

KENAI PENINSULA BOROUGH SCHOOL DISTRICT

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SCHOOL BOARD COMMUNICATION

Title: KPSAA Co-Curricular Handbook changes for SY 2013-2014

Date: May 28, 2013

Item Number:

Worksession &
10d.

Administrator: John O'Brien, Kenai Peninsula Student Activities Assoc. *John O'Brien*

through Sean Dusek, Assistant Superintendent *Sean Dusek*

Attachments: Changes to KPSAA Handbook

Action Needed

For Discussion

Information

Other: _____

BACKGROUND INFORMATION

Attached please find Handbook changes for the following:

High School Changes

- 1) Change language in High School Handbook for Borough Tournaments/Meets in Track & Field, Cross-country Running and Nordic Ski for expected participation beginning SY 2013-14. p. 2. (H.S. Handbook, p. 16, 26)
- 2) TAD Policy and Proximity: Beginning SY 2013-2014, no longer enter proximity violations into the ASAA TAD data base. Enter only in Power School. p. 3, 4. (H.S. Handbook, p. 13, 47)
- 3) Adjustments to eligibility language, Mention of concussions, p.5; addressing new Home School legislation and access to ASAA activities p. 5, 6; change to second/fourth quarter and end of semester eligibility p. 7; Eligibility check for schools on an alternate calendar – language change p. 8. (H.S. Handbook, p. 11 a., d. 27)
- 4) Homeschool student sports participation (Home School Law Alaska Statute AS 14.30.365) Appendix O added. p. 9-18. (H.S. Handbook, p. 9, 11, 72)

Middle School Changes

- 1) Moving Middle School track season back two weeks, p.19. This change is made to address difficulty of spring sports and readiness of tracks due to snow pack. (M.S. Handbook, p. 45)
- 2) Change/add language to KPSAA handbook to recognize the existence of Middle School 'B' teams and to have stipends created to support coaches for these teams. p.20. (M.S. Handbook, p. 10)
- 3) Clarification on 6th graders participating in Middle School athletics. p.20. (M.S. Handbook, p. 10)
- 4) Establish Middle School philosophy regarding allowing outside teams to travel in to play our schools. p. 22. (M.S. Handbook, p. 27)
- 5) Weigh-in (KPSAA manual, p. 41 Sub-item D.) The weigh-in prior to the first competition of the season will be the Wrestler's certified weight and will be e-mailed the night before. p. 23. (M.S. Handbook, p. 40 D.)

ADMINISTRATIVE RECOMMENDATION

Your approval of these changes for the KPSAA Co-Curricular Handbooks is respectfully recommended.

Thank you.

VI. GENERAL ACTIVITIES POLICIES FOR THE KPBSD

1. Travel Limitations

2. **Vehicles.** Students traveling more than a 25 mile radius to or from all District-sponsored practices or contests not held at your home site must do so in school provided vehicles, unless specifically released in writing by their parent or legal guardian and approved by the building administrator or his/her designee to travel by some other method. "Home Site" is defined as the location where your school is hosting an event or all schools share a site (e.g. Soldotna Sports Center).
2. **Length of trips.** Regularly scheduled activity trips shall be limited to no more than three (3) consecutive school days for any one activity. Any exception to this rule must have prior approval by the KPSAA Executive Secretary.
3. **Freshman teams.** Freshmen and/or "C" teams ("C" teams are those made up primarily of freshmen with some sophomores) travel off the Peninsula is permitted under the following conditions:
 3. Travel must be on a highway to a school within the region.
 - b. Travel is permitted only with junior varsity/varsity teams on a space available basis.
 - c. A second trip may be permitted if it does not require time out of school and additional expense.
4. **Mode of travel.** School vehicles shall be used for all extended activity trips. When traveling off the Peninsula between the months of November and March inclusive, teams must arrive back at the school site no later than 1:00 a.m. unless prearranged with the building administrator.
5. **For all activity trips between November 1st and March 31st,** all students must have in their possession the following items or appropriate alternatives:
 - 1 pull-over hat
 - 1 pair of warm long pants
 - 1 heavy winter coat
 - 1 pair warm shoes
 - 1 pair of warm socks
 - 1 pair of gloves or mittens
 - 1 bed roll (overnight trip)

Coaches/Sponsors are responsible for checking that each student has these items in possession before leaving the school's parking lot. If a student cannot obtain these items before departure time, he/she will not be allowed to travel with the team.

B. Scheduling Limitations

4. **School day.** All contests between two or more schools shall be scheduled outside of the students' regular school day for the host school, unless approved by the building principal and the KPSAA Executive Secretary.
5. **Borough Tournaments.** Borough Tournaments ~~may~~ will be held in cross-country running, Nordic skiing and track and field ~~when at least three schools are involved.~~ Borough Tournaments were developed for the benefit of student athletes and the schools involved. Schools with teams in these three sports shall participate in the Borough meets. Borough Tournaments may not begin before 9:00 a.m. This includes pre-event sponsors' meetings.

1. **Penalties for Violation of this Policy:**

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

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

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

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

Fourth Offense The student's privilege to participate in inter-scholastic activities and practice is revoked for the remainder of the student's high school years.

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

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

TAD Policy and Proximity: Beginning 2013-2014, no longer enter proximity violations into the ASAA data base. Enter only in Power School.

6. **Chemical assessment.** If a student is dismissed from participation or practice because of alcohol or drug infraction, s/he must have a chemical assessment and/or possible counseling (as appropriate) and complete the recommendations from the assessment (Appendix I/Chemical Use Assessment Form) before s/he can participate in another activity. With administrative approval, and upon completion of appropriate assessment and counseling, the student/athlete will become eligible to participate in practice for the last ten (10) days of their thirty (30) day suspension.
7. **Conduct.** Suspension from activities for a period of time up to thirty (30) consecutive school days or the remainder of the activity season to be determined by the coach/principal shall result from:
 - a. Fighting
 - b. Vandalism
 - c. Theft and/or possession of known stolen property

- b. Alaskan students
 - 1) Alaskan students involved in exchange/travel programs, including but not limited to the American Field Service, Rotary International, and Youth for Understanding, are eligible for inter-scholastic sports participation upon return to their home school when such requests are made prior to the semester/year of travel/study and waived by the KPSAA Board designee.
 - 2) Such students must otherwise be eligible by all other rules; i.e., no subjects failed in their last semester of attendance at their Alaskan High School (ASAA, Article XII, Section 9.16).

E. Student Transfer Waiver Policy

1. **Step 1.** All requests for waivers must be initiated with the KPSAA Executive Secretary. If the waiver is approved, the request will be forwarded to the state and is subject to ASAA approval. The following documents must be supplied when submitting a waiver request:
 - a. Letters from the appropriate administrator certifying reasons for the waiver request.
 - b. A letter from the parent/legal guardian stating the reasons for the request.
 - c. Official transcripts from all schools involved if applicable.
2. **Step 2.** If the waiver request is denied in Step 1, an appeal may be made through the KPSAA Board. If the waiver is approved, the waiver request will be forwarded to the state and is subject to ASAA approval.
3. **Step 3.** If the waiver request is denied in Step 2, an appeal may be made to Board of Education.

V. PARTICIPATION GUIDELINES FOR ACTIVITIES

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

1 Prohibited Conduct: The possession, distribution or use of any tobacco products, alcohol, and controlled substances by a student-athlete or activity participant, whether it occurs on or off school property, is prohibited and shall result in the penalties set forth herein. Additionally, being in the same vehicle, house, location, party, proximity, etc. where alcohol/drugs are known to be in illegal possession by minors or willingly remaining in a location or *proximity where alcohol/drugs are being illegally consumed will result in the same penalties set forth herein. [TAD policy and Proximity: Beginning SY 2013-2014, no longer enter proximity violations into the ASAA TAD data base. Enter only in Power School.](#)

2. Time Period During Which Policy Applies: The policy in this section applies to any student who is participating or has participated in inter-scholastic activities starting from the student's first participation in inter-scholastic activities, including formal practices which precede inter-scholastic competition after the initial signing of the [Student/Parent/Legal Guardian \(TAD\) Acknowledgement Form](#), at any ASAA member school, and continuing until the student graduates from high school. This policy applies during "calendar days" as defined in the ASAA handbook (p. 54, 2008-09 edition).

3. Educational Component: The educational component is a critical part of the policy and is comprised of four parts; [Pre-Participation Orientation, First Offense, Second Offense, and Third Offense](#). ASAA will provide the first three parts of this component for member schools on DVD and through the ASAA website. (ASAA's educational component is applicable to member high schools only.)

4. Cumulative and Progressive Penalties: Violations of this policy will be cumulative and progressive, as described in the following paragraph, throughout a student's high school years. If a student transfers from

IV. STUDENT ELIGIBILITY

A. Parent/Student Responsibilities for Participation

1. **Physician's clearance.** A yearly physician's clearance for sport activities must be on file with the coach and the athletic director or principal. (ASAA, Article XI, Section 1).
2. **Permission form.** A permission form ([Appendix A/KPBSD Athletic/Activity Participation Registration including ASAA Parent and Student Acknowledgement and Consent for Concussions, page 39](#)) signed by a parent/legal guardian must be on file with the coach and the athletic director or principal that:
 - a. States student and parent/legal guardian knowledge of the guidelines (Appendix B/High School Activities Guidelines).
 - b. Gives parent/legal guardian transportation authorization.
 - c. Indicates parent/legal guardian responsibility for health/accident insurance.
 - d. Gives parent/legal guardian consent for emergency treatment.
3. **Hold harmless form.** A completed hold harmless form (Appendix A/KPBSD Athletic/Activity Participation Registration) must be on file with the coach and a copy must be on file with the athletic director or principal prior to any participation.
4. **User fee.** A user fee payment (Appendix A/KPBSD Athletic/Activity Participation Registration) must be received prior to the first contest or a waiver request must be on file with the athletic director or principal.
5. **Records.** All records must be in order and all forms must be on file before the student is eligible to begin practice in any program.

B. Student Requirements for Participation in Inter-scholastic Activities

6. **Enrollment.**
 - a. Inter-scholastic Program: In order to participate in a school-sponsored activity (including practice), a student must meet one of the following criteria:
 - 1) All freshman, sophomores, and juniors must be properly registered and enrolled in at least five (5) semester classes or their equivalent, in an Alaska School Activities Association member school within the District. Seniors who are on track to graduate and who have passed all parts of the High School Graduation Qualifying Exam (HSGQE) must take at least four (4) semester units of credit, or the equivalent, to be eligible. All other seniors must be enrolled in a minimum of five (5) semester units of credit or the equivalent to be eligible.
 - 2) A student attending KPBSD approved correspondence, alternative or charter program during the first semester of ninth grade; and a student transferring from out-of-district who attends one of the above KPBSD approved programs after the first semester of the ninth grade, must designate an Alaska School Activities Association member school within the District as the School of Eligibility. The School of Eligibility of a student, other than a first semester freshman, who transfers to a KPBSD approved correspondence, alternative or charter programs from another school within the District will be the member school from which the student transferred.
 - 3) ~~All students must maintain at least an overall 2.0 grade point average (GPA) during the current semester to remain eligible. Students who do not maintain an overall 2.0 GPA may regain eligibility during the current semester by achieving and maintaining an overall 2.0 GPA with the KPBSD's grading system.~~
[Students enrolled in non-KPBSD alternative education programs and non-KPBSD accredited home schools as defined under AS 14.30.365, and who are otherwise eligible to participate in ASAA high school inter-scholastic activities may select a school of eligibility within KPBSD. Non-KPBSD alternative education program and accredited home school program students should pre-register for high school participation at their chosen "School of Eligibility" prior to the start of the season so that eligibility can be verified prior to the first day of practice of a](#)

specific activity season. PLEASE SEE: APPENDIX O ASAA Guidelines for Implementing AS 14.30.365; APPENDIX O ASAA Checklist for High School Students (AS 14.30.365); and APPENDIX O Checklist for Administrators (AS 14.30.365)

4) All students must maintain at least an overall 2.0 grade point average (GPA) during the current semester to remain eligible. Students who do not maintain an overall 2.0 GPA may regain eligibility during the current semester by achieving and maintaining an overall 2.0 GPA with the KPBSD's grading system.

b. Establishing eligibility: For transfer purposes, a student establishes eligibility at a school by enrolling in and attending that school for fifteen (15) school days or by participating in an inter-scholastic activity.

c. Extension of Classroom Competitions:

1) Students desiring to participate in classroom extensions (band, drama, etc.) must be enrolled and passing in that class at that school.

2) The student is not required to be enrolled in five (5) district classes.

d. Intra-mural Activities: Students enrolled in less than five (5) classes or non-enrolled students may participate in intra-mural on a space available basis determined by the building administrator and/or the site-based council.

2. **Attendance.** In order to participate in a school-sponsored activity (including practice), **students must attend all classes on the day of the school activity or on the last regular day of the week for weekend activities** unless otherwise excused by the school.

3. **School grade.** Students in the eighth grade and below are ineligible for participation as members of high school athletic teams. This includes cheerleading (ASAA, Article XII, Section 2.c)

4. **Age.** A student who becomes nineteen (19) years of age before August 1 shall be ineligible for inter-scholastic competition (ASAA, Article XII, Section 6).

5. **Practice.** Athletic participants must have ten separate days of practice in the same activity prior to the first day of competition unless a waiver has been granted because of participation in a continuous activity (ASAA, Article VII, Section 5). Students may not have practices waived for football, gymnastics, hockey, wrestling or cheerleading.

6. **Participation.** A student may participate in no more than four (4) seasons in any specific inter-scholastic activity. Participation in any inter-scholastic contest shall be considered as one year or season of participation in that activity. (ASAA, Article XII, Section 3).

7. **Recruitment/undue influence.** Transfer from one school to another for athletic purposes because of undue influence by anyone connected directly or indirectly with the school shall cause a student to forfeit eligibility for at least one year from the date of enrollment (ASAA, Article XII, Section 5).

C. Student Scholastic Eligibility for Participation

The following rules apply to all students who are present members of co-curricular activities (effective first student day of 2006-2007):

1. Academic Progress: ASAA requires that all students have passing grades in five (5) semester units of credit to participate in the next semester. Seniors who are on track to graduate and who have passed all parts of the High School Graduation Qualifying Exam (HSGQE) must take at least four (4) semester units of credit or the equivalent to be eligible. Other seniors must be enrolled in a minimum of five (5) semester units of credit or the equivalent to be eligible. In addition, all students must maintain at least an overall 2.0 grade point average (GPA) during the current semester to remain eligible.

Students who do not maintain an overall 2.0 GPA may regain eligibility during the current semester by achieving and maintaining an overall 2.0 GPA within the school's grading system. KPBSD further requires that all students be passing in all enrolled classes at the time of eligibility checks. The Connections Program, Distance Education Program, Credit Recovery Programs, Alternative Schools, Standards Based Schools (River City Academy and Susan B. English) are responsible for determining their students' progress at each eligibility check and follow the same guidelines as the rest

of the District. All of these programs listed are responsible for determining their students' progress at each eligibility check. All of these programs and correspondence students must meet the same time frame requirements as students within the traditional school setting.

Students in non-KPBSD alternative Programs and non-KPBSD accredited home school programs must meet all ASAA and KPBSD eligibility requirements and timeframe requirements with the exception of regular attendance at the school of eligibility.

- a. 2.0 GPA checks will be done each mid-quarter and quarter end. Additionally, students must be passing all classes at this time. Semester grades will be used at the end of quarters two and four for both 2.0 GPA and failing grades. A schedule of eligibility check dates will be printed annually in the KPSAA High School Handbook.
 - b. Students determined to be ineligible at the mid-quarter check will begin their ineligibility on the *first school day* following the grade check until the next eligibility check. Students may regain their eligibility after seven calendar days if they meet the 2.0 GPA and are passing all their classes within the next five school days. Otherwise, they remain ineligible until the next eligibility check.
 - c. At the end of the quarter, eligibility determination will be made on the first Wednesday of the new quarter.
 - d. ~~Students receiving less than a 2.0 GPA or a failing grade at the end of the quarter shall be ineligible from that Wednesday until the next eligibility check.~~
 - d. Students that are ineligible as a result of a 4th quarter failing grade or a GPA of less than 2.0 at the end of the second semester will begin their ineligibility immediately for any sport continuing into the summer and will continue through the first day that practice begins at that school for the sport in which that student participates in the fall and will run for three calendar weeks. Classes passed during the summer school can be used to regain eligibility as soon as the class is successfully completed if the student has a GPA of not less than 2.0 and has passed at least five (5) semester units with the previous semester and summer school combined.
 - e. Students who are ineligible as a result of not having passed five (5) semester units during the spring semester may count courses taken in summer school toward those five (5) semester units.
 - f. After the second eligibility violation, the athlete may be removed from the team/activity.
 - g. Students receiving an incomplete at the end of any eligibility period will be ineligible until the incomplete is changed to a passing grade.
 - h. Only students who are eligible shall be allowed to travel or associate with the team during home or away contests.
2. **Personal conduct.** Classroom conduct may affect eligibility. Any misconduct affecting eligibility must be recorded in the principal's office.
 3. **Enrollment.** To be eligible during a school semester for participation in inter-scholastic activities, a student must:
 - a. Be properly registered as defined by ASAA policy.
 - b. Be carrying a minimum of five (5) classes that lead to the granting of credit towards graduation. Seniors who are on track to graduate and who have passed all parts of the High School Graduation Qualifying Exam (HSGQE) must take at least four (4) semester units of credit, or the equivalent. All other seniors must be enrolled in a minimum of five (5) semester units of credit or the equivalent to be eligible.

XIV. ELIGIBILITY CHECK DATES

School Year 2013-14

<u>First Quarter</u>	<u>Second Quarter</u>	<u>Third Quarter</u>	<u>Fourth Quarter</u>
September 23, 2013	November 18, 2013	February 10, 2014	April 21, 2014
**October 21, 2013	**January 6, 2014	**March 17, 2014	**May 22, 2014

Students that are ineligible as a result of 4th quarter failing grade or a GPA of less than 2.0 at the end of the second semester will begin their ineligibility on the first day that practice begins at that school for the sport in which that student participates in the fall and will run for three calendar weeks.

The eligibility dates, for schools on alternate academic calendars, i.e. Russian village and across the water K-12 schools, will be posted on their websites.

****End of quarter.**

ASAA Guidelines for School Administrators When Implementing AS 14.30.365 in ASAA Member Schools

February 2013

Alaska Statute, AS 14.30.365, also called the “Home School Law” goes into effect on July 1, 2013. This law will permit students who are enrolled in “alternative education programs” and accredited home schools as defined under AS 14.30.365, and who are otherwise eligible to participate in high school inter-scholastic activities, to select a “school of eligibility” within a public school district. The following suggestions and guidelines have been developed to aid school administrators in fully implementing the “letter and the spirit” of the law. For further clarification contact ASAA or your district level administration.

It is important to fully understand the definition of “alternative education program” and “accredited” under the statute so that there is no confusion as the implementation date approaches.

“Alternative Education Program”: The Association adopts the statutory definition, in AS 14.30.365 (c) (1), of “alternative education program” as a public secondary school that provides a nontraditional education program, including the Alaska Military Youth Academy; a public vocational, remedial or theme-based program; a home school program that is accredited, as defined in this section, a charter school authorized under AS 14.03.250-14.03.290; and a statewide correspondence school that enrolls students that reside outside of the district in which the student resides and provides less than 3 hours a week of scheduled face-to-face student interactions in the same location with a teacher who is certified under AS 14.20.020.

“Accredited”: For purposes of determining whether a home school program is “accredited” such as to qualify as an alternative education program herein, the State Department of Education and Early Development (DEED) will identify agencies and organizations which accredit home school programs which have standards similar to Alaska’s standards; the Association shall regard as “accredited” those home school programs which have been accredited by such agencies and organizations. A private home school which does not seek accreditation by such agencies or organizations may seek accreditation by completing a self-study through DEED, and will be deemed to be accredited if DEED determines that the home school meets the 14 standards for an accredited school.

Important Note: The statute will not affect the eligibility of high school students who are currently enrolled in ASAA member school districts’ alternative programs such as charter school, vocational schools, and district home school or correspondence programs.

Background Information

- The statute goes into effect on July 1, 2013 throughout the state.
- ASAA worked closely with school districts in 2012 to make the necessary amendments to ASAA Bylaws and Policies to pave the way for full implementation with a minimum of problems in 2013-14.
- It is recommended that school districts adopt policies and procedures based on the statute and ASAA Bylaws and Policies.

Implementation

- It is recommended that school districts, prior to the beginning of the school year, provide public notice of the eligibility rules and of the opportunity for alternative education program students to pre-register for high school participation at a “school of eligibility,” so that the eligibility of these students can be verified prior to the first day of practice of a specific activity season.
- ASAA requires school districts to keep records of all students participating under this statute because they will be used to determine future school classification and ASAA dues, beginning in 2014-15.
- ASAA has developed two checklists to assist parents/students and school administrators in understanding the statute and in determining student eligibility. They are found separately under the titles:
 - **ASAA Eligibility Checklist for High School Students Enrolled in Alternative Ed. Programs**
 - **ASAA Eligibility Checklist for School Administrators**

All parties will find these helpful in facilitating the process of determining the eligibility of “alternative education program” students.

- “Alternative education program” students must meet all ASAA and member school district eligibility requirements with the exception of regular attendance at the “school of eligibility.” Schools which permit “ineligible” students to participate will be subject to penalty under ASAA Bylaws.

ASAA Eligibility Requirements for “Alternative Education Program” Students

1. Students must physically reside within the attendance area of your school, or if not, have received approval of your school’s governing body to establish your school as the “school of eligibility.”
2. Students must be enrolled in grades 9-12 in an “alternative education program” as defined in AS 14.30.365.
3. Students must be enrolled in at least the minimum number of classes according to ASAA and school district enrollment requirements.
4. Students must meet or exceed ASAA’s Semester Credit Rule for the immediately preceding semester, including the GPA requirement.
5. Students must not have transferred directly from a member school to start the 2013-14 school year (transfers will require a 90 school day period of ineligibility).

6. Students must not have been enrolled in high school for more than eight consecutive semesters since first enrolling in ninth grade; and students may not compete in a specific high school sport or activity for more than 4 seasons.
 7. Students will not turn 19 years of age on or before August 1, 2013.
 8. In accordance with ASAA Bylaws, students must be amateurs in each sport and activity in which they want to participate.
 9. Students must not have been recruited by a person who coaches at the “school of eligibility” or by another school representative.
 10. In accordance with ASAA Bylaws, students must have submitted to a sports physical exam within the prior twelve months and agree to provide a copy to the school.
 11. If they are hockey players, students must be aware of the limitations on non-school participation during the high school under ASAA’s Dual Participation Supplemental Rule for hockey.
 12. Students are aware of and agree to comply with ASAA’s “Play for Keeps” tobacco, alcohol and drug (TAD) education program.
 13. Students are aware of and agree to comply with ASAA’s or the school district’s Concussion Awareness/Education/Management Program.
- It is recommended that the administrator explain to students that the statute does not guarantee that they will be chosen by coaches to fill spots on competitive teams.
 - If the member school decides to charge a participation fee for “alternative education program” students, ASAA encourages the adoption of a “fair share” policy.

ASAA Eligibility Checklist for School Administrators

February 2013

This document has been developed by ASAA to aid member school administrators who will have the responsibility of determining the eligibility status of “alternative education students” as defined in AS 14.30.365(c) (1) (see page 3), who have identified your school as their requested “school of eligibility.”

- REGISTER: Before being eligible to participate in high school inter-scholastic activities, an “alternative education student” must register with the ASAA member school at which he/she is requesting to participate. This will be called the “school of eligibility.” School districts are encouraged to adopt a policy which provides public notice and a period of pre-registration.
- DEMONSTRATE ELIGIBILITY: An “alternative education student” must demonstrate eligibility by providing verifiable written evidence of meeting ASAA and school district student eligibility requirements.

NOTE: Please review the following checklist with the student and parents. Unchecked boxes will likely mean that the student has NOT demonstrated eligibility.

- The student is officially enrolled in grades 9-12 in an “alternative education program” as defined on page 3 of this document.

If student is officially enrolled in an “accredited” home school, the “accreditation agency” has been recognized by the Alaska DEED as defined on page 3.

Name of accreditation agency. _____

- The student’s residence is physically located within the attendance area of my school; or if not, the student has requested to participate at my school and has received approval of my school’s governing body to do so.
- The student is currently enrolled in at least 5 semester units of credit, or the equivalent, each of which counts toward graduation through the student’s alternative education program. (exception for Seniors – see Enrollment on page 3).
- The student passed at least 5 semester units of credit, or the equivalent, which count toward graduation, with at least an overall 2.0 GPA for the previous semester (exception for incoming Freshman and Seniors – see Previous Semester Credits on page 3).
- The student is not seeking to transfer eligibility from another ASAA member school to my “school of eligibility.” Any request to transfer the student’s eligibility from another member high school will be subject to ASAA’s transfer rule, Bylaw Article 12, Section 9.

- The student has not been enrolled in high school for more than eight consecutive semesters since first enrolling in 9th grade. (For definition of “consecutive” see page 3). Also, the student has not previously participated for four seasons in a sport or activity for which he/she is seeking eligibility.
- The student will not turn 19 on or before August 1, 2013.
- The student is an amateur in each sport and activity in which he/she wants to participate in accordance with ASAA Bylaw Article 8.
- The parent and student affirm that he/she has not been recruited by a coach at my school, nor by any other school representative, to play on a team at my “school of eligibility.” If the student is a hockey player, he/she understands that ASAA’s Supplemental Rules limit playing on a non-school hockey team during the high school season.
- The student has had a sports physical exam within the prior 12 months, and agrees to provide a copy of such to my “school of eligibility.”
- The student and parent are aware that participation in ASAA’s “Play for Keeps,” tobacco, alcohol and drug (TAD) education program is a requirement of eligibility.
- The student and parent are aware that participation in ASAA’s Concussion Education/Awareness/Management Program for student-athletes is a requirement of eligibility.
- The student and parent understand that AS 14.30.365 does not guarantee the student a position on a school team.
- The student and parent understand that my “school of eligibility” may charge a fee, on a “fair share” basis, for participation in an inter-scholastic sport or activity as defined in AS 14.30.365.
- The student and parent understand that the student must remain eligible, according to ASAA rules and those of the governing body of my “school of eligibility”, in order to participate in high school inter-scholastic activities. Schools which permit “ineligible” students to participate will be subject to penalties in accordance with ASAA Bylaws.

Definitions:

“Alternative Education Program”: The Association adopts the statutory definition, in AS 14.30.365 (c) (1), of “alternative education program” as a public secondary school that provides a nontraditional education program, including the Alaska Military Youth Academy; a public vocational, remedial or theme-based program; a home school program that is accredited, as defined in this section, a charter school authorized under AS 14.03.250-14.03.290; and a statewide correspondence school that enrolls students that reside outside of the district in which the student resides and provides less than 3 hours a week of scheduled face-to-face student interactions in the same location with a teacher who is certified under AS 14.20.020.

“Accredited”: For purposes of determining whether a home school program is “accredited” such as to qualify as an alternative education program herein, the State Department of Education and Early Development (DEED) will identify agencies and organizations which accredit home school programs which have standards similar to Alaska’s standards; the Association shall regard as “accredited” those home school programs which have been accredited by such agencies and organizations. A private home school which does not seek accreditation by such agencies or organizations may seek accreditation by completing a self-study through DEED, and will be deemed to be accredited if DEED determines that the home school meets the 14 standards for an accredited school.

The “School of Eligibility” shall be the public school (1) that, based on the residence of the parent or legal guardian, the student would be eligible to attend were the student not enrolled in an alternative education program; or (2) at which the student requests to participate, if (A) the student shows good cause, as determined by the governing body of the Public School the student would be eligible to attend were the student not enrolled in an alternative education program and (B) the governing body of the school in which the student seeks to participate in inter-scholastic activities approves.

“Enrollment” – Seniors who are “on track” to graduate and who have passed all parts of the HSGQE, when required by statute, must be enrolled in at least four one credit courses, or semester units or the equivalent, each of which counts toward graduation.

“Previous Semester Credits” – All incoming, first year Freshmen, are eligible. All first semester Seniors must have passed at least five-one credit courses, or semester units or the equivalent, which count toward graduation, during the immediately preceding semester. All second semester Seniors who are on track to graduate, must have passed at least four-one credit courses, or semester units or the equivalent, which count toward graduation, during the immediately preceding semester.

“Consecutive” semesters include all semesters, including semesters in which the student is enrolled in any school or is enrolled in another school, after the student’s initial entry in 9th grade.

Student Information Sheet

Student Name

Parent(s) Name

Student Signature

Parent Signature

Home Address

Phone Number

Email Address

Name of alternative education program (i.e. IDEA)

If a home school, it is accredited by

ASAA Eligibility Checklist
For High School Students
Enrolled in Alternative Education Programs as Defined
In AS 14.30.365 I (1)
February 2013

Before you participate in high school inter-scholastic activities, you must be eligible and you must register with the ASAA “school of eligibility” at which you are requesting to participate. Please review the following checklist with your parents. Unchecked boxes will likely mean that you are NOT eligible. For questions, see the principal or athletic director at your requested “school of eligibility.”

- I am officially enrolled in grades 9-12 in an “alternative education program” as defined on page 3 of this document.

If I am officially enrolled in an “accredited” home school, my school is accredited by the following agency as defined on page 3. _____
- My residence is physically located within the attendance area of my requested “school of eligibility;” or I have requested to participate at another school and have received approval of that school’s governing body to do so.
- I am currently enrolled in courses totaling at least 5 semester units of credit or the equivalent, each of which counts toward graduation through my alternative education program. (Exception for Seniors – see Enrollment on page 3.)
- I passed 5 semester units of credit or the equivalent, which count toward graduation, with at least an overall 2.0 GPA, during last semester’s grading period (for exceptions for incoming Freshman and Seniors, see Previous Semester Credits on page 3).
- I understand that once I have established my “school of eligibility,” any subsequent request to transfer my eligibility to another high school will be subject to ASAA’s transfer rule, Bylaw Article 12, Section 9.
- I have not been enrolled in high school for more than eight consecutive semesters since first enrolling in 9th grade. (For definition of “consecutive” see page 3.) Also, I have not previously participated for four seasons in a sport or activity for which I am seeking eligibility.
- I will not turn 19 on or before August 1, 2013.
- I am an amateur in each sport and activity in which I want to participate in accordance with ASAA Bylaw Article 8.

- I have not been recruited by a school coach or other school representative to play on a team at my “school of eligibility.” If I’m a hockey player, I understand that ASAA’s Supplemental Rules limit playing on a non-school hockey team during the high school season.
- I have had a sports physical exam within the prior 12 months, and I agree to provide a copy of this to my chosen “school of eligibility.”
- I am aware of and agree to participate in ASAA’s “Play for Keeps,” tobacco, alcohol and drug (TAD) education program as a requirement of eligibility.
- My parent(s)/guardian(s) and I are aware of ASAA’s Concussion Education/Awareness/Management Program for student-athletes and will comply with its requirements.
- My parent(s)/guardian(s) and I understand that AS 14.30.365 does not guarantee that I will be selected to fill a spot on a team.
- I understand that “schools of eligibility” may charge a fee, on a “fair share” basis, for my participation in an inter-scholastic sport or activity.
- I understand that in order to participate in high school inter-scholastic activities, I must remain eligible according to ASAA rules and those of the governing body of my “school of eligibility” which may be more strict than ASAA’s.

Student Printed Name Parent/Guardian Printed Name

Student Signature Parent/Guardian Signature

Student Date Parent/Guardian Date

School of Eligibility School District

Definitions:

“Alternative Education Program”: The Association adopts the statutory definition, in AS 14.30.365 (c) (1), of “alternative education program” as a public secondary school that provides a nontraditional education program, including the Alaska Military Youth Academy; a public vocational, remedial or them-based program; a home school program that is accredited, as defined in this section, a charter school authorized under

AS 14.03.250-14.03.290; and a statewide correspondence school that enrolls students that reside outside of the district in which the student resides and provides less than 3 hours a week of scheduled face-to-face student interactions in the same location with a teacher who is certified under AS 14.20.020.

“Accredited”: For purposes of determining whether a home school program is “accredited” such as to qualify as an alternative education program herein, the State Department of Education and Early Development (DEED) will identify agencies and organizations which accredit home school programs which have standards similar to Alaska’s standards; the Association shall regard as “accredited” those home school programs which have been accredited by such agencies and organizations. A private home school which does not seek accreditation by such agencies or organizations may seek accreditation by completing a self-study through DEED, and will be deemed to be accredited if the DEED determines that the home school meets the 14 standards for an accredited school.

The “School of Eligibility” shall be the public school (1) that, based on the residence of the parent or legal guardian, the student would be eligible to attend were the student not enrolled in an alternative education program; or (2) at which the student requests to participate, if (A) the student shows good cause, as determined by the governing body of the Public School the student would be eligible to attend were the student not enrolled in an alternative education program and (B) the governing body of the school in which the student seeks to participate in inter-scholastic activities approves.

“Enrollment” – Seniors who are “on track” to graduate and who have passed all parts of the HSGQE, when required by statute, must be enrolled in at least four one credit courses, or semester units or the equivalent, each of which counts toward graduation.

“Previous Semester Credits” – All incoming, first year Freshmen, are eligible. All first semester Seniors must have passed at least five one-credit courses, or semester units or the equivalent, which count toward graduation, during the immediately preceding semester. All second semester Seniors who are on track to graduate, must have passed at least four one-credit courses, or semester units or the equivalent, which count toward graduation, during the immediately preceding semester.

“Consecutive” semesters include all semesters, including semesters in which the student is enrolled in any school or is enrolled in another school, after the student’s initial entry in 9th grade.

XX. CO-CURRICULAR CALENDAR OF EVENTS

M.S. Tournament Sites and Dates 2013-14

<u>Event</u>	<u>Start Date</u>	<u>End Date</u>	<u>Site</u>
XC Running	August 20,2013	September 27 , 2013	Nikiski Middle/High
Soccer	August 21, 2013	September 28, 2013	Homer Middle
Basketball (Intra-mural)	October 7, 2013	November 5, 2013	
Basketball	November 6, 2013	December 14, 2013	Soldotna Middle
Volleyball (Intra-mural)	January 6, 2014	January 28, 2014	
Volleyball	January 29, 2014	March 1, 2014	Kenai Middle
Wrestling	January 6, 2014	February 22, 2014	Kenai Middle
<u>Track & Field</u>	<u>April 8, 2014</u>	<u>May 16, 2014</u>	<u>Seward Middle</u>
Mass Choir		April 22, 2014	Soldotna Middle
Mass Band		April 29, 2014	Kenai Middle

d. Intra-mural Activities: Students enrolled in less than four classes or non-enrolled students may participate in intra-murals on a space available basis determined by the building administrator and/or the site-based council.

2. **Attendance.** In order to participate in a school-sponsored activity (including practice), **students must attend all classes on the day of the school activity or on the last regular day of the week for weekend activities** unless otherwise excused by the school.
3. **School grade/team composition**
 - a. Only students in the seventh and eighth grades may participate. Schools that do not have enough 7th and 8th grade students to field a team may petition the KPSAA Executive Secretary for a waiver to allow their 6th grade students to fully participate for team activities only, (i.e. – basketball, volleyball and soccer). Sixth graders enrolled full time in a middle school may participate in individual activities on an inter-mural basis only.
 - b. No player may participate ~~on more than one team on the same day.~~ in the equivalent of one game per day (i.e. no more than 4 quarters in basketball, 2 halves in soccer, 3 games in volleyball).
 - c. The number of interschool teams per school is based on Appendix D.
 - d. Inter-scholastic teams will consist of “A” and “B” levels in basketball, soccer, and volleyball (if schools meet the minimum number of participants to warrant a “B” team as specified in Appendix E. “Staffing Guidelines.”
 - e. Only “A” level Teams may participate in Borough Tournaments.
4. **Age**
 - a. A student who is fifteen years of age or younger may participate.
 - b. If a student becomes sixteen years of age during a sport season, s/he will be able to complete that activity.
5. **Practice.** Athletic participants must have eight separate days of practice to be eligible to compete in a contest.
6. **Borough Tournaments.** Only students enrolled in the public schools of the KPBSD may participate in the Borough team sports tournaments. This includes students enrolled in the Connections Program. A non-KPBSD school on the Kenai Peninsula, having membership in ASAA at the high school level, may participate in Middle School level Borough Tournaments in a non-team sports program, given the school has registered to do so prior to the season, has participated during the season in accordance with KPSAA Middle School Handbook Guidelines, and the school is willing to accept an equal share of tournament expenses.

C. Student Scholastic Eligibility for Participation

1. **Academic progress**
 - a. Eligibility is based on passing cumulative quarter grades.
 - b. Academic standing will be checked weekly.
 - 1) Ineligibility begins the Monday following grade check.
 - 2) Students are ineligible from the Monday following the grade check to the next Monday (one calendar week).
 - 3) Students who have been ineligible more than once may be removed from the team. If invoked, this rule is to be applied consistently.
 - c. Students receiving failing grade(s) at the end of a quarter shall be ineligible from that Wednesday until the next eligibility check. Ineligibility as a result of a fourth quarter or second semester "F" will begin the first day the student practices in the fall (cross-country running, soccer).

2. **Personal conduct.** Classroom conduct may affect eligibility. Any misconduct affecting eligibility must be recorded in the principal's office.

J. Team Selection

1. **Cut policy.** The KPBSD allows for a cut policy in all Middle School sport areas. Criteria for selecting the team are determined by the coach of each sport. However, with the addition of "B" Teams KPSAA is placing a priority on the involvement of all students who wish to participate. Cuts should be made only when circumstances warrant.
2. **Criteria.** These criteria should be well defined for aspiring athletes at the beginning of each season.
3. **Number of teams.** Schools may field one team per gender. Additional teams must be approved through KPSAA Board and budgeted and scheduled appropriately. Starting in 2013-2014 with the recognition of "B" teams in Volleyball, Basketball, and Soccer two (2) teams are allowed in these sports.
4. If a Middle School has two "A" level teams in any sport, each team will be evenly balanced by skill level across both grade levels as approved by the building administrator.

K. Blood Handling Procedures (see appendix M)

L. Participation Limitations

Note: Only "A" level squads would participate in the Borough Tournaments.

1. Basketball

- a. No basketball player shall participate in more than ~~one game~~ four quarters per day (excluding tournaments and tri-matches).
- b. No basketball player may participate in more than fourteen basketball games during the season (excluding the Borough Tournament).

2. Volleyball

- a. No volleyball player shall participate in more than ~~one match~~ 3 games per day (excluding tournaments and tri-matches).
- b. ~~No volleyball player may participate on more than one "A" team on the same day.~~
- c. Teams must consist of all girls.

3. Wrestling

- a. No wrestler shall participate in more than eighteen individual matches per season (excluding the Borough Tournament and forfeits).

4. Soccer

- a. No soccer player may participate ~~on more than one soccer team~~ in more than 2 halves of soccer on the same day.
- b. No soccer player may participate in more than eight soccer games during the season (excluding the Borough Tournament).
- c. Teams must consist of all boys or all girls.

VI. GENERAL ACTIVITIES POLICIES FOR THE KPBSD

A. Travel Limitations.

1. **Vehicles.** Students traveling to or from all District-sponsored practices or contests not held at your home site must do so in school provided vehicles, unless specifically released in writing by their parent or legal guardian and approved by the building administrator to travel by some other method. "Home site" is defined as the location where your school is hosting an event or where all schools share a site. (e.g., Soldotna Sports Center).
2. **Mode of travel.**
Buses shall be used for all extended activity trips during October to April whenever practical.
3. For all activity trips between November 1st and March 31st all students must have in their possession the following items or appropriate alternatives:

- 1 pull-over hat
- 1 pair of warm long pants
- 1 heavy winter coat
- 1 pair of warm shoes
- 1 pair of warm socks
- 1 pair of gloves or mittens
- 1 bed roll (overnight trip)

Coaches/Sponsors are responsible for checking that each student has these items in possession before leaving the school's parking lot. If a student cannot obtain these items before departure time, he/she will not be allowed to travel with the team.

4. **Distance Restriction.** No travel beyond 40 miles (one-way) shall be allowed on school days (Mon-Thurs) during the regular season. This does not apply to first-round Borough Tournament contests. Any exceptions to this rule need to be approved by the Executive Secretary. Middle School co-curricular activities shall be restricted to travel on the Kenai Peninsula only.

B. Scheduling Limitations

1. **School day.** All contests between two or more schools shall be scheduled outside of the students' regular school day for the host school.
2. **Starting time.** Borough Tournaments may not begin before 9:00 a.m. This includes pre-event sponsor's meetings.
3. **Priorities.** Schedule Peninsula schools on a home/away basis first, before including other contests.
Middle Schools wishing to schedule non-Peninsula based school teams shall seek approval from the KPSAA Executive Secretary.

C. Sport Contractual Agreement Guidelines for District Activity Schedules--Limitations (excluding Borough and state tournaments).

<u>Sport</u>	<u>Number of Events</u>	<u>Sport</u>	<u>Number of Events</u>
Basketball	14	Soccer	8
Cross Country Running	6	Track & Field	6
Nordic Skiing	6	Volleyball	14
Forensics (tournament only)		Wrestling*	18

*Individual matches, 10 dates

**XV. ACTIVITY RULES
WRESTLING**

- A. Rules.** National Federation of State High School Association Rules will govern all wrestling matches.
- B. Exceptions to rules**
1. A match will consist of three rounds of one and one-half minutes each.
 2. A wrestler is allotted a total of two pounds (one (1) pound on the first Monday in February, and one (1) pound on the first Monday in March) for growth purposes and also for maintaining the right to remain in the same weight class.
 3. A wrestler can move up one weight at the Borough Tournament regardless of the number of matches at that weight.
- C. Classifications.** Wrestlers will compete in the following weight divisions: 75 and under, 80, 85, 90, 95, 100, 105, 110, 115, 120, 125, 132, 138, 145, 155, 167, 190, and unlimited.
- D. Weigh-in.** Initial weigh-in must be recorded by the coach, and all records must be on file in the principal's office prior to the start of the ~~season~~ first scheduled event. This weigh-in places the wrestler in his certified minimum weight class. The wrestler may wrestle up from this weight, but not wrestle down.
- E. Participation Limitation**
1. A team may not schedule more than ten (10) different wrestling dates before the Borough Tournament.
 2. An individual may not compete in more than eighteen (18) individual matches before the Borough Tournament.
 3. An individual may not compete in more than four (4) matches in one day, with forty-five (45) minutes rest between each match during the regular season. An individual may compete in five (5) matches in one day, with forty-five (45) minutes rest between each match at the Borough Tournament.
 4. Alternates will be allowed to wrestle and be seeded at the Borough Tournament.
 5. Borough Tournaments will be a sixteen-man (16) bracket.
 6. A wrestler may enter the Borough Tournament only in a weight class in which at least fifty percent (50%) of his season matches were wrestled unless s/he is moving up one weight class.