

# 2019-20 Glacier High School Activities Parent/Athlete Handbook



## Set Your Sights...on Greatness!

### **Student Activity Goals:**

1. Strive for excellence in the classroom and activities through hard work and dedication!
2. "Finish" all contests.
3. Connect to at least 1 activity! Participate in multiple activities and become a contributing member of the PACK.
4. Honor and grow the great traditions of Glacier High.  
WORK HARD!
5. Empower others to succeed!
6. PRACTICE EXCELLENT SPORTSMANSHIP! Display poise, class, confidence, and humility during the most challenging situations that arise.
7. Be Thankful!
8. Take care of GHS!

## GLACIER HIGH STUDENT ACTIVITIES-ATHLETIC HANDBOOK 2019-2020

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## **EQUAL OPPORTUNITY STATEMENT**

Kalispell Public Schools/Glacier High will make equal educational opportunities available for all students without regard to race, color, national origin, ancestry, sex, ethnicity, language barrier, religious belief, physical or mental handicap or disability, economic or social condition, or actual or potential marital or parental status, or, in accordance with binding guidance of the Federal Office of Civil Rights regarding the scope of Title IX's sex discrimination prohibition, gender identity, sexual orientation, or failure to conform to stereotypical notions of masculinity or femininity. **(School Board Policy 3210)**

## **PURPOSE**

The purpose of this guide is to establish rules, procedures, policies, and philosophy as it pertains Glacier's Activities Program. The fundamental purpose of the athletic/activities program is to facilitate development of:

- Sportsmanship,
- A sense of responsibility to themselves and others,
- A devotion to an athletic and/or activities assignment,
- Pride of accomplishment of a job done to the best of one's ability,
- Sense of belonging to a group,
- Social values derived from contact with students and adults from other communities and
- Healthy behaviors of participants.

## **DIRECTORY INFORMATION**

Regarding student records, federal law requires that "directory information" on a child may be released by the District to anyone who requests it unless the parent/guardian/caretaker relative objects in writing to the release of the information. This includes release of directory information to post-secondary institutions and military recruiters. Directory information ordinarily includes Please make sure a parent/guardian/caretaker relative completes the Student Directory Information Notification as found in the Student Handbook.

## **REQUIREMENTS TO PARTICIPATE**

All students participating in extracurricular activities must have the following prior to the first practice:

- A required physical documented on the official Montana High School Association (MHSA) Physical Form (at least for all MHSA sanctioned activities).
- A Consent Form Permission to Participate/Assumption of Risk
- An updated Medical Information Form.
- A Concussion Education and Compliance form signed by the student-athlete and parent.

## **ACTIVITIES ELIGIBILITY**

To be eligible for any activity sponsored by MHSA or GHS, including athletics, drama, music, student government, or any other school-sponsored activity that requires practice on a regular basis outside the regular school day, a student must meet all of the following criteria:

- The student must be enrolled in six classes per day and in physical attendance at Glacier in at least two classes out of the six classes.
- At minimum four of the classes must be reflected on the high school transcript, and the other two classes must be reflected on the transcript from the institution.
- All of the six classes must be classified as "solids."
- Solids include: Running Start, Montana Digital Academy, Accredited Correspondence Courses, GHS Courses for credit
- Non-solids that don't count towards the six classes include: Learning Lab, Student Aide, Student Tutoring
- The student must not have received a semester unsatisfactory "U", conditional "X", incomplete "I", failing "F", or no credit "N" in any of the classes completed during the previous semester.
- The student must have been enrolled in an educational program the previous semester.

- 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.
- All students who transfer from another accredited high school will have their initial eligibility determined by current MHSA policy, which is passing 4 classes.
- 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.

Examples: Two GHS classes and 4 three credit FVCC classes OR three GHS classes and 3 three credit FVCC class.

It is the student's responsibility to make sure his or her current academic schedule and grades meet the activities eligibility criteria. Students need to be careful when making schedule changes so that they do not inadvertently make themselves ineligible. The administration will not support a student request to drop a course after his or her activity season is complete.

### **ACTIVITY CODE OF ETHICS**

It is the duty of everyone involved in school activities, participant or sponsor, to:

1. Emphasize the proper ideals of sportsmanship, ethical conduct and fair play.
2. Eliminate all possibilities which tend to destroy the best values of the activity.
3. Stress the values derived from participating in activities.
4. Show cordial courtesy to visitors and officials.
5. Respect the integrity and judgment of sports officials.
6. Achieve a thorough understanding of the activity and its rules.
7. Encourage leadership and good judgment.
8. Recognize that the purpose of activities is to promote the physical, mental, social, and emotional well being of all involved.
9. Remember ... no competition is a matter of life or death for participants, coach, school, official, fan or community.
10. Keep an open line of communication between participant and coach/sponsor.
11. Hazing, harassment, bullying, intimidation on the part of students, staff, or a third party (fan or student attending event) will not be tolerated. Activities are an extension of the classroom and a violation will be treated as such and dealt with as stated in the student and staff handbooks.
12. Realize that your failure as a student participant to abide by the code of ethics may result in your removal from the event, activity, and/or disciplinary action.

### **ACTIVITIES PHILOSOPHY**

It is our philosophy that participation in co-curricular activities is an integral and vital part of the total educational program.

The clubs, activities, and athletics provided by School District No. 5 shall afford opportunities for students to involve themselves outside the classroom. Besides providing these programs, the District encourages student involvement because it benefits both the individual student and the school. The student derives cooperation, dedication, personal pride and ownership, sense of purpose, enhanced self-worth, loyalty, success and recognition, physical and social development, and a wholesome use of time.

Student interest leads to pride in school, citizenship, leadership, democratic experience, and character development. Teamwork, sportsmanship, and respect for others' rights and views are advanced.

Therefore, we believe it is the responsibility of the District to identify and maintain a mix of activities that motivates an optimum number of students without encroaching on one another. It is further incumbent

upon the District to encourage participation by students for the above-mentioned reasons and their synergistic effect on the school community.

Finally, we believe that these activities are not an end in themselves, but vehicles to work with students. We want to "win" not for "winning's sake," but because the desire to excel is a worthwhile lifetime goal. We do not subscribe to a "winning at all costs" philosophy. We value the importance of good sportsmanship, giving one's best effort, winning humbly, and losing with grace. We believe it is not the score that makes one a "winner" or a "loser".

#### **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!

##### **HAZING**

Hazing of students at Glacier High School is not acceptable and will not be tolerated. School district policy defines hazing as follows:

*"Hazing" includes but is not limited to any act that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in or affiliation with any District-sponsored activity or grade-level attainment, including but not limited to forced consumption of any drink, alcoholic beverage, drug, or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation, or any other forced activity that could adversely affect the mental or physical health or safety of a student; requires, encourages, authorizes, or permits another to be subject to wearing or carrying any obscene or physically burdensome article, assignment of pranks to be performed, or other such activities intended to degrade or humiliate. (Board Policy #3226).*

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. With regard to consequences for the hazing of students, school district policy also states,

*Students whose behavior is found to be in violation of this policy will be subject to discipline up to and including expulsion. Individuals may also be referred to law enforcement officials. (Board Policy #3226).*

##### **SEX BASED DISCRIMINATION AND TITLE IX**

No student, on the basis of sex or, in accordance with binding guidance of the Federal Office of Civil Rights regarding the scope of Title IX's sex discrimination prohibition, gender identity, sexual orientation,

or failure to conform to stereotypical notions of masculinity, or will be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, or advantage, or denied equal access to educational and extracurricular programs and activities.

Inquiries regarding discrimination on the basis of sex should be directed to the District Title IX Coordinator, located in the District Administration Office.

### **SEXUAL HARASSMENT POLICY**

Sexual harassment is a form of sex discrimination and is prohibited. An employee, District agent, or student engages in sexual harassment whenever that individual makes unwelcome advances, requests sexual favors, or engages in other verbal, non-verbal, or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, opportunities, or treatment, or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
  - a. Substantially interfering with a student's educational environment;
  - b. Creating an intimidating, hostile, or offensive educational environment;
  - c. Depriving a student of educational aid, benefits, services, opportunities, or treatment; or making submission to or rejection of such unwelcome conduct the basis for academic decisions affecting a student.

Students who believe that they may have been sexually harassed or intimidated should consult a counselor, teacher, Title IX coordinator, or administrator, who will assist them in the complaint process. Supervisors or teachers who knowingly condone or fail to report or assist a student to take action to remediate such behavior of sexual harassment or intimidation may themselves be subject to discipline.

- FOR A COMPLETE DESCRIPTION of the District #5 Sexual Harassment Policy, refer to **Board Policy 3225**.

## **General Information Provided Alphabetically**

**AA CONFERENCE SPORTSMANSHIP GUIDELINES** The 15 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.
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.

### **ACCIDENT REPORTING**

All injuries are to be reported immediately to the athletic trainer, coach/advisor or activity director. The trainer will track injuries and communicate with coaches, athletes, and parents when necessary.

## ACTIVITY FEES

All students who participate in Montana High School Association activities will be required to pay a \$35.00 activity fee prior to their season's first contest or performance.

There is family cap of \$210. There are fees for football, soccer, cross country, golf, volleyball, wrestling, basketball, swimming, track, softball, tennis, speech, and theatre. Music students who participate in MHSA events in choir, band, and/or orchestra will only have to pay one fee for music. In addition, if a student pays an activity fee and is cut from a sport, we will credit them the amount paid.

Examples:

Football –	\$35	Speech/Drama –	\$35	Tennis –	\$35
Band/Orchestra –	\$35	Band/Choir –	\$35		
Track –	\$35	Softball –	\$35		
<hr/>					
Total	\$105		\$105		\$210

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 MHSA 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 meals and other program enhancements.

## ACTIVITY TICKET

Activity ticket fees are \$25 and required to participate in first MHSA program 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 at the beginning of each school year.

## AGE RULE – MHSA

Section (7) AGE RULE

7.1 – No student is eligible to participate in an Association contest who has become nineteen (19) years old on or before midnight, August 31, of a given year. Therefore, a student who becomes nineteen (19) years old after midnight, August 31, of a given year, will be permitted to compete in all Association contests throughout that school year, under the provisions of this section.

## ASSUMPTION OF RISK

The coach/advisor/director, any other member of the school staff, or any member of the Board of Trustees will not be held liable or responsible in case of an accident incurred during practice, games, meets, matches, tournaments, concerts, or trips supervised by Glacier High School. Each parent or guardian will be responsible to sign an “assumption of risk” statement indicating that the parents/guardians assume all risks for injuries resulting from such participation. [Board Policy 2151]

## **ATTENDANCE**

A student may not participate in a practice or competition on the day of an absence unless the AD or other administrator 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. If a student-athlete is going to miss class for activities, the student must communicate with the teacher prior to the absence.

## **AWARDS NIGHT**

The Awards Night will be scheduled through the Activities Office and will be listed on each athletic schedule. Looking at all possible conflicts at the high school and attempting to eliminate as many problems as possible established this date was chosen. 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 hand out letters, certificates, and other recognition to participants as well as summarizing the season.

## **BOOSTER CLUB**

The Glacier Booster Club is an independent organization that assists Kalispell Public School's activity programs with additional funding. These funds are distributed annually to each MHSA program and club requests are considered. All parents are encouraged to become members. Membership opportunities are available at home football and basketball contests as well through the Activities Office.

## **CELL PHONE USE BY STUDENTS**

Student possession and use of cellular phones, and other electronic mobile devices on school grounds, at school-sponsored activities, and while under the supervision and control of District employees is a privilege which will be permitted only under the circumstances described herein. At no time, will any student operate a cell phone or other electronic mobile devices with video capabilities in a locker room, bathroom, or other location where such operation may violate the privacy right of another person. Each coach will enforce the use or non-use of cell phones accordingly.

## **CHEMICAL USE POLICY FOR EXTRA AND CO-CURRICULAR PROGRAMS**

Students participating in extra- and co-curricular activities, whether sponsored by the MHSA or not, shall not use, have in possession, sell, purchase, or distribute alcohol, tobacco products, alternative nicotine and vapor products, or illegal drugs or abuse prescription or non-prescription drugs during their extracurricular seasons. These rules are in effect twenty-four (24) hours a day during a specific season. If a student receives a MIP or is seen using tobacco, alcohol, or illicit drugs, the student will forfeit the privilege of participating in accordance with the activities.

This policy applies to high school students who are involved in the extra- and co-curricular activities program.

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 use or possession of drugs, alcohol, or tobacco 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.
- Students, who are gathered at a location where the illegal use of substances takes place, may be removed from the squad depending on a variety of variables such as length of time, knowledge of illegal activity, and intent.

### **CITIZENSHIP**

All student-athletes shall abide by a code of ethics, which will earn them the honor and respect that participation and competition in interscholastic activities affords. Any conduct that results in dishonor to the athlete, the team, or the school will not be tolerated. Acts of unacceptable conduct tarnish the reputation of everyone associated with the school, community, and activities program. These acts include, but are not limited to the following: theft, vandalism, taunting, baiting, hazing, fighting and/or other criminal acts. Potential consequences for these “unbecoming” acts may result in discipline including suspension or removal from the activity, group, leadership position or team.

### **COLLEGE RECRUITING**

Coaches are encouraged to promote their athletes for scholarships whenever possible, however the process is different for different college programs and sports. GHS encourages parents to become actively involved in this process where they can develop their students’ resume, highlight film, and letters of interest. It is recommended to do this early in the junior year. Students must also be aware of NCAA and NAIA requirements.

### **CONFLICT RESOLUTION-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. (If a student is uncomfortable meeting with the coach/director by himself or herself, a varsity captain can assist in starting the dialogue with the coach/director. The captain’s role in the communication process will end at this step.)
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.

### **CORPORAL PUNISHMENT (Discipline and Punishment of Pupils M.C.A. 20-4-302)**

No District employee or person engaged by the District may inflict or cause to be inflicted corporal punishment on a student. Corporal punishment does not include reasonable force District personnel are permitted to use as needed to maintain safety for other students, school personnel, or other persons or for the purpose of self-defense.

## **DRESS AND GROOMING FOR ACTIVITIES**

Coaches/sponsors/advisors are hereby encouraged and authorized to establish exemplary standards and practices in fashion, grooming and taste that will tend to enhance the appearance of the group as a whole. Such standards and/or practices must be of a reasonable nature, appropriate to the group's activity and reflect positively on the image of the group and school. Further, these standards and/or practices must be made known to all potential members at the beginning of the activity season for that group.

## **EJECTION RULE**

If a student, coach, or advisor is ejected from an MHSAA 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.

## **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. Web pages are expected to be current and reflect our program programs in a positive manner. Programs are expected to have up-to-date web pages.

## **FUNDRAISING**

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. Any student may choose to opt out of the fundraising process without any fear of retribution or other negative consequences.

## **HOMELESS STUDENTS RIGHTS**

Our school and school district provide equal access and comparable services to all students. A homeless student's residence is determined by the residence of the parent/guardian. A homeless student must meet all MHSAA eligibility criteria for participation in any MHSAA sanctioned activity. Contact the school districts Homeless Liaison and Activity Director for further assistance.

## **INSURANCE AND INJURY**

The School District does not provide accident or medical insurance coverage for students. For a nominal fee, parents may purchase student accident insurance through Markel Insurance, a private company, at <http://markel.sevencorners.com>. Please review the information carefully, consider the benefits of such coverage, and complete the application as per instructions. This is an opportunity to provide insurance coverage while your child is at school or participating in activities. A parent seeking coverage must make sure the insurance coverage is in place prior to the first day of practice and/or school. Please contact the coach or athletic director for additional information.

## **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 activity 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. Locks must be used and will be issued by our coaching staff.

### **MEAL ALLOWANCES**

When the District provides meals, the following meal limit allowances should be adhered to:

Breakfast	\$8.00
Lunch	\$12.00
Dinner	\$16.00

Gratuities: When appropriate (sit down meals), the coach/sponsor will include, but not exceed (**ex. 15%**) of the total meal bill. Coolers may also be provided in lieu of a meal and/or meals.

### **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 at [mhsa.org](http://mhsa.org). If any of these rules are in question, please contact the AD.

### **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](http://www.ncaa.org) and [www.naia.org](http://www.naia.org).

### **PARENT MEETING**

Parents/guardians and students participating in an activity **are required** to attend an informational meeting at the beginning of their respective seasons. Program guidelines, philosophy and perspectives will be shared. Key information will be shared for the success of your student in our programs.

### **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.

### **PARTICIPANT SELECTION**

In some activities, only a limited number of participants will be possible. Selections or auditions will occur and some participants will not be included on teams or selected for positions or roles.

Coaches/advisors/directors are charged with the following responsibilities relating to these decisions:

1. The coach/advisor/activity director is responsible for making decisions about who is selected, keeping those participants who give the group the best chance of success.
2. The coach/advisor has the responsibility to meet with each participant who is not selected and explain the reasons for the decision.
3. The coach/advisor/director has the responsibility to meet with parents who would like to discuss a selection decision. **The coach/advisor/director will not meet with a parent until a 24-hour waiting period is observed.** A 36 to 48 hour wait is recommended.

## **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 with the activities office for these events for reservations of the GHS Commons or other GHS locations. Parents are responsible for 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, swimming, 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.

## **SOCIAL MEDIA POLICY**

Everything that is posted on any social media outlet should be considered information that is out of one's control once it is posted. It is understood that third parties including media, faculty, future employers, future schools and coaches could easily access profiles and view all personal information. If postings or messages are inappropriate, this could be detrimental at multiple levels. The use of social media by a student or portrayal of a student in social media considered to be "unbecoming" may result in discipline including suspension or removal from the activity, group, leadership position or team.

## **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 will be \$30 dollars or less. For more specific information, contact your coach. If a financial hardship exists for athletes, coaches/directors need to work tactfully with students and the activities office will work to access proper funding. Working for the spirit pack is also an option that can be considered.

## **SPORTSMANSHIP**

The National Federation of State High School Associations and Glacier High School as a commitment to fair play, ethical behavior and integrity view good sportsmanship. In perception and practice, sportsmanship is defined as those qualities that 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.

## **STUDENT SIGN OUT**

Students are not permitted to leave a contest facility in which their coach/sponsor is present without specific permission from their coach/sponsor in advance of the student's departure. When permission is

granted to leave the facility by the coach/sponsor, the student(s) must sign out with the coach/sponsor when leaving and sign back in upon their return.

### **SUSPENSION OR EXCLUSION FROM PROGRAM**

Dismissal of any student from a co-curricular activity by a coach or director must be brought to the attention of the Activities Director in a timely fashion. Due process will be followed and any concerns can be brought to the head coach and followed by the Activities Director if a concern by the student or parent still exists.

### **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. Attendance at camps is not a prerequisite for selection/participation in high school athletics/activities. Camp dates will be established by April 1st of each year. Brochures will be available online, in the activity's office, and from respective coaches. If a financial hardship exists, please consult with the director of the camp to be considered for a waiver or working in lieu of payment.

### **TRAVEL**

1. Students will be released 30 minutes prior to departure and coaches will be released one hour before departure.
2. All participants must travel to and return from all out of town activities with the team unless prior written permission is asked by their parents and granted by the administration. Participants will be released to travel with their parent/guardian only, after signing out with their coach/sponsor. Only the administration can allow travel from an event with someone other than a student's parents. The driver must be 21 years or older. This request can be done through email or text to the administrator.
3. 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.
4. 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.
5. 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.
6. 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.
7. The only passengers on activity buses shall be team members, coaches, advisors, managers, 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.
8. Student behavior during all phases of any trip is subject to school policy.
9. General rules while on the bus:
  - a. Remain seated at all times and speak softly,
  - b. Use personal stereos and headsets,
  - c. Gambling for money is prohibited,
  - d. Dispose of all garbage upon return.
  - e. Use cell phone appropriately and used as a tool to report to parents about scores of contests, arrival times, and updates during poor weather/roads.
  - f. Student dress should be neat and clean.

- g. Other people shall be treated with respect.
- h. Genders shall be separated.

**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 when the bus is in cell coverage.
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.

#### **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, steals on a school-sponsored trip, or steals at school during an activity season, they will be removed from the activity they are currently participating.

#### **VIDEO SURVEILLANCE**

The Board authorizes the use of video cameras on District property to ensure the health, welfare, and safety of all staff, students, and visitors to District property and to safeguard District buildings, grounds, and equipment. The Superintendent or representative will approve appropriate locations for video cameras. The District may choose to make video recordings a part of a student's educational record or of a staff member's personnel record. The District will comply with all applicable state and federal laws related to record maintenance and retention.

#### **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.

#### **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. A student using 12 letters as a gateway cannot use multiple activities as additional criteria. Cross Country and golf athletes gateway to wall is to place 1, 2nd, or 3rd at state. In addition, a student must meet at least two or more of the following criteria and three or more for music:

- Academic All State Status (3.5 and above for a quarter in 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. All music activities count as one activity. Speech and theatre count as one activity.
- 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 activity's office. Students will be recognized at a basketball game or wrestling contest preceding Christmas break following their successful graduation from Glacier High School.

### **WEIGHT ROOM/CORE**

GHS encourages student-athletes to take advantage of the benefits of strength and conditioning. Our Strength and Conditioning Coach from 3:30 PM to 5 PM supervise the fitness room. 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.

## **MEDICAL/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. In addition, Rank One hosts each student's paperwork in online. Physicals must be given to the trainer in hard copy.

### **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.
- A physical examination conducted before May 1st is not valid for participation the following school year.

#### **2. EMERGENCY/MEDICAL/CONSENT 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;
- 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.

#### **3. CONCUSSION INFORMATION FORM**

- Both parents and student-athletes must read the concussion information sheet and initial a form created by the MHSAA and return prior to participation in athletics;
- A roster along with all concussion forms will be turned into the trainer 3 days after the first practice. The athletic trainer will keep the original on file.

### **CONCUSSION POLICY AND PROCEDURE**

Concussions are defined as mild traumatic brain injuries. Concussions are usually associated with a blow to the head and can occur in athletics. As more research is done on head injuries, the athletic community is taking more precautions to prevent them and more vigilance to treat them. Glacier High School has developed a very stringent concussion policy to protect our student-athletes. Our protocol is based upon the most current medical guidelines and Montana High School Association regulations.

#### **Concussion Evaluation**

- An athlete with a suspected concussion must be removed from play immediately. If only coaches are present the athlete will NOT be returned to play that day.
- An athletic trainer should be notified immediately to evaluate the athlete.
- Evaluation by the Athletic Trainer will include screening of signs and symptoms, a cognitive assessment and assessment of postural stability.
- If the athletic trainer diagnoses the athlete with a concussion of any degree, the athlete will not return to play that day, or until the athletic trainer releases the athlete to play.
- If the Athletic Trainer feels the concussion is life threatening, the athlete will be transported either by ambulance or parent to the hospital emergency room.
- If the Athletic Trainer does not immediately refer the athlete to a physician, the parent may request a physician referral and the athletic trainer will assist to provide referral information at any time.

**Treatment of Concussions:** When an athlete sustains a suspected head injury, they are to be removed from play immediately. The athletic trainer will assess them and determine if immediate referral to a doctor is necessary. The athletic trainer will also contact the athlete's parents. In the absence of a certified athletic trainer, the supervising coach will be responsible to remove the athlete from play, contact a parent and refer to a medical doctor if necessary. The concussed athlete must check in with the athletic trainer every school day to be assessed and re-evaluated. The athlete will not participate in any physical activity until they are symptom free. This complete activity restriction will include in school activities such as PE, and all extracurricular activities. Once symptom free the athlete will begin a graduated progression before returning back to their sport.

**Return to Play:** The graduated progression to return an athlete back to play after a concussion will begin at the earliest one day after the athlete is symptom free. The progression takes a minimum of 5 days until full release. If the athlete is able to perform one-step symptom free, they may advance to the next step the following day. If they become symptomatic at any step, they will start back at Step 1.

- Step 1- Light aerobic exercise
- Step 2- Sport specific drills
- Step 3- Non- Contact practice
- Step 4- Contact practice
- Step 5- Game play

According to MHSA rules, an athlete with a head injury must be cleared by an appropriate healthcare professional (MD, DO, NP, PA, DC) I would just delete that before returning to contact drills. Either the Athletic Trainer at GHS or the physician who has been overseeing the athlete's concussion may release the athlete to play. The Athletic Trainer will have final say on return to play in order to be in keeping with these Concussion Protocols.

**Impact Testing:** GHS has adopted *Impact*, which is a computer-based neuro-cognitive test. *Impact* tests key elements of brain function and generates a report that can help healthcare professionals determine if it is safe for an athlete to return to activity after a concussion. Athletes who participate in sports with high risk for concussions will take a baseline test at the beginning of their season, which will be used to compare cognitive function after concussion should one, occur. *Impact* can still be used on athletes who have not taken a baseline by comparing post-concussion test results to extensive normative data, which *Impact* has collected.

The athletic trainer may choose to withhold an athlete from play if they are unable to achieve a passing score on their *Impact* test. More information about *Impact* can be found at [www.impacttest.com](http://www.impacttest.com).

All MHSA coaches and officials are required to maintain yearly concussion education and certification to aid them in recognizing and taking appropriate action for a concussion.

The athletic trainer at GHS is available for further questions at 406-758-8691.

#### **Concussion Communication:**

- Each child with a suspected concussion will be sent home with a GHS concussion resource for parents. This will outline the steps the parents should take in caring for their concussed child and will include emergency contact numbers.
- The GHS Trainer will speak directly with a parent of the concussed athlete.
- The GHS Trainer will speak directly with the head coach of the concussed athlete.
- In the absence of a certified athletic trainer at an event, the supervising coach will be responsible to remove the athlete from play, contact a parent and refer to a medical doctor if necessary.

#### **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 Ericksen, M.D.	Orthopedic Surgeon		
Al Olszewski, M.D.	Orthopedic Surgeon		
Patrick Gulick, PT	Physical Therapist		
<b>Head Athletic Trainer</b>		<b>Room</b>	<b>Phone</b>
Kerianne Fuller		G115	758-8691

### HEAD COACHES/DIRECTORS CONTACT INFO ON WEB SITE

To contact these leaders, you can use the email address listed below or please call our activities office at 758-8618 and your call will be directed to the appropriate place.

Activities Director	Mark Dennehy	<a href="mailto:dennehym@sd5.k12.mt.us">dennehym@sd5.k12.mt.us</a>
Head Athletic Trainer	Kerianne Fuller	<a href="mailto:fullerke@sd5.k12.mt.us">fullerke@sd5.k12.mt.us</a>
Band	David Barr	<a href="mailto:barrd@sd5.k12.mt.us">barrd@sd5.k12.mt.us</a>
Boys Basketball	Mark Harkins	<a href="mailto:harkinsm@sd5.k12.mt.us">harkinsm@sd5.k12.mt.us</a>
Boys Soccer	Ryan Billiet	<a href="mailto:coachbilliet@gmail.com">coachbilliet@gmail.com</a>
Boys Track	Arron Deck	<a href="mailto:decka@sd5.k12.mt.us">decka@sd5.k12.mt.us</a>
Choir	Nathan Connell	<a href="mailto:connelln@sd5.k12.mt.us">connelln@sd5.k12.mt.us</a>
Cheerleading	Lindsay Daniels	<a href="mailto:lzdancer@hotmail.com">lzdancer@hotmail.com</a>
Cross Country	Jacob Deitz	<a href="mailto:deitzj@sd5.k12.mt.us">deitzj@sd5.k12.mt.us</a>
Drama	Ivanna Fritz	<a href="mailto:fritzi@sd5.k12.mt.us">fritzi@sd5.k12.mt.us</a>
Football	Grady Bennett	<a href="mailto:bennettg@sd5.k12.mt.us">bennettg@sd5.k12.mt.us</a>
Girls Basketball	Amanda Cram	<a href="mailto:crama@sd5.k12.mt.us">crama@sd5.k12.mt.us</a>
Girls Soccer	Brendan Byrd	<a href="mailto:brendenbyrd@yahoo.com">brendenbyrd@yahoo.com</a>
Girls Track	Jerry Boschee	<a href="mailto:boscheej@sd5.k12.mt.us">boscheej@sd5.k12.mt.us</a>
Golf	Jim Schaible	<a href="mailto:jm_schaible@yahoo.com">jm_schaible@yahoo.com</a>
Orchestra	Peter Pomajevich	<a href="mailto:pomajevichp@sd5.k12.mt.us">pomajevichp@sd5.k12.mt.us</a>
Softball	Abby Connolly	<a href="mailto:connollya@sd5.k12.mt.us">connollya@sd5.k12.mt.us</a>
Speech	Greg Adkins	<a href="mailto:adkinsg@sd5.k12.mt.us">adkinsg@sd5.k12.mt.us</a>
Swimming	Karen Bouda	<a href="mailto:boudak@sd5.k12.mt.us">boudak@sd5.k12.mt.us</a>
Tennis	Josh Munro	<a href="mailto:munroj@sd5.k12.mt.us">munroj@sd5.k12.mt.us</a>
Volleyball	Christy Harkins	<a href="mailto:harkinsc@sd5.k12.mt.us">harkinsc@sd5.k12.mt.us</a>
Wrestling	Ross Dankers	<a href="mailto:dankersr@sd5.k12.mt.us">dankersr@sd5.k12.mt.us</a>

