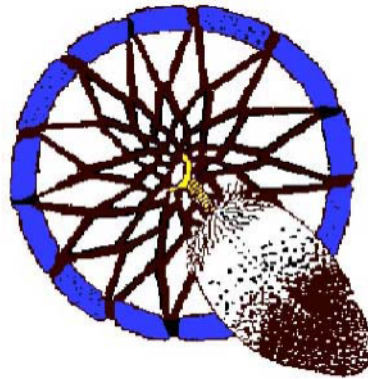


# TODD COUNTY SCHOOL DISTRICT



## ACTIVITIES HANDBOOK FOR STUDENTS AND FAMILIES

Board Approval: September 29, 2016  
Board Revised: January 9, 2017  
Board Revised: July 9, 2018  
Board Revised: July 22, 2019

**TODD COUNTY HIGH SCHOOL  
CO-CURRICULAR/EXTRA CURRICULAR OPPORTUNITIES**

Yearbook	Band
Boys Basketball	Girls Basketball
Cheerleading	Choir
Cross Country	Drama Production
Football	Boys Golf
Girls Golf	National Honor Society
One Act Play	Student Council
Track	Volleyball
Wrestling	

Club Activities: Archery, Rodeo Club, Soccer, Sicangu and Baseball

**IMPORTANT PHONE NUMBERS**

High School	856-3503
Middle School	856-3504
District Office	856-3501

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## ***Introduction***

One of the primary purposes for interscholastic activities in the school curricula is to prepare young adolescents for the challenges of adult life. Students are being short-changed if all they take from the interscholastic programs are the skills related to playing the sport or activity. **We must offer the student things that will last them a lifetime and help them to be a better person and better equipped to deal with the challenges of life. If it's done right, participation in activities, win or lose, can become one of the most powerful and influential educational experiences that can occur in young adults.**

A good activities program will make a concerted effort to teach:

1. Good sportsmanship.
2. The importance of persistence and perseverance.
3. A commitment to excellence.
4. The want and desire to be the best you can be at every pursuit.
5. How to achieve and commit to a goal.
6. Pride, devotion, dedication, honesty, trustworthiness and self-discipline.
7. Respect for those in authority.
8. The ability to work and care for others in a team setting.
9. Respect for rules and regulations.
10. Stick-to-itiveness in developing a strong work ethic.
11. Teamwork

## ***Administrative Discretion Clause***

The Activities Handbook does not include everything that may possibly happen during the school year. If any situation not specifically covered should arise, the administration will make every effort to act fairly and quickly. The best interest of the student, school, and community will be considered. Each situation is different and will be handled on an individual basis. It is sincerely hoped that each student will have a successful and enjoyable school year. Please take the time to know and understand the rules and regulations you are expected to follow, and many problems can be avoided.

## ***Philosophy***

The ultimate goal of education is to develop successful adults. Student activities are an integral part of the educational program. The program of student activities should supplement the curricular program by offering a variety of learning experiences that will enable all students to enhance their individual interests, talents, and skills. Students are encouraged to try a variety of activities.

There are several parameters-board of education policies, South Dakota High School Activities Association (SDHSAA) and conference rules and regulations, building and department policies, budgetary considerations, risk management and professional ethics-that affect decision making. The one parameter, however that is not mentioned will be that all decisions must be based on the needs of the students.

# Co-Curricular Purpose and Benefits

## *Purpose*

For the student: Co-curricular programs provide opportunities for developing morale; for being sportsmanlike hosts to visiting fans, officials, and athletes; and for exercising the qualities of fair play and courtesy. Co-curricular activities should be considered a part of the school curriculum, educational in the purpose and conduct.

For the participant: Competition offers an opportunity to develop skills, learn team concepts, attain a high level of fitness, promote friendships, and learn and practice good sportsmanship. It is fully intended that co-curricular competition develop the understanding that the rules of the activity are similar to the rules of everyday life.

For the community: Co-curricular programs encourage wholesome school/community relations under constructive conditions. These programs provide entertainment, a sense of pride, and a vehicle for fans to make a positive impression of our community to others outside the Todd County School District.

## *Benefits*

The school provides: An opportunity for every student to participate in some phase of the activities. Including leadership in the form of qualified coaches, directors, and other advisors, and the necessary equipment and facilities.

The student provides: Sacrifice, self-discipline, desire, determination, and dedication. A good attitude that would include:

- a. High regard and willingness to conform to training rules.
- b. Proper care and accounting of equipment.
- c. Acting as a representative of the school, student body and community.
- d. An understanding of the team concept before individual goals.

The parent provides: Positive encouragement to their son or daughter, support and enforcement of the training rules, and support to the programs and coaches/advisors in which their son or daughter is participating.

Coaches, directors and advisors provide: The proper ideals of sportsmanship, ethical conduct, and fair play. Emphasis of the values derived from participating in the activity fairly. There will be cordial courtesy to visiting team, officials, and participants. The respect, integrity, and judgment of officials will be provided. A thorough understanding and acceptance of the rules of the game and/or activity standards of eligibility will be upheld. Leadership will be honored and the use of initiative and good judgment by the participants on the team will be honored. Coaches/directors and advisors recognize that the purpose of activities is to promote the physical, mental, moral, social, and emotional wellbeing of the individual.

# General Program Procedures

## ***Practice Times***

Practice time is extremely valuable. Activity advisors are encouraged to work together with the Activities Director in setting up equal use of the facilities. Advisors and coaches need to have their full attention on team members while at practice. Coaches and advisors have the responsibilities to the safety of team members. The advisor should be the last to leave, making sure equipment is cared for, lights are off, and doors are locked. No advisor or coach should ever leave unless all students have been accounted for and have left the facility. Sunday: There will be no school-related activities or practices held on Sundays, unless first approved by the Activities Director. This includes both fine arts and athletics. If practices are approved, students will not be required to attend.

When school is dismissed due to inclement weather, High School practices may possibly be held but only by permission of the Activities Director/ Building Administration. The advisor must use his/her good judgment on days when school is not in session whether or not to have practice. At all times, the safety of the participants should be the primary concern. The advisor should consult the Activities Director before scheduling practice on any weather cancellation day. Practices held when school has been dismissed will be considered voluntary and student athletes will not be penalized for non-participation.

## ***Guidelines for Parents/Guardians Observing Practices***

The Todd County School District allows parents/guardians to come and observe all practice sessions. In order to ensure that coaches are allowed to conduct practices without interference from the parents/guardians, the following guidelines must be followed:

1. Parents/Guardians must restrict themselves to the designated observation area of the gym, track, or field
2. No video or audio recording will be allowed
3. Please use any mobile device away from the atmosphere of the practice
4. Do not engage in any conversations with players/coaches unless they do so.
5. Do not use loud or distracting conversation
6. Parents/Guardians are not there for evaluation purposes
7. Parents/Guardians can be asked to leave if the rules are not followed

## ***Activity Clothing and Equipment***

Students receiving articles of clothing/equipment to be worn/used during activities are responsible for those items, and are expected to take proper care of them. Advisors issuing these items will be responsible to check them in at the end of that activity. Missing items will be charged to that individual responsible.

## ***Attendance***

In order to participate in a school-sponsored activity (practice, performance, game, meet etc.) a student must be in school all day up to the time he/she is dismissed by the school for the activity. The Activities Director/Administration may grant an exception to the activities attendance policy on an individual basis.

## ***Suspensions***

Students who are suspended out of school are also suspended from attendance or participation in all school activities until the day following the end of the suspension. A student who has been placed in ISS will be allowed to practice if they have completed the term of the ISS suspension. If a student has been placed in ISS the day of an event or competition, they will not be eligible to play or participate in the event or game. This would also include traveling with the team. A student who has been suspended from a team for a training rule violation will be allowed to practice but not compete during the duration of the suspension.

## ***Procedures for Trips***

This guide has been compiled so that all know the procedures that are to be followed:

1. The advisor is in charge of all matters pertaining to students, destination, times and rest stops. An itinerary will be filed with the Activities Director prior to any trip.
2. The advisor is responsible for discipline on the bus. Students must keep the noise level low enough so that the bus driver is not distracted. Only technology devices with headphones will be allowed during a bus trip.
3. The bus driver is the final authority on matters related to speed, load, safety, and driving conditions.
4. Smoking on the bus or a school vehicle will not be allowed at any time.
5. Eating and drinking on a moving bus is not desired. However, distances in South Dakota are such that at times it may be necessary. Students are to use the garbage containers that are available in the bus. Advisors will check to make sure the bus or other school vehicles are clean before allowing students to leave.
6. Students will know when and where the bus will be leaving from and returning to after the trip. Also, students will know the approximate time they are expected to return home in case parents need to pick them up after the trip has ended.
7. Advisors are responsible for the students conduct the entire trip, not just on the bus. Supervision will therefore be maintained at all times.
8. All athletes, managers, cheerleaders, etc. will ride with the team in school district transportation to the contest. Exceptions must have written approval and cleared in advance by the coach, activities director or principal and only under extenuating circumstances.
9. Students who travel with their respective activity groups will be required to return with their group. Parents/Guardians may sign out their child to take them home with them. Only parents/guardians will be allowed to check out students NO EXCEPTIONS, unless there are extenuating circumstances, they must receive permission from the Activities Director or building Principal before the activity group departs.
10. Parents are responsible to pick up their child after each event/activity. Coaches will not be allowed to give students a ride home.
11. Coaches will not be allowed to pick up students and bring them to practice, games, meets, etc.
12. Any problems, which arise on a trip, should be reported to the building Principal as soon as possible.
13. Everyone is responsible for promoting the Todd County Activities Program on out of town trips.



## ***Student Transportation To and From Events***

Students are to ride to a game or contest in school vehicles; under ***certain*** circumstances, with permission of the Activities Director or Building Administration, a student could be allowed to ride to a contest or event with a parent or guardian.

Students will be allowed to travel home with parents/guardians once they have been checked out. This must be done with the coaching staff/advisors. Parents/Guardians must sign a travel release form. A Travel Release Form allows a student to ride home with their parent or legal guardian. Students can only be checked out from an event by a parent or guardian. Individuals that are on a student's check out list will not be allowed to check a student out after an away event. Extenuating circumstances may be considered by administration. Extenuating circumstances must be handled at least three (3) days prior to the event.

The School District will be responsible for transporting students, participants, coaches, managers, statisticians and Board of Education recognized volunteer assistants to and from athletic and activity events.

## ***Conduct and Attire***

All participants in any extracurricular activity will be held to the following procedures regarding conduct and dress attire while attending an activity as a representative of Todd County School District.

Participants are expected to adhere to responsible standards of behavior and conduct themselves in a socially acceptable manner. The purpose of this procedure is to assist students in presenting themselves in a manner that promotes a positive and productive environment.

Participants will:

1. Be fully responsible for one's own actions and the consequences of such;
2. Follow the TCSD Student and Family Handbook policy and procedures
3. Respect the rights and beliefs of others;
4. Treat others with courtesy and consideration;
5. Respect and obey the rules of the school and laws of the community;
6. Conduct themselves in a manner befitting role models.

Dress Code:

1. Todd County School District student dress code policy will be followed and enforced.
2. Head gear must be removed upon entering a facility and remain off while indoors;
3. Sweats and warm-ups are not allowed unless the team/group as a whole is dressed in like uniforms;
4. Visible body markings such as hickeys and gang related tattoos are not acceptable and must be covered;
5. Any items symbolizing weapons, drug or alcohol, racial slurs, sexually demeaning pictures, words, etc., or profane or obscene language are not permitted.
6. Any items that compromises modesty such as tube tops, halter tops, backless tops or dresses, or see-through attire are not permitted;

7. Clothing that exposes inappropriate areas is not allowed. This includes, but is not limited to, shirts/blouses that have low necklines and showing of undergarments or midriffs;
8. Clothing which represents association with gang membership is NOT allowed (i.e. pocket chains, bandanas, necklaces, etc.).

### ***Parent Meeting***

Todd County Activity Advisors are to conduct parent meetings prior to the start or within the first week of practice. The following areas need to be presented at this time:

1. Coaches should present the district's philosophy.
2. Coaches should explain the risk of personal injury that is inherent with participation of the specific activity.
3. Coaches should explain the training rule policy.
4. Coaches should discuss any additional rules and expectations.
5. Coaches should explain that athletes will not be allowed to participate without parent consent and proper physical forms.
6. Coaches should remind parents that no athlete would be allowed to participate in any activity if they owe the department for lost equipment or uniforms.
7. Coaches should explain the attendance policy in respect to activity participation.
8. Coaches should explain the eligibility requirements.
9. Coaches should explain the travel policy for activities.
10. Coaches should discuss the importance of sportsmanship.
11. Coaches should discuss any other pertinent information including the lettering policy.

### **Social Networking Expectations**

The Todd County Activities Department recognizes its student-athletes' rights to freedom of speech, expression, and association, including the use of social networks. Each student-athlete must remember that they represent the Todd County School District, and are expected to portray themselves, their team, and the Todd County Activities Department, in a positive manner at all times.

If you participate on a social networking site:

- Everything you post is public information. Texts or photos are out of your control once placed online.
- Use caution when adding or inviting friends.
- Limit information about your location or plans.
- Use of disrespectful comments and behavior online will not be tolerated by the Todd County Athletic Department. This includes but is not limited to:
  - ❖ Comments or photos that depict unlawful or prohibited conduct.
  - ❖ Derogatory, defamatory, harassing, or discriminatory posts related to teammates, a coach or coaching staff, or the Todd County Athletics Department, that will adversely affect team chemistry.
  - ❖ Comments that create a serious danger to the safety of another person or that constitute a credible threat of emotional or physical injury to another person.

**Situations involving any of the above activity will result in a meeting with the Athlete, Parents, Coach, Principal, and Athletic Director. The results of that meeting could range from just having the meeting, to different levels of suspension. Those involved in that decision will be the Coach, Activities Director and Administration.**

**This applies to all athletes in the Todd County School District playing on school-sponsored teams. It is in effect for 365 days a year. All penalties will be administered during the sport that has been adversely affected.**

## Additional Athletic Program Procedures

The following describes the Todd County School District philosophy at the various levels of athletic programs.

Varsity (A team for middle school)	Select Squads Highly Skilled Highly Competitive
Junior Varsity (B team for middle school)	Higher Level of Competition Prepare for the Varsity Level May Involve Some Screening
C-Team (high school and middle school)	Maintain Large Roster Provide Fair Playing Time Stress Fundamentals

### ***Varsity or A team***

Factors such as time, facilities, equipment, staffing, and budgetary constraints limit participatory opportunities. Because activities are developmentally beneficial, however, advisors are encouraged to involve as many students as possible in the activities program in some manner. In short, a balance must be found between maximizing opportunities and diluting the efficiency and quality of a program. At the high school and middle school level, students tend to become more selective in their choices as they begin to identify their interests and talents and become more adept at comparing their skills with those of their peer group. In spite of increased specialization, advisors in certain activities may be involved in the unpleasant task of making selections (cutting). Every program below the varsity level or A team, however, is developmental, and as many participants as possible should be retained.

### ***Junior Varsity or B team***

Junior varsity and B team squads include cross-country, football, volleyball, wrestling, girls/boys' basketball, and golf. The JV and B team athletic philosophy is to develop players for the varsity or A team level of competition. However, this does not mean that playing time will be equal or that every player will play in every game.

## ***Ninth Grade Students***

Ninth graders can compete at the “C” team, JV and varsity level. Ninth graders will have separate girls/boys’ basketball and volleyball schedules if participants numbers allow. This will assure each participant some playing time. However, this does not mean that playing time will be equal or that every player will play in every game.

## ***Athletic Participation of Seventh and Eighth Grade Students at the High School Level. – see Policy JJICA***

It is the desire of the Todd County School District to have appropriate athletic programs for the appropriate age. However, the district acknowledges that it is not uncommon to have a young athlete with the physical talent and maturity to be elevated to high school level competition in some areas of athletic competition.

It is the intent of this policy to allow for a rare instance where a gifted athlete may be given the opportunity to participate in a high school athletic activity as outlined in this policy.

The following is a listing of athletic activities that advancement can be considered under this policy: Cross Country, Track, Wrestling and Golf. No other athletic activity will be considered, or allowance made for advancement.

No child in the other elementary grades should ever be moved to a higher level of competition.

The Todd County School District coaching staff will use the following procedure for movement purposes when the above listed programs are offered at both seventh and eighth and high school levels. It is the responsibility of the District Activities Director to see that the procedure is followed:

1. The respective coaches for the specific sport and schools that the recommendation is being made from will consult and make that decision. No other coaching staff, school staff, and parent/guardian will make a recommendation or consultation in regard to a student athlete being moved to high school level of competition.
2. The decision will be based on that rare instance of being classified as a gifted athlete, the athlete’s skill level development, maturity, and his/her attitude.
3. The respective coaches will then consult for approval from their respective activities directors for approval.
4. Upon approval from both respective activities directors, the paper work will be forwarded to the respective building administrators for approval.
5. Upon approval from both respective building administrators, the parents/guardians will be informed and consulted for approval.
6. Only after approval has been given by all parties, by signature, will the student athlete be notified and consulted, and the decision will then be made and signature of approval given.
7. A letter with an attached form showing signature approval from “all” parties will be kept on file at the high school with the activities director and a copy will be kept on file with respective middle school/elementary activities

director.

8. If all parties agree (building administrators, activities director, head coaches, parents/guardians, and student), the athlete will be added to the eligibility roster in the high school

Eligibility factors: The following factors must be adhered to regarding advancing an athlete to high school level competition.

1. Students advanced to high school level competition will no longer be eligible for athletic participation in that particular sport at the 7<sup>th</sup> and 8<sup>th</sup> grade levels and must not have previously completed a season of that sport at their respective school. It will not, however, affect their participation in other sports.
2. Students advanced to high school level competition must meet the high school eligibility standards.
3. The athlete must have on file in the high school office, a current physical examination. A pre-participation Interval Health History report must also be completed.

Participation in high school athletics as a 7<sup>th</sup> or 8<sup>th</sup> grade student in NO WAY AFFECTS THE STUDENT'S ELIGIBILITY WHEN HE/SHE ENTERS HIGH SCHOOL. The student will still have four (4) first semesters and four (4) second semesters of high school eligibility.

Granting 7<sup>th</sup> and 8<sup>th</sup> grade student letters and other awards for high school competition also has no bearing on future eligibility.

### ***Lettering***

Specific lettering requirements for each sport or activity are left to the discretion of each head advisor. The first time a student letters, he/she will be given a letter "TC" pin and a bar for that particular activity. Every time thereafter, he/she will only be given a bar by the head coach/advisor. It is understood that for an athlete to earn an athletic award at Todd County High School they must have complied with all rules and regulations for athletic participation as established by Todd County High School and the SDHSAA. The athlete must complete the season unless released by the advisor for reason of illness, injury, or extraordinary circumstances. In this case, lettering will be at the discretion of the head advisor and his/her staff. Lettering requirement should be made known to the athletes prior to the season. Lettering requirements for each activity should also be on file in the Activities Directors office.

Awarding varsity letters to athletes for contributions made in their sport will be a coach's decision. However, there are some guidelines that the coaches should follow.

1. The policy should be made known to the athletes prior to the season.
2. The policy should be set so it is difficult to achieve, but attainable.
3. Athletes must complete the entire season to earn a letter.
4. Seniors that complete three consecutive years in the program will earn a letter.
5. The head coach and Activities Director will use discretion in the following categories: injuries, conduct, attitude, citizenship, post-season play, managers, student transfers or any condition not covered.

6. Athletes that are disciplined for breaking training rules (level 2) will not be eligible to receive any special awards at season's end. (Ex. Captain, MVP, etc.)

Cross Country:

1. Athlete must be a regular participant on the varsity team.

Football:

1. Athlete must play in a minimum of eight (8) quarters.

Girls and Boys Basketball:

1. Athlete must compete in 18 quarters at the varsity level.

Volleyball:

1. Athlete must compete in 50% of all games.

Wrestling:

1. Athlete must record two victories at the varsity level. (Not by forfeit)

Golf:

1. Athlete earns a medal in a varsity meet.
2. Athlete must participate at the varsity level in 50% of all varsity meets.

Track:

1. Athlete must place in an event at a major track meet. (Not a dual or triangular)
2. Athlete must compete in 50% of varsity meets.

Cheerleading:

1. Advisor will make recommendation to the Activities Director for awarding a letter.

### **Academic Letter**

A letter for academic excellence will be given to individuals who achieve a GPA of 3.5 and have attendance of 94%. The first time a student letters, he/she will receive a TC and a bar. Every time thereafter, they will receive a bar.

### ***Practice Requirements***

All sports will follow SDHSAA requirements as to the minimum practices required before the first contest. Students will be required to participate in a minimum of five team practices before game participation. Students who have missed a significant number of practices due to illness or ineligibility, will be evaluated by their coach as to their fitness and conditioning before participation in a game in order to insure their safety.

### ***Lockers***

All athletes upon request should be given a padlock in order to lock up any valuables during practice and game sessions. A copy of the padlock number and combination should be kept in the coach's office.

## ***Open Gym***

In order to be in agreement with the SDHSAA guidelines, the School Board of Todd County School District adopts the following Open Gym procedure regarding the use of the school's gymnasium:

1. The facility must be open to all District students.
2. The participants will use the facility on a voluntary basis only.
3. Participants must furnish their own clothing such as sweat suits, shorts, shoes, etc.
4. The school may furnish specific equipment related to the open gym activities such as balls, goals, nets, etc.
5. Coaches may supervise open gym.
6. The gym will be supervised at all times by building employees. The supervisor may not coach, teach specific skills related to the sport or instruct students in any sport not in season.
7. The time and days of the open gym shall be made known to the entire student body by the administration, in a timely manner, through announcement, bulletin board posting, etc.
8. Special designated schedules may be made for girls' only, boys' only and by grade level.
9. There will be no open gym on Sunday.

## ***Weight Room***

Todd County High School has an excellent weight room facility, and utilization of that facility is dependent on the following rules:

1. A High School advisor must be present when students are lifting (for liability purposes a qualified person is preferred).
2. Students must be taught proper lifting techniques.
3. There must be at least one spotter present during each lift.
4. Lifting belts and proper attire must be worn.
5. Please clean equipment after using.
6. Upon completion of weight room usage, stations must be cleared of weights and doors locked.

Todd County's weight room/cardio room is open to the public to use. Using the weight room/ cardio room does not give you access to the gym area. Appropriate times and additional rules (as needed) for using the facility will be set by the Activities Director.

## ***Athletics/Activities Award Night***

Each individual sport can have an awards dinner provided it is done through fundraising.

## ***Cheerleading***

Cheerleaders have been selected for Varsity Football, Varsity Wrestling, Varsity and Junior Varsity Girls/Boys Basketball. Cheerleading is a school sponsored sport and will be handled by the advisor. The school will provide transportation to and from activities if room is available.

# Student Eligibility

## ***SDHSAA Eligibility for Fine Arts and Athletic Participation***

All activities programs in South Dakota Schools come under the direct supervision of the SDHSAA. The following guidelines have been established by the SDHSAA for activity eligibility. The Todd County School District expects all programs to be conducted within the proper guidelines of the state association.

The South Dakota High School Activities Association states a student is **not eligible** if:

1. he/she has reached their 20<sup>th</sup> birthday, as determined by the student's birth date;
2. he/she has attended more than 4 first semesters and 4 second semesters of school in grades 9-12. Enrollment in school for 15 school days or participation in an inter-school contest shall constitute a semester;
3. she/he did not pass 25 hours of high school work per week, in courses approved for the preceding semester;
4. she/he are not enrolled in and attend a minimum of 25 hours of high school work per week during the current semester. NOTE: If the student is used in the Average Daily Membership (ADM) count, full or partial day, then they are considered to have attended school;
5. he/she has graduated from a regular four-year high school or institution of equivalent rank;
6. he/she has not enrolled by the 16<sup>th</sup> school day of the current semester. The date of regular entry into classes is considered the date of enrollment;
7. she/he has been absent from school more than 10 consecutive school days (illness of the student or a death in immediate family excepted);
8. he/she has transferred from one high school to another without a corresponding change in the residence of their parents;
9. she/he does not have on file in the Activities Director's office a signed physical examination and parents permit form;
10. she/he has ever participated in an athletic contest under an assumed name;
11. he/she has ever participated in athletics in any institution of learning of higher rank than a standard secondary school;
12. he/she has violated their amateur standing; or
13. during a high school sport season, he/she competed on an unattached basis as an individual or as a member of a non-school team.

### Scholastic/Academic Eligibility Rules:

1. **Preceding Semester:** The student, unless they are entering high school for the first time, shall have successfully earned a minimum of two (2) units of credit which are used in the issuance of a diploma, for the preceding or for the most recent semester of attendance in any accredited high school. For the purposes of this subsection, enrollment and attendance in school or participation in one or more contests shall constitute a semester in determining eligibility. However, the Board of Directors or the Executive Director shall have the authority to waive the attendance rule when and if a student withdraws from school as a result of an injury or illness and does not return to any school for the remainder of the semester and the student does not receive any high school course credits.  
NOTE: Failure to earn two (2) units of credit the previous semester causes the



student to become ineligible the entire following semester. NOTE: Only credits accepted by the school for graduation may be used in determining whether a student successfully earned two (2) units of credit. (Source: Minutes of the January 10-11, 2001 SDHSAA Board of Directors Meeting.)

2. Current Semester. The student shall (a) be enrolled in an accredited high school and attend courses for which a minimum of two (2) units of credit may be earned towards the issuance of a diploma, (b) be receiving alternative instruction as set forth in SDCL 13-27-3 or (c) any student in grades ten, eleven, or twelve may apply to a constitution of higher education or a postsecondary vocational education institution as a special student in a course or courses offered at the institution of higher education or postsecondary vocational education institution. Correspondence/college courses approved in advance by the high school principal for which credits earned are used in the issuance of a high school diploma may count towards the two (2) units of credit eligibility requirement. (Refer to SDCL 13-28-37)
3. A student's grades, which are dependent upon completion of a project such as a vocational education project after the close of the academic school year shall be determined by the grade averages of record assuming satisfactory completion of the project. (Revised 7/11 By-Laws – 9 from SDHSAA)
4. Credit recovery. Students who have been declared ineligible because of academic deficiencies from the previous semester/trimester may earn scholastic/academic eligibility by taking an academic course(s) via the options approved by the SD Department of Education. Examples include, but not limited to, on-line courses, in-district credit recovery courses, alternative education settings, digital courses, etc. The Principal must monitor the successful completion of the course(s) and reinstate eligibility only after the successful completion of 2 units of credit as per Chapter I, Part IV, Section 1, Subsection D., page 8 of the By-Laws.
5. Beginning and ending of a semester. For the purpose of this subsection, the first semester shall be considered as ending on midnight on the day before the second semester begins and the second semester shall be considered as starting on the first day classes are held in said semester. The actual ending of the first/second semester or school year, rather than the date of graduation exercises or diploma date, controls the determination when eligibility terminates.

NOTE: Eligibility is extended to all students:

1. Who choose to graduate at the conclusion of the first semester until the first day of classes of the second semester.
2. Including those graduating students whenever a sub-state/state event is held after the school year has been completed at the local level.

### ***TCSD In Season Scholastic Eligibility***

Students are required to have no failing grades in any of his/her classes. In the event that weekly percentage grades are not the best determinant of a student's progress (virtual, independent study or other less traditionally structured classes), the instructor retains the right to set other standards or requirements, (for example: completion of a set number of objectives or units) to certify student achievement.

Throughout the season, the Activities Director will conduct grade checks on a two (2) week basis. All grades will be due into the Registrar by noon on Monday of the predetermined date. All students whose grades do not meet the standards in paragraph one will become ineligible until the next week's grade check. Only those students that failed to meet required eligibility standards will be check on an individual basis. All others will be check at the next scheduled grade check.

The Activities Director will also do a grade check at a predetermined date (Monday of the week before) for those students who will be participating in Lakota Nation Invitational. If the student fails to meet the standards at that time, the student will not be allowed to participate.

## Activities Training Rules

### ***Training Rules Are in Effect Upon Signing Until The Activities Season Is Completed***

In order to assure a high quality of student activity performance, the Todd County School Board has developed the following guidelines for those young people who wish to participate in school sponsored Fine Arts and Athletic activities. The purpose of these guidelines is to:

1. Encourage proper school conduct at home and away from school.
2. To help young people to develop a positive attitude and to teach self-discipline.
3. Encourage young people to work as a unit and develop pride toward their activity and school.
4. To confirm and support existing state laws which restrict the use of such mood-altering chemicals.
5. To assist students who desire to resist peer pressure.
6. To emphasize the school's concerns for the health of students in areas of safety while participating in activities and the long-term physical and emotional effects of chemical use on their health.

### ***General Guidelines***

These training rules and regulations are to be read to participants by the advisor/coach of each activity before the first regular practice session. Each participant must present the rules and information to his/her parent or guardian. Both the participant and a parent or guardian must sign the agreement form acknowledging that they have read and understand the rules and agree to abide by them, before the student continues in practice with the team.

A responsible person must report infractions of the rules and the person cannot remain anonymous. No rumors will be accepted as a basis for penalty assessment. All students will be afforded the due process rights of any disciplinary action.

The enforcement of these rules and regulations are the responsibility of the head Activities Advisor, Activities Director and Principal.

The intent of these rules and the enforcement of these rules are quite obvious and should be understood to incorporate common sense in certain situations. Attending parties and gatherings where peers openly use alcohol, tobacco, or driving in vehicles where occupants are openly violating laws and school rules are definitely prohibited. (Guilt by Association) Common sense should make it clear that being at home where parents may drink or smoke does not make your home off limits.

## Training Rule Violation Procedures

The following is a list of practices not condoned by the school, coaching staff or activity advisors. A student involved in athletics or a fine arts program that chooses to participate in such practices will be subject to disciplinary action from the program in which they are involved. A Todd County School District staff member, legal authorities, the individual's voluntary admission, or a responsible adult who is willing to go on record must substantiate the report of a violation.

In the event it becomes necessary to suspend an athlete for a violation of one of the training rules, advisors should take the following steps:

1. Notify the Principal and Activities Director.
2. Advise the athlete of the violation.
3. Allow the athlete to explain his/her position.
4. Notify the parents or legal guardian of the violation and provide a parent conference, which may include coaches, Activities Director, Principal, superintendent, and athlete, if requested by the parent.
5. Please be advised that a coach/advisor does not have the authority to suspend any student long-term concerning extracurricular activities. All suspensions, including long-term and short term, must be approved by administration. All student discipline will follow TCSD Policy JK and Disciplinary Procedures for Identified Infractions (K-12).

### ***Level I Violation***

1. Violation of team or school rules, policies and regulations.
2. Unsportsmanlike conduct during practice, on the sidelines, during a performance, or anytime representing the school.
3. Unexcused absence from school or practice.
4. Curfew violation---curfew hours will be 11:00 PM Sunday through Thursday nights and 12:00 AM on Friday and Saturday nights. When a group returns home at a time the regular curfew cannot be met, the student will have ½ hour to proceed to his or her home.
5. Initiation or hazing activities.
6. Insubordination.

## ***Level II Violation***

1. Use or possession of tobacco products.
2. Use, possession of, dispensation of, or being under the influence of illegal drugs or chemicals including alcohol.
3. Convicted of vandalism, theft, or destruction of property or any felony or misdemeanor other than a traffic violation.
4. Habitual repeated Level I violations (three or more separate violations).

Drug use—Students who are adjudicated or convicted of possession, use or distribution of controlled substances or marijuana will be removed from participation in extra-curricular activities by state law (SDCL 13-32-9).

***Consequences for violations will follow TCSD Student and Family Handbook discipline matrix. Consequences will be determined and enforced by administration.***

## **Lakota Nation Invitational Participation Procedures**

As a student representing Todd County School District, students agree to represent their school with pride, dignity, and respect. You agree to follow all rules and policies of the Todd County School District student handbook, TCHS athletic policies, and the following additional rules:

1. Students may not be checked out until his/her events are completed for the tournament. If a student leaves before the final event the student will not be allowed to participate in further games during LNI.
2. Only parents/legal guardians will be allowed to checkout their students after the final event. Oral or written requests allowing for others to checkout students will not be permitted.
3. All students must ride the bus to LNI or they will not be allowed to participate.
4. If I break any rules in the TCSD Student Handbook or violate the TCHS athletic policies, I understand I may forfeit my position on the team and be sent home immediately.
5. Local law enforcement will be notified when necessary due to any illegal activity.
6. If an athlete quits a team after an LNI competition, that athlete may be prevented from participating in further LNI competitions.

# APPENDICES

## ***District Policies and Codified Law References***

### **Non Discrimination Policy**

(TCSD Policy ACA)

The Todd County School District 66-1 does not discriminate on the basis of race, color, creed, religion, national origin, gender, age or disability in admission or access to, or treatment of employment in its educational programs and activities. Inquiries concerning Title VI, Title IX or Section 504 should be directed to the Title IX Director, PO Box 87 Mission, SD 57555. Phone (605) 856-3501. Complaints can also be filed:

US Department of Education           (816) 880 4202  
Office of Civil Rights                   (816) 891-0552  
10220 North Executive Boulevard 8<sup>th</sup> Floor  
Kansas City, MO 64153-1367

### **FERPA Statement**

(TCSD Policy JRA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age certain rights with respect to the student's educational records. A copy of these policies and regulations may be obtained in the building principal's office or superintendent's office of the Todd County School District 66-1. Complaints regarding a violation of rights according parents and students should be submitted to the Title IX Director of Todd County School District 66-1, PO Box 87 Mission, SD 57555 or the Family Policy Compliance Office, US Department of Education, 400 Maryland Avenue, SW Washington, DC 20202-4605.

### **Student Due Process Rights**

(TCSD Policy JIA)

All students and District employees are guaranteed due process rights as set forth by SDCL 13-32-4. Todd County School District 66-1 is in compliance with the standards established by the State Board of Education. Those standards are:

1. Adequate notice of charges made.
2. Reasonable opportunity to prepare for and meet the charges will be given.
3. An orderly hearing adapted to the nature of circumstances of the situation will be conducted.
4. A fair and impartial decision will be rendered.
5. Article 24:07 of the Administrative Rules of SD will be used to outline procedures and the definition of the due process.

## **Sexual Harassment**

(TCSO Policy GBAA)

The Todd County School District 66-1 acknowledges and endorses laws against sexual harassment. The District forbids any manner or form of infringement of the rights of others between and among the students and/or adults connected with the operation of the school district. Any student or employee, who believes that they have been the object of physical or verbal harassment by another student or employee, shall file a grievance with the appropriate administrator. Students or employees accused of sexual harassment of others shall be reported to the appropriate legal authorities, and if found guilty, shall be subject to expulsion from school or termination of employment.

## **Hazing**

(TCSO Policy JICFA)

It is the goal of the Todd County School District to maintain a safe learning environment for students and staff that is free from hazing. Hazing is an activity expected of someone joining a group (or to maintain full status in a group) that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities of any type are inconsistent with the educational process and are prohibited at all times.

No student, administrator, teacher, volunteer, or other employee of the School District shall plan, direct, encourage, and or engage in hazing. No student, administrator, teacher, volunteer, or other employee of the School District shall permit, condone, or tolerate hazing.

Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.

This policy applies to behavior that occurs on or off school property to include before, during, and after school hours.

A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.

The School District will act to investigate all complaints (formal or informal, verbal or written) of hazing and will discipline or take appropriate action against any student or other school staff who is found to have violated this policy.

## **Participation of Alternative Instruction Students** (TCSO POLICY JJIB)

The Todd County School District (the District) is granted the authority to determine whether to approve the participation of alternative instruction students in the District's extracurricular, co-curricular and interscholastic activities.

The Board of education has determined that the District will provide alternative instruction students with extracurricular, co-curricular or interscholastic activities.

## **Ethical Use of Electronic Communications** (TCSO Policy GBEBB)

The Todd County School District recognizes that educators may choose to communicate with other staff, students and parents/guardians via means of electronic communications from time to time, including times and situations when they are not face-to-face in the school setting. Staff members must keep in mind that all communication with students, regardless of when or where it occurs, and regardless what means is used to communicate, must not impair the professional nature of the staff member's relationship with the student.

Ethical behavior requires that District staff members show consideration and respect whenever using electronic communication devices. When interacting with other staff members, students, and/or parents/guardians, all Todd County School District staff members shall:

1. Not initiate electronic communication with a student at a time or upon a subject matter that would be likely to impair the staff member's professional relationship with the student and/or his/her parent/guardian, or that would be likely to cause a substantial disruption of the student's educational opportunities in the District;
2. Not include in electronic communication between themselves and other staff students and/or parents/guardians, comments or content that would not be acceptable in a face-to-face communication;  
not disclose, use, or disseminate unauthorized personal information of another person;
3. Distinguish between personal social networking sites and professional social networking sites. Staff are encouraged not to invite or accept current District students, except for the staff person's relatives, into any personal social networking sites; and
4. Evaluate all information for its accuracy, reliability, and authority.

Disciplinary action may be taken against any staff member whose communication causes a substantial disruption in the education environment or that substantially interferes with another's rights. In addition to any appropriate disciplinary action, a referral to law enforcement may be made whenever it appears that a communication contains a threat, or when it appears that a communication contains evidence of stalking harassment, or any other crime. In an appropriate situation, the Superintendent may also file a complaint with

the Professional Teachers Practices and standards commission or any other teacher certification authority.

## **Chain of Command/Public Concerns and Complaints**

(TCSO Policy: KE)

In order for any organization to function well, there needs to be a properly functioning “Chain of Command”. If there is a situation or concern on the part of a student or parent regarding an activity, the following contacting procedure is to be used.

Student or Parent  
Advisor/Coach  
Activities Director  
Principal  
Superintendent

## **SDCL 13-32-9 Suspension from Extracurricular Activities for Controlled Substance Violations**

*13-32-9. Any person adjudicated, convicted, the subject of an informal adjustment or court-approved diversion program, or the subject of a suspended imposition of sentence or suspended adjudication of delinquency for possession, use, or distribution of controlled drugs or substances or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substances as prohibited by § 22-42-15, is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education for one calendar year from the date of adjudication, conviction, diversion, or suspended imposition of sentence. The one-year suspension may be reduced to sixty school days if the person participates in an assessment with a certified chemical dependency counselor or completes an accredited intensive prevention or treatment program. If the assessment indicates the need for a higher level of care, the student is required to complete the prescribed program before becoming eligible to participate in extracurricular activities. Upon a subsequent adjudication, conviction, diversion, or suspended imposition of sentence for possession, use, or distribution of controlled drugs or substances or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substances as prohibited by § 22-42-15, by a court of competent jurisdiction, that person is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education. Upon such a determination in any juvenile court proceeding the Unified Judicial System shall give notice of that determination to the South Dakota High School Activities Association and the chief administrator of the school in which the person is participating in any extracurricular activity. The Unified Judicial System shall give notice to the chief administrators of secondary schools accredited by the Department of Education for any such determination in a court proceeding for any person eighteen to twenty-one years of age without regard to current status in school or involvement in extracurricular activities. The notice shall include name, date of birth, city of residence, and offense. The chief administrator shall give notice to the South Dakota High School Activities Association if any such person is participating in extracurricular activities.*

*Upon placement of the person in an informal adjustment or court-approved diversion program, the state's attorney who placed the person in that program shall give notice of that placement to the South Dakota High School Activities Association and chief administrator of the school in which the person is participating in any extracurricular activity.*

*As used in this section, the term, extracurricular activity means any activity sanctioned by the South Dakota High School Activities Association.*



**Todd County School District**

**Activities/Athletic Rules**

**Participant Agreement Statement**

*NAME OF STUDENT* \_\_\_\_\_

We, as a participant and parent or guardian, have read and understand the contents and provisions of the activities/athletic rules of the Todd County School District.

As parents or guardians, we pledge to encourage our son/daughter to practice and perform to the best of his/her ability while maintaining a basic good attitude towards their activity. We grant our permission for them to participate in fine arts programs and athletic events.

We, as participants and parent or guardian accept the provisions of the rules and regulations of Todd County School District 66-1 and those of the South Dakota High School Activities Association.

DATE \_\_\_\_\_

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SIGNATURE OF PARTICIPANT

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SIGNATURE OF PARENT OR GUARDIAN