

SCHOOL DISTRICT #145 ACTIVITIES GUIDELINES

2011-2012 School Year

SCHOOL DISTRICT #145 PHILOSOPHY

The ultimate aim of education, as indicated in the School District #145 Philosophy, is to help students develop a positive self-concept; be aware of individual responsibilities, rights, needs and differences; have a sound background in academic fundamentals; be able to communicate and work effectively with others; and thus become rational, responsible citizens able to cope with the future. This goal is the shared responsibility of the home, community and school.

OBJECTIVES

The activities program will provide for School District #145 students the opportunity for:

1. The participation in a wide and varied range of activities.
2. Physical, mental, and emotional growth and development to include:
 - a. Developing high ideals of fairness in all human relationships.
 - b. Practicing self discipline and emotional maturity in learning to make decisions under pressure.
 - c. Operating within a set of rules, thus gaining a respect for the rights of others.
 - d. Creating the desire to succeed and excel.
 - e. Appreciating a worthy use of leisure time now and in the future.
3. The acquisition and development of special skills.
4. The achievement of initial goals as set by the activity in general and the student in particular.
5. The development of a strong sense of pride and loyalty.
6. The development of the most skilled that will enable them to expand their possibilities for future pursuits.

SCHOOL DISTRICT #145 ACTIVITIES PROGRAM

Student organizations have an important place in the educational program of School District #145 because when properly organized and operated they:

1. Extend and reinforce the instructional program.
2. Give students practice in democratic self-government.
3. Build student morale and a spirit of positive support for the school.
4. Honor outstanding student achievement.
5. Provide wholesome social and recreational activities.

The following student organizations and groups are approved and sanctioned by School District #145 and are a part of the School District #145 Activities program. Membership in these groups is open to all students of the district who meet the specific membership requirements of the specific group as set forth in their constitution and/or by-laws. This information is available from sponsors of the groups or in the office of the activities director.

ACTIVITIES

STUDENT CLUBS AND ORGANIZATIONS

(Students need to have Activities Guidelines Compliance Form, NSAA Student and Parent Consent Form and Emergency Release Information Form signed and returned to participate in activities.)

- ACADEMIC TEAM** / Bret Harpster - Consists of groups of students selected by competition to compete in area quiz bowls.
- ART CLUB** / Ken Adkisson - Provides current art students seeking aesthetic growth in art beyond the actual studio training received in an art class. It presents several art shows and is involved in community service.
- CHEERLEADERS** / Kalee Stahr & Emily Krivda - Squad tryouts are held in the spring for the following year. Members demonstrate a high level of commitment to support the various athletic teams and boost school and community spirit. Cheerleaders also compete in area competitions.
- CLASS COUNCILS** / Ryan Ricenbaw - Class councils are elected to represent classes and make class decisions. Freshmen and Sophomores raise money with dues. Juniors are in charge of prom. Seniors pick announcements, class flower and motto. Class Councils also help with graduation exercise.
- DRAMA CLUB** / Rachel Kornfeld - The club encourages participation in school speech and drama activities through active involvement in the various activities. It is a group that supports speech/drama and musical theater activities.
- FBLA** - Future Business Leaders of America / Trent Goldsmith & Tara Bohaboj - This club is a national student association for students who are interested in developing leadership skills and self-confidence, participating in community and school service activities, and learning a variety of business aspects.
- FCCLA** / Vicki White - The Family, Career & Community Leaders of America is a vocational education student organization and an integral part of the home economics curriculum. FCCLA offers members the opportunity to expand leadership potential and develop skills for life planning.
- FFA** / Kori Jensen - FFA is a nationally affiliated club for youth who are studying areas involved with the food and fiber industry. It is designed to develop character, thrift, scholarship, and citizenship. Its activities will enhance leadership and develop "hands on" skills in agriculture and agribusiness areas such as food science, sales and marketing.
- GERMAN CLUB** / Mary Gangwish - German Club helps students become more familiar with the German culture and way of life, thus developing a deeper understanding of the German speaking people.
- HISTORY CLUB** / Seth Styskal - The goal of the Viking History Club is to promote student interest in history.
- NATIONAL HONOR SOCIETY** / Kelly Verkamp - NHS is an honorary club that recognizes scholastic achievement, leadership, and service. Membership is awarded at the Honors Convocation.
- ONE-ACT COMPETITION** / Blake Tobey & Patrick Lambrecht - Auditions are held for this half-hour play in the fall. This is an NSAA sanctioned event, which is performed at Conference, District, and possibly State competition. The dates range from the third week in November through the second week in December.
- QUILL & SCROLL** / Erin Konecky - Quill and Scroll is an international honorary society of high school journalists designed to encourage and reward individual student achievement in journalism and school publications.
- SPANISH CLUB** / Alicia Dallman & Monica Olsen - This club promotes awareness of Spanish/Latino cultures and an understanding of people around the world. Generally for students who have been or are enrolled in Spanish.
- SADD** / Brian Benson - Students Against Destructive Decisions makes an effort to alert and inform students about the potential dangers of alcohol and drug use or abuse. SADD sponsors a number of service projects.

SCIENCE CLUB / Laura Turner - This club's goal is to foster an appreciation for science and technology among students. The Science Club will create activities to educate and inform students on opportunities to succeed in the sciences at the individual, school, and community levels.

SPEECH TEAM / Blake Tobey - Speech Team is a NSAA sanctioned activity which runs from November through March. Contests are primarily on Saturdays. There are ten events including original speeches, interpretive selections, and group pieces. Practices are held after school and evenings. Speech team camp is held the last week in July.

PLAY PRODUCTIONS / Blake Tobey & Patrick Lambrecht -This production is normally a full-length play (drama, comedy or Shakespearian), and will require approximately a six-week commitment. Rehearsals are after school and/or evenings. Auditions will be announced. Stage crews are selected from student volunteers. Participants are not required to be in Drama Club.

SPRING MUSICAL / Rachel Kornfeld & Patrick Lambrecht - This musical production required a two-month commitment and is usually in the second semester. Auditions are announced.

STUDENT COUNCIL / Jason Boitnott - These elected representatives promote better relations and understanding between the students and administration/faculty and between the students and the community. Participation in Student Council affords training in leadership and citizenship and allows for service to the community.

SkillsUSA – Aaron Jones / - SkillsUSA is a national student organization representing trade, industrial, technical and health occupations training. SkillsUSA emphasizes respect for the dignity of work, high standards of trade ethics, workmanship, scholarship and safety.

OTHER ACTIVITIES INCLUDE:

- Marching Band -Brady Rohlfs
- Concert Band - Brady Rohlfs
- Jazz Band - Jim Kucera
- Concert Choir - Rachel Kornfeld
- Waverly Singers - Rachel Kornfeld
- Waverly ENCORE Show Choir – Rachel Kornfeld

GRADUATION MAY BE CONSIDERED AN ACTIVITY

Athletics Available at Waverly High School

Fall Season

Girl's Softball – Brook Ruhter
Girl's Golf – Jacque Kidder
Boy's Tennis – Tammy Tegler
Girl's Cross Country – Ken Adkisson
Boy's Cross Country – Ken Adkisson
Girl's Volleyball – Terri Neujahr
Boy's Football – Mike Johnson

Winter Season

Boy's Basketball – Gary Nunnally
Girl's Basketball – Anthony Harms
Boy's/Girl's Wrestling – Dan Davenport

Spring Season

Boy's Track – Ken Adkisson
Girl's Track – Ken Adkisson
Boy's Golf – Mike Cobelens
Girl's Tennis – Tammy Tegler
Boy's Soccer – Kris Klem
Girl's Soccer – Joel Fritz
Baseball – Michael Goodrich

Note: All students must have a physical on file before they are allowed to participate in any sporting activity.

REGULATIONS REGARDING STUDENT PARTICIPATION

Each activity shall have written guidelines/standards for membership, participation and lettering (if applicable). These guidelines/standards will be subject to approval by the administration to assure compliance with District #145 and State of Nebraska policies. The guidelines/standards and other regulatory policies are available in the activity director's office for review.

Nebraska School Activities Association Rules: (NSAA)

- A. Waverly High School is a member of the NSAA and is subject to and governed in part by the rules and regulations for activities sponsored by that organization. These rules and regulations include but are not limited to such subjects as eligibility, entry fees, awards, seasons, practices, summer activities, out-of-state contests, state-wide contests, Sunday contests, physical examinations, participation on non-high school teams in non-school competition, all-star events, amateur rules, assumed names, prohibited activities, playing rules, and equal opportunity for participation.
- B. These NSAA rules and regulations are available in the office of the activities director and the high school principals. The NSAA has a due process appeal procedure for alleged violations of their rules and regulations.
- C. Summary of NSAA Rules as to eligibility of Participants. [See Appendix I]

CONFLICT RESOLUTION FOR PARENTS

IF YOU HAVE A QUESTION? (High School and Middle School)

Sometimes the need to contact a coach occurs during the school year. The correct sequence we request you take is:

- Level-1:** Each head coach/sponsor will have a parents meeting during the pre-season to establish guidelines and expectations for their student-athletes, with parents invited to ask questions at this time.
- Level 2:** During the season, please contact your son/daughter's head coach/sponsor if you have question or concerns. Please wait 24 hours after a contest to contact your son/daughter's coach.
- Teachable Moment:** Have your son/daughter **visit with their head coach first**. If we are preparing students for life's lessons, this is a critical piece of their education.
- Level 3:** If you have contacted the head coach, and wish to also have the activities director involved, please contact the head coach, and request that the athletic director is involved. (The head coach may also request that the athletic director sit in on a parent meeting.)
- Level 4:** If you are interested, the building administrators are also available to sit in on a parent meeting if #1., #2., and #3. do not work out. The administration also has several parent communication meetings during the school year, and may be available either during or after one of those meetings.
- Level 5:** If the above are not satisfactory, please contact the activities director office, and contact will be made with the Superintendent of Schools if there are still concerns.

ATTENDANCE

Attendance Prior To School Activities:

Students participating in school activities must be in attendance at school for one-half (1/2) day immediately prior to the scheduled event or practice in which the student is a participant. Exceptions may be made in the cases of previously scheduled doctor or dental appointments or other unforeseen circumstances. Requests for such exceptions must be made to the building administration prior to the time of the absence and the activity. Exception will not be made for illness or working.

Attendance at Practice and Contests:

Unexcused Absences:

Participants are expected to be at all scheduled practices. Should an individual not be able to attend a practice, he/she must contact the sponsor in advance. Exception: when the individual is absent from school, he/she does not need to notify the

sponsor; however, most sponsors appreciate knowing the reason for the absence from school. Participants are always expected to be on time for all practices, contests, and departures for contests. Should a practice or contest be missed without being excused in advance, he/she may be required to make up this time. Should a second practice or contest be missed without being excused in advance, he/she may be withheld from the next contest in which he/she is scheduled to take part. A third missed practice or contest without being excused in advance may result in being dismissed from the activity for the remainder of the season.

Excused Absences:

All practices are important, not only to the individual, but to the group as a whole. In some cases, where an individual must miss practice when he/she is excused in advance, he/she may be required to also spend some extra time before or after a regular practice to make up for the practice time lost.

MYSFACE / FACEBOOK / ELECTRONIC DEVICE **WARNING!**

Activity participants are reminded that anytime you share information electronically, it is NO LONGER PRIVATE INFORMATION!!!!!! Examples may include, but are not limited to: MySpace, Facebook, computers, cell phones, (including text messages), personal blogs, and any/all other electronic devices. Students are thus notified, that the school administration, while possibly not initially involved in securing information in the sharing process of electronic information, WILL follow normal investigative procedures if a possible school violation and/or activity suspension may be involved.

ACTIVITIES CODE **(High School and Middle School)**

School District #145 activities program is before the public eye throughout the school year. The activities program functions on an extracurricular basis; therefore, student participation is completely voluntary. **Starting with the 2011 school year, all activity participants will begin their official seasons with the first practice date of the fall NSAA (Nebraska School Activities Association) calendar (Monday, August 8, 2011). All consequences for all activity participants begin with this date for the 2011-2012 school year.**

People judge the school system by the way participants in the various activities conduct themselves. It is imperative that quality standards of conduct, dress, grooming and training are established as part of the activities program.

The administration and coaching staff of School District #145 feel that it is very important that our teams/groups are portrayed in a positive way, and will work to promote an image that is highly regarded and respected. To produce these ideals, the following guidelines and standards are in effect:

1. **Dress** - Individual coaches and sponsors may request certain dress on days of events and trips.
2. **Grooming** - The participants should be neat and clean in appearance. Hair should be of such length that it does not create a health or safety problem.
3. **Training** - Participants are to demonstrate acceptable standards of conduct and training at all times. These standards of conduct and training shall be maintained in season as well as throughout the school calendar year. Under activities training rules, the standards of conduct prohibit **AT ALL TIMES**, the possession, procurement, use or distribution of alcohol, drugs, tobacco (smoking or chewing) look-alike drugs, look-alike tobacco, look-alike alcoholic beverages, behavior-affecting substances and/or drug paraphernalia.
4. **Attendance** - A participant must be in attendance at school for 1/2 (one-half) day (3 full periods) immediately prior to the scheduled event in which he/she is to participate, practice, perform or compete. **Example: On a normal school day, the student would need to be in attendance at the START of 5th period.** **NOTE:** Exceptions may be made in the case of previously scheduled professional appointments (medical/dental) or other unforeseen circumstances.

5. **Enforcement** - Any student who is in violation of School District #145 Drug, Alcohol and Tobacco standards of conduct will have further sanctions placed against them under the Waverly Public School Activities Code if they participate in extra-curricular activities, including sports, clubs, contests, performances, homecoming, prom, dances, and any other school sponsored events.

CONDUCT: Expectations/Procedures/Violations:

As representatives of School District #145, participants are expected to conduct themselves in a manner which exemplifies good sportsmanship and good citizenship at home and away contests, in-season and off season, and while either on or off campus. Activity participants should note that a Violation of the Activities Code can occur through **improper actions and/or activities related to poor conduct choices**. School District #145 administration will deal with these violations on an independent basis, will weigh the severity and repetitiveness of poor conduct choices, and will place sanctions after completing their investigation on all conduct violations. Penalties, consequences and ineligibility time frames will be enforced at the completion of each violation after all information is investigated and processed.

Due Process procedures outlined in the Student Handbook will be followed.

CHEMICAL PROCEDURE FOR STUDENTS REPRESENTING SCHOOL DISTRICT #145

Philosophy and Purpose:

Health problems of youth are primarily the responsibility of the home and the community. However, schools share in that responsibility because chemical problems often interfere with school behavior, student learning, and the continual development of each student. To share this responsibility, the schools nurture successful interpersonal relationships and promote skills in decision-making, problem solving, and physical ability, while providing for student academic growth.

In spite of such efforts, we understand that a student may become involved with certain chemicals, creating pain for the student and others. Therefore, a program of education and support encouraging a chemical-free lifestyle is offered, and rules and consequences for using chemicals are strictly enforced.

These guidelines are designed for participants and spectators for school activities, and are separate from disciplinary action taken for the regular school academic program.

Specific Rule:

During the school year a student shall not, regardless of quantity, use or consume, have in possession, buy, sell, or give away any controlled substance (or look alike), tobacco product (or look alike), or beverage containing alcohol.

1. The rule applies to the entire school year and any school sponsored activity which occurs prior to or after that year.
2. It is not a violation for a student to be in possession of and to use a controlled substance specifically prescribed for the student by his or her doctor.
3. Consequences shall be accumulative grades 9 – 12, and will be considered for each student's entire school career if applicable.

CONSEQUENCES FOR VIOLATIONS OF RULE

After confirmation of the violation, in addition to established state statutes and local school policies, the student shall be suspended from participation in all school activities for a specified number of calendar days starting from the date of confirmation. Those students are expected to participate in/or attend all practice sessions during the time of suspension and may also be required to attend their scheduled activity.

Minimum consequences for violations are as follows: (All timelines are determined by calendar days rather than school days.)

First Violation: Tobacco product--seven (7) days suspension; Controlled substance or alcohol--fourteen (14) days suspension; illegal substance--twenty-one (21) days suspension. In addition, the student may be required to complete an educational program endorsed by the school prior to reinstatement in school activities. The school may require the student to participate in a professional evaluation.

Second Violation: Tobacco product--fourteen (14) days suspension or subsequent violation for tobacco products; controlled substance or alcohol—twenty-eight (28) days suspension; illegal substance--forty-two (42) days suspension. In addition, the student will be required to show evidence in writing that he or she has sought and received counseling from a professional individual, i.e., school alcohol/drug counselor, psychiatrist, psychologist. The school may require the student to participate in a professional evaluation.

Third Violation or Subsequent Violation: Tobacco product, controlled substance, alcohol or illegal substance sixty (60) days suspension. In addition, the student will be required to participate in a professional evaluation for chemical dependency. If the student becomes a participant in a chemical dependency program the student may be reinstated in school activities upon completion of the program. Verification of completion of the chemical dependency treatment program must be provided in writing by the director or counselor of the dependency center prior to reinstatement of the student.

*Sponsors are expected to follow these guidelines; however, they may be more restrictive in accordance with announced rules and regulations.

Self--Reporting of Violations

Students are reminded and encouraged to self-report any violation that is applicable to the Activities Handbook. The benefit to the students is immediate onset of their consequence time line. As a learned behavior, this is a positive step by the activity participant. Students will be recognized by both their coaches and school administration for their admittance of an infraction and their acceptance of their consequences.

ADMISSION PRICES

Admission for varsity athletic contests will be \$5 for adults and \$4 for students. Admission for non-varsity contests will be \$4 for adults and \$3 for students. School District #145 elementary, middle school and secondary students may purchase an Activity Card for \$30 that will admit them to all home athletic events during the school year with the exception of EMC tournaments and NSAA district and state events.

TRAVEL

When transportation is provided, School District #145 students are expected to travel to and from events by school bus or other-school vehicles. Students may ride home from an event with their parent if the parent gives written permission for the student to do so. Also, in certain circumstances a student may arrange for alternative transportation to or from an event with consent from the activities director, sponsor, and written parental permission prior to the event.

SCHEDULING

All scheduling of activities, officials, and facilities will be handled through the activity director's office. No contests, scrimmages, practices or meetings will be held without proper clearance through the activity office.

Conflicts in extracurricular activities: An individual student who attempts to participate in several extracurricular activities will, undoubtedly, be in a position of a conflict of obligations. The activity department recognizes that each student should have the opportunity for a broad range of experiences in the area of extracurricular activities, and to this end, will attempt to schedule events in a manner to minimize conflicts. Students have a responsibility to do everything they can to avoid continuous conflicts. This would include being cautious about belonging to too many activities where conflicts are bound to happen.

It also means notifying the faculty sponsors involved immediately when a conflict does arise. When a conflict arises the sponsors will work out a solution so the student does not feel caught in the middle. If a solution cannot be found, the activities director will make the decision based on all of the following:

- The relative importance of each event.
- The importance of each event to the student.
- The relative contribution the student can make.
- How long each event has been scheduled.
- Talk with parents.

Once the decision has been made and the student has followed that decision, he/she will not be penalized in any way by the sponsor. If it becomes obvious that a student cannot fulfill the obligation of a school activity, he/she should withdraw from that activity.

ACTIVITIES AND SOCIAL EVENTS

A student organization desiring to sponsor an activity (such as a money raising project, a student dance, an assembly, spirit week, etc.) must submit a request for an approval from the activity director at least **TWO WEEKS IN ADVANCE** of the desired starting time for the activity. The application must also be signed by the organization sponsor before it is submitted.

The activity is not to begin (other than advance planning) until the **APPROVAL FORM** is returned to the sponsor by the activities director.

Activities and social events usually require the expenditure of class or organization funds. Payment from an organization account in the Activity Fund must be requested on an **ACTIVITY ACCOUNT EXPENSE CLAIM** and should be supported by a purchase order, invoice, sales ticket, etc. Students who charge purchases outside of Waverly for their organizations are to have a signed **PURCHASE ORDER** at the time they make the purchase.

Social events are to be scheduled through the activity director's office. The conduct and appearance of the students attending these events are the responsibility of the sponsoring organization.

Several senior high all-school dances will be held during the school year. The sponsors of the dance will indicate which grades are invited and if outside dates will be allowed. Waverly students desiring to bring outside dates when allowed, must submit the name of their date to the office for approval. The school reserves the right to deny any person from attending. The names of outside dates must be submitted before the end of the school day (3:40 p.m.) at least one day prior to the event. Once you leave a school dance, you cannot return.

Social events are to be scheduled through the Activity director's office. The conduct and appearance of the students attending these events are the responsibility of the sponsoring student group. Three major dances will be held during the school year. They include:

- Homecoming Dance
- Snow Ball

Junior-Senior Banquet/Prom

School District #145 students desiring to bring outside dates to school dances must submit the names of their dates to the office. The school reserves the right to deny any person entrance to the dance. The names of outside dates must be submitted prior to the end of the school day of the dance. Students leaving a school dance may not re-enter the dance.

Other all-school dances may be held during the school year. These are open only to District 145 students and their dates. School dances are specifically for grades 9-12 unless otherwise indicated.

STUDENT RELEASE FROM CLASS

It is the fundamental policy of the Waverly School System to keep to the very minimum the number of times an athlete is given permission to leave class for activity and athletic participation. The time that athletes are to be dismissed for activity and athletic events will be decided by the building principal conferring with the Activities Director.

Teachers will be responsible for posting on Google Forms the students' names that are in danger of not being released for any activity participation. If a student-athletes' name is on this list, it is the student-athletes' responsibility to talk with the teacher and make arrangements to take care of their academic responsibilities. It is the teacher's responsibility to approve/deny the students' leave for the activity. When the coach hands in the travel manifest immediately prior to leaving school, a secretary will cross-reference the travel manifest with Google Forms. If a student's name is still on the list, that student will not be excused from class. Students will be called to the office at 3 p.m. the day prior to the activity and informed they are not allowed to be excused from class without making arrangements with their teachers.

ACTIVITIES ON WEDNESDAY NIGHT AND SUNDAY

No NSAA sanctioned activity may be scheduled on Sunday. In addition to this, the school wishes to work cooperatively with the churches in the community. Thus, there will be no regularly scheduled activities on Wednesday evenings or on Sundays. Exceptions that can be justified must be requested through the principal's office.

PARTICIPATION PROCEDURE

Any student wishing to compete in an interscholastic activity at School District #145 must return the following forms to the office:

1. A signed School District #145 Activities Guidelines Compliance Form; found in the Activities Guidelines handbook.**
2. A signed NSAA Student and Parent Consent Form.**
3. A signed Emergency Release Form**
4. A completed School & Sports Qualifying Screening Evaluation (physical examination form); this also includes a medical history to be completed by the parent/guardian.

*Athletes need to complete and return ALL FOUR forms listed above; students NOT participating in athletics but participating in other activities/clubs should return the forms #1, #2, #3 as denoted with **.*

For athletes competing in the fall sports, these forms **MUST** be turned into the office before the first practice. These forms will then be kept on file in the office of the activities director.

Upon completion of the athlete's participation in his/her respective sport, he/she will be issued a colored card by his/her coach. This colored card signifies that all equipment has been checked in and that the athlete has complied with all procedures pursuant to the end of the season. The athlete will then present that colored card to the coach of the next sport in which he/she participates. Without that card an athlete will not be allowed to check out or proceed to the next sport season .

These forms and the Activities Guidelines Handbook are available in the school office, from the respective coach/sponsor or online at www.dist145schools.org.

PARTICIPANT LIMITATIONS

At School District #145 it is hoped that everyone who chooses to participate in an activity will have the opportunity to do so. However, there may be times when there are a limited number of slots available, or when the number of individuals seeking to participate is so large that it restricts the sponsor from adequately developing in each individual the proper skills and training necessary to develop to the utmost of his or her potential. At that time, the sponsor may find it necessary to limit the number on the team in the best interest of all concerned.

Cutting of an athlete will be done at the discretion of the coach in consultation with the activities director. Any athlete who gets cut from a team may, if he/she desires, try out for another sport during the same season or try out again the following year. Cuts in non-athletic activities will be at the discretion of the sponsor of that activity. Individuals may also be cut when they choose NOT to follow the rules in the Activities Guidelines Handbook or club regulations.

LEVELS OF PARTICIPATION

Student athletes will participate at the level or levels appropriate for their own improvement and the improvement of the athletic program in which they are participating. Ninth graders may play at the varsity level if the coach, his/her parents, and the activities director agree that participation at that level is appropriate.

ADDITIONAL PARTICIPATORY REGULATIONS

1. No individual will be allowed to change sports during a season unless he/she has been cut.
2. In order to maintain the integrity of the athletic program, those individuals who are dropped from an athletic team for disciplinary reasons or who quit on their own volition, will not be allowed to take part in any sport-specific activity conducted at District #145 facilities and under the supervision of his/her coach until the completion of the sport which he/she did not finish.
3. If an individual is cut from a squad by the coaching staff, he/she may then participate in another sport the same season if permissible under the rules of the NSAA.
4. No student will ever use school facilities unless he/she is under the direct supervision of a coach or sponsor.

INSURANCE COVERAGE

School District #145 does not provide injury insurance for students who participate in athletics or other activities. However, the Nebraska School Activities Association does provide liability/lifetime medical catastrophic insurance. Each parent/guardian must return the parent/guardian consent form before the student athlete may participate. The consent form includes a section in which the parent confirms that his/her child is sufficiently covered by their own family insurance for injuries that occur while participating in extracurricular activities associated with District #145.

For those students who are not covered by insurance, there is a low-cost supplementary option made available for football coverage, school-time coverage, or year-round supplementary coverage. Application forms are available in the high school office.

EQUIPMENT

Students will be responsible for equipment checked out to them and are required to pay the cost of replacement if it is not checked-in in reasonable condition at the end of the season or immediately if they should quit the activity. All collections for lost or damaged school property will be handled in the activity office. At no time should a student wear costumes/equipment checked out to him/her except for practices and contests or when authorized by the coach to do so. Any

individual found to be wearing school equipment outside of the above mentioned situations or possessing school equipment, can expect to be treated as possessing property not belonging to him or her.

DRESSING ROOM POLICIES

All participants will be under the supervision of the sponsor in charge while dressing. An individual must respect the privacy of others, not linger in the dressing room, be rowdy, or endanger the safety of others. All cases of misconduct while dressing will be dealt with by the sponsor in charge. All athletes are encouraged to lock their lockers at all times. Locks can be obtained from their coach and at the activities desk. **NO PERSONAL** locks; **ONLY** school locks are to be used.

Coaches' offices, equipment rooms, and storage areas are off-limits to all students except those designated as assistants or managers or when supervised by a sponsor.

TRAINING ROOM

Training facilities and supplies are provided for the express purpose of preventing and rehabilitating sports-related injuries. Prevention or rehabilitation should rest with the coaches or the student trainer provided he/she is under the supervision of the coach.

COLLEGE OR COMMERCIAL SPONSORED SPORTS CAMPS

Summer Activities. From the close of school for the second semester until the opening date of the fall sports season, a member school may not sponsor a team or individual, provide uniforms, individual player equipment or otherwise be responsible for a student in summer competitions.

An athlete can:

1. Compete as unattached individuals as long as:
 - a. The athlete does not use school uniforms or identify with the School
 - b. The athlete does not use school equipment
 - c. The school shall not provide resources for the athlete
2. Attend specialized sports camps and school, as long as all fees and expenses are paid by the individual or his/her family. The school, booster clubs, and/or other organizations shall not provide expenses, transportation or support.
3. Participate in summer leagues formed for competition in any activity.
 - a. Students may be coached during competition by their high school coach in these leagues.
 - b. Member school shall not provide financial assistance to the students, coaches, or organizers of the league.
 - c. The school shall not provide transportation, uniforms, or pay entry fees.
 - d. The school shall not be represented in any way. The school name or nickname should not be used by students participating in summer competition.

DUE PROCESS

Due process procedures regarding any of the rules, regulations, or guidelines will be followed if violations occur. Should a question arise regarding a rule or regulation of the Nebraska School Activities Association, procedures to be followed are listed in the NSAA Yearbook. See the activities director or assistant principal to review the NSAA Yearbook.

APPENDIX I. REGULATIONS GOVERNING STUDENT PARTICIPATION

In order to represent a high school in interscholastic athletic competition, a student must abide by eligibility rules of the Nebraska School Activities Association. A summary of the major rules is given below. Contact the principal or activities director for an explanation of the complete rule.

1. Student must be an undergraduate.
2. Student must be enrolled in at least twenty hours per week and regular in attendance, in accordance with the school's attendance policy at the school he/she wishes to represent in interscholastic competition.
3. Student must be enrolled in some high school on or before the eleventh school day of the current year.
4. Student is ineligible if nineteen years of age before August 1 of current school year. (Student may participate on a high school team if he/she was 15 years of age prior to August 1 of current school year.)
5. After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership.
6. Student must have been enrolled in school the immediate preceding semester.
7. Student must have received twenty hours of credit the immediate preceding semester.
8. Once the season of a sport begins, a student shall compete only in athletic contests/meets in that sport which are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules.
9. A student shall not participate in sports camps or clinics during the season of a sport in which he/she is involved, either as an individual or as a member of a team.
10. A student shall not participate on an all-star team while a high school undergraduate.
11. A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After making a choice of high school, any subsequent transfer will cause the student to be ineligible for ninety school days.

If a student has participated on a high school team at any level as a seventh, eighth, or ninth grade student, he/she has established his/her eligibility at the high school where he/she participated. If the student elects to attend another high school upon entering ninth or tenth grade, he/she shall be ineligible for ninety school days.

12. When the parents of a student change their domicile from one school district, which has a high school to another school district, which has a high school, the student is ineligible for ninety school days except:
 - a. If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.
 - b. If a student has been attending the same high school since initial enrollment in grade nine and the school is located in the school district from which the parents moved, he/she may remain at that high school and retain eligibility or he/she is eligible at a high school located in the school district where his/her parents established their domicile.
 - c. If the parents moved during the summer months and the student is in grade twelve, the student may remain at the high school he/she has been attending and retain eligibility.
 - d. If the student transfers prior to March 15 and the new school notified the NSAA in writing, postmarked no later than March 15, the student is eligible at the start of the fall semester.
13. Guardianship does not fulfill the definition of a parent. If a guardian has been appointed for a student, the student is eligible in the school district where his/her natural parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for his review and a ruling.
14. A student shall not participate in a contest under an assumed name.
15. A student must maintain his/her amateur status.

APPENDIX II. NOTICE OF NON-DISCRIMINATION

School District 145 does not discriminate on the basis of sex, race, national origin, religion, marital status, age, or handicap in admission or access to, or treatment of employment in, its program and activities.

Dr. Bill Heimann, Superintendent of Schools, is the district's designated coordinator of Federal Title IX and Section 504 compliance procedures. He may be contacted at School District 145, Box 426, Waverly, NE 68462; phone (402) 786-2321.

Students (or parents on behalf of students) or employees who suspect that they have become the victim of a discriminatory act, intentional or unintentional, because of a school employee or policy should (1) Discuss the grievance with a building principal or supervisor within 10 school days of the alleged situation being known. If the matter is not resolved to the satisfaction of the complainant, the complainant should (2) Contact the superintendent of schools and submit the nature of the grievance in writing to the superintendent within 10 school days of receiving an oral response from the principal or supervisor. The superintendent will, within 10 school days of receiving the written grievance, interview the complainant, investigate the nature of the grievance, and submit in writing to the complainant a proposed resolution. If not satisfied with the superintendent's response, the complainant should (3) Submit a written request for a board hearing on the grievance to the Board President within 10 school days of receiving the superintendent's response. The board of education will convene a hearing on the grievance within 20 school days of receiving a written request for said hearing, and reserve the right to solicit evidence and testimony from pertinent sources. The board will submit a written resolution of the grievance to the complainant within 20 school days of conducting the hearing, and the board's decision will conclude the grievance procedure.

If school is dismissed for the summer, "days" will refer to week days, Monday through Friday, excluding holidays. If a principal, supervisor, or the superintendent is the focus of the initial grievance, the procedure should be initiated at the next step. If a board policy is the focus of the grievance, the procedure should be initiated with the superintendent.

Students or employees may be represented by advocates or legal counsel at any and all steps of the grievance procedure, and they may have access to school records or documents that are not otherwise protected by privacy statutes.

COMMUNITY RELATIONS

Sportsmanship, Ethics, and Integrity

The Board of Education of School District #145, Waverly recognizes the value of extracurricular activities in the educational process, the values that students may develop when they have an opportunity to participate in organized activities outside of the traditional classroom. Student participants and district appointed sponsors involved with school board and/or school approved extracurricular activities are expected to demonstrate the same level of responsibility and behavior at practice, competitions, and extracurricular events as is expected in the classroom. School District representatives and students are responsible for maintaining sportsmanlike behavior, exhibiting ethical conduct, and demonstrating integrity. The Board of Education of School District #145, Waverly further encourages the development and promotion of sportsmanship, ethics, and integrity in all phases of the educational process as well as all segments of the community. This includes administrators, participants, adult supervisors, parents, fans, spirit groups, and support/booster groups.

Spectators are permitted to attend extracurricular activities only as guests of the school district. Accordingly as a condition of this permission, they must comply with the school district's rules and policies. Spectators will not be allowed to interfere with the enjoyment of the students participating, other spectators or with the performance of employees and officials supervising the extracurricular activity. Spectators, like the student participants, are expected to display mature behavior and sportsmanship. The failure of spectators to do so is not only disruptive but also embarrassing to the students, the school district and the entire community.

Any spectator, including adults, who behave in a manner that is not consistent with school district expectations and this policy, may be removed from the event by security personnel, school officials, or by the individual in charge of the event. In addition, the individual may be denied admittance to future school events or activities for a specified period of time. School officials shall send a notice of exclusion from future extracurricular activities to the spectator involved. Such notice is to be provided from the activities director and/or the respective building principal. Due process shall be provided in accordance with school officials. In the event the spectator removed or denied future admittance is a student from a visiting school, an effort will be made to work with the administration of the visiting school with respect to future exclusion.

The district shall also have full authority to invoke penalties or pursue legal action as consistent with district rules, regulations, school board policies, and Nebraska and Federal laws.

To protect the rights of students to participate without fear of interference and to permit the sponsors and officials of extracurricular activities to perform their duties without interference, the following provisions are in effect, but not limited to:

1. Abusive, verbal or physical conduct of spectators directed at participants, officials or sponsors of extracurricular activities or conduct that interferes with the administration of the extracurricular activity will not be tolerated.
2. The use of vulgar or obscene language directed at students, officials or sponsors participating in an extracurricular activity or at other spectators will not be tolerated.

The Board of Education of School District #145, Waverly hereby adopts the following Spectator Code of Sportsmanship Behavior, Ethics, and Integrity.

It is the responsibility of the spectator to:

1. Keep cheers positive. There should be no profanity or degrading language/gestures
2. Avoid actions that offend visiting teams or individual players.
3. Show appreciation of good play by both teams.
4. Learn the rules of the game in order to be a better informed spectator.
5. Treat all visiting teams in a manner in which you would expect to be treated.
6. Accept the judgment of coaches and officials.
7. Encourage other spectators to participate in the spirit of good sportsmanship.
8. Obey the instructions of school employees and officials supervising the extracurricular activity.

**Athletes
need to complete and return
ALL FOUR
forms listed below:**

- 1) A **signed** School District #145 Activities Guidelines Compliance Form; found in the Activities Guidelines handbook.**
This form indicates that you have read the book.
- 2) A **signed** NSAA Student and Parent Consent Form.** This form indicates that you are giving your student permission to participate in athletics or other activities.
- 3) A **signed** Emergency Release Form.** This form accompanies a student when they leave the school for any activity. It is used in the event of an emergency. It is important that it is **filled out completely and signed** by a parent/guardian/s.
- 4) A completed School & Sports Qualifying Screening Evaluation (physical examination form); this also includes a medical history to be **completed and signed** by a parent/guardian.

For athletes competing in the fall sports, these forms **MUST** be turned into the office before the first practice. These forms will then be kept on file in the office of the activities director.

**Students NOT participating
in athletics but participating in other activities
should return the forms listed below**

- 1) A **signed** School District #145 Activities Guidelines Compliance Form; found in the Activities Guidelines handbook.**
This form indicates that you have read the book.
- 2) A **signed** NSAA Student and Parent Consent Form.** This form indicates that you are giving your student permission to participate in athletics or other activities.
- 3) A **signed** Emergency Release Form.** This form accompanies a student when they leave the school for any activity. It is used in the event of an emergency. It is important that it is **filled out completely and signed** by a parent/guardian/s.

***These forms and the Activities Guidelines Handbook are available in the
high school office, from the respective coach/sponsor or online at
www.dist145schools.org.***

PARENTAL PERMISSION FORM
&
STUDENT DRIVING RELEASE

Parent:

I give my permission for my son/daughter to drive to and from athletic practices or contests as determined by the head coach's **off-campus schedule**. Due to some practice and game facilities being located "off campus", parents/guardians need to be aware that students may be allowed to drive themselves. These dates/times will be determined by the head coach of your son/daughter's team. Parents should be advised that the Catastrophic Insurance coverage **does not** cover students driving themselves to practices/games. As a parent I understand that I assume all liability when my son/daughter is driving to practices or contests on their own.

Student:

I am aware that I have my parent/guardian's permission to drive myself "off campus" to attend either practices or contests for Waverly High School. This means that I also realized that I am responsible for my actions while driving and will do my best to follow the traffic laws of the State of Nebraska. I understand the inherent risks, and will assume with my parents all liability involved with myself driving.

Students driving themselves to practice/competition are allowed only to travel **directly** from school to the practice/competition site. In cases where a student(s) will be riding with another student to said location, the student riding must have written permission from his parent/guardian to ride with the specific driver. **No student may ride with another student to practice/competition without WRITTEN permission from his parent/guardian.** Forms will be provided by coaches/sponsors to students wishing to drive themselves or ride with another student.

By signing the following School District #145 Activities Guidelines Compliance Form, both student and parent/guardians indicate they understand the expectations of the driving release.