

MONROE PUBLIC SCHOOLS
INSTRUCTION
BOARD POLICY PROCEDURE 4295

INTERSCHOLASTIC ACTIVITIES

I. Guiding Principles

The board recognizes the value of a program of interscholastic activities as an integral part of the total school experience to all students of the district and to the community.

A. Philosophy

Monroe Public Schools' athletic programs shall first and foremost support the stated goals of the district and the improvement of student learning as a supportive component for the total school curriculum. In addition, the athletic program shall conform to all rules and policies of the school, district, athletic league and state association (WIAA).

The program of interscholastic activities shall include all activities relating to competitive sport contests, games or events, or exhibitions involving individual students or teams of students of this district when such events occur between separate schools within this district or with any schools outside this district.

B. Mission Statement

The mission of the Monroe Public Schools Athletic program is to create opportunities for students to develop physical skills, self-discipline, positive social skills, good sportsmanship, team cooperation, to promote school spirit, and be positive members and role models in the community.

C. Vision Statement

Coaches and other participating adults will model values and behavior for students that enhance the students' competence and promote positive competition in an equitable environment. Program effectiveness and success will be measured by the students' quality of experience, not just the win/loss record.

II. Levels of Competition and Guiding Parameters:

An interscholastic athletic program for grades seven through twelve will include the following levels of competition:

A. Varsity

This is the highest level of participation. The purpose of this level is to:

1. Develop skills and physical conditioning of the athlete to his / her fullest potential
2. Allow the talented athlete to excel
3. Teach goal setting and methods of achievement
4. Provide role models for younger athletes
5. Provide the opportunity to be competitive and win contests

B. Junior Varsity

This is the intermediate level of participation. Emphasis is placed on:

1. Further advancement of skills and the opportunity to practice in the fundamentals of the sport
2. Participation and development
3. A secondary focus is the opportunity to be competitive and win contests, but not to the same extent as the varsity level

C. C Team, 10th grade, 9th grade, 8th grade, 7th grade

Players are configured into grade levels unless the league configuration allows for a different pattern at the 7th and 8th grade level. In addition, a C team at the high school level may consist of 9th and 10th grade athletes, dependent on league schedules and student turn-out. When team sports are offered at the 9th grade level, it is assumed that 9th grade student athletes will participate at that team level. There may be occasions when individuals may have the ability to play at a higher level. A decision to allow a student to play at a different level will be made by the 9th grade coach and head varsity coach. Initiation of the consideration to advance an athlete to a higher level will be made by the coaching staff.

The play at these levels will emphasize skill development and the fundamental aspects of the sports:

1. Primary focus is participation, skill development and team building
2. Provision of fair playing time to all participants at the coaches' discretion
3. Introduction to the athletic philosophy of the district

III. Responsibilities and Conditions for Participation

A. General Eligibility

Students will meet all general eligibility requirements as set forth in the Extra-Curricular Activity Conduct Code, including but not limited to WIAA requirements, physical exam requirements, and participation fees.

B. Academic Eligibility

All interscholastic activities and events shall be in compliance with the rules and regulations of the Washington Interscholastic Activities Association (WIAA). In addition, Monroe students must meet WIAA eligibility requirements and have a minimum 2.0 GPA with no failing grades in the grading period prior to competition. The superintendent and/or designee will establish procedures to assist students to become academically eligible.

C. Out of Season Participation

The schools of the district shall not participate in any out-of-season athletics that are not allowed by the WIAA. The district shall not be responsible or liable for non school-sponsored programs or for programs that are organized, promoted or participated in by staff members without district approval. The district shall not be responsible for or control and incur liability for summer and/or out-of-season activities unless specifically approved by the school district. The superintendent shall establish rules defining the circumstances under which school facilities may be used and which announcements of summer sports leagues and/or clinics may be channeled to students.

D. District Responsibilities

1. An athletic coach must be properly trained and qualified for an assignment as Described in the coach's job description and meet the coaching standards set by the WIAA.
2. A syllabus which outlines the skills, techniques and safety measures associated with a coaching assignment will be distributed to each coach. A coach must secure permission from the athletic director, in advance, if he/she wishes to deviate from the syllabus.
3. In-service training opportunities will be afforded each coach so that he/she is trained to attend to the health and physical care needs of participants. The Athletic Director and Athletic Trainer will prepare a plan for handling medical emergencies at practice sessions and games (home and away).

4. Participants will be issued equipment that has been properly maintained, fitted and safety approved.
5. All facilities and equipment utilized in the interscholastic activity program, whether or not the property of the district, shall be inspected on an annual basis.
6. Non-prescribed medications, including such items as analgesic balms, vitamins and salt tablets, must be approved by the superintendent designee before they may be available for use by coaches and/or athletic trainers, and used according to the district policy on medication (Board Policy 5432).
7. A sign will be posted that warns students that eligibility to participate may be denied if anabolic steroids or other performance enhancing drugs are used.

E. Student and Parent Responsibilities

1. The board recognizes that certain risks are associated with participation in interscholastic athletics. While the district will strive to prevent injuries and accidents involving students, each participant and his/her parent(s) or guardian(s) will be required to sign a statement prior to participation in practice or contests which indicates that the parent(s) and the student acknowledge the risks of injuries resulting from such participation and give assurance that the student will follow the instructions of the coach.
2. Each participant shall be required to furnish evidence of physical fitness prior to becoming a member of an interscholastic team. A Monroe Public Schools' report shall be completed when a student is injured while participating in a school-supervised activity. A participant shall be free of injury and shall have fully recovered from illness before participating in any activity. A clearance from a physician is required prior to returning to the activity if the injury required medical attention.
3. Each student participating in interscholastic athletic activities is required to have or obtain medical insurance for expenses incurred as a result of injuries sustained while participating in the extracurricular activity. Students shall provide evidence of coverage with a minimum limit in medical expenses, as established by Risk Management, or shall obtain such coverage through the insurance plan offered to all students participating in activities in the district. No student will be denied the ability to participate solely because the student's family, by reason of low income, is unable to pay the premium for such insurance. The superintendent or his or her designee may approve partial or full waiver of premiums to permit all students to obtain the required medical insurance.
4. Parents are expected to have positive communications and interactions with the coaches/advisors. When issues arise and when the time is appropriate, parents may take their concerns directly to the coaches/advisors to resolve any conflicts in a positive way. Parents are expected to display good sportsmanship when attending contests and performances, refraining from poor fan behavior, yelling at officials, and coaching the student-athletes from the stands. Failure to follow these expectations

may result in parents losing the privilege of attending future contests through the issuance of a No Trespass Order.

IV. EXTRA-CURRICULAR *ATHLETICS* AND *ACTIVITIES* CONDUCT CODE

A. Athletics and Activities Governed by The Conduct Code

This Athletics and Activities Code shall govern all interscholastic athletics, student body officers, cheerleaders, dance/drill team, performing drama groups, performing music groups, debate, DECA, FFA, FCCLA, Sports Medicine, student leadership groups, and any other activity organization or group recognized by the ASB that represents the school in public and in competition.

B. Scope of the Athletics and Activities Conduct Code

Participation in Athletics and Activities in the Monroe School District is a privilege. Because students involved in athletics and activities perform and represent their school in public, they are expected to conduct themselves at all times in a manner that will reflect the high standards and ideals of their sport, activity, team, school, and community. By signing this conduct code, students understand that it covers standards of conduct both in and out of season. This conduct code will remain in effect for 1 calendar year after it is signed.

Note: It is required that the following section be provided to all student participants and parents in its entirety.

Warning Statement

Participation in competitive extra-curricular activities may result in severe injury, including paralysis or death. Changes in rules, improved conditioning programs, better medical coverage and improvements in athletic equipment have reduced these factors; however, it is impossible to totally eliminate severe injury from extra-curricular activities.

Players can reduce the chance of injury by obeying all safety rules in their sport and by reporting all physical and/or equipment problems to their coach daily. Damaged equipment must be replaced immediately.

Even if all these requirements are met, and even if the student/athlete is using excellent protective equipment, a serious injury may still occur.

C. Eligibility Requirements

1. General Eligibility

- a. Students will abide by all rules and regulations of the Monroe School District and WIAA (Washington Interscholastic Activities Association) regarding extra-curricular activities;
- b. Students will abide by any additional rules established by individual coaches;
- c. Students will have on file at the school: a) parent/guardian permission to participate in extra-curricular activities; b) proof of a physical exam completed within the last 24 months, not to expire in the middle of the season; and c) proof of medical insurance;
- d. Students will purchase an ASB card at the school at which the student/athlete participates and pay the participation fee based on the school pay-to-play fee structure;
- e. Students must be under twenty (20) years of age as of September 1 for the fall sports season, as of December 1 for the winter sports season, and as of March 1 for the spring sports season;
- f. Students must maintain amateur standing per WIAA rules. The student-athlete may not accept merchandise or in-kind gifts of more than \$300 in fair market value per sport during any one calendar year August 1 through July 31.
- g. Students must be regular members of the school they represent in order to participate in an interscholastic activity. Students are a “regular member” of a school if they are enrolled half time or more, exclusive of interscholastic athletic activities. These guidelines would include full time members and enrolled members of the following programs: Home School students, Leaders in Learning students, Private School students who reside within district boundaries, and SVEC students.
- h. Students will meet both the Monroe School District and the WIAA eligibility.

D. Academic Eligibility

Students participating in interscholastic activities must meet both WIAA and Monroe School District academic standards. To be eligible for participation the following must occur:

- WIAA Standard: The student/athlete must have passed a minimum of 5 classes and be in regular attendance the previous semester and must maintain that academic eligibility throughout the current semester. (Refer to the WIAA handbook for specific requirements at www.wiaa.com.)

And

- Monroe School District Standard: The student/athlete must have received a minimum 2.0 GPA with no failing grades in the previous semester and must maintain that academic eligibility throughout the current semester. Current academic eligibility for all athletes will be monitored by the school with periodic grade checks every 6 weeks.

E. Academic Eligibility Procedures

The following paragraphs outline the procedures for meeting initial academic eligibility standards and maintaining the standards during times of participation.

1. Meeting Initial Academic Eligibility

- a. Formal grading periods with printed reports will be used to determine initial academic eligibility for students in grades 7-12. These take place every 6 weeks throughout the school year.
- b. Academic eligibility for 7-8 is determined by the grading period that precedes the start of the sport's season.
- c. Academic eligibility for 9-12 is determined by the previous semester grades: fall and winter eligibility is determined by the previous year's second semester grades, whereas, spring eligibility is determined by the first semester grades of the current school year.

2. Academic Suspension

- a. Students who do not meet the WIAA academic standard will be placed on Academic Suspension
- b. Students on Academic Suspension may practice during the probationary period, but are not eligible to take part in scheduled games, matches, events, or travel with the team. Students may not wear their uniform at games when on suspension.
- c. Students on Academic Suspension are required to attend the provided study table in each building or provide a plan of action developed by the athlete and coach, approved by the Principal/Designee. This plan of action will provide the athlete opportunities to receive help in the academic areas in which he/she is struggling. Failure to meet the requirements of the plan or study table as determined by the Principal/Designee will result in immediately being dropped from the team.
- d. The suspension period for high school students shall be from the end of the previous semester through the last Saturday of September in the fall and the first 5 weeks for the winter and spring seasons. The suspension period for 7-8 grades is the first 3 weeks.

- e. At the end of the suspension period, the student's GPA will be calculated based on current achievement. It is the student's responsibility to pick up a grade check sheet prior to the first period on the required date. Once the grade check is completed, it should be returned to the Athletic Director at the end of the school day. The Athletic Director will calculate the GPA to determine whether the student is eligible for further participation. Students who are not eligible after the probationary period because they failed to meet the WIAA and Monroe School District standards shall be immediately dropped from the team.
- f. Students who have failed classes second semester and would be determined ineligible for fall and winter sports may enroll in summer school courses. Summer school classes must be equivalent replacement courses (e.g. sophomore English with sophomore English) and must earn passing grades to change eligibility.

3. Academic Alert

- a. Students not meeting the Monroe School District's standards but who do meet the WIAA academic standard will be placed on Academic Alert.
- b. For 7 - 8 grade students, Academic Alert will begin at the start of each sport's season and end after three weeks. For 9 - 12 students, it will begin at the start of each sports season and end after five weeks, or the last Saturday of September for the fall season.
- c. Students on Academic Alert may practice and play in scheduled games, matches, or events.
- d. Students are required to attend the provided study table in each building or provide a plan of action developed by the athlete and coach, approved by the Principal/Designee. This plan of action will provide the athlete opportunities to receive help in the academic areas in which he/she is struggling. Failure to meet the requirements of the plan or study table will be determined by the Principal/Designee and will result in immediately being dropped from the team.
- e. At the end of the Academic Alert Period, the student's GPA will be calculated based on current achievement. It is the student's responsibility to pick up a grade check sheet prior to the first period on the required date. Once the grade check is completed, it should be returned to the Athletic Director at the end of the school day. The Athletic Director will calculate the GPA to determine whether the student is eligible for further participation. Students who are not eligible after the academic alert period because they failed to meet the WIAA and Monroe School District standards and have below a 3.0 in the current semester shall be immediately dropped from the team.

- f. Students that meet the WIAA standard, but do not meet the Monroe School District standard, yet have above a 3.0 in the current semester, may continue to be on the team with a “practice only” status and will be suspended from competition for two weeks. These students will have two more weeks to meet the Monroe School District standard. At the end of the two week period, if these students still do not meet the Monroe School District standard, they shall be immediately dropped from the team.

4. Maintaining Academic Eligibility

To remain eligible throughout the season, students must maintain grades that meet or exceed the minimum standards set by the WIAA.

F. Student Conduct Guidelines

1. General Conduct Guidelines and Expectations

Students involved in Athletics and Activities are expected to conduct themselves at all times in a manner that will reflect the high standards and ideals of their sport, activity, team, school, and community. Failure to do so by breaking the law, breaking school rules, and/or breaking team rules will result in immediate consequence imposed upon the student by either the coaching staff, the staff advisor, the Athletic Director, or a school administrator. Discipline will be fair, consistent, and appropriate with regards to the offense. Discipline may include a verbal warning, a letter of apology, loss of playing time, suspension from a contest or contests, detention, suspension from school, paying restitution for damaged items, and/or removal from the team or activity. The coaches/advisors will work closely with the Athletic Director/School Administration to ensure that the appropriate consequence is given. It should also be noted that discipline is progressive and subsequent violations of the same offense will result in a more severe consequences.

2. Miscellaneous Regulations

- a. Student/athletes must attend all scheduled classes and study table, if required, in order to turn out for daily practice and to compete in competitive events. Prior arrangements must be made with the attendance office for exceptions to this rule (i.e. doctor, dentist, other pre-arranged appointments, etc).
- b. Students/athletes must travel with the team in District provided transportation. Special considerations are to be directed to building principals or the building athletic director (Monroe School Board Policy 5428).

- c. Students/athletes who are injured in practice/competition and require doctor's care must have the doctor's release in order to return to participation.
- d. All students/athletes must pay fines and turn in equipment before they may turn out for another activity (season to season).

3. Alcohol, Legend Drugs, and Controlled Substances

Students/athletes shall not be under the influence, possess, sell, deliver, and/or use alcohol, any form of tobacco, or illegal drugs or a controlled substance not prescribed by a physician for the student. Students/athletes also shall not be in the presence of, or remain in the vicinity of, others illegally using alcohol, illegal drugs, or controlled substances not prescribed by a physician for the user. If students/athletes arrive at a party, function, or other location where alcohol, illegal drugs, or controlled substances are being used, sold, or delivered, students shall immediately leave the premises. Failure to immediately leave the premises will result in the same discipline as actual use.

Penalties for the possession, use or sale of alcohol, legend drugs (drugs obtained through prescription, RCW 69.41.020-050) and controlled substances (RCW 69.50) shall be as follows:

- a. First Violation - The student/athlete will be suspended from extra-curricular activity participation and competition for the remainder of the sports season or for forty-five(45) calendar days, whichever is longer. This ineligibility also carries into the next season in which the student participates. If the violation occurs when a student is not currently in a sport season, the ineligibility will begin at the start of the next sports season in which the student participates. A shortened suspension may be considered, provided that the student and his/her parents agree to an assessment and treatment as outlined in Board Policy and Procedure 5431 and follow the recommendations of the assessment. The reduced suspension, at a minimum, will be for twenty-eight (28) calendar days and will carry into the next season in which the student participates. Students can return to practice after fourteen (14) calendar days, but will be ineligible for competition until the twenty-eight (28) days are completed.

- b. Second Violation - The student/athlete will be suspended from extra-curricular activity participation and competition at any WIAA member school for one calendar year from the time of the infraction. Student discipline shall also follow Board Policy and Procedure 5431.
- c. Third Violation - The student/athlete will be permanently suspended from all extra-curricular activity participation and competition at any WIAA member school for the remainder of their high school career.
- d. Violations of the drug and alcohol policies are cumulative in grades 7 – 8 and then again in grades 9 – 12.

4. Tobacco

Penalties for the possession and/or use of tobacco, including both smoking and smokeless tobacco, shall be as follows:

- a. First Violation – The student/athlete will be suspended from extra-curricular activity participation and competition for fourteen (14) calendar days. This ineligibility also carries into the next season in which the student participates. This suspension may be reduced to seven (7) calendar days if the student agrees to attend a class on the non-use of tobacco.
- b. Second Violation – The student/athlete will be suspended from extra-curricular activity participation and competition for the remainder of the sports season or for forty-five (45) calendar days, whichever is longer. This ineligibility also carries into the next season in which the student participates.
- c. Third Violation – The student/athlete will be suspended from extra-curricular activity and participation for one calendar year from the time of infraction.
- d. Fourth Violation – The student/athlete will be suspended from extra-curricular activity and participation for the remainder of their high school career.

5. Due Process

If the student/athlete feels that he/she is being unjustly punished, he/she may appeal in the following manner.

- a. Student/athlete or parent/guardian must submit a written appeal to the building Athletic Director within three (3) school days of being notified of disciplinary action. Failure to do so within three (3) school days means that the student and

parent/guardian have waived their right to an appeal. The appeal must state the reasons why the decision should be reconsidered and request a conference with the eligibility committee. The appeal will be reviewed by the building eligibility committee and a conference will take place to reconsider the decision. The conference will be held within two (2) school days upon receipt of the written appeal. The Athletic Director and the eligibility committee will make a decision and will notify the student and parent/guardian on the next school day after the conference was held.

- b. If the student and parent/guardian want to appeal the decision of the Athletic Director and eligibility committee, a written appeal must be made to the building principal within three (3) school days of the decision. Within two (2) days upon receipt of the written request, the building principal shall schedule a conference to hear the case in detail and shall render a decision to stay, modify, or uphold the decision. The decision by the building principal shall be final and the student and parent/guardian will be notified of the decision on the next school day after the conference.

6. Self-Reported Violations

If a student/athlete self-reports violations of any of the above drug/alcohol/tobacco policies and asks for help in seeking treatment, he/she will be given consideration in the discipline applied, provided that treatment recommendations are successfully followed. However, continued use and/or relapse will result in disciplinary action at the second violation level.

G. Coach's Duties

In accordance with district policy and the coach's job description, the coach has the duty to:

1. Instruct Participants – The coach should employ the latest methods or proper instruction using sound progression in presenting motor skills. If an injury occurs while using an improper instructional method, negligence may be present.
2. Warn Participants – The coach should inform all athletes and their parents of the inherent risks involved in participation in the particular sport, including the very small risk of infection with a blood-borne pathogen. The coach must describe, using a variety of methods, the catastrophic and common non-catastrophic injuries unique to the sport.
3. Supervise Participants – The daily plan should show how the coach plans to conduct general supervision of the sport, and how he/she will supervise specific drills and other components of the daily practice. Adequacy of supervision should be reviewed in

terms of quality and quantity. Factors to consider include, but are not limited to: the age of the students, the size of the students, the equipment involved, the maturity level of the students, the first aid equipment and training available, the appropriate certification of supervisors where required, and the safety training of the personnel involved.

4. Provide Safe Equipment and Facilities - Equipment should be properly fitted and maintained. Athletes should be instructed on how to conduct a daily inspection. Facilities should be free of hazards and inspected regularly.
5. Maintain Records of Injuries - A report should be completed for each accident. Injury reports should be maintained for a period of five years after the student's 21st birthday.
6. Evaluate Fitness of Participants - The coach has a duty to evaluate and be aware of the physical fitness, the medical condition(s), and the skill level of athletes. Failure to evaluate and maintain records of those evaluations may be cause for negligence should an injury occur involving fatigue or lack of skill.
7. Provide Equal Protection and Due Process - While participation in co-curricular activities is a privilege, a participant who allegedly violates the conduct code must be afforded the opportunity of a fair review. The Head Coach may develop specific rules for the assigned program that augment the conduct code. The rules must be approved in advance by the assigned athletic administrator.
8. Transport Athletes Safely - A coach has a duty to see that athletes are safely transported to and from contests and to and from practices if practices are held at sites other than the immediate school grounds. Students may not transport themselves or others to athletic events without approval of the building principal or designee.
9. Group Participants - The coach has the duty to employ a recognized system of grouping for participants in a particular sport that will avoid unequal and unsafe participation, based upon skill level, age, maturity, sex, size and experience.
10. Foresee Danger - A coach should be able to reasonably anticipate foreseeable dangers that may occur if the activity is continued in a facility, or with equipment, or in a situation, and take precautions protecting the children in his/her custody from such dangers.
11. Protect From Loss - A participant is required to present evidence that he/she is covered by an accident policy. A blanket catastrophic ("no fault") insurance provides coverage for serious injuries.

12. Professionalism – Coaches will follow all WIAA and Monroe School District guidelines, requirements, and expectations, conducting themselves in a professional manner at all times. Coaches will be respectful, positive, and fair as they work hard to model appropriate behavior for the student-athletes.

The duties listed above are not meant to be comprehensive. In carrying out the duties of the assignment a staff member is expected to act as a reasonable professional would have acted under similar circumstances. A staff member who supervises a sports activity is expected to know the intricacies of the activity that he/she is supervising.

H. Summer Sports Activities/Clinics

Rules governing out-of-school and/or out-of-season student sports participation are as follows:

1. A practice is defined as a teaching phase of a sport to any present, past or future squad member while a student is in grades 7-12 during the established WIAA athletic season.

The school may not sponsor, promote or direct activities which resemble out-of-season practices or contests during this established season.

A school staff member who sponsors, promotes or directs such activities during the out-of-season period, unless the superintendent or designee has approved an out-of-season event for Monroe students only, shall clearly indicate that he/she is operating independently of the school district. As such, the school district shall be free of liability associated with the activity. However, if the out-of-season events accesses ASB funds, the event falls within all applicable rules and guidelines of the district.

2. Students shall be advised that participation in a commercial summer camp or clinic or other similar type of activity shall not begin until the conclusion of the final WIAA state tournament of the school year. Participants in a fall school sports program may not attend any summer camp/clinic in that sport after August 1 until the first fall sports turnout. The school should announce by school bulletin that summer sports camp/clinic is neither endorsed nor sponsored by the district.
3. A coach (contracted or volunteer) may not sponsor, promote, coach or direct activities which resemble out-of-season practices or contests in the sport they coach to any of their squad members or future squad members (grades 7-12) until after the school year's final WIAA state tournament.

4. The use of the school bulletin board, public address system or school newspaper for promotional purposes to announce sports clinics/camps shall fall within the same guidelines as applied to other commercial endeavors.
5. School facilities to be used for summer activity and/or sports camps may be rented consistent with the rates, rules and regulations applicable for other commercial uses.

A user shall hold the district free and without harm from any loss or damage, liability or expense that may arise during or be caused in any way such use of school facilities. Authorization for use of school facilities shall not be considered as endorsement of or approval of the activity group or organization nor for the purposes it represents.

Cross References:

- RCW 28A.02.100 Receipt of Federal funds for school purposes -- Superintendent of Public Instruction to administer
- RCW 28A.400.350 Liability, life, health, health care, accident, disability, and salary insurance authorized — Premiums
- RCW 28A.600.200 Interschool athletic and other extra-curricular activities for students, regulation of – Delegation, conditions
- RCW 28A.640RCW Sexual Equality
- RCW 69.41.330 Public Warnings — School districts
- RCW 69.41.340 Student athletics

- Cross References:
- | | |
|-------------------|-------------------------------------|
| Board Policy 5387 | Student Rights and Responsibilities |
| 5430 | Infectious Diseases |
| 5431 | Substance Abuse |
| 5432 | Medication at School |
| 5437 | Emergency Treatment |
| 5438 | Student Immunization |
| 6700 | Emergencies / Disasters |
| 9500 | Use of District Facilities |

Title IX of the Education Amendments of 1972 (Title IX) - sex