

West Salem School District  
Policy 370-Rule A

MIDDLE SCHOOL CO-CURRICULAR ACTIVITY ELIGIBILITY REQUIREMENTS  
AND CODE OF CONDUCT

I. Eligibility Requirements

A. Academic Requirements

Students participating in-group I co-curricular activities shall be required to meet the following academic requirements. Advisors of group II co-curricular activities at the middle school may seek Board approval to require that students participating in non-graded group II activities meet the same requirements.

1. A student shall be ineligible to participate if he/she receives a failing grade. Eligibility shall be determined at the mid-trimester and at the end of each trimester.
  - a. Based on mid-trimester Grade - If a student receives one or two failing grades, the student shall not be eligible to participate in co-curricular activities until the teacher(s) of the class(es) the student is failing indicates that the student is passing again. The student shall become eligible to participate in activities 24 hours after the coach receives the signed ineligibility notice.

A student who receives three or more failing grades shall not be eligible to participate until: (a) the teachers of the classes the student is failing indicates that the student is passing again; and, (b) two events or 15 school days have passed, whichever is a shorter period of time the student shall become eligible to participate in activities 24 hours after the coach receives the signed ineligibility notice.

- b. Based on trimester Grades - If a student receives one or more failing grades, the student shall not be eligible to participate in co-curricular activities until: (a) the student is passing all classes, as indicated by their teachers, not just the class(es) that he/she received a failing grade(s) in, and (b) two events or 15 school days have

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passed, whichever is a shorter period of time. The student shall become eligible to participate in activities 24 hours after the coach receives the signed ineligibility notice.

c. During the period of ineligibility, the student shall attend study sessions until 4 p.m. each day Monday through Thursday and then attend practice.

2. A student shall be ineligible to participate during the upcoming academic trimester if he/she fails to make up an incomplete within two weeks. Eligibility shall be determined at the mid-trimester and at the end of each trimester.

3. A student who is ineligible to participate may not suit up for games/events or travel with the group to away events.

B. Attendance Requirements

1. Any participant who has an unexcused absence for any part of the school day shall be ineligible to practice and ineligible to compete or participate for that school day.

2. Any participant who is absent for any part of the school day shall be ineligible to practice or compete for that school day unless:

a. The absence was due to a school function.

b. Permission for the absence has been granted by the administration.

c. Extenuating circumstances exist. In such cases, the building principal or designee shall determine whether or not the student shall be ineligible.

d. A participant may be gone for a medical/dental appointment, however to be eligible to participate the appointment must be verified with a note from the doctor.

3. Pre-excused absences under Wisconsin Statutes 118.15(3) are not exempt from this policy.

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C. Additional Requirements Applicable to Athletes

1. A student may not participate in interscholastic athletics until the school has an examination/permit card on file in its office attesting to parental permission and physical fitness as determined by a licensed physician or nurse practitioner. (It is recommended that a student also have his/her dental fitness attested to by a licensed dentist.)
2. A student may participate in one athletic activity at a time. When overlapping seasons occur, students may practice for a second activity only if and when released by the director of the original activity.
3. In order to change from one athletic activity to another, a student must have the permission of both coaches involved.
4. A student who is dropped from one athletic activity by the coach for disciplinary reasons shall be ineligible to participate in any other athletic activity at that time.
5. No participant shall be allowed to miss a practice without the permission of the coach. The consequences for missing a practice without permission shall be ineligibility for the next event unless a verifiable extenuating circumstance exists.
6. No participant shall be allowed to miss an event without the permission of the coach. If a participant misses an event without permission; he/she may be suspended from the activity for 15 school days. A second offense may result in suspension for the remainder of the activity season.
7. If extenuating circumstances exist, the building principal or designee shall determine the participant's consequence for missing an event without permission of the coach.

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II. Code of Conduct - Alcohol, Drugs, and Tobacco

A. Rules of Conduct

The following code is to be followed by students participating in group I co-curricular activities and students participating in the non-graded portions of group II activities. The following code shall be in effect year round.

1. No student shall use, possess, distribute, be under the influence of, sell, buy or transfer alcohol or illicit drugs.
2. No student shall use or possess tobacco products.

B. Disciplinary Action

1. First Violation - Any participant who violates this code for the first time shall:
  - a. be immediately suspended for two days of competition; and
  - b. is required to participate in the following counseling sessions administered by the school counselor:
    - (1) A minimum of one group session with all students who are serving the same suspension; and
    - (2) A minimum of two individual counseling sessions; and
    - (3) A minimum of one counseling session with their parent(s)/guardian(s); and
    - (4) Regularly scheduled individual counseling sessions for the balance of the middle school years as determined by the school counselor.
2. Second Violation - Any participant who violates this code for a second time shall:
  - a. be immediately suspended for four days of competitions; and

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b. be required to participate in a counseling program established by the school counselor and the AODA coordinator and designed to meet the needs of the individual.

3. Third Violation or more - A co-curricular council shall convene to determine the appropriate consequences. (The minimum consequence shall be a suspension for six days of competitions.)

The council shall consist of three head athletic coaches, one faculty member from the music department and one other co-curricular activity advisor assigned by the building principal will be convened to determine the appropriate consequences for the behavior exhibit that was contrary to the code of conduct.

4. Participants shall be required to attend rehearsals, work nights and practices during suspension periods.
5. Students shall not receive awards during a period of suspension. Awards shall be presented to the student upon completion of the suspension or graduation.
6. Disciplinary action not satisfied within the season of infraction shall continue into the next season. Punitive measures shall not carry over into the high school.

C. Procedures for Reporting and Appealing Determinations

1. A written report of the violation must be filed with the building principal or designee. Violation of conduct rules may be reported by the following: self, parent/guardian, law enforcement, or school employee. The suspension period begins on the day the building principal or designee confirms that the violation occurred.
2. If an athlete denies violating the code, he/she shall be given an opportunity to be heard prior to any penalty being enforced.

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3. If the violation occurred during a school-sponsored function and the participant is not satisfied with the decision rendered by the building principal or designee, he/she may appeal the decision in writing to the School Board within five school days. The Board's decision shall be final.
4. If the violation occurred other than during a school-sponsored function and the participant is not satisfied with the decision rendered by the building principal or designee, he/she may appeal to the co-curricular council. The co-curricular council shall consist of five voting members. It shall include three head athletic coaches, one faculty member from the music department and one other co-curricular activity advisor assigned by the building principal.

If the participant is not satisfied with the decision of the co-curricular council, he/she may appeal to the superintendent. If the participant is not satisfied with the decision of the superintendent, he/she may appeal to the School Board. The School Board's decision shall be final. All appeals shall be in writing and within five school days of the appeal decision.

III. Code of Conduct- Conduct Unbecoming A Participant

- A. Participants must also follow those conduct rules which are applicable to all students. Students violating such rules shall be disciplined in accordance with established procedures.
- B. Engaging in or being an accomplice of an immoral, unlawful, or generally unacceptable conduct contrary to the ideals, principles, and standards of our school or WIAA is considered a violation of the code of conduct.
- C. The co-curricular council (five voting members, three head athletic coaches, one faculty member from the music department and one other co-curricular activity advisor assigned by the building principal) will be convened to determine the appropriate consequences for the behavior exhibited that was contrary to the code of conduct.

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- D. Any violation of the "Code of Conduct - Conduct Unbecoming" clause is independent of any other violation of the Code of Conduct. Previous violations of the "Alcohol, Tobacco, and Drug" code and "Conduct Unbecoming" code will be taken into consideration by the co-curricular council when determining a consequence.

IV. School Equipment and Property

Learning responsibility is one of the values to be gained by participating in co-curricular activities. The proper care of school equipment and property shall be the responsibility of the student. The original equipment issued to a participant must be returned at the end of each season or school consequences may be applied. A student shall:

- A. Notify the coach/advisor if equipment is in need of repair or a change in size is required; and
- B. Be financially responsible for any lost or damaged equipment.

CROSS REF.: 441, Student Due Process  
443, Student Conduct and Discipline

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Group I -Co-Curricular Activities

All Athletic Teams

Forensics

Jazz Band

Math Counts

Performing Arts

Student Council

Summer Musical

\*Yearbook

Note: Any additional groups that become active in the middle school will be required to follow this policy.

All students in co-curricular activities are required to meet the grade eligibility requirements. Those students in the \* activities that hold an office/elected position/leadership position would be required to sign the code of conduct and adhere to its guidelines. Any student who is competing as part of the activity is also required to sign and adhere to the code of conduct.

Group II - Curricular Related Activities

Marching Band

Colorguard

Choir