

# De Soto Middle/High School Extra Curricular Code

Student/Parent Handbook



7/19/2021

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## **Educational Philosophy**

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The Board of Education believes that the purpose of education is to facilitate the development of the potential of each student.

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## **Mission Statement**

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Extracurricular school programs are an integral part of the total educational experience. Programs are intended to enrich student learning and provide developmentally appropriate experiences that foster emotional, intellectual, social and physical growth.

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## **Extra-Curricular Philosophy**

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The district believes that the opportunity to take part in school activities should be made available to as many students as possible. Although all students are invited to participate, the exact number of participants shall be determined by the available facilities, student and ability of staff to give adequate individual attention to each participant.

Student-Athlete and/or Student-Participants who participate in the school's extra-curricular program are expected to conduct themselves, at all times and in all places in a positive manner that will bring credit to themselves, their parents, their school, and community.

Participation in school activities is a privilege. School activities provide the benefits of promoting additional interests and abilities in the students during their school years and for a lifetime. Students who participate in extracurricular activities serve as ambassadors of the school district throughout the calendar year, whether away from school or at school. Students who wish to have the privilege of participating in extracurricular activities must conduct themselves in accordance with board policy and must refrain from activities which are illegal, immoral, or unhealthy. Students who fail to abide by this policy and the administrative regulations supporting it may be subject to disciplinary measures.

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## **Broad Goals**

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- Serve the varied needs, interests, and abilities of district students.
- Provide positive outlets for student energies and provide a place to succeed.
- Allow students to acquire new skills and enhance existing ones.
- Enhance peer and adult interaction and cooperation.
- Provide activities which bring students together for mutual expressions of interests at all age levels.
- Help students develop responsibility, leadership and skills of competition.
- Provide opportunities for the expression of gifted and talented abilities.
- Provide the community identification and pride in its schools.
- Encourage lifetime interests in programs begun in school.

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## **Nondiscrimination Policy**

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The Board is committed to providing an equal educational opportunity for all students in the District. The Board does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including transgender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes") in any of its student programs and activities.

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## Academic Eligibility

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- Mid-Quarter: Students participating in extra-curricular activities must be passing all classes to be eligible for competition. Students who have one or more F's (failing grades) at mid-quarter will be ineligible to compete until they are able to improve their grades to passing in all classes. It is the student's responsibility to obtain verification form from the teacher that they are now passing. Eligibility verification forms are available in the office from the Athletic Director. Athletes are expected to practice with the team and sit with the team at events during this period of ineligibility.
- End of Quarter/Semester: Students who have failed one class at the end of the quarter will be required to sit out the next 1 competition date. Students who have two or more F's at the end of the quarter will be required to sit a minimum of one competition date for each F and the WIAA 15 school day/night rule will be applied for two or more failed grades. Athletes are expected to practice with the team and sit with the team at events during this period of ineligibility.
- For participation in fall activities, the grades for the 4th quarter of the previous year or Summer School grades if the failed courses area successfully passed will be used. Failure to meet the above academic requirements will mean the student is ineligible to participate in extra-curricular activities.
- Special education students or students covered by a Section 504 plan shall not be denied eligibility on the basis of scholarship if the student is making adequate progress, as determined by the student's Special Education/504 team, towards the goals and objectives on the student's IEP or 504 plan.
- Any incomplete on the students report card will cause the student to be ineligible until a verification form and passing grade is signed by the teacher.
- Summer school will be utilized for credit makeup only and for eligibility purposes up to ½ credit.

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## Full-Time Student Policy

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The De Soto Area School District is responsible for programming 100% of the student's school day. Students are considered to be full-time if they meet they meet any of the following conditions:

- High school students in grades 9-12 must be enrolled in classes or participating in Board-approved activities during each class period of each school day throughout their high school years.
- Middle school students in grades 6-8 must be scheduled for the entire school day as defined by the District.
- Students with disabilities may be assigned less than the minimum program or class load and still be considered full-time if prescribed by their individualized education program (IEP) team or Section 504 team.
- Students enrolled in an alternative school/educational program, or other District-approved educational program or placement are considered full-time students.
- Foreign exchange students, homeschooled students, and virtual students please refer to WIAAwi.org rules of eligibility.

An athlete with an unexcused absent will not be allowed to practice or participate in an event that day. A coach has authority to determine who start's, plays or not plays if they miss practice. If an athlete has an excused absent within their 10 allowable days an athlete will be allowed to practice or participate in an event. Excused absences (family, medical, funerals, college visits & out of school activities). **SENIOR skip day is an unexcused absence!!**

**\*\*PLEASE NOTE:** an athlete, who misses part, or all of a school day due to medical reasons, will not be allowed to participate in that day's activity unless they have express written approval for participation by a doctor. Any student who has been injured will not be allowed to participate in any activity unless they have express written approval for participation by a doctor. Pre-planned medical appointments are an exception. Students who are late and unexcused (15 minutes or more) will not be eligible to participate in that day's event.

An athlete, who misses part, or all of a school day due to any illness, will not be allowed to participate in that day's activity.

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## Extra-Curricular Groupings

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### Group A

Baseball  
Boy's Basketball  
Cheerleading  
Cross Country  
Dance  
Football  
Girl's Basketball  
Gymnastics  
Ski/Snowboarding Club  
Softball  
Track  
Trap  
Volleyball  
Wrestling  
Team Managers

### Group B

Band  
Biology Club  
Choir  
D Club  
Drama/School Play/Musical  
Gay-Straight Alliance  
FFA  
Forensics  
Math Club  
National Honor Society  
Odyssey of the Mind  
Quiz Bowl  
SkillsUSA  
Student Activities Council  
I other School Board-approved clubs and organizations

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## Applicable Codes of Conduct

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### Group A

WIAA Codes  
Ridge & Valley Conference  
De Soto High School Extracurricular Code

### Group B

State Organization Codes  
De Soto High School Extracurricular Code

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## Eligibility Guidelines

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### Group A

- All students must meet the rules of eligibility requirements as spelled out by the WIAA Senior High and Middle Level handbooks.
- The WIAA Senior High and Middle Level handbooks are available at [www.wiaawi.org](http://www.wiaawi.org)

### Group B

- All students must meet the rules of eligibility requirements as spelled out by the governing organizations of specific activities.
- A student must have on file an Extracurricular Code of Conduct signature card on or before the first day of practice or participation.

Students in 2 or more activities must be aware that the contests of one take precedence over practice of the other activities. Students are allowed to be in 2 or more activities as long as the parents and students understand that limitations will occur in the student(s) participation. If contests are scheduled at the same time the parents and students must choose which their primary sport to participate in. Parents and students must understand that coaches and advisors will naturally lobby for the activity that they are responsible for.

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## Athletic Participation

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### **Sixth through Eighth Grades:**

1. The primary goal is to provide a program that will allow each athlete optimal participation regardless of their skill level.
2. Each team member will play in every contest as equal as possible when practice attendance,

criteria, and conduct requirements have been met. If a member is not allowed to participate, the Guardian/parent, Athletic Director and Principal will be notified as to the reason why.

3. Coaches will work with all participants as equally as possible.

Each middle school coach must follow the philosophy of participation. This is not always easy for coaches. The desire to win must never come before the desire to include every athlete. Players should not quit because they feel insecure about their skill level. This also promotes team identity and cooperation. The better athletes really try to support and help players because they realize these athletes count as much as they do. Each coach must play and organize his/her practices to deal with the wide variety of skill levels.

**Junior Varsity** (when numbers warrant):

1. The team is selected by level of ability. It will include student from grades 9 - 12. The focus of this program is developmental in nature. This is the age when participation tends to allow athletes to develop their skill level when they get a chance to play.
2. Coaches are encouraged to provide coaching and quality playing time for all participants, but some might play more dependent upon their ability level.
3. Coaches will give all students a legitimate chance to participate until it becomes obvious that some participants have earned more participation time than others.
4. Coaches will spend practice time helping non-starters to improve their skills to enable them to earn more playing time.
5. Students are encouraged to work on individual skills outside of the scheduled program in order to improve their skills.

**Varsity:**

1. This is a competitive varsity program. This is the best team our school can provide.
2. Starting position on the varsity team is to be supported by established criteria showing that an individual athlete has earned that position.
3. Players are selected on the basis of ability from grades 10 – 12. This advancement of a 9<sup>th</sup> grade student above other students must be supported by evidence that this move would benefit the team and the student. Unless there is an unusual situation, 9<sup>th</sup> grade students should not be moved up before the season has begun. He/she should have time to demonstrate that they have the necessary skills to be successful at the varsity level. The advancement of a 9<sup>th</sup> grade student to the varsity level requires prior approval of the Athletic Director and the principal.
4. In order to increase a team's chances for success, those athletes with the most skill will participate more.
5. Playing time for individual participants is determined by the head coach on the basis of the player's ability and the needs of the team.
6. Even though winning is emphasized, coaches are encouraged to play as many athletes as possible so all feel as a contributing member of the team.
7. Coaches will spend time with the non-starters in practice to improve their skills to enable them to earn more playing time.
8. Coaches are encouraged to use as many athletes as possible during the early part of the contest, not just the last few minutes or seconds.
9. Students are encouraged to work on individual skills outside of the scheduled program in order to improve their skills.

In all the sporting teams, coaches should try to use as many athletes as possible without jeopardizing the outcome of the contest. All players should be given responsibilities, which permit them to have a real sense of contribution towards the total team effort. Playing time is not a right, which comes with joining a

team, but is earned through developing skills, positive attitudes, teamwork, sportsmanship, respect for team members and coaches.

**Consequences for Code Violations**

CODE VIOLATIONS		<u>Group A</u>	<u>Group B</u>
<p>Including, but not limited to:</p> <p>Use/Possession/Buying/ Selling of Drugs, Alcohol, Tobacco, Street Drugs, Performance Enhancing Substances, E-Cigarettes, Vapes, anabolic-androgenic steroids or other performance enhancing substances. Legal substances used with the purpose of producing a "drug-like" effect</p> <p>Or</p> <p>Attendance at a gathering with any of the aforementioned substances present while not with a parent/guardian</p> <p>Or</p> <p>Violation of Criminal Code</p>	1st Offense	20% of the scheduled contests for the season in which the violation took place. (Any percentage not served will carry over into the next season of participation)	Suspension from all activities for a period of 2 weeks OR completion of 8 hours of approved school service has been completed (these hours must be different than the hours required for graduation).
	2nd Offense	50% of the scheduled contests for the season in which the violation took place. (Any percentage not served will carry over into the next season of participation)	Suspension from all activities for a period of 8 weeks.
	3rd Offense	Suspension from all sports for 12 months from the date of discovery.	Suspension from all activities for a 12 month period from the time of discovery.
	4th Offense	Suspension from all sports for the remainder of the student's high school career.	Suspension from all activities for the rest of the student's high school career.
<p>In-School Suspension</p> <p>Or</p> <p>Out-of School Suspension</p>	Each Offense	Suspension from the next scheduled contest. If the student is not a participant in sport at the time of suspension, the consequence will be served in the next sport of participation.	Suspension from the next scheduled event/contest/activity. If the student is not a participant in an activity at the time of the suspension, the consequence will be served in the next activity of participation.
<p>Conduct Contrary</p> <p>Any action contrary to the ideals, principles, and standards of the school, the WIAA, and state governing organizations.</p>	Each Offense	Penalty to be decided upon after consultation between the coach, Athletic Director, and the Principal.	Penalty to be decided upon after consultation between the coach/advisor, Athletic Director, and the Principal.

Examples include, but not limited to: hazing, intentionally causing physical harm to another individual, explicit images, poor sportsmanship			
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All code violations for Drug/Alcohol/Tobacco Use/Possession/Buying/Selling or Violation of Criminal Code, Conduct Contrary to established behavioral norms, and Attendance at a gathering are cumulative. For example, if a person has been suspended for a first violation for alcohol use and they are later found in attendance at a gathering, the consequences for the attendance violation would be at the 2nd offense level.

\* If a student has any code violations as described in the Ridge and Valley Conference bylaws, that student will become ineligible for all awards given by the conference or coach/team for that season.

\* If a student/athlete has a violation resulting in a suspension during the WIAA tournament series they are ineligible for the remainder of the tournament games.

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### **Conduct Eligibility**

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Any student who is found to have violated the Code of Conduct at any point during the calendar year is subject to the following:

- An ineligible student shall attend all practices, rehearsals, or program dates, but may not compete, perform, or participate.
- If a student drops out of an activity prior to completion of the ineligibility period, the full penalty will attach when the student next seeks to go out for an activity.
- If a student violates the Code of Conduct while ineligible due to an earlier violation, the penalty for the subsequent offense will attach at the completion of the earlier penalty.

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### **Performance Enhancing Substances**

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The WIAA is against the use of anabolic-androgenic steroids and other performance enhancing substances (PES). Member schools shall devote time each year to positive programs, which highlight prevention and education of the risks, benefits and adverse effects of PES. Coaches, teachers, sports medicine staff and school administrators who ignore or encourage the use of PES, provide and/or sell PES to athletes (including indirect distribution through a third party) shall be subject to their own school's provisions regarding discipline. (WIAA Policy)

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### **Reporting Athletic Code Violations**

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If an adult, whether from the school, the community, or an opposing school, reports an alleged violation of the Athletic Code, they must be willing to submit a signed statement fully explaining what they believe is a violation of the Athletic Code, including as much information as possible detailing the alleged violation which was actually observed by the person making the report.

If a student reports an alleged violation of the Athletic Code, the student's identity will be kept confidential; however, they must be willing to submit a signed statement fully explaining what they believe is a violation of the Athletic Code, including as much information as possible detailing the alleged violation which was actually observed by the person making the report. The identity of the student will be kept confidential with the exception that the signed statement will be shared with law enforcement personnel at their request.

In cases where a report is received from a student, additional evidence must be secured before proceeding with any further investigation.



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## **Investigation Procedure**

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Enforcement of the Athletic Code will be based on the following:

- All violations must be reported to administrators/athletic director and the source of the report must be verifiable.
- Upon receiving a report of the violation the Administrators/Athletic Director will interview those reported to be involved.
- If the student admits to the allegations, a consequence will be rendered. Personal contact and a letter will inform the parents/guardians of the violation and subsequent consequence.
- If the student denies the allegations, the administrator shall conduct an investigation within five (5) school days. The allegations may be dismissed or a consequence rendered and the administrator will notify parents/guardians by personal contact and letter.
- The suspension shall begin the day the decision is rendered. Parents/guardians will receive notification as soon as possible.
- Relevant coaches will be notified of violations by the athletic director.

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## **Self-Referral Policy**

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Students who voluntarily report their own alcohol, drug, tobacco, or criminal violations to the Activities Director and/or Principal will have their resulting consequences reduced by 50%. The following guidelines will be followed for self-referral:

- Must be done prior to a report being made.
- The report must be done within 72 hours of the occurrence of the violation.
- Can only be used for reduction of one first time violation.

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## **Assessment Program**

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Any student with a drug, alcohol, or tobacco violation will have the opportunity to reduce their consequences by enrolling in an approved assessment program. Any assessment program fees will be the responsibility of the student and his/her parents/guardians. Any student interested in enrolling in the assessment program may obtain information from the Athletic Director/Administration. Upon successful completion of the approved assessment program, the code violation will be reduced by 50%. The assessment program will reduce the suspension by 50% only for the first three violations.

Written verification of completion of the approved assessment program must be provided to the Athletic Director upon completion of the program.

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## **Appeal Procedure**

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Once a determination of a code violation resulting in a suspension has been made, the student and/or parents may make a formal appeal of the suspension. The appeal must be made to the Principal in writing and must be received in the Principal's office within three school days of the determination of ineligibility. Students will not be allowed to compete during the appeal process.

Within three school days of the appeal being received, the Principal/Athletic Director will convene the Review Committee. The Athletic Director will present the facts of the situation and the findings of the investigation to the Review Committee.

The Review Committee shall consist of:

- The District Administrator or designee
- One faculty member not involved in the activity
- Athletic Director
- Coach

- School Counselor

After hearing all evidence from both parties, the Review Committee will render a decision. The decision will be made in writing and a copy given to the student and the parents and a copy will be filed in the Activities Director's office. The written decision will be rendered within three school days of the appeal hearing.

Once a determination by the Review Committee has been made, the student and/or parents/guardians may appeal the decision initially to the superintendent and lastly to the De Soto Board of Education. The appeal must be made to the Clerk of the Board of Education and it must be made in writing. The appeal should be filed with the Clerk within five school days of the Activities Council decision. The appeal shall be heard within thirty calendar days and will render a decision according to its rules and procedures. Students will not be allowed to compete during the appeal process.

A successful appeal of a code violation suspension will clear the record of the violation and consequence for which the appeal was made.

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## Sportsmanship

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De Soto Area Schools believes that athletic and extra-curricular events are an extension of the classroom and are therefore learning activities. Participation in school programs is a privilege, not a right. To earn that privilege, student-athletes must abide by the rules, and they must conduct themselves, on and off the field, as positive role models who exemplify good character. Community and parent support along with role modeling of appropriate sportsmanship behavior is an important part of our activities/events.

Parenting and coaching or advising can be extremely difficult at times. An understanding of the roles and expectations of each of these positions will enhance the relationships of each to the other. Positive relationships between coaches, advisors, and parents will provide for positive experiences for the student participants and will be a great benefit for the children involved in extra-curricular activities offered at De Soto Middle/High School.

Good sportsmanship is one of the primary purposes of educational extra-curricular activities. Our students recognize that judgment calls – by coaches, officials and themselves – are made in good faith and should be respected.

At De Soto Middle/High School we expect parents to be positive supporters of their children's involvement in extra-curricular activities. We expect that parents understand their role and expectations as we have high expectations of sportsmanship. You are your son and/or daughter's first role model. Your children emulate your behaviors and actions, and we expect you to be a positive role model for your sons and daughters.

Fan behavior whether at home or away at athletic contests reflect on the entire community. Hometown fans should treat out-of-town guests with respect. Similarly, visiting fans should treat their hosts—both individuals and property — with proper appreciation. Students' habits and reaction as spectators determine the quality of sportsmanship which reflects upon the reputation of the school. Profane and abusive language and obnoxious behavior have no place at an extra-curricular event.

Any person, including an adult who behaves in an unsportsmanlike manner during an athletic or extra-curricular event, may be ejected immediately from the event, depending upon the severity of the offense. In order to gain remittance to any home event, you must attend a school board hearing. Conduct deemed unsportsmanlike is based on the discretion of coaches, advisors, officials, and/or De Soto event staff.

**Examples of unsportsmanlike conduct include, but are not limited to:**

- Using vulgar or obscene language or gestures
- Fighting or otherwise striking or threatening another person
- Failing to obey the instructions of a security officer or school district employee
- Threatening, abusive, or derogatory behavior towards any participating coach, player or game official, before, during or after the game.
- Persistent harassment of coaches, officials and/or event staff.

**So Instead:**

- Be courteous at all times with school officials, opponents, game officials, and spectators
- Exercise self-control
- Know all the rules of the contest
- Show respect for self, players, officials, coaches, and spectators
- Refrain from the use of foul and/or abusive language at all times
- Respect the integrity and judgment of game officials
- **Win with character; lose with dignity**

As a parent, part of your role is to encourage your child to discuss issues with their coaches and advisors. The ability to discuss concerns is a life skill and our students can learn valuable lessons by doing so with their coaches and advisors. You, as a parent, should never confront a coach/advisor before, during, or after an event. Instead, call the coach/advisor directly to set up an appointment at an agreed upon time. Please respect the chain of command for conflict resolution: coach/advisor, athletic director, principal, Superintendent, school board.

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**Chain of Command**

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It is important that information and concerns about any extra- curricular program proceed through a logical level of authority. Problems may be resolved at an initial level and would not need to involve the principal or superintendent. Parents are responsible for addressing their concerns and requests using the following format:

1. Student Participant > Coach/Advisor
2. Student Participant and Parent > Coach/Advisor
3. Student Participant and Parent > Athletic Director & Coach/Advisor
4. Student Participant and Parent > Principal, Athletic Director, Coach/Advisor
5. Student Participant and Parent > Superintendent, Athletic Director, Coach/Advisor
6. Student Participant and Parent > School Board

\*If you do not follow the chain of command, you will be redirected to the appropriate step.

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**Spectator Ejections**

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A first offense of unsportsmanlike conduct will be given a warning by way of a yellow card, depending upon the severity. After the warning, continued unsportsmanlike conduct will result in being ejected from the property. If necessary, law enforcement may be called.

Any person who is ejected from an interscholastic competition/event for unsportsmanlike conduct will not participate for the remainder of the event and will be suspended for the next regularly scheduled or rescheduled event at that level of competition and all other games/events in the interim at any level of competition including a home game if the ejection occurred at an away site hosted by another school.

A second violation will result in a four competition/event suspension. If penalties are imposed at the end of the season and no contests/events remain, the penalty is imposed during the first contests/events the next activity.

A third violation will result in the person not being admitted back into any school activity until they have met with the school board and worked out a corrections plan.

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### **Sportsmanship Appeal**

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The administrative team may appoint a hearing with school officials to hear any appeals, within 48 hours of the receipt of a complete report of the incident. Appeals may not deal with decisions made by contest officials.

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### **Transportation**

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The school district furnishes transportation to and from out-of-district activities in a school-approved vehicle accompanied by an advisor/director/chaperone/coach. Any student riding a school bus or in a school vehicle to an event must return in the same vehicle unless the parent/guardian completes the District's transportation waiver form prior to the student being excused.

A parent/guardian may opt out of the district-provided transportation at any time. A parent/guardian may permit a non-parent or adult guardian who is no longer a high school student, or their own child to provide alternative transportation. A parent/guardian may permit their own child to transport sibling members of their family. In all cases, a parent/guardian must complete the District's transportation waiver form prior to the student being excused. The District is not responsible for the safety of students who travel in private cars. In choosing to opt out of District provided transportation, and the District will be released from all responsibility and liability for the child's well-being.

If the District does not provide transportation to or from an event, it is the parent/guardian's responsibility to arrange safe transportation. District personnel may not request, solicit, or condone any alternative (non-district provided) transportation for any reason. When district transportation is not provided for an event outside the district, student participation is voluntary.

Individual coaches/advisors may suggest that the participant ride home with the school provided vehicle.

**De Soto Area School District  
Extra-Curricular Handbook**

Acknowledgment Form

The parent/guardian and student, before participation in any extra-curricular activity, must sign the acknowledgement form and have it on file in the Athletic Director's office. Each participant will sign an acknowledgement form each year. It is understood that the provisions of the extra-curricular code are in effect on a year-round basis.

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I, \_\_\_\_\_, have read, understand, and acknowledge the guidelines and provisions of the De Soto Area School District Extra-Curricular Handbook.

\_\_\_\_\_  
(Student Signature)

\_\_\_\_\_  
(Date)

I, \_\_\_\_\_, have read, understand, and acknowledge the guidelines and provisions of the De Soto Area School District Extra-Curricular Handbook.

\_\_\_\_\_  
(Parent/Guardian Signature)

\_\_\_\_\_  
(Date)

**De Soto Area School District  
Extra- Curricular Transportation Exception**

**Alternate Transportation Notification**

Students are required to use District transportation to and/or from extra-curricular events. Exceptions are allowed when (1) the students' parents/guardians chooses to transport their child; (2) the students' parent/guardian chooses to give permission for an adult, who is no longer in high school, to provide transportation for their child.

In all cases, the parent/guardian personally presents to the Office or the coach, written and signed authorization to release the District, its employees and representatives of responsibility and liability associated with District transportation. Furthermore, a parent/guardian then assumes all responsibility and liability for transporting the student.

Please note that School District policy and State Statute 121.444(2)(c) prohibit students from transporting other students with them.

Student Name \_\_\_\_\_

Grade \_\_\_\_\_

Starting Date \_\_\_\_\_ Ending Date \_\_\_\_\_

Check all that apply:

\_\_\_\_\_ Transportation will occur with a parent/guardian

\_\_\_\_\_ Transportation will occur with another adult per conditions above.

Name of adult: \_\_\_\_\_

I am the legal parent/guardian of the above named student.  
My signature below indicates I agree to the conditions outlined above.

\_\_\_\_\_  
(Parent/Guardian Signature)

\_\_\_\_\_  
(Date)