

GHS PARENT/STUDENT ATHLETE HANDBOOK

GRADES 9-12

THE MISSION OF GHS ACTIVITIES IS:

To provide an educational opportunity for students to progressively grow in a variety of activities so they can become lifelong participants and spectators.

BELIEFS

1. We believe in taking care of people and our programs.
2. We believe in an activity program that balances the rigor of academics with activities.
3. We believe that activities teach us to balance obligations and prioritize tasks.
4. We believe in multi-activity participation and realize tradeoffs exist when conflicts arise.
5. We believe that participation enhances leadership skills, relationships, and maturity.
6. We believe that participation is a privilege, not a right.
7. We believe in the highest standards of sportsmanship.
8. We believe that decisions are made with a balance between the integrity of school rules and the best interest of coaches/directors and students.
9. We believe in conducting oneself in an ethical manner.
10. We believe that activities should challenge students to push themselves to their potential.
11. We believe in respecting diversity among people.
12. We believe in providing skills to properly handle adversity and success.
13. We believe that activities will develop loyalty, cooperation, fair play, and other desirable social traits.
14. We believe in promoting a positive image of Glacier High School for our community!

FORMS REQUIRED FOR PARTICIPATION

1. PHYSICAL FORM

- Every person trying out for a team must have a completed medical history/physical form on file with the athletic trainer or turned into the coach the first day of tryouts.
- **NO ONE CAN PARTICIPATE WITHOUT A COMPLETED PHYSICAL/MEDICAL HISTORY FORM.** Physicals are valid for one school year.
- Physicals will be provided in late spring at the high school cafeteria at a reduced rate.

2. EMERGENCY/MEDICAL RELEASE FORM

- This will allow treatment of you son or daughter when our teams are on the road or when we cannot notify a parent for the treatment of their son or daughter.

3. CONSENT/RELEASE FORM

- It is the coach/advisor responsibility to make sure that everyone on the roster has medical insurance. If they do not, they can purchase student insurance through the main office. **NO ONE CAN PARTICIPATE WITHOUT MEDICAL INSURANCE.** Proof of insurance must be verified.
- Student managers do need the insurance/parent consent and emergency/medical release forms completed and on file.

ACTIVITY FEES

All students who participate in Montana High School Association activities will be required to pay a \$30.00 activity fee prior to their season's first contest or performance. There is family cap of \$180. There are fees for footballs, soccer, cross country, golf, volleyball, wrestling, basketball, swimming, track, softball, and tennis. Music students who participate in MHSAs events in choir, band, and/or orchestra will only have to pay one fee for music. In addition speech and drama students will only pay one fee for both activities. In addition, if a student pays an activity fee and is cut from a sport, we will credit them the amount paid.

Examples:

Football-	\$30	Speech/Drama-	\$30	Tennis-	\$30
Band/Orchestra-	\$30	Band/Choir-	\$30		
Track-	\$30	Softball-	\$30		
Total	\$90		\$90		\$30

It is a priority in our district that as many students participate in activities as possible. If Activity Fees are an obstacle to participation in an activity, please speak with your coach/director, counselor, or activities director to discuss the possibility of waiving or reducing these fees. It may also be possible to arrange for a work experience in lieu of the fees.

Common Questions:

- Where do I pay? GHS Main Office
- What does the money fund? All funds will assist in running the entire activity program. The revenue represents approximately 5 % of the activity budget.
- When is the best time to pay an activity fee? Mid to late August
- What if I cannot pay? Please speak with your coach/director, counselor, or the AD
- Do I get the activity fee money back if my son/daughter is cut? Yes
- Do I need to pay an Activity Fee if my son/daughter is the Alpine Club? No, just MHSAs Activities and Drama
- Why do we need to fundraise if we are paying activity fees? Activities fees account for only approximately 5% of the activities budget and fundraising assists in paying for first day meals and other program enhancements.

ACTIVITY TICKET

Activity ticket fees are \$20 and will allow entrance into all home athletic contests where an admission fee is charged with the exception of post-season contests, drama productions, and concerts. We encourage all students to take advantage of this cost saving measure.

ACTIVITIES ELIGIBILITY

To be eligible for any activity sponsored by GHS or MHSA, including pep band, music ensembles, drama, or any other school sponsored activity that requires practice on a regular basis; a student must the following criteria:

1. The student must be currently enrolled in six classes for the entire semester, all of which must be classified as “solids”. All classes offered during the school day are considered a solid with the exception of teacher’s aide and study hall.
2. The student must not have received a semester grade of; U, X, I, F, W, or NC in any classes enrolled the previous semester.
3. The student must have been enrolled in an educational program the previous semester.
4. Students who do not pass all of their classes, but do pass 4 classes have an opportunity to make up the failed classes through summer school or correspondence courses.
5. All students who transfer from another accredited high school will have their initial eligibility determined by current MHSA policy, which is passing 4 classes.
6. On the first day of a new semester, eligibility for activities shall be determined according to the Kalispell academic eligibility policy. A student may attempt to become eligible by taking an extension course that would improve an F standing in a class. Deadlines for coursework makeup are September 1st and April 1st.
7. A student enrolled in Running Start is required to take 4 solids to maintain MHSA eligibility.
8. It is the student’s responsibility to ensure their current academic schedule and grades meet the activity’s eligibility criteria.

SPORTSMANSHIP

Good sportsmanship is viewed by the National Federation of State High School Associations and Glacier High School as a commitment to fair play, ethical behavior and integrity. In perception and practice, sportsmanship is defined as those qualities which are characterized by generosity and genuine concern for others. Athletes and coaches must:

- Play fair, take loss or defeat without complaint and victory without gloating.
- Treat others as you wish to be treated.
- Be respectful of others and one's self.
- Impose self-control, be courteous, and gracefully accept results of one's actions.
- Display ethical behavior by being good citizens and acting appropriately.

AA CONFERENCE SPORTSMANSHIP GUIDELINES

The 14 Montana AA High Schools have adopted the following guidelines regarding sportsmanship and expected behaviors at school events.

1. Only positive spirit signs and cheers are allowed. There will be no “hand held” signs or disrespectful cheers or chants.
2. It is expected that all will stand, remove hats, and remain respectfully silent for the national anthem.
3. Students must be fully clothed. Body painting is not a substitute for clothing
4. Clothing is to be appropriate for a school event; wearing school colors is encouraged.
5. Derogatory cheers, heckling or negative signs or comments to referees, players, coaches, half-time performers or opposing fans are not acceptable and will not be tolerated.
6. Disrespectful behavior of any kind will not be tolerated.
7. Oversized school flags are allowed at outdoor events only and must be waved in front of the home fans, never in front of the opponent’s fans.

Failure to comply with these AA Conference Sportsmanship Guidelines may result in disciplinary action to include being asked to leave the premises, loss of privileges to attend activities, legal consequences, school discipline to include detention or suspension, forfeiture of activity ticket or any combination thereof.

MHSA RULES AND REGULATIONS

The Glacier High School Interscholastic Athletics Program is subject to all current rules and regulations of the Montana High School Association concerning eligibility, age, transfers, residence, awards and student recruitment. All rules and regulations of the MHSA may be found in the MHSA Handbook for the current year. If any of these rules are in question, please contact the AD.

EJECTION RULE

If a student, coach, or advisor is ejected from an MHSA competition for unsportsmanlike conduct, they will not participate for the remainder of the event and will be suspended for the next regularly scheduled or rescheduled event at that level of competition and all other games/meets in the interim at any level of competition. A second violation will result in a four-competition suspension. While participating for Glacier High School, any ejection requires a letter of apology to the official before the next weekly contest. If the ejection occurred at the end of the season, the letter must be written prior to the activity’s awards night. The only exception is when the activities director waives this requirement. The activities director may also institute further disciplinary action when considering the severity and frequency of occurrences.

ATTENDANCE

A student may not participate in a practice or competition on the day of an absence unless the AD has granted prior approval. A student may not, under any circumstance, take part in practice or competition on a day he/she has been suspended or is truant from school. A student who has in school suspension will be allowed to practice and compete. If a student has a recurring attendance problem, the Head Coach/Director and Activities Director will meet and discuss proper disciplinary action. If a student athlete is going to miss practice, the student must communicate with the coach/advisor prior to the absence through a phone call or email.

CHEMICAL USE POLICY

A student may not:

1. Use, or have in possession drugs of any kind, or be present for any length of time at a gathering or location where the use of or the possession of drugs is illegally taking place during an activity season. Alcohol is considered a drug.
2. Use, or have in possession, tobacco in any form at any time during an activity season.

Activity Season – begins with the first official practice of the sport and ends with the arrival home following the last competitive event or when a parent or guardian requests that the student become his/her responsibility after the final competition for that sport.

Drug Testing-If a parent suspects that their son or daughter is using illicit drugs, they can request the administration of GHS to perform a random test. It is free of charge. These tests will be held highly confidential and will be shared with only the parent, student athlete, and administrator. It is a tool to assist parents. However, if a student were using drugs during an activity season, their participation privileges would be revoked according to our chemical use policy.

PENALTIES

- The penalty for any of the above is immediate dismissal from the activity for that season. The offending student may not participate in another activity during that season and will not receive any awards, including a varsity letter.

TRAVEL

1. Students must be in school all day on the day of a scheduled event. An unexcused student may not participate that day. Coaches/advisors will encourage regular class attendance and be aware of its impact on academic performance. Participation gives no one a license to absent themselves from school.
2. Supervision of student athletes at all times is especially important. Coaches are expected to monitor students closely on the bus, in motels, at eating establishments, and other pertinent times.
3. For the protection of students, coaches, advisors, and the district, no student will be dismissed for disciplinary or other reasons from an activity and allowed to travel home unescorted. This administrative procedure recognizes the fact that

- coaches and the district are responsible for the student's safety and supervision for the duration of any activity. Students are to be released directly to their parent(s) or legal guardian **ONLY**. Coaches/advisor must have a completed travel release form from parent at the time of transfer.
4. If a student is released to their parents, they must complete the travel form and submit it to their coach or advisor. It is highly recommended that students travel with their team!
 5. If a student misses the bus on a scheduled activity trip, participation by that student on that day may not be allowed. Coaches/Directors will use their professional judgment when there are extenuating circumstances. A coach/advisor may delay departure time for up to 10 minutes.
 6. The only passengers on activity buses shall be team members, coaches, advisors, and chaperones, or approved media. Coaches are responsible for the behavior of the team and will take care of discipline problems. Students are expected to abide by the same rules expected in a classroom when traveling on buses contracted by the district.
 7. Student behavior during all phases of any trip is subject to school policy.
 8. General rules while on the bus: 1) remain seated at all times and speak softly, 2) use personal stereos and headsets, 3) gambling for money is prohibited, 4) dispose of all garbage upon return.
 9. Student dress should be neat and clean.
 10. Other people shall be treated with respect.

WINTER TRAVEL: While traveling during winter, please remind your son or daughter to bring some extra clothing as well as hats and gloves. Salient points about travel include:

1. We want to maintain our schedule
2. We will not travel if the opposing team advises against traveling to their city.
3. We will have our bus drivers along with consultation with coaches to determine whether or not to proceed to or from a contest.
4. Parents always have the final determination if their son or daughter will travel to a specific site.
5. Parents need to be updated during severe conditions.
6. All of our programs are directed to stay overnight if conditions become too severe while returning to Kalispell.
7. When staying an additional night, parents must be notified and given an update on departure and arrival times.

AWARDS NIGHT

The Awards Night will be scheduled through the Activities Office and will be listed on each athletic schedule. This date was established by looking at all possible conflicts at the high school and attempting to eliminate as many problems as possible. The night is usually coordinated with another sport and will share in the soft drinks and cookies provided at GHS. Gathering locations are the commons or porch areas. Programs are given a location according to their participation numbers. Programs will use Glacier

High for this event with the only possible exception being swimming because it has a shared head coach. During this event, coaches will handout letters, certificates, and other recognition to participants as well as summarizing the season.

BOOSTER CLUB

The Booster Club is an organization that assists Glacier High School activity programs with additional funding. These funds are distributed annually to each MHS A program. All parents are encouraged to become members. Membership opportunities are available at home football and basketball contests as well through the Activities Office. Many other worthwhile events occur annually including the Booster Club Auction and Evening of Fine Arts.

COMMUNICATION-5-STEP COMMUNICATION PROCESS

Glacier High School has a 5-step process of communication to use in resolving conflicts. Communication in this order helps to ensure strong relationships and trust amongst all who are involved in resolving problems. The process is as follows:

1. Student meets with coach/advisor.
2. Student and parent meet with coach/advisor.
3. Student, parent, and coach/advisor meet with activity director.
4. Student, parent, coach/advisor, and activity director meet with principal.
5. Student, parent, coach/advisor, activity director and principal meet with superintendent.

EMAIL AND WEB PAGES

Coaches who are staff members of school district #5 have email accounts. The basic email structure is the last name followed by their first initial followed by sd5.k12.mt.us (i.e.) dennehym@sd5.k12.mt.us. The activities office has addresses for our other coaches as well. Our districts web page is www.sd5.k12.mt.us. This web page will link to Glacier High School and our activities pages. Programs are expected to have web pages.

FUNDRAISING

Programs who wish to fundraise may apply to do so. An application can be obtained from the Activities Director. A coach or director will then complete the application and return it to the Activities Director for review. If the Activities Director approves the request, he/she will send it to the principal, superintendent, and finally for board approval. Please ensure that applications are completed in a timely fashion as the board receives their board packet 1 month prior to their regularly scheduled meetings. The board would like to review these requests 3 times per year. The purpose of fundraising is to provide items to a program that are deemed necessary for the success of the individual program during the current school year. It is **absolutely imperative** that coaches follow the fundraising procedures outlined in the application to fundraise. Applications can be obtained from the district web site or through the activities office. Any student may choose to opt out of the fundraising process without any fear of retribution or other negative consequences.

HAZING

Hazing of students at Glacier High School is not acceptable and will not be tolerated. Hazing is defined as any humiliating or dangerous activity expected of a student to belong to a group regardless of their willingness to participate. If hazing has occurred, students are directed to confide with their coach/director, preferably the AD and/or other administration and an investigation will take place. Proper consequences according to school policy will follow.

LETTERING REQUIREMENTS

A student, who successfully completes an activity and meets the specific program's lettering requirements, will be given a letter during Awards Night. An actual letter will be issued for their first letter and certificates thereafter. Once a student has received their 7th athletic letter, they are entitled to a green G. This can be given at the Awards Night or issued in the Activities Office.

LOCKER ASSIGNMENTS

Each season lockers in the athletic locker areas will be reassigned to athletes. Preference for an athletic locker will be reserved for in-season athletes. Remaining lockers will be given to other athletes on a first-come-first serve basis. Athletes are responsible for cleaning out their own lockers at the conclusion of their season. If lockers are not cleaned out, the coaching staff will clean lockers and will place items in the lost and found.

NCAA CLEARINGHOUSE/NAIA ELIGIBILITY

Gaining eligibility to participate in collegiate athletics is a rigorous process. Students who plan to participate in athletics following high school are encouraged to pick up a packet from the Activities Office or Counseling Office as early as their sophomore year to prepare themselves academically. It is the responsibility of the student to ensure they are taking the necessary steps to gain eligibility. GHS will assist in this process by having informational packets available, providing guidance appointments when requested, as well as other assistance. Other information can be found at www.ncaa.org and www.naia.org.

PARTICIPATION CONFLICTS

1. Activity performances take precedence over practices with no undo pressure or threat of exclusion by either coaches/advisor or sponsor in the event of conflict. Final competitions take priority over regular season competitions.
2. In the event of performance conflicts between MHSA/OPI activities, a district, state, or national level event will take precedence over a regularly scheduled event.
3. MHSA/OPI events have priority over non-MHSA/OPI events unless prior arrangements have been made with the coaches/advisor and/or sponsor.

PLYOMETRICS

Plyometrics is a component of speed improvement and have been offered from early December through mid March by coaches. Plyometric workouts are conducted in the hallways on Tuesdays and Thursdays after school. Athletes, coaches, and others are encouraged to attend these hour long workouts. Plyometrics are integral part of our CORE Program.

PRE-GAME GATHERINGS/POTLUCKS

Some programs have had long standing traditions of using the commons to host a potluck before contests. It is the responsibility of the program parents to make the necessary arrangements for these events. These arrangements include but not limited to reservation of the cafeteria, acquisition and preparation of food and beverages, decoration, and clean up.

SENIOR/PARENT RECOGNITION EVENTS

- The Activities Office will notify senior parents with a letter to inform them that we will honor those parents who have athletes that participate in football, cheerleading, pep band, volleyball, soccer, basketball, wrestling, and softball.
- The event is usually at or near the last home contest.
- In the letter, specific times, gathering locations, and directions will be outlined.
- The GHS Activities Office will provide one flower per senior participant.
- The flowers will be issued prior to introduction of both the parents and seniors.
- Parents will be announced the way that students list their parents' names.
- Coaches will provide the Activities Office with the names of the student's being recognized as well as how the names will be read.
- The GHS Activities Office does not provide pictures or videos of this event.
- If Senior parents wish to create collages, issue special messages, decorate, or other celebratory actions, they need to consult with the coach for the specific program. The coach must communicate with the AD about additional plans at the event as well.

SPIRIT PACKS

Spirit packs are an assortment of team gear that some programs make available. These items are usually used for practice or team travel. Following the season, the students will keep these items. The fee for these items is \$25 dollars or less. Typically, teams do a fundraising activity to defray costs of the gear. For more specific information, contact your coach. If a financial hardship exists, please contact your coach in a discrete fashion and they will make arrangements for a hardship scholarship.

SUMMER CAMPS

It is the intention of many of our coaches to administer summer camps. There is usually a fee associated with each camp and is set by the respective coach. These camps are voluntary in nature and are only intended to assist student athletes in improving their skills prior to the upcoming season. Camp dates will be established by April 1st of each

year. Brochures will be available online, in the activities office, and from respective coaches.

UNIFORMS/LOST EQUIPMENT/STEALING

- All uniforms/equipment assigned to the students from an activity, must be returned, or if lost or damaged, must be paid for before a student may tryout or join another activity. Students have one week from the beginning of an activity to pay for or return their uniform from the activity in which they have a fine. The only exception would be granted by the AD. (i.e. If a band student has not turned in his/her marching band uniform, he/she may not tryout for wrestling until the uniform is returned or the school is reimbursed for replacement costs.)
- If a student steals school equipment or steal on a school sponsored trip during an activity season, they will be removed from the activity.

WALL OF FAME

In order to qualify for placement as a member of the Glacier High Activity Wall of Fame, a student must receive:

1st Team All State in team sports, State Champion in individual sports or speech, All Northwest in Music, or letter 12-times in activities. In addition, a student must meet at least two or more of the following criteria:

- Academic All State Status (3.5 and above for a quarter in a at least one activity)
- Participates in a GHS leadership position within a student leadership club/organization to include: Student Council, Business Professionals of America, Alpine Club, National Honor Society, Wolfpack Club, FFA, or Skills USA. Club leadership roles may be added at a later date.
- Letter in multiple activities/athletics during GHS career
- Earn the founder degree in theatre
- Member of a Glacier state championship team

Pictures will be taken following a students' senior year by a photographer scheduled and paid for by the activities office. Students will be recognized at a basketball game preceding Christmas break.

WEDNESDAY NIGHT ACTIVITIES

The schools, to the best of their abilities, will not schedule practice or games on Wednesday evenings after 7:15 PM. All coaches/advisors will try to end practices or meetings so participants may arrive at church activities by 7:30 PM.

WEIGHT ROOM/CORE

GHS encourages student athletes to take advantage of the benefits of strength and conditioning. Each Monday, Wednesday, and Friday, it is supervised by our Strength and Conditioning Coach from 3:30 PM to 5 PM. In season athletics have priority use, followed by out of season, and followed by other students. The weight room is open to all participants and must be supervised **at all times**. Coaches and/or the strength coaches

will supervise the weight room. If the weight room is not supervised, then it will be locked.

INJURY PLAN/PREVENTION

The Head Athletic Trainer is usually the first person at GHS to address injury care. It is the trainer's responsibility to communicate effectively with all interested parties so that student athletes are cared for in the best possible manner. A Monday sports medicine clinic is offered free of charge for the initial consultation with a referral from our Athletic Trainer.

INJURED ATHLETES

1. **OUT** – The athlete is unable to practice.
 - The injury is in the acute stage or a recurring injury.
 - Athletes will be spending their time in the training room
 - Athletes will be undergoing treatment – modalities and early stages of rehabilitation
2. **LIMITED** – The athlete is recovering but not physically ready to return to participate due to excessive swelling, lingering strength deficits and/or persistence of acute pain.
 - Athletes will be present during team/individual meetings
 - Athletes will dress in shorts and tee shirts.
 - Athletes will accompany **team** and participate in team stretching
 - Athletes are expected to observe **pertinent segments of practice**, to be dismissed back to the training room to continue rehabilitation
3. **NO CONTACT** – The athlete is at a recovery stage that allows for increased physical activity.
 - Athletes will dress and attend practice
 - Athletes will go through “shadow drills” (**no contact**)
 - Athletes will be expected to run/condition with the team, but at a lower intensity
 - Athletes are expected to rehabilitate before and/or after practice
 - ****Remember that PAIN IS ALWAYS AN INDICATOR FOR THE ATHLETE!***
4. **FULL RETURN** – No practice restrictions.
 - Athletes must have equal strength and pain free range of motion.
 - Athletes' return-to-play status will be determined by:
 1. Amount of swelling to extremity
 2. Pain tolerance
 3. Range of motion
 4. 80% strength gains as compared to uninjured part
 5. Return to play agility drills
 - The athlete must be cleared either by a physician or the certified athletic trainer prior to full activity!

- If an athlete fails to show for rehabilitation and they have not notified the certified athletic trainer it will be looked upon as an unexcused practice, subject to discipline set forth in their team rules.

RETURN TO ACTIVITY/PLAY

1. If for any reason a student has been removed from activity/play due to illness, injury or surgery by a physician, the student may not return to activity/play without written consent from the attending physician. The written consent will be placed in the student’s medical file.
2. If an athlete has been removed from an activity/play due to illness or injury by the certified athletic trainer they may not return to play until the athletic trainer believes that return to activity/play will not further aggravate or cause re-injury. The certified athletic trainer will identify criteria for the athlete to meet in order to return to play. These return-to-play criteria will be identified in the rehabilitation program and discussed with the athlete, parents and coach. Once the athlete has been cleared to play notification will be made in the athlete’s medical file.

ILL ATHLETES

If a student athlete is going to miss practice, the student must communicate with the coach/advisor prior to the absence through a phone call or email.

TEAM PHYSICIANS/CARE PROVIDERS

Flathead Orthopedic will be the primary injury care provider for Glacier High Athletes. They will provide game coverage, free diagnostic clinics, and continuing education for coaches. This service will most certainly expedite care for Glacier athletes. Our trainer serves as the “gatekeeper” for care, treatment, and injury management. Although Flathead Orthopedic will provide this service, choice of physician is always the choice of the parent.

Don Erickson, M.D.	Orthopedic Surgeon
Larry Iwersen, M.D.	Orthopedic Surgeon
Al Olszewski, M.D.	Orthopedic Surgeon
Keith Ori, PT	Physical Therapist

Head Athletic Trainer
Naomi Taylor

Room
G115

Phone
758-8691

**HEAD COACHES/DIRECTORS CONTACT INFO ON WEB SITE
 TO CONTACT THESE LEADERS, PLEASE CALL 758-8600 AND YOUR CALL
 WILL BE DIRECTED TO THE APPROPRIATE PLACE.**

Activities Director	Mark Dennehy	Head Athletic Trainer	Naomi Taylor
Band	David Barr	Boys Soccer	Ryan O'Rourke
Choir		Girls Soccer	Paul Holmgren
Girls Basketball	Doug Hashley	Softball	Joel Bemis
Boys Basketball	Mark Harkins	Speech	Greg Adkins
Cheerleading	Tari Johnson	Swimming	Brandon Rannebarger
Cross Country	Mike McLean	Boys Track	Arron Deck
Drama	Ivanna Fritz	Girls Track	Jerry Boschee
Football	Grady Bennett	Wrestling	Mark Fischer
Golf	Rob Logsdon	Volleyball	Christy Harkins
Orchestra	Sherry Simmons		