



## **MADISON SCHOOL & COMMUNITY RECREATION**

A Department of the Madison Metropolitan School District

# **MSCR After-School Activities**

## **Handbook for Middle School Parents and Students 2009 – 2010**

- Information on After-School Opportunities
- Standards of Behavioral Expectations for Middle School Programs

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## **After-School Program Information 2009-10**

### **Madison School & Community Recreation (MSCR) Mission**

MSCR will enhance the quality of life for individuals in the Madison Metropolitan School District and for the community by providing recreation and enrichment opportunities year-round that are accessible to all.

### **MSCR Middle School Activity Directors**

MSCR has either a full or part-time staff person at each MMSD Middle School who is responsible for coordinating all after-school clubs, sports and/or Youth Resource Center Programs. For school specific information contact the MSCR Middle School Activity Director at your child's school listed below:

Black Hawk	Maria Riordan	204-4432
Cherokee	Alejandra Carranza	204-1268
Hamilton	Peg Guse	204-4620
Jefferson	Layne Hammond-Champion	663-7322
O'Keefe	Colleen Hayes	204-6863
Sennett	John Milton	204-4029
Sherman	Kit Laibly	204-2132
Spring Harbor	Jon Sievwright	204-1100
Toki	Ariana Hauck	204-4763
Whitehorse	TBA	204-4480
Wright	Shelton Kingcade	204-1369

### **MSCR Administrative Staff**

If you have a question, concern or would like to discuss your child's after-school experience the first person to talk to is the MSCR Activity Director at your child's school. However, if you have questions or need additional assistance please contact the individuals listed below.

**MSCR Program Assistant for Youth Resource Centers and Clubs:** Laurie Beckwith, 204-3021

**MSCR Program Assistant for Middle School Sports:** Debra Lawson, 204-3026

**MSCR Youth Program Support Specialist Middle School Clubs:** Ian Hannah, 204-3052

**MSCR Youth Sports Specialist:** Greg Roscoe, 204-3034

**MSCR Therapeutic Recreation Specialist:** Cheryl Dietrich, 204-3042 OR Kate Dvorak, 204-3043

**MSCR Supervisor for Middle School Programs:** Diana Miller, 204-3018

**MSCR Supervisor for Middle School Sports:** John Probst, 204-3032

**Transportation**

Transportation will be provided via school bus, van, or taxi service for MSCR clubs, sports or field trips that require traveling to another location. All transportation providers used are approved through the MMSD Transportation Office. Every MMSD Middle School has a late bus that operate on selected days after school roughly forty-five minutes to an hour after school is released. Schools that have a Youth Resource Center may offer a second late bus to transport students home at 5:00 or 5:30 p.m. Please contact the MSCR Activity Director at your child's school for exact times and days the late bus is offered.

**Fees**

A \$12.00 activity fee is assessed at the beginning of the school year as part of your child(ren)'s registration fees. This \$12.00 fee is used by MSCR to offer a wide variety of after-school clubs, sports and/or Youth Resource Center Programs. Additional admission and transportation fees may be charged for specific clubs, sports or Youth Resource Center Programs.

**Scholarships**

All students are welcome and encouraged to participate in after-school clubs, sports, and/or Youth Resource Center Programs. MSCR does not want the inability to pay to hinder student participation. For this reason, a scholarship fund is available for after-school activities at each MMSD Middle School. Families and students who need financial assistance in order to participate are encouraged to apply for a full or partial scholarship. To apply for a scholarship contact the MSCR Activity Director at your child(ren)'s school.

**Services for Students with Disabilities**

All MMSD middle school students are welcome and encouraged to participate in MSCR after-school programs. If your child needs accommodations, including equipment modification, a one-on-one staff person or other assistance in order to participate in an after-school club, sport and/or Youth Resource Center Program please contact the MSCR office at 204-3042.

**Permission Forms**

MSCR requires that all students participating in an MSCR after-school activity complete and return the MSCR after school permission card (orange) to their school. These cards enable the appropriate club leader or coach to have the relevant information needed in case of emergency. Additional waivers, permission forms, or information cards may need to be completed based on the individual club, sport and/or Youth Resource Center Program.

## **Youth Resource Centers and After-School Clubs**

### **Youth Resource Centers**

*MSCR provides Youth Resource Centers (YRC's) at nine of the eleven middle schools. A YRC serves as an umbrella after-school center, which provides a wide range of recreational, academic enrichment and social activities, clubs and events. Youth Resource Centers are open from the time school releases until 5:00 p.m. Some Youth Resource Centers offer additional weekend and evening activities. For a complete listing of activities contact the Youth Resource Center Director at your child's school.*

### **After-School Clubs**

*MSCR will provide organized after-school clubs throughout the school year, as indicated below. The clubs are organized through school with the assistance of the Recreation Counselor or Youth Resource Center Director and the club leader. Club times are held at the discretion of the school, within broad MSCR guidelines. Below is a comprehensive listing of "City-wide Clubs" that may be offered at every middle school dependent on student interest. In addition to the clubs listed below school specific clubs are offered at each school, based on student interest levels and club leader expertise available. Please check with the MSCR Activity Director at your school for a complete listing of activities.*

**Bowling Clubs** (Boys/Girls) All Grades                      Season: Dates determined by school  
Bowling Clubs are offered throughout the school year in collaboration with local bowling alleys. Students learn the basics of bowling and may participate in a season ending bowling tournament. Students are either transported or walk to and from the bowling alley. Admission fee is charged to participate, scholarship are available through MSCR.

**Chess Clubs** (Boys/Girls) All Grades                      Season: November – March  
Chess Club focuses on teaching basic and advanced chess strategies, critical thinking and sportsmanship. Practices are once a week. Dependent on student interest at the school, students may participate in a season ending citywide tournament. No admission fee charged.

**Drill and Dance Teams** (Boys/Girls) All Grades      Season: Ongoing throughout the school year  
Drill and Dance Teams focus on teaching students a variety of steps and allowing students to design their own routines. Based on student interest at the school, students may participate in a season ending city-wide drill/dance team festival.

**Homework Clubs** (Boys/Girls) All Grades              Season: Ongoing throughout the school year  
Students receive a variety of academic assistance in both large and small group settings. On an as needed basis students may be matched with a tutor or teacher. No admission fee charged.

**Horseback Riding Clubs** (Boys/Girls) All Grades      Season: September-October  
Horseback Riding Clubs are offered for four weeks through Hoofbeat Ridge Riding Stables. Students register at their school on a first come first serve basis and limited spots are available

per school. Transportation is provided to and from the Riding Stable to the school. Admission fee is charged to participate; scholarships are available through MSCR.

**Kayak Clubs** (Boys/Girls) All Grades                      Season: Fall and Spring  
Kayak Clubs are offered in four-week sessions in collaboration with Rutabaga Paddlesports. Students learn basic paddling skills and paddle to Lake Monona and Mud Lake. Students register at their school on a first come, first serve basis and must return a completed Rutabaga Paddlesports waiver. Transportation is provided to and from Rutabaga Paddlesports to the school. Admission fee is charged to participate, scholarships are available through MSCR.

**Skateboard Club** (Boys/Girls) All Grades                      Season: Ongoing throughout the school year  
Skateboard Clubs are offered throughout the school year in collaboration with 4 Season's Skatepark. Students register at their school on a first come first serve basis and limited spots are available per school. Transportation is provided to and from the skatepark to the school. Students must wear a helmet and provide their own skateboards. Students are encouraged to wear appropriate safety pads. Admission fee is charged to participate; scholarships are available through MSCR.

**Ski Club** (Boys/Girls) All Grades                      Season: December – February  
Ski Club is a program designed to provide opportunities for students to learn both basic and advanced skiing skills, along with providing time for students to ski at local ski hills. Typically, schools offer a minimum of four trips per school. Students register at their school. Admission fee is collected for ski lift passes, ski rentals, and lessons; scholarships are available

**School Specific Clubs** (Boys/Girls) All Grades                      Season: Throughout the School Year  
MSCR offers a wide variety of clubs that are based on the specific interest of each middle school student body.

### **MSCR SPECIAL EVENTS**

**Chess Club Tournament** (Boys/Girls) All Grades                      Season: Early Spring  
The MSCR Chess Club Tournament is offered on a Saturday in early spring for students to play competitive chess in a tournament format. Students begin play against similar aged players and then continue through 4 rounds of chess throughout the day.

**Drill and Dance Team Festival** (Boys/Girls) All Grades                      Season: Spring  
The MSCR Drill and Dance Team Festival is offered on a weekday evening and showcases drill and dance teams from across the City of Madison.

**Dane County Youth Leadership Conference** (Boys/Girls) All Grades                      Season: Fall  
Dane County Youth Leadership Conference is offered on a no school day in October and offers students opportunities to explore leadership opportunities available in their communities.

## **MSCR After-School Sports Opportunities**

*MSCR provides organized after-school sports programs, by season, as indicated below. The teams are organized through school with the assistance of the Activity Director and team coach. Practice times are at the discretion of the school/coach, within broad MSCR guidelines. Additional sports opportunities may be available at each school, based on the interest levels and expertise available within the school. Please check with the MSCR Activity Director or Youth Resource Center Director at your school for a complete listing of after-school sports activities.*

### **FALL**

#### **FLAG FOOTBALL** (Boys/Girls) Grades 7-8

Season: September-October

Flag football is a program that emphasizes participation, sportsmanship and learning basic skills required to play the game. Practices may be up to 3 days per week and are scheduled after-school. Participants will play a 4 to 6 game schedule (which may include a season ending tournament) against other teams from MMSD middle schools.

#### **VOLLEYBALL** (Boys/Girls) Grades 7-8

Season: September-October

Students learn teamwork, sportsmanship and acquire a variety of volleyball skills. Practices may be up to 3 days per week and are scheduled after-school. Participants will play a 4 to 6 match schedule (which may include a season-ending tournament) against other teams from MMSD middle schools.

### **WINTER**

#### **BASKETBALL** (Boys/Girls) Grades 7-8

Season: October-December (Boys)  
January-March (Girls)

The boys and girls basketball program emphasizes participation, sportsmanship and learning basic skills required to play the game. Practices may be up to 3 days per week and are scheduled after-school. Teams will play a six-game schedule (which may include a season ending tournament) against other MMSD middle schools.

#### **WRESTLING** (Boys/Girls) Grades 6-7-8

Season: January-February

Wrestling combines teaching of individual skills and blends them together in a team situation. It is a sport that matches two students of the same weight class and skill level. The emphasis is on participation. Practices and matches are scheduled after-school and/or on Saturday and may be held in high school wrestling areas. A season-ending tournament involving participating MMSD middle schools may be held.

### **SPRING**

#### **TRACK AND FIELD** (Boys/Girls) Grades 6 & 7 / Grade 8

Season: April-May

8<sup>th</sup> grade students have the opportunity to participate in the P.E. track meet organized by attendance areas (east & west), which is sponsored by the MMSD Physical Education staffs. The top nine finishers in each individual event (top four teams from relays) from each PE meet, are then invited to participate in an "All City Track Meet", sponsored by MSCR. The PE track meets and the All City Meet are open to 8<sup>th</sup> grade students only. Students receive practice in

short and long distance running, relays and field events. During the meets, participants may enter two running events and one field event, or one running event and two field events. The field events include the shot put, discus, long jump, and high jump. Practices are scheduled after-school. At individual schools, 6<sup>th</sup> & 7<sup>th</sup> graders may practice track and field events; however, no meets are planned.

**TENNIS (Boys/Girls) Grades 6-7-8**

Season: April-May

The boys and girls tennis program is led by, and dependent upon, parent volunteers. The program will have an emphasis on skill refinement, tennis etiquette and strategy through practice and match play. Practices are usually scheduled one day per week, after-school. Matches will be scheduled, after-school, against other MMSD middle schools. (A season ending tournament is scheduled to be held.)

**SOFTBALL (Boys/Girls) Grades 7-8**

Season: April-May

The coed slow pitch softball program emphasizes participation, sportsmanship and learning the basic skills of softball. The ball used is a soft version of an 11" softball. This ball is used to reduce injuries from uneven playing surfaces, as well as differences in ability levels. Games will be after-school against other MMSD middle schools.

**SOCCER (Boys/Girls) Grades 7-8**

Season: April-May

The coed soccer program emphasizes participation, sportsmanship and learning the basic skills of soccer. Practices are usually scheduled one or two days per week, after school. Games will be scheduled, after-school, against other MMSD middle schools.

**INTRAMURAL ATHLETICS**

At the 6<sup>th</sup> grade level, after-school sport activities are determined on a school-to-school basis. Sixth grade teams will compete entirely within an intramural framework (except wrestling, swimming and tennis). Students will be provided co-educational, instructional and competitive activities and will participate as members of randomly selected teams.

## **Standards of Behavioral Expectations for MSCR Middle School Programs**

MSCR in conjunction with Madison's middle schools aim to offer excellent programs, clubs, and sports after the regular school day. The opportunity to participate is a privilege extended to all students. But with the right to participate comes the responsibility of managing one's behavior in a way that is appropriate for the program and that positively represents the student's school. For this reason, students and parent/guardians are asked to read and agree to the expectations of behavior and consequences for misbehaviors below.

### **Student Behaviors:**

#### *DO*

1. Follow directions of program leader or coach.
2. Respect the property and facilities being used.
3. Use words that encourage others.
4. Be prompt in arriving at your program.
5. Treat other students with respect.
6. Remain in your program for the complete time.
7. In competition, practice good sportsmanship.
8. Use equipment appropriately.
9. Have fun!

#### *DON'T*

1. Refuse to cooperate or disrespectfully treat leaders.
2. Vandalize or damage property.
3. Use inappropriate language (swearing) or volume.
4. Be late or inappropriate in the hallways.
5. Be verbally and/or physically aggressive with others.
6. Leave programs without permission.
7. Taunt, harass or threaten others.
8. Endanger self or others.
9. Prevent others from having fun.

### **Behavioral expectations of student athletes and spectators:**

- Behave in a way that does not detract from the important positive lessons learned from good behavior.
- Display good sportsmanship at all times.
- Cheer for a team or individual rather than against an opponent.
- Realize that athletes, officials, and coaches will make mistakes. Because errors are a normal part of an activity, spectators need to maintain self-control, respect coaches and officials, and accept their decisions.
- Recognize and acknowledge good performances made by both teams.
- Be humble and not boastful in victory. Be gracious and not bitter in defeat.
- Leave the site of an activity as soon as possible after it is completed.

**Consequences for Misbehaviors:**

Depending on how serious the misbehavior is, students may need to miss part of a program activity, be suspended from after-school programming for a time period, or miss games in sports activities. Adult leaders will follow a standard set of rules and consequences (see page 10) in any discipline situation. When students are suspended from after-school activities, they will need to agree to conditions before they are allowed to re-enter a program. When serious misbehaviors occur, students will be required to bring home a form for parent/guardians to review, sign and return as soon as possible. Failure to return the form will result in the student not being allowed to participate in their program.

MSCR wants after-school programs to be fun places to learn. Students' positive attitudes, sense of fairness and respect, and desire to cooperate make a big difference in the quality of the activities. Together we can make our after-school programs the best!

**Consequences**

**When a participant breaks the rules of the after-school program, the misbehavior will result in consequences described in the three-level system below:**

Misbehaviors	Consequences
<p><b>LEVEL 1</b></p> <ul style="list-style-type: none"> <li>● Refusing to comply, but not disrupting others' participation</li> <li>● Vandalism which can be cleaned up</li> <li>● Inappropriate language (screaming, yelling, swearing, disrespectful talk)</li> <li>● Not reporting to the program in a timely manner</li> <li>● Not respecting others' property (tampering, "messing with")</li> <li>● Falsifying permission slips/passes</li> <li>● Gum/food issues</li> </ul>	<ol style="list-style-type: none"> <li>1. Staff will talk to the student about the misbehavior.</li> <li>2. If the misbehavior is repeated, the staff will complete a <i>Behavior Referral</i> form with the student. One copy will be sent home for a parent/guardian signature, one copy is sent to principal, and one copy is kept on file with the program.</li> <li>3. If misbehaviors are repeated, staff may suspend student from the program for the day following the misbehavior incident.</li> </ol>
<p><b>LEVEL 2</b></p> <ul style="list-style-type: none"> <li>● Being verbally or physically aggressive with another student</li> <li>● Harassing, taunting, or threatening students</li> <li>● Leaving programs without permission</li> <li>● Defiantly refusing to comply resulting in a disruption to others' participation</li> <li>● Permanent damage to property</li> <li>● Unsafe behaviors (e.g. inappropriate use of equipment or materials)</li> <li>● Not "paying" the consequences determined from a LEVEL 1 infraction</li> </ul>	<ol style="list-style-type: none"> <li>1. Staff will fill out a <i>Behavior Referral</i> form (see instructions above)</li> <li>2. Depending on the seriousness of the misbehavior, the Youth Resource Center Coordinator or school administrator may suspend the student from the program for 2-4 days. Details of the suspension will be communicated with the home within 24 hours.</li> <li>3. For sports, athletes will be suspended from at least one game.</li> </ol>
<p><b>LEVEL 3</b></p>	<ol style="list-style-type: none"> <li>1. Student will be immediately removed from the program.</li> </ol>

<ul style="list-style-type: none"> <li>• Swear at or threaten a staff member*</li> <li>• Hit a staff member*</li> <li>• Are verbally or physically aggressive with a staff member*</li> <li>• Possess a weapon, or use or threaten to use, a weapon (penknives are classified as weapons)*</li> <li>• Sell, deliver or possess alcohol, tobacco or controlled substances*</li> <li>• Battery or sexual assault*</li> <li>• Endangering the safety of self and others</li> </ul>	<p>Staff will fill out a <i>Behavior Referral</i> form.</p> <ol style="list-style-type: none"> <li>2. If the student has broken the law, staff will contact the police.</li> <li>3. Student will be suspended for a minimum of five days and for re-entry into the program may be required to perform some kind of restitution or service to school.</li> <li>4. For sports, students will be suspended for at least 50% of games and practices as determined by the administrator.</li> <li>5. Depending on the seriousness of the misbehavior, student may be expelled from after-school programs.</li> <li>6. The decision of the Youth Resource Center coordinator or administrator will be communicated to the student, parent/guardian, and staff involved.</li> <li>7. * Students who display such extreme behavior may have school day consequences as well.</li> </ol>
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