



Hillsboro-Central Valley Burros Extra-Curricular Activities Parent/Student Handbook

ATHLETIC PHILOSOPHY STATEMENT

Hillsboro/Central Valley coop will provide a variety of experiences to aid in the development of favorable habits and attitudes in Student/Athletes preparing them for a successful life in our society. Three important goals that we would like all of our athletes to learn and appreciate are:

- A. Academic Success
- B. Moral Character: Respect, Responsibility, etc.
- C. Social Values: Discipline, Teamwork, etc.

Each coach, parent, and athlete has a part to play if these program goals are to be accomplished. By establishing an understanding of each of our responsibilities, we are better able to accept the actions of others and provide greater benefit to our student/athletes.

Hillsboro/Central Valley School students are encouraged to participate in extracurricular activities to round out their educational program. However, it must be clearly understood that participation in extracurricular activities is a privilege, not a right, and with privileges come certain responsibilities.

COMMUNICATION GUIDELINES

Both parenting and coaching are extremely challenging in today's world. By providing these helpful communication guidelines, we believe we can best help our athletes reach their potential and allow them to enjoy their high school sports experience.

At the beginning of each season of sport, each varsity coach will host a parent meeting for grades 9-12. The coach will review his/her expectations, goals, and team policies at this parent meeting. Each parent will be given the coops athletic handbook at this meeting.

A) Communication Parents Can Expect from Athlete's Coach:

- Philosophy of the coach
- Expectations of athlete and team
- A copy of team rules
- Athlete's role on team

B) Communication That Coaches Can Expect from Parents:

- Concerns expressed directly to the coaches
- Specific questions about philosophy or expectations
- Notification of any injuries or illness
- Any absences prior to practices or games

C) Procedures for Discussing Concerns with Coaches

If you have a concern to discuss with the coach, please follow the procedures.

Step 1:

Call the coach the next day and set up an appointment.

If a satisfactory resolution between the parent and coach does not take place after the initial communication:

Step 2:

Contact the Athletic Director Dave Nelson

The Athletic Director will set up a meeting with the parent, athlete, and coach. The Athletic Director will attempt to mediate a resolution.

NORTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION

Hillsboro-Central Valley Schools are a member of the North Dakota High School Activities Association. This voluntary organization has for its purpose to plan, direct, and sponsor competitive activities among member schools. The Association makes rules and regulations for these activities for the best interests of the participating students and the school. Hillsboro-Central Valley Schools follows NDHSAA rules and School Board policies.

**Participation on all sports' teams, clubs, and groups at Hillsboro-Central Valley Public Schools is voluntary and acts as an addition to public education, not a part of it. Because of its voluntary nature, participation is a privilege to each student, not a right. As a privilege, each activity's team rules and provisions are generally not subject to the 1st, 4th, 5th, and 14th amendments as it applies to public education. However, the coaches and advisors of the Hillsboro-Central Valley Coop will make every effort and concession to act in a fair and just manner towards all participants.

ALCOHOL, TOBACCO, NARCOTICS

The possession, use, or consumption of alcohol, tobacco, or narcotics is not permitted. NDHSAA rules will be enforced and suspension or expulsion from any school may come about due to the violations of this policy.

EXTRACURRICULAR ACTIVITIES INFRACTIONS/SUSPENSIONS

The following rules and regulations concerning the extracurricular activities in Hillsboro/Central Valley Schools are set up to govern all the extracurricular activities in the school including Athletics, Speech, Cheerleading, and One Act Play

Section 1. OFFENSES

Any coop student will be subjected to an extra-curricular suspension for the following:

1.1 The use or possession of tobacco, alcohol, or any controlled substance as defined by North Dakota Law is prohibited. The use, possession or sale of non-prescriptive anabolic steroids by any student athlete at any time during the school year is prohibited.

1.2 GUILT BY ASSOCIATION: Any member of an extra-curricular group who attends a party where alcoholic beverages or drugs are illegally being used or who is a member of a group in a car or elsewhere where alcohol or drugs are illegally being used, and makes no attempt to leave at the first available opportunity, is in violation of the "possession" segment of the NDHSAA and Hillsboro/Central Valley rules, will receive extra-curricular suspension as shown in 1.1.

Section 2. SUSPENSIONS

2.1 A student will be suspended for a period of 6 consecutive school weeks from participation in any extracurricular activities in the Hillsboro-Central Valley Coop for the first offense in a school year as described in paragraphs 1.1, 1.2, above. A student will be suspended for a period of 18 consecutive school weeks for each subsequent offense in a school year. A suspension not completed by the end of the school year will carry over into the start of the next school year and will start with the first practice or the start of the fall semester if the student is not in a fall sport or activity. A school year is defined by the first day of school or the first practice to the last day of school or last contest or game. A violation that occurs during the summer months will be enforced from the first day of fall practice or the first day of school and the length of suspension will be as used during the school year. The suspension begins on the date of verbal or written notification to the school administration. Students are not allowed to play on non-school teams during the suspension. Students under suspension are expected to participate in practice and attend all games as part of the team.

2.2 NDHSAA rules will remain in affect during the summer.

2.3 If a student is given an extra-curricular suspension during a period of time in which that student is not involved with any extra-curricular sports or activities and they have not missed any games or events, he/she will serve a suspension of 2 weeks or 2 contests, whichever is greater starting with the first contest.

2.4 Students who are suspended due to NDHSAA violations will not be eligible for any school awards, including letter awards. Coaches' discretion will be used in determining awards/letters to be received by students not completing their season due to injury. Students must be eligible for the entire season (the 1st day of practice until the return home from an activity that completes the season) in order to letter or be nominated by a coach for any school sponsored activity awards, as well as NDHSAA and NDHSCA awards, and All-Star teams. Students are eligible for awards given by other groups in which the coach has no input in the selection process.

Section 3. PROCEDURES

3.0 The school administrator (Principal/Athletic Director) shall immediately investigate any alleged violation of the alcohol, tobacco and controlled substance rule of the NDHSAA.

3.1 If the administrator finds probable cause to believe that this rule has been violated he/she shall give the student immediate notice of the suspension and the parents will be notified in writing.

3.2 The period of suspension shall begin from the date and time the notification is given to the student by the administrator.

Training Rules

The athletic coach or activity advisor shall set all other rules for the sport or activity including but not restricted to the following: curfew, dress code, team discipline and travel rules.

NORTH DAKOTA HAZING LAW

North Dakota Century Code 12.1-17-10

A person is guilty of an offense when, in the course of another person's initiation into or affiliation with any organization, the person willfully engages in conduct that creates a substantial risk of physical injury to that other person or a third person. As used in this section, conduct means any treatment or forced physical activity that is likely to adversely affect the physical health or safety of that other person or a third person, or which subjects that other person or third person to extreme mental stress, and may include extended deprivation of sleep or rest or extended isolation, whipping, beating, branding, forced calisthenics, overexposure to the weather, and forced consumption of any food, liquor, beverage, drug, or other substance. The offense is a class A misdemeanor if the actor's conduct causes physical injury, otherwise the offense is a class B misdemeanor.

CODE OF CONDUCT

Any student involved in criminal mischief/activity or other acts of conduct unbecoming to a student of the Hillsboro/Central Valley School Districts as determined by administration, shall be subject to a possible suspension from extracurricular activities and all other school activities which involve a public performance (for example: prom, school play, concerts, FCCLA, Band, NHS, homecoming candidates & activities, etc. This will not include graduation).

- A. The principal shall conduct an investigation and hearing and report his/her findings prior to any suspension being administered.
- B. The length of suspension will be determined by a committee of: the building principal, the head coaches of varsity sports, and any teacher/advisor for any extra-curricular activity in which the student is currently participating. (For example: band, choir, drama, FBLA, FCCLA, etc.)
- C. Any student/athlete displaying acts of conduct unbecoming of a student during the school day, as determined by administration, may be subject to suspension and may not participate in a sport or contest that day.

Risk Management/Injuries/Insurance

We understand that participation of any nature in an athletic activity offered by Hillsboro/Central Valley School can be dangerous and involves risk of potential serious injury. We understand these risks; especially those involving contact sports could involve death, serious neck injuries, or spinal injuries, which may result in partial or complete paralysis. We understand injuries may occur which affect all or any part of the skeletal, muscular, visual, and circulatory systems or may impair my general well-being. Such injuries could affect the participant's future ability to earn a living or to live a full and productive life. Parents should be aware that serious injuries can happen in athletics. Our coaching staff will do everything they can to prevent serious injury, but they can still happen. If your daughter/son comes home and complains of any type of injury caused by a school activity, please call the coach of that sport immediately. Injuries are going to be a part of athletics. Our coaches will handle them to the best of their ability and many times will recommend that the participant see the school trainer or a doctor.

We understand and we are willing to accept responsibility for following all rules established by the coaches regarding behavior, playing skills, and training regulations.

We recognize that Hillsboro/Central Valley schools do not carry insurance to cover expenses incurred through injuries in this program.

Also, we the parents and students do understand the risks of concussions during activities. We have been made aware of the signs, symptoms, preventions, and treatments of concussions. This was made available at the beginning of the season parents meeting, as well as available year-round from the activities director.

Concussion Management

Definitions

Law requires that all school-sponsored and sanctioned athletic training, practices, and games be governed by a concussion management program. The District has developed the following definitions for purposes of determining what constitutes athletic sponsorship and sanctioning:

- *School-sanctioned athletic activity* is a sport that:
 - a. Is not part of the district's curricular or extracurricular program.
 - b. Is established by a sponsor to serve in the absence of a district program.
 - c. Receives district support in multiple ways (i.e., not school facility use alone).
 - d. Requires participating students to regularly practice or train and compete.
 - e. The District has officially recognized through board action as a school-sanctioned activity.

The Board shall make all sanctioning decisions on a case-by-case basis, based on the criteria in this paragraph. As a condition of receiving school sanctioning, sponsors of the athletic activity shall agree to comply with this policy and the concussion management law. This includes agreeing to provide appropriate training and providing appropriate information to parents and students as required by law. The sponsor shall provide to the District documentation certifying that this training has occurred and students/parents have viewed required informational material on concussions prior to beginning the activity.

- *School-sponsored athletic activity* is a sport that the District has approved through policy or other board action for inclusion in the district's extracurricular program, is controlled and funded primarily by the District, and requires participating students to regularly practice, train, and compete.

Removal Decisions

Under the concussion management law, the District is authorized to designate removal-from-play authority to individuals who have direct responsibility for student athletes during practice, training, and/or games if a student reports or exhibits a sign or symptom of a concussion. The Athletic Director shall make this determination, and the Athletic Director shall ensure that such designees are aware of this responsibility and have undergone appropriate training in accordance with law before commencing duties.

Law also authorizes licensed, registered, or certified healthcare providers whose scope of practice includes recognition of concussion signs and symptoms to make removal decisions. The Superintendent may consult with medical personnel to determine who has such credentials and who would be willing to assist in this regard. The District must compile a list of such individuals, which may be provided to all coaches. This measure in no way guarantees that a healthcare provider trained and credentialed in accordance with law will be present at athletic training, practices, and/or events nor shall the voluntary creation of this safety precaution be construed to create or assume any potential liability under local, state, or federal law or regulation.

High school students and minors who serve as coaches or officials are encouraged to work with an adult who has removal-from-play authority prior to removing a student from play.

If two or more individuals with removal-from-play authority disagree on whether or not a student must be removed, the determination must be made in the interest of the student's safety, meaning that the student shall be required to sit out and comply with return-to-play requirements contained in law.

Return to Play

The Board designates the Athletic Director to receive return-to-play documentation from a healthcare provider. This designee shall review the documentation, determine if the healthcare provider has placed any conditions on return to play, contact the healthcare provider for any necessary clarification on the authorization document, and communicate such information to applicable coach(es) and assistant coach(es). This designee shall also file return-to-play authorization documents in the student's educational record. This documentation must be retained for seven years after the student's enrollment or six years after a student turns 18, whichever is later.

Consent for ImPACT and Release of Information

I give my permission for my child to have a baseline and post-concussion ImPACT (Immediate Post-Concussion Assessment and Cognitive Testing) as needed, administered at the Hillsboro/Central Valley school. I understand that my child may need to be complete ImPACT more than once post-concussion, depending upon the results, as compared to my child's baseline, which will be on file at the Hillsboro/Central Valley school. I understand there is no charge to complete the ImPACT.

The Hillsboro/Central Valley school may release the ImPACT results to my child's primary care physician, neurologist, team physician or other interpreting physician. I understand that as a parent/guardian, I give authorization/consent for the involved athletic trainer and/or health care personnel representing the Hillsboro/Central Valley school to contact the child's primary care physician, neurologist, team physician, or other treating physician, coach, athletic director, or school official regarding the results of the ImPACT. I understand that general information about the ImPACT data may be provided to my child's school nurse, guidance counselor and teachers, for the purposes of providing temporary academic modifications, if necessary.

Student-Athlete Authorization for Disclosure of Protected Health Info

I hereby authorize the athletic trainer and other health care personnel representing Hillsboro/Central Valley to release information regarding the student-athlete's protected health information and related information regarding any injury or illness during the student-athlete's training for and participation in athletics at the Hillsboro/Central schools. I further understand that it is at my request to comply with the requirements of his/her school and the release of protected health information to a coach, athletic director, or school official relating to participation in interscholastic sports. This protected health information may concern the student-athlete's medical status, medical condition, injuries, prognosis, diagnosis, athletic participation status, and related personally identifiable health information. This protected information may be released to other health care providers, hospital and/or medical clinics and laboratories, athletic coaches, medical insurance coordinators, athletic and/or school administrators, chaplains and/or clergy members, and officials of the WCAL and CIF.

As parent and/or guardian of the student-athlete, I understand that as a parent/guardian give authorization/consent for the disclosure of the undersigned student-athlete's protected health information is a condition for participation as an interscholastic athlete at the Hillsboro/Central Valley school. I understand that my protected health information may be protected by the federal regulations under the Health Information Portability and Accountability Act (HIPAA) and, if so, may not be disclosed without either parent/legal guardian authorization under HIPAA. This authorization/consent expires one year from the date it is signed.

Important: Your Rights. I understand my rights, as described herein:

- I may revoke this authorization at any time by notifying the Hillsboro/Central Valley School's Athletic Director in writing. My letter must be hand delivered or mailed to the School.
- A revocation will not affect any uses or disclosures that the Hillsboro/Central Valley Schools made before it received my revocation.
- If I request it, I may see a copy of the health information described on this form.
- The information that is used or disclosed pursuant to this authorization may be subject to re-disclosure by the recipient and may no longer be protected by HIPAA. I have the right to seek assurances from the Hillsboro/Central Valley Schools entities or individuals authorized to receive the information that they will not re-disclose the information to any other party without my further authorization.

TRANSPORTATION

A) All athletes will travel by way of school vehicle for all away games.

B) If for some reason, an athlete's parent/guardian wish to take the athlete home after a contest instead of returning with the team, the parent/guardian of the athlete must sign a Travel Waiver Release Form before taking the athlete with them. Coaches will have this form for a parent to sign.

C) If a student is staying for an athletic event where practice is held (Example: Football practice in Central Valley and a Volleyball game in Central Valley) a transportation permission slip must be filled out and handed in before leaving for practice. Your Athletic Director will have this form.

PARTICIPATION FEES

Students in grades 7 and 8 will pay an activity fee of \$20 per activity. Grades 9-12 will pay a \$40 per activity fee. Reduced rates are available based on need, as determined by the free and reduced lunch applications. The yearly family fee limit is \$200. This fee will be collected before the first contest is held in each activity.

ACTIVITY PASS

Adult activity pass will be \$70 for a single adult and \$120 for a married couple. Students (gr. 1-12 grade) \$30 and Senior pass (65+) will be \$30.00 suggested donation.

MISSED SCHOOL TIME/MAKE-UP WORK

Students need to realize that along with participating in extra-curricular activities come many responsibilities. There will be some activities that will take a student away from school during the day. Although, these instances do not count against your attendance record, you are still required to do all assignments.

Any time that you are going to miss school due to an activity, you will be expected to talk to all your teachers and get the assignments that you are going to miss because of that activity. The teacher in the class/classes that you miss will sign off on an academic waiver form that you have met with them. You will turn in this form to your coach before getting on the bus and leaving for your event. If you do not have the form for your coach, you will not be allowed to miss class and go to the event. You will be expected to have

those items completed at the same time as the other students in that class who are not attending an activity. There might be some instances when you will be required to turn in assignments before you leave. Therefore, it is necessary to talk to each teacher before you leave. They will inform you of what they expect of you at that time.

Illness

If a student misses any part of a school day due to illness, they will not be allowed to practice or play in a game that day. Administrative discretion will be used. This does not include appointments. The main office will provide a list for the AD and coaches.

Unexcused Tardy/Absences

If a student is unexcused for any class on the day of an event, they will not be eligible to play that day. If a student shows up after 9 AM unexcused on the day of a contest, they are ineligible to play. The main office will provide a list for the AD and coaches.

Fully Enrolled

A student at Central Valley must take 6 different classes in a 7 period day.

A student at Hillsboro must take 5 different classes in a 7 period day.

Academic Eligibility

Grades will be taken every Thursday by 4:00 PM to determine participation eligibility. If a student is receiving an "F" in any class, they will be ineligible to participate in games for one week starting the following Monday. Eligibility will run from Monday to Sunday. Parents and students will be notified no later than 4:00 on Friday. The first 4 weeks of a semester will not have grade checks on Thursday. If a student fails a semester class, they will be ineligible for the first 4 weeks of the following semester. This includes fall semester to spring semester and spring semester to fall semester. If a student takes a credit recovery class over the summer and passes, they will be eligible immediately for the fall sport. 8th grade students going into 9th grade will be eligible immediately in the fall of their 9th grade year regardless of spring semester grades.



Hillsboro-Central Valley Coop

Athletic Handbook

Signature Page

I have received a copy of the *Hillsboro-Central Valley Athletic Handbook*.

I understand it is my responsibility as the student athlete and parent to read/understand these rules. This signature verifies that I have read and understand these rules, including concussion management. I also give permission for my child to receive Impact testing.

Student's Name (print)

Parent's Signature

Grade _____

Date _____

Parent's Cell Phone _____

Parent's Email Address _____