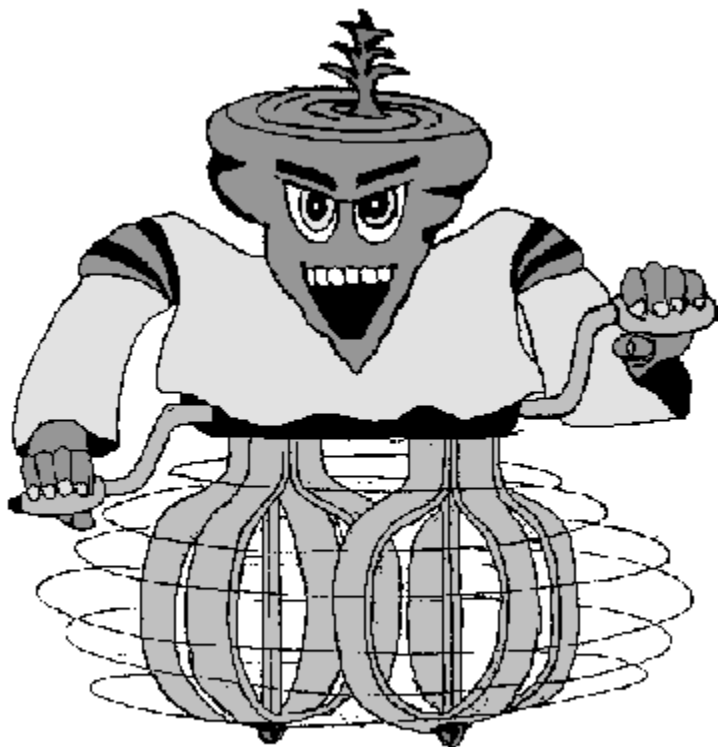


# 2023-2024

## STUDENT ACTIVITY

### HANDBOOK



PRIDE DESIRE EXCELLENCE

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## **CHINOOK SCHOOL DISTRICT ACTIVITIES-ATHLETIC HANDBOOK 2019-2020**

Chinook Public Schools School District #10 will make equal educational opportunities available for all students without regard to race, color, national origin, ancestry, sex, ethnicity, language barrier, religious belief, physical or mental handicap or disability, economic or social condition, or actual or potential marital or parental status, or, in accordance with binding guidance of the Federal Office of Civil Rights regarding the scope of Title IX's sex discrimination prohibition, gender identity, sexual orientation, or failure to conform to stereotypical notions of masculinity or femininity.

### **(School Board Policy 3210)**

### **DIRECTORY INFORMATION**

Regarding student records, federal law requires that "directory information" on a child may be released by the District to anyone who requests it unless the parent/guardian/caretaker relative objects in writing to the release of the information. This includes release of directory information to post-secondary institutions and military recruiters. Directory information ordinarily includes [insert directory information that is consistent with policies 3600P-3600F1-3600F2]. Please make sure a parent/guardian/caretaker relative completes the Student Directory Information Notification as found in the Student Handbook.

### **REQUIREMENTS**

All students participating in extracurricular activities must have the following prior to the first practice:

- A required physical documented on the official Montana High School Association (MHSA) Physical Form (at least for all MHSA sanctioned activities).
- An Assumption of Risk statement signed by the parent.
- A Permission to Participate form (sign-off).
- An updated Medical information form.
- A Concussion Education and Compliance form signed by the student athlete and parent.

### **PURPOSE**

The purpose of this guide is to establish rules, procedures, policies, and philosophy as it pertains to the Chinook School District Athletic and Activities Programs. The fundamental purpose of the athletic/activities program is to facilitate development of:

- Sportsmanship,
- A sense of responsibility to themselves and others,
- A devotion to an athletic and/or activities assignment,
- Pride of accomplishment of a job done to the best of one's ability,
- Sense of belonging to a group,
- Social values derived from contact with students and adults from other communities and
- Healthy behaviors of participants.

# General Rules for all Activities

## Activity Tickets

1. Every student who participates in a school sponsored activity grades (7-12) must purchase a student activity ticket. Activity tickets allow admission to all extracurricular activities at Chinook Schools. Student activity tickets are \$35.00, adult activity tickets are \$55.00, and a family activity ticket is \$140.00.
2. Activity tickets are required to be purchased and paid in full before the first scheduled event.

## Participation Fees

1. Every student is required to pay a \$25.00 participation fee per activity or club they participate in that travels.
2. The participation fee is due before the first scheduled event.

## Transportation and Participation

1. Student participants shall travel to and from all activities by means of the vehicle furnished by the school.
2. The coach or sponsor must approve requests for a participant to return from an out-of-town activity in a manner other than school transportation. Parents/guardians can take their own children home by personally informing the coach or sponsor. For a student to go home with an adult other than their parent/guardian, a note signed by their parent/guardian and a phone call from the parent in advance must be given to the Athletic Director or administrator.
3. Participants that miss the bus are not allowed to drive themselves and if they choose to drive they cannot participate that day/evening. If their parents bring them, they may play – advisors/coach's discretion. Participants who choose to ignore and participate are subject to disciplinary action as outlined in the student handbook for insubordination.
4. Bus Rules--the driver is not responsible for student discipline. The driver should report any incidents to the supervisor in charge.
  - a. Upon arrival at home, players, coaches and chaperons will be sure that the bus is clean, garbage picked up, sacks off the floor, books off the bus, etc.
  - b. Students remain seated.
  - c. Students do not lean over the seats.
  - d. Students do not sit on the armrests.
  - e. Students place all garbage in the wastebaskets.

- f. Students do not throw objects.
- g. Personal stereos with headsets are allowed

## **General Discipline**

1. The general conduct of students representing Chinook will bring credit or discredit to the school and community. Unacceptable behavior will not be tolerated during the season and may result in disciplinary action including suspension for the season. All participating students are subject to the rules and regulations as set forth in the School District #10 Board of Trustees Policy Manual and the Chinook Junior-Senior Student Handbook. If students are ejected from a contest, they cannot travel with the team to the contest they are suspended from.

### **First offense:**

Warning and punishment set up by the coaching staff/Athletic Director

### **Second offense:**

Immediately suspended from the contest that the unsportsmanlike or unacceptable behavior occurs in, plus suspended from the next contest. The player may practice during the suspension time.

### **Third offense:**

Immediate suspension from the contest that the unacceptable behavior occurs in or before and a two week suspension from the team. The player may practice during the suspension time.

### **Fourth offense:**

Immediate suspension from the contest that the unacceptable behavior occurs in or before and suspension from the team for the remainder of the season. No practicing allowed.

## **Dress**

1. Dress at home contests and out-of-town contests should bring credit to the team, school, and community.
2. Participants and coaches are expected to be well groomed and well dressed. T-shirts, sweatshirts, or jackets that make reference to sex, drugs, alcohol, and/or tobacco products are prohibited. Shirts must be worn that touch the top of the pants. Clothing must be able to cover all parts of student's undergarments. Dress with holes is not appropriate. Top with straps less than two finger widths wide per strap is not acceptable. Blue jeans are not acceptable.
3. The coach is responsible for enforcing proper dress. Coaches will enforce the dress code for their specific sport. In outdoor sports specifically tennis, golf, and track; exceptions may be made in regard to dress code due to weather conditions and lack of changing facilities. In extenuating circumstances, alternative arrangements can be made with administration. Participants need to understand that continual disregard for proper dress code will result in

disciplinary action up to or including suspension. Skirts or dresses must be of length that with the individual's arms hanging at their side, the dress length is even or longer than the longest fingertip.

4. On academic school-related trips, school dress code policies will be adhered to.
5. On a day proceeding or following a contest, school-issued gear and blue jeans are allowed if approved by the coach and administration.
6. School issued gear can be worn on the same day after a contest with prior administrative approval.

### **Accidents**

1. The health and safety of each student shall be the first consideration. If there is any question or doubt about the health of a student, the coach/sponsor shall ask for a medical report before the student is permitted to participate.
2. All students must have a completed medical exam signed by a licensed doctor and signed by a parent/guardian prior to the first allowable practice of the season.

### **Facility Use**

1. Facilities (weight room, gym, etc.) are not to be used by unsupervised students.
2. If unsupervised students are found using a facility:
  - a. Check to see who the chaperone is, if there is one.
  - b. Report student's names to the building principal if there is no chaperone present.
  - c. Consequences:
    - 1) First offense - suspended from using facilities for five (5) school days.
    - 2) Second offense -suspended from using facilities for fifteen (15) school days.
    - 3) Third offense - contact proper authorities and file trespassing charges.

### **Meals and Lodging**

1. The District does not provide meals for regular season extracurricular activity trips.
2. The District will provide meals, as warranted, on extracurricular activities for district, division, and state competitions.
3. Non-motel housing arrangements for all school sponsored activities:
  - a. All students being housed out need to be accompanied by a district approved chaperone.

- b. All housing arrangements need to be pre-approved by administration.

### **ACADEMIC ELIGIBILITY FOR PARTICIPATION**

- 1) **MHSA Requirement:** A student must be enrolled and have received a passing grade in at least twenty (20) periods of prepared class work or its equivalent in the last previous semester in which the student was in attendance. Failure to meet this requirement will result in one (1) semester of ineligibility. Middle school students will be required to receive a passing grade in ten (10) periods of prepared work per week. A home school student is not eligible to participate for an MHSA member school. (Article II, Section (2) Eligibility, MHSA handbook)
- 2) No student who is enrolled in a grade below the ninth shall be eligible to participate in a MHSA Association Contest, except as established in Section (5) of the MHSA handbook

### **Chinook Schools Activity Eligibility (7-12) Requirements**

1. In order to compete in any extracurricular activity or to hold any office, a student must pass all subjects they were enrolled in from the previous quarter. If a student is assigned an "incomplete", or a grade is left blank on the report card, the student is considered ineligible until a passing grade is placed on the report card.
  - a. Students have one (1) week from the end of the grading period to finish an incomplete grade. (Unless hospitalized or death in the family).
  - b. After one (1) week, the missing work is given a "zero" and the instructor will recalculate the grade using zeroes for the incomplete work.
  - c. A student cannot participate (practice) in the activity while under an ineligible status.
  - d. Students who are ineligible and subsequently become eligible must follow all MHSA requirements.
4. Eligibility of incoming fifth and sixth graders to the Junior High athletic programs will at first be based on their promotion at their respective grade levels. Thereafter, that student will be ineligible if he/she has an "F" or an "incomplete" on a report card. This grading policy also applies to any co-op students in the athletic programs.
5. Eligibility of incoming sixth graders to the seventh grade will be the promotion into grade 7. In Junior High, a student is ineligible if he/she has an "F" or "Incomplete" on a report card. When the incomplete is made up, the student, if passing, is then eligible to participate in the school's extracurricular programs.
6. Eligibility for incoming 8th graders for football and volleyball will be based on the previous school years' fourth quarter grading period. A student is ineligible if he/she has an "F" or incomplete on a report card. When the incomplete is made up, the student, if passing, is then eligible to participate in the school's extracurricular programs.

Because of the nature of the 9C Junior High Sports seasons, where two different sports are run during the first quarter, eligibility for basketball will be determined by course grades on the Friday preceding the first scheduled practice of the basketball season. Any student passing all classes at that time will be deemed eligible to start basketball. However, at the end of the first quarter all student/athletes must have

passing quarter grades as listed in number 3 above in order to remain eligible. This grading policy also applies to any co-op students in the athletic programs.

7. Incoming freshman eligibility is determined by their fourth quarter eighth grade marks. If an incoming freshman enters high school with an "F": he/she will be placed on probation. Students on probation will have their grades checked at 4 1/2 weeks. As long as they are passing all subjects they are allowed to fully participate. If they are failing one or more classes at the grade check, they become ineligible for the remainder of the quarter. Incoming students from other schools who are eligible for activities at their previous schools but are ineligible under our rules will be placed on probation. Probation rules for these students will be the same as above. Probation lasts for one quarter and only in these circumstances. MHSA eligibility rules are always in effect.
8. Students who are ineligible for an activity due to training rule violations may try-out for the activity during the try-out period. If the student makes the team (varsity, junior varsity or freshman) they can join the team when they become eligible. There will only be one try-out period per activity. If the student wants to participate in an activity with no try-out process, they can join the team when they become eligible. A student cannot become eligible on a Friday or Saturday of tournaments, they will be eligible for play the following Monday. A participant can practice if ineligible due to training rule violations.
6. Students who are academically ineligible for an activity may try-out for the activity during the try-out period. If the student makes the team (varsity, junior varsity, or freshman) they can join the team when eligible. There will only be one try-out period per activity. If the student wants to participate in an activity with no try-out process, they can join the team when they become eligible. A student cannot become eligible on the Friday or Saturday of tournaments, they will be eligible for play the following Monday. A student who is academically ineligible cannot practice with the team until they are eligible.
7. Athletes must be in attendance the entire day of the activity if the activity is held on a school day.
  - a. If a student is not well enough to be in school, then they cannot participate in a game, event or practice.
  - b. The exception to this would be if the athlete's parent/guardian has made advance arrangements with the principal or athletic director for extenuating circumstances other than illness. (extenuating circumstances could include medical, bereavement, college visit)
8. Participants who are failing any class at mid-quarter grade check must report to after-school study hall until he or she is passing the classes. Students will receive one verbal warning for the first after school study hall missed. The second time missed will result in a detention assigned. Thereafter, the student will miss the upcoming weekend of activities and will not be allowed to return to the activity until they regularly attend the study hall or are passing all courses.



## **Chinook Schools Dual Sports Criteria**

- Students eligible for consideration must be enrolled in grades 10-12 at Chinook High School.
- School criteria used to determine eligibility will include:
  1. Attendance
    - a. Past attendance records will be reviewed.
    - b. Clear understanding that during the quarter(s) of dual sports, the student/athlete will be required to be in the classroom a minimum number of attendance days as determined by the administration. The day count will include all absences, for example, branding, music festival, FFA events, etc; The athlete may be required to schedule athletic activities to fit within the attendance and specific sport requirements.
  2. Behavior
  3. Academic Standing (minimum of 3.0 cumulative GPA required for consideration, with grades for the quarter of a D or F an automatic disqualification for consideration.
- The student must be able to arrange for legal transportation (if driving themselves, they must have a driver's license) to practice facilities if the sports are at different sites.
- The school will only provide transportation to one post-season tournament. The student athlete may need to arrange transportation through a parent/guardian through communication with the school.
- If the two post-season tournaments overlap, the student athlete needs to declare at the beginning of the seasons, which post-season activity they would choose with the reasoning that often times coaches have to work relays, doubles teams, and/or develop varsity team composition and this is often done throughout the season.
- At any time, if the student fails to uphold the criteria of attendance, behavior and academics, one of the activities may be pulled if it is determined by the athletic director and administration the student's academic success is suffering.

## **Equipment**

1. Equipment issued to an athlete is his/her responsibility for return or replacement. If equipment is not returned, replaced or paid for, the letter award, certificate or special awards will not be awarded. No further equipment, for any sport, will be issued to any student who has not returned, replaced or paid for any missing equipment.
  - a. Coaches will notify the Activities Director with the name of the athlete and equipment that is missing.
  - b. Athletes may not try out or practice in another sport without meeting the conditions of this section.

## **Extra- and Co-Curricular Chemical Use Policy**

Students participating in extra- and co-curricular activities, whether sponsored by the MHSAA or not, shall not use, have in possession, sell, or distribute alcohol, tobacco, nicotine products, illegal drugs or drug paraphernalia during the school year. These rules are in effect 24 hours a day. If a student receives an MIP, or is

seen using or in possession of tobacco, alcohol, illicit drugs or drug paraphernalia the student will forfeit the privilege of participating in all School District #10 Sponsored activities.

### Policy Coverage

This policy states that a student shall not (1) use, have in possession, sell, or distribute alcohol, tobacco, nicotine products, drug paraphernalia or illegal drugs, and (2) abuse prescription or non-prescription drugs. This policy is not intended to apply to the use of prescribed drugs, under a doctor's supervision, when those drugs are used in the prescribed manner. This policy applies to junior high and high school students who are involved in the extra- and co-curricular activities program.

### Definitions

Possession is defined as the use of a prohibited substance, having a prohibited substance in personal possession, or of knowingly (as defined as a reasonable prudent person would know) being present at a function or gathering where alcohol or illicit drugs is being illegally used.

Drug paraphernalia is defined as all equipment, products, and materials of any kind that are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a dangerous drug or as otherwise defined in 45-10-101, MCA.

### Policy Duration

This policy is in effect each school year from the date of the first practice for fall activities until the last day of school or until the extracurricular activity concludes in the summer, whichever is later. Violations are cumulative, through the student's period of attendance in grades 7-8 and in grades 9-12. Violations do not carry over from the junior high to high school (exception- if the student is participating as an 7<sup>th</sup> or 8<sup>th</sup> grader in a high school sport or activity). The Administration shall publish the participation rules annually in the activities and student handbooks.

First Violation -Suspension from activities for forty-five (45) school days or the end of the season, whichever is longest. (ends at midnight of the 45th day).

During the training rule violation suspension, the student cannot be a part of the team in any way for the sport that the violation occurred.

A student must:

1. Not be part of any competition (including on sideline or bench).
2. Does Not Travel to events with a team.
3. Cannot practice

\*\*the student can attend all practices of a following sport during the suspension at the coach's discretion.

Second Violation - Suspension from activities for ninety (90) school days.

A student must:

1. Not be part of any competition.
2. Not travel to any event with a team.
3. Cannot practice

\*\*the student can attend all practices of a following sport during the suspension at the coach's discretion.

Third Violation - Suspension from activities for an entire calendar year.

A student must:

1. Not be part of any competition.
2. Not travel to any event with a team.
3. Not Attend practices

## **Awards and Honors**

A student who violates this policy while a member of an athletic team or participant in another extra-curricular or co-curricular activity will not be eligible to receive any awards or honors for the activity (including Letters). If a student receives an MIP during the extra-curricular or co-curricular activity or athletic season, and the case is adjudicated after the conclusion of the season or activity, the student will relinquish all awards and honors received from Chinook High School while a member of the athletic team, extra-curricular or co-curricular activity.

## **Student and Parent/Legal Guardian Due Process**

If a determination is made that a student has violated this policy, the student, parents and/or guardians shall be notified of the violation by telephone where possible, and also by mail. Also at this time, the student, parents and/or guardians shall be notified of the type of discipline administered.

**APPEAL PROCESS:** Any parent/legal guardian or student who is aggrieved by the imposition of discipline shall have the right to an informal conference with the principal, for the purpose of resolving the grievance. At such a conference, the student and the parent shall be subject to questioning by the principal, and shall be entitled to question staff involved in the matter being grieved. The student and/or parent may appeal the suspension to the Board for a student extra-curricular suspension hearing. The Board Hearing will be scheduled within ten school days of the start of the suspension.

## **Concussion Policy**

Because of the passage of the Dylan Steiger's Protection of Youth Athletes Act, schools are required to distribute information sheets for the purpose of informing and education student-athletes and their parents of the nature and risk of concussion and head injury to student athlete, including the risks of continuing to play after concussion or head injury. Montana law requires that each year, before beginning practice for an organized activity, a student-athlete and the student-athlete's parent(s)/legal guardian(s) must be given an information sheet, and both parties must sign and return a form acknowledging receipt of the information to an official designated by the school or school district prior to the student-athletes participation during the designated school year. The law further states that a student-athlete who is suspected of sustaining a concussion or head injury in practice or game shall be removed from play at the time of injury and may not return to play until the student-athlete has received a written clearance from a licensed health care provider.

## Curfew

1. Curfew hours begin on the day of the first allowable practice as scheduled by the MHSAA and ends after the last trip home after the final game (end of season or tournament).
  - a. Sunday through Thursday, and nights prior to a scheduled activity event - 10:00 p.m.
  - b. Friday and Saturday nights - 12:00 a.m. (Unless there is competition the next day or evening)
  - c. Extended curfew for special events, circumstances, work schedules, etc., may be granted by the head coach.
2. Penalties for not adhering to curfew hours:
  - a. First offense - extra duty as delegated by the coach, with a maximum of a one game suspension. The parents will be notified.
  - b. Second offense - Suspension from participating in any contest for a period of six school days. Practice permitted. The parents will be notified.
  - c. Third offense - Suspension from participating in any contest and practice for the remainder of the current season. The parents will be notified.

## Cell Phones and Other Electronic Equipment

Student possession and use of cellular phones, 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, pagers, and other electronic signaling devices on campus before school begins and after school ends. Student in grades 9-12 may also use such devices during the lunch period. These devices must be kept out of sight and turned off during the instructional day. 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. Repeated unauthorized use of such devices will result in disciplinary action.~~

## **Hazing**

1. Chinook Public Schools will not tolerate hazing in any form.

“Hazing” includes but is not limited to any act that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in or affiliation with any District sponsored activity or grade level attainment, including but not limited to forced consumption of any drink, alcoholic beverage, drug, or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation, or any other forced activity that could adversely affect the mental or physical health or safety of a student; requires, encourages, authorizes, or permits another to be subject to wearing or carrying any obscene or physically burdensome article, assignment of pranks to be performed, or other such activities intended to degrade or humiliate.

2. Any unacceptable behavior will result in disciplinary action including, but not limited to, suspension from the activity or activities as outlined in district board policy 3226; harassment/intimidation and bullying prevention.

## **Sportsmanship**

The responsibility of the players for sportsmanship is second in importance only to the coach. Because players are admired and respected, they exert a great deal of influence over the actions and behavior of the spectators. Desirable behavior for players would be to:

- Treat opponents with respect that is due them as guests and fellow human beings.
- Shake hands with opponents and wish them good luck before the contest.
- Exercise self-control at all times, accepting decisions and abiding by them.
- Respect the official's judgment and interpretations of the rules. Never argue or make gestures indicating dislike for a decision.
- Do not communicate with the officials regarding the clarification of a ruling.
- This is the captain's responsibility. Do not engage in celebrations/chants that will antagonize or embarrass an opponent.

## Practice

- Practices shall be a maximum of 2 hours in length.
- During the school year, all extra-curricular activities practices will be done at or before 6:00 p.m. on Wednesday of each week for “Family Night” activities.
- During final exams, in the interests of academics, there will be no morning extracurricular practices allowed. If occurring on a Wednesday, practices will run from 3:30-4:45 p.m. and from 4:45 p.m. to 6:00 p.m. should two teams need to practice at the same location.
- All extra-curricular activities recognize the importance of academics and therefore students will be allowed to attend afterschool study hall without being penalized for showing up late to practice.
- No junior high practices on Wednesday.

### **Accident Report Form and Procedure**

**Injuries:** All injuries are to be reported immediately to the coach/advisor/activity director regardless of the nature of the injury. The coach/advisor/director will fill out an accident report form and file it in the principal’s office within one (1) school day of the accident.

### **Age Rule – MHSAA**

**Section (7) AGE RULE :** 7.1 No student is eligible to participate in an Association contest who 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, under the provisions of this section.

### **Assumption of Risk Statement**

**Liability:** The coach/advisor/director, any other member of the school staff, or any member of the Board of Trustees will not be held liable or responsible in case of an accident incurred during practice, games, meets, matches, tournaments, concerts, or trips supervised by Chinook Public Schools. Each parent or guardian will be responsible to sign an “assumption of risk” statement indicating that the parents/guardians assume all risks for injuries resulting from such participation. [Board Policy 2151]

## **Bullying, Harassment, Intimidation, Hazing Policy**

The Board will strive to provide a positive and productive learning and working environment.

Bullying, harassment, intimidation, or hazing, by students, staff, or third parties, is strictly prohibited and shall not be tolerated. **(School Board Policy #3226)**

1. "Hazing" includes but is not limited to any act that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in or affiliation with any District-sponsored activity or grade-level attainment, including but not limited to forced consumption of any drink, alcoholic beverage, drug, or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation, or any other forced activity that could adversely affect the mental or physical health or safety of a student; requires, encourages, authorizes, or permits another to be subject to wearing or carrying any obscene or physically burdensome article, assignment of pranks to be performed, or other such activities intended to degrade or humiliate.
2. "Bullying" means any harassment, intimidation, hazing, or threatening, insulting, or demeaning gesture or physical contact, including any intentional written, verbal, or electronic communication ("cyberbullying") or threat directed against a student that is persistent, severe, or repeated, and that substantially interferes with a student's educational benefits, opportunities, or performance, that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation, at any official school bus stop, or anywhere conduct may reasonably be considered to be a threat or an attempted intimidation of a student or staff member or an interference with school purposes or an educational function, and that has the effect of:
  - a. Physically harming a student or damaging a student's property;
  - b. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property;
  - c. Creating a hostile educational environment, or;
  - d. Substantially and materially disrupts the orderly operation of a school.
3. "Electronic communication device" means any mode of electronic communication, including but not limited to computers, cell phones, PDA, social media or the internet.

### **Reporting**

All complaints about behavior that may violate this policy shall be promptly investigated. Any student, employee, or third party who has knowledge of conduct in violation of this policy or feels he/she has been a victim of hazing, harassment, intimidation, or bullying in violation of this policy is encouraged to immediately report his/her concerns to the building principal or the District Administrator, who have overall responsibility for such investigations. A student may also report concerns to a teacher or counselor, who will be responsible for notifying the appropriate District official. Complaints against the building principal shall be filed with the Superintendent. Complaints against the Superintendent or District Administrator shall be filed with the Board.

### **Exhaustion of Administrative Remedies**

A person alleging violation of any form of harassment, intimidation, hazing, or threatening, insulting, or demeaning gesture or physical contact, including any intentional written, verbal, or electronic communication, as stated above, may seek redress under any available law, either civil or criminal, after exhausting all administrative remedies.



## **SEX BASED DISCRIMINATION AND TITLE IX**

No student, on the basis of sex or, in accordance with binding guidance of the Federal Office of Civil Rights regarding the scope of Title IX's sex discrimination prohibition, gender identity, sexual orientation, or failure to conform to stereotypical notions of masculinity or femininity, will be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, or advantage, or denied equal access to educational and extracurricular programs and activities.

Inquiries regarding discrimination on the basis of sex should be directed to the District Title IX Coordinator, located in the Chinook School District Administration Office.

### **Sexual Harassment Policy (B.P. 3225)**

Sexual harassment is a form of sex discrimination and is prohibited. An employee, District agent, or student engages in sexual harassment whenever that individual makes unwelcome advances, requests sexual favors, or engages in other verbal, non-verbal, or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, opportunities, or treatment, or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
  - Substantially interfering with a student's educational environment;
  - Creating an intimidating, hostile, or offensive educational environment;
  - Depriving a student of educational aid, benefits, services, opportunities, or treatment; or
  - Making submission to or rejection of such unwelcome conduct the basis for academic decisions affecting a student.

Students who believe that they may have been sexually harassed or intimidated should consult a counselor, teacher, Title IX coordinator, or administrator, who will assist them in the complaint process. Supervisors or teachers who knowingly condone or fail to report or assist a student to take action to remediate such behavior of sexual harassment or intimidation may themselves be subject to discipline.

- FOR A COMPLETE DESCRIPTION of the District #10 Sexual Harassment Policy, refer to Policy

Descriptor code: BP 3225 and/or contact Matt Molyneaux, Title IX Coordinator, Chinook Public Schools.

## Concussion Education and Compliance

**Concussion Form:** All participants and their parent/guardian must initial all the required information on the concussion form and have it completed before the student may begin practice.

### A Fact Sheet for **ATHLETES**

#### **WHAT IS A CONCUSSION?**

A concussion is a brain injury that:

- Is caused by a bump or blow to the head
- Can change the way your brain normally works
- Can occur during practices or games in any sport
- Can happen even if you haven't been knocked out
- Can be serious even if you've just been "dinged"

#### **WHAT ARE THE SYMPTOMS OF A CONCUSSION?**

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Bothered by light
- Bothered by noise
- Feeling sluggish, hazy, foggy, or groggy
- Difficulty paying attention
- Memory problems
- Confusion
- Does not "feel right"

#### **WHAT SHOULD I DO IF I THINK I HAVE A CONCUSSION?**

- **Tell your coaches and your parents.** Never ignore a bump or blow to the head even if you feel fine. Also, tell your coach if one of your teammates might have a concussion.
- **Get a medical checkup.** A doctor or health care professional can tell you if you have a concussion and when you are OK to return to play.

- **Give yourself time to get better.** If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a second concussion. Second or later concussions can cause damage to your brain. It is important to rest until you get approval from a doctor or health care professional to return to play.

#### **HOW CAN I PREVENT A CONCUSSION?**

Every sport is different, but there are steps you can take to protect yourself.

- Follow your coach's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.
- Use the proper sports equipment, including personal protective equipment (such as helmets, padding, shin guards, and eye and mouth guards). In order for equipment to protect you, it must be:
  - > The right equipment for the game, position, or activity
  - > Worn correctly and fit well
  - > Used every time you play

Remember, when in doubt,  
sit them out!  
It's better to miss one game  
than the whole season.

# A Fact Sheet for **PARENT**

## **WHAT IS A CONCUSSION?**

A concussion is a brain injury. Concussions are caused by a bump or blow to the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

You can’t see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

## **WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?**

### **Signs Observed by Parents or Guardians**

*If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:*

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Ensure that they follow their coach’s rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
- Learn the signs and symptoms of a concussion.

- Is unsure of game, score, or opponent
- Moves clumsily • Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can’t recall events prior to hit or fall
- Can’t recall events after hit or fall

### **Symptoms Reported by Athlete**

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

## **HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?**

Every sport is different, but there are steps your children can take to protect themselves from concussion.

## WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

- 1. Seek medical attention right away.** A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports.
- 2. Keep your child out of play.** Concussions take time to heal. Don't let your child return to play until a health care professional says it's OK. Children who return to play too soon—while the brain is still healing—risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
- 3. Tell your child's coach about any recent concussion.** Coaches should know if your child had a recent concussion in ANY sport. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

Remember, when in doubt, sit them out!  
It's better to miss one game than the whole season.

### Be Prepared

A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head that can change the way your brain normally works. Concussions can also occur from a blow to the body that causes the head to move rapidly back and forth. Even a “ding,” “getting your bell rung,” or what seems to be mild bump or blow to the head can be serious. Concussions can occur in any sport or recreation activity. So, all coaches, parents, and athletes need to learn concussion signs and symptoms and what to do if a concussion occurs.

## SIGNS AND SYMPTOMS OF A CONCUSSION

SIGNS OBSERVED BY PARENTS OR GUARDIANS	SYMPTOMS REPORTED BY YOUR CHILD OR TEEN	
<ul style="list-style-type: none"> <li>•Appears dazed or stunned</li> <li>•Is confused about events</li> <li>•Answers questions slowly</li> <li>•Repeats questions</li> <li>•Can't recall events prior to the hit, bump, or fall</li> <li>•Can't recall events after the hit, bump, or fall</li> <li>•Loses consciousness (even briefly)</li> <li>•Shows behavior or personality changes</li> <li>•Forgets class schedule or assignments</li> </ul>	<p><b><u>Thinking/Remembering:</u></b></p> <ul style="list-style-type: none"> <li>•Difficulty thinking clearly</li> <li>•Difficulty concentrating or remembering</li> <li>•Feeling more slowed down</li> <li>•Feeling sluggish, hazy, foggy, or groggy</li> </ul> <p><b><u>Physical:</u></b></p> <ul style="list-style-type: none"> <li>•Headache or "pressure" in head</li> <li>•Nausea or vomiting</li> <li>•Balance problems or dizziness</li> <li>•Fatigue or feeling tired</li> <li>•Blurry or double vision</li> <li>•Sensitivity to light or noise</li> <li>•Numbness or tingling</li> <li>•Does not "feel right"</li> </ul>	<p><b><u>Emotional:</u></b></p> <ul style="list-style-type: none"> <li>•Irritable</li> <li>•Sad</li> <li>•More emotional than usual</li> <li>•Nervous</li> </ul> <p><b><u>Sleep*:</u></b></p> <ul style="list-style-type: none"> <li>•Drowsy</li> <li>•Sleeps less than usual</li> <li>•Sleeps more than usual</li> <li>•Has trouble falling asleep</li> </ul> <p><i>*Only ask about sleep symptoms if the injury occurred on a prior day.</i></p>

### **Corporal Punishment (Discipline and Punishment of Pupils M.C.A. 20-4-302)**

No District employee or person engaged by the District may inflict or cause to be inflicted corporal punishment on a student. Corporal punishment does not include reasonable force District personnel are permitted to use as needed to maintain safety for other students, school personnel, or other persons or for the purpose of self-defense.

### **Dual Activity in a Season**

The Chinook School District believes dual participation in athletic activities often puts a strain on other areas of the student's involvement (academic, athletic, social/emotional). Therefore, at no time may students participate in dual MHS activity seasons that run simultaneously with the exception of Cheerleading, Speech, Drama, Band, and Choir without parental/coach/administrative approval.

### **Qualifying Activity Preference**

At any time a student is participating in multiple school-sponsored activities and more than one activity falls on the same day, the participant will attend and participate in the activity that is a

state level competition or qualifying activity (districts/divisionals/ regionals) for future participation.

### **Homeless Student Rights**

Our school and school district provide equal access and comparable services to all students. A homeless student's residence is determined by the residence of the parent/guardian. A homeless student must meet all MHSA eligibility criteria for participation in any MHSA sanctioned activity. Contact the school districts Homeless Liaison and Activity Director for further assistance.

Darin Hannum  
Homeless Liaison  
Chinook Public School  
Chinook, MT 59523  
406-357-2236

### **Insurance and Injury**

The School District requires that the parent, guardian, caretaker relative of student's participating in school sponsored activities (co-curricular, extra-curricular, etc.) provide verification of their child's health insurance coverage status. The school district does not provide health insurance to pay for injuries of students while participating in school sponsored activities (extra-curricular, co-curricular, etc.). If the parent, guardian, caretaker relative elects not to provide private health insurance coverage for their child, they are accepting responsibility for any medical expenses incurred by their child in the event they are injured while participating in the school sponsored activities (extra-curricular, co-curricular, etc.) that is not the result of fraud, willful injury to a person or property or the willful or negligent violation of a law by a trustee, employee, or agent of the School District.

Also, the School District does not provide student accident insurance coverage for students. Student accident insurance coverage may be purchased by parents through a private company for a fee. Student accident insurance information is distributed at the beginning of the school year and available throughout the year. Please review the information carefully, consider the benefits of such coverage, and complete the application as per instructions. This is an opportunity to provide student accident insurance coverage while your child is at school or participating in activities. A parent seeking coverage must make sure the student accident insurance coverage is in place prior to the first day of practice and/or school. Please contact the coach or athletic director for additional information.

### **Medication Policy (issuing meds to athletes)**

#### **ADMINISTERING MEDICINES TO STUDENTS (SB Policy #3416)**

School District #10 recommends that medication be given at home whenever possible. Students requiring medication shall be identified by parents and/or physician and will be encouraged to notify coach/sponsor or Activities Director. Under no circumstances will school personnel provide aspirin or other patient's medication to students.

### **Suspension or Exclusion from Team – (Who makes the call)**

Dismissal of any student from a co-curricular activity needs to be brought to the attention of the Activities Director in a timely fashion.

### **Student and Parent/Legal Guardian Due Process**

If a determination is made that a student has violated this policy, the student and parent/guardian shall be notified of the violation by telephone and mail. Also at this time, the student and parent or guardian shall be notified of the type of discipline that will be administered or recommended to the Board.

Any parent or legal guardian and student who are aggrieved by the imposition of any action (other than a recommendation for exclusion from an activity) shall have the right to an informal conference with the principal, for the purpose of resolving the grievance. At such a conference, the student and the parent shall be subject to questioning by the principal, and shall be entitled to question staff involved in the matter being grieved.

If the discipline involves a high school student and the recommended discipline is exclusion from participation in extra- and/or co-curricular activities for a period in excess of ten (10) days, the parent and student will be notified of the date and time the Board will consider the recommendation. Only the Board can exclude a high school student from participation in extra- and/or co-curricular activities.

Legal Reference: § 20-5-201, MCA Duties and sanctions

### **Travel Rules, Regulations and Procedure (Parent written request that their child allowed alternative transportation to and from site)**

**Travel Requirements:** All participants must travel to and return from all out of town activities with the team unless prior written permission is asked by their parents and granted by the administration. **Participants will be released to travel with their parent/guardian only, after signing out with their coach/sponsor.**

### **ACTIVITY TRANSPORTATION**

Because of the legal implications regarding school district responsibilities and liability for any student involved as a participant in a school sponsored extracurricular activity, participating students will be required to ride school-sponsored transportation to and from any activity taking place away from Chinook. This will apply to any student who is a member of a team, music group, cheerleading squad, pep bus or any other school-sponsored activity involving students as assigned participants. It does not include student spectators, except those riding on a pep bus.

The only exception will be a written request by a parent for their son/daughter to ride with THEM to/from the activity. The parents must SEE the coach/sponsor and sign a release at the time of the request. If for some reason, the parent may want the student to LEAVE an activity with someone other than themselves, a request must be made in writing PRIOR to the scheduled activity and must be pre-approved by the activities director or another Chinook Schools administrator.

Any person providing transportation for student activity members, with a specific request from the parent as previously outlined, must meet one of the following qualifications:

- 1) An immediate family member; sister/brother, grandparent, and/or adult 21 years or older. This person(s) must SEE the coach/sponsor and sign the student out prior to leaving the activity.

### **Transporting students with Personal Vehicles**

#### **USE OF PRIVATE VEHICLES FOR DISTRICT BUSINESS**

The use of private vehicles for district business, including the transportation of students, is generally discouraged. Staff members should use district-owned vehicles whenever possible, scheduling activities and other transportation far enough in advance to avoid any non-emergency use of private vehicles. No staff members may use a private vehicle for district business without permission from the building administrator. Before transporting any students, the owner of any private vehicle must provide proof of sufficient liability insurance, current registration and a current Montana driver's license. A driver may only transport the number of students as there are seatbelts in his/her vehicle.

### **Transportation To/From a Contests**

#### **STUDENT TRANSPORTATION IN PRIVATE VEHICLES**

Transportation of students to and from co-curricular and extracurricular activities sponsored by the district is provided by the district's transportation system in accordance with district policy.

Parents, employees, and other designated adults may be permitted to use private vehicles to transport students other than their own on field trips or other school activities only with prior administrator approval. Before transporting any students, the owner of any private vehicle must provide proof of sufficient liability insurance, current registration and a current Montana driver's license. A driver may only transport the number of students as there are seatbelts in his/her vehicle.

No student is to be permitted to perform district business with his/her own vehicle, a staff member's vehicle, or a district-owned vehicle.

### **Video Surveillance**

The Board authorizes the use of video cameras on District property to ensure the health, welfare, and safety of all staff, students, and visitors to District property and to safeguard District buildings, grounds, and equipment. The Superintendent will approve appropriate locations for video cameras.

The Superintendent will notify staff and students, through staff and student handbooks or by other means, which video surveillance may occur on District property. A notice will also be posted at the main entrance of all District buildings, and on all buses, indicating the use of video surveillance.

The District may choose to make video recordings a part of a student's educational record or of a staff member's personnel record. The District will comply with all applicable state and federal laws related to record maintenance and retention.



# Activities Classified as Athletics

## Philosophy

High School - The basic philosophy of the activities program is to provide students with the competitive program with a winning tradition by developing player dedication, fundamentals, teamwork and sportsmanship.

Junior High – The basic philosophy of the activities program is to provide students with the opportunity to participate in interscholastic competition. Programs will focus on teaching basic fundamentals, teamwork, and sportsmanship while allowing all participants the opportunity to better themselves competitively at practices and games.

## Individual Activities-Lettering Requirements

### 1. Football (9-12)

- a. Team composition—as determined by coach
- b. Lettering criteria:
  - 1) Participate in 25% of all quarters of Varsity Football
  - 2) Complete the season
  - 3) The final decision for these and any other special circumstances will rest with the head coach.

### 2. Boys and Girls Basketball (9-12)

- a. Team Composition will be determined by the coaching staff.
- b. Considerations in selections will include athletic ability, previous experience, attitude, and desire.
- c. Lettering requirements:
  - 1) Participation in 25% of all varsity quarters.
  - 2) Complete the season
  - 3) The final decision for these and any other special circumstances will rest with the head coach

\*An 8<sup>th</sup> grader participating on a varsity team is eligible to letter if they meet all requirements.

### 3. Girls' Volleyball (7-12)

- a. Team Composition will be determined by the coaching staff.
- b. Considerations in selections will include athletic ability, previous experience, attitude, and desire.
- c. Lettering requirements:
  - 1) Participation in 25% of all varsity sets.
  - 2) Complete the season
  - 3) The final decision for these and any other special circumstances will rest with the head coach

\*An 8<sup>th</sup> grader participating on a varsity team is eligible to letter if they meet all requirements.

#### 4. Boys' Wrestling (9-12)

- a. Team Composition—determined through a wrestle-off as deemed by the coaches
- b. Lettering criteria –
  - 1) Earn at least one varsity team point or wrestle as a varsity member throughout the entire season
  - 2) Complete the season
  - 3) Attend a minimum of five (5) junior high practices
  - 4) Be present and help with the junior high mixer.
  - 5) The final decision for these and any other special circumstances will rest with the head coach.
  - 6) \*An 8<sup>th</sup> grader participating on a varsity team is eligible to letter if they meet all requirements.

#### 5. Girls Tennis (9-12)

- a. Team Composition—determined by challenges among players as set-up by the coach
  - b. Lettering requirements:
    - 1) Be a member of the varsity tennis team (8 members) or the alternates (2) participating in the Divisional Tournament
    - 2) Complete the season.
    - 3) The final decision for these and any other special circumstances will rest with the head coach
- \*An 8<sup>th</sup> grader participating on a varsity team is eligible to letter if they meet all requirements.

#### 6. Boys and Girls Track (9-12)

- a. Lettering requirements:
  - 1) Must advance to the Divisional Track Meet.
  - 2) Meet or better the following standards:

EVENT	BOYS	GIRLS
100	11.9"	13.5"
200	25.0"	28.0"
400	55.0"	1'06"
800	2'10"	2'40"
1600	5'00"	6'00"
3200	11'20"	13'45"
High Hurdles	17.5"	18"
Intermediate Hur.	44.0"	54.0"
Javelin	130'	85'
Shot Put	38'	29'
Discus	115'	85'
High Jump	5'8"	4'6"

Long Jump	19'	14'
Triple Jump	39'	31'
400m Relay	Place dist.	Place dist.
1600m Relay	Place dist.	Place dist.

4) The final decision for these and any other special circumstances will rest with the head coach.

\*An 8<sup>th</sup> grader participating on a varsity team is eligible to letter if they meet all requirements.

## 7. Swimming (9-12)

- a. Boys' and girls' swimming is offered through a cooperative agreement with Havre High School. Because of this agreement some rules will be different than the rules for the other activities offered by Chinook Schools.
- b. Chinook Schools will pay the MHSAs fees for swimming and will pay the activity cost to HHS. Students and their families will be responsible for transportation to Havre for practice and trip departures.
- c. Swimmers will have a weekly grade check for eligibility. If a student is failing a class he/she will be ineligible for the week. Grade checks take place the first day of school each week beginning at the start of the school year. This rule keeps us in line with Havre swimmers.
- d. Swimmers will purchase a Chinook activity pass.
- e. In order to letter a swimmer must score a total of 35 points or more in all meets combined or he/she must qualify and swim in the finals of the state meet. A swimmer must comply with all conditions of the Havre participation agreement. He/she cannot have more than one unexcused absence from practice and must attend all scheduled meets. The final decision for these and any other special circumstance will rest with the swim coach. The coach reserves the right to make the final decision as to whether an athlete will or will not receive a letter.
- f. Chinook swimmers who letter will receive a Chinook letter.

\*An 8<sup>th</sup> grader participating on a varsity team is eligible to letter if they meet all requirements.

## 8. Cheerleaders (9-12)

The Cheerleading Advisor will be responsible for all cheerleading activities. This includes pep rallies, cheerleading practice, cheerleading try-outs, flag presentation, etc; all functions will be coordinated with the activity director to ensure the equity of boys and girls support.

Selection of cheerleaders will be done on the first day of fall sports practices for the fall sports and the first day of winter practices for the winter sports.

The Cheerleading Advisor will order all supplies, etc. required by cheerleaders.

An inherent risk policy and a medical release card will be given to each potential cheerleader prior to tryouts, stressing safety in cheerleader procedures. The physical forms will be given to the activity director.

Coordinate with the pep club sponsor on joint activities.

The lettering requirements are:

- a. Participation in all required events.
- b. Complete the season.
- c. Active member of pep club.
- d. Be recommended by the Cheerleading Advisor.

\*An 8<sup>th</sup> grader participating on a varsity team is eligible to letter if they meet all requirements.

Composition and travel to tournaments

- 1) There will be a maximum of ten cheerleaders for each sport (football/volleyball, and girls' basketball/boys' basketball).
- 2) Football cheerleaders will cheer for the same number of home volleyball and football games. Football cheerleaders will cheer at the Homecoming pep rally and volleyball tournament pep rallies.
- 3) Basketball cheerleaders will cheer for all home games (boys and girls).
- 4) Varsity cheerleaders will travel to tournaments and post-season contests. If District tournaments are scheduled at the same site, the squad will cheer for both teams. If the divisional and state tournaments conflict, the varsity cheerleaders will travel to the state tournament. If the cheerleaders are required to perform more than one day and the distance to the post season site is over 150 miles, arrangements will be made for the cheerleaders to stay overnight.
- 5) Chinook Pep rallies, etc., will be supervised by the pep club sponsor.
- 6) All extra events (dance routines, cheering for other events, etc.) must be coordinated with the A.D. and the principal.
- 7) Dance routines must be coordinated with the band and band director unless the band and cheerleaders are performing at different sites.

## **9. Golf (9-12)**

- a. Team Composition—determined through play-offs as deemed by the coaches.
- b. Lettering criteria –
  - 1) Post a qualifying score for the State Meet with a marker present.
  - 2) Complete the season.
  - 3) The final decision for these and any other special circumstances will rest with the coach.

\*An 8<sup>th</sup> grader participating on a varsity team is eligible to letter if they meet all requirements.

# Activities Classified as Non-Athletic

## A. Class Officers

## B. Honor Society

## C. Band

## D. Chorus

## E. FFA (7-12)

In order to letter in FFA the student must accrue 115 total points.

- Members who compete at the national level letter
- Officers who fulfill their duties letter
- Points can be earned by:
  - Attending meetings 5 points
  - Career development events:  
district and lower activities 10 points
  - State Convention 20 points
  - All fundraisers 5 points/hour
  - All degrees 25 points
  - Earning a degree If a senior received their state degree as a junior, they will receive twenty-five (25) points their senior year as well.
  - If a junior has their chapter degree and can prove that they have plans to receive their state degree as a senior, then they will receive twenty-five (25) points that year. If a member is ineligible, they will not receive points for the quarter.

Junior High Student FFA:

- Are allowed to participate in the state meet and if staying overnight, will be housed in separate rooms from High School students, if at all possible.
- Allowed participation in five (5) team contests or events for day travel meets only.
- Allowed to participate in district competitions, plus 2 practice competitions.
- Are not allowed to Letter.

## F. Speech & Drama

## F. BPA Club

## G. Student Council

## H. Pep Club (9-12)

1. The sponsor will be responsible for all pep club activities.
  - a. Pep rallies (in conjunction with the cheerleader advisor)
  - b. Locker decorations (BB, FB, VB, S&D, WR, SW, TE, CH, GO, TR)
  - e. Gym and Tournament Posters
  - f. Beeter Buddy Day
  - g. Fund Raising (shirt sales)--if desired
  - h. Sponsor Ads for programs

2. The sponsor will coordinate with the cheerleader sponsor on joint activities.
3. In addition to the above Locker decorations and spirit week will be done the week of the following events.
  - a. Tennis- divisional competition.
  - b. Chorus and band - state festival.
  - c. Track and field - district competition.
  - d. Swimming- state competition.
  - e. Golf-state competition.
4. Officer Selections—application process
5. Pin requirements
  - a. Earn 255 points (see appendix)
  - b. Attend 75% of pep club meetings
  - c. recommended by sponsor

#### **I. Pep Band (9-12)**

All Pep Band members must be enrolled in Band class. Exceptions to this may be granted to High School students who have a scheduling conflict and cannot enroll in Band. These students must have been in Band their 7th and 8th grade years and they will be required to practice their music three times weekly at school or by electronic submission. The practices will be required prior to and during the Pep Band season(s). In order to letter, Pep band members must play in at least 85% of regular season Pep band events. Participation in and travel to tournaments will also be based on the student playing at 85% or more of regular home season Pep band events.

Pep band members who are part of another school sponsored activity will be expected to play at all regular season home events when they are not traveling for another school activity. Including playing before BB games and at half- times when their team (Boys or Girls) are not playing.

1. The pep band sponsor will do all the ordering for the pep band.
2. The pep band sponsor and designated chaperones will be responsible for the supervision, appearance and behavior of the pep band.
3. Equity support will be strictly adhered to as the athletic schedule allows. The following are the guidelines for pep band travel:
  - a. The pep band will perform at post-season basketball tournaments (Boys and Girls).
  - b. The pep band will play at all volleyball tournaments.
  - c. If transportation can be arranged for instruments and band stands and if there is not a conflict with volleyball tournaments, the pep band will play at playoff football games. (The football team has priority in being

assigned the bus with the most storage space due to necessary football equipment.) If transportation cannot be arranged for the pep band, efforts will be made to offer a pep bus.

- d. If the pep band is required to play more than one day and the distance to the post season site is over 150 miles, arrangements will be made for the pep band to stay overnight.
  - e. No more than one bus will be used to transport the pep band at any time.
4. Participation of Junior High students will be based on teacher request, administrative approval, and band needs in regard to instrument played. Junior High students approved to travel and if necessary stay overnight will be housed in separate rooms from High School students if at all possible and could require an additional chaperon. Junior High students will be expected to follow high school guidelines to participate in and travel to tournaments. Junior High Students are not allowed to letter.

## J. Speech & Drama

To letter, a participant must meet one or more of the following:

- A. Make the finals at least four times and place in the top four at least twice.
- B. Participate in at least one competition prior to the Divisional Tournament and advance to State.
- C. Practice weekly with a coach **and** compete in five or more meets in addition to the Divisional Tournament.
- D. In addition to one or more of the criteria from Section 1, students must participate in at least three work meetings. Work meetings will be scheduled at the beginning of the year for organization and signup, in preparation for our home meet, and at the end of the year for return of competition materials.
- E. To be eligible for an All State plaque and patch/pin the participant must place 4th place or better at the state meet.
- F. To be eligible for Academic All State, the participant must be a letter winner and receive a GPA of 3.5 or better for the 2<sup>nd</sup> quarter.

\* First year letter winners will receive a letter and a pin appropriate to their area of competition. Second, third, and fourth year letter winners will receive bars.

**EXCEPTION:** If a student letters one year in Drama and another in Speech, that student will receive a Drama pin and Speech pin respectively and then bars for subsequent years.

## K. Manager

**To receive a Letter and pin the following criteria must be met:**

- A. Complete 2 seasons of managing
- B. Attend Practices as directed by the head coach.
- C. Complete all duties as assigned.

**To receive a letter**, a student must manage for two (2) seasons (ie: a season of a fall sport and a season of a winter sport in the same school year would fulfil the 2 season requirement) of managing to meet lettering requirements.

# Chinook Public Schools

## PARENTAL SPORTSMANSHIP CODE

Traditionally, the community of Chinook has been able to feel proud of its conduct at our school athletic contests. In an effort to continue this tradition of promoting sportsmanship among the youth in our community, the administration, school board and coaching staff of Chinook Schools would like you as a parent to be aware of the following sportsmanship guidelines. In doing so, please recognize that youths learn from example.

Therefore, we must always strive to conduct ourselves in the same manner we expect the youths in our community to behave.

Good sportsmanship is an essential element of extracurricular activities. Please read and seriously consider the items listed below including Policy 4315, (on back) which outlines how the district will handle unsportsmanlike behavior at any school sponsored event.

1. I will be realistic about my child's abilities and the abilities of other youths. I will be realistic not only during the formation of teams, ensembles and choirs but also during competitions. In doing so, I will always recognize that each person is unique and has his/her own special talents and areas of excellence.
2. I will encourage and support my child and the other youths involved in extracurricular activities. During competitions I will recognize the talents of the other competitors and will not ridicule or harass them. I will abide by the motto: **Coaches Coach, Kids Participate, and Parents Watch.**
3. I will respect and support the coaches or instructors. I will never ridicule or confront a coach or instructor at a competition or during practice. If I have a difference of opinion with a coach or instructor that I want to discuss with the coach or instructor, I will contact the coach or instructor and make an appointment. I understand that if I am not satisfied with the meeting I can follow the chain of command. When communicating with the coach or instructor I will be respectful and positive.
4. I will remember and try to teach my children and other participating youths that a loss is not a failure. A loss keeps us humble and highlights the areas we need to improve.
5. I will not use foul or offensive language toward other competitors, officials, coaches, instructors or supporters.
6. I will not confront an official or judge. I will always remember that officials and judges are human and do the best they can.
7. I recognize that admission to an event is a privilege to observe a competition or other school activity. It does not give me the right to verbally assault others or to display poor sportsmanship.
8. I realize that I may not always display good sportsmanship. However, I understand that should I fail to do so at school-sponsored events, I will be in violation of the rules and regulations of the District. I further understand that I may be denied admission to future school-sponsored events should I violate District Policy.



### **Spectator Conduct and Sportsmanship for Athletic and Co-Curricular Events**

Any person, including an adult, who behaves in an unsportsmanlike manner during an athletic or co-curricular event, may be ejected from the event the person is attending and/or denied admission to school events for up to a year after a Board hearing. Examples of unsportsmanlike conduct include, but are not limited to:

- Using vulgar or obscene language;
- Possessing or being under the influence of any alcoholic beverage or illegal substance;
- Possessing a weapon;
- Fighting or otherwise striking or threatening another person;
- Failing to obey the instructions of a security officer or school district employee; and
- Engaging in any activity which is illegal or disruptive.

**Any person removed from a contest or activity for unsportsmanlike behavior, will be suspended a minimum of one (1) game. This suspension will be for the next home contest/activity of the event being viewed at the time of the ejection.**

The Superintendent may seek to deny future admission to any person by delivering or mailing a notice, sent by certified mail with return receipt requested, at least 10 days before the Board hearing date, containing:

- a. The date, time, and place of a Board hearing;
- b. A description of the unsportsmanlike conduct;
- c. The proposed time period that admission to school events will be denied.

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# Activity Handbook Acknowledgement

This form is required to be signed by students and parents/guardians in order to participate in Chinook Public Schools extra-curricular and co-curricular activities. Return this form to the coach, advisor, or sponsor of the activity you are participating in.

Printed Student Name: \_\_\_\_\_

## STUDENT/PARENT HANDBOOK CONFIRMATION

### STUDENT:

By signing below you are acknowledging you have read the Chinook Public Schools Student Activity Handbook and that you understand the rules and regulations as approved by the Trustees of School District # 10.

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Signature of Student

### PARENTS/GUARDIANS

By signing below you are acknowledging you have read the Chinook Public Schools Student Activity Handbook and that you understand the rules and regulations as approved by the Trustees of School District # 10.

Printed Parent Name: \_\_\_\_\_

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Signature of Parent/Guardian

**This form must be signed and returned to the student's coach before the student can participate in any extra-curricular or co-curricular contest.**