

2022-2023

# CO-CURRICULAR RULES AND REGULATIONS HANDBOOK



## Grades 6-8 Athletics and Activities

### MIDDLE SCHOOLS

Central Heights  
Patrick Marsh  
Prairie View



[WWW.SUNPRAIRIESCHOOLS.ORG](http://WWW.SUNPRAIRIESCHOOLS.ORG)



Sun Prairie Area  
School District  
Futures depend on us...every child, every day.

## Translation

If a student or parent/caregiver would prefer to have this information translated into Spanish, please contact us at 834-6620.

**Si prefiere esta información en español, por favor contáctenos por el teléfono 834-6620.**

\* \* \* \* \*

If a student or parent/caregiver would prefer to have this information translated into Hmong, please contact us at 834-6630.

**Yog tus me nyuam niam thiab txiv/tus neeg muaj cai saib xyuas tus me nyuam xav tau qhov ntawv ntawm no ua lus Hmoob, thov hais rau peb paub rau ntawm 834-6630.**

## Statement of Nondiscrimination

No student may be unlawfully discriminated against in any school programs, activities or in facilities usage because of the student's sex (gender identity, gender expressions, and non-conformity to gender role stereotypes), color, religion, profession, or demonstration of belief or non-belief, race, national origin (including limited English proficiency), ancestry, creed, pregnancy, marital or parental status, homelessness status, sexual orientation, age, or physical, mental, emotional or learning disability. Harassment is a form of discrimination and shall not be tolerated in the District. It is the responsibility of administrators, staff members and all students to ensure that student discrimination or harassment does not occur. (SPASD Policy JB)

### **Notice of School District Policies on Sex Discrimination, The District's Title IX Coordinator, and Procedures for Reporting or Filing a Complaint of Sex Discrimination**

As mandated by the current provisions of Title IX of the Education Amendments of 1972 and under the regulations set forth in Chapter 106 of Title 34 of the Code of Federal Regulations ("the federal Title IX regulations"), the Sun Prairie Area School District ("District") does not unlawfully discriminate on the basis of sex in any education program or activity that the District operates. Title IX's requirement not to discriminate in any education program or activity extends to cover, but is not limited to, District students, certain Assistant Secretary for Civil Rights at the U.S. Department of Education, or to both.

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## Contact Information

### **Central Heights Middle School**

Principal: Sarah PrankeKlang 608-318-7601

Associate Principal: Kyree Brooks 608-318-8009

Athletic Coordinator: Jenna Boberg TBD

Address: 220 Kroncke Dr., Sun Prairie, WI 53590

Website: <https://www.sunprairieschools.org/cardinal-heights/athletics>

### **Patrick Marsh Middle School**

Principal: Rebecca Zahn 608-834-7601

Associate Principal: Nehemirah Barrett 608-834-7602

Athletic Coordinator: Crystal Brandl 608-834-7616

Address: 1351 Columbus St., Sun Prairie, WI 53590

Website: <https://www.sunprairieschools.org/patrick-marsh/student-life/athletics>

### **Prairie View Middle School**

Principal: Michelle Jensen 608-834-7801

Associate Principal: Emily Morehouse 608-834-7802

Athletic Coordinators: Tim Herman 608-834-7813 and Eliza Zwettler 608-834-7816

Address: 400 N. Thompson Rd., Sun Prairie, WI 53590

Website: <https://www.sunprairieschools.org/prairie-view/prairie-view-student-life/athletics>

# Mission and Purpose

## Mission

To provide educationally based co-curricular experiences that are an extension of the classroom and afford students the opportunity to learn life lessons while participating in a sport, activity, or club. These opportunities are rooted in the following core traits: accountability, respect, coachability, passion, discipline, a spirit of sacrifice, integrity, commitment, and unity.

## Purpose

Sun Prairie Middle Schools offer students in grades 6-8 the opportunity to participate in co curricula (activities, athletics, and clubs) throughout the school year. Students are being offered the opportunity to participate in an interscholastic sport or special presentation/event, in many cases for the first time in their lives. As a result, they are learning not only the skills involved in that sport or activity, but also valuable life skills such as responsibility to a group/team, sportsmanship and respect for the opponents, coaches, teammates, and community.

- Co-curricular activities and after-school clubs are those that do not have a specific relationship to a class in which students are or have been enrolled. Students are participating in these co-curricula to enrich their school experience. There is no grade or credit attached. Examples: Student Council or Drama Club
- Sun Prairie Middle School athletic teams are members of the Badger Conference. Students that take part in the athletic program must abide by rules of the Sun Prairie Middle School's Eligibility and Code of Conduct.
- Any concerns that arise should first be addressed with the student's coach or advisor. Administrators are available for any further questions or concerns.

## Required Participation Forms

- [Middle School Co-curricular Participation & Physical Form](#)
- [Concussion Acknowledgement Agreement](#) (athletics only)
- Participation Fee paid

\*Please note that athletic sign-up will be done through Infinite Campus.

## Student Eligibility & Code of Conduct

### Academic Expectations for Grades 6-8

- Students must always have at least 50% of assignments turned in for each class.
- Students may not have any zeros or ones on any of their academic proficiency standards at any point during the season.
- Grade checks will be used throughout the season to monitor student academic progress.
  - o If students have any zeros, ones or have less than 50% of classwork not turned in, he/she is not eligible for the next competition or event.
  - o He/she will not be allowed to participate in a competition or event until the zero, one, or missing work has been corrected.
  - o He/she may, however, continue to practice during this time.

Students with disabilities who require accommodations in order to access co-curricular activities should notify the school administrator/program manager who will work with the appropriate 504 or IEP team to determine appropriate accommodations. When a student's disability-related needs impact behavior (academic or otherwise) in such a way that co-curricular participation/eligibility is in jeopardy, the 504 or IEP team will meet to review the appropriateness of the activity-related accommodations before an eligibility decision is made.

### **Attendance Expectations**

Participants must attend all classes and be on time to those classes. Students will not practice or participate in a co-curricular activity or competition on a school day when she/he was absent for any part of the day. An "excused" absence for an appointment that day would be an exception to this rule. Students who develop a pattern of tardiness, per the district attendance policy, may result in temporary suspension from activities.

### **Behavior Expectations**

Students who participate in co-curricula carry a responsibility not only for their own health, but also for the way the school is viewed by others. Students, both in uniform and in street clothes, represent the Sun Prairie Area School District. All students are responsible for their behavior and are expected to abide by the Code of Classroom Conduct ([Policy JFCE](#)). Participants must not exhibit inappropriate behavior while representing the school; use or possess drugs, alcohol or tobacco; or violate any Level IV infraction of the student handbook. Level IV infractions will result in a loss of privilege in part of or the remainder of the co-curricular activity.

Participants must not have served in-school suspension (ALE, ISS, SSR, ALC) during the school day for behavior reasons. If this situation occurs for a half or full day, the student is not eligible to participate in practice or a competition on that day. This will also result in the student being suspended 50% of the next scheduled competition. Participants must not have served in out-of-school suspension (OSS). If this situation occurs, the student is not eligible to participate in practice or competition on any days of OSS. This will also result in the student being suspended from the next scheduled competition.

**Disclaimer: Multiple violations can result in a more severe consequence. These rules of eligibility are not all inclusive.**

Each school reserves the right to remove students from co-curricula as a consequence of their behavior. Degree of severity of any offense does contribute to the level of consequences determined by the building administrator.

### **Student Transportation**

Travel to and from activities or athletic contests will be only on school-provided transportation, when team

numbers permit. Students are expected to behave appropriately and respectfully on all school-based transportation. A parental release or [STUDENT TRAVEL PERMISSION FORM](#) would allow a student to return from away contests/activities with their parent/caregiver. The permission form must be submitted to the head coach/advisor. Before the student-athlete will be released to their parent/caregiver, athletes MUST check out with the head coach/advisor. If a student wishes to ride home with another student's parents/caregivers, both sets of parents/caregivers must sign the STUDENT TRAVEL PERMISSION FORM. The **student-athlete** is to hand the signed copy of the form to the advisor or coach.

When returning to school after a competition, students must be picked up within a timely manner (10 minutes). Please make appropriate transportation arrangements for your student. Failure to follow this may result in loss of travel privileges. The activity bus will be available for student-athletes who are ALREADY bus riders. Inappropriate bus behaviors will result in the loss of access to the activity bus.

### **Transgender Student-Athletes**

The Sun Prairie Area School District is committed to the principle that transgender students have the opportunities to participate in district-sponsored athletics and school sponsored activities. The WIAA has developed a policy to address participation and eligibility of transgender student athletes. The SPASD embraces the WIAA policy, which seeks to balance the important goals of equity, physical safety and competitive quality. The SPASD is committed to having a written participation plan for each transgender athlete in place. This is located in section nine of the gender support plan.



## Concussion Information

*When in Doubt, Sit Them Out!*

A concussion is a type of traumatic brain injury that interferes with normal function of the brain. All concussions are brain injuries. A concussion can be caused by a blow to the head or even a blow to the body alone. The force moves or twists the brain in the skull. It is important to know that loss of consciousness is not required to have a concussion. In fact, less than 10% of athletes lose consciousness. Even what appears to be a mild blow to the head or body can cause the brain to suddenly shift or move. This motion can injure and damage brain cells. Research has shown that this damage may take up to 2 weeks to heal, but it can take longer.

**These are some SIGNS of a concussion (what others can see in an injured athlete):**

- Dazed or stunned appearance
- Change in the level of consciousness or awareness
- Confused about assignment
- Forgets plays
- Unsure of score, game, opponent
- Clumsy
- Answers more slowly than usual
- Shows behavior changes
- Loss of consciousness
- Asks repetitive questions or memory concerns

**These are some of the more common SYMPTOMS of concussion (what an injured athlete feels):**

- Headache
- Nausea
- Dizzy or unsteady
- Sensitive to light or noise
- Feeling mentally foggy
- Problems with concentration and memory
- Confused
- Slow

Injured athletes can exhibit many or just a few of the signs and/or symptoms of concussion. However, if a player exhibits any signs or symptoms of concussion, the responsibility is simple: remove them from participation. "When in doubt, sit them out!" It is important to notify a parent/caregiver when an athlete is thought to have a concussion. Any athlete with a concussion must be seen by an appropriate health care provider before returning to practice or competition. If you suspect a player may have a concussion, that athlete should be immediately removed from play. The injured athlete should be kept out of play until they are cleared to return by an appropriate health care provider. Athletes with a concussion should never be allowed to return to activity while they still have symptoms. A concussion baseline test program, which can aid in the diagnosis of a concussion, can be pursued by talking to your child's physician.

The Sun Prairie [Middle School Co-curricular Participation & Physical Form & Concussion Acknowledgement Agreement](#) is to be signed by both the student and parent/caregiver and returned with all other required paperwork. \*Please note that athletic sign-up will be done through Infinite Campus.

## Student Accident Insurance

Sun Prairie School District has made available student accident insurance coverage for your child on a voluntary basis. Parents/caregivers can choose the type of coverage that best fits their student's needs.

Reasons to Purchase this Coverage:

- *High deductible and copays in your health plan. Many health plans have increased the amount of out-of-pocket expenses.*
- *No insurance. If you have no other insurance, this can become your primary accident plan.*

For more information or to enroll, please visit Student Accident Insurance on the District's [Business Services web page](#).



## Notice to Students Regarding Discrimination & Harassment

No student may be discriminated against or harassed based on any of the following personal characteristics: sex, color, religion, profession or demonstration of belief or non-belief, race, national origin, ancestry, creed, pregnancy, marital or parental status, homelessness status, sexual orientation or disability.

“Discrimination” means an action like prejudice or stereotyping based on any of the personal characteristics listed above that harms any person or which limits anyone’s chances or possible benefits.

“Harassment” means any speech or behavior based on any personal characteristic listed above that gets in the way of a student’s learning or creates an uncomfortable situation. Harassment can occur many ways, for example, racial or religious insults, unwelcome touching, sexual comments, off-color jokes, or offensive remarks about any personal characteristic described above which cause discomfort, humiliation or interfere with learning.

If you are not sure about what these ideas mean, or whether something you know may possibly be discrimination or harassment, you should talk it over with one of the people listed below, or your parents/caregivers, your school counselor, or another trusted adult.

Students who see or hear discrimination or harassment of others should tell the principal or any other person named below right away. You just tell them or use the School-Based Discrimination or Discriminatory Harassment Report Form. Any student who believes that he or she has been the target of discrimination or harassment should tell the principal or any other person named below as soon as possible. Again, you may do so by talking to them or using the School-Based Discrimination or Discriminatory Harassment Report Form.

The following are the middle school discrimination or harassment complaint managers:

Central Heights Middle School	
Sarah PrankeKlang <i>Principal</i> 608-318-8001	Kyree Brooks <i>Associate Principal</i> 608-318-8009
Kelsey Aleckson <i>School Counselor</i> TBD	
Jenna Boberg <i>Athletic &amp; Activities Coordinator</i> 318-8194	
Patrick Marsh Middle School	
Rebecca Zahn <i>Principal</i> 834-7601	Nehemirah Barrett <i>Associate Principal</i> 834-7602
Tiffany Kvalheim <i>School Counselor</i> 834-7608	Lisa Breselow <i>Social Worker</i> 834-7611
Crystal Brandl <i>Athletic &amp; Activities Coordinator</i> 834-7616	

Prairie View Middle School	
Michelle Jensen <i>Principal</i> 834-7801	Emily Morehouse <i>Associate Principal</i> 834-7802
TBD <i>School Counselor</i> 834-7809	Stephanie Ramer Social Worker 834-7808
Tim Herman <i>Athletic &amp; Activities Coordinator</i> 834-7813	Eliza Zwettler <i>Athletic &amp; Activities Coordinator</i> 834-7816

If a principal or person listed above happens to be the one you think engaged in discrimination or harassment, your complaint should be given to one of the other persons or sent to the Office of the Superintendent, Sun Prairie District Support Center, 501 S. Bird Street, Sun Prairie, WI 53590.

Copies of the school district's entire policy and procedures regarding Student Discrimination and Harassment ([JB](#) and [JB-R](#)) are available in the school office and on the district website: [www.sunprairieschools.org](http://www.sunprairieschools.org).

## **Policies, Procedures and Forms**

### **APPENDIX A**

[Policy JB, Student Discrimination and Harassment](#)

### **APPENDIX B**

[Procedure JB-R, Student Discrimination and Harassment Complaint Procedures](#)

### **APPENDIX C**

[Policy JBA, Bullying, Cyber-Bullying, and Hazing](#)

### **APPENDIX D**

[Procedure JBA-R, Bullying, Cyber-Bullying, and Hazing Complaint Procedures](#)

### **APPENDIX E**

[Non-Public School Student Participation in District Courses & Extracurricular Activities](#)

### **APPENDIX F**

[Co-curricular Participation & Physical Form](#)

### **APPENDIX G**

[Middle School Concussion Acknowledgement Agreement](#)