

Evansville High School Extra/Co-Curricular Handbook 2016-2107



EXTRA/CO-CURRICULAR HANDBOOK

PHILOSOPHY

The primary purpose of education is to provide each student with the values and training necessary to lead a rewarding and successful life. The extra/co-curricular programs are an integral part of the educational process as it provides certain opportunities and emphasizes definite aims, difficult to duplicate in other school activities.

Participation in extra/co-curricular activities is a privilege. Involved students have a responsibility to follow established rules of conduct, maximize their performance, and present a positive image to fellow students, the Evansville community, and the larger world.

The goals of the Evansville Schools extra/co-curricular programs are:

1. To help students develop leadership skills and responsibility.
2. To promote teamwork, with the development of such commitments as loyalty and cooperation.
3. To promote the ideals of good sportsmanship and fairness that make for winning and losing graciously.
4. To provide opportunities for students to set personal goals and to work toward success.
5. To generate a sense of unity by providing a focus of interests on activity programs for students, staff, and community.
6. To practice self-discipline and emotional maturity in learning to make decisions under pressure.
7. To promote excellence by providing opportunities for the expression of gifted and talented abilities.
8. To create alternatives for personal enrichment by providing outlets for students with varied needs, interests and abilities.
9. To provide opportunities for personal enjoyment.
10. To promote a philosophy for life-long health and worthy use of leisure time, either as a participant or spectator.
11. To develop an understanding of the value of activities in a balanced educational process.

EVANSVILLE SCHOOLS
ATHLETIC EXTRA-CURRICULAR CODE
HANDBOOK

* Baseball	*Football	*Softball
* Basketball	*Golf	*Track
* Cheerleading	*Poms	*Wrestling
* Cross-Country	*Soccer	*Volleyball
* Swimming	*Hockey	

RULES OF ELIGIBILITY

Evansville students participating in interscholastic athletics must abide by specific rules of eligibility. These rules of eligibility are established by the Wisconsin Interscholastic Athletic Association (WIAA) and are supplemented by locally developed Evansville School District rules. Any athlete planning to participate in school athletics must sign and have his/her parent/guardian sign a pledge card stating understanding and adherence to the code. The athlete will not be permitted to compete until the pledge card is returned to the school office with the required signatures.

An Abbreviated Listing of WIAA Eligibility Requirements for Participation in Athletics at Evansville High School:

1. You must be a legally registered student in the Evansville Community School District.
2. You must not have reached your 19th birthday before August 1 of that school year to be eligible for grade 9-12 activities.
3. In grades 9-12 you may not be in attendance at our high school more than four years.
4. You may not participate on any team of the same sport other than your high school team during the given activity season.
5. You must maintain amateur status. Before agreeing to participate in any non-school sponsored activity, consult your coach/advisor.
6. You must maintain acceptable academic standing. (The specific academic requirements are explained in the next section.)

Evansville School District Rules for Athletes

In addition to the rules of eligibility as published by the WIAA, Evansville School District has developed rules which supplement those of the WIAA. These rules consist of the following:

1. **Required Forms**
You must have on file with your school a completed physical exam/alternate year card, pledge card, insurance waiver (see page 10), emergency card and Parent/Athlete Concussion Agreement Form.
2. **Academic Eligibility**
Academic eligibility for any nine-week period shall be determined by the previous nine-week (quarter) grades. The following two standards describe the criteria an athlete must meet to earn the privilege of participating for Evansville Schools. These standards will determine whether a student athlete is eligible, ineligible, or on academic probation.

ACADEMIC ELIGIBILITY

First Academic Standard

The student earned passing grades in a minimum of 20 credit hours (3.0 ninety minute blocks in high school) and currently enrolled in 20 credit hours.

Second Academic Standard

- A. **Eligible if** No F's were earned and a 1.5 GPA or higher was accumulated for the 9 week term.
- or**
- One F was earned but a 1.75 GPA or higher was accumulated for the 9 week term.
- B. **On Probation if** Did not meet eligibility **Standard A** above
- and**
- Earned no more than one F but also accumulated a GPA from 1.25 - 1.74 for the 9-week term.
- C. **Ineligible if** Did not meet the eligibility or probationary standards listed above.

A student found academically **ineligible** is unable to compete in athletics for a **minimum of 15 consecutive school days**. If the sport is in session when the grades are submitted and a grade report is generated showing a student ineligible, the fifteen days will begin at that time.

Mid-term (4.5 week) grades or subsequent reports by teachers should be viewed as an academic warning. End-of-term (9 week) grades determine eligibility.

A student on probation must meet with the athletic director or designee to commit to a plan for academic remediation. If a probationary student-athlete follows this plan appropriately, he/she will remain eligible for competition for the next 15 consecutive school days. At the end of this 15-day period, the athletic director will contact individual teachers for current grades which must meet the eligibility requirements or suspension will be immediate for the remainder of the 9-week grading period. A student on probation unwilling to commit and follow through with an academic remediation plan will be ineligible for competition for the entire/remaining 9-week grading period.

A student ineligible for competition must meet with the athletic director or designee at the beginning of the ineligibility period to commit to a plan for academic remediation if he/she wishes to attempt to regain eligibility sometime during the current 9-week grading period. An ineligible student is not allowed in competition for 15 consecutive school days. If the ineligible student has followed this plan appropriately, at the end of this 15-day period, the athletic director or designee will contact individual teachers for current grades which must meet the eligibility requirements or suspension will be immediate for the remainder of the 9-week grading period. An ineligible student who refuses to commit to and follow through with an academic remediation plan will be ineligible for the entire 9-week grading period.

Student athletes who were ineligible or probationary at the beginning of a given 9-week term but follow the stated procedures to regain eligibility at the 15 day mark are eligible academically for the remainder of the 9-week term, provided that they submit a weekly grade check form from their teachers to the athletic director each week for the remainder of the quarter. This form can be obtained from the office. If a student has incurred an academic ineligibility suspension and is not in continuous athletic participation from season to season, he/she must meet academic eligibility requirements in the grading period previous to his or her participation in a sport later in the year.

Student-athletes who are ineligible for competition for a period of time for academic or training rule violations must continue to attend practice sessions to remain eligible in that sport upon completion of the suspension.

Academic Violations Affecting Fall Sports Participation

WIAA policy states the minimum ineligibility period for an academic violation involving a fall sport is the lesser of:

- 1) 21 consecutive calendar days beginning with the date of the earliest allowed competition in a sport
- or
- 2) One-third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction).

ALTERNATIVE EDUCATION STUDENTS

First Academic Standard

Alternative education students must earn four competencies for the 9 week term.

Second Academic Standard

Ineligible if: Did not meet the eligibility standard listed above

An alternative education student that is academically ineligible is unable to compete in athletics for a minimum of 15 consecutive school days. If the sport is in session at the end of the 9 week term and the student is determined to be ineligible, the fifteen days will begin at that time.

A student ineligible for competition must meet with the athletic director or designee at the beginning of the ineligibility period to commit to a plan for academic remediation if he/she wishes to attempt to regain eligibility sometime during the current 9-week grading period. An ineligible student is not allowed in competition for 15 consecutive school days. If the ineligible student has followed this plan appropriately, at the end of this 15-day period, the athletic director or designee will contact the alternative education instructor for current progress which must meet the eligibility requirements or suspension will be immediate for the remainder of the 9-week grading period. An ineligible student who refuses to commit to and follow through with an academic remediation plan will be ineligible for the entire 9-week grading period.

Student athletes who were ineligible at the beginning of a given 9-week term but follow the stated procedures to regain eligibility at the 15 day mark are eligible academically for the remainder of the 9-week term. Student-athletes who are ineligible for competition for a period of time for academic or training rule violations must continue to attend practice sessions to remain eligible in that sport upon completion of the suspension

3. Attendance

Participants must be in attendance the entire day of school in order to participate in any practice or contest. It is also expected that participants be in school the entire day following any contest or event which is followed by a school day. Serious illness or death in the immediate family; medical, dental, and DMV appointments which cannot be otherwise avoided; and special situations such as field trips and for which an excuse has been secured beforehand from an administrator are exceptions to this rule. In addition, a student excused absent due to illness, transportation problems, or other excusable reasons for part of a day but in attendance for at least one half (two ninety minute blocks) of the same school day will be granted an exception to participate, but this allowance will be limited to one time per season. Otherwise, it should be noted that a student who is too ill to attend classes is too ill to perform in activities.

4. Acts of Truancy

A student participating in interscholastic athletics with an unexcused absence of one or more class periods will not be eligible for participation in that same day's practice or contests whichever may be the case. Repeated acts of truancy will result in ineligibility in the next scheduled contest.

5. Joining a Second, Same-Season Team

No student who is dropped from one squad for disciplinary reasons, or who quits, shall be eligible to compete in another sport for that particular season unless the coaches of both sports

involved agree to the arrangement. However, any student who is cut from a squad may compete in another sport during that season.

6. **Injuries/Special Medical Problems**

Any athlete who is injured during an athletic practice or contest shall report the injury to the coach at once. If a physician's care is required, the physician must sign a statement that the athlete is physically fit to resume participation. Please see page 10 for more information.

7. **Practices**

When an athlete joins a squad, he/she is expected to dedicate the time specified for practice by the coach of that activity. Regular attendance at practice is required. If an athlete has an unexcused absence from practice or a contest, he/she will not be permitted to participate in the next regularly scheduled game, meet, or match.

8. **Grooming/Uniform Guidelines**

An athlete is expected to commit oneself to the team and to represent the team, school, and community in a positive manner. It is expected that each student-athlete will be clean and well-groomed. It is also expected that each athlete will appear for competition dressed in district provided uniforms and in compliance with those standards established by the coach. In general, the appearance and grooming of each team's members is under the discretion of the head coach. Uniforms will be selected by the athletic director and head coach. The building principal and athletic director will approve any uniform purchases.

9. **Equipment**

Each athlete is responsible for the equipment issued to him/her. This equipment must be returned at the end of the season. Failure to return such equipment shall result in one or several of the following:

- A) The athlete shall be excluded from any continued involvement in interscholastic athletics.
- B) Awards earned by the athlete shall not be presented until such equipment is returned.
- C) Lost equipment must be paid for by the athlete to whom it was issued.
- D) Any equipment (even though paid for as a lost item) still belongs to the school and shall be repossessed upon discovery.
- E) An athlete found to be in possession of athletic equipment from another school shall have that equipment repossessed and disciplinary action taken which may prevent further participation.
- F) An athlete who knowingly continues to retain equipment shall be reported to the proper law enforcement agency.

10. **Suspensions/Detentions**

Any student who is serving a suspension an out of school suspension cannot participate in any practice sessions or athletic contests for the period of the suspension. For example, a student suspended out-of-school on a Tuesday is ineligible to practice or compete anytime Tuesday. In addition, any absences from practice resulting from a suspension will be addressed according to the policies of the specific coach. Those students serving detention during practice sessions will be subject to the specific coach's discipline.

Training Rules

Training rules are a matter of self-discipline.

The best performance the athlete is capable of producing comes only after the body and mind have been conditioned through a regular training routine.

Training rules are established for the best interests of the athletes and the team. The athlete who complies with those rules demonstrates a desire to dedicate him/herself to self-improvement as well as to enhance the best interests of fellow teammates, coach, school, and community. **Training rules must be observed by all athletes throughout the calendar year, including when the particular sport is not in season.**

An athlete must refrain from any conduct at any time that would reflect unfavorably on him/herself or the school. Conduct which would reflect unfavorably on an athlete or on the school includes but is not limited to the following:

Training Rule Violations -- Group A

1. Drug abuse, including sale, possession or illegal use.
Drug paraphernalia, possession or use.
2. Use, possession or purchase of alcoholic beverages.
3. Use or possession of tobacco in any form including tobacco like products (eg. E-cigarettes, electronic or vapor devices, hookah pipes etc.)
4. A criminal offense or a violation of a municipal or county ordinance having a statutory counterpart.
5. Acts of vandalism.
6. Presence in a bar or tavern without the athlete's parents/guardians.

Training Rule Violations -- Group B

1. Insubordination while involved in athletic activity.
2. Profanity or obscene gestures during athletic involvement.
3. Unsportsmanlike conduct resulting in contest expulsion.
4. Truancy.
5. Behavior or conduct which reflects unfavorably on an athlete.

Other Training Rules

Other training rules, such as curfews, not addressed specifically in the code are left to the discretion of each head coach. It is important, however, that each head coach make his/her position very clear to his squad at the beginning of the sports season. This clarity is desirable so that all the athletes know how the coach stands on these points.

The Athletic Handbook shall apply to the middle school athletic program. Penalties are not cumulative from the middle school.

Training Rule Violations -- Guidelines for Minimum Penalties

All athletic code penalties are superseded by the Evansville Community School District's policy (Section 443.4) which specifies penalties dealing with students who sell, possess, exchange, distribute or illegally use alcohol or drugs on school premises or at a school-related activity. **An athlete suspended or expelled from school shall be barred from participation in athletics during that period of time.**

However, if the school suspension due to an alcohol or other drug violation is a shorter period of time than the athletic code dictates, then the athletic code penalty shall prevail in terms of athletic ineligibility.

Participation in interscholastic athletics is a privilege. Failure to abide by established training rules shall result in withdrawal of the privilege to participate. For any violation, the following guidelines are established, setting forth the minimum penalty that shall be imposed. Group A training rule violations are cumulative during a student's high school career. For example, a first offense in alcohol would cause a second penalty offense for the second training rules violation, even if it is not alcohol-related. Group B training rule violations are cumulative **within themselves only**. For example, an obscenity violation during competition would only result in a second offense penalty if a student-athlete had a different obscenity violation earlier in his/her career.

When a second violation occurs prior to a first violation penalty being served, the two penalties must be served cumulatively -- they are not to be served concurrently.

Note

A training rule violation is not fully cleared until the student completes the entire season where the ineligibility period ended in good standing.

Honesty Clause:

1. If the student has violated the Athletic Code, student is required to inform their coach and/or the high school administration immediately.
2. The athlete shall be truthful.
3. The athlete shall be forthcoming with information.
4. The athlete shall not be deceptive.
5. The athlete shall be cooperative.

Training Rule Penalties for Group A Violations:

First Violation -- Suspension from participation in 25% of the contests for the regular season with carry over into the next season if necessary. If the student has violated the code in the area of alcohol, drugs or tobacco/nicotine the student is required to successfully complete a Student Assistance Program (SAP) at their expense. A student may reduce the suspension to one contest provided the student has adhered to all requirements in the honesty clause. If an Evansville School administrator has reasonable suspicion that a specific athlete may have violated the District's athletic code, the administrator may question the student about a possible violation. In responding to any such questioning about the incident, it is expected that the student shall follow the expectations in the honesty clause. If the athlete's answer(s) is subsequently found to be untrue and it is determined that the athlete violated the honesty clause, the suspension will be doubled. (Example: 25% suspension for the first violation will become a 50% suspension.) Unless suspended from school, attendance at all practices is required during the ineligibility period and the student must complete the season in good standing.

The SAP is a service provided to our extra and co-curricular students. The program is based upon teaching prevention curricula, which educate youth about alcohol and drugs. The program will focus on prevention, education and self-assessment. Students will complete a training program with a licensed trainer/educator. Recommendations can be made after the student completes the program. Ongoing support may be given by school staff, if necessary, and referrals to outside agencies may occur.

Second Violation -- Suspension from participation in 50% of the contests for the regular season with carry over into the next season if necessary. **If the student has violated the code in the area of alcohol or drugs, they will be required to complete a formal assessment, by a non-school agency and successfully complete a SAP by a non-school agency at their expense.**

The SAP offered through the Evansville School District will be available to a student one time only, unless the local facilitators determine that repeating the program would be beneficial to the student.

Without the formal AODA assessment, the student will be suspended from extra/co-curricular participation for one calendar year (twelve months from the date of the offense). If the student violated the code in the area of tobacco/nicotine, they must agree to complete the SAP tobacco education program. Unless suspended from school, attendance at all practices is required during the ineligibility period and the student must end the season in good standing. If an Evansville School administrator has reasonable suspicion that a specific athlete may have violated the District's athletic code, the administrator may question the student about a possible violation. In responding to any such questioning about the incident, it is expected that the student shall follow the expectations in the honesty clause. If the athlete's answer(s) is subsequently found to be untrue and it is determined that the athlete violated the honesty clause, the suspension will be doubled. (Example: 50% suspension for the second violation will become a calendar year suspension.)

Third Violation -- Suspension shall be for one full calendar year (twelve months from the date of the offense). Any subsequent violations beyond the third will be cause for an additional calendar year suspension for each violation. If an Evansville School administrator has reasonable suspicion that a specific athlete may have violated the District's athletic code, the administrator may question the student about a possible violation. In responding to any such questioning about the incident, it is expected that the student shall follow the expectations in the honesty clause. If the athlete's answer(s) is subsequently found to be untrue and it is determined that the athlete violated the honesty clause, the suspension will be doubled. (Example: a full calendar year suspension for a third violation will become a 2nd calendar year suspension.)

Training Rule Penalties for Group B Violations -- GROUP B VIOLATIONS ARE CUMULATIVE WITHIN THEMSELVES ONLY

1. **Insubordination during athletic involvement** -- Suspension from one game, meet, or match. Unless suspended from or suspended in school, attendance at all practices is required during the ineligibility period. Second offense means suspension for one-half season. Third offense means suspension for one season or equivalent of one season.
2. **Profanity or obscene gestures during athletic involvement** --Suspension from one game, meet, or match. Unless suspended from or suspended in school, attendance at all practices is required during the ineligibility period. Second offense means suspension for one-half season. Third offense means suspension for one season or equivalent of one season.
3. **Acts of unsportsmanlike conduct which result in the expulsion from a contest** -- Suspension from the next scheduled contest.
4. **Behavior or conduct which reflects badly upon an athlete** --Suspension from at least the next scheduled contest or more as deemed appropriate by the administration.

Penalty Calculation Table

(For students ineligible for 25% of the Season)

A contest shall be defined as both junior varsity and varsity games for athletes who play at both levels of any sport.

Tournament or multi-team contests on the same day may be considered as two contests.

Number of scheduled Contests in your sport: Number of contests for which student will be ineligible:

1 – 5	2
6 – 10	3
11 – 15	4

16 – 20	5
21 – 25	6

Enforcement of Rules

Related to the Athletic Code of Evansville Schools

Investigation of the athletic code will be based on the following:

1. Violations reported by teachers, coaching staff, school officials, parents/guardians, or community members presented in writing (signed and dated) to a principal or athletic director.
2. Violations reported by students that are supported through further investigation.
3. Violations confirmed to the school by law enforcement officials.
4. Self-admission.

Upon receiving a report of violation, a principal, athletic director, and/or designee shall conduct an investigation (including an interview with the accused) and determine whether or not the student has violated the athletic code. Any such report must be received within a reasonable period of time from the alleged occurrence of the violation. Disciplinary action will be handled as outlined in the athletic handbook.

Important

The listed standards, rules, and penalties for violations of the athletic code serve as minimum guidelines. Individual coaches may inform their student-athletes of more stringent expectations and penalties. Also, the administration reserves the right to adjust penalties as deemed appropriate. **Consequences will be served simultaneously for students involved in more than one extra/co-curricular activity at the same time.**

Travel

A student who travels to an out-of-town game with a school team must return with the team under school-approved supervision. An exception to this rule is, that if a student's parent/guardian is present at the out-of-town site, he/she may request that the student return with the parent/guardian. **This request must be made in person by the parent/guardian to the coach in charge.** This verbal request must be accompanied by a signed note by the parent/guardian that is given to the coach. A parent obtaining this permission may only transport his/her own children. Any other arrangements must be made and approved via a signed travel release form that must be filed in the school office prior to the dismissal of school on the day of the contest. This form can be obtained in the office.

APPEAL PROCESS FOR EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITIES

Evansville Community Schools recognize the rights of students. The student and his/her parents/guardians have recourse in the event they believe the alleged offense did not occur or the proper procedures were not followed. The appeal procedure outlined in this policy is the process a student and his/her parents/guardians are to follow when appealing decisions related to Co-Curricular or Extra-Curricular suspensions. Students will remain ineligible during the appeal process.

At the beginning of each school year, building principals will be responsible for establishing separate appeal councils for co-curricular and extra-curricular activities, with alternate members suitable for covering the range of activities. Coaches or advisors of the activity in which the student appellant participates will not hear the case. The Appeal Council will be comprised of a principal acting as non-voting chairperson, one coaching/advising faculty representative, one non-coaching/advising faculty representative, and one student representative.

Appeal Procedure

A student and/or his/her parents/guardians may formally appeal the suspension decision in writing to the school administrator or designee within five (5) days of the suspension.

The principal will set the date of the hearing. The Appeal Council will conduct the hearing within three (3) school days of receiving the written appeal request, barring extenuating circumstances.

The Appeal Council will hear the appeal presented by the student and his/her parents/guardians. The Appeal Council will deliberate and rule on the appeal in private by a majority vote, and communicate the decision within one (1) school day to the student and parents/guardians, barring extenuating circumstances. The hearing decision will be placed in writing and mailed to the student and his/her parents/guardians within five (5) school days.

A student and/or his/her parents/guardians may formally initiate a second appeal in writing to the school administrator or designee within three (3) days of the findings from the Appeal Council. A requested second appeal will be before the district administrator. The district administrator will conduct a second hearing within three (3) school days of receiving the written request for a second appeal. The district administrator will hear the appeal presented by the student and his/her parents/guardians. The district administrator will rule on the appeal and communicate the decision to the student(s) and parents/guardians in one (1) school day, barring extenuating circumstances. The district administrator's finding will be placed in writing and mailed to the student and his/her parents/guardians within five (5) school days.

If the student and his/her parents/guardians are not satisfied with the findings in the prior appeals, a third appeal may be requested in writing to the school administrator or designee within three (3) days of the findings from the district administrator. A requested third appeal will be added to the business of the next scheduled Board of Education meeting. The Board of Education will hear the appeal presented by the student and his/her parents/guardians. The Board of Education will deliberate, rule on the appeal by a simple majority vote, and communicate the decision to the student(s) and parents/guardians in person or by phone in one (1) school day barring extenuating circumstances. The Board of Education's finding will be placed in writing and mailed to the student and his/her parents/guardians within five (5) school days.

The provisions as outlined above shall be the sole and exclusive remedy of appeal for students suspended from activities.

Insurance and Athletic Injuries

1. The school does not carry individual or group insurance for any athlete or athletic program. **Insurance is a parental/guardian responsibility!** Insurance is available, however, to parents/guardians from a private company for any student for the entire school year or for an athlete for an athletic season(s).
The school will act as a clearing house for this private company in distributing this insurance information and application forms, and in processing claims.
2. Students intending to participate in athletics must:
 - A) Turn in a completed insurance application form from the private insurance company with the premium
or

- B) Turn in an insurance waiver card signed by the parent/guardian indicating they are adequately covered by insurance or that they assume full responsibility before the student will be allowed to participate in any athletic program. Submitting a completed insurance waiver card for an athlete without insurance coverage has the potential for severe financial consequences. Parents/guardians are strongly advised to avoid this option but choose it at their own risk!

Report All Injuries

1. All injuries must be reported to the head coach immediately.
2. Always consult with the head coach or athletic director if it is necessary to see the physician or dentist.
3. In case of emergency, athletes will be sent to our local doctor(s) or to a local hospital. Parents/guardians should indicate any specific doctor desired on the student's medical card.
4. Parents/guardians and/or athletes need to inform the athletic director or head coach of any special medical problems, regardless to how minor they may seem.
5. Should an injury be discovered after the athlete has returned home, the head coach and/or athletic director should be notified.
6. If an athlete requires a physician's care, the physician must sign a statement that the athlete is physically fit to resume participation before the athlete will be allowed to practice or compete.

Procedure for Resolving Concerns

Step One – the athlete addresses the concern/s with the coach

Step Two – the parent/guardian of the athlete requests a conference with the coach to address the concern/s. If the parent is unsuccessful in contacting the coach, the athletic director may be contacted and he/she will have the coach contact the parent/guardian.

Step Three – If the parent/guardian conference with the coach does not resolve the concern/s, there will be a meeting scheduled and mediated by the athletic director. The meeting will be held in a non-threatening environment and parties will be allowed to speak in an uninterrupted manner.

Concerns the Athlete and Parent/Guardian May Discuss

- A. The treatment of the athlete mentally and/or physically
- B. Ways to help the athlete improve his/her performance and skill level.
- C. Concerns about the athletes' behavior in school, practice and games.

Concerns the Athlete and Parent/Guardian May Not Discuss

- A. Athlete's playing time
- B. Team strategy
- C. Play selection
- D. The make-up of a team and the decision as to who plays on a particular team

COACHING STAFF -- LETTER AWARDS

FOOTBALL - Ron Grovesteen

A player must participate in one more than one-half of the quarters of any game played, plus discretion of the coach.

BOYS SOCCER – Kendall Buttchen

To receive a soccer letter the athlete must complete the season in good standing. The athlete must compete in a minimum of 7 games. The athlete may also receive a letter at the discretion of the coach.

BOYS BASKETBALL – Steve Krupke

A player must participate in one-fourth the accumulated varsity quarters for the season. May also receive a letter at the discretion of the coach.

BOYS TRACK – Megan O'Brien

Must score a minimum of 20 points during the season in varsity competition. Must be a definite asset to the team. All decisions will be subject to the discretion of the coach.

WRESTLING – Robert Kostroun

To receive a letter a wrestler must earn a minimum of 20 varsity team points during the regular season. The majority of team points should be earned by winning matches and not by receiving a forfeit. Also, a wrestler needs to compete in a minimum of 50% of all possible varsity contests. All final decisions will be subject to the discretion of the coaching staff.

BASEBALL – Brian Cashore

A player must participate in at least one-fourth of all varsity innings played during the season. May also receive a letter at discretion of the coach.

SOFTBALL – Charity Kostroun

A player must participate in at least one-fourth of all varsity innings played during the season. May also receive a letter at discretion of the coach

VOLLEYBALL – Jessie Backes

To receive a volleyball letter the athlete must complete the season in good standing. The athlete must also participate in three-fourths of the varsity matches and exhibit a spirit of cooperation and sportsmanship. The athlete may also receive a letter at the discretion of the coach.

GIRLS BASKETBALL – Tina Aasen

To letter in girls basketball a girl must do the following (1) attend all practices. The coach must be notified prior to any excused absence; (2) participate in one more than one-half of the total quarters played during the season; (3) exhibit a spirit of cooperation and sportsmanship on and off the court with her coaches, fellow teammates, and official personnel. Girls are also expected to follow all of the rules of conduct as mentioned in this handbook.

GIRLS TRACK – Megan O'Brien

To letter in girls track a participant must score a minimum of 20 points. She must also be a definite asset to the team. All decisions to warrant a letter will be subject to the discretion of the coach.

BOYS & GIRLS CROSS COUNTRY – Quentin Yoerger

A runner must finish in the top seven team places for one-half of all meets. A runner that exceeds the allotted time for one-half of all meets. All decisions to warrant a letter will be subject to the discretion of the coach.

GIRLS SOCCER – Kendall Buttchen

To receive a soccer letter the athlete must complete the season in good standing. The athlete must compete in a minimum of 7 games. The athlete may also receive a letter at the discretion of the coach.

GOLF – Peter Hanke

To receive a golf letter the athlete must participate in one-third of all varsity matches. The coaching staff may also award letters at their discretion if unusual circumstances prevail.

POMS –Kelly Fanta-Stroik, Taylor Mack

To earn a letter a poms team member must successfully complete two sport seasons and perform in 90% of the games within each of those seasons.

CHEERLEADING –Brittany Deaver

To earn a letter a cheerleader has to be on, and competing in, more than on-half of all routines for four sports seasons.

EVANSVILLE SCHOOLS
NON-ATHLETIC EXTRA/CO-CURRICULAR CODE
HANDBOOK

The following general provisions apply to all students participating in non-athletic extra/co-curricular activities sponsored by the Evansville Community Schools other than interscholastic athletics, cheerleading, and pom-pons.

General Guidelines for All Non-Athletic Extra/Co-Curricular Groups

- | | |
|-------------------------|----------------------------|
| *Band/Choir Music Tour | *High Mileage Vehicle Club |
| *Chamber Choir | *Forensics |
| *Wind Ensemble | *Musical |
| *Jazz Band | *Fall Play |
| *Solo/Ensemble | *Student Production |
| *Symphonic Band | *Computer Programming Team |
| *Vocal Jazz | *Global Community Project |
| *Math Team | *Yearbook |
| *Class Officers | *FBLA |
| *FFA | *Pit Band |
| *Homecoming Court | *Set Crew |
| *National Honor Society | *RVC Student Council |
| *Prom Court | * Student Council |
| *RVC Honors Band | * GSA |
| *RVC Honors Choir | *Quiz Bowl |
| *Winter Dance Court | *Future Problem Solvers |
| *School Newspaper | |
| *Writing Club | |

Homecoming

Violation of any code guidelines beginning the first day of school through the day of the homecoming dance will result in suspension from homecoming court eligibility.

Winter Dance

Violation of any code guidelines beginning the first day of the third quarter through the day of the winter dance will result in suspension from winter court eligibility.

Prom

Violation of any code guidelines beginning the first day of the fourth quarter through the day of the prom dance will result in suspension from prom court eligibility.

Students in all activities covered by this section of the code will be governed by state and national association guidelines for regional, state, and national competition in addition to the appropriate provisions of this code.

A statement signed annually by both student and parents/guardians indicating an understanding of the activities code must be returned to the coach/advisor by each participant by the first day of practice or activity. These statements are to be collected by the director, coach, or advisor and submitted to the building principal.

1. Academic Eligibility

Academic eligibility for any 9-week period shall be determined by the previous 9-week term (quarter) grades. The following two standards describe the criteria a student must meet to earn the privilege of participating for Evansville Schools. These standards will determine whether a student is eligible, ineligible, or on academic probation.

First Academic Standard

The student earned passing grades in a minimum of 20 credit hours (3.0 ninety minute blocks in high school)

Second Academic Standard

A. Eligible if

No F's were earned and a 1.5 GPA or higher was accumulated for the 9-week term.

Or

One F was earned but a 1.75 GPA or higher was accumulated for the 9-week term.

B. On Probation if

Did not meet eligibility Standard **A** above

And

Earned no more than one F but also accumulated a GPA from 1.25 - 1.74 for the 9-week term.

C. Ineligible if

Did not meet the eligibility or probationary standards listed above.

A student found academically **ineligible** is unable to participate in non-athletic extra/co-curricular activities for a **minimum of fifteen consecutive school days**. This penalty will begin once a grade list shows a student ineligible and will include all non-athletic extra/co-curricular activities occurring during the period of ineligibility.

Mid-term (4.5 week) grades or subsequent reports by teachers should be viewed as an academic warning. End-of-term (9-week) grades determine eligibility.

A student on probation must meet with his/her grade level principal or designee to commit to a plan for academic remediation. If a probationary student follows this plan appropriately, he/she will remain

eligible for competition for the next 15 consecutive school days. At the end of this 15-day period, the grade level principal will contact individual teachers for current grade point, which must meet the eligibility requirements or suspension will be immediate for the remainder of the 9-week grading period. A student on probation unwilling to commit to and follow through with an academic remediation plan will be ineligible for competition for the entire/remaining 9-week grading period.

A student ineligible for participation must meet with his/her grade level principal or designee at the beginning of the ineligibility period to commit to a plan for academic remediation if he/she wishes to attempt to regain eligibility sometime during the current 9-week grading period. An ineligible student is not allowed to participate for 15 consecutive school days. If the ineligible student has followed this plan appropriately, at the end of this 15-day period, the grade level principal will contact individual teachers for current grades which must meet the eligibility requirements or suspension will be immediate for the remainder of the 9-week grading period. An ineligible student who refuses to commit to and follow through with an academic remediation plan will be ineligible for the entire 9-week grading period.

Students who were ineligible or probationary at the beginning of a given 9-week term but follow the stated procedures to regain eligibility at the 15-day mark are eligible academically for the remainder of the 9-week term, provided that they submit a weekly grade check form from their teachers to the grade level principal each week for the remainder of the quarter. This form can be obtained from the office.

ALTERNATIVE EDUCATION STUDENTS

First Academic Standard

Alternative education students must earn four competencies for the 9 week term.

Second Academic Standard

Ineligible if: Did not meet the eligibility standard listed above

An alternative education student that is academically ineligible is unable to compete in athletics for a minimum of 15 consecutive school days. If the sport is in session at the end of the 9 week term and the student is determined to be ineligible, the fifteen days will begin at that time.

A student ineligible for competition must meet with the athletic director or designee at the beginning of the ineligibility period to commit to a plan for academic remediation if he/she wishes to attempt to regain eligibility sometime during the current 9-week grading period. An ineligible student is not allowed in competition for 15 consecutive school days. If the ineligible student has followed this plan appropriately, at the end of this 15-day period, the athletic director or designee will contact the alternative education instructor for current progress which must meet the eligibility requirements or suspension will be immediate for the remainder of the 9-week grading period. An ineligible student who refuses to commit to and follow through with an academic remediation plan will be ineligible for the entire 9-week grading period.

Student athletes who were ineligible at the beginning of a given 9-week term but follow the stated procedures to regain eligibility at the 15 day mark are eligible academically for the remainder of the 9-week term. Student-athletes who are ineligible for competition for a period of time for academic or training rule violations must continue to attend practice sessions to remain eligible in that sport upon completion of the suspension

2. Attendance

Participants **must be in attendance the entire day of school in order to participate in any practice, contest, or event.** It is also expected that participants be in school the entire day following any contest or event which is followed by a school day. Serious illness or death in the immediate family; medical, dental, and DMV appointments which cannot be otherwise avoided; and special situations such as field trips and **for which an excuse has been secured beforehand from an administrator** are exceptions to this rule. In addition, a student excused absent due to illness, transportation problems, or other excusable reasons for part of a day but in attendance for at least one-half (two ninety minute blocks) of the same school day will be granted an exception to participate, but this allowance will be **limited to one time per season.**

Otherwise, it should be noted that a student who is too ill to attend classes is too ill to participate in co-curricular activities.

A student with an unexcused absence of one or more class periods on the day of a performance, practice, or competition will not be allowed to participate in that day's performance, practice, or competition.

3. Suspensions/Detentions

Any student who is serving an out of school suspension cannot participate in any practice sessions or athletic contests for the period of the suspension. For example, a student suspended out-of-school on a Tuesday is ineligible to practice, perform, or participate anytime Tuesday.

4. Conduct

A student participating in non-athletic extra/co-curricular activities will be subject to disciplinary action for the following violations:

1. Drug abuse, including sale, possession or illegal use.
Drug paraphernalia, possession or use.
2. Use, possession or purchase of alcoholic beverages.
3. Use or possession of tobacco in any form including tobacco like products (eg. E-cigarettes, electronic or vapor devices, hookah pipes etc.)
4. A criminal offense or a violation of a municipal or county ordinance having a statutory counterpart.
5. Acts of vandalism.
6. Presence in a bar or tavern without the student's parents/guardians.
7. Habitual truancy.

Conduct Violation Penalties -- Minimum Guidelines

Important

The listed penalties for violations of the non-athletic extra/co-curricular code **generally** serve as minimum guidelines. The administration reserves the right to adjust any penalties as deemed appropriate.

Honesty Clause:

1. If the student has violated the Athletic Code, student is required to inform their coach and/or the high school administration immediately.
2. The athlete shall be truthful.
3. The athlete shall be forthcoming with information.
4. The athlete shall not be deceptive.
5. The athlete shall be cooperative.

First Violation – 20 hours of community service as determined by Administration and Advisor. Community service must be completed in a timely manner with at least 5 hours completed a week and must be completed in consecutive weeks. Once a contract outlining how the student will meet the above requirements has been signed by the student and his/her parent/guardian, the student may resume participation in non-athletic activities. If the student has violated the code in the area of alcohol, drugs or tobacco/nicotine the student is required to successfully complete a Student Assistance Program (SAP) at their expense. A student may reduce the suspension to one contest provided the student has adhered to all requirements in the honesty clause. . If an Evansville School administrator has reasonable suspicion that a specific student may have violated the District's student code, the administrator may question the student about a possible violation. In responding to any such questioning about the incident, it is expected that the student shall follow the expectations in the honesty clause. If the student's answer(s) is subsequently found to be untrue and it is determined that the student violated the honesty clause, the suspension will be doubled. (Example: 50% suspension for the second violation will become a calendar year suspension.)

The SAP is a service provided to our extra and co-curricular students. The program is based upon teaching prevention curricula, which educate youth about alcohol and drugs. The program will focus on prevention, education and self-assessment. Students will complete a training program with a licensed trainer/educator. Recommendations can be made after the student completes the program. Ongoing support may be given by school staff, if necessary, and referrals to outside agencies may occur.

Second Violation -- Suspension from 50% of all activities' seasons/performances or their equivalents. However, if the student has violated the code in the area of alcohol or drugs, then he/she **will be required to complete a formal assessment, by a non-school agency, provide a release of information to the District, successfully complete a SAP at their expense.** The SAP offered through the Evansville School District will be available to a student one time only, unless the local facilitators determine that repeating the program would be beneficial to the student. Without the formal AODA assessment, the student will be suspended from extra/co-curricular participation for one calendar year (twelve months from the date of the offense). If the student violated the code in the area of tobacco/nicotine, they must agree to complete the SAP tobacco education program. Unless suspended from school, attendance at all practices is required during the ineligibility period and the student must end the season in good standing. If an Evansville School administrator has reasonable suspicion that a specific student may have violated the District's student code, the administrator may question the student about a possible violation. In responding to any such questioning about the incident, it is expected that the student shall follow the expectations in the honesty clause. If the student's answer(s) is subsequently found to be untrue and it is determined that the student violated the honesty clause, the suspension will be doubled. (Example: 50% suspension for the second violation will become a calendar year suspension.)

Third Violation -- Suspension for one full calendar year (twelve months from the date of the offense) from all extra/co-curricular activities. Any subsequent violations beyond the third will be cause for an additional calendar year suspension for each violation. If an Evansville School administrator has reasonable suspicion that a specific student may have violated the District's student code, the administrator may question the student about a possible violation. In responding to any such questioning about the incident, it is expected that the student shall follow the expectations in the honesty clause. If the student's answer(s) is subsequently found to be untrue and it is determined that the student violated the honesty clause, the suspension will be doubled. (Example: 50% suspension for the second violation will become a calendar year suspension.)

Exceptions For Some Music Performing Groups

Chamber Choir, Symphonic Band, Wind Ensemble, Concert Choir.

These music performing groups in Evansville Schools are unique in that they are curricular (taken for credit) and also non-athletic extra/co-curricular (performances are outside of class time, but are an extension of the classroom work and part of the curriculum). Therefore, disciplinary actions for students involved in these courses/activities will not involve concert group performances. Instead, ineligibility will affect ensembles and other activities related to the group. **In these situations, specific consequences will be determined by the administration in consultation with the music director(s).**

Other Conduct Violations

Students participating in non-athletic extra/co-curricular activities have a responsibility to conduct themselves in a manner that will reflect positively on themselves, their group, school, and community. Students who behave or conduct themselves in a manner which reflects unfavorably on our school and community may face consequences. These penalties will be determined as appropriate by the school administration.

Enforcement of Rules

Related to the Non-Athletic Extra/Co-Curricular Code of Evansville Schools

Investigation of the non-athletic extra/co-curricular code will be based on the following:

1. Violations reported by teachers, coaching staff, school officials, parents/guardians, or community members presented in writing (signed and dated) to a principal or staff advisor.
2. Violations reported by students that are supported through further investigation.
3. Violations confirmed to the school by law enforcement officials.
4. Self-admission.

The designee shall conduct an investigation (including an interview with the accused) and determine whether or not the student has violated the non-athletic extra/co-curricular code. Any such report must be received within a reasonable period of time from the alleged occurrence of the violation. Disciplinary action will be handled as outlined in the non-athletic extra/co-curricular handbook.

Disciplinary Actions

The guidelines listed above must be observed by all students participating in non-athletic extra/co-curricular activities for the duration of that activity.

Awards

Each student must complete the activity year in good standing to be eligible for school awards.

Specific Requirements/Expectations

Membership in a music performing group is based upon the following: ability, attitude, and attendance at major performances and required rehearsals outside of class time. Performances serve as evaluation, final exams, and the culmination of group team effort which can only be created through this group experience. A list of the dates for required performances will be given to the students well in advance of the required dates. For the previously listed concert, chamber, and symphonic groups, concert performances are a major component of the course grading. Students are responsible for any schoolwork missed during the school day due to musical performances or special rehearsals.

Any emergency absence must be excused by the director in order for the students to maintain membership in the group. Illness and family emergencies are excusable if approved by the director. Baby-sitting or work are NOT excusable absences from a required performance or rehearsal. Truancy will not be accepted from members of the music groups which represent the school. Advance posting of concert dates should preclude conflicts.

Disciplinary Actions for Behavior Not Covered By the Code of Conduct

1. Each director will monitor his/her group to uphold and maintain reasonable expectations. In cases where disciplinary situations may arise, the director will confer with the building administration to determine the appropriate actions.
2. Any student reported for violation of any of these rules shall have a fair hearing conducted by a principal/designee.

Specific Disciplinary Actions

Violation of any of the code guidelines will result in suspension from one meeting, activity, or event or more as deemed appropriate in addition to prescribed disciplinary action.

Travel

A student who travels to an out-of-town game, event, or competition with a school group must return with the team under school-approved supervision. An exception to this rule is, that if a student's parent/guardian is present at the out-of-town site, he/she may request that the student return with the parent/guardian. **This request must be made in person by the parent/guardian to the coach/advisor in charge.** This verbal request must be accompanied by a signed note by the parent/guardian that is given to the coach/advisor. A parent obtaining this permission may only transport his/her own children. Any other arrangements must be made and approved via a signed travel release form that must be filed in the school office prior to the dismissal of school on the day of the contest. This form can be obtained in the office.

APPEAL PROCESS FOR EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITIES

Evansville Community Schools recognize the rights of students. The student and his/her parents/guardians have recourse in the event they believe the alleged offense did not occur or the proper procedures were not followed. The appeal procedure outlined in this policy is the process a student and his/her parents/guardians are to follow when appealing decisions related to Co-Curricular or Extra-Curricular suspensions. Students will remain ineligible during the appeal process.

At the beginning of each school year, building principals will be responsible for establishing separate appeal councils for co-curricular and extra-curricular activities, with alternate members suitable for covering the range of activities. Coaches or advisors of the activity in which the student appellant participates will not hear the case. The Appeal Council will be comprised of a principal acting as non-voting chairperson, one coaching/advising faculty representative, one non-coaching/advising faculty representative, and one student representative.

Appeal Procedure

A student and/or his/her parents/guardians may formally appeal the suspension decision in writing to the school administrator or designee within five (5) days of the suspension.

The principal will set the date of the hearing. The Appeal Council will conduct the hearing within three (3) school days of receiving the written appeal request, barring extenuating circumstances.

The Appeal Council will hear the appeal presented by the student and his/her parents/guardians. The Appeal Council will deliberate and rule on the appeal in private by a majority vote, and communicate the

decision within one (1) school day to the student and parents/guardians, barring extenuating circumstances. The hearing decision will be placed in writing and mailed to the student and his/her parents/guardians within five (5) school days.

A student and/or his/her parents/guardians may formally initiate a second appeal in writing to the school administrator or designee within three (3) days of the findings from the Appeal Council. A requested second appeal will be before the district administrator. The district administrator will conduct a second hearing within three (3) school days of receiving the written request for a second appeal. The district administrator will hear the appeal presented by the student and his/her parents/guardians. The district administrator will rule on the appeal and communicate the decision to the student(s) and parents/guardians in one (1) school day, barring extenuating circumstances. The district administrator's finding will be placed in writing and mailed to the student and his/her parents/guardians within five (5) school days.

If the student and his/her parents/guardians are not satisfied with the findings in the prior appeals, a third appeal may be requested in writing to the school administrator or designee within three (3) days of the findings from the district administrator. A requested third appeal will be added to the business of the next scheduled Board of Education meeting. The Board of Education will hear the appeal presented by the student and his/her parents/guardians. The Board of Education will deliberate, rule on the appeal by a simple majority vote, and communicate the decision to the student(s) and parents/guardians in person or by phone in one (1) school day barring extenuating circumstances. The Board of Education's finding will be placed in writing and mailed to the student and his/her parents/guardians within five (5) school days.

The provisions as outlined above shall be the sole and exclusive remedy of appeal for students suspended from activities.