

Office of Athletics and Co-Curricular Activities

Warren County School District
Richard Gignac, Supervisor of District-Wide Athletics and Co-Curricular Activities
Melissa Bullock, Secretary of Athletics and Co-Curricular Activities
Telephone: 814/723-6900 extension 1029

TO: Principal / Athletic Coordinator

FROM: Richard Gignac, WCSD Athletic Director

DATE:

RE: **POLICY 10465 – Student Participation and Coaches Needed**

I regret to inform you that the (*Sports Program*) at (*School*) has fallen short of the minimum required participation number. Policy 10465 states that you are required to have a minimum of (*# of Participants Needed*) participants as of the tenth day of practice. You currently have (*# of Participants*) who are participating in this program. As a result, this program will be placed on probation for the remainder of the 2014-2015 school year. I have provided you with a copy of the procedure that will need to be followed.

If you have any questions or concerns, please feel free to contact me at your convenience.

Cc:

Board of Directors
Gary Weber
File

PROCEDURE FOR DROPPING A SPORT

Warren County School District Sports Programs that Fall below Minimum Participation

- I. Third-day and ten-day totals are sent to the Supervisor of District-Wide Athletics and Co-Curricular Activities
- II. If the ten-day or season-end totals fall below the Board approved minimum number of participation (Policy 10465), the following will occur:
 - A. The Supervisor will notify the Superintendent, principal, athletic coordinator, and coach that the particular sport will be on probation for present season or the Superintendent will determine the feasibility of continuing the sport for that particular sport's season.
 1. Parents/students and league officials will be notified by the principal that the sport is in jeopardy of being dropped for the present or the following school year.
 2. The above mentioned persons and the Athletic and Extra-Curricular Activities Committee will be notified that a particular sport will be recommended to be immediately dropped for the present season.
 - B. The head coach is to develop an action plan on how he/she will raise participation for the next season.
 1. A copy of the action plan is to be given to the Supervisor of District-Wide Athletics and Co-Curricular Activities, the principal and the athletic coordinator.
 - C. If no progress has been made by the coach and school to promote the program that has been on probation for the past season or the ten-day totals fall below the minimum required numbers, the building principal will recommend to the Superintendent that the program be dropped for that particular sport and will notify the appropriate entities of the decision.
 - D. Wherever possible, co-ops will be available for students whose sport programs were dropped.

NOTE: Cooperatives can take up to two years to be finalized

The Warren County School District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs, activities or employment practices and provides equal access to the Boy Scouts and other designated youth groups. Inquiries may be directed to Mrs. Amy Stewart, Title IX/Section 504 Coordinator at 589 Hospital Drive , Suite A, Warren , PA 16365 or (814) 723-6900.