



**Athletic Policies
and
Procedures**

for

**Elementary, Middle, and High
Schools**

2014-2015

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Latest Revision June 2014

A Message from Mead School District

Dear Parent,

Mead School District believes strongly in the value of all school activities in a well-rounded education. The District holds some firm beliefs about the principles upon which programs should be based. By adhering to these principles we ensure that student athletes are provided safe and high quality athletic programs. We believe that the athletic programs offered by Mead School District should have a foundation based on the following principles:

- The main function of school athletics is to provide opportunities for students to discover and develop their talents.
- Building of individual as well as team confidence, through positive treatment of participants, with dignity and respect, is the key to success.
- No activity is more important than another even though participation numbers and media coverage may differ.
- Sportsmanship, honesty and integrity should never, under any circumstance, be compromised by a participant, staff member or fan.
- Leaders in the world of school athletics have accepted the responsibility to be positive role models and professional at all times - with no exceptions!

We sincerely hope your child has a positive experience participating in Mead School District athletic programs. The school district has made a commitment to provide quality, well-rounded programs that maximize participation while maintaining high levels of success. While no program can guarantee that every student participates full-time and becomes the star of the team, my desire is that all have a positive experience and the opportunity to excel.

Should you have questions, comments or concerns please feel free to contact the Department of Student Services and Activities at 465-6045.

Statement of Non-Discrimination

The Mead School District complies with all federal rules and regulations and does not discriminate on the basis of race, color, national origin, sex, or physical or emotional disability. This holds true for all students who are interested in participating in educational programs and/or extra-curricular or co-curricular school activities. Inquiries regarding compliance procedures may be directed to the school district's Title IX/RCW 28A.640 Officer and/or Section 504 Coordinator: Jared Hoadley, 465-6045 or jared.hoadley@mead354.org

2014-2015 Athletic Program Information

Program Offerings:

High School -	Boys & Girls Basketball, Cheerleading, Boys & Girls Cross Country, Dance & Drill, Boys & Girls Golf, Gymnastics, Boys & Girls Soccer, Softball, Slow Pitch Softball, Boys & Girls Tennis, Boys & Girls Track, Volleyball, Football, Baseball, Wrestling
Middle School -	Baseball, Boys & Girls Basketball, Boys & Girls Cross Country, Football, Softball, Intramural Tennis, Boys and Girls Track, Volleyball, Wrestling.
Elementary -	6 th grade Girls Softball, 6 th grade Boys Flag Football, Boys' and Girls' Programs in Basketball, Soccer, Track, and Volleyball.

Important Dates: (subject to change due to unforeseen variables)

August 20	Opening practice date for 9 th - 12 th football
August 25	Opening practice date for high school cross country, girls' soccer and volleyball
September 2	First day of School and opening practice for slow pitch softball
November 10	Opening practice date for gymnastics
November 17	Opening practice date for basketball and wrestling
November 27 & 28	Thanksgiving Break
December 22	Winter Break Begins.
January 23	End of First Semester
March 2	Opening practice date for high school spring sports
April 6	Spring Vacation Begins
June 5	High School Graduation
June 12	End of Second Semester, Last Day of School

District Staff:

Board of Directors -	Ron Farley, Denny Denholm, Maureen O'Connor, Bob Olson
Superintendent -	Tom Rockefeller, District Office 465-6014
Executive Director	Jared Hoadley, Student Services, 465-6045
Coordinator -	Kelly Schultz, Student Services & Activities, 465-6008
Athletic Directors -	John Barrington, Mead High School, 465-7011 Paul Kautzman, Mt. Spokane High School, 465-7229 Dave Barnes, Northwood Middle School, 465-7540 Gregg Hare, Mountainside Middle School, 465-7430 Keith Ward, Colbert Elementary School, 465-6372
Principals -	Mead High School – Mark St.Clair, 465-7000 Mt. Spokane High School – Darren Nelson, 465-7200 Mountainside Middle School – Craig Busch, 465-7400 Northwood Middle School – Dave Stenersen, 465-7500 Brentwood Elementary School –Justin Valentine, 465-6200 Colbert Elementary School – Rob Haugen, 465-6300 Evergreen Elementary School –Jon Iverson, 465-6400 Farwell Elementary School – Barb Pybus, 465-6500 Meadow Ridge Elementary School – Shawn Worstell, 465-6600 Midway Elementary School –Kevin Peterson, 465-6700 Prairie View Elementary School – Eric Hogle, 465-7800 Shiloh Hills Elementary School –Laura Ketcham-Duchow, 465-6800



2014-2015 Participation Fee Plan

1. Participation Fee Schedule:
 - \$20.00 – Elementary
 - \$30.00 – Middle School
 - \$40.00 – High School
2. Frequency of Payment:
 - Students are assessed a **one-time, non-refundable, fee per academic school year** regardless of the number of designated activities in which he/she participates.
3. Activities that Apply:
 - Students who participate in activities that require an **eligibility packet** to be filled out and turned in before they can participate (i.e. cheerleading, sports, dance/drill, etc.). These students are also subject to following all rules and regulations in the Mead School District Athletic Policies and Procedures handbook.
 - The fee **does not** apply to clubs, band, choir, orchestra, debate, etc.
4. Students will need to pay their designated fee **before** participating. The fee is **non-refundable** **unless a student is cut from a team and it is the only sport or activity he/she participates in during the school year.** It is **not** considered to be a cut from a sport if the student decides to quit because they made the “C” Team or “JV” Team. A school may wait until the end of the year before refunding the student, in case the student decides to participate in an activity later in the year.
5. Students who are eligible for Free Lunch will have their participation fee waived. Students who are eligible for Reduced Lunch will pay one-half of the fee (Elementary \$10, Middle School \$15, High School \$20).
 - For fall sports the 2014-2015 F/R Lunch list will be utilized to determine eligibility.
 - Students who are eligible for F/R Lunch for the first time will need to pay the full participation fee subject to appropriate reimbursement once their F/R Lunch status is verified.

Athletic Policies and Procedures

District Athletic Philosophy

The philosophy of the Mead School District is founded and based upon the principles identified in the district's foundational student learning goals. Included in this mission is the belief that human wellness and aesthetic experiences are integral parts of the educational experience. To serve that mission, the primary function of the interscholastic and intramural programs is to provide participatory opportunities for as many students as possible. These programs seek to enhance the psychological, emotional, social, and physical development of each student.

The Mead School District believes that participation in athletic programs can enhance the development of the values of cooperation, honesty, sportsmanship, responsibility, respect, perseverance, and commitment. Students will be encouraged to develop their athletic skills and compete to the best of their abilities. The Mead School District is obligated to provide a supportive environment in which students can pursue athletic experiences that maximize their potential. While individual achievements are valued and encouraged, team achievements are of primary importance. Athletics, in addition, can make significant contributions to the educational experience of all Mead students, faculty, staff, and district patrons through the cultivation and enhancement of community.

To achieve these objectives, it is imperative that:

- Administrators are visible to the community and supportive of all athletic programs and the individuals who make up those programs;
- Coaches are good teachers and role models who develop trusting relationships with athletes and parents, who place team goals before individual success, and who develop individuals and teams that perform at the highest level possible;
- Athletes develop trusting relationships with their coaches and do their best for the collective good of the team;
- Student Cheerleaders foster school spirit and encourage spectators to behave and support Mead athletic programs in an appropriate manner;
- Parents support their sons and daughters by attending athletic contests, communicate concerns to coaches and administrators in an appropriate manner, support and trust coaches' decisions relating to their sons and daughters, have high but realistic expectations, and support booster clubs and other organizations beneficial to the athletic program.

General Program Expectations

All students, coaches, administrators, and parents are expected to promote the ideals of the Mead School District athletic philosophy and adhere to the policies and procedures set forth by the Mead School District, Washington Interscholastic Activities Association (WIAA) and the league.

It is expected that students, coaches, administrators, and parents will recognize that the primary focus of athletics is the act of participation and the enjoyment thereof, and that the Mead School District seeks to develop not only the physical, but the psychological, emotional, and social well-being of its student athletes for whom participation is a privilege.

It is expected that every individual connected with a Mead athletic program will adhere to codes of sportsmanship and ethical conduct, develop and maintain pride and loyalty in the school system, demonstrate courtesy to visiting teams and officials, and focus primarily on team rather than individual successes.

Social Media Policy & Guidelines for Student-Athletes

Texting, Facebook, Twitter, Instagram, Vine and other social media sites have increased in popularity globally, and are used by the majority of student-athletes in one form or another.

Student-athletes should be aware that third parties - - including the media, faculty, future employers and WIAA officials - - could easily access your profiles and view all personal information. This includes all pictures, videos, comments and posters. Inappropriate material found by third parties affects the perception of the student-athlete, the team and the school. This can also be detrimental to a student-athlete's future employment options, whether in sports or in other industries.

Examples of inappropriate and offensive behaviors concerning participation in online communities may include, but are not limited to, depictions or presentations of the following:

- Photos, videos, comments or posters showing the personal use of alcohol, drugs and tobacco e.g., holding cups, bottles, cans, shot glasses etc.
- Photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.
- Pictures, videos, comments or posters that condone drug-related activity. This includes but is not limited to images that portray the personal use of marijuana and drug paraphernalia.
- Content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity (examples: derogatory comments regarding another school; taunting comments aimed at a student-athlete, coach or team at another institution and derogatory comments against race and/or gender). No posts should depict or encourage unacceptable, violent or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, illegal drug use).
- Content online that would constitute a violation of team, school, and league rules (examples: commenting publicly about a coach, teammate, opponent, official, staff member, and school employees.)
- Information that is sensitive or personal in nature or is proprietary to the team or the school, which is not public information (examples: tentative or future team schedules, student-athlete injuries and eligibility status, travel plans/itineraries or information).

Athletic League Affiliation

1. Mead and Mt. Spokane High Schools are members of the Greater Spokane League (GSL), a combined 3A/4A league. In addition to Mead schools, GSL membership is comprised of the five Spokane high schools (Ferris, Lewis and Clark, North Central, Rogers, Shadle Park), two Spokane Valley high schools (Central Valley and University,), and Gonzaga Prep.
2. Mountainside and Northwood Middle Schools compete in various leagues depending upon the sport.
3. The eight Mead elementary schools compete among themselves in intra-district competition.

Rules, Regulations, Policies

1. The rules, regulations and policies governing school co-curricular activities are determined by three main entities: the Washington Interscholastic Activities Association (WIAA), the Greater Spokane League, and Mead School District.
2. The WIAA establishes rules governing all interscholastic competition such as athletics. Those rules are generally consistent with the rules of the National Federation of State High School Associations, the national governing body for interscholastic activities. Such rules include, but are not limited to, academic eligibility, transfer eligibility, and specific sport rules. The Greater Spokane League may add rules concerning the conduct of contests. The school district establishes rules that outline conduct expectations of participants, many of those rules being required or dictated by the WIAA in order to insure fair competition among schools.

W.I.A.A. Rules and Regulations (Rule Summaries, see the WIAA web site (wiaa.com) for full text. Go to "Publications" in the top menu, then "WIAA Handbook".

1. Age Limitations - High School students are ineligible due to WIAA age limitations if they turn 20 years of age prior to September 1 for fall activities, prior to December 1 for winter activities, and prior to March 1 for spring activities. Middle school students are ineligible if they turn 15 years of age prior to June 1 of the previous school year.
2. Amateur Status – Students must maintain amateur status in order to participate. A student may not accept merchandise or in-kind gifts of more than \$100 value in any August 1 to July 31 calendar year, may not do commercial endorsements, and may not accept payment of expenses for athletic trips over the actual and necessary expenses for the trip.
3. Eligibility - All contestants must be eligible under the rules of the WIAA and Mead School District to suit up for or participate in an interscholastic contest. Eligibility lists must be kept on file in the school office.
4. Foreign Students - Foreign exchange students, incoming or outgoing, must complete WIAA Form 6 prior to the exchange. See the Athletic Director or HS Counselor to obtain the form. Foreign students, if eligible, are limited to one year of participation.
5. Hardship Waivers - Students who are ineligible due to WIAA rules may appeal to the District Eligibility Committee. Waivers may be granted only in the case of significant hardship not caused by the student or the student's family unit. Application materials may be obtained from the school Athletic Director.
6. Ineligible Students - Students who are academically ineligible may not participate in interscholastic contests on any level. Transfer ineligible students may participate on non-varsity teams only.
7. Physical Examinations – Prior to the first practice for participation in athletics a student shall undergo a thorough medical examination and be approved for athletic participation. The examination must be performed by a person licensed to perform such physical examinations (Medical Doctor MD; Doctor of Osteopathy DO; Certified Registered Nurse ARNP; Physician's Assistant PR, and Naturopathic Physician). The physical examination shall be valid for 24 consecutive months from date of issue, with the exception of incoming freshman that must have a current physical between June 1st and the beginning of fall middle school and high school sports.
8. Previous Semester - In order to participate a student must have been in regular school attendance the previous semester and have been enrolled as a regular student within the first 15 days of the current semester.
9. Recruiting – Efforts to induce students to enroll in a WIAA school because of the student's special talent or skill is considered recruiting. Recruiting of students or attempted recruiting of students for athletic purposes is prohibited, regardless of their residence.

10. Regular Attendance - In order to participate in interscholastic contests a student must be a regular member of the school (enrolled half time or more) or be a resident private/alternative/home school student enrolled in a school without an interscholastic program.
11. Season Limitation - Athletes are allowed six consecutive years of eligibility after entering 7th grade and four consecutive years of eligibility after entering 9th grade (see middle school A.D. for middle school exception). Athletes are also limited to one WIAA sanctioned sport per season.
12. Summer Activities - Students may participate in specialized sport camps at any time during the year except for fall participants during the three weeks prior to the first practice in August. Coaches may not direct programs or coach their athletes except during the defined WIAA sport season and during the time period spanning from the end of the spring state tournaments to three weeks prior to the first day of practice for fall sports.
13. Transfer Students - Transfer students who move to Mead School District, or from one high school to the other in the district, without a corresponding change of residence by the family unit (parent or legal guardian with which they were living formerly) are ineligible for varsity interscholastic competition for a period of one calendar year. Transfer questions should be directed to the school Athletic Director.

Mead School District Middle and High School Policies and Procedures

Academic Eligibility

1. WIAA rules (18.7.0) require a student to be passing in a minimum of five (5) full-time subjects in order to be eligible for participation in interscholastic activities.
2. In addition, an athlete must achieve either a 2.0 GPA or be earning at least a “C” in four (4) full-time subjects, or be placed on academic probation for the next grading period. If, at the end of the probationary period, the athlete is still not achieving a 2.0 GPA or earning at least a “C” in four (4) full-time subjects, that athlete is placed on academic suspension.
 - a. While on probation student athletes will not be limited in participating in an interscholastic activity. During this time student athletes should work with their teachers and coaches to improve grades in those classes that are deficient.
 - b. While on academic suspension student athletes will not be allowed to participate in interscholastic activities, suit up for games, or travel with the team.
3. Teachers Aid or Study Hall courses do not qualify as full-time subjects.
4. Home school, private school, Riverpoint Academy, M.E.A.D., Parent Partnership Schools, and Running Start students must verify, in writing, that all academic, legal, and other requirements have been met.

Athletic Code - Chemical Use Prohibition and School Representation

1. Students are not permitted to possess and/or use non-prescribed or illegal drugs, alcohol, marijuana or tobacco. Non-alcoholic beer, tobacco-less chewing products, electronic cigarettes, etc., will be treated the same as real alcohol or tobacco products.

In addition to the prohibition against possession or use, a participant shall not attend any party or gathering of students where alcoholic beverages, tobacco products, electronic cigarettes, marijuana, drugs, controlled substances, or other mood-altering chemicals are present. Such functions include parties in homes or out of doors, or while riding in a vehicle. Failure to leave **such a situation** immediately, in a safe manner, shall constitute a violation of **the Athletic Code**.

If a student cannot safely leave a situation where prohibited substances are present, the student **must** report the incident to an administrator immediately upon returning to school. Verification of the circumstances by the administrator will result in no disciplinary penalty.

2. **A first violation of this policy, either in-season or out-of-season (school year), will result in suspension from participation in contests, awards, and recognition based on the following guidelines: Subject to WIAA Rule 18.24.0**

Percent of Contests Forfeited	Investigation Circumstance
20%	Student self-reports & takes responsibility
40%	Student admits guilt during investigation
100%	Student is found guilty, but denies fault

- **The % penalty of contests forfeited will follow the athlete into subsequent seasons if the consequence has not been fully served in the current season.**
 - **In order for an athlete to receive recognition and/or awards at the end of the season, he/she must end the season as a member in good standing.**
3. A second violation of this policy, either an in-season or out-of-season (school year), will result in suspension from participation in contests, awards, and recognition for one calendar year from the date of determination of a violation.
 4. A third violation of this policy, either an in-season or out-of-season (school year) will result in permanent ineligibility for interscholastic competition.
 5. For either an in-season or out-of-season (school year) violation of this policy, the student will be required to participate in a District designated chemical/tobacco use education program prior to competing in another sport season. A parent/-guardian, or another District approved adult, must participate with the student in at least the initial session of the education program.
 6. Any willful or overt act that will embarrass or detract from the team **may** jeopardize athletic participation.
 7. Student athletes are subject to the provisions of this code continuously (during the school year) until they complete their eligibility as graduating seniors.
 8. The “school year” is defined as the beginning of the fall sports season to the last day of scheduled classes in the spring. A “sport season” is defined as the first day of practice to the awards ceremony at the end of the season.
 9. **As defined by the WIAA, Cheerleading and Dance & Drill are year-long activities. For the purposes of enforcement of an athletic code violation, their year will be divided into three seasons that run concurrently with the start of each of the three sports seasons and end at the latest culminating event (state tournament or contest), for the involved sport.**

Attendance Standards

1. Practice – Athletes are expected to attend all practices, meetings, and contests as directed by the coach. Failure to do so is grounds for discipline from the coach and may lead to suspension from the team.
2. Classes – Any athlete who is absent from school for one or more periods on the day of a contest/practice must obtain prior permission from the school principal or designee before he/she is eligible to take part in the contest or practice. This protects both the player and the coach. A student who is too ill to attend school is probably not physically fit for competition. If his/her absence was for some other reason, the principal or designee will determine the propriety of the absence. Students may be held out of practice or game participation if unable, due to illness or injury, dress for physical education classes. This will be dependent upon the situation as evaluated by the building Athletic Director.
3. Suspension – Students on suspension, either “in-school” or “out-of-school” suspension, may not participate in practices or games during the period of the suspension.

Citizenship Standards

1. Students who wish to participate in any Mead School District sponsored activities are visible representatives of their team, school and community. They are expected to maintain high standards of conduct in school and during all school related travel and events. They are expected to assume the responsibilities of a positive role model. Conduct that detracts from those expectations, such as chemical use, criminal behavior, or unsportsmanlike behavior, may result in suspension from participation.
2. Sportsmanship and integrity are solid expectations of all participants. Display of unsportsmanlike conduct, use of profanity, game ejections, technical fouls, unsportsmanlike conduct penalties, etc., may result in suspension from participation.
3. Harassment, discrimination or hazing (initiation) will not be tolerated. This includes all such behavior that occurs on the basis of gender, race, ability, religion, or position, or for any other reason. Violations of these expectations will result in suspension and, if applicable, referral to law enforcement officials.
4. Students who are suspended from school may not practice or compete during the period of suspension. Serious classroom discipline problems may result in suspension from activities.

Equipment

1. School equipment will be used by school sponsored programs only.
2. Students are responsible for equipment checked out to them. Lost or damaged equipment will result in a charge for replacement.
3. Failure to turn in equipment or pay for lost or damaged equipment may result in the withholding of awards and/or possible suspension from participation.

Injuries, Care and Prevention

1. The possibility of major and/or minor injury is an inherent danger in all activities. Sprains, fractures, joint injuries and bruises are a few of the more common, but not all-inclusive, dangers. More serious injuries such as paralysis or even death, although rare, can occur.
2. Parents who have concerns about the safety of a program, or know of an injury or health problem of which school personnel may be unaware, should contact the appropriate coach or advisor as soon as possible. If the problem persists, the Athletic Director should be contacted.
3. Coaches will inform each athlete of the inherent risks and specific safety guidelines of that individual sport. If possible this information should also be conveyed to parents.
4. In the event of a serious injury to an athlete and in the absence of trained medical help, the

- coach will call 911 to alert Spokane County Paramedics of the need to evaluate and treat the injured person. Coaches should not diagnose or treat seriously injured athletes.
5. The coach is responsible for submitting a completed accident report, for each injury, to the school principal or designee. The report form may be obtained from the school secretary. The report must be complete and in sufficient detail so that anyone reading it at a later date will know exactly what occurred. This is for the protection of the athlete, the coach, and the school district. Assistant coaches must report any injuries to their head coach.
 6. The following procedure should be used with an injured athlete:
 - a. The responsible person must stay with the athlete.
 - b. A seriously injured athlete should not be moved, especially with head, neck or back injuries.
 - c. An athlete who experiences any of the signs or symptoms of a concussion after a bump or blow to the head will be kept from play until given permission to return to play by a health care professional with experience in evaluating for concussion.
 - d. The responsible person should make any necessary emergency call (e.g., 911).
 - e. The parents or guardians should be contacted as soon as possible.
 - f. The responsible person should meet the emergency unit in the area where the unit will enter the school grounds.
 - g. The athlete's medical information is to be available for the emergency unit.
 - h. The building administrator should be contacted as soon as possible.
 - i. The responsible person is to make a follow-up call to check on the athlete.

Insurance

1. Mead School District does not carry medical insurance on athletes and is not responsible for medical bills resulting from participation in athletic activities.
2. Parents are required to provide some form of medical insurance for students participating in athletics. This requirement may be met by having a family medical policy that covers the participant or by purchasing a student accident insurance plan.

Ninth Grade Participation (MSD Policy 2154)

1. The Mead School District believes that ninth grade students should participate in athletic programs comprised of students of their own grade level where such programs exist. Ninth graders who compete in ninth grade programs can be expected to benefit from an athletic environment notable for its moderate competitive pressures, reduced risk of physical injury, greater social acceptance, increased self-confidence, and more numerous leadership opportunities.
2. Ninth grade students will participate in ninth grade programs where such programs and viable team competition exists.
3. Where no ninth grade program and/or viable team competition exist, ninth grade students can participate at any level deemed appropriate and approved by the coach, athletic director, and principal.
4. Exceptions to the ninth grade policy may be made for the athlete whom the coach deems has the ability to play at the varsity level or to enhance participation opportunities.
 - a. The coach must make a recommendation to the building A.D. for consideration exception.
 - b. Once approved for varsity participation, the athlete may be transferred from varsity to junior varsity and back, or varsity to freshman level and back, after consultation between the coach, principal, athletic director, and parent. Such action must follow the intent of Policy/Procedure 2154.

Letters and Awards

1. Requirements to earn letters and awards will be published and distributed at the beginning of each sport season by each head coach.
2. To be eligible to receive awards an athlete must have adhered to the athletic code and completed the season in good standing.

Participation

1. The Mead School District makes every effort to keep students involved in the activities program. To this end, students are not cut at grades 7 or 8. Beginning in grade 9, cuts are made only to the extent necessary to effectively supervise and direct the program.
2. Each sport is unique. Consequently, at the beginning of each season the coach will outline the process used to make cuts if applicable.
3. The decisions about an individual's playing time is a coaching responsibility. Efforts will be made to develop each player's ability. The coach, however, must assess attitude, ability, and effort in light of the strategy of the game.

Physical Examinations

1. Prior to the first practice for participation in athletics a student shall undergo a thorough medical examination and be approved for athletic participation. The examination must be performed by a person licensed to perform such physical examinations (Medical Doctor MD; Doctor of Osteopathy DO; Certified Registered Nurse ARNP; Physician's Assistant PR, and Naturopathic Physician). **Due to the intensity of high school athletics, Mead School District requires all 9th graders to obtain a current physical between June 1st and their first practice.** The physical examination shall be valid for 24 consecutive months from date of issue. The physical must include (WIAA Rule 17.11.1), but is not limited to, a detailed review of the student's medical history, with special emphasis on cardiovascular/pulmonary risks and/or previous significant injury; documentation of cardiopulmonary and sport-specific orthopedic screening examinations; and a written statement as to the fitness of the student to undertake the proposed athletic participation.

Pre-Season Meetings

1. Pre-season parent meetings do much to promote athletics and prevent future problems. These meetings, though not mandatory, are strongly encouraged.
2. Suggested topics include, but are not limited to, the following:
 - a. Program philosophy and history of the program;
 - b. Expectations of players, including attendance, behavior, Athletic Code, academic requirements, and other eligibility issues;
 - c. Expectations of parents and how they can support the program;
 - d. Safety concerns, inherent risks, and nutritional considerations;
 - f. Practice and game schedules;
 - g. Communication process to talk to coaches;
 - h. Awards criteria.

Program Decision Considerations

1. Program evaluations and reorganizations sometimes need to be made due to equity, interest, financial, or other issues. Such decisions should be made thoughtfully and objectively.
2. When making athletic program decisions, the following items should be considered. The items are not ranked or grouped as situations and sports vary.
 - a. Number of Participants – number of actual participants affected by the decision.
 - b. Indirect Participation – number of support groups affected by the decision.
 - c. Student Interests – what the students and community desire in a program.
 - d. Community Alternatives – alternative and club opportunities available to participants.
 - e. Equity – Title IX requirements, male-female equity, and equity among programs.
 - f. Diversity – diversity of opportunity, skills, and interests in the program.
 - g. Cost Per Participant – the cost of program operation per student.
 - h. Cost Per Participant Per Event – an analysis of the cost for each event per participant.
 - i. Income – gate receipts generated by the program in relation to the overall program.
 - j. Facilities – scheduling problems, cost of rental, cost of maintenance and/or construction.
 - k. School Spirit and Morale – the effect of the decision of the overall school atmosphere, image, and student morale.
 - l. Community Financial Support – alternative sources of funding if needed for the program.
 - m. Intramural Possibilities – what intramural alternative exist for the activity.
 - n. Liability – injury, insurance, and legal liability levels.
 - o. Majority Benefits – an analysis of what is best for the greatest number of students.

Sports/Summer Camps in District Schools

1. Summer camps may occur any time between the last day of school and August 1 (may not extend beyond August 1). Scheduling must take into account maintenance schedules, facility conditions, floor refinishing, etc.
2. Facilities will be provided by the District but school uniforms may not be used.
3. Camps will be limited to a maximum of three (3) consecutive weeks (15 meeting days) from the day they begin. Camp sessions will not be conducted on weekends or holidays. Students will not be asked to participate in a camp for more than three (3) hours in any one day.
4. Camps will be scheduled in such a way as to prevent students from having to choose between different camps (e.g., volleyball and girls basketball will not be scheduled on the same day).
5. Fees for summer camps will be determined by the director of each camp. Camp fees will be limited to the amount needed to cover normal operating costs of the camp. Camp directors reserve the right to establish special arrangements for those students who are unable to pay fees.
6. Individual camp directors will be responsible for determining camp staff with special consideration given to in-district coaches who have expressed a desire to be involved.

Suspension of Athletes and Appeal Process

1. Students may be suspended from athletic participation for violations of rules as outlined in this document.
 - a. At the middle schools a letter of suspension for an athlete who has been removed from the team, and a drop letter for an athlete who has quit a team, will be sent to the parent(s)/guardian(s) of the athlete;
 - b. At the high schools, a suspension letter will be sent to the parent(s)/guardian(s).
 - c. In each case the athlete and the parents/guardians will be notified of the appeal process at the time of the suspension and in the suspension letter.
2. Step 1 – Appeal to the Principal
 - a. Any student or parent/guardian who wishes to contest the reasons for the suspension from

- interscholastic contests must notify the building principal or his/her designee within three (3) business days of the date of notification of suspension. Failure to do so will render the suspension decision final.
- b. Following the notification of appeal, the building principal or his/her designee will conduct a meeting of all involved parties within three (3) business days.
 - c. Within two (2) business days of the conclusion of the meeting, the building principal will notify the student and parent/guardian of his/her decision.
3. Step 2 – Appeal to the Superintendent
 - a. Any student or parent/guardian aggrieved by the decision of the principal may appeal to the Superintendent of the Mead School District. Appellant must notify the Superintendent or designee within three (3) business days of the date of the principal’s decision. Failure to do so will render the suspension decision final.
 - b. Following the notification of appeal, the Superintendent or his/her designee will conduct a meeting of all involved parties within three (3) business days.
 - c. Within two (2) business days of the conclusion of the meeting, the Superintendent will notify the student and parent/guardian of his/her decision.
 4. Step 3 – Appeal to the Board of Directors
 - a. Any student or parent/guardian aggrieved by the decision of the Superintendent may appeal to the Board of Directors of the Mead School District. Such appeal must be made within three (3) business days of the date of the Superintendent’s decision. Failure to do so will render the Superintendent’s decision final.
 - b. Any student or parent/guardian aggrieved by the decision of the Board of Directors may appeal to the Superior Court of the State of Washington.

Transfer Requests, Middle and High School

1. A parent, guardian, or student may request a transfer to another school within the district but outside of the student’s designated school attendance boundary. Requests for transfer shall be submitted to the principal of the resident school using the intra-district transfer request form. A request will be granted only if substantial hardship exists for the parent, guardian, or student and only if the receiving school has available space.
2. Transfers from one secondary school to another within the school district, if not accompanied by a bona-fide change of residence by the family unit, may result in one year of ineligibility for VARSITY athletics due to requirements of the WIAA transfer rule.
3. Whether available space exists shall be determined by the receiving middle or high school principal. The determination of available space shall be final and not subject to review or appeal.
4. Whether substantial hardship exists will be determined on a case-by-case basis by a three person transfer committee composed of the two school principals (or respective designees) and the superintendent’s designee. The transfer committee may consider the following factors, among others, in making its determination of substantial hardship:
 - a. Unique circumstances that are beyond the control of the student, parent, or guardian;
 - b. Significantly different circumstances than those which exist for the majority or even small minority of students, parents, or guardians;
 - c. Whether there is any reason to believe that the request for transfer is in any way motivated by participation in activities;
 - d. Whether an attempt has been made to access resources at the student’s resident school.
5. The burden of proof to show substantial hardship shall be on the requesting student, parent, or guardian.
6. Students who move out of the district during a given year need to report as a non- resident student.

7. **Process and Appeals**
 - a. Requests for transfer shall be submitted to the resident building principal. The committee will act on all requests within a reasonable time.
 - b. Any student, parent, or guardian who is aggrieved by the decision of the committee may appeal the decision to the Superintendent of Schools. Any request for appeals must be received by the Superintendent within five business days following the decision by the committee. The Superintendent will review the request. The decision reached by the Superintendent shall be final unless appealed to the School Board within five business days of the notification of the Superintendent's decision. The decision of the School board shall be final decision and not subject to further appeal.
8. A transfer shall be effective for whatever length of time and under whatever conditions the committee deems just and fair. Transfers will be reviewed on an annual basis, by June 1 of the current school year, and renewal of the transfer would be granted unless the following conditions were not being met:
 - a. The student is not meeting conditions established by the original transfer;
 - b. The student is not making satisfactory progress, academically or behaviorally;
 - c. The circumstances warranting the transfer no longer exist.
9. Transfer of middle school students shall not carry over into high schools.
10. Transfer requests initiated by school authorities may be made at any time it is deemed by the Superintendent to be in the best interest of the student and/or Mead School District.

Travel and Transportation

1. The Mead School District will furnish transportation for athletes to and from contests. All team members will ride the team bus to and from all contests.
2. Coaches may excuse an athlete from travel to or from practices or contests on the team bus provided one of the following conditions is met:
 - a. The athlete is riding with his or her own parent or guardian;
 - b. A parental note or signed alternative travel form is on file allowing the athlete to ride with another adult. Athletes will not be allowed to ride without approved adult supervision even if they have a parental note.
4. Participants on school related trips are subject to all school district rules and policies while on that trip. Overnight stays will be subject to strict rules and expectations with serious consequences for violations. Any violation of travel rules/expectations may result in suspension from the activity and additional consequences for violation of general school rules (e.g., chemical use on a school bus).

Procedures and Guidelines Specific to Elementary Schools

1. Goals of the Program – The elementary programs of Mead School District are designed to provide an opportunity for as many students as possible to participate. It is also the goal of the District that all teams, coaches, and spectators demonstrate good sportsmanship at all times. The program is also designed so that each student can improve their skills in a positive setting. Based on these goals the program emphasis will be on:
 - a. Participation
 - b. Sportsmanship
 - c. Skill Development
2. Participation – The Mead School District makes every effort to keep students involved in the activities program. To this end, students are not cut at the elementary level. Efforts will be made to develop each player's ability. Every player that attends practice regularly and has a good attitude will play in the games or meets.

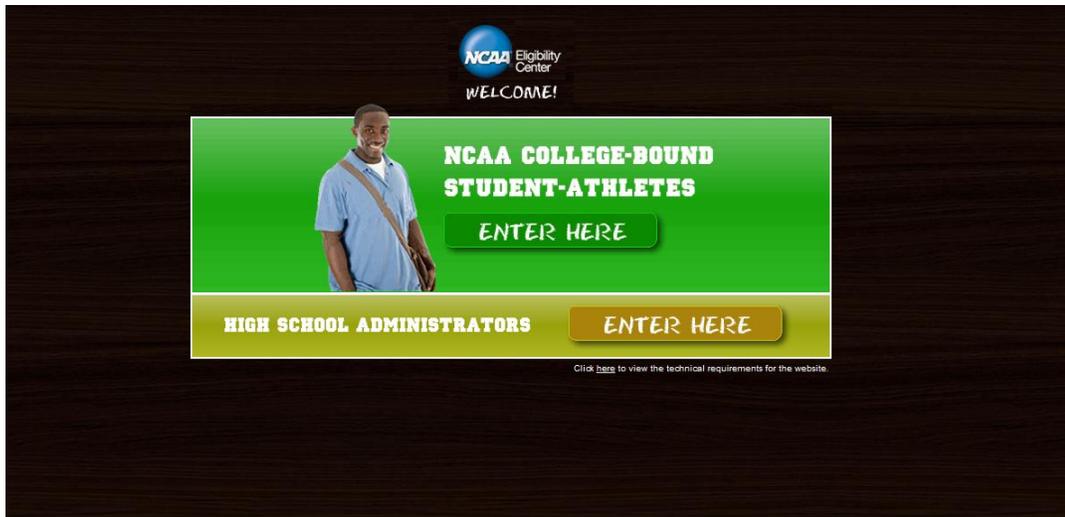
3. Coaches' Responsibilities – Decisions about individual students' playing time is a coaching responsibility.
 - a. Coaches will schedule and conduct practices according to agreed upon schedules. Practice time for each sport is 2:30 p.m. to 5:00 p.m. Cancelled practices should be rescheduled. Practices should not be cancelled except in the case of bad weather, conflicting school schedules, or natural disasters.
 - b. Coaches are responsible for the supervision of their athletes from the scheduled beginning of the practice or game until the last athlete is picked up.
 - c. Coaches are responsible for supervising buses on trips to other schools. At least one coach must ride with the team to and from the contest. Coaches are responsible for knowing where all the participants are at all times.
 - d. When participation numbers dictate the formation of additional teams, all teams must be equal in ability. It is not in the best interest of students to make one team more powerful than another.
4. Insurance and Other Documentation – Students will **not** be allowed to participate until all required documentation, including the medical insurance coverage form, are on file with the school.
5. Transfer Requests – Parents, guardians, students, or school authorities may request transfer to another school outside the designated school attendance boundary.
 - a. Requests must demonstrate a hardship based on significant or severe social, learning, or behavioral considerations or financial hardship, which may include childcare considerations.
 - b. Transfer requests are to be submitted to the receiving school's principal or **Executive Director of Student Services** and, if granted, will be implemented on a first come, first served basis if space is available.
 - c. Transfers of elementary students do not automatically carry over into the middle school level.
6. Transportation – The Mead School District will furnish transportation for athletes to and from contests. The only exception to this is elementary track meets where there will not be a return bus when the meet is over.
 - a. Coaches may release a student only to the student's parent or guardian after contests at other schools. A written note or sign-out sheet must be in the possession of the coach before the release to the parent or guardian.
 - b. Parents may request that their son or daughter be transported by another adult (grandparent, another student's parent, etc.) if an Alternative Travel Form is completed and on file in the school office. The form must specify the name of the adult and form of transportation to which the student will be released.

Students wishing to compete in athletics at an NCAA college or university must register with the NCAA Clearinghouse to establish eligibility. Contact your school counselor or go online to the **NCAA GUIDE FOR THE COLLEGE-BOUND STUDENT-ATHLETE** at the following

address:

<http://www.ncaapublications.com/ProductsDetailView.aspx?sku=CB10>

Guide for the College-Bound Student-Athlete



NCAA Eligibility Center
WELCOME!

NCAA COLLEGE-BOUND STUDENT-ATHLETES
ENTER HERE

HIGH SCHOOL ADMINISTRATORS
ENTER HERE

Click here to view the technical requirements for the website.

For information regarding interscholastic athletics in Washington go to the **Washington Interscholastic Activities Association** website at www.wiaa.com. The site includes the full text of the handbook of rules and regulations, state tournament brackets, state tournament results, and school directories and maps.



WIAA Est. 1905
Washington Interscholastic Activities Association
435 Main Avenue S | Renton, WA 98057 | (425) 887-8585 | Toll Free: (800) 545-8630 | Fax: (425) 887-9470

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2011 COACHES SCHOOL

News & Headlines

- 07/21/11 2011-12 Student Eligibility Packet Available
- 06/06/11 WIAA Announces 2011-12 the WIAA/Washington Army National Guard Interscholastic Sports Championships
- 05/29/11 2011 Spring Seasonal Schedule
- 05/29/11 Five Spring State Championships on Tap This Weekend
- 05/10/11 Smith Named WIAA Association Executive Director
- 05/06/11 Little IX Workshop and Archived Video
- 05/05/11 Chairman Named to WIAA Executive Board
- 05/02/11 WIAA Announces Spring Academic State Championships
- 04/19/11 WIAA Announces New Accessibility Award Appointments
- 04/15/11 WIAA Executive Board Meeting Minutes

WIAA Calendar

- Aug 5 WIAA Office Closed
- Aug 12 WIAA Office Closed
- Aug 17 Fall Day of Football Practice
- Aug 22 Fall Practice, Fall Sports
- Step 2 Annual City/Valley Invitational
- Step 3 Emerald City Kickoff Classic
- Step 7 Primary Fall Workshop
- Step 12 Spokane Fall Workshop
- Step 13 Yakima Fall Workshop

news archives full calendar

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