

MACCRAY Public Schools



Activities Department
Student/Parent Activities Handbook
Updated 1/31/2020

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I. INTRODUCTION

Educational research has long recognized the value of extracurricular activities as an important component of quality school programs. In fact, findings suggest that participation in extracurricular programs can be a better predictor of success in the workplace than academic achievement. Important lessons learned through participation in extracurricular activities include the development of communication and leadership skills along with attributes such as commitment, teamwork, organizational skills and self-knowledge. Because of their value, MACCRAY Public Schools has worked to create a variety of activities in the areas of academics, athletics, and fine arts. Some are designed to be highly competitive, some to be team focused, some to be individualized, and some to be 'group based' with an emphasis on simple participation and social skill development.

This Activities Handbook has been prepared to present clear guidelines to cover specific aspects of the activities program at MACCRAY Public Schools. The School Board and administration believe that it will be helpful to students and parents who are affected by or interested in learning more about the activities program.

It is important to understand that this handbook is supplemental to – and is not intended to supersede or substitute for – the policies and procedures of MACCRAY Public Schools adopted by the School Board governing operations of the ISD # 2180. All students are subject to these policies, together with policies in stated student handbooks, formally adopted by the School Board each year.

In addition, the activities program of the district must conform to all rules and regulations established by the Athletic Conference affiliation, Region 3A, and the Minnesota State High School League (MSHSL).

II. VISION STATEMENT

“To Work As One In The Pursuit of Excellence.”

III. ACTIVITIES MISSION STATEMENT

It is the Mission of the MACCRAY Public Schools' Activities Program, “...to provide students with an opportunity to develop self-discipline, character, responsibility, leadership, and integrity through promoting competitive participation, goal setting, teamwork, and sportsmanship in an atmosphere that encourages healthy life choices and respect.”

IV. VALUES

Our Activities Program, because of the breadth of opportunities, encourages broad-based participation by students attending our junior high and senior high school programs. To better ensure that all who choose to participate benefit from an experience that will help them to be successful in later life, a set of core values serve to guide all who lead and participate in our programs.

In the MACCRAY Public Schools' Activities Program, we value:

- The honor, dignity, and respect of all participants.
- The building of positive relationships.
- The promotion of a strong work ethic.
- Learning as an ongoing process.
- The development of self-esteem.
- Communications that is open and honest.
- The pursuit of excellence.

V. CODE OF CONDUCT

The MACCRAY Public Schools (MPS) Code of Conduct establishes behavioral expectations. The Code is designed to guide the choices, actions, and practices of our diverse educational community, which includes students, staff, parents, and guests. The MPS Code of Conduct will help maintain a safe, quality learning environment, which will foster high achievement and excellence in our schools and community.

Honesty

Honesty is being truthful and worthy of others' trust.

To uphold this commitment, I choose to:

1. Keep my promises.
2. Be truthful to myself and others no matter what the consequences.
3. Never lie, cheat, or steal.
4. Be trustworthy, straightforward, and sincere.

Responsibility

Responsibility is doing the right thing, being prepared, giving your best effort, and taking ownership.

To uphold this commitment, I choose to:

1. Be in charge of my behavior and accept responsibility for it.
2. Do the right thing for myself, others, and my community.
3. Be prepared and on time for my school activities.
4. Give my best effort and ask for help when I need it.
5. Follow the rules and laws of my school and community.

Respect

Respect is to commit to treating others like you want to be treated. Everyone deserves respect, but my actions may affect the amount of respect I receive from others.

To uphold this commitment, I choose to:

1. Respect myself, others and property.
2. Honor people's opinions and actions.
3. Listen to others and treat them well because they matter.

Fairness

Fairness is providing equal opportunities for everyone to contribute.

To uphold this commitment, I choose to:

1. Treat others fairly, including a fair opportunity to explain a disagreement.
2. Work to create an environment where all have equal opportunities.
3. Be open-minded toward differences.
4. Never disrupt learning opportunities.
5. Display appreciation and respect for all at sporting events, competitions, and performances.

I will work to understand the MPS Code of Conduct and guide, support, or intervene with others when necessary to support the Code.

VI. PURPOSE OF OUR PROGRAMS

Within our extracurricular program, each activity is unique; having its own fundamental purpose while sharing a common mission and set of values with all other programs. Our interscholastic, fine arts, and intramural programs are each guided by a different set of principles:

Our programs will operate within the following set of principles:

A. Interscholastic

7-8th Grade Programs:

- To begin the development of basic skills and to learn the rules of the activity.
- To assist students in determining whether they would like to continue in this activity.
- To provide fair playing time to all participants who attend and work hard in practice.
- To provide “out of town” competitive experiences against students of similar age and competitive ability.
- To build a positive attitude toward the activity, to learn the cooperative dynamics of participation, and to be introduced to the responsibilities inherent to being on a team.
- To assist in the development of self-worth, self-esteem, self-confidence, and poise.
- To honorably represent MACCRAY Public Schools, exhibiting excellent sportsmanship, while serving as a role model for younger students.

“C” Squad Level Programs:

- To emphasize individual skill development.
- To teach and instill the characteristics of team unity and team play.
- To allow participants to compete against students of similar athletic ability.
- To continue the student’s development in intellectual, physical, emotional, and social skills allowing students to mature to their fullest potential.
- To assist participants in setting goals and learning to strive to appropriately achieve them.
- To assist in the development of self-worth, self-esteem, self-confidence, and poise.
- To honorably represent MACCRAY Public Schools, exhibiting excellent sportsmanship, while serving as a role model for younger students.

“B/JV” Squad Level Programs:

- To teach specific skills at a more competitive level.
- To instill the characteristics of team unity and team play.
- To allow participants to compete against students of similar athletic ability.
- To continue the student’s development in intellectual, physical, emotional, and social skills allowing students to mature to their fullest potential.
- To assist participants in setting goals and learning to strive to achieve them.
- To assist in the development of self-worth, self-esteem, self-confidence, and poise.
- To honorably represent MACCRAY Public Schools, exhibiting excellent sportsmanship, while serving as a role model for younger students.

Varsity Level Programs:

- To provide a highly competitive, challenging, and rewarding activity experience allowing the most highly skilled students the opportunity to work individually and cooperatively to achieve individual, group, or team success.
- To further develop intellectual, physical, emotional, and social skills allowing students to mature to their fullest potential.
- To allow talented participants to prepare for and excel at an advanced level of competition at the region and state level.
- To assist the participants in setting goals and learning to strive to achieve them.
- To assist in the development of self-worth, self-esteem, self-confidence, and poise.
- To instill the characteristics of team unity and team play, in an atmosphere of trust.
- To honorably represent MACCRAY Public Schools, exhibiting excellent sportsmanship, while serving as a role model for younger students.

B. Fine Arts:

- To teach the use of both verbal and nonverbal communication.
- To emphasize and develop individual skills.
- To build a positive attitude toward the activity, to learn the importance of individual contributions, along with the cooperative dynamics of being part of a group.
- To continue the student’s development in intellectual, physical, emotional, and social skills, allowing students to mature to their fullest potential.
- To assist participants in the goal-setting process and the assessment of goals as an individual and as a group. To strive for continuous improvement, both individually and as

a group.

- To assist in the development of self-worth, self-esteem, self-confidence, and poise.
- To honorably represent MACCRAY Public Schools, exhibiting excellent sportsmanship, while serving as a role model for younger students.
- To nurture intellectual and imaginative growth, which enriches the spirit and the heart.

VII. PARTICIPATION

A. Physical Examination

Participation in athletics, cheerleading, dance team, and marching band requires a physical examination performed by a physician every three years. After major surgery, serious illness, or injury, the attending physician must certify in writing the student's readiness to return to competition. All forms must be on file in the Director of Activities office before a person practices or competes.

B. Eligibility Forms

The Athletic Eligibility Information Form along with the Parent's Permit and Health Questionnaire needs to be read and signed each year by the student and the parent for anyone participating in athletics. The Fine Arts Eligibility Information Form needs to be read and signed by the student and parent each year for anyone participating in speech, visual arts, one act play, music, and any other MSHSL fine arts activities. These forms must be signed and in the Director of Activities office before a student practices or competes.

C. Insurance Statement and Emergency Permission Form (Insurance Information included on page 27)

Parents or guardians will be responsible for all medical expenses that are incurred as a result of injury or accident. Please confirm with your insurance carrier that your son or daughter is covered for athletic activities.

D. Travel Release

MACCRAY Public Schools requires that all students ride on commercially hired transportation carriers to and from all activity events and a departure from this policy requires prior approval. It is the preference of MACCRAY Public Schools that all students ride to and from events on the commercially hired carriers provided. All coaches/directors/advisors will have an established squad policy on releasing students into the custody of their parents after a contest. If their respective squad policy permits students to be released into the custody of their parents, a travel release form must be signed at the event when taking their son/daughter from the bus. No parent or guardian will be allowed to release his or her son/daughter into the custody of another

parent/guardian unless the letter of alternative transportation (see appendix) has been signed by the parent/guardian, and approved by the coach/Activities Director prior to the time of departure.

E. Activity Fees

Activity fees will follow the MACCRAY Public Schools board adopted schedule. Students participating in any Category 1 or Category 2 activity will be required to pay the required fee prior to their first contest or performance. A fee payment form should be submitted along with each payment.

The fee schedule is as follows:

- Grades 9-12 Sports: \$80 F/R \$25
- Grades 7-8 Sports: \$50 F/R \$25
- Grades 7-12 Fine Arts: \$25 F/R \$25

Maximum fee paid per individual for all activities: \$200

Maximum fee paid per family for all activities: \$400

Scholarships are available for families in need-see the H.S. Social Worker for details. No student has ever been denied participation for financial difficulties.

MACCRAY requests that all families complete the application for “Educational Benefits” form (free & reduced lunch form). This can benefit both the school and our athletic programs.

F. Student Transfer/FES/Int. Student

The MSHSL requires that any student playing on a high school team who is transferring from another school system in any grade needs to fill out a transfer form to be eligible for competition. Any Foreign Exchange Student /International Student needs to fill out information forms to be considered for eligibility. These forms can be obtained from your coach or the Director of Activities.

G. Squad Selection

Each coach/director at MACCRAY Public Schools has been encouraged to keep as many students on a team as possible without unbalancing the integrity of their activity. Obviously, time, space, facilities, equipment, practice times, and other factors will place limitations on the size of the squad. Prior to trying out, the coach/director shall provide

the following information to all candidates for the team: (1) extent of the tryout period, (2) criteria in selecting team, (3) number to be selected, (4) practice commitments if selected for team membership, and (5) game and season commitments if selected for team membership. Each individual head coach/director will establish specific team rules and regulations pertaining to their activity.

H. School Attendance

Participants must be in school and in attendance every day if they are going to practice or perform that day. Students will be excused for scheduled medical appointments, court appearance, or religious obligations. Students are expected to attend a full day of school or they will not be permitted to practice, play or perform. If a student is ill on a Friday or a day preceding a vacation, the coach and parent will determine whether the student is capable of playing. The Principal and/or Activities Director must approve any other exceptions. If MACCRAY Public Schools cancels school because of inclement weather conditions, practices and activities will be canceled, unless otherwise permitted by school administration.

I. Awards Program

Students who participate in MACCRAY Public Schools Activities programs will be eligible to earn a varsity "letter" in recognition of outstanding performance and commitment. Each activity will have its own requirements for earning a letter. Upon earning a letter for participation in any activity, the following process has been approved for recognition of the accomplishment:

1. The coach or advisor will turn in a list of letterwinners to the Activities office.
2. Student earning their first letter (grades 7-12) will be provided by the school an official letter "M" chenille. Letters will be distributed by the coach or advisor.
3. After receiving their official "M", each subsequent letter earned in any activity will be recognized by a "chenille bar" which can be purchased by the letterman/woman.
4. Students recognized as team captains will be able to purchase, from the school, a captain's chenille emblem and bar for each activity in which they serve as a team captain. Coaches or advisors must provide the names of team captains to the Activities office. The head coach will work directly with their respective booster club to coordinate the post-season banquet and the awards format for his/her program at the end of the season. All expenses for banquets and any other awards, except the above awards, will be the responsibility of the individual teams/booster clubs.

J. Church Night

MACCRAY Public Schools works cooperatively with the Area Ministerial Association to

keep Wednesday night free of activities for family and/or religious activities. Practices will be scheduled so students will be dismissed by 5:45 PM. Two exceptions have been agreed upon: Wednesday night games during MEA week and Region, Section, or State tournament play.

K. Booster Clubs

MACCRAY Public Schools recognizes the value of community support groups in relation to the student activities program of ISD 2180 and encourages the participation of interested parents and fans in Booster Clubs and other such organizations whose purpose is to support student activities through fundraising, increasing attendance, promoting greater community awareness of specific programs, and developing ways in which to recognize student achievement.

The Department of Activities expressly denies to any support group any delegation of authority for the operation and direction of any student activity and limits such support assistance to these areas: fundraising to support approved activities of a team, club, or student group; programs designed to promote awareness of and attendance at student activities; projects centered in the recognition of individual, group, or team achievements; and programs designed to inform members of upcoming events and activities of the team or other student group. It is the intent of ISD 2180 that all students in activities programs will be treated in an equitable manner in regard to recognition and awards. An organization must receive prior approval from the Principal prior to any fund raising project.

L. Activity Tickets-Ticket Prices

Activity season passes may be purchased through the high school office. Passes will be sold at most athletic events, or in the high school office. The activity passes are good for most home athletic events all year, which typically totals over 40 charged events; they are not good for any section tournaments or special events.

Activity ticket costs:

Adult Season Pass:	\$80
K-12 Student Pass:	\$40
Senior Citizen(65>):	FREE - See Below
Adult 10 Game Punch Card	\$45
Student 10 Game Punch Card	\$25

Ticket Prices: Adults: \$6.00 / Students K-12: \$4.00/ Under K - Free

SENIOR ACTIVITY PASSES are available at the District office for senior citizen residents of the District and senior citizen grandparents of MACCRAY athletes age 65 and older. Please stop in and receive your free pass or get one from the ticket taker.

Thank you for supporting Wolverine Activities!! Senior citizens not residing in the District will be admitted at the student rate.

VIII. ELIGIBILITY REQUIREMENTS

Good Standing: To be eligible for participation, a student must be in good standing, which means that the student is eligible under all the conditions of eligibility requirements of MACCRAY High School as well as the MSHSL.

Student Code of Responsibilities: Participation in activities is a privilege, which is accompanied by responsibility. As a student participating in MACCRAY High School activities, the student understands and accepts the following responsibilities:

1. I will respect the rights of others and will treat others with courtesy and consideration.
2. I will be responsible for my own actions and the consequences of my actions.
3. I will respect the rights and property of others.
4. I will respect and obey the rules of my school and the laws of my community, state, and country.
5. I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state, and country.

Penalty: A student who is dismissed from school or who violates the Student Code of Responsibilities is not in good standing and is ineligible for a period of time as determined by the Principal acting on the authority of the school board.

Code of Responsibilities Violation Appeal Process: MSHSL Bylaw 300 prohibits a Fair Hearing Procedure in cases involving the Principal's decision regarding the school's eligibility requirements for the student code of responsibilities. MACCRAY Public Schools will provide the opportunity for a third party review of any student code of responsibility violation. The third party review will be conducted by ISD 2180 Superintendent (or designee) upon request of the student or his/her family.

Harassment and Hazing: During the School year, a student shall not violate the sexual, racial, and religious harassment, violence, or the hazing bylaws by the MSHSL (Bylaw 209). Hazing means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. Penalties will be the same as the chemical eligibility penalties below.

Online Behavior: All students at MACCRAY Public Schools are entitled to a safe

school environment. Therefore, all types of bullying, including cyberbullying are unacceptable. Cyberbullying is sending or posting harmful or cruel text/images using the internet or other digital communication devices. This generally occurs through the use of computers, cellular phones, and/or social media websites (Facebook, Twitter, Myspace, etc). Cyberbullying and other inappropriate cyber behavior often occurs outside normal school hours. However, as part of an extracurricular activity, participants are expected to uphold the standards laid out in the MPS and MSHSL Code of Conduct at all times. Inappropriate cyber behavior could include, but is not limited to: degrading opponents, officials, coaches, teammates, or other individuals; posting text or photos of sexual nature; posting text or photos of illegal activities (i.e. alcohol, drug, tobacco use); excessive vulgar language. Anyone who engages in inappropriate cyber behavior shall be considered to be in violation of the MPS and MSHSL Code of Conduct and shall be subject to appropriate disciplinary action according to the provisions laid out by the MSHSL.

Bullying: Bullying is conduct that interferes with a student's ability to learn and a teacher's ability to educate students in a safe environment. MACCRAY Public Schools will investigate, respond, remediate, and discipline those acts of bullying that affect the educational environment of the school. Bullying means any written or verbal expression, physical act or gesture, or a pattern that is intended to cause or is perceived as causing distress to one or more students. Bullying includes, but is not limited to, conduct by a student against another student and has the effect of harming the student, damaging a student's property, placing a student in reasonable fear of harm to his or her person or property, or creating a hostile educational environment.

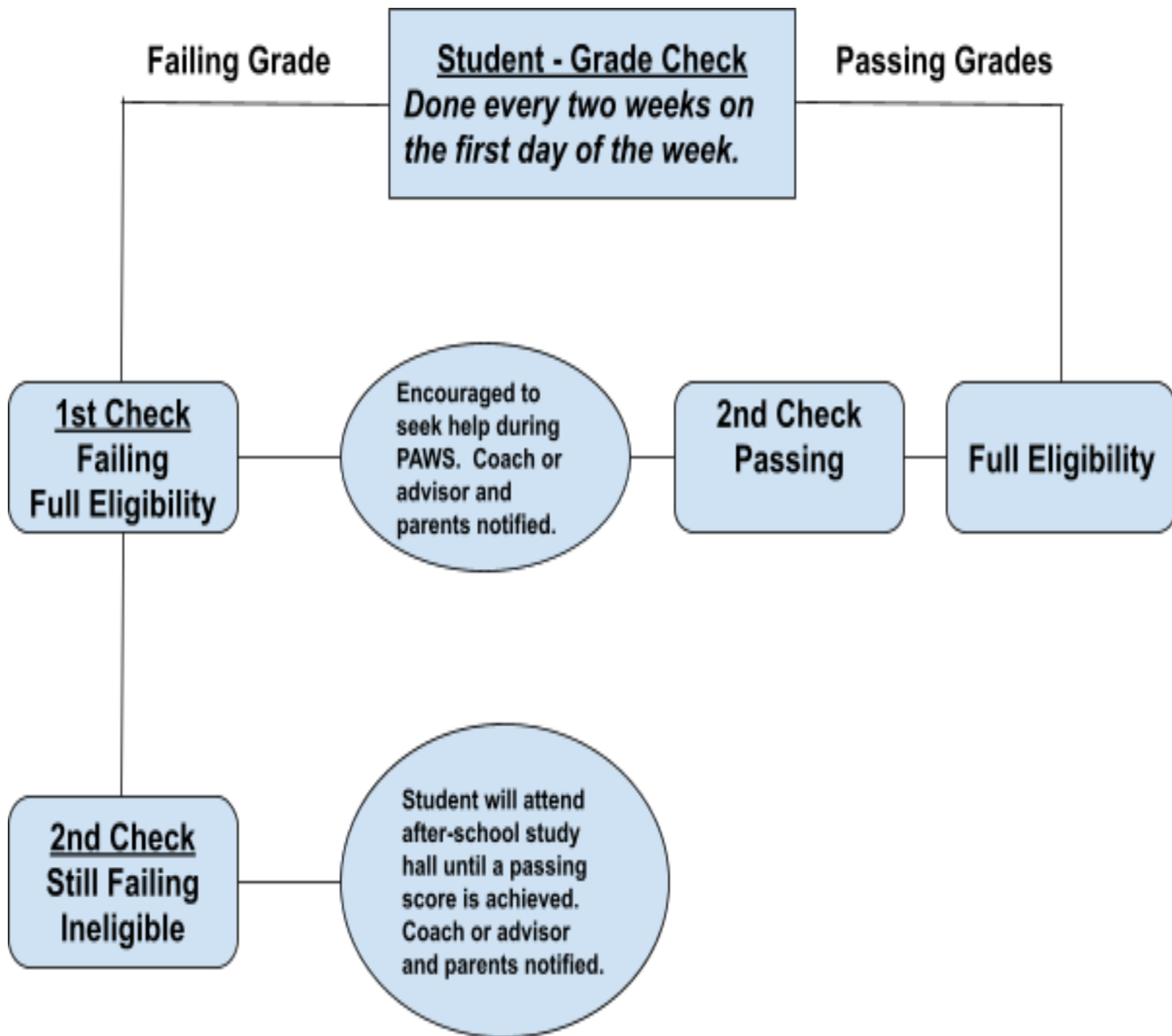
Extra-Curricular Academic Eligibility:

This policy is meant to consistently track students and their academic progress. This policy will provide checkpoints every two weeks for our students and will enable support systems to help students in a quicker fashion. This policy will feature improved teacher/student communication, teacher/parent communication, school district/parent communication, and school district/coach/adviser communication.

Academic progress checks will be done every two weeks on the first day of the school week to determine eligibility.

1. A student who is failing any course at any progress check for the first time will be encouraged to seek academic assistance during Homework Club after school. The coach or advisor and the parents will be notified of the failing grade. The student retains full eligibility.

2. If a student is failing any course at two consecutive progress checks (it does not need to be the same course), the student becomes INELIGIBLE to participate in extracurricular activities (practice/competitions/performances) until the grade is raised to passing. It is the student's responsibility to remind his/her teacher to notify the Activities Office that the failing grade/grades are passing. The student is required to attend after-school homework club every day (when available) until a passing grade is achieved in the class. If after-school homework club is not available, the student should attend practice and work on his/her failing course under the supervision of the coach. The coach or advisor will be notified when the student is passing.
3. If a student has a failing grade at quarter breaks, he/she will be ineligible to perform/compete for two weeks; students are required to attend practice.
4. A student is ineligible if he/she has an IP on his/her report card.



Chemical Eligibility: Bylaw 205. During the 365 day calendar year, regardless of the quantity, a student shall not:

1. Use or possess a beverage containing alcohol,
2. Use or possess smoking or chewing tobacco, or
3. Use or consume, have in possession, buy, sell, or give away any other controlled substance as listed by Minnesota State Statute.
4. It is not a violation for a student to be in possession of a controlled substance specifically prescribed for the students own use by their doctor.

Definition - Category I Activities: Determined by the Minnesota State High School League: those league-sponsored activities in which a member school has a schedule of interscholastic contests, exclusive of league-sponsored tournaments:

Athletic activities: baseball, boys and girls basketball, boys and girls cross country, football, boys and girls golf, gymnastics, boys and girls hockey, softball, soccer, girls swimming, boys and girls tennis, boys and girls track, volleyball, wrestling, and dance team.

Fine arts activities: speech, one act play, music competitions.

Penalties for Category I Activities:

First Violation Penalty: The student shall lose eligibility for the next 2 consecutive interscholastic events or 14 calendar days of a season in which the student is a participant, whichever is greater. The student may continue to practice during this period of time.

Second Violation Penalty: The student shall lose eligibility for the next 6 consecutive interscholastic events or 21 calendar days of a season in which the student is a participant, whichever is greater. The student may continue to practice during this period.

Third or Subsequent Violation Penalty: The student shall lose eligibility for the next 12 consecutive interscholastic events or 28 calendar days of a season in which the student is a participant, whichever is greater. A student who becomes a participant in a treatment program may become eligible for participation after a minimum period of 6 weeks after entering treatment, if all of the following conditions are met: (1) The student is assessed as chemically dependent; (2) entered treatment voluntarily; and (3) the director of the treatment center certifies that the student has successfully completed the treatment program. The treatment program will satisfy only the most recent violation; any other violations

for which the penalty has not been served must still be served in full.

Definition - Penalties for Category II Activities as determined by the MSHSL: those league-sponsored activities in which a member school does not have a schedule of interscholastic contests, exclusive of league-sponsored tournaments: Cheerleading, One Act Play, Visual Arts, and Music Activities.

Penalties for Category II Activities: Same as Category I Activities Penalties

Category III Activities: All other activities not named above.

Penalties for Category III Activities: Same as Category I Penalties

Applying the Penalty:

- The calendar days shall begin on the date the violation is confirmed by the Director of Activities or the High School Principal. The violation shall be confirmed when this person has informed the student that he/she has violated a MSHSL bylaw and is now under penalty.
- If a student has a violation toward the end of a season, the period of ineligibility will carry over into the next season of participation or into the next school year.
- Penalties shall be cumulative beginning with the student's first violation on any high school team and continue throughout the student's high school career.
- If a student is cut from the team or quits, the consequences remain until the next season of participation.
- A student who is under penalty for violation of a MSHSL bylaw may not join a second team in the same season in order to fulfill a penalty.
- A student who participates in both Category I activities and either Category II or III activities, shall serve the penalty prescribed in both Category activities and also in any other activities participating in.

IX. SPORTSMANSHIP PROGRAM

MACCRAY Public Schools Sportsmanship Plan starts with one of our activity values, which is honoring, dignifying, and respecting all who enter our schools. We value learning as an ongoing process and recognize that sportsmanship must also be taught and be part of that process. Good sportsmanship is everyone's responsibility, the players, coaches, faculty, cheerleaders, students, spectators, and administration.

Code of Conduct:

Student Participants

- Show respect at all times for coaches, opponents, officials, fans and facilities.
- Accept the decisions of contest officials,
- Avoid offensive gestures and language.
- Display modesty in victory and graciousness in defeat.

- Know the rules of the game and play within the rules.
- Appreciate excellence in performance no matter who the opponent.
- Represent yourself, your team, and your community in a respectful and dignified manner.
- Be positive and treat others the way you would like to be treated.

Cheerleaders/Pep Band

- Know the contest rules and cheer play at appropriate times.
- Meet and greet the opposing cheerleaders and show respect for all in a positive manner.
- Lead cheers that praise your team without antagonizing the opponents.
- Show respect at all times for officials, coaches, opponents, and spectators.
- Display signs which are positive and encouraging.
- Show respect for schools' property, equipment, and facilities.
- Play school song for opposing team and play appropriate music.

Coaches/Directors

- Coaches are the biggest influence and that will reflect in the actions of others.
- Accept the decisions of contest officials and never criticize them.
- Display modesty in victory and graciousness in defeat.
- Teach sportsmanship and acknowledge players that display good sportsmanship.
- Coaches need to be role models, set the example, and not allow any unacceptable behavior to openly happen without consequences.
- Keep yourself and players always under control.
- Hold players accountable for unsportsmanlike conduct.

Spectators

- Show respect for players, coaches, officials, and facilities.
- Avoid any criticism or unacceptable behavior.
- Take part in cheers with the cheerleaders.
- Demand a sports environment for all children that is free from drugs, tobacco, and alcohol, and refrain from their use at all MACCRAY Public School events,
- Accept both victory and defeat with pride and compassion.
- Model good sportsmanship for students to follow.
- Cheer for your team rather than against the other team.

School Administration/Personnel

- Develop a program for teaching and promoting good sportsmanship.
- Model good sportsmanship and inform students and parents regarding expectations of good sportsmanship through attendance at School events.
- Recognize exemplary behavior and actively discourage undesirable conduct by

participants, coaches, and fans.

- Conduct pep rallies with emphasis on good sportsmanship.
- Develop good sportsmanship among student leaders.

School Board

- Serve as a positive role model and expect the same high expectations of behavior from parents, fans, participants, coaches, and other school personnel.
- Support, encourage, and recognize participants, coaches, school administrators, and fans that display good sportsmanship.
- Recognize the value of school activities as a vital part of education through attendance at school events.
- Apply sportsmanship policies to all activities that are consistent and equitable at all times.

Acceptable Behavior:

- Cheering positively with cheerleaders.
- Compliment the opponent.
- Clap for the introduction of the opposing teams.
- Show respect during The National Anthem – stand up, don't talk, and take OFF hat.
- Treat visiting fans/players with respect.
- Accept all decisions from the officials.
- Shake hands between participants and coaches at the end of the competition.
- Cheer for your team rather than against the other team.

Unacceptable Behavior

- Reacting to the officials' calls with such things as booing, heckling, throwing things, foul language, obscene gestures, racial slurs, or any other action that tears down the other team or the officials,
- Fans that yell, mock, or put down the cheerleaders,
- Holding up papers or turning around when the other team is announced.
- Cheering against the other team/yelling opponent's name.
- "Showing up" the officials or players, taking cheap shots, or showing disrespect.
- Refusing to shake hands after a game.
- Blaming the loss of a game on an official, coach, or participant.
- Hand-held signs containing derogatory language or messages.

X. MSHSL

The Minnesota State High School League is the governing body of public and private schools in Minnesota dating back to 1916. MACCRAY Public Schools belong to this non-profit association which provides athletic and fine arts activities for more than 200,000 students statewide. This handbook, along with the bylaws of the MSHSL (www.MSHSL.org), gives us direction in working with students involved in extracurricular activities at MACCRAY Public Schools.

A. ExCEL Award: Excellence in Community, Education, and Leadership is a unique recognition program designed for high school juniors who are active in school activities, who show leadership qualities, and who are model citizens. One boy and one girl can be nominated from our school. Nominees must:

- Be a junior in high school.
- Making satisfactory progress toward graduation requirements.
- Participate in a MSHSL fine arts and/or athletic activity.
- Hold a leadership position in school.
- Work voluntarily in their community.

B. Triple A” Award: To recognize and honor high school seniors who have excelled in the classroom, on the playing field, and in fine arts. One boy and one girl can be nominated from MACCRAY. To be eligible for this Academics, Arts and Athletics Award a student must:

- Be a high school senior.
- Have a cumulative GPA of 3.0 or higher.
- Participate in league-sponsored athletics and fine arts activities.
- Comply with the MSHSL student code of conduct.
- Complete the application form and submit it to the Director of Activities.

Appendix A
MACCRAY Public Schools

Activities Department
Independent School District 2180
711 Wolverine Drive, Clara City, MN 56222
320-847-2154 EXT. 5 or 1111

ACTIVITIES DEPT. LETTER OF ALTERNATIVE TRANSPORTATION FROM AN AWAY EVENT.

(PARENTS MUST ALSO MAKE VERBAL COMMUNICATION WITH THE ACTIVITIES DIRECTOR)

This is to certify that I am granting permission for my son or daughter to be transported to/from the following activity by myself or the designated party listed below:

_____, On _____, At _____

Activity	Date	Location
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Party responsible for transportation: _____

I understand that MACCRAY High School Activity rules require that all students ride on commercially hired transportation carriers to and from all activity events and a departure from this requirement will release the MACCRAY Public Schools from all liability for any adverse results that may occur.

Therefore, I agree to release Independent School District 2180 (MACCRAY Public Schools) and its employees and officers from all liability with references to the above stated activity event and related transportation.

Parent's Signature

Student's Signature

Appendix B
MACCRAY Public Schools
Activities Department
Independent School District 2180
711 Wolverine Drive
Clara City, MN 56222
320-847-2154

ACTIVITIES DEPT. COMMUNICATIONS PROCESS MAP

As previously mentioned in our values statement, MACCRAY Public Schools Activities Department values “communications that are open and honest.” We will strive to communicate openly and honestly with all stakeholders in our department, including the student participants, parents, boosters, and community.

Research has long documented the positive life skills students learn through participation in extracurricular activities. One of the skills developed through participation in activities includes effective communications. With this fact in mind, our philosophy of communications keeps the student in the forefront in advocating their position, concerns, insights, and feelings.

In an effort to keep the lines of communication open between all entities, we have outlined a number of expectations for communications to take place. We have also outlined the proper process to follow if any party has a concern with the circumstances the student may be experiencing. MACCRAY Public Schools values highly qualified staff members, and works hard to provide for the continued professional development of all employees. Our coaches and directors are professionals who will make decisions based on what they believe to be in the best interest for ALL students involved.

Communications you should expect from your child’s coach/director:

1. Locations and times of practices and contests
2. Team requirements, i.e., fees, special equipment, etc.
3. Expectations of the coach/director
4. Concerns your child’s coach/director has for your child

Appropriate topics to discuss with your child’s coach/director:

1. Ways to help your child improve
2. Concerns about your child’s behavior or health
3. Illnesses, vacations, family conflicts with practices/contests/performances
4. Perceived violations of the values outlined in our handbook

Topics not to be discussed with your child’s coach/director:

1. Playing time
2. Strategy

3. Other students

In keeping with the guidelines provided above, the following process map has been developed to help us establish a uniform process for communication to take place that is both aligned to our goals of teaching life-long communication skills to the students and in providing clear and honest communication among all stakeholders.

This process map is progressive in nature and should be followed as presented. In the case that any part of this process map is omitted, the party will be directed to return to that step prior to further action being taken.

Step 1: student talks to coach/director

This is the first step in resolving any issues and is essential in the development of student communication skills.

Step 2: student and parent talk to coach/director

If following step 1, the student still has concerns, the student can invite a parent(s) to sit down with the coach/director. The student must be present at this meeting and should initiate the discussion.

Step 3: student, parent, and coach/director talk to Activities Director

If following step 2, there are still unsolved issues, the student and his/her parents can request a meeting with the Activities Director. Any such meeting should include the coach and the student along with the parent(s).

Step 4: student, parent, coach/director, and Activities Director talk with Superintendent

If following step 3, there are still unresolved issues, the student and his/her parents can request a meeting with the Superintendent of Schools. Any such meeting should include the student along with the parent(s), coach/director, and Activities Director.

Step 5: student, parent address the school board

If following step 4, there are still unresolved issues, the student and his/her parent(s) can address the school board and explain their situation, steps taken to this point, answers/suggestions offered by district staff, and offer their own solutions.

By following the above outlined process map, it is our belief that effective communication can take place, and the goals of learning life skills can be met. Research has continually indicated that student involvement in extracurricular activities greatly enhances the chance for success during adulthood. We are committed to providing both the opportunity for participation, and in striving to deliver the highest quality programs possible.