
CLOVIS UNIFIED SCHOOL DISTRICT

STUDENT SERVICES RIGHTS & RESPONSIBILITIES

Student Activities

CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES

A. GENERAL PROGRAM PARAMETERS

Extra-curricular and co-curricular programs and activities in the District shall be conducted in accordance with the following general program parameters:

1. Participation and Involvement

Involve the participation of pertinent District staff, students and parents in the development and planning of a program or activity. School employees (if willing), facilities, supplies, and equipment may be made available to support a program or activity.

2. Responsiveness

Be responsive to the articulated needs of students.

3. Guidance and Supervision

Include competent guidance and supervision by willing District staff. The Superintendent or designee shall approve all programs and activities.

4. Guard Against Exploitation

Guard against the exploitation of students.

5. Continuing Evaluation

Provide for the continuing evaluation of the program or activity.

6. Open and Informed

Assure that all programs and activities are open to all students and that all students are fully informed of the opportunities open to them, except where eligibility requirements are necessary or desirable.

7. Principles and Character

Reflect District principles and character, and the role of students and coaches/advisors as role models, and guard against undue influence and the recruiting of participation from outside the District.

8. Compliance with School Rules

Ensure that all student club faculty advisors monitor compliance with and enforce school rules, including board policies and administrative regulations, in a uniform manner at any and all meetings and functions of all student clubs. A violation of school rules by one or more students shall not be a basis for restricting the opportunities of other students who have not violated the rule. These opportunities include, but are not limited to, continuing to conduct or attend meetings of any student club. However, such opportunities may be restricted for all students in a student club if multiple school rule violations create a pattern or practice, or there is widespread student involvement in the violation(s), or there is a likelihood of a disruption on campus or continued violation of school rules as

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determined by the Superintendent or designee. Any student who violates school rules may be subject to disciplinary action, including expulsion or suspension from school, or revocation of the privilege of participating in student club activities.

Ensure that all extra-curricular and co-curricular program and activity advisors, coaches, and supervisors monitor compliance with and enforce school rules, including board policies and administrative regulations in a uniform manner at any and all program or activity events, meetings and functions. A violation of school rules by one or more students shall not be a basis for restricting the rights and opportunities of other students who have not violated the rule(s). These opportunities include but are not limited to, continuing to conduct or attend meetings of any events, meetings, or functions of any extra-curricular or co-curricular program or activity. However, such opportunities may be restricted for all students in an extra-curricular or co-curricular program or activity if multiple school rule violations create a pattern or practice, or there is widespread student involvement in the violation(s), or there is a likelihood of a disruption on campus or continued violation of school rules as determined by the Superintendent or designee. Any student who violates school rules may be subject to disciplinary action, including expulsion or suspension from school, or revocation of the privilege of participating in extra-curricular and co-curricular programs or activities.

9. Prohibition on Discussion of Sexual Activity

Prohibit discussion of sexual activity during any student club meeting or student club activity within the District's limited open forum. "Sexual activity" shall include discussion of sex acts, sexual organs, or any topic that is addressed in the District Family Life/Sex Education curriculum. "Sexual activity" shall not be interpreted to include discussion promoting respectful or civil treatment of individuals of different sexual orientation, or discussion concerning discrimination or harassment on the basis of sexual orientation. Furthermore, nothing in this regulation shall be interpreted to prevent any student club or its members from participating in or discussing community events, such as fundraising walks relating to breast cancer or AIDS.

10. Students with Disabilities

Provide extra-curricular and co-curricular activities in such a manner as is necessary to afford students with exceptional needs an equal opportunity for participation in such services and activities.

11. Annual Notice of District Student Clubs

Require that an annual notice be sent to the parent/guardian of each student regarding student clubs that the District recognizes at the student's school during that academic year. The parental notice form will list, without drawing attention to any particular club, all active student clubs at the pertinent school, with the club name, a brief description of the club prepared by the principal or designee, and the name of the club's advisor. The parental notice form will, without drawing attention to any particular club, advise the parent/guardian of his or her right to inform the school of any student club in which the parent/guardian does not wish his or her student to participate, and advise the parent/guardian that consent will be presumed without written notice to the contrary. The notice shall include the following prefatory language and no other prefatory language:

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“As part of its educational mission for students, Clovis Unified School District allows both curriculum- and non-curriculum-related student clubs to meet at school during non-instructional hours (e.g., before classes begin, during lunch period, club schedule, and after classes end). The Governing Board believes that curriculum- and non-curriculum-related student organizations can have an important place in students’ lives. Besides extending and reinforcing the instructional program, such groups can give students practice in democratic self-government and civil social discourse, as well as providing social, intellectual, and recreational opportunities.

The viewpoints and speech expressed at meetings of student clubs do not necessarily reflect the views of the Clovis Unified School District or its Governing Board.

If eligible under applicable District eligibility standards, a student will have the opportunity to join one or more such clubs and to attend and participate in the meetings of any club that he or she joins. However, the parent has the right to inform the school in writing of any particular student club in which they do not wish their child to participate. Consent to participate will be presumed without written notice to the contrary.”

B. ACADEMIC STANDARDS FOR GRADES 7-12

To reflect the Board’s desire that interscholastic athletics, co-curricular and extra-curricular activities supplement, and not detract from, the academic achievement of District students, each program or activity for students in grades 7-12 shall include the following academic standards:

1. Grade Point Average Requirement

All students must earn at least a 2.0 grade point average for the prior grading period in order to participate during the current grading period. A student who fails to achieve at least a 2.0 grade point average may be placed on probation for the current grading period provided the student complies with the school’s tutorial assistance program. A student who does not achieve at least a 2.0 grade point average during the probationary period shall not be allowed to participate in extra-curricular or co-curricular activities in the subsequent grading period.

Grades earned during the six-week spring grading period of the eighth grade must be used to determine probation/eligibility for the first six-week fall grading period of the ninth grade.

a. Students ruled ineligible:

- i. May practice with the team with approval by school administration after consulting with the coach; and
- ii. The student must attend the weekly study table;
- iii. The student will not be released early from class for games, practices, events;
- iv. The student will not be allowed to dress out to participate.

b. Students placed on probation as used herein must:

- i. Attend the weekly study table; and

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- ii. Request from the student's teachers a progress report every two weeks, and circulate the progress reports to the advisor or coach of each student club, extra-curricular or co-curricular program or activity in which the student is participating. The report must show a passing grade for all classes and a minimum 2.0 grade point average to continue to participate, and to proceed with the subsequent two-week probationary period.
- c. A transfer student is subject to all the conditions of the grade point average requirement.

A student that does not pass at least twenty (20) units for high school, or four (4) classes for intermediate/middle school, during each semester grading period will be ineligible for the following grading period. There is no probationary period for such a student.

Example of Regulation's Application: Student A attends a District middle school and is enrolled in six (6) classes in the spring grading period. Student A receives three (3) F's for the grading period. Because Student A did not pass at least four (4) classes, Student A is ineligible to participate in extra-curricular and co-curricular activities for the following six-week grading period. Under these circumstances, Student A is not entitled to a probationary period.

2. Progress Toward Graduation Requirement

All students who participate in a co-curricular or extra-curricular activity must maintain a grade point average for all classes and minimum progress toward high school graduation that demonstrates satisfactory coursework. Each school site is directed to develop a plan to provide monitoring and assistance to individual students in order to satisfy these standards.

The following number of accumulated units toward high school graduation will be the standard for minimum achievement for students in grades 9-12:

| <u>Grade/Semester</u> | <u>6-Period Day</u> | <u>8-Period Day</u> |
|----------------------------|---------------------|---------------------|
| Sophomore, fall semester | 55 units | 75 units |
| Sophomore, spring semester | 80 units | 105 units |
| Junior, fall semester | 110 units | 145 units |
| Junior, spring semester | 135 units | 180 units |
| Senior, fall semester | 165 units | 220 units |
| Senior, spring semester | 195 units | 260 units |

- a. A *current* student in grades 9-12 who does not accumulate the required number of units toward high school graduation may be placed on probation for the current semester if the following conditions are met:
 - i. A written plan of coursework for the student to catch up on credits within the semester currently attending is developed. The plan is to be submitted to the Assistant Superintendent of Educational Services or designee;
 - ii. The student must attend the weekly study table;
 - iii. The student may be required to circulate a progress report every two weeks to the advisor or coach of each student club, extra-curricular or co-curricular program or

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activity in which the student is participating. The report must show passing grades in all classes and a minimum 2.0 grade point average to continue to participate, and to proceed with the subsequent two-week probationary period;

- iv. This can be used only one time in the four years of high school. Appeals for extenuating circumstances will be heard by the Superintendent's designee.

A student who does not achieve the necessary number of units by the end of the probationary semester shall not be allowed to participate in extra-curricular and co-curricular activities in the following semester. For students transitioning between six-period days and eight-period days, the number of credits accumulated by the student for purposes of graduation may need to be individually calculated.

- b. If a *transfer* student is below the standards for accumulated units towards high school graduation, a school can implement a probationary period if the following conditions are met:
 - i. A written plan of coursework for the student to catch up on credits within twelve months (or the graduation ceremony for a senior) is developed. The plan is to be submitted to the Assistant Superintendent of Educational Services or designee;
 - ii. The student must attend the weekly study table;
 - iii. The student may be required to circulate a progress report every two weeks to the advisor or coach of each student club, extra-curricular or co-curricular program or activity in which the student is participating. The report must show passing grades in all classes and a minimum 2.0 grade point average to continue to participate, and to proceed with the subsequent two week probationary period;

A student who does not achieve the necessary number of units by the end of the probationary 12 months shall not be allowed to participate in extra-curricular and co-curricular activities in the following semester. For students transitioning between six-period days and eight-period days, the number of credits accumulated by the student for purposes of graduation may need to be individually calculated.

3. Written Notification of Probation or Ineligible Status

The school will provide written notification to the student's parent/guardian when a student is placed on 7-12 probation or becomes ineligible for co-curricular and/or extra-curricular participation.

4. Tutorial Assistance Program for Probationary Students

The school site program must include a minimum of two hours of tutorial assistance at the intermediate school level and three hours at the high school level per week. Progress checks and parent communication should be included on a regular basis.

5. Summer School

Summer school grades may be combined with the grades of the last six-week grading period in computing the grade point average to determine eligibility for the first six-week grading period of the next school year.

6. End of Grading Period/Semester

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A school must declare all of its students eligible, ineligible, or on probation on the same day following the close of the previous grading period. This date should be set to allow for accuracy in the issuance of grades and the determination of grade point averages. The day used will be the 2nd Monday following the grading period.

C. ACADEMIC STANDARDS FOR ELEMENTARY STUDENTS (GRADES K-6)

To reflect the Board's desire that interscholastic athletics, co-curricular and extra-curricular programs and activities supplement, and not detract from, the academic achievement of District students, each program or activity for students in grades K-6 shall require that a student maintain at least a "C" average in all subject areas. For purposes of Elementary student probationary status and related eligibility requirements, see the District's Elementary Athletic Handbook.

D. CODE OF CONDUCT

To reflect the Board's desire that interscholastic athletics, co-curricular and extra-curricular programs and activities ("co-curricular and extra-curricular activities") supplement, and not detract from, the character education of District students, all such activities in the District shall be conducted in accordance with the following standards:

1. Commitment to Code of Conduct

Students participating in District co-curricular and extra-curricular activities must follow the Code of Conduct standards at all times. This obligation and responsibility continues at all times, including summer vacation. Students are subject to the Code of Conduct and related school rules affecting participation in District co-curricular and extra-curricular activities when students are under the supervision of a District advisor/coach, while at school or at a school-related activity, as well as at non-school related activities. Students and the coaches, advisors, and parents/guardians of the student participating in District co-curricular and extra-curricular activities will abide by this Code of Conduct. These persons must demonstrate honesty and integrity in compliance with the academic, residency and good citizenship requirements of the Code of Conduct. Further, any undue influence by a school official, coach, advisor, parent/guardian, official, or spectator to encourage improper conduct by a co-curricular or extra-curricular activities participant in violation of the Code of Conduct is strictly prohibited. This prohibition includes any direct or indirect salary, gratuity, educational expenses, excessive or improper expenses, awards, benefits, cash or the equivalent thereof provided to a co-curricular or extra-curricular activities student participant to encourage or ensure a student's participation in a District co-curricular or extra-curricular activity.

If it is discovered that any parent/guardian, student, coach, advisor, teacher, friend or any one associated with the District has provided false information in regards to any aspect of eligibility status on behalf of a student, said student is subject to immediate and permanent ineligibility in any activity from the date on which false information was provided.

Accordingly, teachers, coaches, advisors, parents/guardians, officials, spectators and students shall abide by the Code of Conduct to uphold the trustworthiness, respect, responsibility, fairness, caring and citizenship that this community represents.

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(With regard to coaches and other District employees in athletic supervisory positions, see also California Code of Regulations, title 5, § 5596.)

2. Appearance

District co-curricular and extra-curricular activities are held in high esteem in the District and in the community. Appearance, expressions and actions influence people and their opinion of the District, its students, teams, and the schools. Each student participant in District co-curricular and extra-curricular activities has the responsibility to abide by the District dress code when at school, while traveling, and when representing the District at a co-curricular or extra-curricular activities competition or event. A co-curricular or extra-curricular coach or advisor may set a more strict dress policy, but may not be more lenient than the District dress code as stated in Board Policy No. 2105. If the coach or advisor chooses to set a more strict policy, prior approval must be obtained from the school site athletic director or administrator overseeing the co-curricular or extra-curricular activity, and that stricter dress code policy must be furnished in writing to participating students and parents/guardians.

3. Attendance

Regular school attendance is expected of all District students. Habitual absenteeism will result in appropriate disciplinary action. A participant in co-curricular or extra-curricular activities must be in attendance the day of the performance, contest or event (at least half of the day unless the student has a doctor's appointment or is excused by the school principal) or in school the day prior to activity event or performance, or contest on a non-school day, to be eligible for participation. Students are also expected to attend all school classes the day following a co-curricular or extra-curricular activity event or performance, or contest. Any deviation from the regular school attendance will result in appropriate disciplinary action.

4. Academic Eligibility

Participating students shall meet the academic eligibility standards set forth above as part of his or her ethical responsibilities as a participant in co-curricular and extra-curricular activities.

5. Provision of Accurate Information

Students participating in District co-curricular or extra-curricular activities must provide correct information on the following forms as appropriate:

- a. Valid Birth Certificate;
- b. Results of an annual physical examination;
- c. Verification of insurance;
- d. Signed residence questionnaire;
- e. Signed informed consent form;
- f. Signed informed consent form for football;
- g. Signed anabolic steroids form;
- h. Signed District Code of Conduct;
- i. Signed California Interscholastic Federation (CIF) Code of Conduct; and/or

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- j. Signed dress code (if coach/advisor uses a stricter dress code than that set forth in Board Policy No. 2105).

6. Behavior

The conduct of District students participating in co-curricular and extra-curricular activities is closely monitored by the public and community. District students, in representing themselves, their parents/guardians school and community, are expected to conduct themselves in an exemplary manner. No student participant will violate applicable statues or rules, including Education Code sections 48900 (Refer to AR2102).

7. Removal Procedure

When a violation of this Code of Conduct and/or the California Education Code occurs, a coach/advisor/activities director or athletic director can temporarily exclude a student from participation on a team/activity for a period up to five (5) school days and recommend permanent removal of the student from the team/activity for the season. The coach/advisor is to immediately inform the school athletic director or activities director of the temporary exclusion of the student from the team/activity. The parents/guardians are to be notified in person or by phone within twenty-four (24) hours of the temporary exclusion from participation.

A student that has been temporarily excluded will have an informal conference with the site athletic/activities director. The purpose of this informal meeting is to give the student an opportunity to be heard with respect to the alleged violation.

Within five (5) school days after notice of being temporarily excluded from the team/activity, the student and the student's parents/guardians must be given an opportunity to be present at an eligibility hearing to determine the length of the student's exclusion, the criteria for reinstatement on the team/activity, or if the student will be permanently removed from the team/activity. Time periods for the above procedure may be adjusted if necessary to complete the investigation of the offense; however, the student in question and his/her parents/guardians will be notified of the adjusted schedule. This procedure shall not apply to residential, intradistrict, or interdistrict transfer eligibility determinations for interscholastic athletics eligibility discussed below.

8. Removal Hearing

For purposes of the Removal Procedure described above, the hearing panel that will determine whether to permanently remove a student from an interscholastic athletic team will be composed of three (3) voting school personnel as follows:

- a. Athletic director/activities director/chairperson (one vote);
- b. Principal, deputy principal, learning director or counselor (one vote); and
- c. Staff member (one vote).

Others who may attend and have input:

- a. Coaches/advisors (non-voting, provide information only);
- b. Student (non-voting, provide information only); and/or
- c. Parents (non-voting, provide information only).

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The three (3) voting members of the hearing panel must be present to constitute a quorum, with a majority vote necessary for action.

The hearing panel will hear a case within five (5) school days, (unless extended by the District for a reasonable period of time for purposes of completing an investigation into the student's conduct subjecting him or her to removal, or other valid reasons), and inform the student of its decision after the panel's recommendation has been reviewed by the Principal.

Individuals who may be present during the panel's hearing are restricted to the panel members, school officials, the student, and the student's parents/guardians, and, if allowed by the District, witnesses providing testimony during the hearing. Any exception to this restriction must be approved by the Principal.

A letter shall be sent to the parents/guardians and student stating the decision of the hearing panel within one (1) school day after the hearing.

Following the receipt of the hearing panel's decision by the student's parents/guardians, the student may appeal the panel's decision to the Principal. Student must deliver the request for appeal to the Deputy Principal or Principal's office within ten (10) school days of the hearing panel's decision.

**E. RESIDENTIAL AND TRANSFER ELIGIBILITY FOR INTERSCHOLASTIC
ATHLETIC; INTERMEDIATE (GRADES 7-8) AND HIGH SCHOOL (GRADES 9-12)
STUDENTS**

The following regulations govern District students' residential, intradistrict and interdistrict transfer eligibilities for participation in District interscholastic athletics.

"Residential eligibility" governs and determines at which District area school a student has obtained eligibility to participate in interscholastic athletics.

"Interdistrict transfer eligibility" governs whether a student is eligible to participate in interscholastic athletics following a transfer from a non-District school into a District school.

"Intradistrict transfer eligibility" governs and determines whether a student is eligible to participate in interscholastic athletics following a transfer from one District school to another District school, whether through the District's Open Enrollment process or other method of intradistrict transfer.

Authorization or approval by the District of a student's interdistrict transfer, intradistrict transfer, or open enrollment transfer does not result in the student obtaining interdistrict or intradistrict transfer eligibility for District interscholastic athletics. Following a student's interdistrict or intradistrict transfer into a District school, the determination of the student's interdistrict or intradistrict transfer eligibility for interscholastic athletics will be based upon the requirements, standards and guidelines set forth herein.

1. Residential Eligibility

"Residential eligibility" determines what District school student is eligible to attend based on the attendance area in which the student resides. Correspondingly, "residential eligibility" determines, in the first instance, the District school at which a student is generally eligible to participate in interscholastic athletics during the seventh through

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twelfth grade years.

A student's area of attendance is established by the District elementary school they are attending during the second semester of their sixth grade school year. Upon entering the seventh grade of the aligned intermediate school, the student has initial enrollment.

A student who has a valid full family move into an attendance area of the District in the seventh grade would also have initial enrollment.

When a student transfers from a school not associated with the District, he or she will be considered an interdistrict transfer (i.e., transfers into a District school from a home school, private school or other public school). A student on an interdistrict transfer who lives in the District's boundaries will be given residential eligibility based on their neighborhood school. If the student wants to attend a school outside their neighborhood school, the student must comply with the intradistrict transfer policy and related interscholastic eligibility limits.

When a student transfers within the District to another District school by either open enrollment or other intradistrict transfer, they will be considered a transfer student and will be subject to the intradistrict transfer policy and related interscholastic eligibility limits.

Example of Regulation's Application: If a student transfers/enrolls into the District from a private school, and lives in District School A's attendance boundary area, the student may be granted eligibility for participation in School A's interscholastic sports. If the same student desires to attend District school B, outside his attendance area, then the student must follow the District's intradistrict policy and will generally be ineligible for participation in School B's interscholastic sports for 365 days.

2. Interdistrict Transfer Eligibility

For purposes of determining interdistrict transfer eligibility for District interscholastic sports, the District adopts and follows the standards in California Interscholastic Federation (CIF) and CIF Central Section Bylaw 207.

a. Interdistrict Transfer Eligibility (Grades 7 and 8)

The following provisions apply to any student who transfers from a school not associated with the District into the District during the student's seventh or eighth grade years. (Refer to CIF Central Section Bylaw 207.)

i. A student may have interdistrict transfer eligibility provided the student moves from any non-District school to a District school due to:

- (1) A valid change of residence (Full Family Move) (Refer to CIF Central Section Bylaw 206); OR
- (2) A ruling by the Governing Board of a school district that has two or more high schools mandating a change of school attendance boundaries affecting an individual student or group of students provided the change of schools is not the result of a disciplinary action; OR
- (3) A family decision to transfer the student during their seventh or eighth grade year and the following conditions are met:

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- (a) This is the first transfer of this student since his/her initial enrollment in the seventh or eighth grade; AND
- (b) The student is not transferring as a result of a disciplinary situation (see also CIF Bylaw 209); AND
- (c) The student was scholastically and otherwise eligible at the former school immediately prior to the transfer; AND
- (d) There is no evidence that the transfer, in whole or part, is athletically motivated (See also CIF Bylaw 510.B); AND
- (e) The CIF Form 510 Pre-Enrollment Contact Affidavit is completed verifying that there is no evidence of the use of undue influence (recruiting) by anyone associated with either school; AND
- (f) The CIF Form 207 Athletic Transfer Eligibility Application and CIF Form 510 Pre-Enrollment Contact Affidavit have been approved by the District; HOWEVER,
- (g) No student shall be eligible to participate in the same sport at two different schools in the same school year unless the student changed schools as a result of a valid change of residence by the student and his/her parents/guardians/caregiver. In the event of a change of schools due to a valid change of residence, a student will be allowed to participate in the same sport at two different schools not to exceed, in total, the maximum number of contests in that sport as established by the District.

Example of Regulation's Application: Student A transfers into the District by way of an interdistrict transfer in the seventh grade. Student may have unrestricted eligibility if they have met all the criteria in (3)(a)-(g) above. If the student desires to transfer to another District school at any time after their initial enrollment, then they must follow the intradistrict policy and related interscholastic eligibility limits.

- ii. If a student does not qualify for interdistrict transfer eligibility under the above standards, the student may seek a hardship waiver of their ineligibility as set forth in E.7. of this regulation.

All intermediate school students (grades 7-8) transferring on an interdistrict transfer into the District who intend to apply for athletic eligibility must fill out a District forms 207, 510 and Waiver to Practice. These forms are accessible at the new school's athletic office. Any student, seventh through eighth grade, and/or the student's parent/guardian should submit the completed forms to the athletic director at the student's new school.

After reviewing the completed Forms 207 and 510, the Superintendent's designee will determine whether or not an intermediate school student has athletic eligibility upon the student's interdistrict transfer into the District. The Superintendent's designee will use the transfer guidelines under AR 2505 E.2 as a criteria for and guidance for determining eligibility.

- b. Interdistrict Transfer Eligibility (Grades 9-12)

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The following provisions apply to any student who transfers from a school not associated with the District into the District during the student's ninth through twelfth grades. All criteria is established by CIF Bylaw 207 and all decisions regarding interdistrict transfers will be decided by CIF after reviewed by Superintendent's designee. (Refer to CIF Bylaw 207)

Foreign Exchange Students: The 365-day ineligibility includes foreign exchange students, foreign students, and any student who has transferred from a school not associated with the District and from another district without the student's parents/guardians/caregiver with whom the student lived with when he/she established residential eligibility, even though a new legal guardian or caregiver is appointed who themselves have been a resident of the District attendance area for more than 365 days. If a foreign exchange student can prove he/she has never previously participated in a specific or related sport or competitive extracurricular activity, said student may apply for a waiver of restricted eligibility in sports that they have not participated in prior to coming to the United States. In sports in which they have participated, they become ineligible for one (1) calendar year.

All high school students (grades 9 through 12) transferring into the District on an interdistrict transfer who intend to apply for athletic eligibility must fill out an Athletic Transfer Eligibility Application, CIF Form 207 and Pre-enrollment Contact Affidavit, CIF Form 510 and Waiver to Practice form. These forms are accessible at the new school's athletic office. Any student (grades 9 through 12) and/or the student's parent/guardian should submit the completed forms to the athletic director at the student's new school.

All forms will be sent to CIF, and *CIF will determine* the eligibility of the student transferring. Any appeals will be directly referred to CIF

3. Intradistrict or Open Enrollment Transfer Eligibility and Request for Waiver of Ineligibility (Grades 7 through 12)

Pursuant to Education Code section 35179 and article 2, section 23 of CIF's Constitution, the District has established its own standards for student eligibility for interscholastic athletics following a seventh through twelfth student's intradistrict transfer from one District school to another District school through the District's open enrollment or other intradistrict transfer process.

Any seventh through twelfth grade student who transfers from one District school to another District school shall be ineligible for athletic participation for 365 days from the date of first attendance within the District at the student's new school.

If a student chooses to receive an open enrollment transfer to a new school for a second time while attending seventh or eighth grade, and he/she receives such a transfer for educational purposes, the student will then be ineligible for athletic participation for the remainder of his/her intermediate school career at the new school.

- a. A student may have restricted athletic eligibility, regardless of the above limitations, provided that the student can demonstrate a hardship as defined by CIF Bylaw 207 or AR 2505 E.4.a. All students in grades 9-12 would still need approval from CIF prior

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to granting any eligibility.

- b. All intermediate school students (grades 7-8) transferring to a school outside their attendance area on an intradistrict transfer or an open enrollment transfer who intend to apply for athletic eligibility must fill out District Forms 207, 510 and Waiver to Practice. These forms are accessible at the new school's athletic office. Any student in grades 7-8 and/or the student's parent/guardian should submit the completed forms to the athletic director at the student's new school.

After reviewing the intermediate school student's completed Forms 207, 510 and Waiver to Practice, the Superintendent's designee will determine whether the intermediate school student has athletic eligibility upon the student's intradistrict or open enrollment transfer. CIF Central Section Bylaw 207 and AR 2505 E.4, and the guidance provided by same, will be used to determine eligibility. Intermediate school students denied eligibility under this section by the Superintendent's designee may appeal the designee's determination consistent with section E.9 of this regulation.

- c. All high school students (grades 9-12) transferring to a school outside their attendance area on an intradistrict transfer or an open enrollment transfer who intend to apply for athletic eligibility must fill out an Athletic Transfer Eligibility Application, CIF Form 207 and Pre-enrollment Contact Affidavit, CIF Form 510 and Waiver to Practice form. These forms are accessible at the new school's athletic office. Any student in grades 9-12 and/or the student's parents/guardians/caregiver should submit the completed forms to the athletic director at the student's new school.

After reviewing the high school student's completed CIF Forms 207, 510 and Waiver to Practice, the Superintendent's designee will determine whether the high school student has athletic eligibility based upon the student's intradistrict or open enrollment transfer. CIF Central Section Bylaw 207, and the guidance provided by same will be used to determine eligibility. The ruling of the Superintendent's designee will be forwarded to the CIF Central Section Commissioner. High school students denied eligibility under this section by the Superintendent's designee may appeal the designee's determination consistent with section E.9 of this regulation.

4. Hardship and Restricted and Unrestricted Eligibility Waivers

A student can obtain transfer eligibility under this regulation if he/she qualifies for an ineligibility hardship waiver. An ineligibility hardship waiver may allow a student unrestricted or restricted eligibility for participation in District interscholastic athletics in grades 7-8 and may be granted up to restricted eligibility for intradistrict transfers as defined by E.4.a for grades 9-12 upon approval from CIF. In order for students in grades 9-12 to gain unrestricted eligibility they must meet CIF Bylaw 207's definition of a hardship.

- a. Hardship Waivers

To qualify for a hardship waiver of ineligibility for interscholastic athletics, the transfer student must be able to demonstrate that a hardship caused the student to be ineligible. A hardship is defined as an unforeseeable, unavoidable, and uncorrectable act, condition, or event, which causes the imposition of a severe non-athletic burden,

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upon the student or his/her family. The District incorporates by reference and refers to CIF Central Section Bylaw 207's definition of a hardship, interpretation of a hardship, and guidance on hardship waivers under Bylaw 207, inclusive, for purposes of the District's Hardship Waiver process.

b. Restricted Eligibility Waivers

When a student transfers from school A to school B without the student's parent/guardian/caregiver moving into the new school attendance area and the student can prove a hardship as defined in AR 2505 E.4, the student may receive restricted eligibility at school B. Restricted eligibility is defined as athletic competition except varsity level competition in sports in which the student has participated in any level of interscholastic competition during the twelve (12) calendar months preceding the date of such transfer.

If a foreign exchange student can prove he/she has never previously participated in a specific or related sport or competitive extracurricular activity, said student may apply for a waiver of restricted eligibility in sports that they have not participated in prior to coming to the United States. In sports in which they have participated, they become ineligible for one (1) calendar year.

At a new school, where the school does not have a varsity level team, a transfer student or foreign exchange student may apply for restricted eligibility in sports even where the transfer or foreign exchange student has participated previously in varsity level competition for those sports, and may be granted restricted eligibility provided all other eligibility requirements/conditions are met.

5. Time Frame for CIF 207/510 Paperwork

Under this regulation, parents and student athletes should allow up to twenty (20) school days from the time all completed and appropriate paperwork is received by the Athletic Director at the student athlete's new school.

6. Appeals of Interdistrict Transfers Eligibility Determinations (7-8) and Intradistrict or Open Enrollment Transfer Eligibility Determinations (7-12)

Intermediate school students (grades 7-8) who have been found ineligible for interscholastic athletics following an interdistrict transfer by the Superintendent's designee, as well as intermediate and high school students (grades 7-12) who have been found ineligible for interscholastic athletics following an intradistrict or open enrollment transfer by the Superintendent's designee, may appeal the Superintendent's designee's decision as set forth herein to the District's Athletic Committee. (Interdistrict transfer eligibility for grades 9-12 students and appeals in relation to same are determined entirely by CIF)

a. The student may appeal the decision, in writing, describing why he/she is appealing and how it complies with the requirements and conditions of CIF and CIF Central Section Bylaw 207 and AR 2505. All documents must be delivered to the new school's Athletic Director.

i. The Athletic Director will submit the information received from the student to the District's Athletic Committee and present the case; OR

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- ii. The student may request the opportunity to present their case directly to the District's Athletic Committee in a closed meeting. If the student does not request the opportunity to be heard by the District's Athletic Committee, he/she waives their right to such an opportunity. If the student requests an opportunity to be heard by the District's Athletic Committee, he/she will be given fifteen (15) minutes to present the appeal to the Committee. The District may have legal representation at the Committee meeting, if necessary, to present other information regarding the student's eligibility appeal. The District will be given fifteen (15) minutes to present to the Committee relevant information regarding the student's athletic eligibility and appeal, if necessary. Once the appeal is presented, both parties will be asked to leave the room while the Committee deliberates. The Committee will reconvene and disclose its decision.
 - b. All athletic eligibility and hardship waiver decisions by the Committee are final, binding, and not subject to further appeals with the District. The student will be notified of the decision from the A.D. of the school attending and the ruling will be forwarded to the CIF Central Section Commissioner.
 - c. The District's Athletic Committee will be assigned by the Superintendent or designee to hear intermediate and high school (7-12) intradistrict and open enrollment transfer eligibility appeals and intermediate school (7-8) interdistrict transfer athletic eligibility appeals. The District's Athletic Committee will be composed of all intermediate and high school Athletic Directors. In no instance shall the Athletic Director of the student's old or new school participate as a member of the Committee on a student's transfer eligibility appeal. However, the Athletic Director of the student's old and/or new school or other appropriate parties may present evidence or information to the District's Athletic Committee in order for the Committee to make an informed decision on the student's appeal, and the Athletic Director of the student's old and/or new school may advocate to the Committee regarding whether the Committee should or should not grant the student's transfer eligibility appeal.
 - d. Upon the majority vote of a quorum of members present, the District's Athletic Committee may overturn the Superintendent's designee's decision and grant the student's appeal.
 - e. Because the information utilized and discussed by the District's Athletic Committee regarding transfer eligibility appeals includes confidential student information, all transfer eligibility appeals and Committee deliberations will be held in closed session.
 - f. Following a meeting by the District's Athletic Committee to determine a student's transfer eligibility appeal, the Athletic Director of the student's new school will inform the student in writing, within a reasonable period of time, of the Committee's decision on the student's athletic transfer eligibility appeal.
7. Valid Residence and Valid Residence Changes

A student may have athletic eligibility under this regulation when he/she establishes that a valid full family move took place. Athletic eligibility based upon a valid full family move is distinct from athletic eligibility based upon a waiver of ineligibility because of hardship.

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a. Valid Residence

Pursuant to CIF and CIF Central Section Bylaw 206, a valid residence is that location where the student's parents/guardians/caregiver with whom the student lived when he/she established eligibility, live with the student and, as a result, use and enjoy that location. A student (with the student's parents/guardians/caregiver or immediate family with whom eligibility has been established) may only have one valid residence at a time.

b. Valid Change of Residence

Determination of what constitutes a valid change of residence depends upon the facts in each case; however, to be considered, the following facts must exist (Refer to CIF Central Section Bylaw 206):

- i. The original residence must be abandoned and vacated as a residence by the immediate family, AND
- ii. The student's entire immediate family must make the change and take with them all household goods and furniture appropriate to the circumstances. For eligibility purposes, a family unit may not maintain two or more residences; AND
- iii. The change of residence must be genuine, without fraud or deceit, and with permanent intent.

c. Multiple Changes in Residence

A student whose family makes a valid move into a new attendance area may be immediately residentially eligible for varsity competition. A subsequent move into a different attendance area by the family (or other family members) during that same school year will result in the student being declared ineligible until cleared for competition by the District's Athletic Committee.

d. Proving Valid Change of Residence

Evidence must be submitted that a valid change of residence has occurred. Evidence will include all of the following that are appropriate for the situation:

- i. Operative telephone and utility service at the student's new residence and terminated at the former residence;
 - (1) Activation of bill at new address
 - (2) Cancellation date of bill at former address
- ii. Proof of paying for utilities at the new residence including phone, gas, electricity, water, cable television and garbage collection;
 - (1) Activation of bill at new address
 - (2) Cancellation date of bill at former address
- iii. Bank statement indicating current and former addresses of new residence;
- iv. Credit card statement indicating current and former addresses of new resident;
- v. Proof of submitting a change of address to the U.S. Postal Service to receive mail at

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- the new residence;
- vi. Proof of transfer of the parent's/guardian's and age-appropriate student's motor vehicle registration;
 - vii. Proof of changed address on the parent's/guardian's and age-appropriate student driver's license;
 - viii. Voter registration listing the new address;
 - ix. Real estate documents indicting and verifying a change of residence (sale and purchase, for instance);
 - (1) Proof of entering into a long-term lease
 - (2) Court documents indicating a change of residence
 - (3) Property tax receipts
 - (4) Rent payment receipts
 - x. Declaration of residency executed by the student's parent/guardian; or
 - xi. Other documentation that a Section or school district may require that establishes that a person is living at the new address.

The Athletic Director or other District personnel will visit and may revisit the residence to determine that the family is residing in the new residence.

The Athletic Director or other District personnel will visit the previous residence to determine that it has been abandoned and vacated.

A decision will be rendered once all completed forms have been turned in to the Athletic Director at the student's new school site. Parents/Guardians and students should allow up to twenty (20) school days for this process to be completed.

**F. SEMESTERS OF ELIGIBILITY AND TEAM ELIGIBILITY FOR INTER-SCHOLASTIC
ATHELTICS****1. Elementary School Eligibility**

When a student first enters the fourth grade (regardless if it is a District or non-District school), he/she has six (6) consecutive semesters in which to complete his/her elementary school athletic eligibility.

Example of Regulation's Application: Student A transfers to a District school from a school outside the District. Student A was in the fifth grade at the prior school and plans on repeating the fifth grade in the District. Because Student A's eligibility started upon entry into the fourth grade at the prior school (regardless of any participation in sports), Student A would have only two (2) semesters of athletic eligibility for the remainder of elementary school enrollment even though the student enrolls in the fifth grade.

Example of Regulation's Application: Student B is enrolled in a District school for fourth and fifth grades. Student B then transfers to a school outside of District for the sixth grade. Student B then transfers back to a District school the following year and repeats

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the sixth grade. Student B would be ineligible for athletics because he/she has completed six (6) consecutive semesters of elementary school enrollment athletic eligibility four (4) semesters for fourth and fifth grades in the District, and two (2) semesters for sixth grade at a school outside of the District).

2. Intermediate School (Grades 7-8) Eligibility

When a student first enters seventh grade (regardless if it is a District or non-District school), he/she has four (4) consecutive semesters in which to complete his/her intermediate school athletic eligibility.

Example of Regulation's Application: A student begins the seventh grade at a District school, then transfers to a non-District school the following year and repeats the seventh grade. The student then transfers back to a District school the year after and begins the eighth grade. The student would be ineligible for the eighth grade athletics since the student has already completed four (4) consecutive semesters since their initial enrollment into the seventh grade.

3. High School (Grades 9-12) Eligibility

When a student first enters ninth grade (regardless if it is a District or non-District school), he/she has eight (8) consecutive semesters in which to complete his/her high school athletic eligibility.

4. Reclassification Eligibility

To determine a student's normal progress toward graduation, the school will use the graduation date of the class the student originally enrolled in at the seventh or ninth grade level that began his/her intermediate or high school eligibility.

5. Team Eligibility

An athlete may only participate in the level to which he/she is eligible, i.e., restricted or unrestricted eligibility.

G. INSURANCE COVERAGE

Accident insurance, including for medical and hospital services, shall be made available for purchase by students who may be injured while participating in athletic activities under the jurisdiction of the District.

H. ALTERNATIVE SCHOOL PLACEMENT OR CHARTER SCHOOL PLACEMENT

When a student is placed in or attends an alternative school or charter school he/she will not be eligible to practice with any CIF sanctioned athletic teams in the District.

When a student has been placed in an alternative school for disciplinary reasons and there is a violation of the District Code of Conduct, upon his/her return from the alternative school to a CIF sanctioned campus within the District, the student must go through code of ethics hearing at the site to be granted permission to participate in interscholastic athletics. The student must complete all obligations required as a result of the code of ethics hearing before rejoining and participating in interscholastic athletic practices or competitions.

Time spent at the alternative school does not count towards time required to serve the athletic board sanctions.

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Adopted: 08/10/05
Revised: 01/18/06
Revised: 10/31/06
Revised: 12/12/07
Revised: 07/08/09
Revised: 09/08/10
Revised: 04/24/13
Revised: 01/28/14