



John Edwards Middle School Co-Curricular Code 2021-2022

Shane Steltenpohl
Athletic Director
steltsh@pesd.k12.wi.us
715 323-2398
715 887-9000 Ext. 237

Port Edwards Middle School Athletic Code 2021-2022

PURPOSE

The purpose of this code is to provide a set of uniform rules concerning participation in the district's athletic programs that will assist the student participants in their development. It is the expectation of Port Edwards School District students who participate in athletics to follow this code of conduct on a year-round (12 month) basis.

ELIGIBILITY

Participation in athletic activities **is a privilege** subject to the following requirements:

Academic Eligibility

We believe that the first and primary concern for any student is academics. It is definitely in the student's best interest that there is a focus on academics first and that participation in district athletic programs comes after academics. In addition to the assistance that is available in the regular classroom, additional help is available before and after school, during study hall, and at lunch. Students who would like additional help should talk to their teacher, coach, or guidance counselor. These are the academic requirements for eligibility to participate in any athletic program:

Midterm: Students with 1 or more failing grades at midterm will be considered ineligible until all failing grades are brought up to a passing level of D- or above after waiting a required 3 days. It will be the ineligible student athlete's responsibility to obtain a "grade sheet" from the Guidance office. If after the 3 days the grade sheet indicates a passing grade for the failing class or classes, the student regains eligibility. If the student's grade remains below a D-, he/she will repeat the grade sheet process until passing grades are reported or until the trimester grades are submitted.

Trimester: Students must have no failing grades and a trimester GPA of at least 1.67 to be eligible. Students not meeting these minimum requirements will be considered ineligible as outlined in #1 below.

1. A student who becomes academically ineligible at the trimester grading period may regain eligibility after 5 school days. On the 10th day following the trimester date, it will be the ineligible student athlete's responsibility to obtain a "grade sheet" from the Guidance office. If the grade sheet indicates a failing grade for the class or classes that the student was failing, the student will repeat the ineligibility process. This process will continue until the student has a passing grade/grades for the class/classes he/she was failing at trimester.
2. Students with an incomplete will be declared ineligible until that incomplete is made up.
3. Students are required to practice or attend meetings in the athletic program in order to maintain their status. However, if the coach feels it is in the athlete's best interest to skip practice to concentrate on academics, the coach may excuse the athlete from practices.
4. A student making satisfactory progress in a school's prescribed course as a member of a Special Education (EEN) class may be exempt from normal academic eligibility requirements.

Social Eligibility

Participants in all athletic programs will be responsible for maintaining a high level of social acceptability. They must conduct themselves in such a fashion as to bring pride to their family, school, and community. All students shall refrain from willful, persistent, and disruptive behavior.

In addition, during the chosen athletic season, participants must comply with all guidelines set out by the coach. These guidelines shall be distributed in writing to the participants at the beginning of the season.

Athletes are required to attend practice during social ineligibility.

If a student-athlete must miss school the day of or day following an athletic contest, it will only be permissible if it is for a medical or legal appointment, death in the family, or a situation that is approved of by the principal. The student-athlete must present the high school principal or athletic director with a signed note form the professional that you saw on the same day of that appointment in order to be eligible to participate in the next upcoming athletic contest.

Social Eligibility violations will include but not be limited to:

1. Disrespect to members of the school staff, student population, activity supervisors or members of the community at large.
2. Behavior during the school year that results in a disorderly conduct citation.
3. Abusing, misusing, possessing, distributing, selling or purchasing of alcohol, tobacco (including chewing tobacco), illegal drugs (including steroids) or controlled substances on or off school property. Note: the W.I.A.A. has published a list of banned performance-enhancing substances; it is the responsibility of each student-athlete to be aware of the products on this list. It can be found on the W.I.A.A. website at the following web address: <http://www.wiaawi.org/publications/performanceenhancers.pdf>
4. Student participants must refrain from the consumption, distribution, or possession of any amount of alcoholic beverages, tobacco products, or controlled substances on a year-round basis.
5. Violations of criminal state statutes (example: assault, weapon charges, burglary, etc.)
6. Academic dishonesty
7. Fighting

School administrators and the Athletic Director will address instances of misconduct after consideration of the facts and circumstances.

Athletic Eligibility

Participation in athletics is subject to other guidelines beyond academic and social eligibility, as follows:

No participant may change from one activity to another during the same season without the permission of the involved coaches.

-DISCIPLINE FOR CODE VIOLATIONS

Discipline for code violations is cumulative over the course of your middle school career. Your violation record is not cleared at the start of each new school year. You do not start the step process over on an annual basis. However, to encourage continued student participation in athletics, students demonstrating a good faith effort to uphold the philosophy of the athletic code by remaining violation free for a one calendar year period, will be presented with an opportunity to avoid a more severe penalty based upon that effort. Once an initial violation has occurred, if there are no additional violations during the period of the ensuing calendar year, the participant shall not advance to a higher level of violation discipline with subsequent violations. This opportunity to avoid a more severe penalty shall only be available one time during a student's academic career.

Student athletes who are ineligible for either academic or social code violations are not allowed to travel as a member of a team on a team bus during their disciplinary period. It will be the coaches' choice whether or not he or she will allow ineligible students to be on the sideline of home games with the team.

- ⊕ Violations of the Academic Eligibility will be followed as outlined previously in this document.
- ⊕ Violations of Social Eligibility and Athletic Eligibility will be addressed as follows:

1st Violation

Suspension:

Athletic seasons with:

10 or more contests per season - 2 contests 4-10 contests per season - 1 contest
Fewer than 4 contests/events-The coach must submit written documentation of disciplinary action for approval by the principal/athletic director.

(If there are less than the specified number of contests remaining in the sport season of the violation, see “Carryover Policy” under the section “Discipline Conditions and Options.”)

AND

The participant and his/her parent/guardian(s) must meet with coach, principal/athletic director to develop an improvement plan. The student and parent/guardian(s) must agree to this program and the student must successfully complete the objectives of this plan before regaining eligibility. The improvement plan will be developed based on the nature of the violation and may include things such as: Alcohol, tobacco and other drug (ATOD) treatment, anger management, behavior modification or administratively approved service hours.
Student athletes must participate in all practices during the suspension.

2nd Offense

Suspension:

1/2 of all contests per season

(If there are less than half of the contests remaining in the sport season of the violation, see “Carryover Policy” under the section “Discipline Conditions and Options.”)

AND

The participant and his/her parent/guardian(s) must meet with coach, principal/athletic director to develop an improvement plan. The student and parent/guardian(s) must agree to this program and the student must successfully complete the objectives of this plan before regaining eligibility. The improvement plan will be developed based on the nature of the violation and may include things such as: ATOD treatment, anger management, behavior modification or administratively approved service hours.

Student athletes must participate in all practices during the suspension.

3rd Offense

Suspension:

The participant will be suspended for all athletics for the season. (If the sport season has already started, see “Carryover Policy” under the section “Discipline Conditions and Options.”)

AND

The participant and his/her parent/guardian(s) must meet with coach, principal/athletic director to develop an improvement plan. The student and parent/guardian(s) must agree to this program and the student must successfully complete the objectives of this plan before regaining eligibility. The improvement plan will be developed based on the nature of the violation and may include

such things as: ATOD treatment, anger management, behavior modification or administratively approved service hours.

Student athletes must participate in all practices during the suspension.

4th Offense

Suspension:

The participant will be suspended from all athletics for 1 calendar year from the date of the infraction.

AND

The participant and his/her parent/guardian(s) must meet with coach, principal/athletic director to develop an improvement plan. The student and parent/guardian(s) must agree to this program and the student must successfully complete the objectives of this plan before regaining eligibility. The improvement plan will be developed based on the nature of the violation and may include, but not be limited to, ATOD treatment, anger management, behavior modification or administratively approved service hours.

5th Offense

Suspension:

The participant will lose athletic eligibility for the remainder of his/her middle school career.

Severe Clause

A student arrested and charged for a violation(s) of the criminal state statutes as determined serious enough by the district's administrator, athletic director and principal shall lose athletic eligibility for the remainder of his/her academic career. The student is eligible to re-apply for reinstatement after 1 calendar year through this code's appeal process if he/she has completed 100 hours of school approved service.

DISCIPLINE CONDITIONS & OPTIONS

Carry Over Policy

If a student is suspended from a sport and the season ends before the term of the suspension is completely served, the remaining suspension will be enforced in the next season in which the student participates. The student must complete the current and next sport season for the suspension to be fulfilled. The purpose of this rule is to prevent a student from completing the term of a suspension in a sport that has no meaning for the student and quitting the sport after the suspension is served.

Conditions:

The administration has the right to address violations not covered by this code. (Including conduct resulting in misdemeanors and felonies, and assess penalties accordingly.)

- ⊕ The student athlete must continue to practice and/or finish the remainder of the season to fulfill all or part of the suspension.
- ⊕ All counseling must be given by a qualified agency. The participant must present written documentation following each counseling session. All expenses shall be the responsibility of the participant or the parent/guardian(s).

- ⊕ In situations where the student(s) has/have been present during a code violation but not actively involved, the following rules will be in effect:

First Occurrence: Student(s) will receive a letter of reprimand for being in a questionable situation. **Any subsequent violation of this situation (as described above in this section) during the student's middle school years will be treated as a First Offense as outlined in the "Discipline for Code Violations" section of this code. If a third offense occurs with more than one calendar year between the second and third offense, the discipline will be followed as outlined in the First Offense.**

Second Occurrence: This will be considered a first offense as outlined in the Violation section of this code with the discipline procedures as noted.

Third Occurrence: This will be considered a second offense as outlined in the Violation section of this code with the discipline procedures as noted.

Options:

Self-Referral for Chemical Abuse

Student self-referral is the process by which a student or his/her parent/guardian(s) seek help from school personnel for problems resulting from the student's use or abuse of chemicals. Self-referral must occur prior to the participant being charged with a violation. When a student self-refers, the student must be willing to accept the help that is offered. A student who self-refers is not subject to any disciplinary action from the Athletic code. The Athletic Director will be involved in all self-referral processes. Once the Athletic Director is made aware of the self-referral, he may:

1. Initiate individual intensive counseling with the student on a weekly basis for not less than three (3) weeks or until the problem is resolved.
2. Refer the student to a support group that meets on a weekly basis for one semester.
3. Refer the student to meet on an individual basis with a trained staff member for not less than three (3) weeks.
4. If the problem is deemed too serious to resolve at the school intervention level, the ATOD (Alcohol, Tobacco & Other Drug) coordinator shall be contacted and a certified alcohol and drug counselor shall make an assessment.
5. A student who self-refers is expected to refrain from the use of alcohol or illegal drugs. If a student involved in the self-referral process subsequently violates the Athletic code through the use of alcohol or illegal drugs, the student shall be subject to the penalties of a second offense violation of the athletic code.

ADMINISTRATION OF CODE & VIOLATION DISCIPLINE

The athletic director will review the code and the alleged violation with the student. He will notify the administration and coaches and record all penalties and discipline.

The Athletic Director will make a referral to the Counselor for any discipline requirements of this code violation and follow up with the Counselor to assure compliance.

If necessary, the Coaches may also assist the Athletic Director in the administration of any discipline.

Records of all Code violations will be kept in the student's cumulative files.

For social eligibility violations 1, 2, 4 & 5, the athletic director and/or the administrator have the option of utilizing restorative practices in lieu of the Discipline for Code Violations outlined previously in the Code of Conduct.

REPORTING AND INVESTIGATION OF VIOLATIONS

If an adult reports an alleged violation of the Athletic Code, he/she must be willing to submit a signed statement fully explaining what he/she believes is the 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. Unsigned, anonymous reports will generally be filed for future reference should additional information become available from alternate sources.

If a student-athlete reports an alleged violation of the Athletic Code, the student-athlete's identity will be kept confidential; however, he/she must be willing to submit a signed statement fully explaining what he/she believes is the 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.

In cases where a report is received from a student-athlete, additional evidence will also be secured during any further investigation. The student report will be used during the investigation, but the name of the student making the report will be kept confidential, and redacted from any statements used as evidence.

The Athletic Director has the primary responsibility of investigating alleged violations of the Athletic Code and for assessing penalties.

If there is an initial determination made that there is substance to the alleged violation, the athlete, the athletic director or an administrator will contact the parent/guardian. This contact can be either by telephone or by a face-to-face meeting. The athlete and parent/guardian will be informed of the initial determination and possible penalties.

Board of Review

- ⊕ The athlete and parent/guardian will be shown the report and have the option of having a hearing before a board of review or waiving the hearing and accepting the appropriate penalty for the alleged violation.
- ⊕ If the athlete and/or the parent/guardian request a board of review hearing, they will have an opportunity to present the athlete's side of the issue to the board of review. The date of the board of review hearing should be mutually agreed upon during the initial contact. If agreement cannot be reached the athletic director or administrator shall set a date that will allow for three days' notice and fall within the next seven calendar days.
- ⊕ The Athletic Director or administrator will convene a Board of Review made up of three faculty members. The athletic director and/or administrator will select two of the members of this Board; the student will select the third member of this Board. The Athletic Director or administrator will chair the Board as a non-voting member.
- ⊕ If the student is participating in a sport at the time of the infraction, the coach may attend as a non-voting participant.
- ⊕ The student, parent/guardian(s) of the student, and/or their representative may attend the Board of Review hearing to present his/her views prior to Board action. If the student or his/her representative does not attend, the Board will act on the evidence presented. In this hearing, the student will be afforded the right to present testimony and evidence, as well as, the right to confront and question the witnesses.
- ⊕ A record of the hearing, including the action taken, will be kept. A copy of the findings of the board, including a decision on the discipline to be issued, if any, will be sent to the student, parent/guardian(s), and the principal.

APPEAL PROCESS

The appeal process outlined here is the procedure for a student who has signed the athletic code to follow in appealing decisions relating to eligibility. It should be understood that students and/or parent/guardian(s) or their representatives would be expected to follow the steps carefully in the event such action is initiated.

- ⊕ If the student and his/her parent/guardian(s) are not satisfied with the findings of the Board of Review that resulted in a suspension from a program; a hearing may be requested before the Board of Education.
- ⊕ The appeal must be in writing, must be directed to the athletic director or administrator and must be received within seven (7) calendar days from the first day such suspension shall take effect.
- ⊕ After the written appeal has been received, a date for the Board of Education hearing will be established by the principal, such date shall be no later than ten (10) days after the receipt of the appeal.
- ⊕ Present at the hearing, in addition to the athletic director and/or administrator, shall be the student, parent/guardian(s), or their representative. If a rule violation related to a specific sport is involved, the coach of that activity shall be present.
- ⊕ The student, parent/guardian(s), or their representative will be provided with an opportunity to testify and present other evidence on his/her behalf, as well as confront and question witnesses.
- ⊕ The Board of Education decision based on this hearing shall supersede that of the Board of Review. The hearing shall be taped and the taped proceedings will constitute the official record of the hearing.
- ⊕ The decision resulting from this Board of Education hearing will be put in writing by the Clerk of the Board and mailed to the student and/or his/her parent/guardian(s).

2021-2022

PORT EDWARDS MIDDLE SCHOOL ATHLETIC CODE OF CONDUCT

PARENT/GUARDIAN(S) & STUDENT SIGNATURE FORM

We have read and understand this Athletic Code. We agree to abide and support this philosophy and the rules governing participation in the Athletic programs at Port Edwards School District.

Student Name (please print): _____

Signature of Student: _____

Date: _____

Parent/Guardian Name (please print): _____

Signature of Parent/Guardian: _____

Date: _____

Important:

After signing, return this page to the Athletic Director or to the office secretary. Keep the rest of this code at home and available for reference to questions you may have about Port Edwards Middle School Athletics.