastic competition.
    - B. The Athletic Director shall appoint the Athletic Board of Review at the time of an appeal of an athlete which shall be comprised of:
      1. one coach representing boys sports
      2. one coach representing girls sports
      3. two non-coach faculty members
      4. Athletic director (non-voting member)
      5. A community member at large
      6. Superintendent (non-voting member)
    - C. If the athlete appeals the decision of the Athletic Director, a verbal or written notice shall be sent or presented to the student and his/her parents/guardian indicating the nature of the alleged violation. This notice shall specify the date, time and place of the hearing; and inviting the parents/guardian to be presented as well as the student's right to legal counsel.
    - D. This board shall meet within 1 week of receiving the appeal from the athlete with his/her parent/guardian and counsel if desired to determine the facts and decide the outcome of the appeal. The athlete will be provided with an opportunity to testify, present evidence in his/her behalf.
    - E. During the interim between receipt of a report of alleged violation and the informal conference, the athlete will be able to participate unless the guilt has been established.
    - F. The board's findings shall be made available immediately and shall be put in written form and presented to the parents/guardians within one week of the board's hearing.
    - G. If the board decides that a rule breakage has been committed, the board shall uphold the decision of the Athletic Director as to the prescribed penalty that has

been given out within the guidelines of the established penalties listed in the Athletic Code. A majority vote of the board is required for any action.

- H. The penalty takes effect immediately.
- I. If the Athletic Board overturns the decision of the Athletic Director, the penalty shall be dismissed and all records destroyed.
- J. All cases are subject to review if any member of the athletic board feels sufficient new facts have been made.

3. Third Conference:

- A. The decision of the athlete can be appealed to the Board of Education within 1 school day, but the school board does not have to get involved with any appeal by law. If that be the case, the decision of the Athletic Board will prevail and the penalty will be enforced.
- B. If the School Board chooses to get involved, they will read over the records of the previous appeal process and render a verdict.
- C. If the School Board overturns the verdict of the Athletic Board, the penalty shall be dismissed and all records destroyed.
- D. If the verdict of the School Board does not overturn the decision of the Athletic Board, the penalty shall be invoked as to the prescribed penalty of the Athletic Director.

## **24. WEIGHT ROOM RULES:**

A. General Regulations:

- 1. The overall supervision and control for the operation of the weight room shall be under the director of athletics and the coaches.
- 2. The weight room will be open only when there is a responsible supervisor to oversee the time it is open. For the purpose of district rules, a "responsible supervisor" is a person who is 18 years or older and who has experience and/or training in the safe use of weight room equipment. The number of supervisors in the weight room will not be limited, but at no time can a supervisor take time away from any active lifter.
- 3. At no time is the weight room to be open without a responsible supervisor.
- 4. **No person can be lifting in the weight room alone. This includes supervisors.**
- 5. The youngest any person can lift is the 7<sup>th</sup> grade and only after they have had weight training education via the Phy. Ed. program or a program specifically set up by supervisors.
- 6. All lifters shall be trained in lifting prior to being allowed to use equipment.

B. Hours of Operation

- 1. Students shall have priority during the time of 3:30 p.m. to 6 p.m.
- 2. Adults may lift prior to 7:45 a.m. and after 6 p.m. They must have a qualified supervisor in attendance.
- 3. Students who lift other than the time specified in number 1 are considered equal to adults in use of the equipment.
- 4. The supervisor shall make all decisions about TV and radio.
- 5. Students or classes have priority to use the weight room during the school day.
- 6. All weight lifters shall be subject to check in/out regulations, which mean they have to let the supervisor know that they have arrived and are leaving.
- 7. After lifting is completed, all designated equipment is to be disinfected with the proper solution and cloth.

## **25. WIAA RULE CLARIFICATION:**

A. **Article III**

Section 1 – Senior High

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

B. **Article IV**

Section 1 – Loss of Eligibility

- a. A student shall be an amateur in all recognized sports of this Association in order to compete in any sport, and he/she shall be ineligible for all further participation in the school's interscholastic program if he/she:
  1. Accepts reimbursement, in any form (a) salary, (b) cash, (c) merchandise of any kind or amount or (d) share of game or season proceeds, for achievement in athletics.
    - a. Actual and necessary reimbursement for transportation, food, and lodging paid in connection with playing a contest shall not be regarded as a violation.
    - b. A student may receive an award which is symbolic (non-merchandise) in nature such as trophies, medals, ribbons, event T-shirts, event hats, game balls, or other items of not intrinsic value, but may not receive such merchandise items as jackets, sweaters, sweatshirts, equipment, balls, watches, rings, billfolds, etc., regardless of their value. (See Bylaws, Article XI– Awards)
    - c. A school may allow a student to retain items of practice and playing uniforms which, for reasons of hygiene, obsolescence, deterioration, etc. will not be passed on to another student.
  2. Signs a contract or agreement for services as a participating athlete.
    - a. A student may be employed (but not self-employed) on a part-time basis as an instructor on the playgrounds, game officials, lifeguard, etc.
    - b. This rule shall not prevent a student from signing (a) an agreement, which binds him/her to play only for a particular team or (b) an athletic tender with a university or college.
  3. Receives compensation or benefits, directly or indirectly, for the use of name, picture, and/or personal appearance, as an athlete, or provides endorsement, as an athlete, in the promotion of a commercial or profit-making event, item, plan, or service.
  4. Plays in any contest (school or non-school) under a name other than his/her own name.

## **C. Article V – Attendance and Scholarship**

### **Section 1 – Senior High**

- a. A student is eligible for interscholastic competition at a member school if he/she is:  
(Note: A full-time student is a student where the member school is responsible for programming 100% of the student's school day and the student is eligible for like or similar awards and privileges of the other students without exception.)
3. A student -
  - a. Is ineligible after attending eight semesters or 12 trimesters while enrolled in grades 9 –12.
  - b. May not participate in a sport in more than four different seasons while in Grades 9-12 or three different seasons while in Grades 10-12.

### **Section 2 – Academic Eligibility**

- a. A student 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 grade-reporting period.
- b. A student ineligible by a school's academic standards more stringent than those herein stated is ineligible as indicated in this section, unless the school has adopted some other ineligibility provision.

## **D. Article VI – Non-school Participation**

### **Section 1 - In-Season**

- a. A student becomes ineligible in a sport for the remainder of the season for competing in non-school game, meet, or contest in the same sport during the season of practice and competition established by the school.

Section 3 – All-Star Activity

- b. A student becomes ineligible in a sport for a maximum of one year from date of last offense for participating in an all-star game or similar activity.

**E. Article VII – Health and Behavior**

Section 2 – Code of Conduct

- a. WIAA rules require that a school have a code of conduct, which they enforce on a year-round basis. WIAA rules do not indicate specific penalties, other than stating in-season violations involving use of alcohol, including chewing of tobacco and/or use, possession, buying, or selling of controlled substances, must result in at least a one-game suspension.
- b. Any suspension, which occurs after a school has played its first WIAA tournament contest, results in that athlete being ineligible for the remainder of the WIAA tournament series. This is mandated by the WIAA.
- c. A student that transfers from one school to another, with a suspension due to athletic code(s) from the previous school, must serve the mandated suspension at the new school.

Section 4 – Flagrant or Un-sportsmanlike Conduct

- a. A student ejected from a contest is suspended for the rest of that competition and the next scheduled competition. If it happens that the competition is multi-schools meet, which counts as one meet on the schedule, the student misses the entire competition.

## EXTRA-CURRICULAR CODE VIOLATION REPORT

Name of Student: \_\_\_\_\_

1. Date of report: \_\_\_\_\_

2. Person making the report (Please Print): \_\_\_\_\_

3. Date of Violation: \_\_\_\_\_

4. Violation identification as stated in the Extra-Curricular code: \_\_\_\_\_

5. Place where violation occurred: \_\_\_\_\_

6. Explanation of Violations (Please be specific): \_\_\_\_\_

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7. Resolution: \_\_\_\_\_

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8. Signature of person making report: \_\_\_\_\_

I HAVE READ THE ACTIVITIES POLICY AND UNDERSTAND THE RULES THAT ARE STATED WITHIN THE POLICY. I AGREE THAT MY CHILD(REN) HAVE TO ABIDE BY ITS STANDARDS OR THEY WILL BE PENALIZED ACCORDINGLY AS STATED IN THE POLICY.

\_\_\_\_\_  
PARENT'S SIGNATURE

\_\_\_\_\_  
DATE

I HAVE READ THE ACTIVITIES POLICY AND UNDERSTAND THE RULES THAT ARE STATED WITHIN THE POLICY. I AGREE TO FOLLOW THESE RULES AND ABIDE BY ITS STANDARDS. IF I DO NOT, I UNDERSTAND THAT I WILL BE PENALIZED ACCORINGLY.

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