2018 Spring Letter Jacket and Lettering Requirements
Last updated 4/1/18

About Meridian Letter Jackets & "Lettering"
A letter jacket is traditionally worn to represent a student’s school, team and/or competitive or leadership extra-curricular activity. At Meridian, a letter jacket includes the red and black jacket itself and the Meridian "M" patch on the front left (see image to left). The "M" may or may not include an earned insert (see Tennis insert in image to left and IB insert in image below). To earn an insert, the student must have lettered in that Meridian extra-curricular activity (see Lettering Requirements below). The IB insert is the only exception. All Meridian students who are eligible to purchase a letter jacket and/or who have lettered in an extra-curricular activity may choose the IB insert (see image below).

In recognition of the dedication and commitment required to be an IB student, all Meridian juniors and seniors have the privilege of purchasing a letter jacket with the Meridian "M" on the front. Both the fall and the spring letter jacket ordering windows include all juniors and seniors. The spring ordering window also includes sophomores so that their jackets can be purchased and arrive to wear in the fall of their junior year.

To letter at Meridian means that the student has met all of the qualifications for that extra-curricular activity. Lettering in an extra-curricular activity at Meridian is one of the most distinguished honors a student can achieve. Please see the Lettering Requirements for Spring Extra-Curricular Activities below.

Twice a year, in the late fall and late spring, the school assesses who is eligible to purchase a letter jacket and who has lettered in an extra-curricular activity. Fall sports are included in the fall letter jacket ordering period. Winter and spring sports are part of the spring letter jacket ordering period. School leadership organizations and competitive clubs and groups are also included in the spring ordering period.

Students who have lettered in their extra-curricular activity have earned the opportunity to purchase the Meridian letter jacket with the Meridian "M" patch on the front as well as a patch for the jacket sleeve representing his/her extra-curricular activity. Additionally, students who have lettered may add an insert in the Meridian "M" patch depicting the extra-curricular activity in which they lettered or the IB insert (as shown to the right). Students cannot purchase an insert for their Meridian "M" or a letter jacket patch for a Meridian sport or Meridian extra-curricular activity in which they have not lettered.

Lettering Requirements for Spring Extra-Curricular Activities
Overview
All competitive and school leadership extra-curricular activities are eligible for lettering in the spring letter jacket window. Additionally, winter and spring sports are eligible for lettering in the spring letter jacket period. In order to "letter" in athletics, competitive or school leadership extra-curricular activities at Meridian School, or in order for a student to be eligible to purchase a letter jacket and a patch and/or insert representing his/her extra-curricular activity, the student must meet all requirements below no later than April 19, 2018:

1. **Grade-Level Requirement:** Lettering is only available to high school students. The student must be enrolled in Meridian School as a 9th, 10th, 11th, or 12th grade student.
   
   **Athletics' Playing Up Exception** - If a 7th or 8th grade student is asked to “play up” or advance to the Varsity or Varsity-level team and meets all other requirements, then he/she could earn the opportunity to purchase their letter jacket and the patch and/or insert in their sport in the spring of their 8th grade year. In this case, the letter jacket cannot be worn until the fall of their freshman year.

   All other requirements must also be met.
2. **Academic Eligibility Requirement:** If at any point a student misses a competition or performance due to academic ineligibility, then he/she will not be qualified to letter in his/her extra-curricular activity for that academic year.

All other requirements must also be met.

3. **Good Standing Requirements:**
   
   **Character Good Standing** - Students responsible for an offense or offenses that resulted in two or more days of suspension while enrolled at Meridian School cannot meet the Character Good Standing Requirement for 12 months from the date of the last suspension.
   
   **Financial Good Standing** - Additionally, the student's family must be in good financial standing with the School, especially as it pertains to any fees owed to participate in that extra-curricular activity, prior to ordering a letter jacket.

   *Note:* If a student's financial eligibility is resolved after the ordering window closes, he/she will need to order directly through Herff Jones or wait until the next ordering window.

   All other requirements must also be met.

4. **Participation Requirement:** Each extra-curricular activity has its own Participation Requirement. This requirement takes into consideration the level and amount of participation that would be considered the highest level for that extra-curricular activity. Please find your Participation Requirement according to your extra-curricular activity in the table below. If your sport or extra-curricular activity is not listed, it does not qualify for lettering this year. If you believe this is a mistake or if you have questions, please see Questions About Lettering below for more information.

   **Senior Exception:** Students who are seniors (12th grade Meridian student) and who meet the Academic Eligibility and Good Standing (Character Good Standing and Financial Good Standing) Requirements, and who have participated in that sport or extra-curricular activity for three years of his/her high school experience at Meridian, and have displayed dependability and perseverance for that sport or extra-curricular activity as determined by the head coach or club/organization sponsor, could be exempt from the Participation Requirement.

<table>
<thead>
<tr>
<th>Extra-Curricular Activity</th>
<th>Sponsor/Coach</th>
<th>Student Participation Requirement*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art</td>
<td>Cynthia Costillo: <a href="mailto:c.castillo@mwschool.org">c.castillo@mwschool.org</a> Lacy Vain: <a href="mailto:l.vain@mwschool.org">l.vain@mwschool.org</a></td>
<td>Competes in VASE, the UIL art competition.</td>
</tr>
<tr>
<td>Band</td>
<td>David Cross: <a href="mailto:d.cross@austin.rr.com">d.cross@austin.rr.com</a></td>
<td>Participates well for two school years, performing in two concerts (Fall and Spring) and the solo festival each year. So, over the course of two years, the student has performed in four concerts, and two solo festivals.</td>
</tr>
<tr>
<td>Baseball</td>
<td>JJ Lillibridge: <a href="mailto:jillibridge14@gmail.com">jillibridge14@gmail.com</a></td>
<td>See 4. Athletics Participation Requirements below.</td>
</tr>
<tr>
<td>Basketball</td>
<td>Boys' Varsity - Chris Whitt <a href="mailto:cwhitt4009@yahoo.com">cwhitt4009@yahoo.com</a> Girls' Varsity - Maggie King: <a href="mailto:mlk_haz@yahoo.com">mlk_haz@yahoo.com</a></td>
<td>See 4. Athletics Participation Requirements below.</td>
</tr>
<tr>
<td>Cross Country</td>
<td>Pam Trefny: <a href="mailto:p.trefny@mwschool.org">p.trefny@mwschool.org</a></td>
<td>See 4. Athletics Participation Requirements below.</td>
</tr>
<tr>
<td>Model UN</td>
<td>Kaylene Rudd: <a href="mailto:k.rudd@mwschool.org">k.rudd@mwschool.org</a></td>
<td>Must either 1) participate in a minimum of three conferences in one school year; or 2) participate in a minimum of five conferences over a period of two school years. In addition to conference participation, student must also meet the following standards each year: 1) must be well prepared for conferences; and 2) must maintain an impeccable standard of behavior while representing themselves and our school at MUN conferences.</td>
</tr>
<tr>
<td>NHS</td>
<td>Wendy Riley: <a href="mailto:w.riley@mwschool.org">w.riley@mwschool.org</a></td>
<td>No specific participation requirement as being inducted in NHS is a recognizable achievement.</td>
</tr>
<tr>
<td>Orchestra</td>
<td>Aurora Zenfell: <a href="mailto:azenfell@gmail.com">azenfell@gmail.com</a></td>
<td>Participates well for two school years, performing in two concerts (Fall and Spring) and the solo festival each year. So, over the course of two years, the student has performed in four concerts, and two solo festivals.</td>
</tr>
<tr>
<td>Student Council/Class Officers</td>
<td>Matt Rudd: <a href="mailto:m.rudd@mwschool.org">m.rudd@mwschool.org</a></td>
<td>One full school year of service. Would be eligible in spring of that first full school year.</td>
</tr>
<tr>
<td>Swimming</td>
<td>Mary Evelyn Bowling: <a href="mailto:mebowling63@gmail.com">mebowling63@gmail.com</a></td>
<td>See 4. Athletics Participation Requirements below.</td>
</tr>
<tr>
<td>Tennis</td>
<td>Eric Beckenbach: <a href="mailto:EricB@cimarronhills.com">EricB@cimarronhills.com</a></td>
<td>See 4. Athletics Participation Requirements below.</td>
</tr>
<tr>
<td>Theatre</td>
<td>James Peebles: <a href="mailto:l.peebles@mwschool.org">l.peebles@mwschool.org</a> Amy Crowl: <a href="mailto:a.crowl@mwschool.org">a.crowl@mwschool.org</a></td>
<td>Participates as a cast or crew member in at least two full-scale Meridian musical productions as high school student.</td>
</tr>
<tr>
<td>Volleyball (Girls)</td>
<td>Ashley Jefferson: <a href="mailto:ashley.j@me.com">ashley.j@me.com</a></td>
<td>See 4. Athletics Participation Requirements below.</td>
</tr>
</tbody>
</table>

*All other requirements must also be met.
4. Athletics Participation Requirements
   a. Team-Level:
      Varsity Team Sports - For team sports that have Varsity-level team, such as Baseball, Basketball and Volleyball, the student athlete must be on the Varsity team's roster for at least 50% of the season to qualify for lettering.
      High School Teams with Varsity Meet/Match-Specific Entries - For sports that assess a student athlete's competition level before assigning to a team prior to each match/meet, such as Cross Country, Swimming and Tennis, the student athlete must compete at in at least 50% of the available Varsity (or highest level high school) matches/meets to qualify for lettering. Participating on a Junior Varsity team or in JV-level matches/meets does not qualify a student athlete for lettering. All other requirements must also be met. Senior Exception may apply (see above).
   b. Participation Amount: Student athlete lettering candidates must participate in 50% of all the sport or team's interscholastic games/matches/meets. No exceptions will be made for injury or illness. Coaches decide how much playing time per game/match/meet qualifies as participating in that game/match/meet. Student athletes who participate in the half-season of fall tennis cannot meet the participation requirement for tennis for that season. All other requirements must also be met. Senior Exception may apply (see above).

Lettering Nomination and Approval Process for Spring Extra-Curricular Activities
   Lettering Nomination and Approval Process for Clubs & Organizations
   This process will occur once a year - in late spring.
   1. Secondary Enrichment Assistant sends lettering requirements to eligible club/organization sponsors and requests nominations within three school days.
   2. Sponsors respond within three school days with a list of all students who meet the following requirements for lettering: 
      a. Meets Grade-Level Requirement (in high school)
      b. Meets Financial Good Standing Requirement (does not owe money to the school for the club/organization)
      c. Meets Academic Eligibility Requirement (did not miss performance or competition due to academic ineligibility this school year)
      d. Meets the club/organization's Participation Requirement (as noted in table).
   3. Next, the sponsors' recommendations are sent from the Secondary Enrichment Assistant to the assistant principal in charge of discipline to confirm for each recommended student that he/she has met the Character Good Standing Requirement. Assistant Principal updates Secondary Enrichment Assistant, Club/Organization Sponsor, student and parents for anyone who does not meet this requirement.
   4. Finally, the students who meet all four criteria, or who are seniors and qualify for the Senior Exception, are informed that they have lettered in their extra-curricular activity and they will be given the letter jacket and lettering patch ordering information.
   Notes are kept by the Club/Organization Sponsors on why others did not qualify should a student or parent inquire.

Lettering Nomination and Approval Process for Athletics
   This process will occur twice a year - in late fall and in late spring.
   1. To the head coaches of the varsity or varsity-level teams, the Athletics Department will send the current rosters with notes about academic eligibility and financial eligibility.
   2. Within three school days, the coaches will respond to the Athletics Department with those names who meet the participation requirements.
   3. Next, the coaches' recommendations are sent from the Athletics Department to the assistant principal in charge of discipline to confirm for each recommended student that he/she has met the Character Good Standing requirement.
   4. Finally, the student athletes who meet all four criteria, or who are seniors and qualify for the Senior Exception, are informed that they have lettered in their sport and they will be given the letter jacket and lettering patch ordering information.
   Notes are kept by the Athletics Department on why others did not qualify should a student athlete or parent inquire.
Questions About Lettering

Questions about the Lettering Process
Questions about the lettering requirements or process may be sent to Meridian-athletics@mwschool.org or secondary-enrichment@mwschool.org.

Questions about Nominations
Questions about nominations from the coach or sponsor should be sent directly to the coach or sponsor first by the student. Then if follow up is necessary, they should be sent by the student's parent or guardian to the coach or sponsor before finally contacting Mrs. Tester, Secondary Enrichment Assistant, if still unresolved. Mrs. Tester can be reached at secondary-enrichment@mwschool.org or Meridian-athletics@mwschool.org.

All Other Questions
For all other questions, please contact Mrs. Holcombe at s.holcombe@mwschool.org.

Please allow two school days for each response.

Important Dates for Spring Lettering

- **Thursday, April 19** - Deadline for all four Lettering Requirements to met for Spring Lettering
- **Tuesday, May 1** - List of students who have lettered in spring 2018 is published on website and in Advisory Slides
- **Thursday, May 10** - Letter Jacket and Letter Patch Information Session for lettering students and all sophomores, juniors and seniors during Advisory
- **August** - Letter jackets arrive and will be distributed at school