

PLEVNA SCHOOLS

STUDENT

ACTIVITY HANDBOOK 2017-2018

We believe that the opportunity for participation in a wide variety of activities is a vital part of a student's educational experience. Such participation is a privilege that carries with it responsibilities to the school, to the activity, to the student body, to the community and to the students themselves. These experiences contribute to social and emotional development that enables the student to gain invaluable skills for life.

To achieve excellence in activities, a participant must discipline his/her mind and body. The participant must be aware that he/she is a representative of the school and community and has the responsibility to provide positive personal attributes related to citizenship, scholastic achievement, courtesy, role modeling for younger students, and leadership.

Plevna School activity/athletic participants are held to a "Higher Standard" for the privilege of participating in extra-curricular activities and athletics.

ACTIVITY LETTERING PROCEDURES

Basketball—Boys and Girls

- A. Must complete the season without training rule violations resulting in disciplinary action.
- B. Must play in varsity games during the season and/or post season tournaments in which Plevna qualifies.
- C. Coach's discretion

Track—Boys and Girls

- A. Must complete the season without training rule violations resulting in disciplinary action.
- B. Must participate in three-fourths of the varsity meets in which Plevna competes and/or qualify for divisional level competition.
- C. Coach's discretion

Football, Volleyball, Golf, Speech and Drama qualify under the Co-op Agreement with Baker.

CELL PHONES/ELECTRONIC DEVICES

Student possession and use of cellular phones, pagers, and other electronic devices (MP3 Players/IPods, etc.) on school grounds, at school-sponsored activities, and while under the supervision and control of 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. **Such use may be in violation of criminal code**

Cellular Phones and Electronic Devices must not be **SEEN** or **USED** 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.

We have a strong commitment to maintain a building and classroom climate conducive to maximizing academic achievement. It is our educational responsibility to prohibit the use of any device that could disrupt instruction provided by our staff.

Plevna Schools does not assume responsibility for these items if they are damaged, lost, or stolen.

Cell Phone/Electronic Device Discipline Policy

1st Infraction

Cell Phone or Electronic Device is taken from the student. The parent is contacted to pick up the phone/electronic device at the office.

2nd Infraction

Cell Phone or Electronic Device is taken from the student. The parent is contacted to pick up the phone/electronic device at the office and the student will be assigned four hours (4 hours) of Saturday detention.

3rd Infraction

Cell Phone or Electronic Device is taken from the student. The parent is contacted to pick up the phone/electronic device at the office and one day of In School Suspension (ISS) will be assigned. The student will receive suspension for repeat misconduct.

Coaches and/or advisors will collect cell phones before entering locker rooms.

COMMUNICATION

Keep an open line of communication between the participant, advisor, coach, sponsor, and parent. When a participant or parent has a question or concern regarding his/her son or daughter's involvement in an activity, the parent should contact the advisor, coach, or sponsor who will make themselves available for participants and/or parent scheduled meetings.

CONDUCT

The School Board and the Administration of the Plevna School District #55, in support of the aims of public education, believe that the behavior of students attending the public schools shall reflect standards of good citizenship demanded of members in a democratic society. Self-discipline (responsibility of one's action) is one of the ultimate goals of education.

In order for students to take advantage of available learning opportunities and to be productive members of our community, each student is expected to:

- Demonstrate courtesy — even when others do not.
 - Avoid excessive noise in buildings/motels
 - Avoid displays of affection—your caring for another individual is between the two of you, leave it that way
 - Do not “horse play”
- Behave in a responsible manner, always exercising self-discipline.
- Meet standards of grooming and dress. Students should dress as young ladies and gentlemen at all times. The coach/advisor/chaperone should be proud of how their group is dressed and the coach/advisor/chaperone is responsible for informing their group of appropriate dress and appearance. Appropriate dress for events or road trips must meet the standards of the coach or advisor. The coach/advisor/chaperone can choose not to allow a student on the bus and may notify parents that he/she is not traveling with the group and why.
 - Do not wear hats, caps in a building. This includes all school activities and pertains to male and female participants
 - Do not wear clothing advertising alcohol, tobacco, or drugs
 - Do not wear tank tops, halters, cutoffs or other immodest clothing (no showing of undergarments) OR any apparel that creates a disturbance or interference to the activity
- Respect the rights and privileges of others
- Respect the property of others
- No disrespectful, vulgar, obscene or profane language or illustrations at any time
- All participants will be expected to attend all scheduled meetings, practices and games. If an absence is un-excused by the coach or advisor the participant will serve a one (1) game/meeting suspension. A second such offense will be suspension. A student must be in school the entire day unless excused by medical appointment or a school related function. All other excuses must have administrative approval prior to that day. Without permission the student is ineligible to compete until the following day.
- All participants will adhere to the following curfew regulations: 10:00 p.m. on week nights, 11:00 p.m. weekend nights before contests, and 12:00 a.m. weekend nights and during vacations when no games/activities. Offenses will result in consequences imposed by the coach or advisor.
- Grades must be maintained so that a participant is eligible by the standards of School District #55 and MHSA. Current district eligibility will be adhered to.
- Other misconduct will receive punishment deemed necessary by coaches and advisors.

ELIGIBILITY FOR GRADES 5-12

In order for a student to be eligible to participate in any competition with another school, (this includes **all** activities) that student must meet the eligibility requirements of MHSA and Plevna School District #55. These requirements are:

1. MHSA rules include the requirement that the student have received a passing grade in at least 20 periods of prepared work per week (i.e. four subjects) during the previous semester. Failure to do so renders the student ineligible for the current semester.

Plevna School District #55 rules are that the student must:

- a. Have parental permission to participate
- b. Have a physical examination as outlined by MHSA
- c. Be in school at least two periods on the day of competition or have obtained administrative permission for the absence prior to the activity/event. Without such permission, the student is ineligible to compete until the following day.
- d. Abide by all rules and regulations of the school or risk being declared ineligible by the administration.
- e. Not earn a failing grade in the same class for two (2) consecutive weeks or he/she will not be eligible the following week. This includes all classes the student is enrolled in during the semester/year. Weekly assignments/assessments/grades must be given in order for a student to have the opportunity to improve his/her grade. The teacher and the advisor/coach will notify the student who has been placed on the ineligibility list.
- f. Not fail any class at the quarter or the student will become ineligible the following quarter.
- g. A student enrolled in an Independent Correspondence Course (ICC) class will also be placed on the weekly ineligible list if he/she falls behind in his/her tentative completion plan.

FAMILY NIGHT

Thursday evenings are to be set aside for youth activities not sponsored by the school. **Youth activities will take priority over all athletics and school sponsored events.** Students are to be out of the school by 6:00 p.m., except under extenuating circumstances, with prior approval from administration.

PHYSICAL EXAMINATIONS / HEALTH SCREENINGS

Parental consent forms and physical exams are required of the participant in athletics and must be submitted to the office before participation in any practice or event.

Accident Insurance

The District cannot pay for medical expenses associated with a student's injury. The District does make available, however, an optional, low-cost accident insurance program for students, to assist parents in meeting medical expenses. A parent who desires coverage for his or her child will be responsible for paying insurance premiums and for submitting claims through the claims office.

Emergency Medical Treatment and Information

If a student has a medical emergency at school or a school-related activity when the parent cannot be reached, the school will need to have written parental consent to obtain emergency medical treatment and information about allergies to medications, etc. Therefore, parents are asked each year to complete an emergency care consent form. Parents should keep emergency care information up to date (name of doctor, emergency phone numbers, allergies, etc.). Please contact the office to update any information.

POST SEASON TRAVEL

The administration will take into consideration the following factors in determining if a team will stay overnight at a tournament or meet.

1. Distance
2. Game or participation time
3. Weather conditions
4. Road conditions
5. Availability of motel/hotel rooms
6. Coaches, advisors, and chaperone input
7. Previous behavior of participants
8. Extenuating circumstances

The final approval will be the decision of the Superintendent or Activities Director.

TRAINING RULES

Possession and/or Use of controlled substances, alcohol, mood altering drugs, alternative nicotine and vapor products or tobacco are strictly prohibited.

- A. Sponsors/Advisors/Coaches shall cover training rules with all activity members in a careful and concise manner prior to the first event of the season. Copies of the rules will be given to the participant for signatures by the participant and his/her parent. Throughout the time of participation, members shall be reminded that the training rules are important and in effect. For students participating in any activities that begin prior to the first day of school, these rules apply as of the first official day of the activity. For students who are not participating in any activities that begin prior to the first day of school, these rules apply as of the first day of school. For students participating in any activities that end after the last day of school, these rules apply through the final day of activity. For non-participants, the policy ends on the last official day of school.
- B. Sponsors/Advisors/Coaches are responsible for insuring that training is maintained throughout the time of participation.
- C. These rules apply to **ALL** students who participate in extra-curricular activities. These activities include, but are not limited to students who are athletes, band or choir members, BPA, FCCLA, FFA, Academic Olympics, Student Council, National Honor Society, PALS, school plays/musicals, managers, video personnel, and all others who have a function in these activities. Activities include: Junior/Senior Banquet, Prom, Athletic and non-athletic practices/meetings, participation in contests/games, music/band performances, music festivals, travel, or graduation ceremony.

DISCIPLINARY PROCEDURE

Possession or drinking of alcoholic beverages, use of alternative nicotine and vapor products, tobacco products or illegal/mood altering drugs is not permitted. Using, being under the influence of, having in his/her possession, buying, selling, giving away, distributing or attempting to distribute alcohol, tobacco, illegal drugs, faux drugs, mood altering drugs, any other controlled substances, or drug paraphernalia. It is not a violation for a student to be in possession of using a medication which has been specifically prescribed for the student's own use by his/her doctor and using it in the prescribed manner; however it is a violation to misuse the prescribed medication or to sell or distribute it in any manner to another person.

Students in multiple activities will be subject to the outlined consequences in all activities for the duration of the violation.

- **FIRST OFFENSE:** Two days in-school suspension and exclusion from

Non-athletic events:

- ALL organizational non-athletic activities (meetings, competitions, office positions) for a period of 14 calendar days and

Athletic events:

- four basketball games, or
- two track meets

for Non-Athletic and Athletic events from the reporting and filing of the report. A student must:

- Not be part of any competition during suspension
- Not travel to any event with a team
- Attend all athletic practices during the suspension
- Participate in two hours of counseling
- **SECOND OFFENSE:** Three days out of school suspension; five hours of approved counseling at student expense; Immediate long term suspension from all activities pending a hearing before the Board. The student is not eligible for post season awards, all star games, or lettering in the sport.
- **THIRD OFFENSE:** Immediate removal from all activities for the remainder of the year, pending a hearing before the Board. Forfeiture of all post season awards, all star games, or lettering in the sport.

The consequences for violating the Possession Rule at a school sponsored activity, at an away or overnight trip will result in immediate notification for parents to get the student and immediate dismissal from the team or organization, pending a hearing before the Board.

Any acts of vandalism or theft are not permitted. If a report of a violation is made and confirmed, the participant will be suspended for:

- **FIRST OFFENSE:** Two days in-school suspension and exclusion from

Non-athletic events:

- ALL organizational non-athletic activities (meetings, competitions, office positions) for a period of 14 calendar days and

Athletic events:

- four basketball games, or
- two track meets

for Non-Athletic and Athletic events from the reporting and filing of the report. A student must:

- Not be part of any competition during suspension
- Not travel to any event with a team
- Attend all practices during the suspension
- Participate in two hours of counseling
- **SECOND OFFENSE:** Three days out of school suspension; five hours of approved counseling at student expense; Immediate long term suspension from all activities pending a hearing before the Board. The student is not eligible for post season awards, all star games, or lettering in the sport.
- **THIRD OFFENSE:** Immediate removal from all activities for the remainder of the year, pending a hearing before the Board. Forfeiture of all post season awards, all star games, or lettering in the sport.

Administrative Procedures

The administrator will investigate and apply appropriate discipline for violation of policies regarding illegal contraband (alcohol, alternative nicotine and vapor products, tobacco, controlled substances, look alike drugs and drug paraphernalia) under the following circumstances.

- After a signed, sworn testimony accusing a student of violation of the illegal contraband. (A student may be accused upon a signed sworn testimony of one or more citizens of the community or admission by the staff or student. This sworn statement must be made in writing in the administrator’s office within 14 calendar days of the said violations. If the accused claims innocence, a three-member panel will, within seven calendar days of the claim, conduct a hearing to determine guilt or sustain innocence.)
- Receipt of factual information from law enforcement/judicial authorities. (There is no timeline with regard to receipt of information from law enforcement/judicial authorities.)

***In all disciplinary scenarios that result in consequences regarding alcohol and toxic or controlled substances, the administrator will advise law enforcement.

TRANSPORTATION

School Sponsored

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. The Superintendent, however, may make an exception if the parent personally requests that the student be permitted to ride with the parent, or the parent presents — before the scheduled trip — a written request that the student be permitted to ride with an adult designated by the parent.

Each event/activity shall have a faculty or adult sponsor who shall be responsible for the group and its activities. When both genders are traveling overnight, effort will be made for a chaperone of each gender. Activity forms will indicate advisors/chaperones traveling with students.

Buses and Other School Vehicles

The District makes school bus transportation available to all students living three or more miles from school. This service is provided at no cost to students. Bus routes and any subsequent changes are on file at the school.

Students are expected to assist District staff in ensuring that buses remain in good condition and that transportation is provided safely. When riding school buses, students are held to behavioral standards established in this handbook. Students must:

- Follow the driver's directions at all times.
- Enter and leave the bus in an orderly manner at the designated bus stop nearest home.
- Keep feet, books, band instrument cases, and other objects out of the aisle.
- Not deface the bus or its equipment.
- Not put head, hands, arms, or legs out of the window, hold any object out of the window, or throw objects within or out of the bus.
- Wait for the driver's signal upon leaving the bus and before crossing in front of the bus.
- When students ride in a District van or passenger car, seat belts must be fastened at all times.
- Misconduct will be punished and bus-riding privileges may be suspended.

TRAVEL EXPENDITURES

1. MEALS

- a. The allowance for meals will be an \$10.00 allowance for each meal.
- b. Meal stops must be made to receive meal money. This does not include convenience store or snack stops.
- c. Meal money does not compound. If a meal is not eaten, the allotted money does not extend to the next meal.
- d. Every attempt will be made by the advisors/coaches/chaperones to select eating establishments where meal money will provide an adequate menu selection.
- e. Participants are expected to provide a tip for service in a restaurant—usually \$1 per meal

2. MOTELS

- a. The allowance for rooms will be in the \$90.00-\$100.00 range.
- b. Four students per room will be the norm.
- c. Extenuating circumstances will have prior approval of the administration.

Any time the Expedition or a bus is used when traveling it should be cleaned and left in satisfactory condition for the next use. If this is not possible, the Superintendent needs to be notified.

ACTIVITY HANDBOOK SIGNATURE PAGE

Grade _____

For Grades 4-12

By signing the form below, student and parent(s) agree that they have read and agree to abide by all rules regarding activities as stated in the Activity Handbook and respective school handbook.

ASSUMPTION OF RISK:

I/We give our permission for _____ to participate in organized interscholastic athletics/activities, realizing that such activity involves the potential for injury which is inherent in all sports. I/We acknowledge that even with competent coaching/advising, the use of appropriate protective equipment and strict enforcement/observance of rules, injuries are still a possibility. On rare occasions these injuries can be so severe as to result in total disability, paralysis, quadriplegia, or even death. Because of the dangers of participating in the above sports/activities, I recognize the importance of following coaches/advisors instructions regarding playing techniques, training and other team rules, etc... and, I agree to obey such instruction.

PARENT/GUARDIAN STATEMENT:

I/We hereby certify and affirm that I/we are parent(s)/legal guardian(s) of _____(Student). I/We understand and have read this warning and am cognizant of its terms. I/We understand that all sports/activities can involve many risks of injury including, but not limited to, those risks indicated. I/We hereby assume all risks of playing or practicing to play/participate for the above named student.

WAIVER OF LIABILITY:

I/We further release and waive, and agree to indemnify, hold harmless or reimburse the school district, and the individual members, agents, employees and representatives thereof, as well as sport/activity supervisors and coaches, from and against any claim which the above named student, I/we, and/or other parent(s) or guardian(s), and sibling, or any other person, firm or corporation may have or claim to have, known or unknown, directly or indirectly, for any losses, damages or in connection with the participation by the above named student. I/We understand by signing this warning, agreement to obey instructions, and assumptions of risk, I/we are waiving all rights that the above named student, I/we, or any other person may have to any compensation for any physical injury that may result from participation by the above named student.

EQUIPMENT RESPONSIBILITY:

I/We agree to be responsible for the safe return or replacement of all athletic and/or activity equipment issued by the school to the above named student.

**Extra Curricular Permission to Participate
2017-2018**

Plevna Schools offer the following activities.

- | | | |
|-------------------|--------------------|---------------------------------|
| Girls' Basketball | Elem/JH Basketball | FCCLA |
| Annual Staff | FFA | Track and Field |
| BPA | Student Council | Academic Olympics |
| Honor Society | Musicals/Plays | Music Activities—Festival, etc. |
- Boys' Basketball (Baker Training Rules)
- Football (Baker Training Rules)
- Volleyball (Baker Training Rules)
- Golf (Baker Training Rules)

Student Signature

Date

Parent Signature

Date