

Jordan Public Schools

Activities Handbook

2023-2024



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CO-CURRICULAR ADVISORS

Academic Olympics	Mrs. Katie Shawver	Student Council	Mrs. Katie Shawver
BPA	Mrs. Beth Lawrence		
FCCLA	Mrs. Barb Clark		
Honor Society	Mrs. Katie Shawver		
Pep Band	Mrs. Jenny Manuel		

COACHES

Athletic Director	Loren Edwards	406-868-5939
Event Manager	Ty Stanton	406-977-2695

Football -Coach	Wally Harbaugh
Football-Assistant Coach	Jason Bollinger

Volleyball-Coach	Beth Lawrence
Volleyball-Assistant Coach	Macy Fogle

Boys Basketball-Coach	Loren Edwards
Boys Basketball-Assistant Coach	Brett Hellyer

Girls Basketball-Coach	Tyler Murnion
Girls Basketball-Assistant Coach	

Track-Coach	Tyrone Hageman
Track-Assistant Coach	Ty Stanton

Participation in the school district interscholastic activity programs is completely voluntary. Involvement does, however, require a commitment on your part with respect to academic standing, citizenship, and obligations to yourself and teammates. Therefore, to instill good sportsmanship, respect for rules and authority, to establish leadership, team pride, teamwork, team and individual discipline, as well as eliminate disruptive influences on and off the playing field or court, disturbances in the locker room, and on trips, the following rules have been established. Failure to observe these training rules will result in disciplinary action in accordance with due process.

Extra-Curricular Activities

Garfield County District High School offers a variety of extra-curricular activities. These programs are offered for the student's development, enjoyment, and fulfillment. Every attempt is made to provide at least one activity that will appeal to each student.

Involvement in extra-curricular activities and activity related organizations may include the following:

ATHLETIC	NON-ATHLETIC
Basketball	Academic Olympics
Football	BPA
Volleyball	FCCLA
Track	FFA
	Honor Society
	Music
	Student Council

Activity Attendance

In order for Garfield County District High School students to participate in any extra-curricular activity, he or she must be in regular attendance all day of said activity whether it is a practice, meeting, or a game. Regular attendance is defined as actual physical presence in the building (bricks and mortar). A written doctor's excuse or family emergency will be considered exceptions, any other exceptions may be considered on a case-by-case basis at the discretion of the Superintendent. Coaches will be notified if a student is absent without an approved exception and therefore not eligible to participate in practice/meeting/game.

Regular attendance at practice, along with promptness, is imperative if students are to succeed as participants. Occasionally, it may be necessary for a student to be either absent or late. However, common courtesy dictates that a student notify the coach or sponsor in advance or have a valid excuse upon returning. Students on suspension may not practice or participate on day of suspension.

Academic Eligibility

The Jordan Board of Trustees requires all students to maintain a passing grade in all classes, computed from the beginning of each quarter. Students will have 3 weeks at the beginning of each quarter to establish a passing grade, previous quarter grades will determine eligibility. 4th quarter grades from the previous year will establish eligibility at the beginning of the school year. Thereafter, cumulative grades of each student will be screened each Monday morning. Students, parents and coaches will be informed each Monday of eligibility status. Students not maintaining passing grades will be declared ineligible for the remainder of the week. Ineligible students may participate in practice, but will not be allowed to compete or travel to extra-curricular events with the team until they regain eligibility.

Article 11, Section 2 of the By-Laws of the MHSA handbook- Academic Eligibility: To be eligible to participate in a MHSA contest a student must have received a passing grade in at least twenty periods of prepared work per week or its equivalent during the last preceding semester in which he/she was in attendance. If a student is assigned an "incomplete" in a subject, he/she has not received a passing grade in this subject. The record at the end of the semester is final and scholastic deficiencies may not be "made up" in any way.

To be eligible to participate in Montana High School Association contests, a student must meet the eligibility requirements of the school district. These include the rules of the Montana High School Association, Board of Public Education, and certain local restrictions.

Activity Eligibility

1. Age Limit: No student is eligible to participate in an Association contest that has become nineteen (19) years old on or before midnight August 31, of a given year. Therefore, a student who becomes nineteen (19) years old after midnight, August 31, of a given year will be permitted to compete in all Association contests throughout that school year.
2. The student must be passing in all classes beginning three weeks after the start of each quarter (previous quarter grades establish eligibility for the first 3 weeks) and every Monday thereafter.
3. The parents or guardians must be bona fide residents of the GCDHS School District.
4. The student must meet MHSA physical examination requirements.
5. The student must have complied with all district requirements.
6. The student must have maintained amateur standing.
7. The student must pay the district's activity fee. (\$40 first sport, \$20 second sport, \$10 third sport; Managers do not pay the activity fee.) The activity fee must be paid **to the school secretary** before the student is allowed to compete.

Activity Absence

Any student missing school for an activity must complete the work for the classes to be missed. It is the responsibility of the student to see that the work is obtained and completed. **All work is due upon return to class.** Work not turned in will be considered late and will follow the late homework policy.

Activity Fees

Activity fees will not be refunded for any reason except sickness or injury which causes the student to withdraw from the activity. The amount refunded will be no greater than $\frac{1}{2}$ (one-half) of the total fee and will be determined on a prorated basis with respect to the length of activity season and the length of time involved. **The activity fee must be paid before the student is allowed to compete.**

Awards

A student must be in good standing at the completion of the season to receive an award.

Appearance

Students shall adhere to the dress code policy set forth by the Board and respective activity during the duration of the activity.

Dress and Grooming

(Policy 3224)

The District's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student's personal dress and grooming standards, provided they comply with the following guidelines:

1. Pants must be worn at the waist. No sagging allowed.
2. Shirts, blouses and dresses must completely cover the abdomen and cleavage. No undergarments of any kind may be visible.
3. Head apparel, including hoods, except for religious or medical purposes, must not be worn inside the building.
4. Footwear is required and must be safe and appropriate for indoor and outdoor activity.
5. Clothing and accessories such as backpacks, patches, jewelry, and notebooks must not display
 - a) racial or ethnic slurs/symbols.
 - b) gang affiliations

- c) vulgar subversive, profane, or sexually suggestive language or images; nor, should they promote products which students may not legally buy; such as alcohol, tobacco, and illegal drugs.
6. Skirts, dresses and shorts must be beyond fingertip length.
7. Prohibited items include
- a) large, long and/or heavy chains
 - b) studded or chained accessories
 - c) sunglasses, except for health purposes
 - d) sleepwear
8. Coats are not to be worn in the classroom.

The school administration reserves the right to determine whether the student's attire is within the limits of decency and modesty. The Superintendent may allow exceptions in special circumstances or occasions such as holidays or special performances and may prescribe dress in certain classes such as physical education, vocational classes, and science labs. Any student not attired in accordance with the Policy shall be subject to the following consequences:

1. Correct the violation or spend the remainder of the day in in-school suspension (ISS).
2. Repeat offenders shall be subject to additional measures which include parent conference, in-school suspension, or out-of-school suspension.

Alcohol, Drug, and Tobacco Policy 3340

Students participating in extra- and co-curricular activities, whether or not sponsored by the MHSA, will not use, have in possession, sell, or distribute alcohol, tobacco, or illegal drugs or abuse prescription or nonprescription drugs during their extra- and co-curricular activities. These rules are in effect twenty-four (24) hours a day while the activity is ongoing. If a student is found to be using tobacco/vape, alcohol, or illicit drugs (in them or on them standard), the student will be disciplined in accordance with the activities and student handbooks. (3340)

Mood Altering Chemical and Tobacco Policy 3340

Any student found to be guilty of using, possessing, or showing evidence of being under the influence of alcohol, tobacco, or any other substance defined by law as a drug while on school grounds or at any school function will be liable for punishment as set forth in the student handbook. Participants in extracurricular activities found to be using, possessing, or showing evidence of being under the influence of alcohol, tobacco, or other substances defined by law as a drug, at any time or place, will be suspended from participation from athletic activities for 4 weeks for the 1st offense of the school year and for the entire year for an additional offense. (3340)

Any student found to be guilty of using, possessing, or showing evidence of being under the influence of alcohol, tobacco, vaping device, or any other substance defined by law as a drug, **while on school grounds or at any school function**, will be disciplined in the following manner:

Alcohol/Drugs

1st offense

Parents/Guardians will be notified as soon as possible

Law enforcement may be notified

Student will be suspended from extra-curricular activities for 4 weeks

Students will automatically have three days of in-school-suspension

Students will complete one hour of drug/alcohol counseling with school counselor

2nd offense

Parents/Guardians will be notified as soon as possible

Law Enforcement may be notified

Student will be suspended from extra-curricular activities for the remainder of the school year

Student will appear before the Unified Board of Trustees for determination of status-
Student will be suspended from school (ISS or OSS) until such meeting takes place.

Tobacco (any form)

1st offense/2nd offense

Parents/Guardians will be notified as soon as possible

Law enforcement may be notified

1st Offense - Student will be suspended from extra-curricular activities for 4 weeks

2nd Offense - Student will be suspended from extra-curricular activities for the remainder of the school year

Students will automatically have one day in-school-suspension

Students will complete one hour of tobacco prevention education with school counselor

3rd offense

Parents/Guardians will be notified as soon as possible

Law enforcement may be notified

Students will receive 3 days of suspension (ISS or OSS)

Student will complete 3 hours of tobacco prevention education with school counselor.

4th offense

Parents/Guardians will be notified as soon as possible

Law enforcement may be notified

Student will appear before the Unified Board of Trustees for determination of status—
Student will be suspended from school (ISS or OSS) until such meeting takes place.

BULLYING/HARASSMENT/INTIMIDATION/HAZING

Bullying, harassment, intimidation, or hazing, by students, staff, or third parties, is strictly prohibited and shall not be tolerated. All complaints about behavior that may violate this Policy shall be promptly investigated.

Retaliation is prohibited against any person who reports or is thought to have reported a violation, files a complaint, or otherwise participates in an investigation or inquiry. (See Policy 3226)

Cell Phones and Other Electronic Equipment Policy 3630

Student possession and use of cellular phones, iPods, pagers, and other electronic signaling devices on school grounds, at school-sponsored activities, and while under the supervision and control of school district employees is a privilege which will be permitted only under the circumstances described herein. At no time will any student operate a cell phone or other electronic device with video capabilities in a locker room, bathroom, or other location where such operation may violate the privacy right of another person.

Students may use cellular phones, iPods, pagers, and other electronic signaling devices on campus before school begins and after school ends. Students in grades 7-12 may also use such devices on campus during lunch period. These devices must be kept in lockers and set to vibrate during the instructional day. Students may use cell phones in the classroom with the permission of the teacher. Unauthorized use of such devices disrupts the instructional program and distracts from the learning environment. Therefore, unauthorized use is grounds for confiscation of the device by school officials, including classroom teachers. Confiscated devices will be returned to the parent or guardian (Students of legal age will have their device returned to them at the end of the day.) Repeated unauthorized use of such devices will result in disciplinary action.

Coaches and sponsors are able to collect phones, iPods, pagers, and other electronic signaling devices from student participants, when they see fit, on extra-curricular trips. (Policy 3630)

Curfew

The Board of Trustees has established a curfew for athletics. Sunday through Wednesday night, curfew will be 10:00 pm. Thursday curfew will be 10:00 pm when there is school on Friday, and 11:00 pm when there is no school on Friday. Friday curfew will be 11:00 pm. Saturday curfew will be 12:00 midnight. If there is an away game and the student is back after curfew, it would mean immediate travel home. *Curfew violations will result in the loss of participation in the next weekend's scheduled events. If three contests are scheduled in the week, you will be unable to participate in the first two contests.*

Family Night

Thursday night has been designated as family night and is reserved for family activities. No elementary or high school activities are to be conducted past 6:00 P.M.

Citizenship

Students are expected to demonstrate exemplary conduct on and off the campus, adhere to school and community laws and show respect for others and their property. Students NOT in good standing with respect to the regular school program will NOT be permitted to participate in activities as per policy.

Note: Students involved in criminal offenses may be suspended and/or dismissed from the team. Such acts may include, but are not limited to, arson, bomb threats, burglary, possession or use of explosives or dangerous weapons, extortion, and larceny. Information leading to the suspension of a student from an activity shall be based on factual knowledge, not hearsay.

Due Process

Once a determination that a violation of this Policy has occurred, the student and parent/legal guardian will be notified by telephone where possible and also by mail. Notification will include the violation and the time set for a conference with the athletic director. Any decision to suspend the student from an extra- or co-curricular event may be appealed to the Superintendent. The student and/or parent/legal guardian may appeal the decision of the Superintendent to the Board.

Equipment Usage

Issued equipment and locker use belongs to the associated student body. Loss of issued equipment or damage to lockers is the student's financial obligation. Until this obligation is fulfilled, the student will NOT be allowed further competition or to receive awards. Lockers are to be cleaned out weekly!

Locker Room Conduct

Locker room conduct will be guided by the following rules:

1. Show proper respect to any dressing facility.
2. Turn off all showers and pick up soap before leaving.
3. "Rough-housing" or "horse-play" of any sort in the locker room is potentially dangerous, and will not be permitted.

4. Even though the above rules pertain generally to athletics, all properties used by participants are to be respected.

Physicals

Every athletic participant must have a physical before being allowed to practice.

Practices

MHSA Practice Rule: No individual shall play in any association contest until he/she has a minimum of ten (10) days on ten (10) different days (not practice is permitted on Sunday), prior to the date of the first allowable game. The initial ten (10) practices for each individual must be completed as a comprehensive, regularly scheduled team practice with the full coaching staff.

The first three days of football practice will be a period of acclimation with non- contact and no pads.

Travel

All participants **MUST** travel to and from activities with the team and in transportation provided for this purpose as per policy. The following rules will be enforced whenever it is necessary to travel for activities.

Except as provided in this policy, any student representing the school on an activity trip must ride an approved vehicle to and from that activity. There are four exceptions to the rule:

1. If the student is participating in another prior school activity in the same town the Superintendent may excuse the student from this requirement if it is not possible to ride a school approved vehicle to the second activity. In order to be eligible to participate in either school activity the student shall be at the place and at the time designated by the coach or sponsor.
2. The Superintendent may excuse a student from this requirement in order to keep a previously scheduled medical appointment upon a request in writing from the student's parent(s)/guardian. The student may only be released to his parent(s)/guardian, and must provide a signed authorization from the health care provider indicating there is no health-related reason not to participate in the specific school activity.
3. The Superintendent may excuse a student from this requirement in order to participate in a church-related activity prior to the school activity. The student may only be released upon a request in writing from the student's parent(s)/guardian, and confirmation of their participation in the church-related activity must be received by their coach or sponsor prior to the student participating in the school activity. It is the student's responsibility to be at the school activity at the time designated by the coach or sponsor or forfeit the right to participate.

4. The Coach/Sponsor may release the student from the responsibility of returning from a trip with the group if a **statement of release** is signed by the parent(s)/guardian in attendance at the game/event. Athletes are not allowed to get off the bus at games with older siblings, aunts, uncles, grandparents, etc. The Superintendent, however, may make an exception if contacted by a parent prior to the bus departing to return to Jordan.

It is the student's responsibility to be at the school activity at the time designated by the coach or sponsor or forfeit the right to participate.

Students representing Garfield County District High School at academic or extra-curricular events are directly responsible to the coach or sponsor. Participants will remain with their team or group under the supervision of their coach or sponsor when attending away contests. Should it be necessary for a student or students to leave the group (with their parent), coaches or sponsors must be contacted first for permission.

Refrain from misconduct of any sort while traveling to and from any contest. Remember, visiting participants are a direct representative of their community and school, and must conduct themselves as ladies or gentlemen at all times.

Ineligible students will not be allowed to participate in extracurricular activities. This will include riding the bus to away games. They will be allowed to participate in practice.

Transportation

Athletes are allowed to be picked up or to be dropped off at their regular bus stop if the bus trip schedule coincides with the bus stop. (Example: If the athlete lives in Cohagen, the athlete may be picked up in Cohagen on the way to the game. On the return trip, the athlete may then be dropped off at the same stop at Cohagen.

If you are interested in having your son/daughter meet the bus in a place other than the Jordan gym, please sign the bus permission form accompanying this newsletter. This permission slip will then be good for the entire school year. No bus permission slip is required for the students not on a NORMAL ATHLETIC bus route. (i.e. town kids, Brusett area students etc...)

Bus Policy 8120

Students will be segregated by gender. To be equitable, positions will be rotated each away trip. Chaperones/Coaches will be seated at the middle of the bus for the ENTIRE trip. All movies shown on the trip will comply with the district movie policy. Movies with a rating greater than G, PG or PG-13 must be cleared with the Administration before showing to the students on the bus.

Managers of the opposite gender of the main team will be placed in the first seat of the bus behind the bus driver. Any violation of this policy will result in suspension and/or removal of the student(s) from the team for the remainder of the season.

Meals

On away trips during the regular season, athletes will purchase their own meals. The team and coaches will decide where they will stop after the game to eat or snack. Athletes are encouraged to bring healthy snacks and sack lunches for the bus ride to and from the game.

Meals at District, Divisional, State or National Events Activities will be provided at the following maximum rates:

Athletic Activities Meal Rates

Event	Rate per meal per student	Number of meals allowed
District	\$10/meal/student	2 meals/day
	\$15/meal/student	1 meal/event
Divisional	\$10/meal/student	2 meals/day
	\$15/meal/student	1 meal/event
State	\$10/meal/student	2 meals/day
	\$15/meal/student	1 meal/event

Non-Athletic Activities Meal Rate

Event	Rate per meal per student	Number of meals allowed
District	\$10/meal/student	2 meals/day
State	\$10/meal/student	2 meals/day
	\$15/meal/student	1 meal/event
National	\$10/meal/student	2 meals/day
	\$15/meal/student	1 meal/event

Other ExpectationsRefrain from the use of profane or obscene language or acts of vulgarity, lewd behavior, or sexual misconduct.

Note: Students involved in any of the above may be suspended and/or dismissed from the team. Information leading to the suspension of a student from an activity shall be based on factual knowledge, not hearsay.

Demonstrate courtesy, fairness and respect for activities.

NO Football or Track Cleats are to be worn inside any gym at any time!

8th Grade Participation

8th grade athletes will receive the same treatment as HS athletes, if they are brought up to play on a varsity team. In determining whether or not to bring 8th grade students up for participation in a HS sport, the following number of participants must be met in order to bring up 8th grade students: less than 16 VB, less than 16 BB. If 8th grade students are brought up to play, the maximum number of students allowed on the team is 20. If the total will exceed 20 with 8th graders, the coach may cut only 8th grade students until the maximum is reached. Tournament teams are capped at 12 participants by MHSAA. The coach will bring only 12 players. No players will be made manager, unless approved by the superintendent due to the lack of a manager.

Policy Duration

This Policy is in effect each school year, from the first (1st) date of the first (1st) practice for fall activities until the last day of school or activities, whichever is later. The participation rules and disciplinary measures will be published annually in the activities and student handbooks.