

INSTRUCTIONStaffing for Extracurricular ActivitiesSenior High/Junior High/Elementary

Administrative personnel responsible for recommending the addition/deletion of extracurricular programs and the addition/deletion of staff who coach/advise extracurricular activities will give important consideration to this administrative rule.

Guidelines for Adding and Deleting Cocurricular Activities

The guidelines are based on approximately one and one-half (1 1/2) the number of students needed to make a team. The following minimum participation must be present for an activity to be offered.

<u>ACTIVITY</u>	<u>MINIMUM NUMBER TO OFFER</u>
Gymnastics (F)	8
Swimming (F)	10
Basketball (M-F)	9
Baseball (M)	15
Softball (F)	15
Cross Country (M-F)	8
Golf (M)	6
Hockey (M)	12
Tennis (M-F)	8
Track (M-F)	15
Volleyball (F)	9
Soccer (M[+-F+])	16
Football (M)	20
Wrestling	14
Cheerleading	4/(Squad)
Pom Pon	12
Forensics	10
Academic Decathlon	13

If participation numbers fall below the suggested guidelines, the activity will be placed on probation for one (1) year. When an activity is being considered for deletion, the building principal is to inform the Superintendent that Board approval will be necessary. If participation is low in the following year, the activity will be dropped prior to the first date of the competitive schedule.

Guidelines for Adding Co-curricular Activities

If an activity is being considered for reinstatement or when an activity is to be added as an addition to the co-curricular schedule, a petition signed by students indicating commitment to participate must be submitted to the building principal. If the principal feels that it is warranted, the petition and request will be forwarded to the Superintendent for consideration and referral to the Board for action. Other factors which will be taken into consideration when adding an activity include:

1. Number of students needed to field a team compared to those whom the petition identifies are available.
2. Available facilities including practice sites, playing sites, locker rooms, etc.
3. Qualified coaches.
4. Financial support at the Board level.
5. W.I.A.A. sport approval.
6. Scheduling possibilities and conference support.
7. Community involvement and support for the activity.

Guidelines for Adding and Deleting Coaches/Advisors to Cocurricular Activities

The number of coaches hired for each activity will depend upon the number of participants. A ratio will be determined from the number of participants on the eighth day of the activity and the number of coaches hired for the activity. The ratio established on the eighth day of the activity will be compared to the acceptable established ratio for each activity. If the ratio established for a particular activity in a specific year varies more or less than a range of five participants per coach/advisor, a recommendation for the adding or deleting of a coach may be made to take effect prior to the following season of that activity. Consideration for adding a coach during the present activity season will be made for safety reasons.

Considerations other than the number of participants for each coach/advisor when recommending the addition or deletion of coaches/advisors include the:

1. Age of participants
2. Safety of participants
3. Facilities
4. Instructional objectives
5. Number of contests
6. Scheduling of contests
7. Nature of the sport (contact vs. noncontact)
8. Number of teams

The number of members per squad in an activity may be limited at the discretion of the varsity head coach and the Athletic Director. Factors to be considered when limiting members include:

1. Facilities
2. Grade level; previous participation
3. Safety
4. Number of uniforms and equipment available
5. W.I.A.A. tournament participation limits
6. Scheduling

Elementary Intramurals

The elementary intramural program will be coordinated through the Community Services Office.

User Fees

The Board determines the following activities require students to pay a \$10 user fee per activity listed. The fee shall be collected prior to the beginning of each activity under accounting procedures developed by the business office. Students eligible to participate in a free school hot lunch program may apply to the school office for consideration of an exemption from fee payment. The application form is to be submitted and processed in a manner similar to application for free hot lunch. Refunds will be allowed students who drop the activity by the second Friday of the operation of the activity. Refunds will be requested in writing and approved by the advisor of the activity and the Principal prior to being allowed. The activities for which a user fee shall be charged follow:

Senior High School	track, girls
basketball, boys	track, boys
basketball, girls	softball, girls
football	baseball, boys
volleyball, girls	golf, boys
swimming, girls	tennis, boys
wrestling	soccer, boys
gymnastics, girls	pom pon
hockey	cheerleading
cross country, boys & girls	soccer, girls
tennis, girls	

Junior High School

baseball, boys	gymnastics, girls
softball, girls	cheerleading
volleyball, girls	pom pon
swimming, girls	tennis, girls
hockey	tennis, boys
cross country, boys & girls	golf, boys
basketball - girls	soccer, boys
basketball - boys	football
track - girls	wrestling
track - boys	soccer, girls

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 RWD:lk

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