

WASECA BLUEJAYS



2022-2023 Activities Handbook



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Philosophy and Purpose of Waseca Athletic Program

It is the philosophy of the Waseca Public Schools that athletics are very beneficial to the mental, emotional, physical and social development of our students. Therefore, the athletic program should be an integral part of the total school program.

1. All boys and girls should have an opportunity to learn basic athletic skills and to participate.
2. Every effort should be made to maintain competitive excellence.
3. Participation in athletics is a privilege not a right.

The purpose of Waseca Junior Senior High School activities is to instill the qualities of Responsibility, Commitment, Integrity, and Fun through multiple offerings of distinguished programs.

Extra-Curricular Activity Practice Guidelines

Student activities are a vital part of secondary education. The opportunities for students to organize and plan, to assume leadership roles, to gain recognition and identity, to experience self-governance, to build self-concept, to recreate physically and emotionally, and to mature socially come to a significant degree from the Student Activities Program.

The following are guidelines to be used during the school year in connection with the Waseca High School extra-curricular activities program:

1. Wednesday is recognized as "Church/Family Night" with no school activities after 6:00 p.m. Exceptions will be allowed only after careful consideration and given unavoidable circumstances. Administrative approval will be needed for any exceptions.
2. No practices will be allowed on Sunday and non-MSHSL events may be scheduled only when absolutely essential and appropriate. With communication between coach/director, student and parent, students should be allowed to miss practices for family events during holidays and other non-school days.
3. A student's day at school should not begin before 6:30 a.m. and end no later than 9:30 p.m. Practices should be held within these times; however, administration may give permission to practice earlier or later. Also, during the week before a performance, groups such as drama and music may need to extend some practices to 10:00 p.m.
4. It is recognized that student-initiated practices or "captain's practices" do occur. Attendance at these practices must be optional.
5. There is an on going need for frequent communication between classroom teachers, coaches/directors, parents and students with an emphasis placed upon the importance of academics. It is understood that students be allowed to miss practice for tests, makeup labs, special help from teachers, etc.
6. Students involved in Fine Arts/Athletics will not be punished if they miss a practice due to a performance or game.

Waseca High School Scholastic Eligibility Policy

To be scholastically eligible, a student must be making satisfactory progress towards the 74 credit requirements for graduation. Scholastic eligibility means maintaining a passing grade in each class beginning with the fifth week of each trimester.

*A failing grade at the end of the trimester will result in a period of ineligibility for the first three weeks of the following trimester. The student will become eligible again at Week 4 if the student is passing all classes from the present trimester. Students will be allowed to practice during their period of ineligibility. Students will attend contests and performances dressed in street clothes and will be unable to compete.

Procedures

Weeks 1-3 of each trimester - Students with D's and F's will be contacted regarding the status of their grades. A letter will be sent home to parents.

Week 4 - Students must raise their scores to passing by the end of the workday on Friday.

Week 5 - Students with failing grades become ineligible from Monday of Week 5 until the following Monday. Students regain their eligibility by presenting to the advisor or coach a form signed by the teacher and the principal designating that the student is passing the class or classes indicated.

Week 6 - Same as Week 3 (students with F's from Week 5 will remain ineligible until passing)

Week 7 - Same as Week 4

Week 8 - Same as Week 5

Week 9 - Same as Week 3

Week 10 - Same as Week 4

Week 11 - Same as Week 5

Week 12* - Finals, students who fail the class are ineligible as indicated above.

Expectations of Students - to be prompt and prepared and to seek help from teachers and other resources available.

Expectations of Teachers - to keep grades updated, to communicate grades to students and to provide ample opportunities for students to achieve passing grades.

The Principal can modify the application of penalties for good cause.

Eligibility Rules and Regulations

Rules and regulations as set up by the Minnesota State High School League and Waseca High School relating to the student code of responsibility, sexual harassment, sexual violence and the use, possession or paraphernalia of mood-altering chemicals, i.e., alcohol, tobacco, drugs and marijuana will be used in determining violations. Penalties are accumulative in grades 7-12, and are to be served consecutively. As per rules of the MSHSL, the mood-altering chemical use rule coverage is year-round, which includes the summer.

It is the responsibility of each coach to enforce rules of eligibility and inform athletes of all rules and regulations at the beginning of each season.

If a possible violation of rules is reported to a coach and it appears to be more than rumor, it is to be reported to the Activities Director and Principal immediately with all known information.

If ineligibility is determined, each coach involved must apply this decision as defined by state, school, and team rules. Coach's discretion will be involved with team rules (rigorous training activities will not be tolerated).

It is not our philosophy to "beat the system" in regards to rules and regulations.

A student who violates the mood-altering chemical use or possession rule will forfeit the right to earn letters and awards (such as, but not restricted to, MVP, all-conference, etc.) in the sport or activity covered by the period of ineligibility. They also forfeit all positions of leadership with the school for a period of one year, not to exceed three competitive seasons whether they participate in each season or not. They will lose their right as a leader for one year from the date of the violation. The student will be ineligible to be a Homecoming or Snow Week candidate for one calendar year.

Waseca High School has an academic eligibility program that is to be enforced. **If a student is Serving a Chemical violation and becomes academically ineligible during that time, their chemical Violation will be extended until they become academically eligible again.**

The coaching staff is in favor of a high standard of conduct, discipline, and grooming in the athletic program. Coaches will establish standards within the framework of school philosophy that they feel are necessary to successfully operate their program.

A student who is serving a period of ineligibility for a mood-altering chemical use violation must complete the entire season of the sport in which he/she participates while serving all or part of the ineligibility penalty. If a student does not complete the entire season, the penalty time served for the ineligibility does not count and the student must serve the penalty during the next sport season in which he/she participates.

If a student is not actively participating in a sport due to injury, or other situations, at the time of a violation, the penalty enforcement will not begin to be served until the student is able to actively participate.

A student who is ineligible due to a MSHSL violation will not be allowed to go out for a sport after the season has started. If extenuating circumstances allows for a student to go out for a sport in the

above situation the penalty time served for the ineligibility does not count and the student must serve the penalty during the next sport season in which he/she participates.

Student Code of Responsibilities

The member schools of the Minnesota State High School League believe that participation in interscholastic activities is a privilege that is accompanied by responsibility.

As a student participating in MSHSL's interscholastic activities, a student will understand and accept the following responsibilities:

1. They will respect the rights and beliefs of others and will treat others with courtesy and consideration.
2. They will be responsible for their own actions and the consequences of their actions.
3. They will respect the rights and property of others.
4. They will respect and obey the rules of Waseca Public Schools and the laws of the community, state and country. Examples curfew, vandalism etc...
5. They will show respect to those who are responsible for enforcing the rules of Waseca Public Schools and the laws of the community, state and country.
6. Assault on any person will not be condoned by the League and will be dealt with by the school administration and the local authorities.

A student whose character or conduct violates the Student Code of Responsibilities is not in good standing and is ineligible for a period of time as determined by the school principal.

Mood-Altering Violation Interview Policy

If a mood-altering violation has been reported to a staff member and the principal has not received a report of a violation from law enforcement, the following process will be followed when questioning students. This does not include incidents when a staff member witnesses the violation. The administration will interview a student about a suspicious chemical violation and will notify parents or guardian within a practical time after the interview.

Sport Seasons - Grades K-6

Elementary programs are under the direction of the Community Education program.

Sport Seasons - Grades 7-12

Regulations as established by the Minnesota State High School League relative to the length of seasons, number of games, starting time of seasons, etc. will be followed by the Waseca Athletic Program.

Participation

At no time should any coach use any type of influence or pressure on a student-athlete with the intent of having an athlete go into one activity rather than another.

If anything, resembling recruitment of athletes or pressuring of athletes to go out for a particular sport occurs the situation should be brought to the attention of the activities director, principal and athletic

council.

Coaches may not use summer camps, summer league, clinic participation, etc., or the lack of same, in determining a student's position on a high school team.

Student's within the WHS and WJHS school district have the first four weeks of the season to join a team. Transfer students during the current season are an exception.

If a student decides they want to drop one sport after that season has started and participate in another sport during that same season they may do so within the first four weeks, but only after both head coaches have been informed and final approval has been given by the activities director.

In grades 7-8 coaches should be more lenient in the above situation, as youngsters frequently have not made up their mind as to what they want to participate in. Even in this situation the coaches must be informed and the activities director will determine final approval.

If a student is being disciplined in one sport and wants to change to another sport this will be given serious consideration and both coaches must be informed and the activities director will give final approval.

It is our philosophy that students should go out for whatever sport they want without any pressure exerted on them, but if a student is not out for any sport coaches are encouraged to get the student out for a sport.

Students may participate in only one sport per season. This does not mean that if they are cut, or drop, from one sport that they can't go out for another sport during that season. It means, for example, that they can't participate in football and cross-country, etc., at the same time.

Cuts will be allowed in some situations if given approval by the head coach, activities director, and building administrator. All cuts should be handled in a face to face meeting between coach and athlete.

In grades 7 and 8, coaches are encouraged to play all participants.

In grades 7 and 8, A and B games should be attempted to be played whenever possible.

Physicals, Insurance, Declarations, MSHSL Eligibility Forms, Fees

All four of these MUST be on file in the Activities Director's office the Thursday **PRIOR** to the first day of practice, by all student athletes.

Student Attendance in School

Students who are absent for more than one-half day (must attend school for three periods) and are not in school following a late away game or activity shall not play or practice in school activities that day or evening unless excused by the school for a variety of reasons such as, but not limited to, school field trips, college visitation, funerals.

A student who skips a class during the day will not be allowed to practice or play in an activity on that day, or if not detected on that day, the penalty will be enforced on the day that it is administered by

the principal or assistant principal, or other designated authority.

If a student is on in-school suspension or out-of-school suspension, no practice or participation in a game will be allowed that day. Students cannot attend practice or accompany the team at a game.

Junior High School Athletes Participating on High School Teams

The use of seventh and eighth grade athletes on high school teams will be allowed if the Promotional Guidelines policy is followed appropriately. JH athletes participating on a high school team can Practice and will pay the full high school activity fee at the beginning of the season, if a JH athlete is promoted during the season a pro-rated fee will be calculated.

Refunds

No refunds will be allowed after the first contest of the season.

Locker Room Responsibilities

It is the responsibility of each coach to:

1. See that no athletes are in the locker room without a coach in attendance.
2. See that the locker room is cleaned up respectably before everyone leaves.
3. See that team members are responsible for picking up towels, closing locker doors, shutting off showers, keeping floor clean, etc.
4. See that training room is kept neat and clean.
5. See that no one is allowed in the whirlpool without supervision.
6. See that no one is allowed in the weight room without onsite supervision of a coach or other assigned adult.
7. See that the equipment room is kept neat and clean at all times.
8. Don't allow students to go into the equipment room unless the coach takes them in there. There are too many valuable articles stored in there to take chances on any of them being picked up.
9. Don't allow students into the coach's office. This should be a private room for the coaches only.
10. Secure all athletic facilities after use. Coaches will not provide an open facility to personnel not contracted by the school district.
11. Students who are not enrolled students and/or athletes in grades 7-12 in the Waseca Public Schools are not allowed in the weight room. Current college athletes who are WHS alumni will be allowed with the activity directors consent.

Guidelines for Promoting a 7-8 Grade Student to a High School Squad

ALLOW AMPLE TIME FOR A REQUEST TO BE PROCESSED. DO NOT EXPECT THIS PROCESS TO BE COMPLETED IN ONE OR TWO DAYS.

A junior high school student shall not practice with a high school squad until all forms have been signed and final approval granted.

If the head coach wants a 7th or 8th grade student promoted to a high school squad there are certain procedures to be followed. If not followed, the request will likely be denied.

Steps 1-2-3 are to be completed before mentioning anything to either the parent or the student-athlete involved.

The school district does not want the situation where a coach has discussed with the student-athlete, or parent, the possibility of that athlete being promoted to a high school squad and then having the request for transfer denied by a parent, principal or activities director.

Certain things will be taken into consideration when deciding whether or not a 7th or 8th grade student-athlete should be moved to a high school squad. These include, but are not restricted to:

1. Can the student-athlete handle the change physically, emotionally, and socially?
2. Will it benefit the student-athlete?
3. Will it benefit the team involved?
4. Is there a real need for the change?

The steps to be followed, in order:

1. The head coach of that sport shall discuss with the athletic director the reasons for wanting to implement such a move and pick up the necessary forms that need to be signed.
2. The head coach or activities director shall contact the junior high school principal, explain the reasons for the requested move, and if approved, get the principal's signature.
3. The head coach or activities director shall contact the high school principal, explain the reasons for the requested move, and if approved, get the principal's signature.
4. The head coach shall contact the parent, explain what they would like to do, and ask if the parent approves the move. If they don't approve, proceed no further.
5. The head coach shall ask the student-athlete if they wish to make the move and, if they do, send the form home with them to be signed by the parent.
6. The head coach shall bring all the signed forms to the activities director for final approval and his signature.

Students in activities where there is no junior high program would not be required to go through the above process.

Equipment

A student who loses equipment or uniforms assigned to them will be charged for it at replacement cost.

A student will not be allowed to go out for another sport until all equipment and uniforms have been returned and any lost equipment or uniforms has been paid for from the previous season of participation. A student not going out for a sport in the next season that has not returned all equipment and uniforms or paid for lost equipment and uniforms will have their names turned in to the principal's office and added to the fines and fees list. Coaches are to inform the athletic office of any equipment or uniforms not returned. The athletic office, the principal's office, and the coaches, will be responsible for enforcing this policy.

Travel for Junior/High School Athletes

Student-athletes or other members of the team, such as cheerleaders, managers, statisticians, etc., must ride to and from athletic contests in which their team is participating in school provided transportation, or school authorized transportation, unless extenuating circumstances occur. All extenuating circumstances must be pre-approved by the Activities Director prior to the team's departure for the contest. Students who fail to do this will receive a one-game suspension from that team's games.

If an exception occurs, they can use the sign out sheet provided by the coach at the event.

The school is responsible for all members of the entourage from the time of departure until time of completed return. Any coach who disobeys above procedure will be legally responsible for any incident that may happen and subject to school disciplinary action.

If a student is to get approval for an exception the parent must sign the pre-authorized permission form at the beginning of each season. This will allow their son/daughter to ride home after an event with the name of the individual on the form. The name of the individual must be over the age of 21.

Students are not to be dropped off the bus while passing through town on the way back to the school.

Student-athletes must follow bus safety rules. Students who fail to obey will receive appropriate consequences.

Athletic Recognition Programs

Recognition programs to honor the varsity athletes, managers, statisticians, cheerleaders, and coaches will be held at the end of each sports season.

It is the responsibility of each head coach to be in attendance and present the respective awards.

Coaches should strongly encourage all varsity participants to attend.

Rules Governing Letter Award Winners

The following items are some that should be taken into consideration.

1. Faithful and prompt attendance at all practice sessions is required.

2. When it is necessary to miss a practice, the athlete must see their coach so they may be excused.
3. An athlete must participate in any and all scheduled events unless excused by the coach.
4. An athlete must complete the entire season as a member of that team. If the athlete does not complete the season they are not eligible to receive any special awards such as Captain, MVP, or Scholar Athlete of the Year.
5. Violation of training rules will be an automatic loss of letter.
6. Manager letters will be awarded upon the judgement of the coach and only varsity managers are eligible to earn a letter.
7. Under certain circumstances, a coach may award an honorary letter to an athlete. For example, a senior who has been out for two (2) years or more and has not played enough to win a letter, but in the opinion of the coach has contributed to the squad, may be awarded a senior letter.
8. A service letter could be awarded to a student who for reasons beyond their control, such as an injury, is unable to continue playing and finishing the necessary award requirements. If, in the opinion of the coach, they deserve a letter, one may be awarded in such a situation.
9. A letter may be awarded to an athlete who, in the coach's opinion, gives an outstanding performance in a conference, regional or state competition and has not previously met the requirements for a letter.
10. Athletes upon qualifying for a letter for the first time will be awarded a chenille letter "W" and an award emblem and bar. For each additional award, metal bars will be given to the athlete to put on their letter.
11. When an apparent "loss of letter" situation arises, the activities director should be consulted in advance.

Lettering Requirements in Each Sport

Baseball

Must participate in half of the games and must play a number of innings equal to the number of total games played by the team. Pitchers may qualify for a letter by pitching a number of innings equal to the number of total games played by the team.

Basketball

Must compete in 18 halves.

Cheerleaders

Only varsity participants may earn a letter and only one letter per year.

The first-year award will be a letter and pin. The second and subsequent years they will receive a bar pin.

Cross Country

Five points are required to earn a varsity letter. Points are earned in the following manner:

1. One point is earned in a dual meet competition by placing ahead of the opposing teams fifth runner or by being the fifth or higher Waseca runner on the winning team.
2. In conference, region, state or invitational meets, three points are earned by placing in the first third of all finishers, two points for the second third, and one point for the last third.

Football

Must play in 12 quarters of varsity games.

Golf

Must earn one-third of the points possible which are as follows:

1. Two points for playing in the match.
2. Two points for a tie or win over your opponent.
3. Two points for being one of the four low scores.
4. Two points for medalist or runner-up.

Gymnastics

Must achieve one of the following:

1. Compete in half of the varsity meets.
2. Place in the top three overall at the conference meet.
3. Place in the top five overall at the regional meet.

Hockey

Must play in half of the total number of games and the number of periods equal to the total number of games.

Soccer

Must compete in a number of halves equal to the total number of games.

Softball

Must participate in half of the games and must play a number of innings equal to the number of total games played by the team. Pitchers may qualify for a letter by pitching a number of innings equal to the number of total games played by the team.

Tennis

Must participate in half of the matches or place in the conference or section tournament.

Track

Based on varsity events only and includes the following:

1. Attend practice regularly with a positive attitude.
2. Do complete workouts daily with a desire to improve.
3. Finish the season.
4. Compete in all assigned events as a varsity athlete.
5. Have no unexcused absences.
6. Meet the qualifying standards.
9. A senior out for track three years may earn a letter if the coach feels they are deserving.
10. Head Coach will make the final decision on all lettering.

Volleyball

Must compete in as many games as total matches in the season. (example: If there are 15 matches that would be a minimum of 45 games and a maximum of 75. Player would have to play in at least 15 games in this example.)

Wrestling

Must participate in half of the dual matches during the season, place in the top three in the conference meet, or go to the region tournament as an individual.

Parent Communication Guidelines

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to children. As parents, when your children become involved in our program, you have a right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's program.

Communications You Should Expect from Your Child's Coach

1. Philosophy of the coach.
2. Expectations the coach has for your child as well as all the players on the squad.
3. Locations and times of all practices and contests.
4. Team requirements, i.e. fees, special equipment, off-season conditioning.
5. Procedure should your child be injured during participation.
6. Discipline that results in the denial of your child's participation.

Appropriate Concerns to Discuss with Coaches

1. The treatment of your child.
2. How to help your child improve.
3. Concerns about your child's behavior.
4. Practice times, illnesses, vacations, and issues not associated with list below.

Issues Not To Be Discussed With Coaches

1. Playing time.
2. Team strategy.
3. Play calling.

4. Other student-athletes.

It is very difficult to accept your child's not playing as much as you may hope. Coaches are professionals. They make judgment decisions based on what they believe to be best for ALL students involved. The district has always maintained an open-door policy for parents to speak with the Activities Director.

There are situations that may require a conference between the coach, activities director, and the parent. If the concern is not resolved by the athlete talking to the coach, the parent should call the activities director to set up an appointment. Do not call the coach. It is important that both parties involved have a clear understanding of the others position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

If You Have a Concern to Discuss with a Coach.

The procedure is as follows:

1. Athlete talks to coach.
2. Parents need to set up a time to meet with the coach. Concerns should be addressed in a reasonable non-confrontational manner. If this procedure is not followed the parent will receive a letter from the Activities Director stating that the privilege of Parent/Coach discussion is terminated. If the parent continues to discuss issues with the coach after receiving a letter, disciplinary actions maybe taken according to Waseca Public Schools policies, MSHSL policies, and Minnesota law.
3. Parent calls activities director to set up a meeting with the athlete, parent, coach, and activities director. We encourage open communication and value your input.

Do not attempt to contact a coach at a contest, home, work, or e-mail with questions regarding the above. These can be emotional times for both the parent and the coach. This approach does not promote resolution. Concerns should only be expressed reasonably and constructively. Repetition of non-constructive comments constitutes harassment and is not a reasonable expression of concern.

What Can A Parent Do If the Meeting with The Coach and Activities Director Did Not Provide A Satisfactory Resolution?

1. Call and set up an appointment with the building principal to discuss the situation.
2. If not satisfied with the outcome:
 - a. Set up an appointment with the superintendent.
 - b. Contact the board of education and request a special committee to review you concerns.
 - c. Contact MSHSL
 - d. Seek legal council.

Consequences if the above procedure is not followed:

Failure to follow the procedure outlined above will result in a review of the circumstances by the activities director, building principal, and school attorney for such further action under Minnesota Law as is warranted by the circumstances.

Since research indicates a student involved in extra-curricular activities has a great chance for success during adulthood, these programs have been established. Many of the character traits required to be successful in life after high school are developed in these activities. We hope the information provided within this pamphlet makes both your child's and your experience with Waseca High School programs less stressful and more enjoyable.

Standards and Penalties for Athletics

The use or possession of alcohol or tobacco, or the use, consumption, possession, paraphernalia, sale or distribution of any other controlled substance, including anabolic steroids, will make you ineligible. **Waseca Administration follows the rules of the MSHSL along with Waseca Public Schools policies.**

1. Mood altering use penalty in athletics (MSHSL Category I):
 - a. First violation – 4 weeks or 4 contests, whichever is greater.
 - b. Second violation – 8 weeks or 8 contests, whichever is greater.
 - c. Third violation and subsequent violations – 12 weeks or 12 contests, whichever is greater and must complete a 6-week certified chemical treatment program (Administration approved) before they are allowed to compete in events.
2. If a student self reports (talks to a coach or administrator within 48 hours of the violation) a chemical violation, prior to a police report or investigation, the penalty for the first violation will be 2 week or 2 events whichever is greater, second violation will be 6 weeks or 6 contests whichever is greater, and third violation will be 10 weeks or 12 events whichever is greater.
3. Denial Disqualification: A student shall be disqualified from all inter-scholastic athletics for nine additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate and then is subsequently found guilty of the violation.
4. As per rules of the MSHSL, mood-altering chemical use rule coverage is year-round (i.e., coverage includes the summer months).
5. Upon the first violation of the mood-altering rule the student will be required to attend a chemical assessment team meeting. A chemical use assessment may be recommended and may be required.
6. Upon subsequent violations of the mood-altering rule the student may be required to have a chemical assessment and may be recommended to participate in a chemical dependence or treatment program before being reinstated in the activity program. This certification must be issued by the director or a counselor of a chemical dependence treatment center.
7. A student who is dismissed from school or who violates the student code of conduct is not in good standing and is ineligible for a period of time as determined by the school principal.

