

NODAWAY-HOLT R-VII



ACTIVITIES HANDBOOK 2018-2019

ACTIVITY PHILOSOPHY

The Nodaway-Holt R-VII School District believes that participating in state and district sponsored activities is a valuable experience for those who choose to partake of school offerings. Additionally, the district believes participation in activities is a **privilege** and **not a right**.

The interscholastic activities program is conducted at Nodaway-Holt Junior/Senior High School to further the development of students as competitors and spectators through friendly inter-school contests. The purpose of the activities program is to develop leadership, good sportsmanship, personality, new friendships and friendly rivalry with other schools.

SPORTSMANSHIP

We believe good sportsmanship should be exemplified at all activities and contests. Opponents who enter our school should be treated as guests. The same goes for game officials. At all times, both participants and spectators should treat those around them with respect.

ACTIVITIES

The activities covered in this handbook will be only those that are governed by the **Missouri State High School Activities Association**. Activities, clubs, organizations and events not directly governed by MSHSAA will follow the guidelines set forth in the **Student/Parent Handbook**.

Activities Include:

Academic Team	JH/HS Football	Music
JH/HS Basketball	JH/HS Track	
JH/HS Cheerleading	JH/HS Volleyball	

Should the district add any activity governed by MSHSAA, that activity will automatically become a part of this book although it may not appear in name.

MASCOT

The teams at Nodaway-Holt are known as the Trojans. The teams at South Holt are known as the Knights. Combined Nodaway-Holt and South Holt teams are known as the SHNH Spartans.

SCHOOL COLORS

The teams or groups at Nodaway-Holt are represented by the colors red and white. The teams or groups at South Holt are represented by the colors black and gold. Spartan teams are represented by the colors red and black.

CONFERENCE AFFILIATION

Nodaway-Holt is a member of the 275 Conference. Other conference schools include:

Craig Hornets	Osborn Wildcats
Fairfax Bulldogs	Rock Port Blue Jays
Dekalb Tigers	South Nodaway Longhorns
Jefferson Eagles	Stewartsville Cardinals
Mound City Panthers	Tarkio Indians
Nodaway-Holt Trojans	Union Star Trojans
North Nodaway Mustangs	West Nodaway Rockets
Northeast Nodaway Blue Jays	

CITIZENSHIP

All students in the Nodaway-Holt R-VII School District are expected to conduct themselves in such a way as to only bring credit upon the team, group, school, community, their family, and themselves. MSHSAA

requires that student participants in activities be “credible citizens: (BY-law 212). Any student judged to not be a “Credible Citizen” may be declared ineligible for any period of time by school administration. Expectations are as follows:

1. Student athletes are to be on their best behavior at all times. Good behavior in the classroom is mandatory. If a student athlete receives an I.S.S. he or she is subject to the following punishment.
 - (a) **All Offenses** – Matter will be discussed with Administration and coach. Adequate punishment will be determined on a per incident basis. Punishment could include missing contests.

These offenses take place during a specified sports season and do not carry over from season to season.

2. Any student receiving an O.S.S. during the sports season will be subject to the following punishments.
 - (a) **First Offense** – two (2) game suspensions after the student is allowed to return to school.
 - (b) **Second Offense** – five (5) game suspensions.

Punishments do not affect band performances for grades.

3. Any athlete receiving a technical foul, or a penalty deemed an unsportsmanlike conduct, action, or some individual intentional penalty, will sit the remainder of the quarter/match in which the penalty occurred and an additional 4 quarters of action or the equivalent of one game depending on the sport. These consequences do not apply to penalties that occur as a result of some infraction of the game NOT considered a personal foul. (Technical fouls due to improper clothing, numbers wrong in the book, violation not unsportsmanlike). After a review of the facts, Administration reserves the right to reduce or lengthen the athlete’s punishment. For each subsequent penalty during that sport’s season, the player will set an additional game (i.e. 2 penalties = 2 games, 3 penalties = 3 games, etc.)
4. Students ejected from a sports contest will incur a penalty, at a minimum, to the MSHSAA Standards. Administration reserves the right to lengthen the athlete’s punishment.

ACADEMIC ELIGIBILITY

In order to maintain eligibility for activities, the Nodaway-Holt R-VII Board of Education has adopted the following policy.

1. Academic eligibility will be determined using MSHSAA State Standards. In the semester prior to participation, the students must pass **80%** of the maximum allowable classes in which a student can be enrolled in the semester. In the case of the Nodaway-Holt R-VII School District, students must pass seven (7) classes during a semester in order to participate the next semester.
2. The students must be striving to make satisfactory progress toward graduation as determined by local school policies.

3. All MSHSAA guidelines concerning academic eligibility.
4. Students entering the seventh and ninth grade for the first time will be eligible by promotion. At the end of the first semester, all eligibility requirements are placed into effect. These requirements remain in uninterrupted effect until graduation, or the student fulfills his/her state athletic eligibility.

EXTENDED LEARNING

Students who are on Extended Learning due to having an "F" letter grade will not be allowed to participate in any extracurricular activities until they raise their grade above an "F". Students who are on Extended Learning due to having a "D" letter grade will be allowed to participate in extracurricular activities/contests, however, they will not be allowed to practice on Tuesday or Thursday until after 4:00 pm when Extended Learning is over. After 4:00 pm, if the practice is at home (Graham or Maitland), the student may attend practice, however if at Maitland the student will need to provide their own transportation. If a student is on Extended Learning for an assignment, the student will NOT be allowed to attend practices/games until their classwork is completed. If an activity/contest/practice is off the Nodaway-Holt campus and the student misses the bus due to being on Extended Learning, they are NOT allowed to attend the extracurricular for the day.

TRANSPORTATION

As most of the activities are of a team or group nature, the value of traveling to and from activities together cannot be discounted. For that reason, student participants are expected to ride to and from activity trips on school provided transportation. Students who do not travel to activities in school provided transportation will not be allowed to participate in the activity. The administration recognizes that at times, extenuating circumstances may occur. **In these cases, permission to use alternative transportation to the activity must be secured from administration.** Students wishing to use alternative return transportation from the activity will be released to parents/guardians only. The parent/guardian must sign out the student before the student is released. Occasionally situations arise where parents require another adult to sign their children out from a game. The administration will consider these requests on a case by case basis. In order to have your child signed out by a person who is not their parent/guardian or grandparent, verbal discussion must take place with the building principal at least 24 hours in advance of the event and a permission to pick up form must be obtained from and signed in the office and given to administration. Emergency situations will be handled on a case by case basis. All students must be signed out at the event before the student is released.

PRACTICE TRANSPORTATION

Transportation will be provided for students to Oregon, for all Spartan practices. Students are required to ride to and from practice in the transportation we provide. Students are not allowed to drive themselves to practices. IF parents are going to pick their child up from practice, the High School Principal and/or Athletic Director must be given advance notice and the child must be signed out.

STATE LEVEL COMPETITION

Students, teams, or groups who qualify for state level competitions in any activity will have the following expenses paid for by the school; travel, lodging, and a \$5.00 per meal allowance. If the qualifying competitor is a team or group, the competitors will be defined as team members who will suit up for the activity, managers, and cheerleaders who perform.

ACTIVITY CODE

Students participating in the activity program at Nodaway-Holt R-VII are subject to the following expectations. These expectations apply year round, regardless of whether school is in session.

1. Citizenship (see 'CITIZENSHIP" on page 2).
2. Refrain from the use of profanity.
3. Maintain good school attendance.
4. Attend all practices and games.
5. Demonstrate positive attitude and behavior.
6. Demonstrate good sportsmanship.
7. Refrain from the use of tobacco, alcohol, and controlled substances.

In not meeting expectations one through seven, coaches, sponsors, and/or administration will use their discretion in assigning consequences to the student. Every effort will be made to ensure that the consequences are appropriate with respect to the violation and that a standard of fairness is applied to each individual situation.

SUBSTANCE POLICY

The district wants to be as consistent as possible in dealing with situations that may arise during the year. With this in mind, some procedures concerning the use of controlled substances have been set.

Athletes may be reported to be using or in possession by a member of the Nodaway-Holt R-VII staff, Board of Directors, or by a law enforcement agency.

These offenses will carry over from year to year beginning with seventh grade. Punishments follow students throughout the entire year even if the student is not participating in any activity during the period when he or she gets into trouble.

Even though not playing in a contest, the athlete is expected to be at all practices leading up to and during the enforcement of the penalty.

The coaching staff, faculty and administration believe that students should not be in attendance at illegal functions comprised of minors who are using controlled substances. Therefore, any student reported to be in attendance at such function will be punished the same as if he/she was using a controlled substance. The bottom line is, if there is a controlled substance there; remove yourself from the situation as quickly as possible.

STUDENT SELF REPORTING

Any student who has a disciplinary action, ticket, or encounter with law enforcement or the court system must self-report the incident to the administration. Students who have such violations are not eligible by MSHSAA citizenship standards until all obligations of said infraction are fulfilled. Knowingly participating while under such probation puts the team in jeopardy of having to forfeit contests. Therefore, students are to self-report the incident to the administration, who will investigate the incident and hand down the proper punishment. Failure to self-report puts the student athlete in jeopardy of having further punishments/restrictions placed on him or her.

Examples of action that might be taken:

1. Athlete caught during season, first offense as tenth grader.
 - (a) During football the athlete would sit 15% of nine games or 1.4 games that would be rounded to one game.
 - (b) During basketball it would be 15% of twenty-two games or three games.

2. Same athlete gets caught again as a junior sits for 50% of in season games. This may carry over such as: sit the last two football games = 22% and 28% of basketball or six games to get full 50%.

TOBACCO/E-CIGARETTE/VAPORIZOR USE

Possession or use of any tobacco/e-cigarette or vaporizer products on school property, school activities, or as witnessed by a member of the Nodaway-Holt R-VII staff or Board of Education in areas away from school:

1. **First Offense** – The student will sit out 5% of the regularly scheduled MSHSAA contests for the activities in which they currently participate or any subsequent MSHSAA activities totaling 5%, whichever is applicable.
2. **Second Offense** – The student will sit out 15% of regularly scheduled MSHSAA contests for the activities in which they currently participate or any subsequent MSHSAA activities totaling 15%, whichever is applicable.
3. **Third Offense** – The student will be ineligible for all MSHSAA activities for nine (9) school calendar weeks.

Each subsequent offense will result in an ineligible period of nine (9) calendar weeks.

All offenses are cumulative beginning with seventh grade or at such time as the student transfers (enrolls) at Nodaway-Holt R-VII.

ALCOHOL

Possession, use, or attendance under the influence of alcohol, or as witnessed by a member of the Nodaway-Holt VII staff, Board of Education, or as reported by law enforcement authorities on or off school property.

1. **First Offense** - the student will sit out 15% of the regularly scheduled MSHSAA contests for the activities in which they currently participate or any subsequent MSHSAA activities totaling 15%, whichever is applicable.
2. **Second Offense** - the student will sit out 50% of regularly scheduled MSHSAA contests for the activities in which they currently participate or any subsequent MSHSAA activities totaling 50%, whichever is applicable.
3. **Third Offense** - the student will be ineligible for all MSHSAA activities for 365 calendar days.

Each subsequent offense will result in an additional ineligible period of 365 calendar days.

All offenses are cumulative beginning with seventh grade or at such time as the student transfers (enrolls) at Nodaway-Holt R-VII.

CONTROLLED SUBSTANCES

Possession, use, or attendance under the influence of any unauthorized prescription drug, narcotic substance, counterfeit drugs, drug related paraphernalia, sale, or distribution of the same, or as witnessed by a member of the Nodaway-Holt R-VII staff, Board of Education, or as reported by law enforcement authorities on or off school property.

1. **First Offense** - the student will be ineligible for all MSHSAA contests and activities for a period of 365 days.
2. **Subsequent Offense(s)** - the student will be ineligible for all MSHSAA contests and activities for an additional period of 365 calendar days for each subsequent offense.
3. All offenses are cumulative beginning with seventh grade or at such time as the student transfers (enrolls) at Nodaway-Holt R-VII.

ATTENDANCE

A student must be in attendance the **entire day (8:13-3:10)** in order to attend or participate in a school activity that same day. This means, if a student is tardy to first hour they are ineligible to participate in extracurriculars that day. **Certain instances will be excusable at the discretion of the principal (advanced approval required for appointments), or a doctor's note is presented.** If an event is scheduled for a Saturday, student must be in attendance the entire day (8:13-3:10) on the preceding school day, or be excused by the principal, to participate.

Students must be in attendance for at least half of the school day to be able to attend practice.

EXPECTATIONS OF FANS

It is the belief of the Nodaway-Holt R-VII School District that our fans should be a favorable reflection of the school and community. Any behavior that is contrary to this should be carefully scrutinized.

The following expectations apply to students, patrons, and other fans of the Nodaway-Holt VII School District:

1. Our opponents, their coaches, and fans are guests in our house and should be treated with courtesy and respect.
2. Fans should refrain from criticizing game officials. They are trained in the mechanics and rules of game officiating. Game officials are human and will make mistakes. That is simply a part of the game. They are here to assist in the administration of the game, they don't care who wins.
3. Fans should only make gestures or hold up signs that encourage our teams.
4. Fans should only engage in songs, chants, and slogans designed to encourage our teams.
5. Above all, fans should remember that the game is for the players.

Failure to follow these expectations may result in removal from the event and possible barring from future events.

PHYSICAL EXAMINATIONS

Prior to participating in football, volleyball, basketball, track, golf, or cheerleading, each student must have on file in the office a completed physical examination form and accompanying insurance information. Insurance is available through private companies and information can be obtained in the office.

IMPACT TESTING

All JH and HS athletes will be administered an IMPACT baseline concussion test. These baselines are done every 2 years. Athletes who are suspected of having a concussion will be given a follow up test. This Information will be given to the athletes and to their doctor to help them assess the severity of the injury. Athlete protocol for return to play following a concussion will follow MSHSAA policy and athletes will only be allowed to return to play when cleared by a physician. The Nodaway-Holt School District will work in coordination with local doctors to help establish and maintain appropriate protocols for concussion evaluation.

TRANSFER OF ELIGIBILITY

Students transferring from one school district to another must file an eligibility transfer form. The student may not participate at their new school until that form is complete. MSHSAA has specific guidelines for transfer of eligibility. Check with school administration to receive a form and more information on transfer.

CONFERENCES WITH COACHES AND SPONSORS

All coaches will be available at times to discuss the progress of your student. However, there are limitations to what a coach will discuss and at what times. The following is a summary of appropriate subject matter and timeliness:

1. Coaches/Sponsors will only discuss your student, their progress, attitude, and any other essential information. Coaches/Sponsors will not discuss other students.
2. Coaches/Sponsors will not discuss game strategy or play calling.
3. Coaches will not discuss playing time issues with parents. Team members are encouraged to come to the coach to discuss these issues.
4. If a conflict exists between the student and coach/sponsor and the student does everything possible, the parent should first visit with the coach/sponsor in an effort to resolve the conflict. If that too does not yield results, the parent should visit with administration.
5. Parents should never request a meeting with a coach/sponsor during or immediately following a contest. Rather, the parent may contact the school **after 24 hours have passed** after the contest to make an appointment with the coach/sponsor.
6. Parents should not contact a coach/sponsor at home to discuss conflicts, nor should they insist that the coach/sponsor address the conflict in a public place away from school grounds. Coaches are under no obligation to respond to text messages or messages on personal phones. Coaches will disseminate pertinent group information via remind text.
7. Parents should contact the coach by contacting the school and setting up a time for a phone call or meeting.

These guidelines are established to allow the most professional relationship possible among coaches, sponsors, students, and parents. They also serve as a guide to head off any situations that may be potentially embarrassing to the people involved.

PROVISIONAL LETTERING

A provisional letter may be granted to a participant who is not able to complete the season due to illness, injury, or other extenuating circumstance except suspension for violation of policies or academic

ineligibility. If a participant is granted a provisional letter or returns to fully letter in the succeeding year in that activity, they will be considered as having fully lettered in the provisional year.

Requirements for a provisional letter will follow the format of lettering requirements for that particular activity. The participant and head coach/sponsor of the activity will agree by contract on what further requirements must be met in lieu of participation.

VARSITY LETTERING REQUIREMENTS

... FOOTBALL ...

1. In order to letter, students must participate in at least 50% of the varsity quarters.
2. Each quarter in which a player **ONLY PLAYS ON SPECIAL TEAMS AND NO ADDITIONAL SNAPS**, will count as a ½ quarter towards lettering.

... VOLLEYBALL ...

1. In order to letter, students must participate in at least 50% of the varsity matches during the season.

... BOYS/GIRLS BASKETBALL ...

1. In order to letter, students must participate in at least 50% of the varsity quarters.

... ACADEMIC TEAM ...

1. In order to letter, students must participate in at least 50% of the varsity matches.

... BOYS/GIRLS TRACK & FIELD ...

1. In order to letter, students must participate in at least 75% of the available meets.
2. Students must earn one (1) point in a track meet, or combination of meets.

... CHEERLEADING ...

1. In order to letter, students must participate or cheer in at least 80% of the varsity games during the individual sports season.
2. Football and basketball constitute separate sports seasons.
3. If an individual is participating in a corresponding sport (basketball) while on the cheer squad, the cheerleader must cheer in at least 80% of the varsity games in which they are not participating. **Example:** Girls must cheer in at least 80% of the boy's games or combination of boys and girls games they are not suiting out for. Basketball games in which the cheerleader is participating in will not count against them.

GAME ADMISSIONS

ALL HOME BALL GAMES:

Adult (out of high school)	\$4.00
Student	\$3.00
Pre-school and under	Free
Senior Citizen	Free

TOURNAMENT ADMISSIONS

Volleyball

Adult	\$4.00
Student	\$3.00
Pre-school & under	Free

Basketball

Adult	\$4.00
Student	\$3.00
Pre-school & under	Free

FREE ADMISSION POLICY

Free admission to athletic activities will be granted to the following people:

1. Bearers of 275 Conference passes, spouses, and their school age children.
2. Persons working at the event (team members, linemen, chain gang, band, cheerleaders, concession stand workers, law enforcement, ambulance, **students taking pictures for the yearbook for either Nodaway-Holt or South Holt**, etc.).
3. Pre-school age and under children.
4. Non-conference coaches, administrators, cheerleader sponsors.

ATHLETIC COOPERATIVE GRIEVANCE PROCEDURE

When a patron of either district has a concern about issues relating to an activity in which Nodaway-Holt and South Holt schools have a cooperative agreement, it best serves all that resolution be sought at the lowest level of a chain of command. Therefore, it is essential that this chain of command be established. No one in this hierarchy of the chain will hear a grievance before those preceding them in the chain have heard the grievance. After a meeting at each level, if resolution is not achieved, the grieving party may request a hearing to the next level of the chain. Such hearing should then be scheduled to occur within one week of the request (sooner if possible). Each member of this chain of command should be in attendance at all hearings that occur above their level in the chain.

The chain of command for airing grievances will be:

1. Parent Meeting with the Head Coach
2. Parents and Players meeting with the Athletic Director from the school which the student attends.
3. Parents and the Principal from which the school in which the coach is an employee.
4. Superintendent from which school the coach is an employee.
5. Finally, the School Board from the school which the coach is an employee. It is to be understood that the administration of each school will confer when the grievance reaches the administrative level.

After the School Board has heard the grievance it will make its decision and the decision will be final.

COACHES DISCRETION AND RULES

Each individual coach will be given the discretion to administer team rules not specifically mentioned in the handbook. Matters such as excused vs. unexcused practices, game-day dress, etc. will be up to individual coaches to decide. Coaches will inform administration, players and parents of any such team specific rules.

ISSUES NOT SPECIFICALLY MENTIONED

Not every issue or situation can be predicted and planned for. Should matters arise that are not specifically mentioned in the handbook, administration from both school districts will meet and discuss

the issue prior to any decision being made. Administration reserves the right to assign consequences either not contained in this handbook or to modify consequences contained herein.

Nodaway-Holt R-VII Activities Handbook & Agreement

Please read this booklet and agreement in its entirety. It provides important information about how our school functions. After you have read the handbook and agreement, please sign and return this sheet to the principal's office.

I have read the contents of the 2018-2019 activities handbook and affirm that I understand and will abide by the guidelines set forth within. I agree that violations of these policies may result in disciplinary action as described in this handbook.

Student Signature _____

Date _____

Parent/Guardian Signature _____

Date _____

As a service to our students and coaches, St. Francis Rehab & Sports Medicine from Maryville provides certified athletic trainers to assist in recovery following any type of athletic injury. The trainers advise students on recovery exercises and drills following an injury. The trainers are at the Nodaway-Holt School on Monday at 12:00 pm and Wednesday at 3:00 pm. In addition, these trainers are in attendance at some of our athletic contests and can provide assistance if needed.

Please read the accompanying parent letter from SSM Health St Francis Hospital-Maryville as well as complete the Athletic Trainer Outreach Authorization Form and turn it in to the high school office prior to the first activity practice.