

## APPENDIX B

### KENAI PENINSULA BOROUGH SCHOOL DISTRICT MIDDLE SCHOOL ACTIVITIES GUIDELINES

#### I. PHILOSOPHY STATEMENT

The KPBSD believes co-curricular activities are an integral part of the educational program. We believe each student should have an equal opportunity to participate in a broad number of activities based on her/his own talents and interests. It is the intent of the District to encourage participation in activities.

The following regulations governing activities in the District strive to treat all participants in like programs in a fair and equal manner without personal bias.

Participation in activities is understood to be a privilege and not an inherent right of the student. Signing of *the Co-curricular Participation Consent Form* indicates knowledge of and willingness to abide by the established rules and regulations of the KPBSD.

#### II. KPSAA AUTHORITY

The KPBSD activities guidelines and other KPBSD pertinent policies govern all co-curricular activities. For purposes of clarification, co-curricular activities are divided into (1) athletic-related co-curricular activities and (2) non-athletic co-curricular activities. All policies contained in this document and KPBSD policies apply to participants in **athletic-related activities** during the sport season in which students participate. All policies contained in this document and KPBSD policies apply to participants in **non-athletic-related activities** representing the KPBSD at school-sponsored, on- and off-campus events.

#### III. ENFORCEMENT OF GUIDELINE POLICIES/APPEALS

##### A. Student Infractions/KPSAA Policy Appeals Process

1. **Level I** Principal
2. **Level II** KPSAA Executive Secretary
3. **Level III** KPSAA Board
4. **Level IV** KPBSD Board of Education

#### IV. STUDENT ELIGIBILITY

##### A. Parent/Student Responsibilities for Participation

1. **Physician's clearance.** A yearly physician's clearance for sport activities is recommended and should be kept on file with the coach and the athletic director or principal.
2. **Permission/ Hold Harmless form.** A permission/hold harmless form signed by a parent/legal guardian must be on file with the coach and the athletic director or principal.
3. **User fee.** A user fee payment must be received prior to the first contest or a waiver request must be on file with the athletic director or principal.
4. **Records.** All records must be in order and all forms must be on file before the student is eligible to begin practice in any program.

##### B. Student Requirements for Participation in Interscholastic Activities

1. **Enrollment.**
  - a. **Interscholastic Program:** In order to participate in a school-sponsored activity (including practice), a student must meet one of the following criteria:
    - 1) Be properly registered and enrolled in at least four (4) semester classes, or their equivalent, within the school district.
    - 2) A student attending a KPBSD approved correspondence or charter program that has not been granted separate-school status (greater than 150 students at a designated site) must declare a school within the district as their school of eligibility prior to participating in a school-sponsored activity (including practice).
    - 3) Students attending a KPBSD approved correspondence or charter program that has been granted separate-school status may only participate in non-team related activities (i.e. - cross country running, track, skiing and wrestling) at their declared school of eligibility within the district on a space-available basis as determined by the school administrator and/or site council.
  - b. **Establishing Eligibility:** For transfer purposes, a student establishes eligibility at a school by enrolling in and attending that school for fifteen (15) school days or by participating in an interscholastic activity.
  - c. **Extension of Classroom Competitions:**
    - 1) Students desiring to participate in classroom extensions (band, drama, etc.) must be enrolled and passing in that class at that school.
    - 2) The student is not required to be enrolled in four (4) district classes.
  - c. **Intramural Activities:** Students enrolled in less than four (4) classes or non-enrolled students may participate in intramural activities on a space available basis determined by the building administrator and/or the site-based council.

2. **Attendance.** In order to participate in a school-sponsored activity (including practice), **students must attend all classes on the day of the school activity or on the last regular day of the week for weekend activities** unless otherwise excused by the school.
3. **School grade.** Only students in the seventh and eighth grades may participate. Schools that do not have enough 7<sup>th</sup> and 8<sup>th</sup> grade students to field a team may petition the KPSAA Executive Secretary for a waiver to allow their 6<sup>th</sup> grade students to fully participate for team activities only, (i.e. – basketball, volleyball and soccer).
4. **Age.** A student who is 15 years of age or younger may participate.
5. **Practice.** Athletic participants must have eight (8) separate days of practice to be eligible to compete in a contest.
6. **Borough Tournaments:** Only students enrolled in the public schools of the KPBSD may participate in the Borough team sports tournaments. This includes students enrolled in the Connections Program. A non-KPBSD school on the Kenai Peninsula, having membership in ASAA at the high school level, may participate in middle school level borough tournaments in a non-team sports program, given the school has registered to do so prior to the season, has participated during the season in accordance with KPSAA Middle School Handbook Guidelines, and the school is willing to accept an equal share of tournament expenses.

### C. Student Scholastic Eligibility for Participation

1. **Academic Progress**
  - a. Eligibility is based on passing cumulative quarter grades.
  - b. Academic standing will be checked weekly.
    - 1) Ineligibility begins the Monday following grade check.
    - 2) Students are ineligible from the Monday following the grade check to the next Monday (one calendar week).
  - c. Students receiving failing grade(s) at the end of a quarter shall be ineligible from that Wednesday until the next eligibility check. Ineligibility as a result of a fourth quarter or second semester "F" will begin the first day the student practices in the fall (cross-country running, soccer).
  - d. If a student requests a transfer of classes after the second week of the semester and is not passing in all classes, the student will remain ineligible for a period of three (3) weeks from the date of the transfer. Eligibility will be restored after the minimum three (3) week period if the student is passing in all classes.
2. **Personal conduct.** Classroom conduct may affect eligibility. Any misconduct affecting eligibility must be recorded in the principal's office.

## V. PARTICIPATION GUIDELINES FOR ACTIVITIES

**A. Tobacco, alcohol and controlled substances policy. (ASAA 2008-2009 Handbook, p. 53; TAD Policy)** In order to ensure consistency of tobacco, alcohol and controlled substances use policies by the member schools of the Kenai Peninsula School Activities Association, and in cooperation with the Alaska School Activities Association, the following policy is adopted:

1. **Prohibited Conduct:** The possession, distribution or use of any tobacco products, alcohol, and controlled substances by a student-athlete or activity participant, whether it occurs on or off school property, is prohibited and shall result in the penalties set forth herein. Additionally, being in the same vehicle, house, location, party, \*proximity, etc. where alcohol/ drugs are known to be in illegal possession by minors or willingly remaining in a location or proximity where alcohol/ drugs are being illegally consumed will result in the same penalties set forth herein.
2. **Time Period During Which Policy Applies:** The policy in this section applies to any student who is participating or has participated in interscholastic activities starting from the student's first participation in interscholastic activities, including formal practices which precede interscholastic competition after the initial signing of the *Student/Parent/Legal Guardian (TAD) Acknowledgement Form*, at any ASAA member school, and continuing until the student graduates from high school. This policy applies during "calendar days" as defined in the ASAA handbook (p. 54, 2008-09 edition).
3. **Educational Component:** The educational component is a critical part of the policy and is comprised of four parts; *Pre-Participation Orientation, First Offense, Second Offense, and Third Offense*. ASAA will provide the first three parts of this component for member schools on DVD and through the ASAA website. (ASAA's educational component is applicable to member high schools only.)
4. **Cumulative and Progressive Penalties:** Violations of this policy will be cumulative and progressive, as described in the following paragraph, throughout a student's high school years. If a student transfers from one ASAA member school to another ASAA member school, the student's cumulative violations will accompany such transfer and shall be the basis for any additional penalties should further violations occur.

## 5 Penalties for Violation of this Policy:

**First Offense:** The student will be suspended from interscholastic activities and practice for ten (10) calendar days. Fifty (50) percent of the suspension will be forgiven and the student may return to practice if the student and parent/guardian complete the First Offense educational component.

For tobacco use, if a student under the First Offense Penalty violates the Tobacco Rule with the ten (10) calendar days period of suspension, the student's period of suspension will start over again; the First Offense educational component will become mandatory and no forgiveness will be granted. This process will continue until the student has demonstrated ten (10) calendar days without a subsequent tobacco violation. A student who has not completed a suspension or re-suspension under the first Offense penalty for violation of the Tobacco Rule does not become subject to imposition of penalties under a Second, Third or Fourth Offense for violation of the Tobacco Rule, until the student has completed all suspensions and re-suspensions under the First Offense Penalty for tobacco use. A student serving a First Offense penalty under the Tobacco Rule is, however, subject to immediate imposition of a Second Offense Penalty to the extent this is based upon violation of the non-tobacco prohibitions under this policy.

**Second Offense:** The student will be suspended from interscholastic activities and practice for forty-five (45) calendar days. Both the student and parent/guardian must complete the Second Offense educational component prior to the student's return to competition and there will be no forgiveness of calendar days of suspension. While under the period of suspension, the student may return to practice after completion of the Second Offense educational component. A student may need additional days of practice before returning to competition (Article 7, Section 5; ASAA).

**Third Offense:** The student will be suspended from interscholastic activities and practice for one (1) calendar year. Both the student and parent/guardian must complete the Third Offense educational component prior to the student's return to competition and there will be no forgiveness of calendar days of suspension. While under the period of suspension, the student may return to practice after completion of the Third Offense educational component. A student may need additional days of practice before returning competition (Article 7, Section 5; ASAA).

**Fourth Offense:** The student's privilege to participate in interscholastic activities and practice is revoked for the remainder of the student's high school years.

All elements of reporting, enforcement, and administration of the above participation guidelines will be in accordance with Alaska School Activities Association, Kenai Peninsula Borough School District and Kenai Peninsula School Activities Association General Information and Policies.

*\*Proximity is defined as being in the same vehicle, house, location, party, etc. where you know alcohol/drugs are in illegal possession by minors or you willingly remain in a location where you are aware alcohol/drugs are being illegally consumed.*

6. **Chemical assessment.** If a student is dismissed from participation or practice because of alcohol or drug infraction, s/he must have a chemical assessment and/or possible counseling and complete the recommendations from the assessment before s/he can participate in another activity. With administrative approval and upon completion of appropriate assessment and counseling, the student/athlete will become eligible to participate in practice for the last ten (10) days of their thirty (30) day suspension.
7. **Conduct.** Suspension from an activity for a period of time up to thirty (30) consecutive school days or the remainder of the activity season to be determined by the coach/principal shall result from:
  - a. Fighting
  - b. Vandalism
  - c. Theft and/or possession of known stolen property
  - d. Other disciplinary situations which may arise
8. **Other misconduct** occurring while on school grounds or while engaged in school sponsored activities will be subject to penalties according to Board of Education Policies.

### B. Dismissal Rules

1. **Discipline.** Any student who is cut from a sport/activity for disciplinary reasons will not be eligible to practice or play another sport/activity during the season of that sport/activity.
2. **Voluntary quit.** A student who voluntarily quits a sport/activity season will not be eligible to practice or play in another sport/activity during the season of that sport/activity without administrative approval.

### C. Uniforms/Equipment Rules

1. **Student responsibility.** Uniforms/equipment issued to a student are her/his responsibility for return or replacement.
2. **Penalty.** If the uniforms/equipment are not returned, replaced, or paid for, the letter/award shall not be awarded nor any additional equipment be issued to the participant for any activity.

**D. Participation Fees**

1. A fee of **\$60** per activity shall be charged for soccer, cross-country running, Nordic skiing, basketball (boys and girls), volleyball, wrestling and track and field.
2. Students who are unable to pay all or part of the fee must complete the waiver request form, which is then filed in the school's office.

**E. Additional Coach/Sponsor Rules**

1. **Additional rules.** With administrative approval, coaches may establish additional training rules that are not in conflict with existing KPSAA guidelines or Board of Education policy, e.g., schedules, curfews, etc. for each sport.
2. **Rules on file.** All rules will be on file with the building administrator prior to the season start.