

**2016-2017**

# **Mineral Point Middle School**

**Student Activity/**

**Athletic/**

**Award Manual**

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**Mineral Point Unified School District: Nondiscrimination Policy**

The Mineral Point Unified School District, in accordance with Title IX of the Educational Amendments of 1972 and other Federal and State regulations, hereby declares that it is committed to the principle of equal education and employment opportunity and, accordingly, does not discriminate as to sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability. Any inquiries or complaints alleging non-compliance with Title IX of the Educational Amendments of 1972 or other Federal and State civil rights or nondiscrimination regulations shall be referred to the Title IX Coordinator, Luke Francois-District Superintendent, of the Mineral Point Unified School District



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## Part I

### **MIDDLE SCHOOL ATHLETIC PHILOSOPHY**

The Mineral Point School District believes that student participation in sports is a desirable activity. All students should be allowed to participate in sports with emphasis in maximum participation by all students involved. Athletics should contribute to the development of desirable sportsmanship, character, attitudes, and behavior.

The Mineral Point School District believes the development of good health and physical fitness habits should be part of the sports program. Maturation varies considerably at this age and that student's interest and ability will likely change during the next two or three years, therefore, all students should be encouraged to continue in the middle school sports program.

Through participation in athletics, students learn to work cooperatively with fellow students and coaches. Through participation in athletics, students should learn to accept winning and losing as a way of life.

The Mineral Point School District believes that students should have fun through practices and competition while growing physically and emotionally. Athletics should contribute to the development of sports skills and knowledge that will enable the student to pursue sports on a competitive basis and/or for leisure time use.

Team standings and/or team records should not be kept by individual schools or published in any manner. Published material should emphasize the team rather than the individual. The district believes that the school in accepting this basic philosophy, allows respective coaches to submit guidelines subject to administrative approval that will be adhered to by participating teams.

### **FACTS DOCUMENTED BY RESEARCH**

- 1) Students who participate in co-curricular and extra-curricular activities tend to have higher grade point averages, better attendance records, lower drop-out rates, and fewer discipline problems than students in general. Students involved in activities/athletics are generally motivated to do well in school.
- 2) The majority of high school students nationwide perceive that athletics and other activities make school fun and enjoyable and are important.
- 3) Participation in sports and other activities has proven more likely to predict future success than either high grades or high SAT/ACT scores. Involvement in extra-curricular leads to feelings of self-satisfaction and happiness and gives students the will to succeed in life.
- 4) Extra-curricular teach specific skills for managing stress and coping with the problems of life, and discourage the substitution of alcohol or other drugs as coping mechanisms to get through tough times.
- 5) A sense of belonging, high hopes of achievement, acceptance of discipline and loyalty, time management skills, responsibility, accountability, punctuality, self-confidence, a sharing of different personal backgrounds, and an acceptance of different personalities are valuable lessons for adulthood that are taught by extra-curricular.

**PART II**  
**THE COACHES CODE OF ETHICS**

My first consideration shall be the welfare of the athletes. My leadership shall be wholesome and contribute to clean living, better health habits, a true respect for the rules of play, authority of officials and consideration for opponents and all with whom contact is had.

My aim shall always be to make competitive athletics truly a part of the educational program.

My personal conduct on the field, in the school and in the community shall be such as to be truly worthy of imitation by the players under my care.

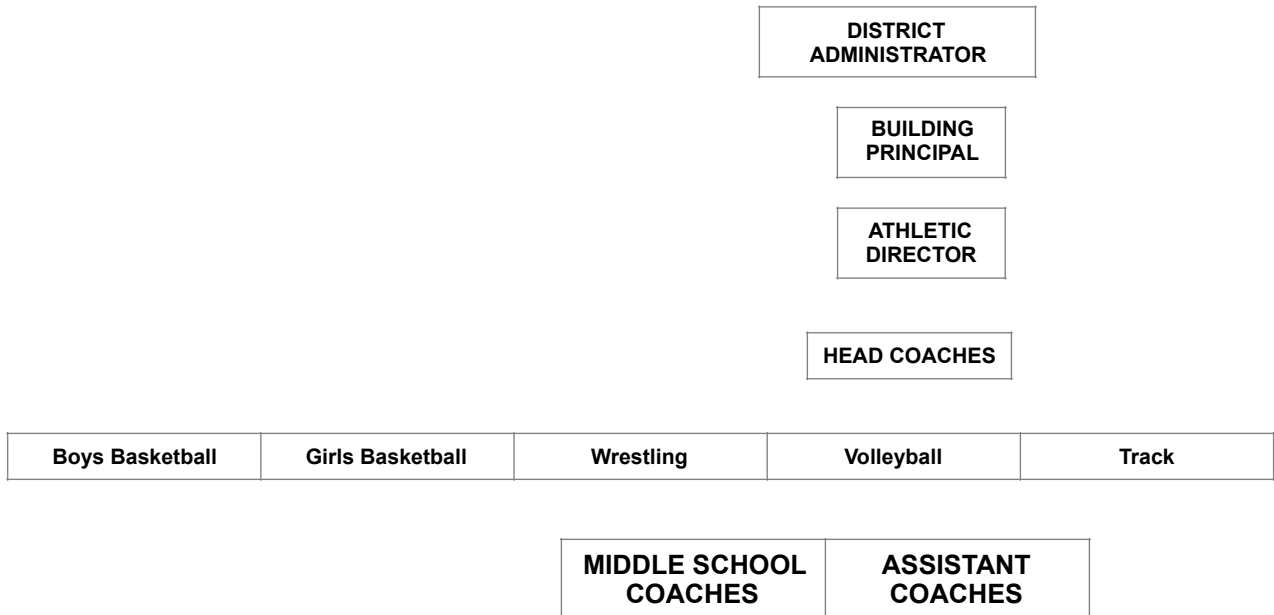
My relationship with the players, fellow coaches, teachers and school authorities shall be such as to develop mutual respect and confidence.

My objective shall be to win with modesty and to lose graciously.

I shall teach that good sportsmanship is good citizenship and as such is essential to individual, community, state and nation.

**PART III**

**ATHLETIC ORGANIZATION**



## **Southern Eight Junior High/Middle School Interscholastic Guidelines and Philosophy**

The Mineral Point School District believes students involvement in interscholastic activities is a desirable activity and that all students be allowed to participate with emphasis on maximum participation.

Students should enjoy meaningful experiences through practices and competition while growing physically and emotionally. Athletics should contribute to the development of sports skills and knowledge enabling students to pursue sports on a competitive basis and/or leisure time use.

The Mineral Point School District believes interscholastic activities should contribute to the development of desirable sportsmanship, character, attitudes, and behaviors. Through participation in athletics, students will learn to work cooperatively with fellow students and coaches. Through participation in athletics, students will learn to accept winning and losing as a way of life.

The Mineral Point School District believes that maturation varies considerably during adolescence and that a student's interests and abilities will likely fluctuate. Therefore, all students should be encouraged to continue in all aspects of the Middle School sports program.

The Mineral Point School District believes that team standings and/or team records should not be emphasized or published by member schools. Any published material should stress the team concept rather than individual accomplishments.

The Mineral Point School District believes that team standing committees should be encouraged to revise guidelines and make appropriate recommendations for administrative consideration.

### **MINERAL POINT MIDDLE SCHOOL STUDENT ACTIVITY/ATHLETIC CODE 2016-2017**

Co-curricular school programs are intended to enrich student learning and development through activities that foster emotional, intellectual and physical growth.

Co-curricular activities are viewed as a privilege earned and not as an automatic right. All athletics and activities must be educational in nature in order to fit into the established position of the educational program of Mineral Point Middle/High School. The co-curricular code rules and regulations of Mineral Point Middle School are in effect for 12 months. All athletes must also follow the WIAA Code of Conduct (WIAA Handbook, page 40).

#### **BROAD GOALS**

- 1) Serve the varied needs, interest and abilities of district students.
- 2) Provide outlets for student energies and provide a place to succeed.
- 3) Allow students to acquire new skills and enhance existing ones.
- 4) Help students develop responsibility, leadership and skills of competition.
- 5) Provide opportunities for the gifted and talented abilities.
- 6) Provide a means of entertainment for the community.
- 7) Provide the community identification and pride in their schools.) Encourage lifetime interests in programs begun in school.

#### **Student Activities/Athletic Code Procedure**

The co-curricular activities are grouped into two (2) categories and governed by the following codes.

##### **GROUP A**

\*Interscholastic Athletics

##### **GROUP A CODE**

\*MPMS Activity/Athletic Code  
\*MPMS Student Handbook

Principal and Activities/Athletic Director are responsible for enforcement.

##### **GROUP B**

\*Music Performance Groups  
(the groups that meet/rehearse

##### **GROUP B CODE**

\*MPMS Activity/Athletic Code  
\*MPMS Student Handbook

only outside the school day)  
\*Drama (School Musical)  
\*FFA  
\*Middle School Student Council

## **GROUP A**

### **I. ELIGIBILITY**

- A. Each school year all participating students must turn in WIAA physical examination cards and parental permission forms prior to receiving any equipment or participating in any practice sessions. Parents must have signed the physical examination cards and the permission forms.
- B. A statement signed annually by both the student and parents indicating an understanding of the activities code must be turned in by each student/athlete participating before the first day of practice.

### **II. Academics**

- A. Students in grades 6-8 must be enrolled in a minimum of the equivalent of five (5) assigned classes. (Study halls will not be considered assigned classes.)
- B. Student quarter grades will be used to determine eligibility. Students fourth (4th) quarter grades will be used to determine eligibility for the first(1st) quarter of the following school year. Semester Grades will be used if it is a failure or an incomplete.
- C. A student in grades 6-8 must not receive an F or more than 2 D's on the three week progress reports to remain eligible for interscholastic competition. A student not meeting the requirements will be ineligible for three (3) weeks or until the F's cleared or he/she is receiving fewer than 3 D's. The student who becomes ineligible will miss a minimum of two contest/events. A student must continue to attend two Homework Clubs per week for the three weeks ineligibility period.
- D. Students who are under academic suspension may attend practice after Homework Club at the discretion of the advisor/coach.
- E. Students are responsible for any schoolwork missed due to co/extra-curricular activities. They are expected to make every effort to contact the instructor prior to the absence.

### **III. Attendance**

- A. A student absent from school for more than 4 periods in one day (unless sanctioned by an administrative officer) shall not be permitted to compete in practice or a scheduled contest on that day.
- B. Unless there are extenuating circumstances as determined by the Activities/Athletic Director or Principal, a student is required to be in class the day after an athletic contest.

### **IV. Conduct**

- A. A student shall be subject to disciplinary action at any time for violations
  - 1. Involving drugs, the use, possession, buying or selling of illicit drugs/alcohol/tobacco products,
  - 2. Attendance at events/parties where illicit drugs and/or alcohol are being consumed and/or taken by minors,
  - 3. Theft or vandalism on school grounds or at any school function,
  - 4. Flagrant violation of the rules and regulations in the Student Assignment book.
- B. Disciplinary Action is as follows: Violations during the sports season the suspension application is described in Code. Outside of the sports season violations suspension begins first day of practice. The rules specify that the suspension must be "for no less than one entire game, event, or contest.
- C. Upon receipt of a report of a violation, the Athletic Director/Activities Director will meet with the student involved to determine the validity of the report. The AD will conduct a review of the situation and make a recommendation to the Student Activities Board regarding the suspension. The Student Activities Board and the A.D. will make a final decision and inform the parents by telephone or certified mail regarding the decision. The date of the decision will represent the initial day of suspension. Students and parents involved will be notified of the district's Student Assistance Program.
- D. A student who is suspended for a code violation during the season will forfeit all school awards for the activity season in which he/she was participating in at the time of the

infraction. A suspended student's school awards may be reinstated only upon the recommendation of the coach/advisor and from the school's student activities board.

- E. Penalties will be cumulative over their 3 years at the middle school level. For example, a student violating the code for the first time at the start of his/her 6<sup>th</sup> grade year would start a clean slate at the start of his/her freshman year. Violations during their eighth grade year can affect their eligibility as a freshman.
- F. Students will be suspended for one (1) full day, not just one (1) competition or contest.

**V. Changing Sports**

- A. An athlete may not quit one sport and begin another during the same season except by agreement of the coaches involved and/or the school Activities/Athletic Director.

**VI. Travel and Conduct on Trips**

- A. Athletes must use the mode of transportation approved by the school. An athlete who travels to a site with a school team must return with the team. The only exception to this rule is that if the athlete's parent/guardian is present at the site, he or she may request that the athlete return with the parent/guardian. This request must be made in person or in writing to the coach/advisor in charge.
- B. It is expected that students will conduct themselves in an appropriate manner on school-sponsored trips. It is important that all of our students understand that they represent their schools to the general public.

**VII. Physical Examination**

Athletes are required to have a WIAA approved physical examination at least every other year. Examinations may be taken after April 1st for the following school year. However, a student who has incurred a serious injury in a sport must have an examination before he/she can continue participating in athletics. The district strongly recommends that all managers and cheerleaders also have physical examinations before participating in activities.

**VIII. Student Accident Insurance**

Insurance is available during the school year for students participating in athletics. Costs incurred for this insurance is the responsibility of the athlete and/or parent/guardian. The school district encourages all parents/guardians to provide adequate accident/medical insurance for their children.

**Athletic Injuries and Their Care**

Athletic injuries and their care have become an important consideration of the MPMS athletic program. Athletes should be in excellent physical condition to ensure that they will always be able to give their best effort in practice and in contest. The best guarantee for peak physical conditioning is a cooperative effort between athletes, parents, coaches, trainers, and members of the medical community. Significant improvement has been made in prevention and care of athletic injuries in recent years.

- A. All injuries must be reported to the supervising coach immediately. The coach will file the appropriate injury/accident report to the office the following school day.
- B. In the case of an emergency a student in need of immediate attention will be sent to the nearest hospital in accordance with the Student Emergency form.
- C. A student and/or parent should inform the athletic director or coach of an athlete who has any special medical problems prior to their participation in an athletic program.
- D. If an injury is discovered after the athlete has returned home from a practice or contest, the coach should be notified within 24 hours.

**DRUG, ALCOHOL AND TOBACCO OFFENSE**

**I. First Violation:**

- A. Use, possession, buying or selling drugs, alcohol, and/or tobacco. This includes use, possession, buying or selling of controlled substances, street drugs and performance enhancing substances (PES). Suspension will be one-third (1/3) of the regular athletic season and all co-curricular school activities held during this period.
- B. Attendance at events/parties where drugs and/or alcohol are being consumed or taken by minors. A minimum suspension will be from the next one (1) athletic competition.
- C. The student will be required to practice with the team.

**II. Second Violation:**

- A. Use, possession, buying or selling of drugs, alcohol, and/or tobacco. This includes use, possession, buying or selling of controlled substances, street drugs and performance



enhancing substances (PES). The suspension will be eighteen (18) calendar weeks including suspension from all athletic competitions. This includes all co-curricular activities held during this period.

- B. Attendance at events/parties where drugs and alcohol are being consumed or taken by minors will result in a minimum suspension of one-third (1/3) of the athletic season and all co-curricular school activities held during this period.
- C. The student will be required to practice with the team.

**III. Third Violation**

- A. Use, possession, buying, or selling drugs, alcohol, and/or tobacco. This includes use, possession, buying or selling of controlled substances, street drugs and performance enhancing substances (PES). The student is suspended for one calendar year from the date of suspension. This includes all athletic programs and co-curricular school activities held during this period.

**THEFT, VANDALISM OR FIGHTING COMMITTED ON SCHOOL GROUNDS OR SCHOOL FUNCTION**  
**(ACTIONS REFERRED TO LEGAL AUTHORITIES.)**

**I. First Violation**

- A. A minimum suspension of one (1) athletic competition and a maximum of nine calendar weeks. This includes all athletic programs and co-curricular activities held during this period. The student will be required to practice with the team.

**II. Second Violation**

- A. A minimum suspension of one-third (1/3) of the activities, performances and/or competitions and maximum suspension of nine (9) calendar weeks. This includes all athletic programs and co-curricular school activities held during this period. The student will be required to practice with the team.

**III. Third Violation**

- A. The student is suspended for one calendar year from the date of suspension. This includes all athletic programs and co-curricular school activities held during this period.
- B. Upon receipt of a report of a violation, the activities/athletic director will meet with the student involved to determine the validity of the report. The Activities/Athletic Director will conduct a review of the situation and make a recommendation to the Student Activities Board regarding the suspension. This group will make a final decision regarding the matter and to inform the parents by telephone or certified mail of the group's decision. Upon determination that the student violated the activities code, the date of decision will represent the initial day of suspension.
- C. A student who is suspended for an activities code will forfeit all school awards for the activities/athletic season in which he/she was participating in at the time of the infraction. A suspended student's school awards may be reinstated only upon the recommendation of the advisor/coach with the concurrence of the student activities board.
- D. Penalties will be cumulative over their 3 years at the middle school. For example, a student violating the code for the first time at the start of his/her 6<sup>th</sup> grade year would start a clean slate at the start of his/her freshman year. Violations during their eighth grade year can affect their eligibility as a freshman.

**FLAGRANT VIOLATION OF STUDENT CODE AND RESPONSIBILITY**

**I. First Violation:**

- A. A minimum suspension of one (1) competition and a maximum of suspension of nine (9) calendar weeks. This includes all co-curricular activities held during this period. The student will be required to practice with his/her group.

**II. Second Violation**

- A. A minimum suspension of nine (9) calendar weeks and maximum of eighteen (18) calendar weeks. This includes all co-curricular school activities held during this period. The student will be required to practice with their group.

**III. Third Violation**

- A. The student is suspended for one calendar year from the date of suspension. This includes all co-curricular school activities held during this period.
- B. Upon receipt of a report of a violation, the activities/athletic director will meet with the student involved to determine the validity of the report. The Activities/Athletic Director will conduct a review of the situation and make a recommendation to the Student Activities Board regarding the suspension. This group will make a final decision regarding the matter

and to inform the parents by telephone or certified mail of the group's decision. Upon determination that the student violated the activities code, the date of decision will represent the initial day of suspension.

- C. A student who is suspended for an activities code violation will forfeit all school awards for the activities/athletic season in which he/she was participating in at the time of the infraction. A suspended student's school awards may be reinstated only upon the recommendation of the advisor/coach with the concurrence of the schools student activities board.
- D. Penalties will be cumulative over their 3 years at the middle school. For example, a student violating the code for the first time at the start of his/her 6<sup>th</sup> grade year would start a clean slate at the start of his/her freshman year. Violations during their eighth grade year can affect their eligibility as a freshman.

### **Curfew Hours:**

- A. Recommended curfew hours to be maintained:
  - 10:00 pm - Night before a school day.
  - 10:00 pm - Night before a game.
  - 12:00 am - Any other night during the season.(Exceptions will be made on a case by case basis for work, family business, or emergencies).

Coaches may alter curfew times the night before a contest.

- B. For infractions of the curfew policy, the following minimum actions will be taken:
  - 1. Reprimand of the athlete at the coaches and activities/athletic director discretion.

### **Other Unacceptable Infractions:**

- A. Violations of unacceptable infractions will be referred to the activities/athletic director or principal.
  - 1. A student becomes ineligible any time he/she is placed on adult or juvenile probation with county or state juvenile authorities or for any type of criminal behaviors. He/she will become eligible when the Student Activities Board recommends reinstatement. Factors to reinstate participation will include recommendations by juvenile authorities and successful completion of court ordered treatment or restitution.
  - 2. Anyone under disciplinary suspension or expulsion from school shall not participate or practice until his/her reinstatement in school is complete.

## **Group B**

Note: Activities defined in this section include conventions and field trips, not group meetings.

### **I. Eligibility**

- A. Students in all groups will be governed by state association guidelines for regional and state competition.
- B. A statement signed annually by the student and parent that indicate an understanding of the activities code, must be turned in by each participant before the first day of practice.

### **II. Academics**

- A. Students in grades 6-8 must be enrolled in a minimum of the equivalent of five (5) assigned classes. Study halls are not considered assigned classes.
- B. Students quarter grades will be used to determine eligibility. Student's fourth (4th) quarter grades will be used to determine eligibility for the first (1st) quarter of the following school year. Semester grades will be used if it is a failure or an incomplete.
- C. A student in grades 6-8 must not receive an F or more than 2 D's on the three week progress reports to remain eligible for interscholastic competition. A student not meeting the requirements will be ineligible for 3 weeks or until the F is cleared or he/she is receiving fewer than 3 D's. The student will become ineligible for 9 weeks if they fail to attend homework club. The student who becomes ineligible will miss a minimum of one (1) performance/activity/competition.
- D. A student in grades 6-8 may not have a failing grade or more than 2 D's per quarter. A student not meeting this requirement shall be ineligible for competition for a period of not

less than 3 weeks. The student will be reinstated if the F is cleared and he/she is receiving fewer than 3 D's at the end of the eligibility period. The student who becomes ineligible will miss a minimum of one (1) performance/activity/competition.

- E. Students who are under academic suspension may be allowed to practice at the discretion of the advisor/coach with the approval of the Activities/Athletic Director.
- F. Students are responsible for any schoolwork that is missed due to co-curricular activities. They are required to make every effort to contact the instructor prior to the absence.

**III. Attendance**

- A. A student absent from school for more than 4 class periods unless excused by an administrative officer shall not be permitted to participate in practice or a scheduled performance on that day.
- B. A student is required to be in attendance the day after a performance or competition unless there are extenuating circumstances as determined by the group director or principal.

**IV. Conduct**

- A. A student shall be subject to disciplinary actions for violations. Involving the use, possession, buying or selling of illicit drugs/alcohol/tobacco. Attendance at events/parties where drugs and/or alcohol are being consumed and/or taken by minors. Theft or vandalism committed on school grounds or at any school activity. Flagrantly violating the Mineral Point Middle School Student Handbook.
- B. Disciplinary actions: violations occurring during the activity season the suspension described in code. Violations occurring outside the activity season the suspension begins first day of practice.
- C. The Student Handbook will be guidelines for disciplinary action for violation with the exception of those relating to drugs, alcohol and tobacco use.
- D. Students and parents involved will be notified of the district's Student Assistance Program. Participation in the district Student Assistance Program will reduce the suspension to one (1) competition.

**DRUG, ALCOHOL AND TOBACCO USE**

**I. First Violation:**

- A. Use, possession, buying or selling drugs, alcohol and/or tobacco. This includes use, possession, buying or selling of controlled substances, street drugs and performance enhancing substances (PES). The suspension will be for one-third (1/3) of the performances, activities, or competitions. This includes all co-curricular school activities held during this period.
- B. Attendance at events/parties where drugs and/or alcohol are being consumed or taken by minors. The suspension will be from the next one (1) group performance, activity or competition.
- C. The student will be required to practice with the group.

**II. Second Violation:**

- A. Use, possession, buying or selling drugs, alcohol and/or tobacco. This includes use, possession, buying or selling of controlled substances, street drugs and performance enhancing substances (PES). The suspension will be eighteen (18) calendar weeks including suspension from all performances, activities or competitions. This includes all co-curricular school activities held during this period.
- B. Attendance at events/parties where drugs and alcohol are being consumed or taken by minors. A minimum suspension will be for one-third (1/3) of performances, activities or competitions. This includes all co-curricular school activities held during this period.
- C. The student will be required to practice with the group.

**III. Third Violation:**

- A. Use, possession, buying or selling drugs, alcohol and/or tobacco. This includes use, possession, buying or selling of controlled substances, street drugs and performance enhancing substances (PES). The student is suspended for a minimum of one calendar year from the date of suspension and a maximum of their High School eligibility. This includes all co-curricular school activities held during this period.
- B. Attendance at events/parties where drugs and/or alcohol are being consumed or taken by minors. The student is suspended for one calendar year from the date of suspension. This includes all co-curricular activities held during this period.

**THEFT, VANDALISM, OR FIGHTING COMMITTED ON SCHOOL GROUNDS OR SCHOOL FUNCTION:  
(ACTIONS REFERRED TO LEGAL AUTHORITIES)**

**I. First Violation:**

- A. A minimum suspension of one (1) performance, competition or activity and a maximum of nine calendar weeks. This would include all co-curricular school activities held during this period. The student will be required to practice with his/her group.
- II. **Second Violation:**
  - A. A minimum suspension of nine calendar weeks and a maximum of eighteen calendar weeks. This includes all co-curricular school activities held during this period. The student will be required to practice with his/her group.
- III. **Third Violation:**
  - A. The student is suspended for a minimum of one calendar year from the date of suspension and a maximum of their High School eligibility. This includes all co-curricular school activities held during this period.

### **FLAGRANT VIOLATION OF STUDENT CODE AND RESPONSIBILITIES**

- I. **First Violation:**
  - A. A minimum suspension of one (1) performance, competition and maximum suspension of nine (9) calendar weeks. This includes all co-curricular school activities held during this period. The student will be required to practice with his/her group.
- II. **Second Violation:**
  - A. A minimum suspension of nine (9) calendar weeks and maximum of eighteen (18) calendar weeks. This includes all co-curricular school activities held during this period. The student will be required to practice with their group.
- III. **Third Violation:**
  - A. The student is suspended for a minimum of one calendar year from the date of suspension and a maximum of their High School eligibility. This includes all co-curricular school activities held during this period.
  - B. Upon receipt of a report of a violation, the activities director will meet with the student to determine the validity of the report. The Student Activities Board will conduct a review of the situation and make a recommendation to the principal regarding the suspension. This group will make a final decision regarding the matter and inform the parent by telephone or certified mail of the group's decision. Upon determination that the student has violated the activities code, the date of decision will represent the initial day of suspension.
  - C. A student who is suspended for activities code violation will forfeit all school awards for the activities season in which he/she was participating in at the time of the infraction. A suspended student's school awards may be reinstated only upon the recommendation of the advisor/coach with the concurrence of the school's student activities board.
  - D. Penalties will be cumulative over their 3 years at the middle school level. For example, student's violating the code for the first time at the start of his/her 6<sup>th</sup> grade year would start a clean slate at the start of his/her freshman year. Violations during their middle school career can affect their eligibility in high school.

### **OTHER UNACCEPTABLE INFRACTIONS**

- A. Violations of unacceptable infractions will be referred to the activities/athletic director or principal.
  - 1. A student becomes ineligible at any time he/she is placed on adult or juvenile probation with county or State juvenile authorities or for any type of criminal Behaviors. He/she will become eligible when the Student Activities Board recommends reinstatement. Factors for reinstatement include recommendations by juvenile authorities and successful completion of court ordered treatment or restitution.
  - 2. Anyone under disciplinary suspension or expulsion from school shall not participate or practice until his/her Reinstatement in school is complete.

### **Travel and Conduct on Trips:**

- A. Group members must use the mode of transportation approved by the school. A group member must return with the group. The only exception to this rule is if a parent/guardian is present at the site, he or she may request that the member return home with parent/guardian. A written request must be presented to the advisor/coach in charge.
- B. It is expected that the students will conduct themselves in an appropriate manner on school-sponsored trips. It is important that all of our students understand that they represent their schools to the general public.

## **DUE PROCESS PROCEDURE**

"Due Process" is a procedure that the courts of law recognize as a necessary part of any rules and regulations. Furthermore, "Due Process" recognizes the right of the individual since it outlines his/her recourse in the event he/she feels a wrong decision has been made. The "Due Process" outlined below is the procedure for a student and his/her parents to follow in appealing decisions relating to eligibility. It should be understood that students and parents must follow the "Due Process" steps in the event legal action should be initiated at some later date.

- A. After a rule of ineligibility resulting in suspension from an activity has been made, a student and/or his/her parents may formally appeal the decision in writing to the principal provided an appeal is received within 14 school days of the first day such ineligibility became effective. Notice will be sent to the principal.
- B. Within three days of receipt of such written appeal, the principal shall formalize the ineligibility decision in writing and send a letter by registered mail to the parents outlining the specific details relating to (a) the violation or infraction, (b) the date of violation or infraction, the period of suspension, and (d) any other pertinent information.
- C. After an appeal has been received the school's formal reply will be mailed to the parents that will set a date for a hearing will be established by the principal. Such date shall be no later than seven school days after receipt of the written appeal of the student and his/her parents. Present at the hearing will be the activities/athletic director, student, parent(s)/ guardian(s) and the Principal who will conduct the proceedings. The Principal will render an appeal decision within three (3) days of the hearing.
- D. The student will be provided with an opportunity to testify and present other evidence on his/her behalf at the hearing.
- E. Proceeding of the hearing, including the decision, will be put in writing and a copy of these proceedings will be mailed to the student and his/her parents.
- F. If the student and his/her parents are not satisfied with the finds of the hearing, a second hearing may be requested before the Superintendent or his/her designed. The principal and activities/athletic director must receive in writing a request for such a second hearing before the Superintendent or his/her designed within 14 days of the mailing out of the outcome or the original hearing.

**Note:** Provisions as outlined in letter C above, including items A and B will be applicable to the second hearing.

- G. The provision as outlined above shall be the sole and exclusive means for appeal from the rulings referred to in paragraph one.

**IN NO INSTANCE WILL THE INDIVIDUAL RESPONSIBLE FOR A DETERMINATION OF ELIGIBILITY BE THE APPEALS OFFICER.**

## **STUDENT COUNCIL ELECTIONS**

A representative from each fifth period class will be elected during the first quarter of the school year. These representatives will attend periodic meetings with the advisor. They will be student council members for the current year & be responsible for communicating information to their fifth period classes.

They must participate in activities required by the council or their specific committee. Each student must also maintain passing grades and appropriate behavior. The student council advisor and middle school principal reserve the right to dismiss any student that does not meet requirements.

## **PURPOSE OF THE MIDDLE SCHOOL AWARD PROGRAM**

At the very outset it is well that everyone have an understanding of the Award Program. Generally speaking, the Middle School Award Program is a mechanism used to illustrate and generate qualities in behavior befitting a student that includes such items as courtesy, generosity, fairness, attendance, etc. Without an award program many students might exhibit a negative response towards their classroom work, participation in school activities and school in general. The Middle School Award Program will emphasize the positive structure throughout all facets of the school setting.

The award program is a means of enhancing educational values such as discipline, dedication, desire, respect, dignity, integrity, competition, pride, responsibility and leadership. When it is supported with a sound academic foundation, then the ultimate goal of education and good citizenship will be achieved. With rare exception, a successful award program sets the tone for the proper school behavior in the academic classroom as well as the extra-curricular classroom. The Middle School Award Program reflects a very positive attitude and pride in the student body.

### **Individual Athletic Awards**

The Middle School will sponsor athletic teams for the grades 7 & 8 in the following sports:

|                    |                   |                      |
|--------------------|-------------------|----------------------|
| Volleyball (Girls) | Basketball (Boys) | Track (Boys & Girls) |
| Basketball (Girls) | Wrestling (Boys)  |                      |

Any grade 7 or 8 student may participate on an athletic team during the season it is sponsored if they achieve sufficient academic success and abide by the rules and regulations set forth by the school and the WIAA. If the student satisfactorily completes the season on a given team that student will receive a certificate of participation and be part of the group publicity picture placed in the local newspaper.

### **SPELLING BEE**

The Mineral Point Middle School will participate in the CESA #3 sponsored "Spelling Bee Contest" held each spring of the school year. The spelling bee will be open to all students in grades 6-8 and will follow the procedure list:

- A. Spell-downs will be held in all language arts classes, grades 6-8, for all students.
- B. Two students from each classroom, 6-8, will compete in a final spello-down to select 2 students to represent the Mineral Point Middle School at the designated CESA #3 district level contest.

#### **Awards**

- A. Each of the 12 contestants, from 3 grade levels, will receive a certificate of merit and publicity in the local newspaper.
- B. Each of the 2 district participants will receive a certificate of merit, congratulatory letter to their parents and publicity in the local newspaper.
- C. State and/or national participants will receive awards as determined by the school board or by a chosen committee of staff members.

### **Creative Writing Awards**

#### **I. Criteria**

- A. Nomination of original or creative written work.
- B. All written work will be edited by a teacher and student.
- C. Examples of written work possible for nomination might include.
  1. Topic or subject reports
  2. Creative short stories
  3. Poetry
  4. A journal or diary entry
  5. Letter
  6. Book report or review
  7. Newspaper stories
  8. Cartoons
  9. Other
- D. Assigned or unassigned work - no matter.

#### **II. Awards**

- A. Separate awards for each grade level: 7 & 8.
- B. Language Arts teachers will judge entries and choose winners for their grade level.

## **ACADEMIC ACHIEVEMENT AWARDS**

The Mineral Point Middle School has two honors, High honors and honors. The honor rolls are compiled and published four times a year. To be eligible for the High honor roll, a student must maintain at least a 3.750 grade point average for the preceding quarter. To qualify for the honor roll, the student must maintain a grade point average of 3.33 - 3.749 for the preceding quarter. All academic courses, band, chorus and physical education are considered in computing the honor roll grade point average. All grade 6-8 students will be considered for the placement on the honor roll.

**Grade point average will be computed utilizing the following order for each grade received.**

|         |         |         |         |       |
|---------|---------|---------|---------|-------|
| A+ 4.00 | B+ 3.33 | C+ 2.33 | D+ 1.33 | F 0.0 |
| A 4.00  | B 3.00  | C 2.00  | D 1.00  |       |
| A- 3.67 | B- 2.67 | C- 1.67 | D- .67  |       |

### **HONOR ROLL AWARD**

Any student maintaining three 9 weeks placement on the honor roll will receive a certificate of recognition, announcement and recognition before the student body, and publication in the Democrat-Tribune.

## **Attendance Award**

### **Full Year Perfect Attendance**

Any student that attends school every period, each day of the school year and has no more than three tardys during each quarter shall receive a perfect attendance certificate, recognition to the student body, congratulatory letter to parents and news article in the Democrat-Tribune.

## **Individual Vocal and Instrumental Awards**

**Eligible students:** All 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> grade students enrolled in Band or Choir.

**Contest Classification:** 3 classes (A - B - C)

**Award Divisions:** There are 5: (I) Superior, (II) Very Good, (III) Average, (IV) Fair, (V) Poor.

### **Participation**

Class is determined by the difficulty of music chosen from State Music list. Students may take a maximum of 4 solos but only one from any one classification.

Students may take a maximum of 2 regular ensembles.

"Special ensembles" include:

1. Jazz Ensembles
2. Swing Choir
3. Misc. vocal or instrumental ensembles

**Adjudication** Students are rated I-V by a judge at contest.

**Awards** Medals are awarded for I, II, or III in all classes to all participants.

## **Art Award**

### **Selection Criteria**

- A. The selection will be done by the student's art instructor(s) based on the following criteria:
  1. The students will show proper use and knowledge of art tools.
  2. The students will show proper techniques using various medias.
  3. The students will have all of the required projects complete for that semester and no disciplinary action taken against him/her.
  4. The students will set up an art display of his/her work under the instructor's supervision.
  5. The students shall have some form of extra credit turned in:
    - a. Form of an extra project.
    - b. Form of written or oral reports
    - c. Form of extra drawings, colorings, painting, etc.

### **Award**

A certificate of merit or achievement will be given to each student.

## **SCIENCE WORLD CHAMPIONSHIP**

Students are invited to take a written exam that covers the material covered in Science World magazine. Information from the following sciences is included: Environmental, earth, life, physical and chemical.

## **FOREIGN LANGUAGE AWARDS**

Foreign language awards are presented to students who have participated in the 7<sup>th</sup>/8<sup>th</sup> Spanish classes. Students who receive these awards must maintain an "A" average on daily assignments, quizzes, and tests. They show an excellent understanding of the language(s) being taught and demonstrate a willingness to participate in all class activities.



## **GEOGRAPHY BEE**

All sixth, seventh and eighth grade students participate in the national geography bee sponsored by the National Geographic Society. The contest tests each student's knowledge of all aspects of geography and enables the local winner to compete at the state and national levels.

## **7<sup>TH</sup> GRADE AND 8<sup>TH</sup> GRADE MATH CONTEST**

Ten seventh and eighth grade math students participate in the Southern 8 Math Contest each spring. The comprehensive exam tests students' skills in basic computation, fractions, decimals, percents, geometry, statistics, probability, and problem solving.