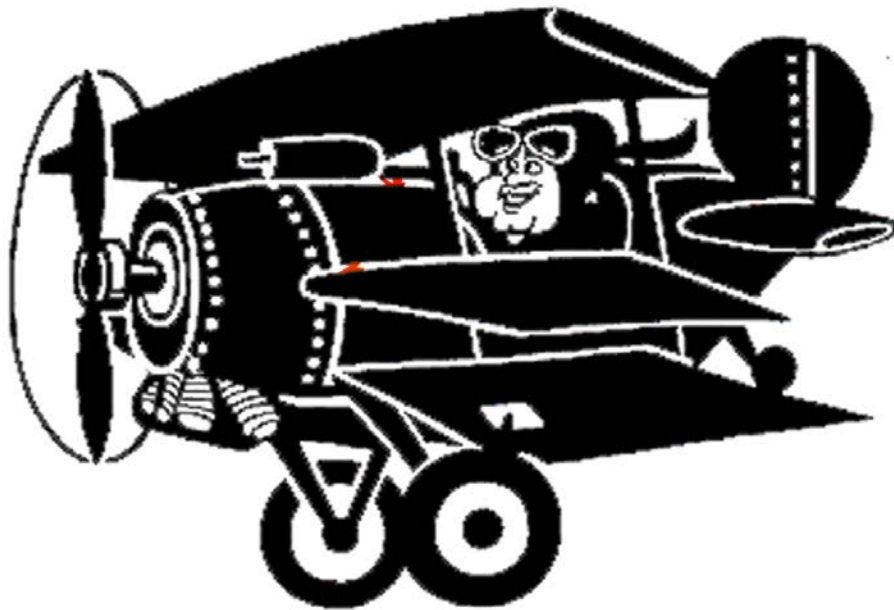


FRANKLIN HIGH SCHOOL

ACTIVITIES HANDBOOK



“Home of Flyer Pride”

RESPECT – RESPONSIBILITY – WORK ETHIC – SERVANT LEADERSHIP

Updated 2018-2019

FRANKLIN FLYER ACTIVITIES HANDBOOK

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Philosophy: Extracurricular activity programs enrich the curriculum of the school by making available a wide variety of activities in which a student can participate. Extracurricular activity programs are considered an integral part of the school's program of education that provide experiences that will help students physically, mentally and emotionally.

The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of contests. Participation in activities, both as a competitor and as a student spectator, is an integral part of the students' educational experiences. Such participation is a privilege that carries with it responsibilities to the school, team, student body, community and the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge; skill and emotional patterns that they possess, thereby making them better individuals and citizens.

Safety

The District's philosophy is to maintain an activities program, which recognizes the importance of the safety of the participants. To ensure safety, participants are required to become fully familiar with the dangers and safety measures established for the activity in which they participate, to adhere to all safety instructions for the activity in which they participate, to inform their coach or sponsor when they are injured or have health problems that require their activities be restricted, and to exercise common-sense.

Warning for Participants and Parents

The purpose of this warning is to bring your attention to the existence of potential dangers associated with athletic injuries. Participation in any intramural or athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis or death. Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and strict observance of the rules, injuries are still a possibility.

Responsibility of the Athlete: In order to be the best possible athlete and follow the athletic philosophy of the Franklin Public Schools, the athlete must assume the following responsibilities:

Responsibility:

1. Attend all practices and practice with intensity; thus, improve as an individual and player.
2. Adhere to training rules.
3. Expect no favors from the coach or teammates. The athlete must earn the position.
4. Develop a competitive attitude. Be willing to compete against peers in practice as well as opponents in interscholastic completion.
5. Be honest about athletic skills.
6. Maintain respect in victory and defeat.

Responsibility to the Team:

1. Don't be selfish. The athlete should be willing to sacrifice personal achievement for team success.
2. Be able to separate personal matters from team matters.
3. Respect teammates.
4. Follow the coach's directions
5. Be loyal to the team. When the team needs athletic experiences and ability, be there!

Responsibility to the School and Community:

1. Recognize the leadership role both during and after athletic completion.
2. Realize a good athlete works to their ability in the classroom.
3. Respect the property of others.
4. Promote school spirit.

Coach-Parent Responsibility and Communication: In order for our student athletes to have the best possible experiences in Flyer Activities they can, everyone involved with their experience has the responsibility to be professional, while striving to communicate and have positive relationships. Parenting and coaching are extremely difficult vocations. Both parties want the best for their athletes/child, so expectation for proper communication is a vital part of the overall experience.

Communication on Parent Should Expect from the Coach:

1. Philosophy of the coach.
2. Expectations and goals the coach has for the team / season / individual.
3. Locations and schedules for practices and competitions.
4. Team rules, guidelines, and consequences for infractions.
5. Procedures for injury, development of the athlete and team requirements.

Communication Coaches Should Expect from Athletes and Parents:

1. Concerns expressed **directly** to the coach.
2. Notification of any schedule conflicts in advance.
3. Notification of illness or injury as soon as possible.

Appropriate Procedure of Discussion of Concerns:

1. Call the coach at school (not at home) to set up an appointment. If the coach cannot be reached, then contact the AD and he will set up the appointment.
2. Do not confront the coach before or after practice or competition.
3. If a satisfactory resolution cannot be reached with the coach/parent/athlete, then a meeting shall be made with the AD to discuss the situation.
4. Final Step: Contact the Principal/Superintendent to discuss the situation and possibly resolve the conflict.
5. In order to best solve a possible concern, the proper chain of command will be expected to be followed: 1) Coach, 2) Athletic Director/High School Principal; 3) Superintendent.

Franklin Academic Standards: Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the primary mission and responsibility for each student is to establish a firm academic foundation. A student participating in extracurricular school activities show evidence of sincere effort towards scholastic achievement. To be eligible for participation in extracurricular activities students must:

1. Be enrolled in at least 25 credit hours in the semester of participation.
2. Maintain passing grades in all courses. A student who is not passing shall be determined as a student who has a "D" (69% or Lower) in two or more classes at progress reporting times will be ineligible to participate in extracurricular activity contests or performances. For the purpose of this policy, extracurricular eligibility will be from Sunday through Saturday.
3. Maintain an overall "C" average to participate in extracurricular activities, except school dances.

4. Academic requirements do not apply to:
 - (A) Instructional field trips which are a part of the scheduled course learning experience; or
 - (B) Activities or events which are a part of the student's grade requirements.
 - (C) School dances such as prom and homecoming, but student(s) must be in good standing with the Administration, as well as meet all of the other criteria under the "Dances" section of this handbook.

NSAA Sponsored Activities Eligibility: In order to represent a high school in interscholastic completion, a student must abide by eligibility rules of the Nebraska School Activities Association.

If the student does not understand a summary of these rules listed below or needs an explanation of other requirements, consult the high school principal or athletic director.

1. Student must be an undergraduate.
2. Student must be enrolled in at least 25 semester hours of instruction per week and regular in attendance in accordance with the adopted attendance policy of the Franklin School.
3. Student must be enrolled in some high school on or before the 11th school day of the current year.
4. Student is ineligible if nineteen years of age before August 1st 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 semester hours of credit the immediate preceding semester.
8. Once the season of a sport begins, a student shall compete only in athletic contest/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.
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 days except:
 - 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.
 - 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.

- 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.
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.
 16. A student changing from one sport to the next within the same sports season (i.e. fall, winter, or spring seasons) may not participate in the new sport – practice or games – for 7 calendar days per the NSAA and is required to practice for 5 days before competing (after the original 7 days).

Non-NSAA Sponsored Activities Eligibility: All rules listed above for NSAA eligibility will be followed for all other school sponsored activities that are not included under NSAA, i.e. FFA, FCCLA, Science Club.

The Principal shall reserve the right to withhold any student from participation due to disruptive behavior, incomplete assignments, and/or any other conduct deemed detrimental to the school/or program. Eligibility is on a weekly basis. A letter will be sent to parents indicating a student's ineligibility. Students who are injured but otherwise are eligible to play will ride the bus as a team member.

Fundamentals of Sportsmanship:

Coaches

1. Coaches must remember that their influence will reflect in the actions taken by players, students and spectators in maintaining good crowd control.
2. Coaches must follow rules of the sport during the progress of the game, accept the decision of officials without showing emotions, keep players together in entering or leaving the playing area. Avoid public display of criticism before players or spectators.

Participants

1. Should display at all time the qualities of sportsmanship
2. Should display respect for opponents at all times, including injured players.
3. Should avoid unsportsmanlike gestures or language.
4. Should respect the judgment of game officials
5. Should concentrate on playing the game with as little regard for the spectators as possible.
6. Accept both victory and defeat with pride and compassion, being never boastful or bitter.

Students

1. Should not go onto the playing surfaces at any time including after the end of the game.
2. Should realize that school authorities will take the proper action against anyone who disobeys rules and regulations.
3. Should know and demonstrate the fundamentals of sportsmanship.
4. Should cooperate with cheerleaders.
5. Should exert peer pressure on fellow students whose conduct is unbecoming.
6. Should respect property

7. Should respect the judgment of the coach and game official.
8. Should avoid abusive and profane language and obnoxious behavior.
9. Should censure fellow students whose behavior is unbecoming.

Cheerleaders

1. Should cultivate an attitude of good sportsmanship and realize the leadership potential they have for upgrading sportsmanship among spectators.
2. Cheers are to be positive for their own team. No negative cheers, disparaging or insulting to opposing teams or fans are to be used.
3. Should be discretion in selecting type and timing of cheers so as to stimulate sportsmanlike crowd response.
4. Should give encouragement to injured players and recognize outstanding performance by either team.
5. The host cheerleaders should initiate efforts to be hospitable to visiting cheerleaders, teams and spectators.

Unsportsmanlike Behavior: Any participant ejected from a contest for unsportsmanlike conduct shall be ineligible for the next athletic contest at that level of competition and all other athletic contests at any level during the interim, in addition to the other penalties the NSAA or the school may assess. Any participant ejected a second time during a season from a contest for unsportsmanlike conduct shall be ineligible for the next two contests at that level of competition and all other athletic contests at any level during the interim, in addition to other penalties the NSAA or school may assess. Any participant ejected a third time shall be ineligible for the next three contests at that level of competition and all other athletic contests at any level during the interim, in addition to other penalties the NSAA or school may assess. When schools have students or coaches with multiple ejections, the school shall submit to the NSAA a written management plan on how they plan to remediate the problem.

Franklin High School Lettering Requirements:

Football

1. A participant must play in $\frac{1}{4}$ of the total quarters of a varsity season.
2. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Volleyball

1. To letter a girl must play for any length of time in $\frac{3}{4}$ of the varsity games.
2. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Cross Country

1. Your score/time counts at the varsity level in at least 5 of the 7 meets (meaning your time must qualify for a varsity team score) or:
2. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Girls Basketball

1. A person may earn a letter by playing at least one varsity quarter per every varsity game played. If the person is on the Varsity team and plays on JV then every four JV quarters will equal one varsity quarter for lettering purposes.
2. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Boys Basketball

1. A person may earn a letter by playing at least one varsity quarter per every varsity game played.
2. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Wrestling

1. A person may earn a letter by scoring 16 points during the season as follows:
 - 1 point for a varsity match loss.
 - 2 points for a varsity match draw.
 - 3 points for a varsity match win.
 - 3 ½ points for a varsity match superior decision.
 - 4 points for a varsity match pin
 - ½ point for a junior varsity match loss
 - 1 point for a junior varsity match win or draw
 - 1 ½ points for a junior varsity match pin or superior decision.
2. A person may earn a letter if he is injured while wrestling as a varsity team member, providing he has shown a consistently competitive spirit.
3. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Track

1. To letter in track, an athlete must make 1 point in any major meet or 4 points in any number of minor meets.
2. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Golf

1. A golfer may letter if his/her score counts in any two tournaments competitions or if he/she participates as a varsity member in 5 or more meets.
2. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Student Trainers

1. A student trainer may letter if he/she works a complete season and attends each event asked of them.
2. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Cheerleaders

A cheerleader may earn a letter if they complete the following criteria:

1. Attend both Cheer Camps
2. Attend and work at Franklin Invitational Wrestling Tournament
3. Attend and Cheer at $\frac{3}{4}$ of the sporting events that the cheerleaders must attend.
4. Attend and actively participate in $\frac{3}{4}$ of the scheduled practices.
5. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Speech Letters

A student may earn a letter if they meet the following criteria:

1. Speaker must compete at 3 or more major meets including TVC or Districts
2. Speaker must place at one or more meets.
3. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Competition One Acts

A student may earn a letter if they meet the following criteria:

1. Cast or crewmember must participate at ALL performances and dress rehearsals.
2. Cast or crewmember must attend ALL practices unless excused in advance by the director.
3. Discretion of the coach in cases involving injury, seniors, and any other area the coach deems necessary.

Band

A student may earn a letter if they meet the following criteria:

1. 95% in Band Class
2. Perform solo or duet at District Music Contest – OR – Be selected for an Honor Band (Other than TVC).

Senior Gold Medals These medals will be awarded to those seniors who have participated in a particular activity for three years and are currently taking an active part in the activity during the athlete's senior year. These awards are given out during the Activities Banquet. *The coach has the final say in all lettering matters.*

Code of Conduct:

Participation in extracurricular activities is a privilege. The privilege carries with it responsibilities to the school, team, student body, and the community. Participants are not only representing themselves, but also their school and community in all of their actions. Others judge our school on the student participants' conduct and attitudes, and how they contribute to our school spirit and community image.

The student participants' performance and devotion to high ideals and values make their school and community proud. Consequently, participation is dependent upon adherence to this Code of Conduct and the school district's policies, procedures and rules.

Scope of the Code of Conduct:

Activities Subject to the Code of Conduct: The Code of Conduct applies to all extracurricular activities. Extracurricular activities mean student activities or organizations which are supervised or administered by the school district which do not count toward graduation or grade advancement and in which participation is not otherwise required by the school.

Extracurricular activities include but are not limited to: all sports, cheerleading, dance team, Pep Band, vocal, band, speech and drama, One-Act, FBLA, FFA, FCCLA, Student Council, Student Advisory Board, National Honor Society, and other school sponsored organizations and activities. The Code of Conduct also applies to participation in school sponsored activities such as school dances and royalty for such activities.

A participant means a student who participates in, has participated in, or will participate in an extracurricular activity.

When: The Code of Conduct rules apply to conduct which occurs at any time during the school year, and also includes the time frame which begins with the official starting day of the fall sport season established by the NSAA and extends to the last day of the spring sport season established by the NSAA, whether or not the student is a participant in an activity at the time of such conduct.

The rules also apply when a student is participating or scheduled to participate in an extracurricular activity that is held outside the school year or the NSAA season. For example, if an FBLA or FCCLA student plans to participate in a conference in July and commits a Code of Conduct infraction in June, the student may be suspended from participating in the conference. Conduct during the summer months may also affect a student's participation under the team selection and playing time guidelines.

Where: The Code of Conduct rules apply on school grounds, at a school function or event, or in a school vehicle. A student who is suspended or expelled from school shall not be permitted to participate in activities during the period of the suspension or expulsion and may also receive an extended activity suspension. A student who is suspended or expelled from school shall not be permitted to participate in activities during the period of the suspension or expulsion and may also receive an extended activity suspension. Activity participants whose public actions poorly represent the school may be sanctioned from participating in extra-curricular activities for a period of time determined by superintendent of schools.

“Team Selection” and “Playing Time” - “Team selection” and “playing time” decisions are the responsibility of the individual coach or sponsor of the activity. Consistent, however, with the purposes of the activities program, the coaches and sponsors shall follow the following established guidelines for team selection and playing time decisions, along with such other guidelines as each individual coach and sponsor may develop which are not inconsistent with these established guidelines:

1. School Representative. Student participants must demonstrate that they can and will represent themselves and their school in a manner, which reflects the development of high ideals, and appropriate values, which shall include good citizenship in the school and in the community.
2. Success. Student participants must demonstrate that they can make the activity program more successful, both from a standpoint of competitive success and success in promoting a positive school spirit. Characteristics for purposes of these criteria include the student's: (1) talent or skill, (2) desire to improve the student's own skills or talents as well as those of others in the activity, and (3) attitude of respect towards teammates, the coach, the school, and the community.

Grounds for Extracurricular Activity Discipline: Students who participate in extracurricular activities are expected to demonstrate cooperation, patience, pride, character, self-respect, self-discipline, teamwork, sportsmanship, and respect for authority. The following conduct rules have been determined by the Board of Education to be reasonably necessary to aid students, further school

purposes, and prevent interference with the educational process. Such conduct constitutes grounds for suspension from participation in extracurricular activities and grounds for other restrictions or disciplinary measures related to extracurricular activity participation:

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, bullying, harassment or similar conduct in a manner that constitutes a substantial interference with school or extracurricular activity purposes or making any communication that a reasonable person would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property, repeated damage or theft involving property or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including a school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect another person shall not constitute a violation.
5. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from a student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon, or bringing or possessing any explosive device, including fireworks, on school grounds or at a school function or event, or in a manner that is unlawful or contrary to school activity rules.
7. Selling, using, possessing or dispensing alcohol, tobacco, narcotics, drugs, a controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. (Note: Refer to "Drug and Alcohol Violations" for further information).
8. Public indecency.
9. Sexual assault or attempting to sexually assault any person. Engaging in sexual conduct, even if consensual, on school grounds or at a school function or event.
10. Engaging in any activity forbidden by law which constitutes a danger to other students, interferes with school purposes or an extracurricular activity, or reflects a lack of high ideals.
11. Repeated violation of any of the school rules.
12. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
13. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to a school employee, school volunteer, or student. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion.
14. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school or of an extracurricular activity; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.

15. Willfully violating the behavioral expectations for those students riding Franklin Public School buses or vehicles used for activity purposes.
16. Failure to report for the activity at the beginning of the season. Reporting for one activity may count as reporting on time if there is a change in activity within the season approved by the coach or the supervisor.
17. Failure to participate in regularly scheduled classes on the day of an extracurricular activity or event.
18. Failure to attend scheduled practices and meetings. If circumstances arise to prevent the participant's attendance, the coach or sponsor will determine the validity of the reason. Every reasonable effort should be made to notify the coach or sponsor prior to any missed practice or meeting.
19. All other reasonable rules or regulations adopted by the coach or sponsor of an extracurricular activity shall be followed, provided that participants shall be advised by the coach or sponsor of such rules and regulations by written handouts or posting on bulletin boards prior to the violation of the rule or regulation.
20. Failure to comply with any rule established by the Nebraska School Activities Association, including, but not limited to, the rules relating to eligibility.

All terms used in the Code of Conduct have a less strict meaning than under criminal law and are subject to reasonable interpretation by school officials.

Drug, Alcohol, and Tobacco Violations:

Meaning of Terms:

Use or consume includes any level of consumption or use. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation.

Under the influence means any level of impairment and includes even the odor of alcohol on the breath or person of a student, or the odor of an illicit drug on the student. Also, it includes being impaired by reason of the abuse of any material used as a stimulant.

Possession includes having control of the substance and also includes being in the same area where the substance is present and no responsible adult present and responsible for the substance. Possession includes situations where, for example:

- (1) Alcohol is in a vehicle in which the student is present. The student is considered to be in possession if the student is aware that the alcohol is in the vehicle, even though the student has not touched or consumed the alcohol; and
- (2) Alcohol is present at a party attended by the student. The student is considered to be in possession if the student is aware that alcohol is at the party and fails to immediately leave the party, even though the student has not touched or consumed the alcohol.

In these situations, a violation would not exist if the alcohol is in the control of a parent or guardian or other responsible adult (age 21 or older) such that students are not allowed to access the alcohol. A violation would also not exist if the student did not know or have a reasonable basis to know that alcohol would be present, and the student leaves the location where the alcohol is present as soon the student could safely do so. (Students are expected to leave immediately but are not to do so in a manner that would endanger them. For example, you are not to leave in a car being driven by a person who has been drinking just to get away from the alcohol party immediately when there is no other way to get home. Instead, you should call for a safe ride home and, while waiting, clearly distance yourself from the alcohol).

Consequences:

Students may be suspended from practices or participation in interscholastic competition or participation in co-curricular activities for violations of the Code of Conduct. The period of suspension or other discipline for such offenses shall be determined by the school administration.

The disciplinary consequence will be determined based on consideration of the seriousness of the offense, any prior violations, the student's compliance with the self-reporting obligations, the student's level of cooperation and willingness to resolve the matter, and the student's demonstration of a commitment to not commit future violations.

Because of the significance of drug and alcohol violations on the student participants, other students and the school, the following consequences are established for such violations:

Drugs, Alcohol, and Tobacco:

An activity participant who violates the drug, alcohol, or tobacco rules shall be prohibited from participating in any extracurricular activity for the following minimum periods:

1. First Violation: Suspension from 2 Activity Events
2. Second Violation in Same Calendar Year: Suspension from 4 Activity Events
3. Third Violation in Same Calendar Year: Suspension from ALL activities for the remainder of the year. Proof of student's successful completion of a chemical dependency program, which has been approved by the activities director, is required before the student shall be reinstated to participate in activities.
4. More Serious Violations: In the event of more serious drug or alcohol violations, such as students engaging in use of especially serious drug offenses (cocaine, meth, etc.) or procuring alcohol for minors, the consequence of the violation is not restricted by the foregoing and may be established in the good discretion of the administration.

Steroid Offenses. A student who possesses, dispenses, delivers, or administers anabolic steroids shall be prohibited from participating in any extracurricular activity for the following minimum periods:

1. First Violation: 30 Consecutive Days
2. Second or Any Subsequent Offense: One Calendar Year.

When Suspensions Begin. All suspensions begin with the next scheduled activity in which the student is a participant, after the determination by school officials of the sanction imposed; provided that the school officials have the discretion to establish a time period for the suspension that makes the suspension have a real consequence for the student. During a suspension, participants may be required or permitted to practice at the sole discretion of the coach or activity sponsor. Suspensions in the Spring WILL be carried over to the Fall when the suspension has not been fully served or when determined appropriate for the suspension to have a real consequence for the student.

Letters and Post-Season Honors: A student who commits a Code of Conduct violation is:

1. Eligible to letter, provided the student meets the criteria of the coach or sponsor.
2. Not eligible to receive honors during the sport or activity in which they are participating at the time of the offense and/or in sports or activities in which they have been suspended due to a code violation. The coach/sponsor, with the Athletic Director's approval, may make an exception where the student has self-reported or otherwise demonstrated excellence in character allowing for such honors.

Self-Reporting. A student who violates the Code of Conduct must self-report. A failure to self-report will lead to a longer suspension or other discipline. The self-report must be made to: the principal, athletic director, or the head coach or sponsor of an activity in which the student participates. The student's parent or guardian may initiate the self-reporting process, but the student will be later

required to give a written statement of the self-report. The self-report must be made the earlier of: (1) before the end of the next school day after the conduct occurred and (2) before participation in an extracurricular or co-curricular activity.

In making a self-report, the student must identify the events that took place, what conduct the student engaged in, and any witnesses to the student's conduct, and will be required to put this information in a written statement. In the event the student has received a criminal citation, charge, or ticket, and proclaims innocence of a violation, the student will be required to self-report such offense and provide information as to why they should be found innocent, not as it relates to the criminal offense, but as it relates to the Code of Conduct.

All students are expected to be honest and forthright with school officials. In the event the coach or activity sponsor or any school administrator asks a student participant for information pertaining to compliance (or lack of compliance) by the student or other student participants with the Code of Conduct or eligibility conditions for participation in activities, the student is expected to fully, completely, and honestly provide the information. Students may be disciplined for a failure to be honest and forthright.

Determining a Violation Has Occurred: A violation of the Code of Conduct will be determined to have occurred based on any of the following criteria:

1. When a student is cited by law enforcement and that citation has been reported to school officials by law enforcement. When a student is convicted of a criminal offense. Conviction includes, without limitation, a plea of no contest and an adjudication of delinquency by the juvenile court.
2. When a student admits to violating one of the standards of the Code of Conduct.
3. When a school staff member or school board member reports a student of violating one of the standards of the Code of Conduct and school officials determine that such information is reliable.
4. When a parent reports to a school administrator or activity sponsor that their son or daughter has violated one of the standards of the Code of Conduct.

Procedures for Extracurricular Discipline: The following procedures are established for suspensions from participation in extracurricular activities:

1. **Investigation.** The school official(s) considering the suspension will conduct a reasonable investigation of the facts and circumstances and determine whether the suspension will help the student or other students, further school purposes, or prevent an interference with a school purpose.
2. **Meeting.** Prior to commencement of the suspension, the school official considering the suspension or their designee will provide the student an opportunity to give the student's side of the story. The meeting for this purpose may be held in person or via a telephone conference.
 - a. The student will be given oral or written notice of what the student is accused of having done, an explanation of the evidence the school has, and the opportunity to explain the student's version. Detail is not required where the activity participant has made a self-report or otherwise admits the conduct. Names of informants may be kept confidential where determined to be appropriate.
 - b. The suspension may be imposed prior to the meeting if the meeting cannot reasonably be held before the suspension is to begin. In that case the meeting will occur as soon as reasonably practicable. The student is responsible for cooperating in the scheduling of the meeting.
3. **Notice Letter.** Within two school days (two business days if school is not in session), or such additional time as is reasonably necessary following the suspension, the Athletic Director or the Athletic Director's designee will send a written statement to

- the student and the student's parents or guardian. The statement will describe the student's conduct violation and the discipline imposed. The student and parents or guardian will be informed of the opportunity to request a hearing.
4. Informal Hearing Before Superintendent. The student or student's parent/guardian may request an informal hearing before the Superintendent. The Superintendent may designate the Athletic Director or another administrator not responsible for the suspension decision as the Superintendent's designee to conduct the hearing and make a decision.
 - a. A form to request such a hearing must be signed by the parent or guardian. A form will be provided with the notice letter or otherwise be made available by request from the Principal's office.
 - b. The request for a hearing must be received by the Superintendent's office within five days of receipt of the notice letter.
 - c. If a hearing is requested:
 - i. The hearing will be held within ten calendar days of receipt of the request; subject to extension for good cause as determined by the Superintendent or the Superintendent's designee.
 - ii. The Superintendent or the Superintendent's designee will notify the participants of the time and place of the hearing a reasonable time in advance to allow preparation for the hearing.
 - iii. Upon conclusion of the hearing, a written decision will be rendered within five school days (ten calendar days if school is not in session). The written decision will be mailed or otherwise delivered to the participant, parents or guardian.
 - iv. A record of the hearing (copies of documents provided at the hearing and a tape recording or other recordation of the informal hearing) will be kept by the school if requested sufficiently in advance of the hearing by the parent/guardian.
 5. No Stay of Penalty. There will be no stay of the penalty imposed pending completion of the due process procedures.
 6. Opportunity for Informal Resolution. These due process procedures do not prevent the student or parent/guardian from discussing and settling the matter with the appropriate school officials at any stage.

Activity Day Attendance: Student participants are expected to meet the following attendance expectations:

1. Attend school regularly. Students who have "excessive absences" as determined under the school's attendance policy are ineligible to participate in extracurricular activity contests or performances. Students who have four or more unexcused absences in the semester of participation will be ineligible to participate in extracurricular activity contests or performances.
2. Be on time for all scheduled practices, contests and departure for contests. In the event a participant is unable to attend a practice or contests the participant should contact the coach or sponsor in advance.
3. On the day of a contest, performance or other activity, be in attendance for the full day. A student who is not in attendance the full day is ineligible for the contest, performance, or activity. On the day before a weekend contest or on the day before a contest occurring over a school break, be in attendance for the full day. A student who is not in attendance the full day is ineligible for the contest, performance, or activity. The activities director can make exception to these rules in instances where there are extenuating circumstances.

Exceptions may be made for extenuating circumstances, such as doctor/dentist appointments or family emergencies. The exception must be approved by the Principal or Athletic Director.

Every attempt should be made to be in attendance the day of a contest. Sleeping in to rest up for the game will not be considered an extenuating circumstance, nor will going home ill and then returning to play in the contest later that day.

Practice Regulations

1. Before being permitted to practice, the athlete must have complete physical examination. The record of the physical examination will be kept on file in the medical doctor's office. A copy must be on file in the athletic director's office before the athlete is permitted to practice. The athlete's parents, and medical doctor must sign all copies, wherever a signature is required.
2. No practices will be scheduled on Sundays unless a varsity contest is scheduled on the following Monday and is approved by the administration. No practices will be held after 6:00pm on Wednesday.
3. No athlete will work out using school facilities unless supervised by a sponsor.
4. All participants will wear the practice clothing and equipment required by the coach.
5. If an athlete suffers an injury, which requires a doctor's attention, there must be a written medical release to resume practice
6. If an athlete is injured, the athlete will be expected to attend practices even though they cannot actually participate. Their respective coach may excuse athletes.
7. No practice will exceed 2 ½ hours on the court or field.
8. All athletes, including those on the down list are expected to attend all practice sessions. No unexcused absences. If an athlete cannot attend practice, the athlete must contact the coach in advance. Exception: If an athlete is absent from school, notification of the coach in advance is needed. However, the coach would appreciate knowing the reason why the athlete is absent. Any penalty for missing practice will be handled by the individual coach.
9. Sometimes it will be necessary for an athlete to miss an excessive number of practices. For example: Family vacation, travel, work, or illness. Athletes who miss practice have to understand that their position on the team may be jeopardized and may have to put forth additional effort and practice to gain their position back.
10. Middle school athletes will not scrimmage with high school athletes in football. Scrimmages may be allowed between middle school athletes and ninth graders in basketball with administration permission. All non-students must have board approval to assist in an activity.
11. **Beginning with the 18-19 school year, Junior High Practices will once again be placed within the school day beginning at 2:51 pm and going to no later than 4:25 pm on Monday through Thursday, and 1:20 pm and going no later than 2:30 pm on Friday's. For students not participating in sports one of the two PE teachers will be available during each season so that students may be able to participate in PE class.**

Transportation: Franklin's athletic teams and other school activity groups shall travel to and from out of town activities by school bus or other school owned vehicles. Students will return from an activity by the same transportation provided for taking them to the contest with the following exceptions:

- The parents are going on to another location and not returning to Franklin.
- The student lives between the location of the activity and Franklin.

- The student would be unsupervised at home if required to ride the bus

The student's parents must obtain permission from the head sponsor by speaking to him/her personally or getting approval from the administration ahead of time. Parents must sign a permission slip in order for the coach/sponsor to release the student.

Students and parents are reminded of the need for a team concept for success and should not request release from school transportation and the activity group unless necessary.

Lodging and Meals: When lodging is required, the school shall pay the expense. The activities director and administration will make all accommodation. Four or more individuals will stay in a room whenever possible. Meals will be provided only on overnight trips. The activities director and administration will determine the meal allowance. Receipts will support all meal expenditures.

No Cut Policy: Franklin Public Schools has the policy that no athlete will be cut from an athletic squad unless they do not wish to follow the athletic guidelines.

Awards: Patches for Conference Champs, State Play-Offs, District, etc. will not be purchased with school funds. If students wish to purchase awards of this nature, the service will be provided.

Equipment: All equipment will be checked out to the athlete at the beginning of the season by the coach in charge. This equipment is expected to be checked in at the end of the season or immediately if the athlete quits a sport. The equipment is expected to show no more than normal wear and tear. The cost of any flagrant or intentional destruction of this equipment will be billed to the student at replacement cost. At no time should an athlete wear equipment checked out to him/her except for practices and contests.

Locker Room Policy: All students will be given a locker in which to store their equipment. Locks will be obtained from the coach. A fee will be assessed if the lock is not returned in working condition. The **athlete is responsible** for all clothes, equipment, and valuables stored in their lockers. Therefore, it should be locked at all times. Athletes will not put any other lock on the lockers. Athletes must not linger in the dressing room, be rowdy, or endanger the safety of others. **The athlete assumes full responsibility for their actions while in the locker room.** The principal must approve all items on the outside of lockers.

Locker Searches: The District shall comply with all applicable state and federal laws related to record maintenance and retention. When it is determined based on searches that a person has violated a Board policy, administrative regulation, building rule, student conduct rule or personnel expectation, or the law, the person shall be subject to appropriate disciplinary action and a report to law enforcement may be made.

Student lockers, desks and other such property is owned by the school. The school exercises exclusive control over school property. Students should not expect privacy regarding items placed in or on school property because school property is subject to search at any time by school officials. Periodic, random searches of student lockers may be conducted in the discretion of the administration.

The following procedures will be used for conducting searches:

1. School officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or rule violation. The search must be conducted in a reasonable manner under the circumstances. Random searches of student lockers, desks, and other similar school property provided for use by students may be conducted in the discretion of the administration.
2. School officials may search offices and storage devices provided to or used by employees where permitted by law, such as where reasonable grounds exist for suspecting that a search will turn up evidence that the employee has committed work-related misconduct, or that a search is necessary for a noninvestigatory work-related purpose, such as to retrieve a file.
3. Searches of the District's computer system may be conducted in the discretion of the administration at any time.

The following procedures will be used for the removal of personal property:

1. Illegal items or other items reasonably determined to be a threat to the safety of others or a threat to educational purposes may be seized by school officials. Any illegal drugs, firearm or dangerous weapon shall be confiscated and delivered to law enforcement as soon as practicable.
2. Items, which have been or are reasonably expected to be used to disrupt or interfere with the educational process, may be removed from student possession.

The District is not responsible for the security or safety of personal property which employees, students, or other building users may bring to school.

National Honor Society Selection Policy: The local Selection Committee is made up of the chapter advisor and five faculty members will conduct selection of members into the National Honor Society. The Franklin Selection Policy adopted on October 3, 1984 will govern the Selection Committee in their selection.

The Committee will disseminate all material to prospective members, conduct all evaluations involving staff members, tabulate and interpret all written forms submitted by prospective members or staff, and announce the names of students selected for membership in the Franklin High School chapter of the National Honor Society. The selection Committee will survey the school faculty (K-12) for information concerning the students wishing to be considered for membership. The Committee will consider this confidential information before selections are made. All selection decisions made by the Selection Committee will be final. Selection of students for membership in the national Honor Society will be made in September with the induction ceremony-taking place in early October.

The National Honor Society Selection Policy shall be posted on the bulletin board in the high school wing, published in the school newsletter, given to each eligible student, and given to each teacher on staff.

Eligibility and Selection Criteria

1. To be eligible for membership in the Franklin Chapter of the National Honor Society, a student must be a senior, junior, or sophomore. He or she must have 93% grade point average (GPA).
2. Eligible Students who are interested in becoming members in the National Honor Society will complete an activity information packet.
3. Eligible students completing an activity information packet will be evaluated in the following manner:

- Total of 200 points will be possible with a possible 50 points in each area of evaluation. (Scholarship, Leadership, Service, Character) Students must score at least 150 points to be selected as member of the Franklin Chapter
- The Scholarship score will be determined by subtracting 50 points from the GPA. The student may score between a minimum of 43 points and a maximum of 50 points in the Scholarship area.
- The Leadership score will be determined by scoring each of the following criteria on a scale of 0-5 points. The student must score a minimum of 35 points and may score a maximum of 50 points.
 - The Student who exercises leadership:
 - Is resourceful in proposing new problems, applying principals, and making suggestions.
 - Demonstrates leadership in promoting school activities.
 - Contributes ideas that improve the student citizenship of the school.
 - Is able to delegate responsibilities
 - Exemplifies positive attitudes and inspires positive behavior in others.
 - Demonstrates academic initiative.
 - Successfully holds school offices or positions of responsibility, conducts business efficiently and effectively, and is reliable and dependable without prodding.
 - Demonstrates leadership in the classroom, at work, and in school activities.
 - Is thoroughly dependable in any responsibility accepted.
- The Service score will be determined by scoring each of them criterion on a scale of 0-5 points. The student must score a minimum of 35 points and may score a maximum of 50 points.
 - The student who serves:
 - Is willing to uphold scholarship and maintain a loyal school attitude.
 - Participates in some outside activity: Girl Scouts; Boy Scouts; Church Groups; Volunteer services for the aged; Poor or Disadvantaged; Family Duties.
 - Volunteers dependable and with organized assistance.
 - Is gladly available and is willing to sacrifice to offer assistance.
 - Works well with others
 - Is willing to take on difficult or inconspicuous responsibilities
 - Is willing to represent the class or school in inter-class and inter-scholastic competition.
 - Does committee and staff work uncomplainingly
 - Shows courtesy by assisting visitors, teachers and students.
- The Character score will be determined by scoring each of the following criterion on a scale of 0-5 points. The student must score a minimum of 35 points and may score a maximum of 50 points.
 - The Student of Character:

- Takes criticism willingly and accepts recommendations graciously.
- Constantly exemplifies desirable qualities of personality (cheerfulness, friendliness, poise, stability)
- Upholds principals of morality and ethics
- Cooperates by complying with school regulations concerning property, programs, office halls, etc.
- Demonstrates the highest standards of honesty and reliability
- Shows courtesy, concern, and respect for others.
- Observes instructions and rules, punctuality, and faithfulness both inside and outside of the classroom.
- Has powers of concentration and sustained attention as shown by perseverance and application to studies.
- Actively helps to rid the school of bad influences or environment.

National Honor Society Dismissal Policy:

A National Honor Society member is never automatically dismissed for failing to maintain standards. Members are liable for dismissal if they do not maintain the standards of scholarship, leadership, service, and character that were used as the basis for their selection. Members will be allowed a limited number of warnings during their membership, but in the case of a flagrant violation of school rules or civil laws, a warning is not necessarily required. A student who is dismissed or who resigns may never again become an Honor Society member.

The chapter adviser will periodically review the standing of members for compliance with Society standards. The adviser will inform the errant member in writing of the nature of the violation, the time period given for improvement, and the possible consequence of non-improvement. The letter will be followed with a conference with the advisor. If the student does not make the improvement in the specified time, that student is liable for disciplinary measures determined by the faculty council.

If the faculty council decides that dismissal may be warranted, the member is allowed to present his/her case before the faculty council. In the case of a flagrant violation of school rules or civil laws, a member will not necessarily be warned. The faculty council will investigate thoroughly before any action is taken. If the council determines that the facts warrant consideration of dismissal, the member will be notified in writing of the violation and the possibility of dismissal. The member may appear before the faculty council to explain the situation.

If a member is dismissed, written notice of the decision will be sent to the member, his/her parents, and the principal who will inform the superintendent. The member must then surrender the NHS pin and membership card to the chapter adviser. The dismissed member may appeal the action through the right of due process as used in school disciplinary matters. The National Council and NASSP shall hear no appeals in dismissal cases.

Title IX: Title IX also applies to Franklin Public Schools' employment practices and prohibits discrimination on the basis of sex in recruitment, advertising, and application for employment, as well as hiring, promotion, demotion, layoff, termination, nepotism policies, job description, leaves of

absence, fringe benefits, except when discrimination based on sex is when sex is a bona fide occupational qualification.

Any questions or grievances should be brought to the attention of: Dr. Candace Conradt, Franklin Public Schools, 1001 M Street, Franklin, NE 68939-1199. Phone 308-425-6283, ext. 11.

Grievance Procedure Title VI, Title IX, Section 504:

A grievance is a written allegation by a student of the Franklin Public Schools of a violation of any of the rules or regulations of Title IX of the 1972 Education Amendments by the Franklin Public School District.

Procedure:

- 1. Informal:** If a student has a grievance or a complaint, the student should first discuss the matter with the principal in an effort to resolve the problem informally. The principal shall render the decision within three working days after the informal discussion. If the student is not satisfied with the decision of the principal, the student shall have the right to have a representative assist the student in further informal efforts to resolve the problem, or the students may represent themselves.
- 2. Formal:** If the problem is not resolved through the informal procedure, then within fifteen working days of the incident, the aggrieved student/s must submit the alleged grievance, in writing to the principal. The person to whom the alleged grievance has been submitted for decision must, within ten working days, render the decision and the reasons therefore, in writing to the aggrieved student(s).
- 3.** If the aggrieved student/s is not satisfied with the disposition of the alleged grievance under #2 then the student shall, in writing, to the Superintendent of Schools within five working days of receipt of the #2 decision. Within five working days after receipt of the written appeal, the Superintendent shall meet with the aggrieved student. The Superintendent shall, within five working days after the meeting with the aggrieved student(s) render a decision and the reasons therefore, in writing, to the aggrieved teacher.
- 4.** If the aggrieved student is not satisfied with the #3 disposition of the alleged grievance, such student shall file within three working days after receipt of the #3 decision a written appeal and a request for a hearing before the Board of Education. Within twenty-five days after receiving the written decision and the reasons therefore within ten working days of such hearing. At such hearing, the aggrieved student shall be allowed to present the alleged grievance, personally or by a representative(s). Both administration and the aggrieved student shall be allowed to call witnesses and present evidence relevant to the alleged grievance, but the rules of evidence applicable in the courts shall not apply in the Board hearing. The Board hearing and decision shall constitute the not be construed by either party to bar appeal to the duly constituted courts.

Activity Tickets: Student, adult and family activity tickets may be purchased through the office. The Board of Education will set the price at the beginning of each year. These tickets will admit you to all school functions with the exception of tournaments, closed school activities, class plays, etc.

Sports: Any student wishing to participate in athletics must have parental consent and must have a physical examination. The school does not carry any insurance for any participant in any sport.

Dances: A school-sponsored dance is a school activity subject to all provisions of the Student

Activity Code and is a privilege available to students meeting all requirements for participation. General Rules of Student Conduct at Dances. In addition to all rules of student conduct in the Student handbook, students attending dances shall adhere to the following rules of conduct:

1. **Who Can Attend:** Only students of Franklin Public Schools and their guests may attend.
 - a. Students currently attending Franklin High School or another Nebraska high school who have not been restricted from attending extracurricular activities at Franklin High School or their own school is generally considered appropriate dates or invited guests.
 - b. Persons who are younger than 16, not in 9th, 10th, 11th, or 12th grade, or who are older than 20 years of age and not attending high school are generally considered to not be appropriate dates or invited guests for our school dances. Franklin students who wish to bring dates over age 20 may request to do so. The administration will have sole discretion on whether or not to allow dates who are over age 20 to attend school dances.
 - c. Some school dances may be restricted to students attending specified grades levels at Franklin Public Schools. For any dances at the middle school level, only students attending Franklin Public Schools in the grade(s) for which the dance is being held may attend.
 - d. Students who have been suspended from school or from extracurricular activities may not attend.
 - e. The school reserves the right to exclude persons who may or do cause a disruption or detract from the event. Dates or invited guests not attending our school are expected to follow the same rules of conduct that apply to our students.
 - f. Rules for dances may restrict students and their guests from leaving the dance until the dance ends without written parental permission on a form provided or until phone contact can be made with the parent allowing the student to leave the dance.
 - g. Students or their guests who engage in inappropriate behavior, whether on or off of the dance floor, may be asked to leave.

2. **Prohibited Substances:** Alcoholic beverages, illegal drugs, and tobacco are prohibited. Anyone using these or showing the affects of use will not be allowed admission or, if discovered after admission, be removed from the dance. Their parents and/or law enforcement may be contacted.

Students and their dates may be required to submit to a Breathalyzer prior to gaining entrance. Those who choose not to submit to a Breathalyzer will not gain entrance. Law enforcement will be contacted if there is reasonable suspicion that the student or a student's date is under the influence of alcohol or drugs.

3. **Appropriate Attire:** Students and their guests must meet the dress code requirements established for each dance. Teachers or administrators will make the final decision as to whether or not a student's attire is appropriate. Students will be asked to change unacceptable items, which may mean that the student may have to return home to change the inappropriate clothing. It is advisable to check in advance of the dance with the Principal or staff sponsor for the event if you are uncertain about your attire.

Eligibility for Selection as Royalty: Nomination and selection as royalty for school sponsored dances is an honor awarded by students to those of their peers that exemplify the highest standards of integrity and achievement. Students nominated for dance royalty must have demonstrated through their conduct, academic achievement and activities that they have represented, and will represent, themselves, their classmates, and their school in a manner which reflects outstanding effort, commitment to their school and fellow students, and integrity and good citizenship in the school and in the community. The students selected to be the "royalty" for the Homecoming and

Prom or any other school sponsored dance or activity shall meet that general standard as determined by the administration and, in addition, meet the following specific academic, activity and conduct standards:

1. **Achievement, Citizenship and Conduct Qualifications:**
 - a. The student must have exhibited sportsmanship and leadership in activity endeavors and participation.
 - b. The student must have exhibited a cooperative and respectful attitude toward fellow students, teammates, opponents, sponsors, coaches, and officials.
 - c. The student must have a cumulative grade average of a B or its equivalent.
 - d. The student must not have had excessive violations of school policies and procedures during their high school career.
 - e. The student may not, within twenty-four months of the of the dance, have engaged in criminal violations involving: (i) alcohol, drugs or tobacco; (ii) driving law violation in which the penalty is a loss of four points or more under the point system; (iii) a Class I, II, III, or IIIA or Class W misdemeanor; or (iv) a felony. Criminal violations will be deemed to have occurred where: (a) a student was cited by law enforcement and school officials have a reasonable basis for determining that grounds for the issuance of the citation exist or (b) a student is convicted of a criminal offense. Conviction includes, without limitation, a plea of no contest and an adjudication of delinquency by the juvenile court.

2. **Royalty Candidate Eligibility and Selection:** The determination of whether a student meets the foregoing conduct and citizenship qualification standards shall be made by a committee appointed by the Principal for each dance at which royalty is to be selected ("Royalty Candidate Eligibility and Selection Committee"). The committee will ordinarily include the Principal, Activity Director and the certificated staff sponsors.

3. **Pre-Qualification of and Acceptance by Student:** All students nominated for dance royalty shall meet with the Principal. At the meeting the Principal will review the eligibility requirements for the honor of dance royalty. The student will be required to confirm that the student meets all eligibility requirements. The student will be required to confirm his or her acceptance of the nomination for dance royalty and the responsibilities of such an all school honor. The Principal or designee may contact local, county and/or state law enforcement and judicial authorities to confirm a student's eligibility for the honor of being nominated for or awarded dance royalty.

4. **Specific Dance Eligibility and Selection Requirements:**
 - a. **Homecoming Queen & King:**
 - Only a senior girl shall be eligible to be Queen and only a senior boy shall be eligible to be King.
 - The student body will nominate three queen and three king candidates subject to a determination of eligibility by the Royalty Eligibility Committee.
 - To be eligible, a candidate must agree to attend the entire Homecoming Dance and represent the school properly.
 - The queen and king will be chosen from the qualified nominees by secret vote of the student body during Homecoming week. Crowning will be held at the fall sports event deemed to have the largest attendance.

 - b. **Prom Queen & King:**
 - Only a senior girl shall be eligible to be Queen and a senior boy shall be eligible to be King. The candidates may not have been previously selected as royalty at another

- school sponsored dance.
- The juniors and seniors will nominate three queen and king candidates subject to a determination of eligibility by the Royalty Eligibility Committee.
- To be eligible, a candidate must agree to attend the entire Prom Dance and represent the school properly.
- The queen and king will be chosen from the qualified nominees by secret vote of the junior and senior students.

Policy for Basketball Games: All students attending the game should be in the gym, seated in the bleachers, while the games are in progress. If not, they may be asked to leave the premises.

School Funds: Disbursement of school funds by any organization, class, club, etc. will be done after being the result of a majority vote of said organization's members, approved by sponsor, and approval by an administrator. Under no circumstance will students commit school funds without permission. Violators will pay for all financial commitments made that were not approved in the proper manner.

Activity Participation: Students and parent must select participation in activities very carefully. Due to many activities moved outside the school day and academics being paramount, it can become difficult to fulfill multiple obligations at once.

Student Activities, Hazing, Fund-Raising and Supervision:

Secret Organization: No student shall participate in or be a member of any secret fraternity or secret organization that is in any degree a school organization. Students who violate this rule may be denied any or all school privileges and may be expelled.

Initiation & Hazing Activities: Initiations and hazing activities are not permitted. Students who violate this rule may be denied any or all school privileges and may be expelled.

Fund-raising: All teachers shall earnestly seek to educate students in the services performed by the humanitarian agencies and shall encourage students to participate in their financial support as a social and community project, but no fund-raising drives are to be conducted by non-school agencies or for non-school activities among the student population. Students may engage in raising funds, under the control of school officials, for certain approved student activities, and provided the project has the approval of the principal of the school involved.

Students or student groups desiring to raise money through fund drives in one form or another will present their written requests to the elementary and/or secondary principal for their approval. The approval will be based on the following criteria:

- Where the funds will be used. Preference will be given to those activities in which usage of tax money would be doubtful or illegal, such as trips and awards of a personal nature. Any drive that seeks or tends to circumvent a Board decision will be rejected. A definite goal for the expenditure of the funds received must be established and indicated in the request submitted by the staff member.
- Quality of the product or suitability of the product sold. Items, which are overpriced or have an embarrassing or controversial nature to the school, will be rejected. Items, which are in direct competition with local businesses, shall be avoided where practicable.
- The number of fund drives per organization is limited to two (2) per year. One fundraiser shall be for the purpose of raising funds for the student group or organization's expenses. The second fundraiser may be approved by the administration for the purpose of the group or organization raising funds for the purpose of using those funds to make a charitable donation.

- D. Students will not be required to meet a quota to maintain good standing within the activity or organization as part of any fundraising activity. Students may be encouraged to set goals in respect to fundraising activities but should never be required to meet specified goals as a condition of membership or status within the activity.
- E. The Board will not be responsible for any losses incurred. Principals will need to approve locations and subject matter of all posters posted in the drive.
- F. Activities and groups will be expected to pay for expenses from activity fund monies generated from fundraisers prior to requesting any additional, unbudgeted money for attendance at state, national, or international conventions, conferences, competitions or for the purpose of purchasing additional equipment, services, or goods. The following scale will be in effect for supporting activity's attendance at such conventions:
 - a. State Conventions: \$100 per activity participant, staff sponsor, or adult sponsor
 - b. National Conventions: \$200 per activity participant, staff sponsor, or adult sponsor
 - c. International Conventions: \$300 per activity participant, staff sponsor, or adult sponsor

Adult Sponsors: Adult sponsors must be in attendance at all school-sponsored activities.

Adult Drivers: The District does not sponsor activities involving driving vehicles unless a school employee or sponsor or an adult is driving.

Parents' Role in Interscholastic Athletics and Other Extracurricular Activities

Communicating with your children

- Make sure that your children know that win or lose, scared or heroic, you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
- Try your best to be completely honest about your child's athletic ability, competitive attitude, sportsmanship and actual skill level.
- Be helpful but don't coach them. It's tough not to, but it is a lot tougher for the child to be flooded with advice and critical instruction.
- Teach them to enjoy the thrill of competition, to be "out there trying," to be working to improve their skills and attitudes. Help them develop the feeling for competing, for trying hard, for having fun.
- Try not to relive your athletic life through your child in a way that creates pressure. If they are comfortable with you win or lose, then they are on their way to maximum enjoyment.
- Don't compete with the coach. If your child is receiving mixed messages from two different authority figures, he or she will likely become disenchanted.
- Don't compare the skill, courage, or attitude of your child with other members of the team.
- Get to know the coach(es). Then you can be assured that his or her philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his or her leadership.
- Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting.

Communicating with the coach

- Communication you should expect from your child's coach includes:
 - Philosophy of the coach
 - Expectations the coach has for your child
 - Locations and times of all practices and contests
 - Team requirements
 - Procedure should your child be injured

- Discipline that results in the denial of your child’s participation
- Communication coaches expect from parents
 - Concerns expressed directly to the coach
 - Notification of any schedule conflicts well in advance
 - Specific concerns in regard to a coach’s philosophy and/or expectations
- Appropriate concerns to discuss with coaches:
 - The treatment of your child, mentally, and physically
 - Ways to help your child improve
 - Concerns about your child’s behavior
 - Injuries or health concerns. Report injuries to the coach immediately!! Tell the coach about any health concerns that may make it necessary to limit your child’s participation or require assistance of trainers. Students are sometimes unwilling to tell coaches when they are injured, so please make sure the coach is told.
- Issues not appropriate to discuss with coaches:
 - Playing time
 - Team strategy
 - Play calling
 - Other student-athletes (except for reporting activity code violations)
- Appropriate procedures for discussing concerns with the coaches:
 - Call to set up an appointment with the coach
 - Do not confront a coach before or after a contest or practice ((these can be emotional times for all parties involved and do not promote resolution))
- What should a parent do if the meeting with the coach did not provide satisfactory resolution?
 - Call the athletic director to set up a meeting with the athletic director, coach, and parent present.
 - At this meeting, an appropriate next step can be determined, if necessary.

Good Sportsmanship—Behavior Expectations of Spectators

Good sportsmanship is expected to be exhibited by all coaches, sponsors, students, parents and other spectators. The school can be punished by NSAA for a lack of good sportsmanship at NSAA sanctioned events. More importantly, activities are more enjoyable for the students when good sportsmanship is displayed.

Responsibilities of Spectators Attending Interscholastic Athletics and Other Extracurricular Activities

1. Show interest in the contest by enthusiastically cheering and applauding the performance of both teams.
2. Show proper respect for opening ceremonies by standing at attention and remaining silent when the National Anthem is played.
3. Understand that a ticket is a privilege to observe the contest, not a license to verbally attack others, or to be obnoxious. Maintain self-control.
4. Do not “boo,” stamp feet or make disrespectful remarks toward players or officials.

5. Learn the rules of the game, so that you may understand and appreciate why certain situations take place.
6. Know that noisemakers of any kind are not proper for indoor events.
7. Obey and respect officials and faculty supervisors who are responsible for keeping order. Respect the integrity and judgment of game officials.
8. Stay off the playing area at all times.
9. Do not disturb others by throwing material onto the playing area.
10. Show respect for officials, coaches, cheerleaders and student-athletes.
11. Pay attention to the half-time program and do not disturb those who are watching.
12. Respect public property by not damaging the equipment or the facility.
13. Know that the school officials reserve the right to refuse attendance of individuals whose conduct is not proper.
14. Refrain from the use of alcohol and drugs on the site of the contest.