

MCFARLAND HIGH SCHOOL

**ATHLETIC & ACTIVITIES
CODE OF CONDUCT**

2018-2019



SPARTANS

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INTRODUCTION

Students, Athletes & Parent/Guardians,

The pursuit of a quality education is the primary goal of the McFarland Schools. Our athletic program functions as an integral part of the McFarland High School's total offerings. It offers opportunities for student-athletes to pursue and enhance their individual interests and talents. Our program further offers opportunities which promote self-realization and personal growth to each of its participants. It also promotes the development of sportsmanship, fellowship, citizenship and self-worth.

The McFarland School Athletic & Activities Code of Conduct is provided for the purpose of setting general standards of conduct for all participants in athletics and activities. It is intended to promote a healthy lifestyle as well as ethical beliefs and behaviors among athletic participants.

This handbook will provide the philosophy, policies, and guidelines that govern the athletic programs and activity programs at McFarland High School. This is a living document that outlines the expectations for success in the "Ideals of Spartan Pride."

Best wishes for many positive experiences,

Jeff Finstad
Principal

David Piovanetti
Assistant Principal

Anne Nichols
Assistant Principal

Paul Ackley
Athletic Director

BOARD POLICY 2431 – INTERSCHOLASTIC ATHLETICS

The Board of Education commits itself to an athletic program that will provide all student athletes, in an equitable manner, an opportunity to compete at a level commensurate with their ability. The District supports the development of sufficient teams comprised of both interscholastic and intramural opportunities at each competitive level to satisfy this ideal. The District believes that intramural and interscholastic competition in athletics has vital educational value and is an effective, cohesive force for the school and community.

The very cornerstone of the District's interscholastic athletic program is embroidered in the concept of cooperation, competition, and participation.

- A. By participation, the Board means that every effort and resource should be utilized to create an environment in which all students actively engaged in a sport will have every opportunity to be involved. The Board believes that it has an obligation to teach the maximum number of students and develop skills and attitudes to the highest level possible.
- B. The Board's concept of cooperation is a relationship between athlete and athlete, athlete and coaches, and coaches and parents/guardians that generate trust, confidence, and individual growth. All concerned with the activity (athletes, coaches, and parents/guardians) have an obligation to be completely informed concerning goals, regulations, and expectations.
- C. Competition is both a healthy and motivating force in any athletic experience. The Board wishes to avoid "win at all costs" approach to athletics and will not measure the success of the District athletes or coaches on the points scored or win/loss records. Similarly, the Board desires to sustain the will to win and the effort to excel on the part of individuals. The Board believes the goals of each athlete when combined with team goals form the basis for competition at any level.

Since a primary purpose of the athletic program is to enhance the education of participating students as indicated in this policy, the Board places top priority on maximum student participation and the values of good sportsmanship, team play, and fair competition, rather than on winning, particularly at sub-varsity levels. The District Administrator is to develop guidelines for coaches to follow which will ensure that as many students as possible have the opportunity to play so they have the opportunity to benefit from the learning experience.

The Board further adopts those eligibility standards set by the Constitution of the Wisconsin Interscholastic Athletic Association (WIAA) and shall review such standards annually to ascertain that they continue to be in conformity with the objectives of this Board.

The District Administrator shall develop appropriate administrative guidelines for the operation of the Athletic Program and a Code of Conduct for those who participate.

To support the efforts to strengthen sportsmanship, ethics, and integrity, the Board commits itself to:

- A. adopt policies (upon recommendation of the administration) which reflect the District's educational objectives and promote the ideals of good sportsmanship, ethics, and integrity;
- B. attend and enjoy school athletic activities, serving as a positive role model and expecting the same from parents, fans, participants, coaches, and other school personnel;
- C. support and reward participants, coaches, school administrators, and fans who display good sportsmanship.

The Board wishes to continue and expand, when possible, intramural competition in athletics because the Board believes it has a vital educational value and is an effective, cohesive force for the school and community.

ATHLETIC PROGRAM GUIDELINES

The purpose of this set of guidelines is to outline the McFarland School District's athletic procedures. This is not an attempt to restrict or hinder an athlete or coach, but rather provide uniformity within the Athletic Department.

1. **PARTICIPATION IS A PRIVILEGE** that carries with it reasonable responsibilities for each of the students who take part.
2. While every student athlete is of primary importance in the District's athletic program, the needs and demands of the team, budget funding, facility limitations, and safety precautions will determine the extent to which the District can meet individual options and needs.
3. The goal of the athletic program in grade 9 will be developmental with a wide range of opportunities to participate.
4. Athletic programs for students in grades 10-12 will reflect an increasing emphasis on the advanced level of competition and a greater sophistication of skill development. Coaches will share candidly the competitive options open to the student athlete in an attempt to effectively meet team and individual needs.
5. The competitive aspect of interscholastic athletics at the high school level is a highly respected experience and should receive equitable support and commitment from the school and community.
6. All students participating in interscholastic athletics must comply with the Athletic Code of Conduct and meet all WIAA and McFarland School District's eligibility requirements.
7. Efforts will be made to have alternatives to interscholastic competition available for those students not interested in highly competitive participation or unable to meet the competitive standards.
8. Efforts will be made to provide a quality experience for all students. Registration in an athletic program at any level does not guarantee equal playing time during contests. It does insure that student athletes will be provided opportunities for development and improvement at practice sessions.
9. Team Selection: Choosing the members of athletic teams is the sole responsibility of the coaches of those squads. Coaches must take into consideration the Athletic Philosophy of the District when selecting final team rosters. District guidelines are that no cuts will be made at the freshmen level. The exceptions to this guideline are:
 - a. Spirit Dance Team, where only a varsity program is offered.
 - b. Where safety is a factor.

When a squad cut becomes necessary, the process will include four important elements. Each candidate shall:

- a. Be informed prior to the tryouts of the criteria
 - b. Have competed in a minimum of three practice sessions.
 - c. Have performed in at least one game-like competition.
 - d. Be personally informed of the cut by the coach and the reason for the action. Coaches will discuss alternative possibilities for participation in the sport, or other areas in the athletic program.
10. Attendance and participation at practice is mandatory. Playing time during contests is based on many factors, including but not limited to, participation at practice, cooperation with teammates & coaches, skill level, and strategies related to the opponent. An exception would be if a student athlete is receiving academic help.

11. Coaches fill a unique and demanding role. They need to be supported in their efforts to develop competitive teams and to meet the program goals. Any concerns of the program will be directed to the specific coach. If further discussion is required, after a meeting with the coach, the athlete/parent may schedule a meeting with the head coach and/or athletic director.
12. Requests for refunds for leaving a program will be granted during the first fifteen (15) days of a sports season.

BOARD POLICY – 2430- DISTRICT-SPONSORED CLUBS AND ACTIVITIES

The School Board believes that the goals and objectives of this District are best achieved by a diversity of learning experiences, including those that are not conducted in a regular classroom but are directly related to the curriculum.

The purpose of curricular-related activities shall be to enable students to explore a wider range of individual interests than may be available in the District's courses of study but are still directly related to accomplishing the educational outcomes for students as adopted by the Board in Policy 2131.

The Board shall allow non-district-sponsored, student clubs and activities during non-instructional time, in accordance with the provisions in Policy 5730 -- Equal Access For Non-district-Sponsored, Student Clubs and Activities.

Noncurricular, student activities that are initiated by parents or other members of the community may be allowed under the provisions of Policy 7510 - Use of District Facilities. The Board, however will not:

- A. assume any responsibility for the planning, conducting, or evaluating of such activities;
- B. provide any funds or other resources;
- C. allow any member of the District's staff to assist in the planning, conducting, or evaluating of such an activity during the hours s/he is functioning as a member of the staff.

No non-district-sponsored organization may use the name of the School District or any other name which would associate an activity with the District.

In addition to the eligibility requirements established by the Wisconsin Interscholastic Athletic Association, to be eligible for any athletic or other extra-curricular activity, a student must meet all District eligibility requirements.

Students shall be fully informed of the curricular-related activities available to them and of the eligibility standards established for participation in these activities. District-sponsored activities shall be available to all students who elect to participate and who meet eligibility standards.

The District Administrator shall prepare administrative guidelines to implement a program of curricular-related clubs and activities. Such guidelines should ensure that the needs and interests of the students are properly assessed and procedures are established for continuing evaluation of each club and activity.

ATHLETIC & ACTIVITIES CODE OF CONDUCT

I. EXPECTATIONS

As a student and athlete representing your school and your community and having assumed that responsibility, it is expected that you will conduct yourself appropriately at all times and under all circumstances. In athletics and activities, responsible behavior is that which fosters and promotes personal and individual goals consistent with team, school, and community. The athlete/student makes a commitment to:

- A. Accept decisions of the officials and be familiar with the rules of your sport or activity.
- B. Practice self-control; reflect a positive sportsmanlike behavior.
- C. Compete and accept the outcome graciously.
- D. Treat opponents and fans with courtesy and respect.
- E. Follow rules and laws of the school and community.

II. REGISTRATION FOR ATHLETIC PARTICIPATION

- A. In order to register for athletic participation, students must:
 - 1. Meet Academic Eligibility Requirements. (See IV. ACADEMIC ELIGIBILITY below.)
 - 2. Have a current physical exam (within 2 school years of the registration year)
 - 3. Complete the online registration for athletics located on Infinite Campus.
 - 4. Pay an athletic fee.
 - 5. Be a fully - enrolled student at McFarland High School.
 - 6. Meet eligibility requirements set by WIAA.
 - 7. Consent to concussion protocol through our online registration process.
 - 8. Home schooled students within district boundaries must meet all WIAA and School Board requirements.
- B. Athletes not completing ALL of the above requirements will not be allowed to practice.

III. COMPLIANCE WITH ORGANIZATIONAL POLICIES

- A. All athletes must comply with all current rules as established by the following groups:
 - 1. **Wisconsin Interscholastic Athletic Association (W.I.A.A.)**. W.I.A.A. rules may be accessed at www.wiaawi.org
 - 2. **National Federation of State High School Association (NFHS)**: NFHS rules may be found at www.nfhs.org
 - 3. **Rock Valley Conference (R.V.C.)** for baseball, basketball, cross country, football, golf, soccer, softball, tennis, track, and volleyball.
 - 4. **Badger Conference** for hockey, wrestling, and swimming.
 - 5. **McFarland High School, McFarland School District, Team/Coach and specific sport**

IV. ACADEMIC ELIGIBILITY

Students and parents have the responsibility to be knowledgeable about academic progress and/or grades

- A. To be eligible to compete, students must:
 - 1. Earn a 1.75 grade point average in ALL classes.
 - 2. Earn a passing grade in ALL classes.
- B. Incompletes count as an “F” when determining the grade point average until the teacher submits a passing grade.
 - 1. Students identified as ineligible due to an “Incomplete” may practice, but are ineligible to compete in events.

- C. **Academic Eligibility Rule: Fall Sports** – The ineligibility period shall be 21 consecutive calendar days beginning with the date of earliest allowed competition in a sport determined by the WIAA. The below chart outlines the date in which an athlete can regain their eligibility in a fall sport.

Sport:	Date of First Competition:	Regain Eligibility:
Cross Country	August 21 st	September 11 th
Football	August 17 th	September 7 th
Girls Golf	August 9 th	August 30 th
Boys Soccer	August 21 st	September 11 th
Girls Swimming	August 15 th	September 5 th
Girls Tennis	August 11 th	September 1 st
Girls Volleyball	August 21 st	September 11 th

- D. **Academic Eligibility Rule: Winter, Spring Sports, and Activity/Club** – A student who becomes academically ineligible after the 1st, 2nd, or 3rd grading period will be ineligible for **15 scheduled school days and nights**. The student is eligible to attend after school meetings and or practices, but is ineligible for competitions, contests, or field trips during the 15 day suspension. Athletes may attend competitions. On the 16th day they can regain their eligibility by meeting with the Athletic Director/Assistant Principal and having completed the below requirements.

1. Be passing all classes.
2. Submit grades for all classes currently being taken.
3. Incompletes will be identified as an “F” grade.

If after the 15-day suspension a student is still failing a class or classes they will remain ineligible until they are passing all classes.

Regain Eligibility on the below date, if above standards are met: *(Dates are subject to change.)*

Ineligible after 1st Semester Midterm Progress Grade:	Ineligible after 1st Semester Grade:	Ineligible after 2nd Semester Midterm Progress Grade:
Regain eligibility on December 3 rd	Regain eligibility on February 13 th	Regain eligibility on April 18 th

- Grades earned for all courses are used to determine grade point average.
- “Posting of Eligibility” herein is defined as the day the high school posts grades. This is the date that a student, who has been identified as ineligible, will begin serving his/her ineligibility.
- Students identified as academically ineligible, with the consent of the coach, may practice with the team and attend all contests.
- A student whose academic program is governed by an Individual Educational Plan (IEP) is not excluded from the eligibility requirements identified above. If the student’s IEP does not give usual grades for the courses, a student must be making satisfactory progress in the student’s total program in order to be eligible for competition.
- Student-athletes will not be punished by coaches (ex: limitation of playing time) for seeking additional academic help. However, it is the responsibility of the student-athlete to communicate with their coaches regarding potential conflicts with practices. Upon returning to practice in a timely manner the student-athlete may verify their attendance with a teacher by presenting their coach with a pass.

V. GENERAL PROCEDURES AND DEFINITIONS

- A. The following apply to all policies:
1. Once a student/athlete consents to the Athletic and Activities Code of Conduct as part of school and sports registration, the policies and procedures apply to that student throughout their entire high school career. Consenting to the code on a yearly basis simply approves any revisions that have been made.
 2. All penalties under these rules will be cumulative, within each defined policy group, over the high school career from the date of the first offense.
 3. Students are required to follow the Athletic and Activity Code of Conduct on a year around (12 month) basis.
 4. If a suspension has not been completed by the end of the sport/activity season in which the violation occurred, it carries over to the next sport/activity season in which the student participates.
 5. If a student does not complete the sport/activity season in which a penalty is assessed, the penalty in full will carry over to the next sport/activity that the student participates in.
 6. A student ejected from a contest is suspended for the rest of that competition and the next scheduled competition.

- B. The following is an interpretation of rules whereby an athlete/student is suspended from athletic competitions or activity competitions for an Athletic and Activity Code violation(s):
1. To determine the length of the suspension, the number of regular season games/events scheduled is multiplied by the percentage assigned to the violation. The number of contests will be rounded to the nearest whole number, with .5 being rounded up to the next number.
 2. The rules specify that the suspension must be “for no less than one entire event.” WIAA policy has defined an event as games/meets that are used to count the maximum number of events for a sport. Examples:

<i>Sport Event</i>	
Baseball/Softball Doubleheader	Each game equals 1 event
Tennis, Volleyball Tournament	Entire tourney equals 1 event
Cross Country, Swim, Golf, Track Meet	Entire meet equals 1 event
Soccer, Basketball/Hockey Tournament	Each game equals 1 event

3. It would be an additional interpretation that if a game, meet or contest could not be played to completion or completed on the day in question, a student would have to serve the ineligibility period on the day of the next scheduled game or event.
4. If try-outs are conducted in a sport prior to the conclusion of a grading period, an ineligible student will be allowed to participate in the try-out process, but will not be eligible for competition until eligibility has been restored.

VI. POLICIES/PENALTIES FOR ATHLETICS AND ACTIVITIES:

A. Substance Policy: Alcohol, Tobacco, E-Cigarettes, Vaping/Juuling Pens, Illegal Drugs and Chemicals, Controlled Substances, Look alike Drugs, or Drug-Related Paraphernalia – Possession Rules

1. Use, possession, sale (or intent to sell), distribution, hosting, or sharing of alcohol, tobacco, e-cigarettes, vaping pens, chemicals, illegal substances, look alike drugs including any substance represented as a drug or as intoxicating or mood altering regardless of its true nature or drug paraphernalia is prohibited.
2. **Penalties for Violations of the Substance Policy:**

ATHLETICS:

1st Offense: The student will be suspended for 20% of the contests in which the student is involved in and will participate and cooperate in an online or face to face AODA assessment program, as approved by the high school administration. Students failing to present a letter, certificate, or form to the Athletic Director stating they have completed the assessment program, will be suspended an additional 10% of the contests. The Athletic Director must be informed that an assessment meeting has been set up within 2 weeks of being formally notified of the violation.

2nd Offense: The student will be suspended for 40% of the contests in which the student is involved in and will participate and cooperate in a face to face AODA assessment program, as approved by the high school administration. Students failing to present a letter, certificate, or form to the Athletic Director stating they have completed the assessment program, will be suspended an additional 20% of the contests. The Athletic Director must be informed that an assessment meeting has been set up within 2 weeks of being formally notified of the violation.

3rd and Subsequent Offense: The student will be suspended for 50% of the contests in which the student is involved in, and cooperate in a face to face AODA assessment program, as approved by the high school administration. Students failing to present a letter, certificate, or form to the Athletic Director stating they have completed the assessment program, will be suspended an additional 20% of the contests. The Athletic Director must be informed within two weeks of being notified of the suspension that an assessment meeting has been set up.

ACTIVITIES:

Substance policy violations will be reported to advisors of clubs/activities in which the student is enrolled. Advisors will be allowed discretion to enforce their individual activity/club codes of conduct.

All suspensions of the Athletic and Activity code of conduct must begin within one calendar year of the date the violation has been reported and investigated.

B. Personal Conduct Policy (Major and Minor):

1. Personal conduct in and out of school shall bring no discredit to the student, his/her family, school, team or organization and shall be in compliance with the rules and laws of the team, school, and community. The administration reserves the right to treat Personal Conduct violations as either **Major** or **Minor** violations.

Examples of Personal Conduct violations include, but are not limited to the following:

- a. Being present when alcohol/drugs are being illegally used. *(If a student has received a previous substance policy violation, this will automatically be considered a Major Personal Conduct violation)*
- b. Sexual Harassment
- c. Bullying/Hazing
- d. Theft
- e. Vandalism
- f. Convictions of the Justice System
- g. Plagiarism/Cheating
- h. Inappropriate use of Social Media
- i. Repeated refusal of school rules
- j. Actions unbecoming of a student/athlete

2. Penalties for Personal Conduct Violations:

The disciplinary action taken by the school may vary with the degree of the offense. The school administration reserves the right to treat each Personal Conduct violation on its own merits, and determine if the violation is considered a **Major** or **Minor** Violation. The administration will make the final determination of disciplinary actions.

ATHLETICS:

Major Personal Conduct Violation Penalties:

1st Offense: 20% or greater of the contests suspended based upon the nature of the offense.

2nd Offense: 40% or greater of the contests suspended based upon the nature of the offense.

Subsequent Offense: 50% or greater of the contests suspended based upon the nature of the offense.

Minor Personal Conduct Violation Penalties:

1st Offense: Recommended warning or 1 event suspension based upon the nature of the offense.

2nd Offense: Recommended 20% of the contests suspended based upon the nature of the offense.

Subsequent Offense: Recommended 50% of the contests suspended based on the nature of the offense

ACTIVITIES:

Major and Minor Conduct violations will be reported to advisors of clubs/activities in which the student is enrolled. Advisors will be allowed discretion to enforce their individual activity/club code of conducts.

All suspensions must begin within one calendar year of the date the violation of the Athletic and Activity code has been reported and investigated.

Felony Offenses: Students charged with a felony offense are ineligible until the charges are dismissed or must serve a minimum of one calendar year from the date of the offense.

Restorative Justice: Students may be assigned, by the school administration, to a restorative justice session for any Personal Conduct violation, in addition to their suspension.

D. General Participation Policies:

- 1. Transportation:** Travel to and from contests or events will be done on school transportation. It is expected that students will stay for the entirety of their team's competition and travel back to school with the team. However, occasionally other arrangements must be made (appointment, family obligations, etc.). In those cases the following procedures must be followed:
 - (a) A parent or guardian must submit a written request to the high school administration or coach 24 hours in advance. If approved, the parent must have face-to-face contact with the coach before the student is released to ride home with the parent.
 - (b) For parents or guardians who fail to make arrangements in advance, the coach will have parental release forms or other documents available at away contests. The forms must be completed and given to the coach before the parent will be allowed to take his/her child home from the visiting school. This procedure is meant to accommodate unplanned circumstances and is not to be used routinely.
 - (c) Students that have practice sessions or contests off school property, yet within the school district boundaries, will be allowed to provide their own transportation.
 - (d) Parents/Guardians may only transport their own child/children after a contest by making prearrangements with the athletic director.
- 2. Attendance:** Students involved in athletics and activities must be present in school for the entire school day in order to participate in a school athletic event or activity that afternoon or evening. Prearranged, pre-approved absences will be considered as exceptions. Please notify the office of any appointment in advance and please have the student/athlete bring a slip or form from the appointment to the high school office.
- 3. Early Release Privilege:** Some athletics and activities require students to be released from the traditional school day. To be eligible for this early release privilege, **students must be passing all classes.**
- 4. School Property & Equipment:** Equipment issued to students must be returned at the end of the season or when a student's affiliation with the team/club/activity ends. Students will be held responsible for all lost or willfully damaged equipment.
- 5. Injuries:** Following any injury students must immediately inform their coach and their coach must communicate the incident with the athletic trainer. In the case of minor injuries not requiring the services of a physician the athletic trainer and the coach will determine when the athlete is ready to return to practice and competition. If an athlete is diagnosed with a concussion they will need to be cleared by a medical professional trained in treating concussions before they can participate in practices and/or competitions.
- 6. Penalty for violation of General Participation Policies:** The penalty for violating any General Participation Policy will be at the discretion of the principal, associate principal, athletic director, coach or advisor. The penalty may include, but not be limited to the following, exclusion from practice, reduced playing time, or suspension from contest(s). Chronic violations of the General Participation Policy will be considered lack of respect and subject to suspension from the program.

VII. ENFORCEMENT AND REPORTING

A Student may be awarded one of the below clauses in regards to a violation:

Self-Reporting Clause - Students are encouraged to self-report in all situations. The intent of this is to encourage and reward student responsibility. Therefore, a student should self-report within 24 hours of a code violation to the Athletic Director, Assistant Principal, or Principal. If a student or parent self-reports for a code violation the student will have their penalty reduced by 50%. The reduction in a student's suspension is only allowed once in a student's high school career. Once the school administration becomes aware of a violation through another source, there is no longer an option to self-report.

Honesty Clause: A student who is completely honest, forthcoming, and cooperative upon being questioned by an administrator or athletic director may reduce his or her suspension by one contest. According to WIAA policy a suspension must be a minimum of 1 contest.

Honesty and integrity is expected on the part of extra-curricular participants at all times. It is expected that the participant will be truthful, forthcoming with information, not be deceptive, and be cooperative. If at any time while under investigation, it is found that a student lied, was deceptive, untruthful, or withheld information, a greater level of consequence may be assigned.

Valid Evidence - Any information or evidence considered to be relevant, valid and accurate by any person(s) reviewing a particular alleged violation shall be considered. A parental report as well as a student(s) report(s) shall be considered as valid evidence in any code of conduct investigation. Parties who provide information will be asked to provide specific names, dates, times and infractions. If such information cannot be substantiated on the basis of subsequent investigation, it will be treated as a rumor. Anonymous material in and of itself will not be considered valid evidence.

The District expects that violations will be reported to the High School administration within 60 days of the occurrence in order to allow the District the opportunity for a prompt response to misconduct. However, violations reported after 60 days of the occurrence may still serve as the basis for student discipline and athletic code enforcement at the discretion of the High School administration and in accordance with WIAA rules.

VIII. PROCEDURES FOR PROCESSING ATHLETIC CODE VIOLATIONS

- A. The procedures outlined hereafter will be adhered to, as closely as possible, when suspending students from participation in athletic or non-athletic activities for violations of the Athletic and Activities Code. Furthermore, all suspensions will remain in force until the appeal process is completed.
1. The student shall be notified of an alleged violation of the code and given a copy of these procedural guidelines. The student will then be given an opportunity to provide any information in his/her defense that may be pertinent.
 2. A decision will result in one of three actions:
 - a. The student has admitted the violation and a suspension will be assessed and served.
 - b. The student has denied the charge; however, a suspension will be assessed by administration based on the evidence.
 - c. The alleged violation will be dropped due to insufficient evidence.
 3. A student shall begin a suspension when one or more of the following conditions are met:
 - a. The student admits the violation.
 - b. The Athletic Director/High School Administrator has met with the student, investigated the case, and determined the student has committed a violation of the Athletic and Activities Code.
 - c. Suspensions shall begin immediately after the student has been found to have committed a violation. Suspensions will normally be served by remaining in practice for an activity in all respects except for participation in scheduled events.
 4. If a suspension is assessed, a letter shall be sent to the parent(s)/guardian(s) informing them of the decision and the basis for it.

IX. THE APPEAL PROCESS

If the student or the parent(s)/guardian(s) are dissatisfied with the decision rendered by the Athletic Director/High School Administration, they may appeal the decision in writing to the High School Administration within five (5) school days after being notified of a code violation.

Upon receiving an appeal, a meeting shall be scheduled with the Athletic Appeal Council as soon as possible, but not later than five (5) school days after receiving the appeal to hear the case. The student may be accompanied by parent(s) or guardian(s) at the meeting. They will have an opportunity to present evidence and challenge evidence presented against the student at this meeting. This meeting will be chaired by the Superintendent of Schools.

The Athletic Appeal Council shall consist of the following voting members: One School Board member, two faculty members, principal/associate principal (who is not assigned at the high school level) and one head coach at large.

The faculty members, building principals, and head coach at large will be selected randomly once an appeal has been made. The head coach of that sport will be ineligible to participate on that committee. In the event that a member cannot be present at a meeting, another member of that same group will be selected.

The Athletic Appeal Council will, with regard to the specific case:

1. Sustain the decision of the Athletic Director/High School Administration **OR**
2. Overturn the decision of the Athletic Director/High School Administration **OR**
3. Remand the case back to the Athletic Director/High School Administration with directions/suggestions.

The school district shall consider the decision of the Athletic Appeal Council as final.

X. INSURANCE COVERAGE

The school is aware that many families have adequate health and accident insurance; however, there are some families whose coverage is not adequate or who have no insurance. Those students participating in interscholastic sports are particularly susceptible to accidents, and although the school is not legally responsible for such injuries except in cases of negligence, we do feel an obligation to see that all athletes have proper insurance protection.

A low cost group insurance plan is being offered through the school for those who feel they do not have adequate coverage or wish to have additional protection. This material is available in the high school office.

XI. McFARLAND SCHOOL DISTRICT GENERAL DISCRIMINATION COMPLAINT PROCEDURES

Any person who believes that the School District of McFarland or any part of the school organization has inadequately applied the principles and/or regulations of Title VI, Title IX and Section 504 or has in some way violated the district's general nondiscrimination or equal opportunity employment policy may bring forward a complaint to the Administration Offices at the following address: 5101 Farwell Street, McFarland, WI 53558. (Discrimination complaints involving students shall be processed in accordance with 411 Rule.)

Formal grievance procedures and/or the maintenance of grievance records are available upon request from the Director of Student Services in the administration offices.

XII. NONDISCRIMINATION POLICY

The McFarland School District does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, including transgender status, change of sex or gender identity, English language proficiency, age (except as authorized by law), military status, or physical, mental, emotional, or learning disability in any of its student programs and activities. The Board also does not discriminate on the basis of Protected Classes in its employment policies and practices as they relate to students, and does not tolerate harassment of any kind. Equal educational opportunities shall be available to all students, without regard to their membership in the Protected Classes, race, color, national origin, sex, disability, age (unless age is a factor necessary to the normal operation or the achievement of any legitimate objective of the program/activity), place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District. Inquiries related to Federal and State laws and regulations, including Title II of the Americans with Disabilities Act (as amended), Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973 (as amended), and the Age Discrimination Act of 1975 should be directed to the District's Nondiscrimination Officer at 608-838-4514 or 5101 Farwell Street, McFarland, WI 53558

Number of Contests/Events Scheduled in a Season	Number of Contests/Events Ineligible for in accordance with Substance Policy or Major Conduct Policy Violations:		
	20%	40%	50%
1	1	1	1
2	1	1	1
3	1	1	2
4	1	2	2
5	1	2	3
6	1	2	3
7	1	3	4
8	2	3	4
9	2	4	5
10	2	4	5
11	2	4	6
12	2	5	6
13	3	5	7
14	3	6	7
15	3	6	8
16	3	6	8
17	3	7	9
18	4	7	9
19	4	8	10
20	4	8	10
21	4	8	11
22	4	9	11
23	5	9	12
24	5	10	12
25	5	10	13
26	5	10	13
27	5	11	14
28	6	11	14
29	6	12	15
30	6	12	15

Number of Contests/Events Scheduled in a Season	Number of Contests/Events Ineligible for in accordance with a Minor Personal Conduct Violation		
	10%	20%	50%
1	1	1	1
2	1	1	1
3	1	1	2
4	1	1	2
5	1	1	3
6	1	1	3
7	1	1	4
8	1	2	4
9	1	2	5
10	1	2	5
11	1	2	6
12	1	2	6
13	1	3	7
14	1	3	7
15	2	3	8
16	2	3	8
17	2	3	9
18	2	4	9
19	2	4	10
20	2	4	10
21	2	4	11
22	2	4	11
23	2	5	12
24	2	5	12
25	3	5	13
26	3	5	13
27	3	5	14
28	3	6	14
29	3	6	15
30	3	6	15



2018-19

WIAA HIGH SCHOOL RULES AT A GLANCE

The WIAA Rules at a Glance offers a brief synopsis of WIAA Bylaws and Rules of Eligibility, to address in general some of the most common questions of the membership.

WIAA Bylaws, which outline the provisions of membership in the Association and the Rules of Eligibility, appear in the WIAA Handbook. The reader should refer to that publication, or confer with your school athletic director, for more complete information. Your AD should always be your first contact for questions or concerns about school sports.

WIAA rules and regulations are established by membership vote. The Annual Meeting is held in the spring of the year, at which time amendments are presented. The interpretation and enforcement of the rules and regulations are the responsibility of the WIAA executive office and Board of Control.

It is the responsibility of member schools to abide by the rules of the Association, to educate students, coaches, parents and others regarding the provisions of membership and Rules of Eligibility and to report to the WIAA all violations of Association provisions.

I. COACHES AND COACHING CONTACT

Coaches may not have coaching contact with any athletes they will be coaching the following school season during restricted times (except their own children). There is no distinction between varsity and J.V. coaches, i.e., J.V. coaches cannot coach varsity athletes during restricted times, and vice-versa, nor any distinction between paid and nonpaid (volunteer) coaches. An exception is that varsity and J.V. coaches can have coaching contact with students who have just completed 8th grade or any preceding grade up until these 8th graders actually start their 9th grade year.

Coaching restrictions apply to all sports during the school year, except during the respective sport season. All sport coaches have five days of unrestricted coaching contact opportunity in the summer, between the end of school and July 31; the days do not need to be consecutive. The 5 contact days must be the same for all levels within a sport program. Football must follow WIAA Fall Football Acclimatization rules and contact ends July 22, 2017. In 2018, July 21 will be the last day for football coaches contact. In addition, coaching restrictions do not apply in the summer beyond the 5 unrestricted days in all sports except football, the summer being defined as when school is not in normal session, **provided such nonschool programs are not limited to students on the basis of school or team affiliation**. Other than during the actual school season and as specifically approved in the summer, coaches may not have coaching contact with their athletes other than as listed above; including practicing or competing with athletes, driving athletes to nonschool competition, driving athletes to camps, clinics, etc., or having basically anything to do with the athletes' nonschool participation. Further, coaches may not:

1. Mandate athletes participate in nonschool competition, or determine who may or may not participate in nonschool activity.
2. Require involvement in out-of-season activities as part of the requirements for making a school team, earning a school letter award, etc.
3. Provide incentives such as T-shirts, etc., for participation in the off-season.

A school coach must always be present when an athlete is participating in interscholastic competition. It is not acceptable for parents, or others, to take the place of the coach at school-sponsored competition, unless they meet WIAA coaching requirements and have the approval of the school administration. (RE – Art. I, Sect. 7 and Art. VI, Sect. 2)

II. SCHOOLS AND SCHOOL TEAMS

A. COMPETITION AND PRACTICE

Schools may conduct sport competition and practice only during the defined respective sport season as specified in Season Regulations and during Board of Control approved unrestricted contact days in the summer (up to 5 days in all WIAA sports), between the end of school and July 31. Season Regulations spell out, among other things, when practice starts, how many contests may be played, how many contests individuals may participate in, how many practice days are required before the first competition, and when the season ends. This means schools and school organizations, such as the letter winners club, the senior class, etc., cannot be involved in running any competition or practice in WIAA recognized sports outside the defined school season for that sport and those 5 days in the summer identified as unrestricted contact days.

WIAA rules also specify a school may not assemble athletes, or prospective athletes, in physical education classes, or some other manner, for purposes of teaching fundamentals, techniques, plays, etc., except during the designated school season of that particular sport and summertime, unrestricted days. Further, schools may not organize conditioning programs limited to students with athletic team status, or to prospective athletes, except during the designated school season of that sport. Nor may a school conduct intramural programs, which involve athletes with past status on a school team, at any level, except during the established school season of a sport. (BL – Art. II)

Interstate Competition: WIAA Bylaws prohibit member schools from competing against school teams that are post secondary schools and/or academies and schools that are not members of their respective state associations. They also limit the number of events member schools may schedule in nonbordering states to one competition, event and/or scrimmage per team each school season. Schools may schedule any number of events in bordering states within season game maximum limitations. Bylaws also provide that competition which involves out-of-state teams may require additional WIAA and/or National Federation sanctioning. Additional requirements exist relative to school teams participating in competition sponsored by non-school providers, e.g. Professional sport teams, American Legion, YMCA, (BL – Art. II)

B. UNIFORMS AND EQUIPMENT

Schools may not issue wearing apparel and protective equipment prior to the first allowable day of practice, unless specifically allowed in Season Regulations for that sport.

One exception is that with approval of its governing body schools may issue school uniform or other wearing apparel and protective equipment for use by athletes in training or competition, in the summertime. For school protective equipment, summertime shall be from the Friday before Memorial Day to the first day of school. Reminder: Coaching contact is not allowed prior to the last day of school. During the school year, with approval of its governing body, a school may issue its baseball and softball equipment at its own discretion. It is acceptable to issue implements at anytime if the school wishes, such as vaulting poles, shot puts, hurdles, baseball bats, basketballs, volleyballs, etc. (BL – Art. II and RE – Art. VI, Sect. 2)

C. CLINICS AND SCHOOL FACILITIES

Schools may not be involved in conducting clinics outside the season, with the following exceptions. So long as participation is voluntary and available to all interested students:

1. There shall be no restrictions upon schools, school teams and school coaches (grades 9-12) relative to assembling in the summertime, for

up to 5 days, which do not need to be consecutive. Unrestricted contact days must conclude no later than July 31 for all sports except football. Unrestricted contact for football must conclude by July 22, 2017 and July 21, 2018.

2. A school may conduct a clinic for students in grades 8 and below, where high school varsity and junior varsity coaches may use some or all of their high school athletes as clinicians. This may be done for a maximum of six days during the summer (when school is not in session) and must conclude no later than July 31. Clinics not utilizing athletes as clinicians may be conducted throughout the summer up to the start of school.
3. School facilities may be used for nonschool programs, according to board of education policy, which can result in clinics being conducted, outside the season, by nonschool groups. The nonschool group must request the facilities from the board of education or governing board, through normal procedures and are encouraged to provide their own insurance protection. (BL – Art. II and RE – Art. VI, Sect. 2)

D. OPEN GYMS

Coaches and schools cannot be involved in out-of-season practice for athletes. However open gyms do not violate WIAA rules if they are conducted according to the following guidelines:

1. The open gym is made known and available to all students in the designated population of that school that are interested in attending. Open gyms may be gender specific. It is also acceptable to include people from the community. Schools may conduct “open gyms” in any activity. It is not acceptable to include athletes from another school, public or nonpublic.
2. There is no instruction during the open gym by a coach or anyone else.
3. Coaches may supervise open gyms, but they may not instruct, organize drills, etc. Coaches can also recreate with students in school sponsored, open gym settings that are purely recreational in nature, i.e., there is no instruction, sport skill demonstration, organized drills or resemblance of a practice being conducted.
4. There is no organized competition, such as established teams participating in round-robin competition, etc.

“Open Gym” is not a code word for out-of-season practice. The philosophy of the open gym is students from that school may attend, for wholesome recreation, or for purposes of improving their skills, but it’s something they do on their own. It would be a violation of WIAA rules to mandate attendance at open gyms, or to provide incentives for athletes to attend open gyms, or to limit participation based on athletic status, or to allow athletes from other schools to come and work out or compete against the host school’s athletes. (BL – Art. II and RE – Art. VI, Sect. 2)

E. SCRIMMAGES

WIAA rules limit the number of interscholastic (another high school, tech school, college, etc.) scrimmages/practices teams may have. Teams may practice/scrimmage with or against nonschool groups (alumni, city team, etc.) at their discretion.

Note (1): An alumni contest counts toward season maximums. (BL – Art. II and SR)

Note (2): If either school counts a scrimmage as a game, it must be counted as a game for both programs, schools and/or teams.

F. WHO MAY PARTICIPATE INTERSCHOLASTICALLY

A school may use on its interscholastic teams only its full-time students enrolled in grades affiliated with WIAA membership.

Note (1): No eligibility will be granted for a student whose residence within a school's attendance boundaries, with or without parents, or whose attendance at a school has been the result of undue influence (special consideration due to athletic ability or potential) on the part of any person, whether or not connected with the school.

A bona fide home school student may be eligible at their public school of residence on the same basis and to the same extent as all other full-time students of the member school.

Full-time students enrolled in member charter schools are eligible only at the school of residence.

The administration of the school is responsible for the eligibility of all its athletes. School administration must verify the eligibility of each participating student prior to their first competition each school year. A student must meet school and WIAA definition of a full-time student (as identified by school policy), be carried on a school's attendance roles and be meeting the minimum academic requirement in credits accepted by the school in order to be eligible to participate in any interscholastic competition.

1. Students that are academically ineligible, ineligible due to code of conduct violations, or those required to miss the next competitive event due to being ejected from their last competitive event, may participate in scrimmages against other schools according to local school policy. Students ineligible for other reasons may not participate in scrimmages against other schools.
2. For varsity eligibility, public school students are basically eligible to participate in the district in which their parents reside in their primary residence. A transfer of guardianship, or reaching 18 years of age, does not set aside this rule. Parents may not establish a secondary residence, in a second district, and gain athletic eligibility. Nonpublic school students, with the exception of boarding schools, must reside full-time with parents in their primary residence.

Note: For the purpose of this rule, attendance at one day of class and/or attendance at one athletic practice shall determine "beginning of school year."

3. Students entering 9th or 10th grade at the beginning of the school year as open enrollment students are eligible starting with the fall season, from a residence standpoint. If this student transfers back to the school of residence or to a nonpublic school, after attending one day of school or one athletic practice, he/she is ineligible for varsity competition for one calendar year. Additional transfer restrictions may apply to students following entry into their third consecutive semester.
4. Students entering 9th or 10th grade at the beginning of the school year as Board of Education approved full-time student(s), paying their own tuition and residing full-time with parents in their primary residence shall be afforded eligibility. Additional transfer restrictions may apply to students following entry into their third consecutive semester.
5. Students not meeting residence requirements and who are within the first six consecutive semesters following entry into Grade 9 will be eligible for nonvarsity competition only, unless a waiver is provided.

6. All transfer students should initially be treated as ineligible athletes until the athletic director at the receiving school has had the opportunity to completely check all aspects of athletic eligibility.

A student who transfers with a status of ineligibility for disciplinary reasons or academics, retains such status at his/her new school for the same period as decreed by the former school.

Students transferring more than once in any school year are not eligible for any level of competition unless a WIAA waiver is provided. (RE – Art. II Sect. 3-A-3)

7. 9th grade students who transfer after the beginning of the school year and with written consent from both schools directly involved may be provided nonvarsity opportunities for the remainder of the school year, unless the transfer is made necessary by a total and complete change in residence by parent(s). Restrictions are removed upon entering 10th grade. First-time 9th grade students will be permitted one transfer upon appropriate petition to the WIAA Board of Control if the student has attended no more than three days of practice and/or no more than three days of school.

10th or 11th grade students who transfer after the beginning of the school year and with written consent from both schools directly involved may be provided nonvarsity opportunities for one calendar year (365 days beginning with first day of attendance at the new school).

Transfer students entering 11th grade or transferring after the beginning of 11th grade are restricted to nonvarsity for one calendar year.

In the event of divorce or legal separation, whether pending or final, residence at the beginning of the school year shall determine eligibility for students entering 9th and/or 10th grade. Students transferring at the beginning or during 11th grade will be restricted to nonvarsity for one calendar year. In situations involving transfer after the sixth consecutive semester following entry into grade 9 the student is ineligible to compete at any level for one calendar year, but may practice.

8. A student who transfers from any school into a member school after the sixth consecutive semester following entry into Grade 9 shall be ineligible for competition at any level for one calendar year, but may practice, unless the transfer is made necessary by a total and complete change in residence by parent(s), or a waiver is provided.
9. Foreign exchange students may be granted one year of varsity eligibility if they come to a school through a CSIET approved exchange program with full listing status and are placed randomly. These students are not eligible until the appropriate form has been submitted to the WIAA and eligibility has been granted.

Foreign exchange students who transfer from one school to another should be regarded as ineligible for varsity competition, the same as any other transfer student. (RE – Art. I and Art. II)

G. CONSECUTIVE DAYS OF COMPETITION/PRACTICE

A team must take one day off, from all physical activity, after six consecutive days of practice/competition. Teams may schedule nonphysical activity, such as film review, scouting reports, rehab, etc., during this off day. (SR)

H. PROTESTS

A protest is possible relative to a game official's misapplication of a rule. Such protests are not allowed in WIAA tournament competition. During the regular season, a protest will not result in replaying or repeating any game, meet, match, event, or race, or any portion of any game, meet, match, event, or race. The purpose of the protest is to correct an official if an official was in error. It is not possible to recreate the game situation that existed. (BL – Art. VI)

With the exception of the tournament series, a school may appeal a ruling of forfeiture based on an ineligible student's contribution to victory, in a team sport, with the understanding the school must satisfy to a clear and convincing standard the student in question did not contribute in any way to the victory. (RE – Art. I)

I. CODE OF CONDUCT

WIAA rules require that all schools have a code of conduct, which they enforce on a year-round basis. WIAA rules do not indicate specific penalties, other than stating in-season violations involving possession and/or use of alcohol, possession and/or use of tobacco products and/or the possession, use, buying or selling of controlled substances must result in at least a one-game (not scrimmage) suspension. Any suspension, which results in a student missing any portion of WIAA tournament competition, results in that athlete being ineligible for the remainder of the WIAA tournament series in that sport.

A student that transfers from one school to another, with a suspension due to athletic code violation(s) from the previous school, must serve that mandated suspension at the new school.

The school must provide an opportunity for the student to be heard prior to any penalty being enforced.

If a student appeals a suspension, according to the school's appeal procedure, **the student is ineligible during the appeal process.**

A student ejected from a contest is suspended for the rest of that competition and the next scheduled competition. If it happens the next competition is a multischool meet, which counts as one meet on the schedule, the student misses the entire competition. (RE – Art. VII)

A student-athlete, disqualified from a contest for flagrant or unsportsmanlike conduct, is also suspended from the next competitive event.

Any player who in the judgment of the official, intentionally spits on, strikes, slaps, kicks, pushes or aggressively physically contacts an official at any time shall be immediately ineligible for competition a minimum of 90 calendar days from the date of the confrontation. In addition, the player is ineligible to compete for the first 25% of the next season in that same sport.

J. PHYSICAL EXAMINATION

It is necessary the school have a current physical examination on file for every athlete **before the athlete is allowed to start practice.** This physical examination must bear the signature or signature stamp of a physician, or the stamp of the clinic the physician is associated with or the signature of a Physician's Assistant (PA) or Advanced Practice Nurse Prescriber (APNP). A physical examination taken April 1 and thereafter is valid for the following two school years; a physical examination taken before April 1 is valid only for remainder of that school year and following school year. (RE – Art. VII)

III. STUDENTS

A. AGE REQUIREMENT

A student shall be ineligible for interscholastic competition if he/she reaches his/her 19th birthday before August 1 of any given school year. (RE – Art. III)

B. CONSECUTIVE SEMESTER RULE

A student has eight consecutive semesters of potential athletic eligibility, starting with the first semester of his/her 9th grade year. A fifth year senior is not eligible to participate, unless a waiver is granted by the WIAA. (RE – Art. V)

C. AMATEUR STATUS

A student may not accept, receive and/or direct to another, reimbursement in any form of salary, cash, or share of game or season proceeds for athletic accomplishments, such as being on a winning team, being selected for the school varsity team, or being a place winner in an individual tournament, etc. A student may receive: school mementos valued not more than \$200, an award valued no more than \$100 retail, and may retain nonschool competition apparel worn by the student as part of the team uniform. Rules further prevent athletes from receiving compensation or benefit, directly or indirectly, for the use of name, picture and/or personal appearance as an athlete because of ability, potential and/or performance as an athlete. Athletes may not receive free and/or reduced rates on equipment, apparel, camps/clinics/instruction and competitive opportunities that are not identical for any and all interested students. A student may not be identified as an athlete, provide endorsement as an athlete, or appear as an athlete in the promotion of a commercial/advertisement and/or profit-making event, item, plan or service. Also, an athlete violates this rule if he/she plays in any contest (school or nonschool) under a name other than his/her own. (RE – Art. IV)

D. NONSCHOOL PARTICIPATION

WIAA rules do not prevent athletes from practicing with nonschool teams or from receiving private skills instruction during the school season. Rules indicate athletes may not participate in more than two nonschool competitions during the school season, in the same respective sport with school approval. Nonschool competitions include: races, scrimmages against other teams, normal nonschool games, "gimmicks," such as reduced numbers competition (3-on-3 basketball, 6 player soccer, etc.), fun runs (including "banditing"), etc. During the season, athletes may participate in a skills contest with approval of the school. Specific skill contests (punt, pass, and kick, shooting contests e.g., free throws, 3 point, drive, chip and putt) isolate separate skills outside of the traditional competition setting. The skill contest may not include physical contact or extreme fatigue as the actual sport competition. Fun runs are not considered skills contests. There can be no school coach involvement. All other eligibility rules including amateur status apply. Additionally, a student who was a member of a school team during the previous year may not delay reporting for the school team beyond the school's official opening day of practice in order to continue nonschool training or competition. (RE – Art. VI)

E. ALL-STAR CONTESTS

Athletes with remaining high school eligibility may not participate in all-star contests. During the school year, a school, including its administrators, athletic director and coaches shall not become involved directly or indirectly with any kind of all-star or similar contest that involves students with remaining eligibility. An all-star team is one where participants are chosen on the basis of individual accomplishment or reputation. An underclassmen becomes ineligible in a sport for a maximum of one year from the date of last offense for participation in an all-star game or similar activity. A senior who violates this rule forfeits all remaining high school eligibility in the same specific sport as the all-star event. Violation of this rule results in loss of eligibility for the remainder of the season. (BL – Art. IV, Sect. 1 & RE – Art. VI, Sect. 3)

F. EXPENSES – TRAINING AND COMPETING

1. The WIAA recognizes a distinction between training and competing. Students must pay 100% of their own expenses, including transportation, to any nonschool (out-of-season) camps, clinics, or specialized training. Schools may pay expenses and provide transportation to similar in-season activities in that sport and during unrestricted contact days in the summer.
2. A student may be reimbursed actual and necessary costs associated with competing. This may include transportation, food, lodging and entry fees.
3. A school may not become involved financially, through transportation or any other way in a student's nonschool participation outside the sport season and the five Board of Control approved unrestricted contact days in the summer. (BL – Art. II, RE – Art. IV and Art. VI) Note: Funds kept in school activity accounts are considered school funds.

G. OUT-OF-SEASON

Athletes may participate in nonschool competition, outside the school season; however, certain restrictions apply. Amateur status rules are still in effect and must be observed. Schools cannot be involved, and coaches are restricted as indicated in Number 1, page 1. Team makeup may not be restricted based on school or team status. (BL – Art. II, RE – Art. IV and VI)

H. FALSIFICATION OF INFORMATION

If a student or a student's parents or guardian falsify any information submitted to a school, and a student participates resulting in an order of forfeiture, the student becomes ineligible in all sports for one calendar year from the date of the last game or meet in which the student participated. (RE – Art. I, Sect. 5)

IV. PENALTIES FOR VIOLATIONS

It should be noted most rules do not have a specific penalty associated with them. The WIAA has the authority, however, to impose penalties relative to rules violations such as, suspension of membership for not more than one year; probation for not more than one year; denial of participation in Association tournament program; denial of any area of Association services and benefits; monetary fine equal to Association expense incurred in any investigation and actual reimbursement of costs resulting from the violation; forfeiture (team sports) of contests won by school or (individual sports) of points/places won by individuals; loss of conference affiliation; loss of eligibility for athletes involved. (WIAA Constitution, Art. VI, RE – Art. 1)

