COMMUNITY R-VI TROJANS



Activities
Handbook
2023-2024

Community R-VI

INTERSCHOLASTIC PHILOSOPHY

Extracurricular participation has long played a major role in the educational development of public school students. The Community R-VI Schools are committed to providing a strong interscholastic program, which emphasizes the student's moral, physical, mental, and emotional development.

As we strive to develop our young people in the four areas, it is important to establish a strong foundation for guidelines that will enhance these four areas of student growth. It is also important to remember that students must first establish themselves academically and as productive school and community citizens before they are allowed to represent Community R-VI High School in Interscholastic activities. Student participation in any part of our activities is a privilege not a right. This privilege carries with it responsibilities to the school, to the activity, to the student body, to the community and to the student his/herself.

As a member of the Missouri State High School Activities Association, we are obligated to both recognize and adhere to their respective guidelines and policies governing interscholastic activities.

As approved by the Community R-VI Board of Education, these guidelines will become our foundation for student success.

Mr. Nick Larson

Superintendent

Mr. Bob Curtis

High School Principal

Mr. Trenton Pummill

District Activities Director

MISSION

We believe the mission of the Community R-VI School District co-curricular program is to provide opportunities and experiences for all students to develop the following skills:

- Respect for self and others.
- Ability to take positive risks.
- Appreciation of one's talents and weaknesses.
- Understanding of teamwork and sharing of common goals which contribute to the good of the whole.
- Realization of the importance of life skills.
- Awareness of the diversity in one's own and others' cultural backgrounds.

We also believe that by the student's involvement in activities, he/she will have built the self-worth and integrity necessary to be able to cope with future successes and failures. To meet this end, the student must have also gained the qualities of realistic goal setting, of positive interdependence and of moral judgment.

Activities in our program create an avenue of enrichment, entertainment, and proud association for parents and community. Through well-directed activities, we strive to enable students to contribute responsibly and ethically within society, now and in the future.

GOALS

INSTRUCTIONAL PROCESS

- To teach the students to motivate themselves for excellence.
- To teach fundamental, social, emotional, and academic skills.
- To create opportunities for students to develop self-esteem.
- To effectively evaluate performance.
- To model appropriate behaviors.
- To develop teamwork and loyalty.
- To teach fundamental knowledge of activity.
- To share effective coaching methods
- To teach responsibility, respect for others and property by developing teamwork and loyalty.

PROGRAM MANAGEMENT

- To promote involvement in activities and communicate effectively with parents, students, community, and media.
- To create high expectations for achievement in high school programs.
- To promote high standards of academic performance.
- To offer multi-levels of opportunity.
- To encourage student participation.
- To utilize staff and resources effectively.
- To develop effective practice, rehearsal, and schedules to maximize use of time.
- To encourage all participants to support other activities.
- To develop programs for care of injuries and promote overall well-being.

INTERPERSONAL RELATIONSHIPS

- To promote a positive relationship among team members.
- To develop positive leadership qualities in students.
- To promote appreciation for and acceptance of the differences of others.
- To show respect for the total person on social and emotional levels.
- To promote good working relationships with the administrators.
- To promote a positive image of our programs.
- To develop an attitude of partnership, appreciation, and sportsmanship among coaches, parents, students, and community.
- To communicate with parents, community, and media regarding student programs.

PROFESSIONAL RESPONSIBILITIES

- To demonstrate a commitment to professional growth.
- To follow policies and procedures of the school district.
- To assume responsibilities outside of coaching as related to school.

ORGANIZATION AND ADMINISTRATION

Missouri State High School Activities Association

The Community R-VI School District is a member of the MSHSAA. The purpose of this organization is to promote, develop, direct, protect, and regulate amateur interscholastic athletic relationships between member schools and to stimulate fair play, friendly rivalry, and good sportsmanship among contestants, schools, and communities throughout the state.

The Central Activities Conference

Community R-VI High School is a member of the Central Activities Conference, which has been organized to stimulate and promote friendly rivalry and greater interest in our high school activities.

Championships in boys' sports are recognized in basketball, baseball, cross country, golf, and track and field. Champions in girls' sports are recognized in softball, basketball, cross country, and track and field.

Central Activities Conference Member Schools

Cairo Pilot Grove Madison

Community Slater New Franklin

Glasgow Sturgeon

The Superintendent of Schools

The executive function is the responsibility of the Superintendent of Schools, who establishes the ways and means of executing efficiently all policies adopted by the Board of Education.

He/she recommends to the Board of Education the appointment of all personnel who are given any responsibility for handling interscholastic athletics, and he/she approves all policies and procedures recommended by his/her staff; and is, in fact, directly responsible to the School Board for the successful performance of the organization.

The School Principal

The school principal is the administrative head of interscholastic athletic activities, as well as all other activities of his/her school. As administrative head of the school, he/she is directly responsible to the Superintendent of Schools, to the MSHSAA, and the Central Activities Conference.

Supervision of athletic contests is a cooperative matter among the superintendent, principals, athletic director, and/or designated supervisor.

The Activities Director

Under the supervision of the principal, the building Activities Director plans the total activities programs for the school district.

SPORTSMANSHIP

The following policy statement from the National Federation of State High School Associations expresses the concept of sportsmanship as follows:

"The ideals of good sportsmanship, ethical behavior, and integrity permeate our culture. The values of good citizenship and high behavioral standards apply equally to all activity disciplines. In perception and practice, good sportsmanship shall be defined as those qualities of behavior, which are characterized by generosity and genuine concern for others. Further, awareness is expected of the impact of an individual's influence on the behavior of others. Good sportsmanship is viewed as a concrete measure of the understanding and commitment to fair play, ethical behavior and integrity."

One of the main goals of the athletic/activities program is to teach the concept of sportsmanship. Good sportsmanship requires that everyone be treated with respect. This includes members of the opposing team, officials, coaches and spectators.

Good sportsmanship includes showing courtesy and kindness toward your opponent as well as fellow team members. The contest is judged by the effort of the participants and not by putting down your opponent.

Winning is exciting, but winning at any cost is not the goal. Negative treatment of any participant is outside the spirit and interest of the contest.

All MSHSAA sanctioned events are a reflection of our community and school. The conduct of the team is extended to parents and fans before, during, and after athletic events.

STUDENT RESPONSIBILITIES

MSHSAA ELIGIBILITY STANDARDS

The Missouri State High School Activities Association (MSHSAA), of which the Community High

School District is a member, is a voluntary, nonprofit, educational association of junior and senior high schools established for the purpose of working cooperatively in adopting standards for supervising and regulating interscholastic activities and contests.

One of the primary functions of MSHSAA is to establish eligibility standards that must be met by all students to attain the privilege of representing their school in interscholastic activities. In order to keep up with ever changing standards and by-laws please refer to the address below for up to date regulations: www.mshsaa.org.

Eligibility is a PRIVILEGE to be granted by the school to a student, which allows that student to participate in interscholastic activities. Eligibility is NOT A STUDENT'S RIGHT BY LAW. Precedents setting legal cases have determined that eligibility is a privilege to be granted only if the student meets all standards adopted by the school, which enables the school to grant the student such a privilege.

Listed below is information to acquaint you with the major rules and regulations you must follow in order to protect your eligibility.

1. Bona Fide Student

• In order to represent your school, you must be a bona fide student and meet all eligibility requirements. You must be regularly attending classes and you must meet the academic requirements in MSHSAA By-Law 2.3 and those of your school.

2. Citizenship

- You must be a creditable citizen. Creditable citizens are those students whose conduct both in and out of school will not reflect discredit upon themselves or their school.
- Note: Conduct involving law enforcement must be reported to your principal or athletic director immediately as your conduct may affect eligibility or contest outcomes. Failure to immediately report issues to your school will result in an automatic 365 days of ineligibility.

3. Sportsmanship

- If you commit an unsportsmanlike act while participating in an event, you could become ineligible.
- If your conduct as a spectator is found to be unsportsmanlike, you could be barred from attending any further high school contests.
- The unsportsmanlike conduct of any spectator, regardless of age, could cause that spectator to be barred from entering school contests.

4. Academics

- Grades 9-12 You must have earned, the preceding semester of attendance, a minimum of 3.0 units of credit or have earned credit in 80% of the maximum allowable classes in which a student can be enrolled in the semester, whichever is GREATER, at your school.
- For your current semester, you must be enrolled in and regularly attending courses that offer 3.0 units of credit or 80% of the maximum allowable credits which may be earned at your school, whichever is GREATER.
- Credits earned or completed after the close of the semester will not fulfill this
 requirement. Summer high school courses for FALL academic eligibility <u>may</u> count
 provided the course is necessary for graduation or promotion or is a core subject course,
 and credit is placed on the school transcript. No more than one unit of credit in summer
 school shall be counted toward fall eligibility.
- Students promoted for the first time into 9th grade are considered academically eligible for the first semester after promotion.
- Do not drop courses without first consulting with your school principal, athletic director, or counselor to determine whether doing so will affect your eligibility.
- Grades 7-8 You must be enrolled in a normal course load for your grade at the member school.
- You will be ineligible if you failed more than one class the previous grading period.
- You must have been promoted to a higher grade prior to the first day of classes for the new school year.
- Students promoted into 7th grade are considered academically eligible for the first grading period after promotion.

5. Semesters of Participation

- Grades 9-12 You are eligible to participate in any sport for a maximum of four seasons. Any part of a contest played during a season counts as a season of participation
- Your eligibility to participate in high school activities begins when you first enter the 9th grade and lasts for the next *eight consecutive semesters* (four consecutive years).
- You are eligible for only your first two semesters of attendance in the 7th grade and for only your first two semesters in the 8th grade.
- 6th, 7th, and 8th grade students will compete in a junior high schedule separate from the high school schedule.

6. Age Limits

- Grades 9-12 If you reach 19 years of age prior to July 1, you will be ineligible for the next school year.
- Over-aged 8th graders should be moved up to the senior high team to have eight semesters of eligibility.
- Over-aged 6th graders should be moved up to the 7th grade team to participate, because they will be ineligible as seniors.
- Grades 7-8 In order to participate on or against teams made up of only 7th graders, you must not have reached 14 years of age prior to July 1 preceding the opening of school.
- In order to participate on or against teams made up of only 8th graders, you must not have reached 15 years of age prior to July 1 preceding the opening of school.

- In order to participate on or against teams made up of only 9th graders (freshmen teams), you must not have reached 16 years of age prior to July 1 preceding the opening of school.
- Students may participate with the next higher grade team if they no longer meet the age limit for their grade.

7. Entering School

• You must enter school within the first 11 days of the semester in order to be eligible that semester.

8. Recruiting athletes

 You will be ineligible for your career at a school if you are influenced by a person to attend that school for athletic or activities purposes. You may, however, return to your original school and be ineligible for no more than 365 days.

9. Playing under a false name

• If you compete under an assumed or false name, you immediately become ineligible for up to 365 days.

10. Amateur and Awards Standards

- An athlete must maintain "amateur standing" 365 days a year in the sport concerned in order to participate in interscholastic play AND non-school competition/participation.
- After entering a member school, you will become ineligible in the sport concerned if you
 receive any of the following PROHIBITED awards for participating in an athletic contest
 or being an athlete:
 - An award of cash, a gift-certificate/gift-card or an award that is the equivalent of cash is PROHIBITED for amateurs.
 - Merchandise which exceeds a manufacturer's suggested retail price (MSRP) of \$250 is PROHIBITED for amateurs. However, there is no value limit in regard to awards which are symbolic in nature, such as medals, ribbons, trophies, plaques, etc
- Awards should be approved in advance by your school.
- Commemorative jewelry may be present by the school (i.e. championship ring or necklace) (no value limit).

11. Non-School Competition

- You must receive approval in advance from your school principal or athletic director in order to miss school time to practice for, travel to or compete in organized non-school athletic competition.
- You will become ineligible in any sport in which you play as a member of a junior college, university, or college team.
- Before you join a non-school team or enter any non-school competitive athletic event, your school principal or athletic director should be consulted to make certain your participation will not jeopardize your interscholastic eligibility.

12. Contact with Coaches

No-Contact Periods

All sports: The seven days prior to the first allowable practice date for each season is a
no-contact period in which no "contact" takes place between school coaches and
students enrolled in the member school, or who will be enrolled in the member school
during the upcoming school year.

Sport-Specific Instruction

 Before attending any specialized athletic sport instruction, you should consult with your school principal or athletic director to make sure it meets the criteria published in the MSHSAA Official Handbook.

13. College Auditions and Tryouts

- You may participate in an event conducted by a college or university during the school year under certain conditions. Consult your athletic director.
- You may participate in a college tryout, audition or evaluation event conducted by a private organizer for a specific sport <u>outside</u> the school season of the sport concerned.
- You may not miss school time to travel to or participate in the event unless your absence is approved in advance by the school administrator.

14. Residence Requirements

A student may be eligible at the public or nonpublic school located in the district in
which the student's parents reside. In the case of a public multiple-school district, a
student may be eligible at the school designated for the student to attend, based on
parents' residence, by the board of education.

15. Transferring Schools

- If you transfer schools, you will be ineligible for 365 days, unless your circumstances meet one of the ten exceptions listed in the MSHSAA Residence and Transfer Rules)By-Law 3.10). Make an appointment with the school's athletic director to review these exceptions.
- You shall become ineligible for 365 days if you transfer to another school for athletic reasons.

16. Graduated Students

You will be ineligible to participate after graduation from a senior high school or its
equivalent. Students who are granted an early release after their junior year are
ineligible for further participation. (NOTE: You are eligible to participate in state-series
events which extend beyond the date of your school's graduation at the end of the
spring semester of your senior year.)

PHYSICAL EXAMINATIONS AND INSURANCE

Athletes must have a physical examination and verification of basic insurance coverage each school year before he/she will be allowed to practice or participate in any sport. The physical is valid for two (2) years from the date of issue. Physical examination forms will be on file in the office of the High School AD for all athletes.

COMMUNITY ELIGIBILITY STANDARDS:

Students will comply with all Missouri State High School Activities Association rules and regulations pertaining to their activity.

In addition to those policies found in this manual, each coach will develop guidelines, expectations, and rules that apply to their respective sports. These will be provided to student athletes at the start of the sports season. The coach's rules, expectations, and guidelines must be adhered to in order to maintain eligibility. Each coach has the authority to develop and enforce such guidelines as needed to run a safe, respectable, and effective athletic program. A copy of individual sport expectations will be submitted to the school administrator and the Athletic Director.

- Students wishing to participate in athletics must be in good citizenship standing. Students must
 be creditable citizens. Creditable citizens are those students whose conduct, both in school and
 out of school, will not reflect discredit upon themselves or their school. These standards are for
 365 days of the year. Note: Conduct by a student involving law enforcement should be reported
 to your principal/athletic director immediately as your conduct may affect your eligibility or
 contest outcomes.
- 2. Drug Testing Policy adopted November 2011. Athletes and cheerleaders agree to follow all guidelines in the Drug Testing Policy located in this Manual.
- 3. The use of illegal drugs is strictly forbidden at any time. Any student, who is convicted in a court of law, pleads guilty to, or pleads no contest, for use or possession of illegal drugs will be ineligible to represent Community R-VI in any interscholastic activity for 365 calendar days from the date of the conviction or plea. If this occurs during the school year, all awards earned during the same school year will be forfeited. Pending legal disposition of the case, a student will be ineligible to represent his or her team but may continue to practice.
- 4. **Tobacco/Juuling/Vaping:** Any participating student commits a violation if he or she is found to have or to have had, in his or her possession, or having used Tobacco, cigarettes, tobacco substances, or smoking paraphernalia.
 - <u>1</u>st <u>offense</u>: Participants will be suspended for a minimum of 10% of the team's games or performances during the season. If the occurrence takes place too late in the season to levy a 10% penalty, the penalty shall carry over into the next season in which the student goes out and completes an activity.
 - **2**nd <u>offense:</u> A participant with a second confirmed incident involving tobacco will be suspended for a minimum of 50% of the student's upcoming competitions or performances in the current season and /or the following season in which the student goes out for and completes an activity.

3rd offense and beyond: 365 calendar days

5. Alcohol: Any participating student commits a violation if he or she is found to have, or to have had alcohol, under the influence of alcohol or arrested for an alcohol related offense.
1st offense: Participants will be suspended for a minimum of 20% of the team's games or performances during the season. If the occurrence takes place too late in the season to levy a 20% penalty, the penalty shall carry over into the next season in which the student goes out and completes an activity.

2nd offense: 365 calendar days

<u>3rd offense</u>: Permanent suspension from participation in all activities for the remainder of their high school career.

6. **Controlled Substances:** Any participating student commits a violation if he or she is found to have, or to have had in his or her possession, or having used or consumed, any controlled substance.

<u>1</u>st <u>offense</u>: Participants will be suspended for a minimum of 20% of the team's games or performances during the season. If the occurrence takes place too late in the season to levy a 20% penalty, the penalty shall carry over into the next season in which the student goes out and completes an activity.

2nd offense: 365 calendar days

<u>3rd offense</u>: Permanent suspension from participation in all activities for the remainder of their high school career

- 7. The Community R-VI letter may be worn on a white, red, or black sweater or jacket that is of school colors.
- 8. Each athlete is expected to follow all training rules for their respective activity.
- 9. Any student whose school conduct or community conduct is not considered desirable as defined by school policy and state law will be dealt with accordingly. Any student having been suspended from school or is placed in in-school suspension (ISS) for behavior deemed inappropriate will not participate in interscholastic activities until the day following the end of the suspension or ISS assignment. Any student, who is convicted of a felony, at any time, will not represent Community R-VI for one full year, from the date of conviction. Students in ISS will continue to practice.
- 10. An athlete who misses class on the date of a contest without being excused by the principal will not be considered eligible to represent the school on that date. Athletes are required to be in school four periods on the day of an event unless prearranged with the building principal. MSHSSA policy 2.2.3d states "If a student misses class(es) without being excused by the principal, the student shall not be considered eligible on that date. Further, the student cannot be certified eligible to participate on any subsequent date until the student attends a full day of classes."
- 11. All athletes are responsible for preservation of school owned athletic equipment. This equipment must be handled properly and accounted for at the conclusion of the sport seasons.
- 12. All athletes will engage in all pre-game, intermission, or post-game ceremonies if such ceremonies are part of the program. The penalty for violation of this standard will be decided upon by the coach and building principal.

13. Students at 3 week grades that have missing work and below a 65% in any course will be assigned 2 hours of Zero Hour or ESD to be made up that following week. If they do not serve their time then they will report to the support room to eat and work through lunch for the next week. No class time should be missed, practice time, or games if the student manages things properly.

Individual Community R-6 High School Grade Requirement:

Grading policy:

- 1st F of the year at the 3-week grade check Student is placed on probation. The student will still be allowed to practice and participate. This is a "warning" period.
- 2nd and all other F's during 3-week grade check student is placed on 1 week academic suspension. At the end of 1 week they will be reinstated if the grade has been raised above an F. The student will still be allowed to practice but is suspended from activities or games.
- Receiving an F at Semester or Quarter student is placed on academic suspension for 3
 weeks. At the end of 3 weeks they will be reinstated if the grade has been raised above an F.
 The student will still be allowed to practice but is suspended from activities or games for 3
 weeks.
 - o An F following 4th qtr or 2nd semester will carry over into the following school year.

This policy is in addition to all MSHSAA requirements in order to participate.

Individual Community R-6 Middle School Grade Requirement:

Any student receiving a failing grade at the conclusion of the school day on Tuesday of that week is out of athletic competition until the following Tuesday. If he or she is passing the class at the next check the student-athlete is again eligible. An F at quarter or semester results in 2 weeks of academic suspension. Coaches and parents remind student-athletes at or before the first practice of this requirement to participate so they keep grades at an acceptable level for participation. This rule is an addition to all MSHSAA requirements in order to participate.

A REMINDER: Any questions pertaining to eligibility that is not answered above should be brought to the attention of the Activities Director prior to participation in the event.

Student Drug Testing Adopted November 2011

Statement of Purpose and Intent

While all drugs have the potential to harm, some drugs are more harmful than others. For a small number of people, drugs lead to serious and far-reaching consequences not only for themselves, but their families, their communities, and society in general. Drugs can have an impact on their education, their relationships, their choices, and can prevent one from reaching their full potential.

For the safety, health, and well-being of the students of the Community R-VI School District, the district has adopted this policy for the R-VI students who participate in off-season and in-season extracurricular and co-curricular activities in grades 7-12 as enumerated below.

It is the desire of the Board of Education, administration and staff that every student in the Community R-VI School District refrains from using, possessing, or distributing illegal drugs and alcohol. Substance abuse prevention programs have been utilized throughout the district in all grades, kindergarten through grade twelve. Instruction is provided for drug abuse prevention in health, counseling and science classes as appropriate for various grade levels. The key component of this program is to open the lines of communication between students and parents about the serious matter of drug usage and abuse and to offer support for those who may need it.

We believe that students at Community R-VI need to have assistance in dealing with the peer pressure associated with drugs and alcohol. This process will help give them another way to say "NO" to those things.

Participation in district-sponsored extracurricular and co-curricular activities is a privilege. Accordingly, students in extracurricular and co-curricular activities carry a responsibility to themselves, their fellow students, their parents, and their school to set the highest possible examples of conduct, which include avoiding the use or possession of illegal drugs and alcohol.

It is the belief of the Community R-VI Board of Education, administration, staff, and community that this policy will assist the district's efforts to reduce the use of illegal drugs and promote safety in the District. This policy is intended to complement and supplement all other policies, rules and regulations of the district regarding possession or use of illegal drugs.

The actions of this policy relate solely to limiting the opportunity of any student in violation of this policy to participate in extracurricular or co-curricular activities. There will be no suspension from school for

violation of this policy, **except** when the district's discipline policy is also violated. Students will be subject to the penalties of this policy as deemed appropriate.

This policy does not affect other policies and practices of the school district in dealing with drug or alcohol use or possession where reasonable suspicion is obtained by means other than the mandatory and random sampling discussed here. All students involved in the covered activities will be included in the random pool for testing throughout the school year. Once a student's name enters the testing pool, they will be in the pool the remainder of the school year and subject to random testing.

Definitions

Activities – includes any school-sponsored activity in the following three categories: Missouri State High School Activities Association (MSHSAA) sanctioned activities, competitive activities, and noncompetitive activities.

The activities, by categories are as follows:

MSHSAA Activities – athletics, band, choir, speech and debate, drama, cheerleading, and academic competition

<u>Co-curricular Activities</u> – activities that students participate in outside of the classroom as a result of being enrolled in school offered class. Co-curricular activities include, but are not limited to:

FFA FCCLA FBLA NHS FTA **STRIVE** SPEECH & DEBATE TREND **QUIZ BOWL SKILLS USA CLASS LEADERSHIP ART CLUB** STUDENT COUNCIL SCIENCE CLUB/ENVIROTHON **BAND CHORUS/VOCAL MUSIC**

DRAMA FIELD TRIPS

<u>Extracurricular Activities</u> - activities that take place outside the regular course of study in school. Extracurricular activities include, but are not limited to:

Baseball Basketball Softball Cheerleading
Track Prom (other school-sponsored dances) Reward/Field Trips
Cross Country

Participant – is any student in grades 7-12 who is involved in extracurricular or co-curricular activities as enumerated under "Activities: of the policy and is thereby eligible to be randomly selected for drug testing.

Off-season – refers to those students who participated the previous year or current year in any activity.

In-season – refers to those students presently participating in an activity.

Drug Test – means a scientifically substantiated method to test for the presence of illegal drugs in a person's urine.

Illegal Drugs – means any substance that a student may not sell, possess, use, distribute, or purchase under either federal or Missouri law. Illegal Drugs include, but are not limited to, all scheduled drugs as defined by Missouri law, all prescription drugs obtained without authorization and all prescribed drugs or over-the-counter drugs being used in doses, frequency or ways other than directed.

Prescription Medication Abuse – includes any medication not belonging to the students or evidence when the level in a urine specimen is above the normal prescriptions.

Performance-Enhancing Drug – includes anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed or other athletic ability. The term "Performance-Enhancing drugs" does not include dietary or nutritional supplements such as vitamins, minerals, and proteins, which can be lawfully purchased in over-the-counter transactions.

Screening Test – is the initial urine test, which will not be considered basis as the final positive result.

School Year – includes, but is not limited to, all days including and between the first day of classes in the fall and the last day of school in the spring.

Non-negative – is a positive result to the initial screening test prior to confirmation through a gas chromatography/mass spectrometry test.

Positive – means a gas chromatography/mass spectrometry test result, which is considered to demonstrate the presence of an illegal drug. The testing facility will determine positive results using industry standards.

Amphetamine 1000ng/ml Cocaine 300ng/ml

Methamphetamine 1000ng/ml Morphine (Opiates) 2000ng/ml

THC (marijuana) 50ng/ml Alcohol Trace

The above listing is an example only and is not intended to be exhaustive.

Adulterant/Adulteration – refers to any attempt to alter the outcome of a urine drug test by adding a substance to the sample, attempting to switch, or otherwise interfere with the detection of illicit or banned substance in the urine, or purposefully over hydrating oneself in an attempt to dilute the urine to decrease possible detection of illicit or banned substances.

Reasonable Suspicion – may be found, but not limited to 1) observed possession or use of substances appearing to be prohibited drugs, 2) arrest or conviction for a criminal offense related to the possession or transfer of prohibited drugs or substances, or 3) observed abnormal appearance, conduct or behavior reasonable interpreted as being caused by the use of prohibited drugs or substances. Among the indicators that may be used in evaluating a student-athlete's abnormal appearance, conduct of performance are: class attendance, significant GPA changes, athletic practice attendance, increased injury rate or illness, extreme physical appearance changes, academic/athletic motivational level, emotional condition, mood changes and legal involvement.

Procedures and Guidelines

Each participant in activities and/or student drivers will be invited to attend a drug awareness session and receive copies of the Student Drug Testing policy and its procedures and Student Activities Drug Testing Consent Form. The completed consent form must be returned to the office within seven (7) school days after receipt.

A student may refuse to be randomly tested, but if he or she chooses to do so, he or she will immediately be suspended from participating in covered activities and parking privileges for 365 days. The student will need to produce a negative test prior to being eligible to practice or participate after the 365-calendar day suspension has been served. Any student removing his/her name from the drug-testing pool will be ineligible for activities for three hundred sixty-five (365) calendar days.

Trap Team: Students who decide to be a part of the trap team will **all be tested** early in the season as this extra-curricular requires an added level of monitoring due to the participants firing a weapon with others in close proximity during competition.

Students who do not choose to participate in activities may still participate in the drug testing program on a voluntary basis by submitting the Student Drug Testing Consent Form to the office.

A contracted company will randomly test participating students, once they become a part of any covered activity. A random selection of pool members from grades 7-12 will be chosen each time a test is given. Once a student enters the testing pool, they will be eligible for random testing until the end of the school year. All students and their parents(s)/guardian(s) must sign a consent form annually for their student to participate in any covered activity. For random testing, each student will be assigned a number that will be maintained in the school office. Students who wish to drop out of the drug pool must have their parent/guardian meet with the principal and activities/athletic director. The parent/guardian must sign a release form stating that they no longer wish to participate in the drug pool. Once a student is dropped from the drug pool they are immediately suspended from any covered activity and are no longer allowed back into the pool for the remainder of the academic year in which they student withdrew. The student must, at their expense, produce a negative test result by a school-approved testing agency before they will be admitted back into the pool at the beginning of the next school year.

Any drug test required by the District under the terms of this policy will be administered by or at the direction of a drug-testing company chosen by the District using scientifically validated toxicological methods. The drug-testing company will be required to provide to the District detailed written specifications to assure chain of custody of the specimens, proper laboratory control and scientific testing.

All aspects of the drug-testing program, including the collection of specimens, will be conducted to safeguard the personal and privacy rights of participants. The test specimen shall be obtained in a manner designed to minimize intrusiveness of the procedure. In particular, the specimen must be collected in a private facility behind a closed stall. The drug testing company technician will supervise the participant at the collection facility. The technician will not observe the participant while the specimen is being collected, but the technician will be present outside the stall to listen for the normal sounds of urination to guard against tampered specimens and to ensure an accurate chain of custody of

the specimens. The technician will verify the normal warmth and appearance of the specimen. If at any time during the testing procedure the technician has reason to believe or suspect that a student is tampering with the specimen, the technician may stop the procedure and determine if a new sample should be obtained.

If the screening test is positive, it will be considered a non-negative. Only a designated school district employee will know the identity of the non-negative student. Confirmation will be made through a second and different test of the same specimen. The second test will use a gas chromatography/mass spectrometry technique. Each sample will be tested for adulterants. If an adulteration substance is found, the test will be considered to be positive.

If the gas chromatography/mass spectrometry test for any student has a positive result, the medical review officer will confirm the positive result and contact the parent(s)/guardian(s) and superintendent with the results. If the participant asserts that the positive test results are caused by some way other than use or consumption of an illegal drug by the participant, the participant and parent(s)/guardian(s) will be given up to seventy-two (72) hours to present evidence to the medical review officer, including a list of medications the participant has taken, to show cause for the positive result other than the use or consumption of illegal drugs. A specimen will not be reported positive unless the second test utilizing the gas chromatography/mass spectrometry procedure is positive for the presence of an illegal drug and the review of additional evidence provided by the participant and parent(s)/guardian(s) is complete.

The District will rely on the opinion of the medical review officer in determining whether the positive test result was produced by means other than use or consumption of an illegal drug by the participant.

Once a positive result is determined, the medical review officer will inform both the parent/guardian of the individual and the Superintendent of the positive result. The Superintendent will inform the Principal, the head coach and/or sponsor. The participant will become ineligible immediately from all covered activities.

Upon suspension from activities based upon a positive drug test, the participant may appeal within 5 days in writing the medical review officer's decision to the Superintendent. The Superintendent will review evidence and provide their written decision to the participant and parent(s)/guardian(s) within five (5) working days of the appeal.

The Superintendent's decision may be appealed in writing to the Community R-VI Board of Education within five (5) working days. Within five (5) working days of the receipt of the appeal the Board of Education will provide a written response to the appeal.

Consequences

Any student who tests positive in a drug test under this policy shall be subject to the following restrictions:

1st <u>offense:</u> Participants will be suspended for a minimum of 20% of the team's games or performances during the season. If the occurrence takes place too late in the season to levy a 20% penalty, the penalty shall carry over into the next season in which the student goes out for and completes in an activity.

2nd offense: 365 calendar days

<u>3rd offense</u>: Permanent suspension from participation in all activities for the remainder of their high school career

Prior to reinstatement, the student will also need to attend a drug counseling session(s) with a parent. (See Drug Counseling and Assistance below.) A mandatory test must be taken by the student on the next random screening date or sooner. In order to resume participation after the suspension a follow up test must be negative. The lab testing facility must be pre-approved by the school district, must be a SAMSHA certified lab, and the test must include the substances tested for in the school testing program. After the student presents a non-negative test for illegal substances, he or she will be subject to mandatory testing. The student will be tested in this manner for 365 calendar days beginning from the date of the first non-negative results. Testing procedures will remain identical to the random testing procedures.

Drug Counseling and Assistance

The main goal of this drug testing policy is to educate students regarding the serious problems of drug and alcohol abuse. As such, drug counseling and assistance programs will be required by the school district for any student with a non-negative test under this policy. Failure to meet this requirement will result in dismissal from the covered activity for the remainder of the season or school year. In addition, the student will not be allowed to participate in any activity until this requirement has been met. Any enrollment into any drug counseling sessions will be the responsibility of the student and parent/guardian. The school district will not request or accept any information regarding the treatment of students participating in a drug counseling program, other than enrollment in or completion of an approved program.

First Offense:

All students with a non-negative test shall be required at the individual's expense to undergo one (1) counseling session along with a parent before eligibility is reinstated. The counseling is to provide guidance for the student, parents, coaches, and school officials. The counselor, with the legal consent of the parent and/or student is to provide a written report of the counseling to the school. This is to occur outside of school hours.

Second Offense:

All students and their parents involved in a second non-negative test are expected to undergo a minimum of three (3) counseling sessions and treatment for said problem. This is to be done at the individual's expense and outside of school hours. The counseling must be completed before eligibility is reinstated.

HAZING

Student hazing is expressly prohibited by Board of Education policy. For the purpose of this policy, hazing is defined as willful conduct directed at another student, whether occurring on or off school property, for purposes of initiation or admission to any school-related activity or athletic team.

Students found to have violated this policy will be subject to suspension/expulsion from school and suspension/exclusion from activities/athletic participation depending on the severity of the misconduct per Board Policy.

Non-students who participate or enable the hazing of students may be excluded from attendance at school activities and school athletic events. If hazing occurs, coaches/sponsors must report the incident to school administration immediately.

DUAL PARTICIPATION FORMS

The Community R-VI School District allows students the opportunity to participate in multiple sports during any given season. If students participate in dual sports they must see completely fill out a Dual Participation form and have it turned in to the HS office or the AD office before they are able to practice in either of the activities. Students will be required to pick a priority sport in case of any scheduling conflicts. The #1 activity priority must be chosen unless both coaches and the Activities Director along with the student come to an agreement. These forms must be completed and submitted to the office of the Activities Director before the 1st allowable practice date.

CONFLICTS BETWEEN ACTIVITIES

Students should make the best choices when participating in activities to avoid conflicts between activities. This involves good communication, decision-making skills, prioritizing, and long-range goals and aspirations. However, when a conflict arises between two school-sponsored activities, administrative priority will examine this order or precedence: (Ultimately, the decision will be made by the student with no repercussions)

EQUIPMENT AND UNIFORMS

All equipment and uniforms (including practice gear) checked out to an athlete become the responsibility of the athlete. At the conclusion of the season (or the decision to terminate participation in the sport), all equipment and uniforms must be returned in good condition to the head coach. Any items not turned in will be assessed a full replacement cost. An athlete will not be eligible to begin a new sport if all items from the previous sport have not been turned in or paid for.

Any loss of equipment should be immediately reported to the head coach, rather than waiting until the end of the season.

Coaches are to inform their players not to exchange any equipment (practice or game). If it is necessary to make an adjustment, then this is to be done through the coaches.

Coaches shall make clear to the members of their squads that any member of the coaching staff, teachers, principals, or the athletic director has the prerogative to command proper use of any school equipment and/or facilities at any time.

ALL EQUIPMENT FROM A SPORT MUST BE TURNED IN AND/OR ALL EQUIPMENT DEBTS

FROM A SPORT MUST BE PAID BEFORE AN ATHLETE WILL BE PERMITTED TO COMPETE

OR PARTICIPATE IN ANOTHER SPORT OR ACTIVITY.

ATHLETIC AWARDS

An athletic award is a symbol of athletic accomplishment, good sportsmanship and observance of athletic policies. Student athletes, managers, trainers, and cheerleaders are eligible to earn awards. No student athlete may receive an award in a sport for which he/she is academically ineligible at the completion of the season or if under suspension for an athletic violation. Candidates must complete the season's play; however, this requirement may be waived in cases of physical injury. No awards will be issued to an athlete until all equipment for his/her sport is turned in to the coach. Policies pertaining to athletic awards:

- 1. Junior High School. All athletes participating in junior high school athletics will receive a certificate of participation.
- 2. Senior High School. An athlete will be awarded a school letter and a sport emblem the first time he earns a Community R-VI High School letter. The coaching staff for each individual sport will determine lettering requirements for his/her sport. Each succeeding year that he earns a letter in a particular varsity sport, he will be awarded a bar.
- 3. Method of receiving awards. Each coach will submit a list of award recommendations to the Athletic Director. These will be awarded at the sports banquet by the head coach.

Policy on completion of season to earn award: An athlete must complete the sport to qualify for an award, unless his or her season ends due to an injury. No student athlete may receive an award in a sport for which he/she is academically ineligible at the completion of the season or if under suspension for an athletic violation. Law Enforcement Clause: A student who commits an act for which charges may be or have been filed by law enforcement authorities under any municipal ordinance, misdemeanor or felony statute shall not be eligible until all proceedings with the legal system have been concluded and any penalty (i.e. jail time, fine, court costs, etc.) or special condition of probation (i.e. restitution, community service, counseling, etc.) has been satisfied. If law enforcement authorities determine that charges will not be filed, eligibility will be contingent upon local school policies. After a student has completed all court appearances and penalties, and has satisfied all special conditions of probation and remains under general probation only, local school authorities shall determine eligibility. Moving traffic offenses shall not affect eligibility, unless they involve drugs, alcohol, or injuries to others. A guilty individual in a court of law will forfeit his/her athletic letter for that sport and is not eligible for postseason awards in that particular sport.

1,000 Point Club Membership: In order to qualify for this prestigious club you must achieve at a minimum 1,000 points in varsity level contests at R-6 during the course of your four year high school career.

If the Athletic Director can verify on a transfer student their point total from former school directly from the previous head coach, a student may be eligible to become a member of the club with committee approval which includes but is not limited to head coach, athletic director, and principal. You cannot hold the Community R-6 High School record for points with transfer points from another school. All points towards the actual school record have to be accumulated in varsity contests as a student-athlete on our school team. If a player was to be deemed academically ineligible and for some reason played in contests while ineligible those points do not count towards an athlete's total.

TRANSPORTATION

All students will be transported to and from extra-curricular activities using district transportation, unless prior arrangements have been made. Prior arrangements must be approved by the activities director and/or the principal.

Students will be allowed to ride home with their parents from contests provided they notify the head coach and the parents have signed the sign-out sheet.

If a student/athlete is going to ride home with someone other than their parents/guardian, a phone call must be placed through Administration and a note written and signed by the parent must be turned into Administration **prior to the contest.** Students will not be allowed to leave with anyone under the age of 21, unless the parent is at the contest and signs the student out. Special consideration will be made when the parents inform the Principal or Athletic Director.

Any student who abuses the rule and rides home with someone other than the note indicates, violates any training rules as defined by the head coach, or rides home with another student, boyfriend, girlfriend, etc. will be suspended for 20% of scheduled contests. The 2nd offense will result in removal from the team for the remainder of the season. It is the responsibility of the head coach to review this with his/her players.

UNDER NO CIRCUMSTANCES WILL STUDENTS BE ALLOWED TO TRANSPORT OTHER STUDENTS TO AND FROM EXTRA-CURRICULAR ACTIVITIES!

SUNDAY PRACTICE

Occasionally, a coach may have a practice on Sunday to prepare for a Monday contest. However, Sunday practice times will be scheduled late afternoon or early evening. We do however, expect the student/athlete to communicate with the head coach should he/she miss a practice.

CHANGING/QUITTING TEAMS

A student who is out for a sport has up until the first competition of that particular sport or activity to quit without consequences. If a student chooses to quit a particular sport after the first contest date of the sport/activity, the student will not be eligible to start practicing or participating in any other extracurricular activities until the completion of the particular sport/activity. This includes open gyms, open fields, preseason conditioning, and weight-room activities as well. The only exception is if the coaches of both sports and the athletic director give their consent. When an athlete quits, he automatically forfeits his privilege to participate on the team. If the athlete who quits comes to the coach asking for reinstatement, the coach reserves the right to say "no." The coach may however, for a

period of 72 hours reinstate that player at his discretion. After the 72 hour period, the player is no longer eligible for reinstatement.

If any athlete is cut from the squad for reasons other than disciplinary reasons, he may try out immediately for another sport in the season or begin practice in a sport of the succeeding sport season.

UNSPORTSMANLIKE CONDUCT

A display of unsportsmanlike conduct, the use of profanity, insubordination, or other behavior unbecoming an athlete during practice or contest will result in disciplinary action. The coach has the responsibility and the authority to take action that will result in what is best for the individual, the team, and the school. Disciplinary action may range from a verbal warning, counseling, or suspension.

Dismissal from the team may result after the coach has made a recommendation to the athletic director and/or principal.

If a parent or fan is removed from a game or activity by an official, the person removed will be at a minimum not allowed to attend the next contest. Superintendent will review the action that forced removal from the contest and could assess a penalty with a maximum of 365 days issued for actions.

*After a second ejection from a game the parent or fan at minimum will be suspended for 365 days from all contests at school. Superintendent could go as far as to issue a lifetime ban.

SUPERVISION POLICY

No individual student, team or activity group shall be permitted to participate in events without being accompanied and supervised by a representative of the school faculty or administrative staff. Activity sponsors are responsible for supervision of groups while on the bus traveling to and from events, while at the events, and until the students' rides arrive. Activity may not occur without school representative supervision. This includes but is not exclusive to: practices, meetings, performances, contests and bus transportation.

Sponsorship includes the coach/sponsor riding the bus, accompanying the activity, and/or supervising any activity under the sponsorship of a particular department. Sponsorship may necessitate the coach/sponsor procuring assistance from within his/her own department and/or activity personnel. It is the responsibility of the activity sponsor to cover his/her events.

SPORTS BY SEASON

FALL SPORTS

Boys' Cross Country - Varsity, Junior Varsity

Girls' Cross Country – Varsity, Junior Varsity

Softball- Varsity, Junior Varsity, 7th & 8th Grade

WINTER SPORTS

Boys' Basketball – Varsity, Junior Varsity, 7th & 8th Grade

Girls' Basketball - Varsity, Junior Varsity, 7th & 8th Grade

SPRING SPORTS

Baseball – Varsity, Junior Varsity,

Boy's Track – Varsity, Junior Varsity, 7th & 8th Grade

Girl's Track - Varsity, Junior Varsity, 7th & 8th Grade

EXTRA CURRICULAR INTERSCHOLASTIC ACTIVITIES

Academic Bowl – Varsity, Junior Varsity

Band-concert, marching, pep

Choir

Cheerleading – Varsity, Junior Varsity, 7th and 8th Grade

Future Business Leaders of America (FBLA)

Future Farmers of America (FFA)

Future Teachers of America (FTA)

National Honor Society

Student Council

Yearbook

Senior Class

Junior Class

Sophomore Class

Freshmen Class

PARENT/ATHLETE/COACH COMMUNICATION GUIDE

Our Philosophy:

- Chain of Command: Coach, Athletic Director, Principal, Superintendent, Board of Education.
- Athletic achievement requires sincere commitment from all athletes, parents, coaches, and administrators. For all of us to be successful, effective communication must occur.
- The school athletic department and administration believe strongly in being accessible to parents and supportive of the coaching staff.

 We are continually attempting to improve communication with the students and parents. For our programs to be truly successful, it is necessary that everyone understand the focus and direction of the program.

Your Expectations:

A. It is reasonable to expect your child's coach to inform you:

- 1. When and where practices and contests are held.
- 2. About the expectations he/she has for all athletes on the squad as well as your individual child.
- 3. What is required to be a part of the team, i.e., fees, special equipment, off-season conditioning, lettering requirement, etc.
- 4. If your child is injured during participation in a practice or contest.
- 5. Whenever any disciplinary action results in your son/ daughter being denied participation in a practice or contest.
- B. Typical concerns of parents that are **appropriate** to discuss with a coach are:
 - 1. Any unhealthy mental or physical strain you detect in your child at home (especially when it affects his/her academic performance).
 - 2. How you can contribute to your child's skill improvement and development.
 - 3. Any dramatic changes you detect in your child's behavior.

Our Expectations:

The Community R-VI School District expects all players, parents, relatives, and spectators to demonstrate good sportsmanship and help maintain a positive educational environment for all of our student athletes.

A. It is inappropriate to discuss with a coach:

- 1. Playing time
- 2. Team strategy or play calling.
- 3. Other student athletes

B. Coaches often need parents to tell them:

- 1. Any specific health concerns about your son/daughter expressed directly and informally to the head coach in a mutually convenient time.
- 2. Notification of any schedule conflicts well in advance.
- 3. Your commitment to the program, and how you plan to make a contribution to the program's success. For example, one way is to be sure your child gets enough rest and nutrition at home.
- 4. Strategies that have worked for you in dealing with your son/daughter being successful in the past.

C. If you have a concern to discuss with a coach, what procedure should you follow?

- 1. Make sure the athlete has met with the coach and discussed the issue.
- 2. Make an appointment with the coach. NEVER attempt to confront a coach before, during, or following a contest or practice. These can be busy and emotional times for both the parent and the coach, and this period does not promote objective analysis of the situation (24 Hour Rule).
- 3. If the coach cannot be reached, call the Athletic Director to set up a meeting.
- 4. We will not hold secret meetings. If you request a meeting with the coach or AD the athlete must attend the meeting

D. What should you do if the meeting with the coach does not result in a resolution to the problem?

- 1. Call and set up an appointment with the Athletic Director to discuss the situation.
- 2. At this meeting, the appropriate next step can be determined.

24-HOUR NO CONTACT WITH COACH POLICY

Athletic events often represent the extremes of emotions both during the contests and at their conclusions for both fans and coaches. Profanity and confrontational behavior by parents/guardians will not be tolerated. Parents/guardians who have a complaint are not allowed to contact the coach through any verbal or written communication within 24 hours after a contest. Complaints should be handled in a one-on-one manner out of sight of other players and parents. The following are steps that are to be taken in the grievance process:

- 1) Student athletes meet with coaches before or after school or practice.
- 2) Parents and players meet with coaches following the 24-hour grace period. Please contact the school administrator to schedule this meeting.
- 3) Parents, coaches, players, and school administrators meet.

Failure to follow these procedures and breaking the 24-hour rule will result in the following consequences for all offending parties:

<u>First Offense</u> – Suspension from all school sponsored athletic events for a time set by the school administration. Suspension will be no less than 1 week and no greater than the remainder of the season depending on the severity of the action taken by the adult in question. If the offense occurs at the end of the season a suspension may carry over to the same sport the following school year or to a different sport in the following season within the same school year.

<u>Second Offense</u> – Suspension from all school sponsored athletic events for no less than 12 weeks and no greater than 365 days depending on the severity of the incident. The offending person or persons may be banned from school premises as deemed necessary.

<u>Third Offense</u> – Suspension from all school sponsored athletic events for no less than 365 days with the possibility of being suspended indefinitely. The offending person or persons may be banned from school premises as deemed necessary.

If there is ever a need for a parent/guardian to contact the principal immediately after a contest or the following day, please note that this does not conflict with the 24-hour no contact with coach policy. Contacting the principal with concerns regarding the safety and well-being of our student athletes is expected at any time.

STUDENT REQUEST FOR DUAL SPORTS PARTICIPATION

Rules of Dual Sport Participation

- 1. Participating in two sports during the same season demands much time and energy from students. Time management is very important. As always, academics are the priority. Approval to participate in both sports may be denied before or during the sports season if academic concerns arise.
- 2. Any student participating in two sports must not be on academic probation at any point during the season. If a student participating in two sports fails a class at the 3-week grading period and is placed on academic suspension, he/she will only be allowed to participate in one sport.
- 3. A student who wishes to participate in two sports during the same season must choose a primary sport before the season begins. A primary sport is the sport that takes precedence over another sport in the event there is a conflict in scheduling. The student must adhere to the primary sport in the event of any conflicts of schedule. Example both sports have a game/meet on the same night the student will participate in their primary sport.
- 4. The student must practice in both sports, but the amount of practice time must meet the agreed requirements of the head coaches of those sports involved.
- 5. In the event that a student is disciplined for any infraction, the punishment will be applied to both sports during the season per the athletic handbook.
- 6. After the coaches and athletes have come to an agreement, quitting one sport to focus on the other is not an option.

Sports requesting dual participation in:					
Please list how the dual pa sport:	rticipation will wo	rk. Include what is primary and what is	secondary		
Signature of Athlete	Date	Signature of Parent/Guardian	Date		
Signature of Head Coach –	Primary Sport	Signature of Head Coach – Second	dary Sport		

Student Drug Testing

Consent Form

I have read the materials regarding the Community R-VI School District drug testing pro and/or I have attended an information session on (date)	_
I hereby give consent for participating in the drug testing program at Community R-VI Solution.	chool
Student Name (please print)	
Student Signature	
Parent/Guardian Signature	-
Today's Date	
Forms must be filled out completely before a student can participate in any covered act	ivity.

ACKNOWLEDGEMENT OF ATHLETIC HANDBOOK

I acknowledge receipt of a copy of the athletic handbook and have read the rules concerning eligibility and conduct for Community R-VI student athletes. I understand the rules and realize that I am subject to disciplinary measures should I violate them. I do agree to participate and conduct myself in accordance with the rules of our athletic program and with specific rules of my coaches.

with the rules of our athletic program an	d with specific rule	es of my coaches.
We, the undersigned, agree that we have	e been given the fo	ollowing information and understand it fully.
I. That the school agrees to provide:		
a. Supervision.b. Instruction.c. Proper equipment (this excludesd. Proper safety precautions.	equipment or uni	forms provided by the participant).
II. That the school abides by all written ru	ules regarding beh	avior and safety.
III. That participating in athletics/activitie	es may cause serio	us injury or death.
abide by the sportsmanship, citizenship/o	conduct, tobacco,	alcohol, and drug expectations.
Student Athlete (Print Name)	Date	
Student Athlete Signature	Date	
Parent Signature	Date	